

**AGENDA**  
**MANDAN CITY COMMISSION**  
**SEPTEMBER 1, 2015**  
**ED "BOSH" FROEHLICH MEETING ROOM,**  
**MANDAN CITY HALL**  
**5:30 P.M.**  
**[www.cityofmandan.com](http://www.cityofmandan.com)**

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- A. ROLL CALL:  
1. Roll call of all City Commissioners.
- B. APPROVAL OF AGENDA:
- C. PUBLIC COMMUNICATIONS:
- D. MINUTES:  
1. Consider approval of the minutes from the August 18, 2015 Board of City Commission Regular Meeting.
- E. PUBLIC HEARING:  
1. Conduct public hearing to consider rezoning for Lakewood 9<sup>th</sup> Addition.
- F. BIDS:
- G. CONSENT AGENDA:  
1. Consider approval for N.D. Tourism Division marketing grant application  
2. Consider approval of Abatements/Valuation Changes for 2015 Assessment Year 2015.  
3. Consider for approval final plat for Lakewood 9<sup>th</sup> Addition  
4. Consider for approval replat of Lot 1, Block 2, Mandan Industrial Park 7<sup>th</sup> Addition  
5. Consider approval of Beer Garden application for Spirit of Life Church on September 12, 2015.  
6. Consider transferring Capital Outlay funds from the 2015 General fund contingency budget to Building Inspection Department Budget for capital outlay to purchase used Department vehicle.  
7. Consider amendment to Agreements for Cost-Share Reimbursement Mandan New Water Intake Project and Mandan Water Treatment Plant Improvements Project.
- H. OLD BUSINESS:
- I. NEW BUSINESS:  
1. Consider the Morton Mandan Public Library's 2016 Budget.  
2. Presentation by Eide Bailly for the City's 2014 Audit.

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3. Consider allowing City Staff and Attorney Brown to negotiate the Recycling Contract and lease to use the Transfer Station with Dakota Sanitation, Inc.
4. Consider semiannual meetings between City Commission & Park Board.
5. ~~Update from Monsignor Chad Gion regarding former Mandan Junior High plans.~~

J. RESOLUTIONS AND ORDINANCES:

1. First consideration of Ordinance 1216 creating zoning for Lakewood 9<sup>th</sup> Addition
2. Second consideration and final passage of Ordinance 1214 rezoning Lot 19 of Twin City Industrial Sites.
3. Second consideration and final passage of Ordinance 1217 rezoning land along Old Red Trail (sports complex site)
4. Introduction and First Consideration of Ordinance 1218 – An Ordinance to Amend and Re-enact Section 9-02-11 of the Mandan Code of Ordinances Relating to Meters – Repair and Control.

K. OTHER BUSINESS:

L. FUTURE MEETING DATES FOR BOARD OF CITY COMMISSIONERS:

1. September 15, 2015
2. October 6, 2015
3. October 20, 2015

M. ADJOURN

**Public Communication**

A scheduled time for public participation has been placed on the agenda at Mandan City Commission meetings. The Board desires to hear the viewpoints of citizens throughout the City. Individuals wishing to address the Board are encouraged to make arrangements with the Board President or the City Administrator prior to the meeting. Comments should be made to the Board and not to individuals in the audience and be related to City operations and programs. The Board will not hear personal complaints against any person connected with the City. If a citizen would like to add a topic to the agenda, arrangements must be made in advance with the City Administrator or Board President. The Board reserves the right to eliminate or restrict the time allowed for public participation. The Board requests that comments are limited to three (3) minutes or less. Groups of individuals addressing a common concern are asked to designate a spokesperson.

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The Mandan City Commission met in regular session at 5:30 p.m. on August 18, 2015 in the Ed “Bosh” Froehlich Room at City Hall, Mandan, North Dakota.

Commissioners present were Van Beek, Tibke, Rohr, Braun and Laber. Department Heads present were Finance Director Welch, Police Chief Bullinger, City Attorney Brown, City Administrator Neubauer, Director of Public Works Wright, Fire Chief Nardello, Business Development & Communications Director Huber, Planning & Engineering Director Froseth, and Planner Decker. Absent: Assessor Shaw and Building Official Lalim.

B. APPROVAL OF AGENDA: Commissioner Braun moved to approve the Agenda. Commissioner Rohr seconded the motion. The motion received unanimous approval of the members present. The motion passed.

C. PUBLIC COMMUNICATIONS: Mayor Van Beek invited anyone interested to speak for or against any items on the Agenda to come forward. A second announcement was made to come forward to speak. Hearing none, this portion of the Public Communications was closed.

D. MINUTES:

1. *Consider approval of the following minutes from the Board of City Commission August 4, 2015 regular meeting and August 13, 2015, Special Mtg. (via teleconference call).* Commissioner Rohr moved to approve the minutes as presented. Commissioner Tibke seconded the motion. The motion received unanimous approval of the members present. The motion passed.

E. PUBLIC HEARING:

1. *Conduct public hearing to consider rezoning Lot 19 of Twin City Industrial Sites.* Planner Decker presented a request to rezone two separate parcels from MC to MB to allow for the construction of an asphalt plant. He explained that this will move the boundary line between the two existing districts. The location was the former cheese plant site. He said the plan is to relocate an existing asphalt plant from the west side of the City to this site. He explained how the raw material is transported from rail and that relocation of the plant will eliminate that. He stated that there are approximately 9,000 trips per season of asphalt trucks traversing on Main Street. Aggregate will be stored on site. They are delivered from various suppliers and then Main Street is used to get to the current location west of the City. Those trucks will not use Main Street once the plant is moved to the new location. Planner Decker stated that this rezoning will be a major benefit to Main Street and it will significantly reduce truck traffic. The neighboring properties have given their approval for this use and there are several industrial uses in this area with significant truck traffic. The existing building will be turned into office and storage spaces for future use. There have been no objections, written or verbal received in opposition to this request.

Mayor Van Beek invited anyone interested to speak for or against the rezoning of Lot 19 Twin City Industrial sites to come forward.

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Marc Taylor came forward stating he is neither for nor against the rezoning. He questioned what the plans are for Twin City Drive? When the road was put in it isn't even heavy enough for their business and it's breaking up. With CJ Rigging, in addition to his company's equipment, it should be a consideration. He doesn't think he should have to pay all the taxes to have it redone.

Commissioner Rohr asked Planning & Engineering Director Froseth how long that road has been there. Director Froseth said he did not know when the road on Twin City Drive was put in or reconstructed. Public Works Director Wright indicated it was put in during the early 90's. Typically a 20-year life design is appropriate for asphalt and heavier traffic would require a thicker section. However, he does not know what the current section is on that road. Director Froseth said that Dynatest Consulting did all the City's roads before he started working for the City in 2012 and there may be information pertaining to that road in that report. Mayor Van Beek requested Director Froseth to look back on the Dynatest report and see if this road was designed for commercial use and if the City needs to formulate a plan going forward.

Public Works Director Wright stated that road was redone in the 1990's and they used cement stabilization in the subbase so it was constructed for heavy equipment. But it is over 20 years old. The only maintenance he is aware of is crack sealing and patching as needed that was done by the Public Works Department. Commissioner Laber stated that there are two ways of ingress and egress. Twin City Drive is one option and the other one is to use Memorial Drive. She does not want everyone to think that the traffic that used to go on Main Street would now go on Twin City Drive and that this will create an undue hardship. It may increase some traffic but Memorial Highway is very close and adjacent to this traffic. She suggested that a good plan be put in place.

Planner Decker stated that the issue with Memorial Highway is that there is no traffic light where McDonald's is which is where they would come out. Eventually we would generate enough traffic to put a traffic signal there. There is a traffic signal at Twin City and Main and the idea would be to use that because it is a controlled intersection for the truck traffic. Once Memorial Highway is improved there will be another signal installed and they can exit there.

A second announcement was made by Mayor Van Beek to come forward to speak for or against this request. Hearing none, this portion of the Public Hearing was closed.

2. *Conduct public hearing to consider rezoning property along Old Red Trail.*

Planner Decker explained that this is the site where we will construct the proposed Mandan Sports Complex. The current owner is requesting this site be rezoned to accommodate that use. It is a down-zoning from a light industrial MA to a heavy commercial classification of CC. He said that any of the sites considered by the Park District would have had to have been rezoned. The site is currently undeveloped. The Land Use and Transportation Plan recommended that this area be developed as a commercial site. The Planning and Zoning Commission voted 6-1 to approve the recommendation.

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Mayor Van Beek invited anyone interested to speak for or against the rezoning of property along Old Red Trail to come forward. A second announcement was made to come forward to speak. Hearing none, this portion of the Public Hearing was closed.

F. BIDS:

G. CONSENT AGENDA

1. *Consider approval of monthly bills.*
2. *Consider escrow agreement between City of Mandan, Mandan Park District and Bank of North Dakota related to the .75% sales tax approved by the voters of Mandan on June 9, 2015.*
3. *Consider games of chance for the Knights of Columbus Council 2760 at the Mandan Eagles – Oct. 2, 2015.*
4. *Consider for approval the sale of the used water meters that were changed out during the Water Meter Replacement Project.*
5. *Consider for approval Cultural Heritage Grant application.*
6. *Consider designating a representative to attend the organizational meeting for Missouri River stakeholder issues. Administrator Neubauer will be the representative.*
7. *Consider appointments to Mandan Visitors Committee.*
8. *Consider for approval the Emergency Generator project for south side booster station and communications tower.*

Commissioner Braun moved to approve the Consent Agenda as presented.

Commissioner Laber seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Laber: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

H. OLD BUSINESS:

I. NEW BUSINESS:

1. *Consider the Mandan Airport Authority's 2016 Budget. Marc Taylor, Treasurer with the Mandan Airport Authority, (in the absence of Jim Lawler, Airport Manager), presented the 2016 Airport Authority Budget. Mr. Taylor provided a series of photos of the airport, courtesy of Dr. Dale Klein, depicting the new construction that has been done and the areas that are under construction, including 5 new hangars and the new taxi way that is being put in. The airport has 92 based airplanes now, which is one of the largest in North Dakota.*

The Mandan Airport Authority manages the local airport facility. The Authority's five member board is appointed by the City Commission. The Authority is fiscally dependent upon the City because the City Commission levies taxes and must approve any debt issuances. The Airport Authority is reported as a component unit in the City of Mandan's audited financial statements.

The Airport Authority's Board approved the 2016 Budget on July 20, 2015. The City's Budget and Finance Committee met with the Airport Manager on July 23,

2015 to review and discuss the Airport's 2016 Budget. The current balance is \$11,200,000 with a long-term liability of \$600,000 which leaves an equity of \$1,673,000.

The City of Mandan has included the following revenues for the Mandan Airport Authority in the City's 2016 Budget:

- Property Taxes (4 Mills) = \$262,750
  - Delinquent Taxes = \$4,400
  - Electric Taxes = \$200
  - Mobile Home Taxes = \$3,250
  - State Aid Distribution = \$5,600
  - Disabled Veterans Credit = \$1,750
  - Homestead Credit = \$4,650
- Total Revenues = \$282,600

Total Income	\$836,850
Gross Profit	\$836,850

Payroll Expenses	\$ 91,060
Fees & Service Chgs	\$ 5,300
Insurance	\$ 7,300
Travel/Training	\$ 8,000
Utilities	\$ 27,800
Publishing/Printing	\$ 2,750
Dues/Subscriptions	\$ 2,000
Supplies/Maintnce	\$ 43,500
Repairs/Maintnce	\$ 24,350
Airplane Fuel Total	\$375,000
Capital Outlay	\$ 50,000
New Construction	\$ 0
Debt Services	\$ 29,000
Leasehold Tax	\$ 14,000
Revenue Bonds	<u>\$ 81,500</u>

Total Expenses	\$761,560
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Net Ordinary Income	\$ 75,290
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#### Other Income

Fed Grants	\$1,200,000
State Aid	<u>\$ 60,000</u>
Total Other Inc.	\$1,260,000

#### Other Expenses

FAA Grant	\$1,200,000
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State Grant	\$60,000
Airport Match	<u>\$60,000</u>
Total Other Exp.	\$1,320,000
Net Other Income	\$ (60,000)
Net Income	\$ 15,290

Mr. Taylor stated that the hangar rent has increased from \$170 to \$190 which will bring in an additional \$11,000. He also explained there is no consistent way of determining costs for hangar rent charges. He gave examples of what other hangar costs are around North Dakota and Minnesota for comparisons. He explained how fuel costs compare to what other airports charge, with Mandan currently being at \$5.00 and Bismarck is at \$5.45, but that's at full service.

Mayor Van Beek inquired if any Commissioners have any questions for Mr. Taylor regarding the Airport Budget request.

Commissioner Tibke moved to approve the Mandan Airport Authority's 2016 Budget. Commissioner Laber seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Laber: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

2. *Consider approval of recommendation to select AE2S as consultant engineering firm to assist the City with an overhaul of our GIS.* Planning & Engineering Director Froseth explained that the City's GIS system is in need of improvements to be made to the system. He gave examples of some of the current problem situations. He requested that the City hire a consultant engineer to assist with the engineering to overhaul the current GIS system. Director Froseth said that this matter was brought forward and advertised back in February. It was approved by the Commission as a request for proposal. Subsequently, there were 14 proposals received and five firms were interviewed. But due to summer projects this matter was put on hold. He said that the interview panel ranked AE2S as the best consultant to hire and move forward with this project. The City of Mandan has worked with AE2S on several projects and is currently working with the City on the Waste Water Treatment Optimization Project and they have done our GIS in the past. Director Froseth recommended hiring AE2S for this project based on their proposal and the recommendation from the interview panel.

Commissioner Tibke moved to approved the recommendation to hire AE2S as the consultant engineering firm to assist the City with an overhaul of the GIS. Commissioner Laber seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Laber: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

3. *Consider 3-way agreement for installation of water and sewer for Lakewood 8<sup>th</sup> Addition.* Planning & Engineering Director Froseth presented a request for a 3-way agreement for the installation of water and sewer for Lakewood 8<sup>th</sup> Addition. This

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property is located between 34<sup>th</sup> Avenue Southeast and 40<sup>th</sup> Avenue Southeast of Lakewood 8<sup>th</sup> Addition. The utilities only serve the developer of this benefiting land. Therefore this will be paid for under a 3-way agreement. The developer has negotiated the water and sewer installation with Basaraba Excavating & Dirt Works, LLC, in the low bid amount of \$754,340. A letter of credit has been secured for the project. This agreement would need to be contingent upon recording of the plat by the County Recorder's Office.

City Attorney Brown asked whether the City Commission controls the recording of the plat. Director Froseth replied that the City approves the plat through Planning & Zoning and this Board. Director Froseth's understanding is that the owner is to be responsible for taking it to the Recorder's Office for recording. Attorney Brown suggested revisiting that process, in that if the City approves the plat, the City should control recording it and the cost for recording would be built into the fee. He mentioned that in the past plats have been approved but do not get filed. Director Froseth recommended leaving the contingency in place. However, he agreed that the City will record the plat.

Commissioner Braun moved to approve the resolution approving the plan and specifications authorizing the execution of a 3-way agreement for water and sewer improvements of Project 2015-12 Lakewood 8<sup>th</sup> Addition on approval of the plat recording. Commissioner Laber seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Laber: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

J. RESOLUTIONS AND ORDINANCES:

1. *First consideration of Ordinance 1214 rezoning Lot 19 of Twin City Industrial Sites.* Commissioner Tibke moved to approve the First consideration of Ordinance 1214 rezoning Lot 19 of Twin City Industrial Sites. Commissioner Laber seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Laber: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

2. *First consideration of Ordinance 1217 rezoning land along Old Red Trail (sports complex site).* Commissioner Laber moved to approve the First consideration of Ordinance 1217 rezoning land along Old Red Trail (sports complex site). Commissioner Rohr seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Laber: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

3. *Second consideration and final passage of Ordinance 1213 – Correcting previous annexation documents.* Commissioner Laber moved to approve the Second consideration and final passage of Ordinance 1213 – Correcting previous annexation documents. Commissioner Braun seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Laber: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

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4. *Consider the introduction and first consideration, and call for a public hearing of Ordinance No. 1215 making the annual appropriations for expenditures or expenses of the City of Mandan, North Dakota, for the fiscal year commencing January 1, 2016, and ending December 31, 2016, and making the annual tax levy for the year 2015.*

Greg Welch, Finance Director, came forward to present the introduction and first consideration, and call for a public hearing of Ordinance No. 1215 adopting the 2016 Budget. He extended a thank you to the Department Managers and Supervisors for their hard work in developing the Budget proposals and to the Portfolio Commissioners for their participation in the departmental Budget hearings. A special thank you went to Commissioner Tibke who holds the Finance Portfolio and is a member of the Budget and Finance Committee for her time commitment during the Budget discussions. He also wanted to thank City Administrator Neubauer, who is also a member of the Committee for coordinating and organizing the Budget meetings and to Assistant Finance Director Pfeifer for making this Budget presentation possible.

Director Welch stated that the City of Mandan continues to be a growing community and with the City's growth come the challenges and responsibilities to deliver and provide quality services to citizens in an effective and efficient manner while at the same time offering those services at an affordable cost to our taxpayers and customers. The Budget and Finance Committee feels that it has achieved that goal of balancing services with cost.

Director Welch stated that the Committee respectfully submits the preliminary 2016 Budget to the Board in accordance with the City's fiscal policies and procedures.

The following is the Budget and Finance Committee's recommendation for the 2016 Budget:

#### REVENUES

Revenues = \$31,864,300

- Special Assessments – \$5.3M from infrastructure benefiting properties pays for the annual Debt Service on the Special Assessment Bonds resulting from maintenance projects and new developments.
- Property Taxes = \$3.6M or 11% of total Revenues
- City Sales Tax – 1% Sales Tax (\$2.6M) according to City Ordinance pays for Property Tax Reduction, Debt Reduction, Street and Water & Sewer Infrastructure Improvements, and Job & Economic Development Projects.
- City Sales Tax – 0.75% Sales Tax (\$1.9M) approved by the voters on June 9 will pay for the annual Debt Service on the \$22M Revenue Bonds for the Mandan Park District Projects.
- Intergovernmental (\$6.3M) – State Aid Distribution, Oil and Gas Impact (Hub City funding), Highway Tax Distribution, Fire Insurance Premium Taxes, etc... is

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- used to pay for various services, Capital Outlay items, and Projects.
- Utility Charges – \$9.5M from customers pays for the City’s Water, Sewer, Solid Waste, and Street Light services.

### EXPENDITURES

Expenditures = \$30,668,500

- Debt Service – \$8.9M pays for the annual Principal and Interest payments on the City’s Capital Leases, Special Assessment Bonds, Revenue Bonds, and State Revolving Fund Loans.
- Bank of ND-Escrow Agent – 0.75% City Sales Tax (\$1.9M) will pay for the annual Debt Service Principal and Interest on the \$22M Revenue Bonds for the Mandan Park District Projects through an Escrow Agreement with the Bank of ND. The City will be required to deposit the 0.75% Sales Tax received from the ND State Tax Department to the Escrow Fund on a monthly basis.
- Capital Outlay – \$2.4M pays for Building Improvements, Machinery and Equipment, Vehicles, and Infrastructure Projects.
- Operations and Maintenance – \$7.1M pays for Professional Fees and Services, Utilities, Supplies, Repairs, Subsidies, etc...
- Salaries and Benefits – \$10.3M pays for the City’s Full Time and Part Time employees, Overtime, Social Security and Medicare, Pension, Health Insurance, and other Benefits.

### MAJOR FUNDS

The City’s Budget Policy requires a minimum Fund Balance Operating Reserve of 17% in the General Fund and Cemetery Fund, and a minimum Fund Balance Operating Reserve of 25% in the Utility Funds.

General Fund – \$497K decrease in Fund Balance is due to Capital Leases and Capital Outlay (one-time expenditures). The City’s Budget Policy also states that operating deficits for Major Funds will only be allowed for one-time expenditures such as Capital Outlay and special projects approved by the Board. One-time expenditures will only be paid from funds in excess of the minimum Fund Balance Operating Reserve. The General Fund (Capital Improvement Fund Balance) = \$2M

The other Major Funds have only modest increases in their respective Fund Balances.

Water and Sewer-Base Charge – the Rate increase is pending possible cost share funding from the ND State Water Commission and the timing of the proposed Water Treatment Capital Improvement Projects (\$2.6M) associate with the funding.

Solid Waste-Base Charge – the Residential Rate increase of \$0.95/month/family living unit is due to the Solid Waste Hauling Services Agreement with Armstrong Sanitation & Roll-Offs.

Director Welch stated that on July 21, the Board was presented with several recycling options based on bid proposals. The Board deferred these options and proposals to the Budget and Finance Committee for their review and to determine the impact to the 2016 Budget. Based on the low bid of \$4.38 recycling fee/unit/month, the City’s estimated

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annual cost for 2016 (year 1) if all single family homes and multifamily residential buildings are included would amount up to \$506K. To pay for this service in 2016 (year 1), the City would establish a Residential Base Rate of \$5.50/month/family unit (\$4.38 recycling fee + City's 25% operations and maintenance coverage ratio) for those residential units receiving the service. The Base Rate would become effective on January 1, 2016. Director Welch summarized the following recycling options to the Board: A) no recycling curbside single sort recycling amounting to \$0 cost to the City; B) provide four recycling collection sites amounting to \$16K to \$53K and no increase in the Residential Base Rate at this time; and C) provide residential curbside single sort recycling amounting up to \$506K. If the Board selects Option C, the City would save an estimated \$57K annually on solid waste hauling services due to approximately 14% of the residential garbage considered to be recyclable items. The \$57K savings would decrease the proposed Residential Base Rate for hauling services from \$0.95/month/family living unit to \$0.85, a savings of \$0.10/month/family living unit. Under Option C, the City's new total Residential Base Rate increase would amount to \$6.35/month/family living unit (\$0.85 for hauling services + \$5.50 for recycling services) or \$76 annually. At this time, the Budget and Finance Committee requests the Board's decision for the 2016 Budget.

Commissioner Laber commented that there is not an abundance of landfill space available and now is the time to fully participate in recycling efforts. The best way to offer that to our citizens is through residential curbside single sort. She stated that she is in favor of "Option C" implementation. Commissioner Rohr questioned whether it would be reasonable to offer "Option B" which is to have recycling sites available, and see how that works and then go into "Option C". Because once you go into "Option C" you could not go back to "Option B". Commissioner Laber replied that she feels the message needs to be clear that the citizens need to be responsible for recycling due to landfills being full. Hauling costs are more and that is why the solid waste base rate keeps on going up. Either we can manage it and start recycling or we will continue to have increases in costs and not have the opportunities to recycle waste. She does not believe "Option B" is anything better than what is offered now. She believes that "Option C" is what needs to happen to manage this. Mayor Van Beek stated he concurs with Commissioner Laber on "Option C" noting that we are in the day and age that we all need to start recycling and be mindful of saving the landfill areas.

Public Works Director commented on participation. The \$50,000 plus savings that is anticipated in the solid waste hauling was based on 14% reduction in solid waste which is what Bismarck experienced the first year of recycling. Commissioner Braun commented that he is in favor of "Option C" in that he would like to see Mandan as a community leader in its efforts of a recycling project.

Commissioner Laber moved to select "Option C" of recycling options that will provide residential curbside single sort recycling for the entire community of the City of Mandan. Commissioner Braun seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Laber: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

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TAXABLE VALUATION

Taxable Valuation (estimated) = \$69,154,110

- Increase from Tax Year 2014 (2015 Budget) = 21%
- Increase from Tax Year 2006 = 126%
- Residential = \$49.6M
- Commercial = \$18.5M
- Agriculture and Other (Utilities) = \$973K
- 1 Mill = \$69,154

Morton County Board of Equalization:

- Increase in residential property = 17%
- Average increase in existing residential property = 14%
- Increase in commercial property = 35%
- Average increase in existing commercial property = 20%

MILL LEVY

Mill Levy = 66.10 Mills

- Decrease from Tax Year 2014 (2015 Budget) = 8.93 Mills
  - Impacts the General Fund.
- Decrease from Tax Year 2006 = 45 Mills
- City's share of 1 Mill for Tax Year 2014 (2015 Budget) = 24%
- General Fund (47.89 Mills) – primarily pays for Public Safety (Police and Fire) services.
- City's Share of Special Assessments (1.54 Mills) – pays for assessments on City owned properties.
- Public Transportation System (Bis-Man Transit Board) 2.00 Mills – City's share of the Capital Area Transit (CAT) as approved by the voters in April 1992.
- Liberty Memorial Bridge (1.02 Mills) – City's cost share until 2026.
- Street Improvement District #145 (0.48 Mills) – Collins Avenue until 2023.
- Street Improvement District #148 (0.17 Mills) – Mandan Avenue until 2024.
- Airport (4.00 Mills) – maximum Levy.
- Library (7.00 Mills) – maximum Levy of 4.00 Mills + 3.00 Mills as approved by voters in May 1983.
- Library – Morton County levies 2.80 Mills or 180K for the 2015 Budget.

The City's Budget Policy states that the City's share of the Mill Levy will not exceed the average city mill levy for the prior year of the other 11 largest cities in the State of ND.

The average City Mill Levy for the other 11 largest cities (excluding Mandan) in ND for Tax Year 2014 = 80 Mills

The increase in the City's Taxable Valuations during the last 10 years has

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contributed to the decrease in the City's Mill Levy over the same period.

### PROPERTY TAXES

Property Taxes = \$4,571,404

- Increase from Tax Year 2014 (2015 Budget) = \$269,463
  - New Construction = \$173K
  - Expired Exemptions = \$96K
- General Fund Property Tax increase = \$73K
- Airport Property Tax increase = \$47K
- Library Property Tax increase = \$82K

No Property Tax increase for an existing \$250,000 residential home with a valuation increase of 14%, excluding special assessments.

- Existing properties with a valuation increase under 14% will pay less.
- Existing properties with a valuation increase over 14% will pay more.

### SALARIES AND BENEFITS

Salaries = \$7,557,250

- Increase from 2015 Budget (revised) = \$79,550
- Full Time = \$7.0M
  - 124 employees
- Part Time = \$221K
- Overtime = \$282K
- No market or performance adjustments due to the lack of funding primarily in the General Fund.
  - Committee Recommendations:
    - Provide one-time or semi-annual experience/longevity adjustments contingent upon available funds from the 2015 Budget.
    - Conduct a Classification and Compensation Study based on updated job descriptions and implement the adjustments for the 2017 Budget.

Benefits = \$2,728,850

- Increase from 2015 Budget (revised) = \$111,800
- 27% of total Salaries and Benefits
- Health Insurance = \$1.4M
  - NDPERS increase effective July 2015 = 15.1%
  - Monthly premiums are fixed until June 30, 2017.
  - Eide Bailly is conducting an Employer Health Reform Analysis.
- Pension = \$639K
- Social Security and Medicare = \$578K
- Other = \$116K

Total Salaries and Benefits = \$10,286,100

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- Increase from 2015 Budget (revised) = \$191,350

Reclassifications and new employees = \$69,457

- Grounds Maintenance
  - Reclassify Cemetery Superintendent to Grounds Maintenance Superintendent.
  - Cost = \$0
- Cemetery
  - Reclassify Equipment Operator to Equipment Operator I.
  - Cost = \$4,391
- Wastewater Treatment
  - Wastewater Treatment Plant Operator I (new full-time employee)
  - Cost = \$51,531
- Utility Maintenance
  - Utility Operator (new part-time employee)
  - Cost = \$13,535

#### OPERATIONS AND MAINTENANCE

Operations and Maintenance = \$7,116,050

- Net increase in departmental spending cap = \$289,700
- The City's Budget Policy requires departments to provide a written explanation to justify the need for additional appropriations (expenditures) above (in excess of) the base Operations and Maintenance (O&M) spending cap.
- Departmental increases are located on page 15 in the Agenda Documentation.

#### DEBT SERVICE

Debt Service-Principal and Interest = \$8,928,150

Debt Service reflects the annual Principal and Interest payments on the City's Leases, Bonds, and Loans.

Amortization:

- % of Debt Service retired in 10 years = 86%
- % of Debt Service retired in 15 years = 99%

Total Debt outstanding (as of July 2015) = \$72,061,244

- Principal outstanding = \$62,321,567
- Interest outstanding = \$9,739,677
- General Obligation Bonds = \$741,873
  - Maturity date = 2026
- Revenue Bonds/State Revolving Fund Loans = \$29,206,029

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- Maturity date = 2032
  - Special Assessment Bonds = \$41,617,376
    - Maturity date = 2029
  - Capital Lease Debt = \$495,966
    - Maturity date = 2020

New Debt to be issued:

- Capital Leases – \$1.3M contingent upon the approval of Capital Outlay.
  - Fire Department = \$450K – Fire Truck
  - Street Department = \$172K – Wheel Loader
  - Landfill = \$687K – Landfill Compactor
- Special Assessment Bonds – \$9M for 14 Special Assessment Districts.
  - Fall 2015
- Revenue Bonds – \$22M for the Mandan Park District Projects.
  - 0.75% City Sales Tax was approved by the voters on June 9.
  - Spring 2016 to Summer 2017
- State Revolving Fund Loans – \$6.5M available capacity balance (as of July 2015) for four current Projects.

BANK OF ND-ESCROW AGENT

Bank of ND-Escrow Agent = \$1,959,850

- Proposed Escrow Agreement with Bank of ND requires City to deposit 0.75% Sales Tax received from ND State Tax Department to Escrow Fund on a monthly basis.
- Purpose: Debt Service principal and interest payments on anticipated Revenue Bonds.

CAPITAL OUTLAY

Capital Outlay = \$2,378,350

- Capital Outlay items are located on pages 20-21 in Agenda Documentation.
- Building Improvements = \$185K
- Machinery and Equipment = \$525K
- Vehicles = \$62K
- Infrastructure Projects = \$1.6M

ANNUAL COST FOR CITY SERVICES

The annual cost for City services for an existing \$250,000 residential home with a valuation increase of 14% and using 8 units of water per month, excluding special assessments = \$1,777

- Increase from 2015 Budget = \$11

Director Welch explained that due to the recycling option that was voted on tonight, each household can now expect to pay \$6.35 more per month or \$76 per year for the solid waste hauling and recycling services.

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Director Welch explained the next steps in the 2016 Budget process:

- On August 28, 2015 the City will publish a Notice of Public Hearing of Ordinance No. 1215 adopting the 2016 budget on September 15, 2015.
- On September 15, 2015 the City will conduct a Public Hearing at 6:00 p.m. and pass the second and final consideration of Ordinance No. 1215 adopting the 2016 Budget and also approve the Resolution establishing the rates and charges for services from the Solid Waste Utility Fund.
- On October 10, 2015 the due date for the City to certify a copy of the Levy as adopted and the final Budget to the Morton County Auditor.
- The preliminary 2016 Budget will be posted on the City of Mandan website at [www.cityofmandan.com](http://www.cityofmandan.com).

Commissioner Laber extended a thank you to Director Welch and his team for the work done on the budget. With regard to the recycling plan that will go into effect, there will have to be education provided for the public and how that will be accomplished. She recommended having a complete package available when the budget is approved including education materials to send out to citizens.

Commissioner Laber moved to approve the introduction and first consideration, and call for a public hearing of Ordinance No. 1215 making the annual appropriations for expenditures or expenses of the City of Mandan, North Dakota, for the fiscal year commencing January 1, 2016, and ending December 31, 2016, and making the annual tax levy for the year 2015. Commissioner Tibke seconded the motion. Roll call vote: Commissioner Rohr: Yes; Commissioner Tibke: Yes; Commissioner Laber: Yes; Commissioner Braun: Yes; Commissioner Van Beek: Yes. The motion passed.

Mayor Van Beek also extended a thank you to Director Welch and staff for the work put in to preparing and presenting the 2016 City of Mandan Budget.

K. OTHER BUSINESS:

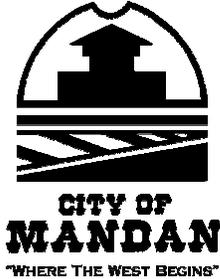
There being no further actions to come before the Board of City Commissioners, Commissioner Tibke moved to adjourn the meeting at 6:57 p.m. Commissioner Laber seconded the motion. The motion received unanimous approval of the members present. The motion passed.

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James Neubauer,  
City Administrator

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Arlyn Van Beek,  
President, Board of City  
Commissioners



## Board of City Commissioners

# Agenda Documentation

<b>MEETING DATE:</b>	September 1, 2015
<b>PREPARATION DATE:</b>	August 27, 2015
<b>SUBMITTING DEPARTMENT:</b>	Engineering & Planning
<b>DEPARTMENT DIRECTOR:</b>	Justin Froseth
<b>PRESENTER:</b>	Robert Decker, P.E., Principal Planner
<b>SUBJECT:</b>	Conduct public hearing to consider rezoning for Lakewood 9 <sup>th</sup> Addition

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### STATEMENT/PURPOSE:

The request is to rezone approximately 58 acres south of 19<sup>th</sup> St. SE and west of 40<sup>th</sup> Ave. SE. The area is currently zoned A Agricultural. The proposed zoning is to create PUD District 2015-01 with various uses conforming to the requirements of zoning districts R7, RM and CB with some modifications.

The land is bordered on the north by Kist Livestock Sales, on the east by the south fire station and commercial buildings along 40<sup>th</sup> Ave. SE, on the south by the Lakewood 8<sup>th</sup> Addition consisting of residential lots and on the west by the Prairie West Golf Course.

### BACKGROUND/ALTERNATIVES:

This is the final phase of the Lakewood subdivision. The primary change from the original plan is the addition of a skilled care nursing facility. The remainder of the area will be developed with a mix of residential and commercial as originally planned.

The proposal is to designate this area as a Planned Unit Development (PUD). That way the zoning can be tailored to the various proposed uses and allow better control of any future proposed changes.

Working from west to east, the proposed uses include single-family homes adjacent to the golf course, the skilled care nursing facility, single family on smaller lots north of 21<sup>st</sup> St. SE, multi-family south of 21<sup>st</sup> St. SE and low intensity office and commercial behind the properties fronting 40<sup>th</sup> Ave. SE with the possibility of additional multi-family residential depending on market conditions. A portion of the land along the eastern boundary of the property will be a water feature similar to what is on the east side of 40<sup>th</sup> Ave. SE.

Modifications to the normal zoning conditions include some adjustments in setback requirements including a requirement that garage doors be at least 20 feet from the property line and that driveway aprons be limited in width in order to provide room for a parking space along the curb.

The key change in zoning conditions is to allow single-family development on smaller lots. The minimum lot size for single-family homes is 7000 square feet. However, each half of a twin home is allowed on a lot as small as 3200 square feet. The proposed zoning will allow development of single-family units on lots as small as 4800 square feet. These units have been successfully marketed in Bismarck and Lincoln.

For the CB areas, the range of uses will be limited to some of the less intense uses normally allowed in a CB zone.

Design of the multi-family area will be completed at a later date.

The focus right now is on developing the skilled nursing facility as there is a requirement to have the facility finished and operational by the end of 2016. A rough schedule for accomplishing this is:

1. Complete land purchase - September 2015
2. Complete platting and rezoning - end of September 2015
3. Pull building permit and begin construction of facility once plat is recorded
4. City will grant approval for temporary construction access to site so work on the structure can proceed during the winter
5. Begin installing underground utilities including public water and sewer - fall of 2015
6. Obtain approval from the city for creation of a street assessment district - late 2015
7. Bid the street assessment district project - early 2016
8. Construct the streets, storm drainage and street lights with the assessment district project - spring and summer of 2016
9. Have project open for public access - fall 2016

The engineer has consulted with the USPS on location of neighborhood mailboxes and has selected some tentative locations.

ATTACHMENTS:

1. Location Map
2. Plat
3. PUD Ordinance

FISCAL IMPACT: minimal

STAFF IMPACT: minimal

LEGAL REVIEW: All of my commission data has been forwarded to the City Attorney for his review.

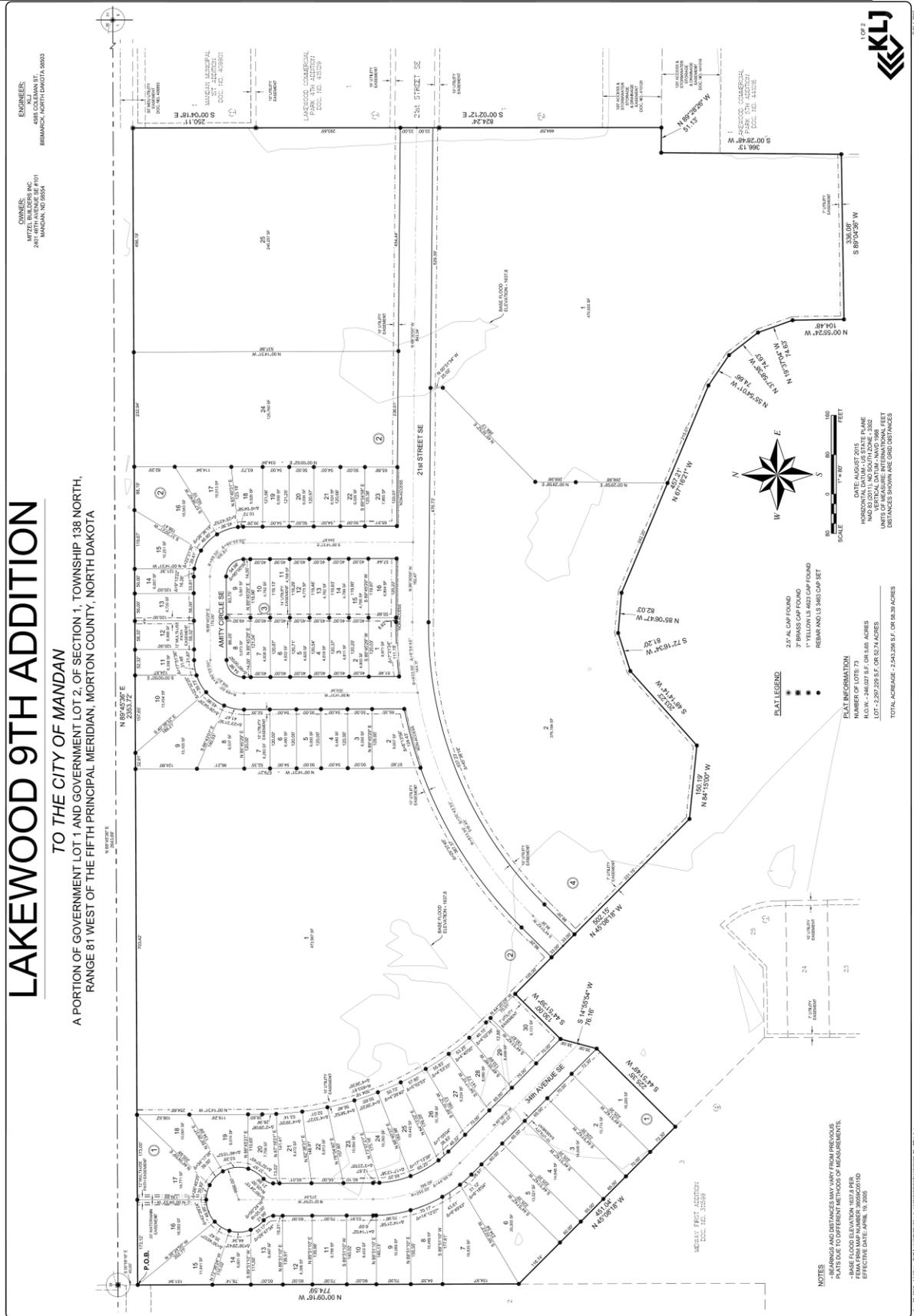
RECOMMENDATION:

The Planning and Zoning Commission voted unanimously at their August 24, 2015 to recommend approval of this rezoning. Staff recommends approval of this rezoning.

SUGGESTED ACTION:

Open Public Hearing  
Close Public Hearing  
Move to item Resolutions and Ordinances No. 1





**ORDINANCE NO. 1216**

**AN ORDINANCE TO AMEND AND REENACT SECTION 21-03-02  
OF THE MANDAN CODE OF ORDINANCES RELATING TO  
DISTRICT BOUNDARIES AND ZONING MAP**

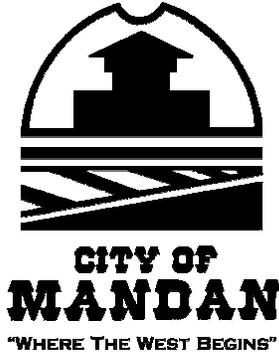
BE IT ORDAINED By the Board of City Commissioners of the City of Mandan, Morton County, North Dakota, as follows:

**SECTION 1. AMENDMENT.** Section 21-03-02 of the Mandan Code of Ordinances is amended to read as follows:

1. Lakewood 9<sup>th</sup> Addition located within the City of Mandan, Morton County, North Dakota shall be excluded from the A (agricultural) zoning and shall be included in PUD District 2015-02 (Planned Unit Development) with the following conditions and restrictions.
  - a. All lots in Block 1 shall conform to the requirements of an R7 district unless modified herein.
  - b. Lot 1, Block 2 shall conform to the requirements of a CB zoning district unless modified herein.
  - c. Lots 2 through 23, Block 2 shall conform to the requirements of an R7 zoning district unless modified herein.
  - d. The minimum average width for Lots 2 through 23, Block 2 shall be 50 feet, the minimum lot size shall be 6000 square feet, the minimum average front yard setback shall be 20 feet and the minimum average side yard setback shall be 5 feet.
  - e. Lots 24 and 25, Block 2 shall conform to the requirements of a CB zoning district unless modified herein.
  - f. All lots in Block 3 shall conform to the requirements of an R7 zoning district unless modified herein.
  - g. The minimum average width for lots in Block 3 shall be 40 feet, the minimum lot size shall be 4800 square feet, the minimum average front yard setback shall be 20 feet and the minimum average side yard setback shall be 4 feet.
  - h. Secondary front yard setback (house side yard) for corner lots (Lots 8 & 9, Block 3) on Amity Circle SE shall be a minimum average of 15 feet.
  - i. Lot 1, Block 4 shall conform to the requirements of a CB zoning district unless modified herein.
  - j. CB zone uses shall be limited to multi-family residential and those in Retail Group A, Service Group A, the Office-bank Group and the health-medical Group.
  - k. Lot 2, Block 4 shall conform to the requirements of a RM zoning district unless modified herein
  - l. The portion of a structure containing a garage door that fronts a public street shall be set back a minimum of 20 feet from the property line.

- m. The width of residential driveway aprons shall be limited in order to provide one 20 foot long parking space along the curb in front of each single-family property.
- n. The maximum lot coverage for all structures on a lot shall be 40%.
- o. Signage shall conform to the requirements of the Mandan Architectural Review Commission.
- p. The developer shall install or arrange for the installation of all utilities. Installation of public water and sanitary sewer shall be accomplished with a 3-way agreement. A public water easement shall be provided near the western end of the development between the 19<sup>th</sup> St. SE alignment and 34<sup>th</sup> Ave. SE to provide a location for looping of the public water system.
- q. Fire hydrants shall be installed as directed by the City of Mandan Fire Department.
- r. 34<sup>th</sup> Ave. SE, 21<sup>st</sup> St. SE and Amity Circle SE shall be constructed using the special assessment district funding option and once constructed shall be public streets owned and maintained by the City of Mandan.
- s. Two public access easements shall be provided for pedestrian access from the streets in the development to the multi-use path along the 19<sup>th</sup> St. SE alignment.
- t. All on-site paved areas shall be privately owned and maintained.
- u. Configuration of the roadways shall meet the requirements of the City of Mandan Fire Department for emergency vehicle access.
- v. All areas on each residential lot that are not paved or concealed from public view behind a six foot high opaque fence shall be landscaped.
- w. Multi-family and commercial areas fronting 21<sup>st</sup> St. SE shall be landscaped. The landscaping shall include shrubs and/or trees where appropriate. The landscaping plan must be submitted to the city for review and approval by MARC and the city forester.
- x. A property owners association shall be created to operate and maintain all common facilities in multi-family and commercial areas.
- y. No public recreation areas are required. All lots shall be accessible to the public multi-use path along the 19<sup>th</sup> St. SE alignment on the north boundary of the project.
- z. A stormwater plan for each lot shall be submitted to and approved by the city prior to beginning any land disturbing activities.
- aa. A detailed site plan for each lot shall be prepared and presented to the city prior to beginning any land disturbing activities documenting compliance with the requirements contained herein.
- bb. A subdivision development agreement for each lot shall be fully executed and approved by the city.
- cc. All lots, whether developed or undeveloped, shall be maintained in accordance with City Code requirements.

**SECTION 2. RE-ENACTMENT.** Section 21-03-02 of the Mandan Code of Ordinances is hereby re-enacted as amended. The city principal planner is authorized and directed to make the necessary changes upon the official zoning map of the city in accordance with this section.



## Board of City Commissioners

### Agenda Documentation

**MEETING DATE:** September 1, 2015  
**PREPARATION DATE:** August 28, 2015  
**SUBMITTING DEPARTMENT:** Business Development & Communications Department  
**DEPARTMENT DIRECTOR:** Ellen Huber, Business Development & Communications Director  
**PRESENTER:** Ellen Huber, Business Development & Communications Director  
**SUBJECT:** N.D. Tourism Grant Application for Marketing Funds

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**STATEMENT/PURPOSE:** To consider approval for submittal of a N.D. Tourism Division grant application for \$5,000 in marketing funds.

**BACKGROUND/ALTERNATIVES:** Community entities have been partnering since 2011 in a joint marketing program to strengthen Mandan's image around a theme of "GREAT THINGS: MADE IN MANDAN" including opportunity, fun and adventure, achievement, and a strong sense of community. A portion of the proposed 2016 community marketing budget devoted to tourism attraction revolves around online and mobile advertising of Mandan tourism attractions and events using video clips being produced in 2015. The clips will be posted on the City of Mandan website, our City and "Made in Mandan" Facebook pages, and our YouTube channel. With N.D. Tourism Division support, we will use online and mobile device advertising platforms to expose an audience beyond North Dakota's borders to the videos and, in turn, the fun things to do in Mandan.

**ATTACHMENTS:** Draft grant application

**FISCAL IMPACT:** A minimum of \$5,000 in matching funds is required if the grant is approved. The dollars would come from the City's \$8,000 commitment within the 2016 Business Development and Communications budget for community marketing.

**STAFF IMPACT:** Minimal

**LEGAL REVIEW:** n/a

RECOMMENDATION: I recommend approval of the application for \$5,000 in N.D. Tourism matching funds for marketing.

SUGGESTED MOTION: I move to approve submitting an application to N.D. Tourism for \$5,000 in marketing funds.



**2016 TOURISM MARKETING GRANT APPLICATION**  
 ND DEPARTMENT OF COMMERCE/TOURISM DIVISION  
 SFN 59639 (1/2015)

For consideration for the 2016 Tourism Marketing Grant program, please include the following.  
 Also address each criteria I through IV on page 3 of the grant guidelines on a separate, typewritten document.

Contact Name <b>Ellen Huber</b>	Organization Name City of Mandan Business Development & Communications Department	Telephone Number <b>701-667-3485</b>	
Mailing Address <b>205 Second Avenue NW</b>	City <b>Mandan</b>	State <b>ND</b>	ZIP Code <b>58554</b>
E-mail Address <b>ehuber@cityofmandan.com</b>	Fax Number <b>701-667-3223</b>	Website <b>www.cityofmandan.com</b>	
Name of Marketing Project <b>"FUN: MADE IN MANDAN" E-Marketing</b>			
Location of Project <b>Mandan, N.D. promotion via internet and social media marketing</b>		Grant Amount Requested (up to \$5,000) <b>\$5,000</b>	
Source of Matching Funds <b>Community Marketing Partnership - City, Park &amp; School Districts</b>		Total Project Budget <b>\$10,000</b>	
Brief Project Description Our proposed 2016 community marketing budget for tourism attraction revolves around online advertising of Mandan attractions and events using video clips under production in 2015. The clips will be posted on the City of Mandan website, our City and "Made in Mandan" Facebook pages, and our YouTube channel. With N.D. Tourism Division support, we will use online and mobile device advertising platforms to expose an audience beyond North Dakota's borders to the videos and, in turn, the fun things to do in Mandan.			
Print Name <b>Ellen Huber</b>		Title Business Development & Communications Director	
Signature		Date	

Questions on the Tourism Marketing Grant program should be directed to the Tourism Development Manager, North Dakota Department of Commerce, Tourism Division, phone: 701-328-3505; fax: 701-328-4878 or email to [dihla@nd.gov](mailto:dihla@nd.gov).

Mail this completed form to:  
 North Dakota Tourism Division  
 Attention: Dean Ihla  
 PO Box 2057  
 Bismarck, ND 58502-2057

September 2, 2015

Dean Ihla  
N.D. Tourism Division  
Century Center  
1600 E Century Avenue, Suite 2  
Bismarck, ND 58503

Dear Mr. Ihla and Selection Committee Members:

Please accept this letter as an application for the N.D. Tourism Division's 2015 Marketing Grant Program in the amount of \$5,000. The Mandan community is striving to increase tourism traffic by marketing attractions, amenities and events under the theme of "FUN: MADE IN MANDAN."

Community entities have been partnering since 2011 in joint marketing to strengthen Mandan's image around a "GREAT THINGS: MADE IN MANDAN" theme centering on opportunity, fun and adventure, achievement, and a strong sense of community. Major partners have been the City of Mandan, Mandan Parks and Recreation, and Mandan Public School District.

Our proposed 2016 community marketing budget for tourism attraction revolves around online advertising of Mandan attractions and events using video clips under production in 2015. The clips will be posted on the City of Mandan website, our City and "Made in Mandan" Facebook pages, and our YouTube channel. With N.D. Tourism Division support, we will use online and mobile device advertising platforms to expose an audience beyond North Dakota's borders to the videos and, in turn, the fun things to do in Mandan.

Our online and mobile advertising plan will complement ongoing promotional projects including a brochure distributed through the rest area rack program, area businesses, and via websites and social media. An additional project for 2016, for which our Visitor's Fund Committee has tentatively approved funds, is the creation of new welcome and attraction way-finding signs for various gateway and arterial roadway locations in Mandan.

The requested marketing would generate quality online exposure to unique attractions and events available in Mandan for visitors from surrounding states and provinces. We greatly appreciate your favorable consideration of our application.

Sincerely,

Ellen Huber  
Business Development and Communications Director

enclosures

**N.D. Tourism Division – Marketing Grant Application  
Supplemental Information  
CITY OF MANDAN**

**1) Project Description**

**Background.** Mandan has undertaken a project in 2015 for the production of video clips for use in online marketing to potential visitors (and area residents) featuring a theme of “FUN: MADE IN MANDAN” to highlight enjoyable things to do year-round, seasonally and at special events. Content includes Mandan community events like the Buggies-n-Blues classic car and music festival, Mandan Rodeo Days including Art in the Park and the Independence Day Parade, Wild West Grill Fest, Slide the City, and OktoberFest; plus attractions such as Raging Rivers Water Park, golf courses, Dacotah Speedway, Fort Abraham Lincoln State Park, Harmon Lake, the Missouri River, and trolley. Other possibilities include Huff Hills, the N.D. Railroad Museum as well as unique dining, shopping and entertainment options.

**2016 Plans.** The 2016 activity for which we are seeking grant funds is online marketing of Mandan tourism attractions and events using video clips being produced in 2015. The clips will be posted on the YouTube “Made in Mandan” channel ([www.youtube.com/c/cityofmandan](http://www.youtube.com/c/cityofmandan)), the City of Mandan website ([www.cityofmandan.com/thingstodo](http://www.cityofmandan.com/thingstodo)) and via the “Made in Mandan” Facebook page. We will use the marketing grant to broaden the scope and duration of the advertising.

With a limited budget, it’s crucial that all media dollars are spent wisely, and that all campaigns are tracked. We know the media landscape has transformed significantly in recent years. Today’s consumers are spending more and more time on mobile devices, tablets and laptops to access news, information and games. For this reason, our next step is to make online technology a major part of our plan to create cohesive campaigns that work across digital display, mobile, video and social media.

All online ads will not only be geotargeted, but will also be targeted by topics, interests and/or keywords. For example, rodeo enthusiasts and those interested in western culture and history would be targets for clips featuring Mandan Rodeo Days and Fort Abraham Lincoln State Park, while classic car enthusiasts would be targets for videos featuring the Buggies-n-Blues festival.

Online platforms we are proposing include YouTube, Facebook and both desktop and mobile ads on the Google Display Network, as well as InRead video ads that run within editorial content. Lastly, retargeting campaigns will allow us to serve relevant ads to people who have visited specific pages of our site, letting us know that they are already interested in our area. With these targeting capabilities, we are ensured that we are reaching the people we want to reach with a message that speaks directly to them, meaning minimal waste.

Advertising will be targeted to areas where the N.D. Tourism Division is already investing (Montana, South Dakota, Minnesota, Wisconsin, Manitoba and Saskatchewan) because people from these nearby states and provinces are most apt to visit our state, and in turn Mandan, and vice versa if visiting Mandan, also taking in other areas of the state.

Advertising will be arranged in seasonal flights to correspond with the availability of attractions and the event schedule for the year.

- **Vision/quantifiable goals**

- Our overall vision is to increase awareness of fun reasons for tourists to visit North Dakota, specifically Mandan's unique attractions and events, and to increase admissions and attendance for such attractions and events to further boost Mandan's economy including patronage of hotels, restaurants and retail businesses. We will need to continue to reinforce Mandan's offerings to tourists in years to come.
- Quantifiable goals. Our goals extend beyond the June 1 and Dec. 1 deadlines for reporting and analysis as established by the N.D. Tourism Division, but for purposes of this application we've looked at what we can measure by June 1 recognizing that much of our tourism season is beyond that date:
  - To obtain 100,000 video views by June 1 with at least 30 percent from out-of-state viewers,
  - To generate a 25% increase in website traffic for [www.cityofmandan.com/thingstodo](http://www.cityofmandan.com/thingstodo),

During the remainder of 2016, we would also strive for the following:

- A 10% increase in admissions and attendance at major attractions and events,
- A 10% increase in hotel and restaurant spending,
- A 10 % increase in external market awareness/recognition of sources of fun in Mandan, etc.

- **Harmony with N.D. Tourism goals and objectives**

- The N.D. Tourism Division's goal is to improve our state's image as a destination to increase visitor expenditures in North Dakota from out-of-state and international tourists as well as to maximize in-state visitor spending. This is accomplished through promotion of the rich culture and heritage, diverse scenery and unique and entertaining experiences found in North Dakota.
- Our proposed marketing project builds on N.D. Tourism marketing with online marketing of Mandan's unique and entertaining experiences, which can assist in attracting people to the state to visit our community and other areas of the state at the same time.
- With permission, the North Dakota Legendary logo will appear at the end of each video clip. Additionally, if the grant is approved, video clip endings may be modified to include the website and any additional information required or requested. To the extent possible, text associated

with online ads may also include the Tourism website as a source for more information.

- **Past marketing efforts**
  - Past marketing efforts have been print dominant from an expenditure standpoint including a visitor's brochure with an annual calendar of events, Bismarck-Mandan Convention and Visitor's Bureau directory display ad, metro area outdoor advertising, and Facebook ads for events and attractions. Examples are included. Our budget has generally been in the range of \$6,000 to \$10,000 for visitor and tourism-oriented marketing. Videos are being produced in 2015 for use in promotions in 2016 and beyond.

## 2) Distribution and Tracking

- **Past**
  - Visitor brochure distributed to ad via Bismarck-Mandan Convention & Visitors Bureau, Bismarck-Mandan Chamber of Commerce, City Hall and [www.cityofmandan.com](http://www.cityofmandan.com), Mandan Progress Organization and [www.mandanprogress.org](http://www.mandanprogress.org), statewide rest areas, attractions, businesses, and visitor packets with social media promotion.
  - Fixed and digital billboards have been used in 2015 and past years to promote reasons to visit and ways to have fun in Mandan.
  - Attractions and events are also marketed individually by host entities and organizations through an array of means.
  - A non-resident survey conducted during the fall of 2014 with 432 respondents revealed several pertinent perceptions with regard to Mandan's potential to increase tourism:
    - Community events, dining, shopping, outdoor recreation, entertainment and tourist attractions yielded low responses as reasons to visit Mandan, chosen by 24% to 4% of respondents.
    - Only 42% of respondents gave Mandan a good to excellent rating as a place to visit.
    - Only 27% agreed Mandan is a fun place, while 31% disagreed.
    - Only 13% agreed Mandan offers widespread sources of adventure, while 46% disagreed.
- **Future**
  - For information about the proposed targets and distribution plans for the online and mobile advertising utilizing the grant, please see the Project Description section on page 1 of this document.
  - Over the longer-term, Mandan will continue its funding and cooperative relationship with the Bismarck-Mandan Convention and Visitors Bureau and we will reinforce this regional-metro area approach with promotions specific to Mandan. Online and mobile advertising will complement ongoing promotional projects such as our annual visitors' brochure, website content and social media posts (both free and paid).

### **Tracking information including attendance numbers**

Digital advertising adds another level of accountability. We will regularly track our online campaigns to ensure all ads were delivered as planned, determine effectiveness and evaluate whether modifications should be made. We will also track these campaigns through Facebook Insights and Google Analytics to gauge additional performance results like time spent on site, pages visited and bounce rate.

- Track views and other available statistics for “FUN: MADE IN MANDAN” video clips.
- Track effectiveness of online ads including reach, frequency, impressions, likes, clicks, unique clicks, click-through rate, cost per 1,000 impressions, actions, website clicks, video views, and number of people taking action.
- Track visits to [www.cityofmandan.com/thingstodo](http://www.cityofmandan.com/thingstodo) and related subsections.
- Request from partner organizations and entities statistics for their websites and social media outlets.
- Compare all online marketing statistics to the areas from which website traffic is generated and compare web traffic during the campaigns for flights to times when no advertising is running and prior year statistics for the same time of year.
- Track admissions and attendance for key attractions such as Raging Rivers Water Park, Ft. Abraham Lincoln State Park, Prairie West and Mandan Municipal Golf Courses, and Dacotah Speedway.
- Track and compare 2016 attendance and/or sales to past numbers for community festivals and events including Buggies-n-Blues, Mandan Rodeo Days (including Art in the Park and the parade), Wild West Grill Fest, Slide the City (if held again in 2016 pending results of Aug. 29, 2015, event), and Oktoberfest.
- Track hotel and restaurant patronage as measured by collections of the 1% local restaurant and lodging tax and the 2% hotel occupancy tax collections.

### **3) Budget and Financials**

- **Current funding sources and budget. (See attachment for details)**
  - The “Great Things: Made in Mandan” joint community marketing program has commitments to date totaling \$13,000 with major contributions as follows: City of Mandan, \$8,000; Mandan School District, \$4,500; and Mandan Progress Organization, \$500. This does not include the visitor signage mentioned previously, estimated to cost \$175,000 to \$200,000.
  - Without the grant, online marketing of the “FUN: MADE IN MANDAN” videos will be limited to approximately \$5,000, allowing primarily for only in-state advertising and flights will be limited in duration to approximately two weeks each.
  - With the grant, a total budget of \$10,000 would enable us to:
    - 1) Reach a broader geographic region that would mirror some areas that ND Tourism is already investing, and who are most apt to visit our state, and in turn, Mandan.
    - 2) Increase the duration of flights and/or the number of flights to improve reach and frequency of messaging.

- 3) Add geofencing to target people on their mobile device who are within a radius of a specific location or even a specific event that would make sense to target for our purpose (e.g. smaller, out of state rodeos, out of state car shows, etc.)
- **Matching funds source.** The Mandan City Commission will be asked at its Sept. 1, 2015, meeting for a motion of support to provide a minimum of \$5,000 in matching funds for the grant application. It and the other boards will consider overall community marketing funding in context with their 2016 budget approval processes (subject to finalization in mid to late September). Promotion of Mandan's unique attractions and activities will benefit all of central North Dakota and could have positive effects beyond.
  - **Sustainability.** The past track record of our local entities through their support of a joint community marketing program speaks to their commitment. The "Great Things: Made in Mandan" marketing has been in addition to ongoing funding provided by the City of Mandan to the Bismarck-Mandan Convention and Visitors Bureau.

#### 4) Community Support

**Project partners.** The City of Mandan Business Development and Communications Department, pending approval at the Sept. 1, 2015, meeting of the Mandan City Commission, will be the primary partner with a minimum of \$5,000 in match from the Mandan Growth Fund generated with a portion of the local 1 percent sales tax set aside for economic development. The marketing activities of the City Business Development and Communications Department are guided by the Mandan Tomorrow – Leadership, Pride and Image Committee. The committee is comprised of citizens including business professionals and marketing specialists.

**Support letters.** Letters are attached from the Mandan Progress Organization, Mandan Park District and Fort Abraham Lincoln State Park.

<b>Great Things "MADE IN MANDAN"</b>				
<b>JOINT COMMUNITY MARKETING PLAN</b>				
<b>Year 6 (2015-16) - Draft Budget</b>				
	<b>Budget w/o Tourism Mktg Grant</b>	<b>Budget w/ Tourism Mktg Grant</b>		
<b>INCOME</b>		<b>\$13,000</b>		<b>\$18,000</b>
City of Mandan	\$8,000		\$8,000	
Mandan School District	\$4,500		\$4,500	
Mandan Progress Organization	\$500		\$500	
N.D. Tourism Marketing Grant	\$0		\$5,000	
<b>EXPENSES</b>		<b>\$13,000</b>		<b>\$18,000</b>
<b>General</b>		<b>\$0</b>		<b>\$0</b>
<b>Tourism</b>		<b>\$6,500</b>		<b>\$11,500</b>
Visitor's Brochure (5,000 copies) - printing & N.D. Tourism distribution fee (\$200)	\$1,500		\$1,500	
Online Advertising (Facebook, Google, YouTube, etc) -- primarily ads to expose videos produced in 2015 to a larger audience	\$5,000		\$10,000	
<b>Business Development</b>		<b>\$3,300</b>		<b>\$3,300</b>
Online advertising - business testimonials, assistance programs, progress, video promotion	\$300		\$300	
Business assistance video (production)	\$3,000		\$3,000	
<b>Residential</b>		<b>\$3,200</b>		<b>\$3,200</b>
Online advertising - Facebook, etc.(quality schools, student achievement)	\$200		\$200	
Video - quality of life focus (education, housing, what people like). Note: Park District producing recreational facility videos in 2015	\$3,000		\$3,000	
<i>Additional or alternative options:</i>				
<i>Bismarck/Mandan CVB Director ad (\$1350)</i>				
<i>Tourism/Visitor focused digital billboards (\$995/mo)</i>				
<i>Additional tourism focused video clips (late fall/winter season)</i>				
<i>N.D. Tourism website advertising - \$995 per year for listings, featured photo or featured content. Banner ads &amp; featured ads by impressions range from \$360 to \$2,625</i>				
<i>Bisman Online residential focused ads</i>				

**MANDAN COMMUNITY MARKETING PROPOSED BUDGET FOR TOURISM ATTRACTION - 2016**

	<u>Without Tourism Grant</u>	<u>With Tourism Grant</u>
<b>VISITOR'S BROCHURE</b>	\$1,500.00	\$1,500.00
<b>ONLINE MARKETING</b>		
<u>Number of Campaigns/Duration</u>	4 Campaigns/2-3 Weeks Each	4-5 Campaigns/2-4 weeks each
<u>Targeting parameters for all online efforts</u>	Primarily Bismarck and In State	Add out of state targeting mirroring closer areas where ND Tourism is already investing, as well as broader content and behavior targeting
* Geography		
* Topics, Keywords and Interests (e.g. Buggies & Blues: Classic enthusiasts, classic car keywords, brand names, etc.)		
<u>Facebook: Per Flight Estimate</u>	\$200.00	\$425.00
* Content planning, writing and posts to Facebook page including videos - encourage sharing of videos		Additional calls to action including advance ticket sale incentives to track transactions for specific events and promotions. Also additional web site tracking to business and event pages
* Select posts to boost with ads, including video ads		
* Possibly incorporate 2 Page Likes campaigns outside of promotional campaigns		
<b>YouTube</b>	\$200.00	\$400.00
* Upload all videos to YouTube channel with title and description	Est. 2,000 views	Est. 4,000 views
* Run targeted video pre-rolls specific to season or event being promoted	(not including additional and continuing views)	(not including additional and continuing views)
* Skippable after 5 seconds, yet we still get initial impression		
* No charge unless video is watched in full, or after :30 (whichever is first)		
<u>Retargeting</u>	\$25.00	\$25.00
* Implement a tracking code on the relevant page on cityofmandan.com to create an audience of people who have been to the page		
* Serve online display ads to that audience		



411 West Main Street  
Mandan, North Dakota 58554  
For More Information  
701-751-2983  
www.mandanprogress.org



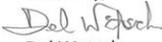
Dean Ihla  
North Dakota Tourism Division  
1600 Century Avenue, Suite 2  
Bismarck, ND 58503

Dear Mr. Ihla,

The Mandan Progress Organization supports the Business Developments office application for a Marketing Grant for increasing tourism traffic by marketing the events and attractions that the community has to offer. As an organization that works on bringing events and promoting tourism in the city we work closely with the city of Mandan, the Parks and Rec Department and other entities in promoting the theme of "FUN: Made in Mandan".

With the grant the city would be able to generate extra exposure to its events and attractions and in the process draw more visitors to the area from surrounding states and Canada.

We highly encourage the selection committee to look favorably on the marketing grant application from the city of Mandan.

Sincerely,  
  
Del Wetsch  
Executive Director  
Mandan Progress Organization

MAKING A DIFFERENCE!





August 25, 2015

Dean Ihla  
N.D. Tourism Division  
Century Center  
1600 E Century Avenue, Suite 2  
Bismarck, ND 58503

Dear Mr. Ihla:

We wish to state our support for the City of Mandan's marketing efforts!

Mandan Parks and Recreation has been a member of City of Mandan's community marketing program for the past five years. The City of Mandan is dedicated to make Mandan more attractive to its instate visitors and out-of-state visitors. Its focus has been on attracting different demographics using different marketing tools. This grant would allow the City of Mandan to focus their marketing efforts more on attracting out-of-state visitors. The main focus now is using online media to showcase what Mandan has to offer through videos, photos, and text.

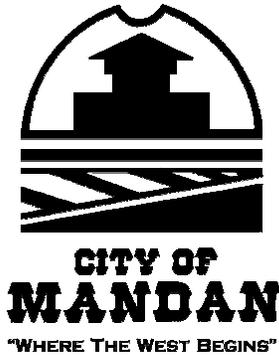
Throughout the past five years of working with the City of Mandan they have provided us quantifiable statistics on how their marketing efforts have helped Mandan Parks and Recreation. Along with tracking its efforts, the City of Mandan does its research. Its marketing efforts revolve as its target market changes.

We look forward to seeing how Mandan grows within the next additional five years. I believe if the City of Mandan has the opportunity to advance their work with the help of this grant you will see bigger and better things in Mandan in a shorter period of time.

Thank you,

*Kelly Churchill*  
Marketing Specialist  
Mandan Park District  
701.751.6161





## Board of City Commissioners

### Agenda Documentation

**MEETING DATE:** September 1, 2015  
**PREPARATION DATE:** August 25, 2015  
**SUBMITTING DEPARTMENT:** Assessing  
**DEPARTMENT DIRECTOR:** Shirley Shaw/City Assessor  
**PRESENTER:** Shirley Shaw/City Assessor  
**SUBJECT:** Abatements/Valuation Changes for 2015  
Assessment Year 2015

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STATEMENT/PURPOSE: To consider a reduction in the values of the listed properties for the 2015 year.

BACKGROUND/ALTERNATIVES:

Reason for abatement: We have started year 1 in our new 7 year cycle of collecting & updating data, & due to various reassessments, these properties will see a reduction in values for 2015 Assessment year.

ATTACHMENTS: Abatement form, Spreadsheet, & Property records

FISCAL IMPACT: \$962,100 reduction in total True & Full Value for 2015

STAFF IMPACT: Minimal

LEGAL REVIEW: North Dakota Century Code 57-23-04 (Residential or commercial property's true & full value presented for 2015 exceeds the market value.

RECOMMENDATION: I recommend approval for the 27 properties listed for a reduction in value.

SUGGESTED MOTION: Motion to approve the reduction in value for the 27 properties listed in this Abatement for the 2015 Assessment year.

**Application For Abatement Or Refund Of Taxes**  
 North Dakota Century Code § 57-23-04

File with the County Auditor on or before November 1 of the year following the year in which the tax becomes delinquent.

State of North Dakota \_\_\_\_\_ Assessment District City of Mandan  
 County of Morton Property L.D. No. See List  
 Name City of Mandan Telephone No. 667-3232  
 Address \_\_\_\_\_

Legal description of the property involved in this application:

See Attached list and documents

Total true and full value of the property described above for the year \_\_\_\_\_ is:

Land	\$ _____
Improvements	\$ _____
Total	\$ _____ (1)

Total true and full value of the property described above for the year \_\_\_\_\_ should be:

Land	\$ _____
Improvements	\$ _____
Total	\$ _____ (2)

The difference of \$ \_\_\_\_\_ true and full value between (1) and (2) above is due to the following reason(s):

- 1. Agricultural property true and full value exceeds its agricultural value defined in N.D.C.C. § 57-02-27.2
- 2. Residential or commercial property's true and full value exceeds the market value
- 3. Error in property description, entering the description, or extending the tax
- 4. Nonexisting improvement assessed
- 5. Complainant or property is exempt from taxation. Attach a copy of Application for Property Tax Exemption.
- 6. Duplicate assessment
- 7. Property improvement was destroyed or damaged by fire, flood, tornado, or other natural disaster (see N.D.C.C. § 57-23-04(1)(g))
- 8. Error in noting payment of taxes, taxes erroneously paid
- 9. Property qualifies for Homestead Credit according to N.D.C.C. § 57-02-08.1. Attach a copy of Homestead Credit Application.
- 10. Other (explain) \_\_\_\_\_

The following facts relate to the market value of the residential or commercial property described above. For agricultural property, go directly to question #5.

1. Purchase price of property: \$ \_\_\_\_\_ Date of purchase: \_\_\_\_\_  
 Terms: Cash \_\_\_\_\_ Contract \_\_\_\_\_ Trade \_\_\_\_\_ Other (explain) \_\_\_\_\_  
 Was there personal property involved in the purchase price? yes/no Estimated value: \$ \_\_\_\_\_

2. Has the property been offered for sale on the open market? yes/no If yes, how long? \_\_\_\_\_  
 Asking price: \$ \_\_\_\_\_ Terms of sale: \_\_\_\_\_

3. The property was independently appraised: yes/no Purpose of appraisal: \_\_\_\_\_  
 Market value estimate: \$ \_\_\_\_\_  
 Appraisal was made by whom? \_\_\_\_\_

4. The applicant's estimate of market value of the property involved in this application is \$ \_\_\_\_\_

5. The estimated agricultural productive value of this property is excessive because of the following condition(s): \_\_\_\_\_

Applicant asks that changes to 2015 values be made to the attached properties due to having re assessments completed, this stems from Year 1 of the 7 year cycle being conducted & correcting old or missing data.

By filing this application, I consent to an inspection of the above-described property by an authorized assessment official for the purpose of making an appraisal of the property. I understand the official will give me reasonable notification of the inspection. See N.D.C.C. § 57-23-05.1.

I declare under the penalties of N.D.C.C. § 12.1-11-02, which provides for a Class A misdemeanor for making a false statement in a governmental matter, that this application is, to the best of my knowledge and belief, a true and correct application.

Shirley Shaw 8-25-15 \_\_\_\_\_ Date  
 Signature of Preparer (if other than applicant) \_\_\_\_\_ Signature of Applicant \_\_\_\_\_

Board of City Commissioners  
 Agenda Documentation  
 Meeting Date: September 1, 2015  
 Subject: Abatements/Valuation Changes for 2015 Assessment Year 2015  
 Page 3 of 31

Recommendation of the Governing Body of the City or Township

Recommendation of the governing board of \_\_\_\_\_  
 On \_\_\_\_\_, the governing board of this municipality, after examination of this application and the facts, passed a resolution recommending to the Board of County Commissioners that the application be \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_  
 City Auditor or Township Clerk

Action by the Board of County Commissioners

Application was \_\_\_\_\_ by action of \_\_\_\_\_ County Board of Commissioners  
 Approved/Rejected  
 Based upon an examination of the facts and the provisions of North Dakota Century Code § 57-23-04, we approve this application. The taxable valuation is reduced from \$ \_\_\_\_\_ to \$ \_\_\_\_\_ and the taxes are reduced accordingly. The taxes, if paid, will be refunded to the extent of \$ \_\_\_\_\_. The Board accepts \$ \_\_\_\_\_ in full settlement of taxes for the tax year \_\_\_\_\_.

We reject this application in whole or in part for the following reasons: Written explanation of the rationale for the decision must be attached.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Dated: \_\_\_\_\_

County Auditor \_\_\_\_\_ Chairperson \_\_\_\_\_

Certification of County Auditor

I certify that the Board of County Commissioners took the action stated above and the records of my office and the office of the County Treasurer show the following facts as to the assessment and the payment of taxes on the property described in this application.

Year	Taxable Value	Tax	Date Paid (if paid)	Payment Made Under Written Protest?
				yes/no

I further certify that the taxable valuation and the taxes ordered abated or refunded by the Board of County Commissioner are as follows:

Year	Reduction in Taxable Valuation	Reduction in Taxes

County Auditor \_\_\_\_\_ Date \_\_\_\_\_

**Application For Abatement  
Or Refund Of Taxes**

Name of Applicant \_\_\_\_\_

County Auditor's File No. \_\_\_\_\_

Date Application Was Filed With The County Auditor \_\_\_\_\_

Date County Auditor Waived Application to Township Clerk or City Auditor \_\_\_\_\_

(must be filled in by County Auditor)

Board of City Commissioners

Agenda Documentation

Meeting Date: September 1, 2015

Subject: Abatements/Valuation Changes for 2015 Assessment Year 2015

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PARCEL #	PROPERTY OWNER	2015 ABATEMENTS CHANGES MADE TO 2015 CITY BOE VALUES		2015 DWELLING VALUE CITY BOE	2015 VALUE CITY BOE	FINAL 2015 VALUE	DIFFERENCE	
		2015 LAND VALUE	2015 CITY BOE VALUE					
65-3004000	CLIFF & DELORES SCHEURER	\$18,000.00	\$75,700.00	\$173,200.00	\$93,700.00	\$83,500.00	\$10,200.00	
65-2655000	BELINDA NEIBEL	\$18,200.00	\$173,200.00	\$173,200.00	\$191,400.00	\$178,100.00	\$13,300.00	
65-2657000	TERRY & CHERYL ENERVOID	\$18,200.00	\$117,300.00	\$117,300.00	\$135,500.00	\$103,800.00	\$31,700.00	
65-4414000	THOMAS GIETZEN	\$25,000.00	\$190,000.00	\$190,000.00	\$215,000.00	\$177,200.00	\$37,800.00	
65-4188000	JANICE BARLAND	\$32,500.00	\$299,400.00	\$299,400.00	\$331,900.00	\$290,100.00	\$41,800.00	
65-1838020	BRAIN & AMY ZACHA	\$30,000.00	\$222,700.00	\$222,700.00	\$252,700.00	\$220,100.00	\$32,600.00	
65-2005000	JOSEPH HOLZER	\$20,000.00	\$236,700.00	\$236,700.00	\$256,700.00	\$220,800.00	\$35,900.00	
65-1838625	TINA KRAMER	\$32,500.00	\$240,500.00	\$240,500.00	\$273,000.00	\$221,100.00	\$51,900.00	
65-2815000	MICHAEL SWEENEY	\$12,500.00	\$127,800.00	\$127,800.00	\$140,300.00	\$107,000.00	\$33,300.00	
65-2499000	STACEY & CELESTE BENDISH	\$25,500.00	\$115,400.00	\$115,400.00	\$140,900.00	\$124,000.00	\$16,900.00	
65-1917000	STELLA WESTMEYER	\$10,000.00	\$163,900.00	\$163,900.00	\$173,900.00	\$137,000.00	\$36,900.00	
65-2393000	GEORGE & DAWN BAUER	\$20,500.00	\$150,700.00	\$150,700.00	\$171,200.00	\$78,100.00	\$93,100.00	
65-2998000	DELILA NELSON	\$18,000.00	\$62,400.00	\$62,400.00	\$80,400.00	\$69,000.00	\$11,400.00	
65-6107595	GREGORY & JENN FROELICH	\$35,000.00	\$271,300.00	\$271,300.00	\$306,300.00	\$257,200.00	\$49,100.00	
65-3427000	ROBERT & JOANN CORDOVA	\$18,200.00	\$114,700.00	\$114,700.00	\$132,900.00	\$115,800.00	\$17,100.00	
65-6105485	DEREK BEECHIE	\$32,500.00	\$292,300.00	\$292,300.00	\$324,800.00	\$258,700.00	\$66,100.00	
65-5395180	JORDAN TERNES	\$30,000.00	\$226,900.00	\$226,900.00	\$256,900.00	\$215,500.00	\$41,400.00	
65-2535000	NATHANAEI MILLER	\$18,200.00	\$122,600.00	\$122,600.00	\$140,800.00	\$91,500.00	\$49,300.00	
65-1279000	IVAN SEMERIKOV	\$20,000.00	\$172,800.00	\$172,800.00	\$192,800.00	\$161,000.00	\$31,800.00	
65-2953000	JAMES FITZSIMMONS	\$18,200.00	\$83,900.00	\$83,900.00	\$102,100.00	\$86,500.00	\$15,600.00	
65-6106125	FRED & PAMELA HELBLING	\$53,500.00	\$383,600.00	\$383,600.00	\$437,100.00	\$384,900.00	\$52,200.00	
65-3140000	TIM COX	\$18,000.00	\$64,300.00	\$64,300.00	\$82,300.00	\$56,300.00	\$26,000.00	
65-1666000	JACK & ALBERTHA KROH	\$20,000.00	\$159,900.00	\$159,900.00	\$179,900.00	\$168,500.00	\$11,400.00	
65-2472000	LAMP REAL ESTATE INV LLP	\$25,500.00	\$125,200.00	\$125,200.00	\$150,700.00	\$68,200.00	\$82,500.00	
65-4288000	WAYNE PAPKE	\$120,100.00	\$232,300.00	\$232,300.00	\$352,400.00	\$323,100.00	\$29,300.00	
65-3772595	BERNICE VOIGT	\$35,000.00	\$180,600.00	\$180,600.00	\$215,600.00	\$186,800.00	\$28,800.00	
65-3163000	FRANK & GLADYS ERETH	\$18,200.00	\$142,700.00	\$142,700.00	\$160,900.00	\$146,200.00	\$14,700.00	
<b>TOTAL DIFFERENCE FOR 2015</b>							<b>\$962,100.00</b>	
								DWLG: \$55,700



City of Mandan  
 306 1 AVE NE, MANDAN ND 58554  
 Current Owner/Address DBA:  
 NEIBEL BELINDA R (D)  
 306 1 AVE NE (D)  
 P O BOX 655  
 MANDAN ND 58554

Plat Map:  
 Subdivision: MANDAN PROPER (OT)  
 Comp ID: 03581

Route #: 000-000-000 PDF 1 WORKING  
 Decided Acres: 0.160  
 Map Area: Zone 1 - Res  
 Block: 034 Lot: 0010  
 Range: 06/25/2015  
 Reviewer/Date: SS, 06/25/2015  
 Tax District: M1 Entry Status: Inspected

Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres	Unit Price	T/E/O%
Lump						7,000.00	0.161		0.000
Sub Total						7,000.00	0.161		
Grand Total*						7,000.00	0.161		

**Notes**  
 2015 - RH - REASSESSED AND CHANGED THE FIN AREA DOWNSTAIRS SINCE THE FURNACE RM/FRUIT CELLAR WAS NOT FINISHED., NON-WORKING FIREPLACE. CORRECTED FIXTURES ON BATHROOMS. GRADE CHANGED TO 4.  
 2014 - AREA FACTOR 58 CHANGED TO 57 ON 11/15/2005 ONE OF THE NEWER HOMES IN

Occupancy	Single-Family / Owner Occupied	Appraised	Board of Review	State Equalized	With Exemptions
Style	Single-Family / Owner Occupied				
Arch Style	Split Foyer Frame				
Year Built	1976				
Area SF	1,500				
Condition	NML				
Ttl Rms 8	Ttl Bdrms 4				
Bsrmt/Attic	Full / None				
Heat/AC	HW - Baseboard / No AC				
Bsrmt Finish 1	Living Qtrs. (Multi) 1390 Avg				
Bsrmt Finish 2					
Fireplace 1					
Fireplace 2					
Fireplace 3					
Full/Half Baths	2/1				
Decks & Patios	Other/Total Fixtures 0/12				
Porches					
Ext Wall	Metal				
Veneer 1	Roof Hip/Asph Comp				
Veneer 2					
Bsrmt Stalls/Total Garages	0/1				
Ttl Additions	0				
Area	624				
F/E/O%	0/0/0				
W	0				
L	0				
Year Grade	1976				
Det Frame	4				

<b>City of Mandan</b>	<b>65-2657000</b>	<b>Route #: 000-000-000</b>	<b>PDF 1</b>	<b>WORKING</b>
<b>310.1 AVE NE, MANDAN</b>	<b>Plat Map:</b>	<b>Subdivision: MANDAN PROPER (OT)</b>	<b>Deeded Acres: 0.160</b>	
<b>Current Owner/Address</b>	<b>DBA:</b>	<b>Comp ID: 03583</b>	<b>Map Area: Zone 1 - Res</b>	
<b>ENERVOLD TERRY &amp; CHERYL (D)</b>		<b>Township:</b>	<b>Block: 034</b>	
<b>310.1 AVE NE (D)</b>		<b>Section:</b>	<b>Lot: 0012</b>	
<b>6825 N STAR ACRES RD</b>		<b>Checks/Tags:</b>	<b>Reviewer/Date: GR, 04/29/2014</b>	
<b>BISMARCK ND 58501</b>		<b>Loc/Class: Urban/Residential</b>	<b>Tax District: M1</b>	<b>Entry Status: Inspected</b>

Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres	Unit Price	T/E/O%
Lump						7,000.00	0.161		0/0/0
Sub Total						7,000.00	0.161		
<b>Grand Total*</b>						7,000.00	0.161		

\*includes all land areas

**Notes**

2011 - TAGGED & MEASURED 6/6/11 NEEDS MAINTENANCE, ORIGINAL FRONT PORCH WITH COLUMNS 6/6/11 ORIGINAL GUTTERS, SOME NOT HOOKED UP TO DOWNSPOUTS, ORI WINDOWS 6/6/11 ROOF WAS REPLACED RECENTLY 6/6/11 DECK FOR 2ND FLOOR NEEDS MAINTENANCE 6/6/11

Occupancy	Single-Family / Owner Occupied	Area	Year	Depr	Garages
Arch Style	1 1/2 Story Frame				
Year Built	Conventional				
Area SF	EYB 1935				
Condition	TLA 1,828				
Ttl Rms	Grade 5-10				
Heat/AC	Ttl Bdrms 3				
Bsmt/Attic	Full / Floor & Stairs				
Bsmt Finish 1	HW - Baseboard / No AC				
Fireplace 1					
Fireplace 2	1 Masonry 1 Story				
Fireplace 3					
Full/Half Baths	Other/Total Fixtures 0/6				
Porches	25 Frame Open-162 SF/1S Frame Enclosed-32 SF				
Ext Wall	Roof Gable/Asph Comp				
Veneer 1					
Veneer 2					
Bsmt Stalls/Total Garages	Ttl Additions 0				

Additions	Area	Year	Depr	Garages	Area	F/E/O%	W	L	Year	Grade
Det Frame	440				0/0/0	0	0	1935	5	
<b>Total Bldg (RND)</b>										

Base Price	Appraised	Board of Review	State Equalized	With Exemptions
Base Price	\$130,430			
Basement Adjustment	\$0			
Attic Adjustment	\$5,400			
No Heat Adjustment	\$0			
Central AC Adjustment	\$0			
Adjusted Base	\$135,830			
Finish	\$0			
Single Siding	\$0			
Exterior	\$10,728			
Fireplaces	\$4,400			
Plumbing/Appliances	\$2,400			
Attached Garages	\$0			
Basement Stairs	\$0			
Base Total	\$153,558			
Graded (0.830)	\$127,287			
Physical Value	\$82,737			
Total Less Obsolescence	\$82,737			
Extras	\$0			
Additions	\$0			
RCN	\$127,287			
Detached Garages	\$2,860			
Map Factor (1,000)	\$85,600			
<b>Total Bldg (RND)</b>				

Land	PYr 2013	PYr 2014	PYr 2015	PYr 2016
Land	\$0	\$0	\$0	\$0
Land C	\$0	\$0	\$0	\$0
Dwelling	\$96,200	\$96,200	\$96,200	\$93,400
Impr	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$96,200</b>	<b>\$96,200</b>	<b>\$96,200</b>	<b>\$93,400</b>

Land	PYr 2013	PYr 2014	PYr 2015	PYr 2016
Land	\$0	\$12,400	\$12,400	\$0
Land C	\$0	\$0	\$0	\$0
Dwelling	\$96,200	\$96,200	\$96,200	\$93,400
Impr	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$96,200</b>	<b>\$108,600</b>	<b>\$108,600</b>	<b>\$104,700</b>



City of Mandan  
 2212 9 AVE SE, MANDAN ND 58554  
 DBA: BARLAND JANICE M (D)  
 Plat Map: 65-4188000  
 Subdivision: PLAINVIEW HTS 1ST  
 Comp ID: 05455  
 Township: Lister/Date:  
 Range: 012  
 Reviewer/Date: RLB  
 Tax District: M1  
 Decided Acres: 0.280  
 Block: 012  
 Lot: 0004  
 Entry Status:  
 Route #: 000-000-000  
 PDF 9 WORKING

Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres	Unit Price	T/E/O%
Lump						11,205.00	0.257		0.000
Sub Total						11,205.00	0.257		
Grand Total*						11,205.00	0.257		

\*Includes all land areas

**Notes**  
 2015; HOME OWNER CALLED IN TO CORRECT DATA; 3 BEDROOMS UP, NO BSMT FINISH. SS  
 2012 - MAIN FLOOR LAUNDRY WALK-IN CLOSETS SKYLITES MASTER BATH 150 AMP AREA FACTOR 99 CHANGED TO 92 ON 01/24/2007 GOOD DRIVEWAY, UPGRADED FRONT DOOR 3/23/10 PTX 3/18/10, 1ST TAG 3/23/10  
 MAIN FLOOR LAUNDRY WALK-IN CLOSETS SKYLITES MASTER BATH AREA FACTOR 95

Occupancy	Single-Family / Owner Occupied	Base Price	\$129,160
Style	1 Story Frame	Basement Adjustment	\$0
Arch Style	Conventional	Attic Adjustment	\$7,940
Year Built	1993	No Heat Adjustment	\$0
Area SF	1,709	Central AC Adjustment	\$2,900
Condition	NML	Adjusted Base	\$140,000
Ttl Rms	5	Finish	\$0
Ttl Bdrms	3	Single Siding	\$0
Bsmt/Attic	Full / Floor & Stairs	Exterior	\$8,174
Heat/AC	FHA - Gas / Yes AC	Impr	\$4,400
Bsmt Finish 1		Plumbing/Appliances	\$2,400
Bsmt Finish 2		Attached Garages	\$18,030
Fireplace 1	1 Masonry 1 Story	Basement Stall	\$0
Fireplace 2		Base Total	\$173,004
Fireplace 3		Graded (1,290)	\$223,175
Full/Half Baths	2/0	Physical Value	\$205,321
Decks & Patios	Wood Deck-Med-149 SF	Total Less Obsolescence	\$0
Porches	18 Frame Open-235 SF	Extras	\$52,321
Ext Wall	Composite	Additions	\$280,046
Veneer 1		RCN	\$0
Veneer 2		Detached Garages	\$0
Bsmt Stalls/Total Garages	0/1	Map Factor (1,000)	\$0
		Total Bldg (RND)	\$257,600

Area	Year	Depr	Garages	Area	FIE/O%	W	L	Year	Grade
1 Story Frame	936	1993	8.00	Alt Frame	0/0/0	0	0	1993	3/10
Yard Extras									
Yard Sprinkler System - 0 SF									

Sale Amt	Sale Date	Nut Code	Recording
\$289,900	09/26/2012		444736
\$154,000	05/21/1998		350273
\$117,300	12/30/1983		327152
Appraised	Board of Review	Equalized	Exemptions
Land	\$32,500		
Land C			
Dwlg	\$257,600		
Impr			
Total	\$290,100		
	PRY: 2015	PRY: 2014	PRY: 2013
Land	\$32,500	\$17,000	\$0
Land C	\$0	\$0	\$0
Dwelling	\$299,400	\$259,500	\$247,000
Impr	\$0	\$0	\$0
Total	\$331,900	\$276,500	\$262,500



City of Mandan		65-2005000		Route #: 000-000-000		PDF 7		WORKING	
1004 LOHSTRETER RD NW, MANDAN		Subdivision: LOHSTRETERS 2ND		Dedeed Acres: 0.300		Map Area: Zone 7 - Res			
Current Owner/Address DBA: HOLZER JOSEPH J (D)		Comp ID: 08786		Block: 003		Lot:			
1004 LOHSTRETER RD NW		Township: Lister/Date: GR, 06/04/2015		Reviewer/Date: SUE, 10/30/2003		Tax District: M1		Entry Status: Inspected	
MANDAN ND 58554		Legal: LOT 20 & S 1/2 LOT 21		Range:					
		Notes		Front		Side 1		Side 2	
		SMALL KITCHEN AND DINING AREA		Rear		R. Lot		SF	
				Lump				Acres	
								Unit Price	
								T/E/O%	
								0/0/0	
								12,900.00	
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City of Mandan  
 710 25 ST SE, MANDAN ND 58554  
 DBA: KRAMER TINA (D)  
 710 25 ST SE (D)  
 710 25 ST SE

Plat Map:  
 Subdivision: LINCOLN RIDGE EST 5TH  
 Comp ID: 10883  
 Township: Lister/Date: GR, 06/02/2015  
 Range: 2  
 Block: 2  
 Lot: 5  
 Map Area: Zone 9 - Res

Route #: 000-000-000 PDF 9 WORKING  
 Deeded Acres: 0.240  
 Reviewer/Date: SSR, 02/20/2013  
 Tax District: M1  
 Entry Status: Inspected

Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres	Unit Price	T/E/O%
Lump						10,448.00	0.240		0.000
Sub Total						10,448.00	0.240		
Grand Total*						10,448.00	0.240		

\*Includes all land areas

Residential Dwelling

Occupancy	Single-Family / Owner Occupied	Area	Year	Depr	Garages	Att Frame
Style	1 Story Frame					
Arch Style	Ranch					
Year Built	2012					
Area SF	EYB 2012 EFA 3					
Condition	TLA 1,202 GLA 1,2020					
Ttl Rms	NML Grade 3+5					
Ttl Bdrms	Ttl Bdrms 2					
Bsmnt/Attic	Full / None					
Heat/AC	FHA - Gas / Yes AC					
Bsmnt Finish	None 0 Avg					
Fireplace 1						
Fireplace 2						
Fireplace 3						
Full/Half Baths	2/0					
Decks & Patios	Wood Deck-High-120 SF					
Porches						
Ext Wall	Vinyl					
Veneer 1						
Veneer 2						
Bsmnt Stalls/Total Garages	0/1					
Ttl Additions	0					

Sale Amt Sale Date Nut Code Recording

\$235,493	07/01/2013		451048
\$235,493	07/01/2013		451048
\$7,800	02/21/2012		440184
		Appraised	Board of
		Equalized	Stats
			With
			Exemptions
Land	\$32,500		
Land C			
Dwlg	\$188,600		
Impr			
Total	\$221,100		
		PRY: 2015	PRY: 2014
		\$32,500	\$21,800
		\$0	\$0
		\$0	\$0
		\$240,500	\$106,400
		\$0	\$0
		\$273,000	\$128,200
			\$162,300

Base Price	\$104,840
Basement Adjustment	\$0
Attic Adjustment	\$0
No Heat Adjustment	\$0
Central AC Adjustment	\$2,250
Adjusted Base	\$107,090
Finish	\$0
Single Siding	\$0
Exterior	\$2,400
Fireplaces	\$0
Attached Garages	\$3,000
Basement Stall	\$18,410
Base Total	\$130,900
Graded (1,470)	\$192,423
Physical Value	\$188,574
Total Less Obsolescence	\$188,574
Extras	\$0
Additions	\$0
RCN	\$192,423
Detached Garages	\$0
Map Factor (1,000)	\$0
Total Bldg (RND)	\$188,600

Area	F/E/O%	W	L	Year	Grade
811	0/0/0	0	0	2012	3+5

City of Mandan 65-2815000 Subdivision: MANDAN PROPER (OT) Route #: 000-000-000 PDF 1 WORKING

411 3 AVE NW, MANDAN Plat Map: Decided Acres: 0.110  
 Current Owner/Address DBA: SWEENEY MICHAEL & C (D) 411 3 AVE NW (D) 411 3 AVE NW  
 Section: MANDAN ND 58554 Legal: E 80' LOT 1 & E 80' OF N 10' LOT 2  
 Checks/Tags: Lister/Date: Range: Map Area: Zone 1 - Res Block: 048 Lot: 0100  
 Loc/Class: Urban/Residential Tax District: M1 Reviewer/Date: JUL, 02/07/2012 Entry Status:

Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres	Unit Price	T/E/O%
Lump						4,800.00	0.110		0100
Sub Total						4,800.00	0.110		
Grand Total*						4,800.00	0.110		

\*Includes all land areas

Notes  
 2014 - FIRE ON ROOF IN 2002 WATER DAMAGE TO 2ND FLOOR AND MAIN FLOOR SOUTH WALL BF IS BOWING MF LAUNDRY WOODSTOVE IN BF INFERIOR

Residential Dwelling	Occupancy	Single-Family / Owner Occupied	Base Price	Appraised	Board of Review	State Equalized	With Exemptions
Style	2 Story Frame		\$155,640	\$12,500			
Arch Style	Conventional		\$0				
Year Built	1937	EYB 1937	\$0				
Area SF	1,176	TLA 2,502	\$0				
Condition	BL NML	Grade 5	\$155,640				
Ttl Rrms	Ttl Bdrms 4		\$3,225				
Bsmt/Attic	Full / None		\$0				
Heat/AC	HW - Baseboard / No AC		\$6,870				
Bsmt Finish 1	Living Qtrs. (Mult) 150 Avg		\$0				
Bsmt Finish 2			\$0				
Fireplace 1			\$2,600				
Fireplace 2			\$0				
Fireplace 3			\$0				
Full/Hall Baths	1/2	Other/Total Fixtures 07	\$168,335				
Decks & Patios	Wood Deck-Low-110 SF		\$154,868				
Porches	1S Frame Enclosed-135 SF		\$94,469				
Ext Wall	Metal	Roof Gable/Wood	\$94,469				
Veneer 1			\$0				
Veneer 2			\$154,868				
Bsmt Stalls/Total Garages	0/0	Ttl Additions 0	\$0				
Total Bldg (RND)			\$94,500				

City of Mandan  
 207 1 AVE NE, MANDAN ND 58554  
 Current Owner/Address: BENDISH STACEY & CELESTE (D)  
 DBA: BENDISH STACEY & CELESTE (D)  
 207 1 AVE NE (D)  
 207 1 AVE NE

Subdivision: MANDAN PROPER (OT)  
 Comp ID: 03425  
 Section: 03425  
 Checks/Tags: Lister/Date: JB, 06/18/2015  
 Loc/Class: Urban/Residential

Plat Map:  
 Range: 023  
 Block: 023  
 Lot: 0003

Route #: 000-000-000  
 Deeded Acres: 0.160  
 Map Area: Zone 1 - Res  
 Reviewer/Date: JUL, 06/21/2011  
 Tax District: M1  
 Entry Status: Estimated

Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres	Unit Price	T/E/O%
Lump						7,000.00	0.161		00/00
Sub Total						7,000.00	0.161		
Grand Total*						7,000.00	0.161		

**Notes**  
 2014 - BLACK MOLD IN BF CHANGE AF FROM 1939 TO 1935 6-11 GARAGE DOES NOT HAVE OVER HEAD DOORS

Occupancy	Single-Family / Owner Occupied	Residential Dwelling	Base Price	Appraised	Board of Review	State Equalized	With Exemptions
Style	2 Story Frame	Single-Family / Owner Occupied	\$122,910	\$25,500			
Arch Style	A-Frame	Basement Adjustment	\$0				
Year Built	1939	Attic Adjustment	\$0				
Area SF	780	No Heat Adjustment	\$0				
Condition	NML	Central AC Adjustment	\$122,910				
Ttl Rms	11	Adjusted Base	\$8,600				
Bsmt/Attic	Full / None	Finish	\$0				
Heat/AC	FHA - Gas / No AC	Single Siding	\$6,120				
Bsmt Finish	Living Ctrs. (Multi) 400 Avg	Exterior	\$0				
Bsmt Finish 2		Fireplaces	\$0				
Fireplace 1		Plumbing/Appliances	\$7,800				
Fireplace 2		Attached Garages	\$0				
Fireplace 3		Basement Stall	\$0				
Full/Half Baths	3/0	Base Total	\$145,430				
Decks & Patios		Graded (0.970)	\$141,067				
Porch	1S Frame Open-99 SF/1S Frame Open-98 SF	Physical Value	\$94,515				
Ext Wall	Roof Gable/Asph Comp	Total Less Obsolescence	\$94,515				
Veneer 1	Wd Lap	Extras	\$0				
Veneer 2		Additions	\$0				
Bsmt Stalls/Total Garages	0/1	RCN	\$141,067				
		Map Factor (1,000)	\$3,376				
		Total Bldg (RND)	\$97,900				
		Area	F/E/O%	W	L	Year	Grade
		380	0/0/0	0	0	1939	4
		Det Frame					
		Cnt	Year	Cond	Depr	F/E/O%	
		1	1999	NML	48.00	0/0/0	

City of Mandan 65-1917000 Subdivision: LOHSTRETERS 1ST Route #: 000-000-000 PDF 7 WORKING  
 853 BRUCE DR NW, MANDAN Plat Map: Deeded Acres: 0.120  
 Current Owner/Address DBA: WESTMEYER STELLA M (D) Comp ID: 02351-A Map Area: Zone 7 - Res Block: 005 Lot: 005B  
 853 BRUCE DR NW MANDAN ND 58554 Lister/Date: GR, 06/09/2015 Range: Tax District: M1 Reviewer/Date: SS, 06/30/2015 Entry Status: Inspected

Basis	Front	Rear	Side 1	Side 2	R.Lot	SF	Acres	Unit Price	T/E/O%
Lump						5,152.00	0.118		0.000
Sub Total						5,152.00	0.118		
Grand Total*						5,152.00	0.118		

\*Includes all land areas

Notes  
 2015 HOMESTEAD CREDIT @ 40%

Occupancy	Area	Year	Depr	Garages	Att/Brick	Area	F/E/O%	W	L	Year	Grade
Residential Dwelling											
Townhouse											
2 Story Townhouse											
Style											
Arch Style	Conventional										
Year Built	1980	EYB	1980	EFA	35						
Area SF	560	TLA	1,120	GLA	560/560						
Condition	NML			Grade	4						
Ttl Rms	4	Ttl Bdrms	2	F/E/O%	0/0/0						
Bsmr/Attic	Full / None										
Heat/AC	FHA - Gas / Yes AC										
Bsmr Finish 1											
Bsmr Finish 2											
Fireplace 1											
Fireplace 2											
Fireplace 3											
Full/Half Baths	1/1	Other/Total	Fixtures	0/5							
Decks & Patios	Wood Deck-High-217 SF										
Porches											
Ext Wall	Wd Lap	Roof	Gable/Asph Comp								
Veneer 1											
Veneer 2											
Bsmr Stalls/Total	Garages	0/1	Ttl	Additions	0						
Additions											
Area	448	F/E/O%	0/0/0	W	0	L	0	Year	1986	Grade	4

Base Price	\$102,230	Base Amt	Sale Date	Nut Code	Recording
Basement Adjustment	\$0	\$56,200	08/12/1994		332196
Attic Adjustment	\$0				
No Heat Adjustment	\$0				
Central AC Adjustment	\$2,250				
Adjusted Base	\$104,480	Appraised		Board of Review	State Equalized
Finish	\$0	Land	\$10,000		With Exemptions
Single Siding	\$0	Land C			
Exterior	\$4,340	Dwlg	\$127,000		
Fireplaces	\$0	Impr			
Plumbing/Appliances	\$1,300	Total	\$137,000		
Attached Garages	\$16,400				
Basement Stall	\$0				
Base Total	\$126,520				
Graded (1,150)	\$145,498				
Physical Value	\$126,960				
Total Less Obsolescence	\$126,960				
Extras	\$0				
Additions	\$0				
RCN	\$145,498				
Detached Garages	\$0				
Map Factor (1,000)	\$0				
Total Bldg (RND)	\$127,000				
Area	448				
F/E/O%	0/0/0				
W	0				
L	0				
Year	1986				
Grade	4				

City of Mandan		65-2393000		Route #: 000-000-000		PDF 1		WORKING	
108 7 AVE NW, MANDAN		Subdivision: MANDAN PROPER (OT)		Deeded Acres: 0.110					
Current Owner/Address		Comp ID: 03315		Map Area: Zone 1 - Res					
BAUER GEORGE D & DAWN (D)		Township:		Block: 013		Lot:			
108 7 AVE NW (D)		Range:		Reviewer/Date: JUL, 08/22/2011		Tax District: M1		Entry Status: Inspected	
108 7 AVE NW		Loc/Class: Urban/Residential							
MANDAN ND 58554									
Legal: LOT 17 (LESS N 17.30')									

Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres	Unit Price	T/E/O%
Lump						4,578.00	0.105		0.000
Sub Total						4,578.00	0.105		
Grand Total*						4,578.00	0.105		

\*Includes all land areas

Notes
2015 - INSPECTED - RH - POOR CONDITION, NEEDS NEW FLOORING, TILE TORN UP IN KITCHEN, HARDWOOD FLOORING NEEDS WORK, OLD POOR KITCHEN CABINETS, CEILING, WALLS AND FLOORING NEEDS REPLACEMENT AND FIXING. NO GARAGE, SHED IN BACK - NICE BACKYARD, BASEMENT IN POOR CONDITION, NOT FINISHED, UPSTAIRS 1 FULL BATH (3 FIXTURES, BAD CONDITION). Group Code: RZ

Residential Dwelling	Occupancy	Style	Year Built	Area SF	Condition	Ttl Rms 7	Ttl Bdrms 2	Bsmnt/Attic	Heat/AC	Roof	Other/Total Fixtures	0/3
Single-Family / Owner Occupied	1 1/2 Story Frame	Conventional	1920	1,515	Poor	5	5	FHA - Gas / No AC		Novelty	0	
Base Price												
Basement Adjustment												
Attic Adjustment												
No Heat Adjustment												
Central AC Adjustment												
Adjusted Base												
Finish												
Single Siding												
Exterior												
Plumbing/Appliances												
Attached Garages												
Basement Stall												
Base Total												
Graded (0.920)												
Physical Value												
Total Less Obsolescence												
Extras												
Additions												
RCN												
Detached Garages												
Map Factor (1.000)												
Total Bldg (RND)												

Residential Dwelling	Occupancy	Style	Year Built	Area SF	Condition	Ttl Rms 7	Ttl Bdrms 2	Bsmnt/Attic	Heat/AC	Roof	Other/Total Fixtures	0/3
Single-Family / Owner Occupied	1 1/2 Story Frame	Conventional	1920	1,515	Poor	5	5	FHA - Gas / No AC		Novelty	0	
Base Price												
Basement Adjustment												
Attic Adjustment												
No Heat Adjustment												
Central AC Adjustment												
Adjusted Base												
Finish												
Single Siding												
Exterior												
Plumbing/Appliances												
Attached Garages												
Basement Stall												
Base Total												
Graded (0.920)												
Physical Value												
Total Less Obsolescence												
Extras												
Additions												
RCN												
Detached Garages												
Map Factor (1.000)												
Total Bldg (RND)												

Yard Extras	Cnt	Year	Cond	Depr	F/E/O%
A Misc. Extra - Quantity=0.00, Units=Square Feet, Height=	1	1920	NML	2.00	0.000
Total					

Appraised	Board of Review	State Equalized	With Exemptions
\$20,500			
\$57,600			
\$78,100			
PRY-2015	PRY-2014	PRY-2013	
\$20,500	\$18,200	\$0	
\$0	\$0	\$0	
\$150,700	\$58,100	\$56,400	
\$0	\$0	\$0	
\$171,200	\$76,300	\$73,100	

City of Mandan 65-2998000 Route #: 000-000-000 PDF 7 WORKING

211 10 AVE NW, MANDAN Subdivision: MEADS Decided Acres: 0.160  
 Current Owner/Address DBA: Comp ID: 03965 Map Area: Zone 7 - Res  
 NELSON DELILA (D) Range: Block: 007  
 211 10 AVE NW (D) Lister/Date: RH, 07/01/2015 Reviewer/Date: CHE, 03/01/2011 Lot:  
 211 10 AVE NW Tax District: M1 Entry Status: Inspected

Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres	Unit Price	T/E/O%
Lump						7,000.00	0.161		0.00
Sub Total						7,000.00	0.161		
Grand Total*						7,000.00	0.161		

**Notes**  
 2015 - INSPECTED - RH - BEDROOM ON MAIN FLOOR WAS CONVERTED INTO A LAUNDRY ROOM SO ONLY 1 BEDROOM ON MAIN FLOOR, NO BUILT-IN APPLIANCES, WINDOW AIR, NICE OAK CABINETRY IN KITCHEN, UPSTAIRS NO HEAT OR VENT, JUST ELECTRICITY USED FOR STORAGE ONLY. BASEMENT UNFINISHED WITH OLD FURNACE, WORKSHOP UNFIN., ROOM WITH NO CLOSET OR WINDOW - RIPPED UP LINOLEUM, BAD

**Residential Dwelling** Occupancy: Single-Family / Owner Occupied

Style	Arch Style	Year Built	Area SF	Condition	Ttl Rms	Ttl Bdrms	Heat/AC	Roof	Gable/Wood	Ttl Additions
1 1/2 Story Frame	Conventional	1935	696	BL NML	7	1	Full / Floor & Stairs Gravity / No AC	Shakes		0
EFA 80	EYB 1935	696	696/487	Grade 6+5						
GLA 696/487	TLA 1,183									
F/E/O% 0/0/0										
Other/Total Fixtures 03										
18 Frame Enclosed-32 SF										
Roof Gable/Wood										
Ttl Additions 0										

	Appraised	Board of Review	State Equalized	With Exemptions
Base Price	\$103,010			
Basement Adjustment	\$0			
Attic Adjustment	\$3,890			
No Heat Adjustment	\$0			
Central AC Adjustment	\$0			
Adjusted Base	\$106,900			
Finish	\$0			
Single Siding	\$0			
Exterior	\$2,130			
Fireplaces	\$0			
Plumbing/Appliances	\$0			
Attached Garages	\$0			
Basement Stair	\$0			
Base Total	\$109,030			
Graded (0.780)	\$85,043			
Physical Value	\$51,026			
Total Less Obsolescence	\$51,026			
Extras	\$0			
Additions	\$0			
RCN	\$85,043			
Detached Garages	\$0			
Map Factor (1.000)	\$0			
Total Bldg (RND)	\$51,000			
Land	\$18,000			
Land C	\$0			
Dwelling	\$62,400			
Impr	\$0			
Total	\$80,400			
PTyr 2015		PTyr 2014	PTyr 2013	
	\$18,000	\$12,400	\$0	
	\$0	\$0	\$0	
	\$62,400	\$48,700	\$47,300	
	\$0	\$0	\$0	
Total	\$80,400	\$61,100	\$58,600	

<b>City of Mandan</b>	<b>65-6107595</b>	<b>Route #: 000-000-000</b>	<b>PDF 9</b>	<b>WORKING</b>
1804 RIDGE DR SE, MANDAN	Subdivision: HEART RIDGE	Decided Acres: 0.320		
Current Owner/Address FROELICH GREGORY & JENN (D)	Comp ID: 10968	Map Area: Zone 9 - Res	Block: 1	
604 6 ST NW (D)	Section: 1	Range: 4	Lot: 4	
1804 Ridge Dr SE	Checks/Tags: Lister/Date:	Reviewer/Date: SSR, 04/29/2013	Entry Status:	
MANDAN ND 58554	Loc/Class: Urban/Residential	Tax District: M1		

Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres	Unit Price	T/E/O%
Lump						13,973.00	0.321		0/0/0
Sub Total						13,973.00	0.321		
<b>Grand Total*</b>						13,973.00	0.321		

\*Includes all land areas

Occupancy	Single-Family / Owner Occupied	Style	Split Foyer Frame	Arch Style	Conventional	Year Built	2013	EYA	2013	EFA	2	Area SF	1,569	TLA	1,569	GLA	1,569	F/E/O%	0/0/0
Condition	NML	Ttl Bdrms	3	Grade	3+5	Heat/AC	Full / None	FHA - Gas / Yes AC	Bsmt/Attic										
Bsmt Finish	1	Bsmt Finish	2	Fireplace	1	Fireplace	3	Full/Half Baths	2/0	Other/Total Fixtures	0/6	Decks & Patios		Porches		18 Frame Open-13 SF/15 Frame Open-63 SF			
Ext Wall	Vinyl	Veneer	1	1/2 Story Sim Stone	350	10													
Bsmt Stalls/Total Garages	0/1	Ttl Additions	0																

Residential Dwelling	Area	Year	Depr	Garages	Area	F/E/O%	W	L	Year	Grade
Base Price	\$123,470									
Basement Adjustment	\$0									
Attic Adjustment	\$0									
No Heat Adjustment	\$0									
Central AC Adjustment	\$2,750									
Adjusted Base	\$126,220									
Finish	\$0									
Single Siding	\$0									
Exterior	\$4,063									
Fireplaces	\$0									
Plumbing/Appliances	\$2,400									
Attached Garages	\$19,980									
Basement Stairs	\$0									
Base Total	\$152,663									
Graded (1,470)	\$224,415									
Physical Value	\$222,171									
Total Less Obsolescence	\$222,171									
Extras	\$0									
Additions	\$0									
RCN	\$224,415									
Detached Garages	\$0									
Map Factor (1,000)	\$0									
Total Bldg (RND)	\$222,200									

Area	F/E/O%	W	L	Year	Grade
888	0/0/0	0	0	2013	3+5

Sale Amt	Sale Date	Nut Code	Recording
\$266,177	07/25/2013		451586
\$266,177	07/25/2013		451586
Appraised	Board of Review	Stats Equalized	With Exemptions
Land C	\$35,000		\$35,000
Dwlg	\$222,200		\$147,200
Impr			
Total	\$257,200		\$182,200
	PYr 2015	PYr 2014	PYr 2013
Land	\$35,000	\$34,300	\$0
Land C	\$0	\$0	\$0
Dwelling	\$271,300	\$135,900	\$0
Impr	\$0	\$0	\$0
Total	\$306,300	\$170,200	\$12,800

City of Mandan  
 704.3 AVE NW, MANDAN ND 58501-1246  
 Current Owner/Address DBA:  
 CORDOVA ROBERT L & JOANN (D)  
 1300 W COULEE RD (D)  
 1300 W COULEE RD  
 BISMARCK ND 58501-1246

Plat Map:  
 65-3427000  
 Subdivision: N.P. 1ST  
 Comp ID: 04486

Route #: 653-625-000 PDF 1 WORKING  
 Decided Acres: 0.160  
 Map Area: Zone 1 - Res  
 Block: 086 Lot: 0009

Section:  
 Checks/Tags: Lister/Date: RH, 07/07/2015  
 Range: 086  
 Reviewer/Date: JUL, 08/19/2011  
 Tax District: M1 Entry Status: Inspected

Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres	Unit Price	T/E/O%
Lump						7,000.00	0.161		0.000
Sub Total						7,000.00	0.161		
Grand Total*						7,000.00	0.161		

**Notes**  
 2015 - RH - INSPECTED. NO UPDATES, LOTS OF PANELING, OLD APPLIANCES, CABINETS, CARPETING AND LINOLEUM. BUILT IN OVEN, MICROWAVE, AND STOVE TOP - OLD APPLIANCES EXCEPT MICROWAVE. FORMICA COUNTERTOPS. DOWNSTAIRS HAS ITS OWN ENTRANCE, OLD PANELING, TORE UP LINOLEUM THROUGHOUT BASEMENT, FURNACE ROOM AND LAUNDRY ROOM DOWNSTAIRS. USED AS A RENTAL PROPERTY.

Occupancy	Single-Family / Owner Occupied	Area	Year	Depr	Garages	Area	F/E/O%	W	L	Year	Grade
Style	1 Story Frame										
Arch Style	Ranch										
Year Built	1954	EYB 1954	EFA 61								
Area SF	1,144	TLA 1,144	GLA 1,144/0								
Condition	NML	Grade 4-5	F/E/O% 0/0/10								
Ttl Rms 9	Ttl Bdrms 3	Above 2	Below 1								
Bsmr/Attic	Full / None										
Heat/AC	FHA - Gas / No AC										
Bsmr Finish 1	Rec. Room W/ Walk-out 1034 Avg										
Bsmr Finish 2											
Fireplace 1											
Fireplace 2											
Fireplace 3											
Full/Half Baths	2/0	Other/Total Fixtures 0/7									
Decks & Patios	18 Frame Enclosed-36 SF	Roof Gable/Asph Comp									
Porches											
Ext Wall	Composite										
Veneer 1											
Veneer 2											
Bsmr Stalls/Total Garages	0/1	Ttl Additions 0									
<b>Additions</b>		<b>Area</b>	<b>Year</b>	<b>Depr</b>	<b>Garages</b>	<b>Area</b>	<b>F/E/O%</b>	<b>W</b>	<b>L</b>	<b>Year</b>	<b>Grade</b>
		336	0000	0	0	1954	4				

Base Price	Appraised	Board of Review	State Equalized	With Exemptions
\$102,280	\$18,200			
Basement Adjustment				
Attic Adjustment				
No Heat Adjustment				
Central AC Adjustment				
Adjusted Base	\$97,600			
Finish				
Single Siding				
Exterior				
Fireplaces				
Plumbing/Appliances				
Attached Garages				
Basement Stairs				
Base Total				
Graded (1,090)				
Physical Value				
Total Less Obsolescence				
Extras				
Additions				
RCN				
Detached Garages				
Map Factor (1,000)				
Total Bldg (RND)				

City of Mandan  
 405 KEIDEL TRL SW, MANDAN ND 58554-0000  
 Subdivision: KEIDEL'S SOUTHHEART TERR  
 Comp ID: 10790  
 Section: BEECHIE, DEREK (D)  
 824 N 14 ST (D)  
 405 KEIDEL TRL SW  
 MANDAN ND 58554-0000

Plat Map:  
 Route #: 000-000-000  
 PDF 9 WORKING

Map Area: Zone 9 - Res  
 Block: 4  
 Lot: 11

Range: GR, 06/23/2014  
 Lister/Date: GR, 06/23/2014  
 Reviewer/Date: M1  
 Tax District: M1

Decided Acres: 0.280  
 Entry Status: Inspected

Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres	Unit Price	T/E/O%
Lump						12,009.00	0.276		0/0/0
Sub Total						12,009.00	0.276		
Grand Total*						12,009.00	0.276		

**Notes**  
 2015 MLS LISTING: This is a new construction home in the new Keidel's South Heart Terrace Addition. The ranch style home features a great open floor plan, custom poplar woodwork, and a spacious kitchen with granite counter tops, custom cherry cabinets and upscale Frigidaire(R) stainless appliances. The Dura Ceram(R) flooring in the entries, dining room, kitchen and baths make maintenance a breeze and the quality carpet adds a warm feel to the home. The master

Occupancy	Single-Family / Owner Occupied	Base Price	\$125,830	Sale Amt	\$281,500	Sale Date	03/13/2015	Nut Code	462994	Recording
Style	1 Story Frame	Basement Adjustment	\$0		\$21,000	01/03/2013			447050	
Arch Style	Ranch	Attic Adjustment	\$0		\$21,000	01/03/2013			447050	
Year Built	2014	No Heat Adjustment	\$0							
Area SF	EYB 2014 EFA 1	Central AC Adjustment	\$2,810							
Condition	TLA 1,632 GLA 1,632/0	Adjusted Base	\$128,640							
Ttl Rms 4	NML Grade 3+5 F/E/O% 0/0/0	Finish	\$0							
Ttl Bdrms 2	Ttl Bdrms 2	Single Siding	\$0							
Bsmnt/Attic	Full / None	Exterior	\$4,950							
Heat/AC	FHA - Gas / Yes AC	Fireplaces	\$0							
Bsmnt Finish 1		Plumbing/Appliances	\$2,400							
Bsmnt Finish 2		Attached Garages	\$19,220							
Fireplace 1		Basement Stair	\$0							
Fireplace 2		Base Total	\$155,210							
Fireplace 3		Graded (1,470)	\$228,158							
Full/Hall Baths	2/0	Physical Value	\$226,159							
Decks & Patios		Total Less Obsolescence	\$226,159							
Porch	18 Frame Open-100 SF	Extras	\$0							
Ext Wall	Vinyl	Additions	\$0							
Veneer 1	1/2 Story Brick 350 10	RCN	\$228,159							
Veneer 2	1 Story Brick 1540 22	Detached Garages	\$0							
Bsmnt Stalls/Total Garages	0/1	Map Factor (1,000)	\$0							
		Total Bldg (RND)	\$226,200							
<b>Additions</b>	<b>Area Year Depr Garages</b>	<b>Area F/E/O%</b>	<b>W L Year Grade</b>							
	Att Frame	840	0/0/0	0	0	2014	3+5			

Appraised	Board of Review	State Equalized	With Exemptions
Land	\$32,500		
Land C			
Dwlg	\$226,200		
Impr			
<b>Total</b>	<b>\$258,700</b>		
	PRYr 2015	PRYr 2014	PRYr 2013
Land	\$32,500	\$32,700	\$0
Land C	\$0	\$0	\$0
Dwelling	\$292,300	\$141,600	\$0
Impr	\$0	\$0	\$0
<b>Total</b>	<b>\$324,800</b>	<b>\$174,300</b>	<b>\$11,800</b>

City of Mandan  
 4712 CORVETTE ST NW, MANDAN ND 58554-0000  
 Current Owner/Address: TERNES, JORDAN J (D)  
 DBA: MANDAN ND 58554-0000  
 Plat Map: 65-5395180  
 Subdivision: WEST HILLS EST 2ND  
 Comp ID: 10871  
 Range: 3  
 Lister/Date: SR, 01/09/2014  
 Reviewer/Date: M1  
 Tax District: M1  
 Map Area: Zone 6 - Res  
 Block: 3  
 Lot: 3  
 Decded Acres: 0.220  
 Entry Status: Inspected

Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres	Unit Price	T/E/O%
Lump						9,600.00	0.220		0.000
Sub Total						9,600.00	0.220		
Grand Total*						9,600.00	0.220		

**Notes**  
 2015 MLS LISTING; One owner 2012 split entry home provides over 1500 finished sqft, with 3 bedrooms on the main level. Open floor plan. Bright living room with vaulted ceilings. Kitchen features unique tile flooring, high-end stainless steel appliances, and tile backslashes. Warm paint colors throughout. Master suite offers a full bath and walk-in closet. Unfinished daylight basement is framed for 2 additional bedrooms, family room, and bathroom. The attached oversized 3-stall

Occupancy	Single-Family / Owner Occupied	Residential Dwelling	Base Price	\$120,930	Sale Amt	\$238,500	Sale Date	03/24/2015	Nut Code	463173	Recording
Style	Split Foyer Frame	Style	Basement Adjustment	\$0	\$204,000	\$204,000	12/30/2013			454904	
Arch Style	Conventional	Year Built	Attic Adjustment	\$0	\$204,000	\$204,000	12/30/2013			454904	
Year Built	2012	Area SF	No Heat Adjustment	\$0							
Area SF	1,521	Condition	Central AC Adjustment	\$2,690							
Condition	NML	Ttl Rms	Adjusted Base	\$123,620							
Ttl Rms	5	Bsmnt/Attic	Finish	\$0							
Bsmnt/Attic	Full / None	Heat/AC	Single Siding	\$0							
Heat/AC	FHA - Gas / Yes AC	Exterior	Exterior	\$2,720							
Bsmnt Finish 1		Plumbing/Appliances	Fireplaces	\$0							
Bsmnt Finish 2		Attached Garages	Attached Garages	\$18,030							
Fireplace 1		Basement Stall	Basement Stall	\$0							
Fireplace 2		Base Total	Base Total	\$146,770							
Fireplace 3		Graded (1,290)	Graded (1,290)	\$189,334							
Full/Hall Baths	2/0	Physical Value	Physical Value	\$185,548							
Decks & Patios		Total Less Obsolescence	Total Less Obsolescence	\$185,548							
Porches	18 Frame Enclosed-20 SF	Extras	Extras	\$0							
Ext Wall	Vinyl	Additions	Additions	\$0							
Veneer 1		RCN	RCN	\$189,333							
Veneer 2		Detached Garages	Detached Garages	\$0							
Bsmnt Stalls/Total Garages	0/1	Map Factor (1,000)	Map Factor (1,000)	\$0							
Ttl Additions	0	Total Bldg (RND)	Total Bldg (RND)	\$185,500							
Area	772	Area	772								
F/E/O%	0/0/0	F/E/O%	0/0/0								
W	0	W	0								
L	0	L	0								
Year Grade	2012	Year Grade	2012								
Att Frame		Att Frame									



City of Mandan		65-1279000		Route #: 000-000-000		PDF 7		WORKING			
1206 SUNNY RD SW, MANDAN		Subdivision: HEARTVIEW		Dedeed Acres: 0.280		Map Area: Zone 7 - Res					
Current Owner/Address		Comp ID: 01149		Block: 013		Lot:					
SENERIKOV, IVAN (D)		Township:		Range:		Reviewer/Date: SS, 07/17/2015		Entry Status: Estimated			
22091 300 ST SE		Loc/Class: Urban/Residential		Lister/Date: GR, 07/17/2015		Tax District: M1					
ERSKINE MN 56535-0000											
Legal: LOT 6 (LESS N 2') & ALL LOTS 7 & 8											
Notes											
LOCATED BY TRAIN TRACK, LOTS OF OIL TRUCK TRAFFIC											
Residential Dwelling											
Occupancy	Single-Family / Owner Occupied	Base Price	\$114,850	Sale Amt	\$155,000	Sale Date	03/09/2015	Nut Code	462888	Recording	
Style	1 Story Frame	Basement Adjustment	\$0	Appraised	\$20,000	Board of Review		State Equalized		With Exemptions	\$20,000
Arch Style	Conventional	Attic Adjustment	\$0	Land							
Year Built	1948	No Heat Adjustment	\$0	Land C							
Area SF	1,397	Central AC Adjustment	\$2,530	Dwg	\$141,000						
Condition	NML	Adjusted Base	\$117,380	Impr							
Tl1 Rtns	9	Finish	\$0	Total	\$161,000						
Bsm1/Attic	Full / None	Single Siding	\$0	PRYr 2015		PRYr 2014		PRYr 2013			
Heat/AC	FHA - Gas / Yes AC	Exterior	\$11,440	Land	\$20,000	Land C	\$0	Land	\$0		
Bsm1 Finish 1		Fireplaces	\$4,400	Attached Garages	\$53,964	Dwelling	\$0	Impr	\$0	\$113,700	
Bsm1 Finish 2		Plumbing/Appliances	\$3,000	Basement Stall	\$0	Total	\$192,800		\$11,200	\$124,000	
Fireplace 1	1 Masonry 1 Story	Attached Garages	\$53,964	Base Total	\$190,184						
Fireplace 2		Graded (1.150)	\$218,712	Physical Value	\$156,671						
Full/Half Baths	2/0	Total Less Obsolescence	\$141,004	Extras	\$0						
Decks & Patios	1S Frame Enclosed-264 SF	Additions	\$0	RCN	\$218,712						
Porches		Detached Garages	\$0	Map Factor (1.000)							
Ext Wall	Metal	Total Bldg (RND)	\$141,000	Area	572	F/E/O%	10000	W	0	L	Year Grade
Veneer 1				Depr	1,152	Area	10000	W	0	L	Year Grade
Veneer 2				Garages (2 of 3)		Area	10000	W	0	L	Year Grade
Bsm1 Stalls/Total Garages	0/3			Att Frame		Area	10000	W	0	L	Year Grade
				Att Frame		Area	10000	W	0	L	Year Grade
						Area	10000	W	0	L	Year Grade

City of Mandan  
 503 6 AVE NW, MANDAN ND 58763  
 Current Owner/Address DBA: FITZSIMMONS JAMES P (D)  
 PO BOX 944 (D)  
 P O BOX 944  
 NEW TOWN ND 58763

Plat Map: 65-2953000  
 Subdivision: MANDAN PROPER (OT)  
 Comp ID: 03884

Range: 058  
 Lister/Date: RH, 06/24/2015  
 Tax District: M1

Map Area: Zone 1 - Res  
 Block: 058  
 Lot: 0005

Deced Acres: 0.160  
 Reviewer/Date: SS, 06/24/2015  
 Entry Status: Inspected

Route #: 000-000-000 PDF 1 WORKING

Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres	Unit Price	T/E/O%
Lump						7,000.00	0.161		0.000
Sub Total						7,000.00	0.161		
Grand Total*						7,000.00	0.161		

**Notes**

2015 - RH - REASSESSED HOME, CHANGES MADE. WILL BE FILING ABATEMENT FOR 2015. NEEDS UPDATING, OLD FLOORING AND CABINETS, LOTS OF WORK NEEDED.

2014 - 2ND FLOOR IS ONLY 8' WIDE 12 X 15 ADDITION TO BACK OF HOME - 1978/1980 DUE TO ICE DAMS IN SHINGLES AND WINDOWS LEAKING WATER THERE IS WATER DAMAGE ON INTERIOR WALLS AND DINING

Occupancy	Single-Family / Owner Occupied	Sale Amt	Sale Date	Nut Code	Recording
Style	1 1/2 Story Frame	\$35,200	04/16/1997		346514
Arch Style	Conventional	\$35,000	07/13/1989		443122
Year Built	1915				
Area SF	EYB 1929 TLA 1,350,945				
Condition	Poor				
Ttl Rms 8	Grade 5				
Bsmnt/Attic	Ttl Bdrms 2				
Heat/AC	Above 1				
Bsmnt Finish 1	Full / Floor & Stairs				
Bsmnt Finish 2	HW - Baseboard / No AC				
Fireplace 1					
Fireplace 2					
Fireplace 3					
Full/Half Baths	Other/Total Fixtures 0/3				
Decks & Patios	Wood Deck-Med-116 SF				
Porches					
Ext Wall	Novelty				
Veneer 1	Roof Gable/Asph Comp				
Veneer 2					
Bsmnt Stalls/Total Garages	0/0				
	Ttl Additions 0				

Base Price	\$149,490	Base Price	\$35,200
Basement Adjustment	\$0	Attic Adjustment	\$6,520
Attic Adjustment	\$6,520	No Heat Adjustment	\$0
No Heat Adjustment	\$0	Central AC Adjustment	\$156,010
Central AC Adjustment	\$156,010	Adjusted Base	\$0
Adjusted Base	\$0	Finish	\$0
Finish	\$0	Single Siding	\$1,856
Single Siding	\$1,856	Exterior	\$0
Exterior	\$0	Fireplaces	\$0
Fireplaces	\$0	Plumbing/Appliances	\$0
Plumbing/Appliances	\$0	Attached Garages	\$0
Attached Garages	\$0	Basement Stall	\$157,866
Basement Stall	\$157,866	Base Total	\$145,237
Base Total	\$145,237	Graded (0.920)	\$68,261
Graded (0.920)	\$68,261	Physical Value	\$68,261
Physical Value	\$68,261	Total Less Obsolescence	\$0
Total Less Obsolescence	\$0	Extras	\$0
Extras	\$0	Additions	\$0
Additions	\$0	RCN	\$145,237
RCN	\$145,237	Detached Garages	\$0
Detached Garages	\$0	Map Factor (1,000)	\$0
Map Factor (1,000)	\$0	Total Bldg (RND)	\$68,300
Total Bldg (RND)	\$68,300		

City of Mandan  
 112 KEIDEL TRL SW, MANDAN ND 58554-0000  
 Current Owner/Address DBA: HELBLING, FRED & PAMELA (D)  
 112 KEIDEL TRL SW (D)  
 112 KEIDEL TRL SW  
 MANDAN ND 58554-0000

Plat Map: 65-6106125  
 Subdivision: KEIDEL'S SOUTHEART TERR  
 Comp ID: 10854  
 Section: 6  
 Checks/Tags: S, R  
 Loc/Class: Urban/Residential

Map Area: Zone 9 - Res  
 Block: 6  
 Lot: 21  
 Decded Acres: 0.340

Range: Tax District: M1  
 Reviewer/Date: Entry Status:

Route #: 000-000-000 PDF 9 WORKING

Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres	Unit Price	T/E/O%
Lump						15,006.00	0.344		0.000
Sub Total						15,006.00	0.344		
Grand Total*						15,006.00	0.344		

**Notes**  
 2014 MLS LISTING; Quality built energy efficient ranch style home with walk out basement located in a quiet cul-de-sac in SW Mandan built by Ultimate Construction. Constructed using SIPs panels which are 50% more efficient than 2 x 6 framing. Features of this home include but are not limited to walkout basement, vaulted ceilings, tray ceiling in master bedroom, maple cabinets & trim, 3 panel maple interior doors, hardwood & Dura-ceramic flooring, main floor laundry with wall

Occupancy	Single-Family / Owner Occupied	Residential Dwelling	Base Price	\$138,960	Sale Amt	Sale Date	Nut Code	Recording	
Style	1 Story Frame				\$399,900	06/06/2014		457543	
Arch Style	Conventional				\$58,300	07/30/2013		451755	
Year Built	2014	EFA 1			\$58,300	07/30/2013		451755	
Area SF	1,896	TLA 1,896							
Condition	NML	Grade 3+10							
Ttl Rms 9	Ttl Bdrms 5	Above 3							
Bsmt/Attic	Full / None	Below 2							
Heat/AC	FHA - Gas / Yes AC								
Bsmt Finish 1	Living Qtrs. W/ Walk-out 1336 Avg								
Fireplace 1	2 Prefab 1 Story								
Fireplace 2									
Fireplace 3									
Full/Half Baths	30	Other/Total Fixtures 0/10							
Decks & Patios									
Porch	25 Frame Open-52 SF								
Ext Wall	Vinyl	Roof / Asph Compound							
Veneer 1	1 Story Brick 1750 25	Ttl Additions 0							
Veneer 2									
Bsmt Stalls/Total Garages	0/1								
Att Frame									
Area	Year	Depr	Garages	Area	FIE/O%	W	L	Year	Grade
950	00/00	0	0	2014	3+10				

Includes all land areas	Appraised	Board of Review	State Equalized	With Exemptions
Land	\$53,500			\$53,500
Land C				
Dwlg	\$331,400			\$256,400
Impr				
Total	\$384,900			\$309,900
Land		PRYr 2015	PRYr 2014	PRYr 2013
Land C		\$53,500	\$49,900	\$0
Dwelling		\$0	\$0	\$0
Impr		\$383,600	\$87,000	\$0
Total		\$437,100	\$136,900	\$5,200

City of Mandan 65-3140000 Subdivision: MEADS Route #: 000-000-000 PDF 7 WORKING

301 8 AVE SW, MANDAN Plat Map: Decided Acres: 0.160  
 Current Owner/Address DBA: Map Area: Zone 7 - Res  
 COX TIM (D) 1939 Block: 025  
 7600 RIDGELAND DR Reviewer/Date: CHE, 11/21/2011 Lot:  
 BISMARCK ND 58503 Tax District: M1 Entry Status: Inspected

Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres	Unit Price	T/E/O%
Lump						7,000.00	0.161		0.000
Sub Total						7,000.00	0.161		
Grand Total*						7,000.00	0.161		

\*includes all land areas

Sale Amt	Sale Date	Nut Code	Recording
\$60,900	12/30/2003	0303	999999
	Appraised	Board of Review	State Equalized Exemptions
	Land		
	Land C		
	Dwlg		
	Impr		
	Total		
	PRYr 2015	PRYr 2014	PRYr 2013
	\$18,000	\$13,500	\$0
	\$38,300	\$0	\$0
	\$56,300	\$64,300	\$66,200
		\$0	\$0
		\$81,700	\$78,600

Occupancy	Area	Year	Depr	Garages	Area	FIE/O%	W	L	Year	Grade
Residential Dwelling										
Two-Family Duplex										
2 Story Frame										
Style										
Arch Style										
Year Built	1939	EYB	1939	EFA	76					
Area SF	834	TLA	1,668	GLA	834/834					
Condition	V Poor	Grade	5-5	FIE/O%	20/00					
Ttl Rms	0	Ttl Bdrms	0							
Bsmnt/Attic	Full / None									
Heat/AC	HW - Baseboard / No AC									
Bsmnt Finish 1	Living Qtrs. (Multi) 0 Low									
Bsmnt Finish 2										
Fireplace 1										
Fireplace 2										
Fireplace 3										
Full/Hair Baths	1/0	Other/Total Fixtures	0/3							
Decks & Patios										
Porches	1S Frame Open-96 SF	Roof	Gable/Wood							
Ext Wall	Slate									
Veneer 1										
Veneer 2										
Bsmnt Stalls/Total Garages	0/1	Ttl Additions	0							
Basement Adjustment	\$0	Attic Adjustment	\$0	Delatched Garages	\$1,443					
No Heat Adjustment	\$0	Adjusted Base	\$136,220	Map Factor (1,000)	\$38,300					
Central AC Adjustment	\$0	Finish	\$0	Total Bldg (RND)	\$38,300					
Adjusted Base	\$136,220	Single Siding	\$0	Area	FIE/O%	W	L	Year	Grade	
Finish	\$0	Exterior	\$3,060	240	0/00	0	0	1939	5	
Single Siding	\$0	Fireplaces	\$0	Cnt	Year	Cond	Depr	FIE/O%		
Exterior	\$0	Attached Garages	\$0	1	1939	NML	60.00	0/00		
Plumbing/Appliances	\$0	Basement Stairs	\$0							
Attached Garages	\$0	Base Total	\$139,280							
Basement Stairs	\$0	Graded (0.870)	\$121,174							
Base Total	\$139,280	Physical Value	\$46,046							
Land C	\$0	Total Less Obsolescence	\$36,837							
Dwelling	\$64,300	Extras	\$0							
Impr	\$0	Additions	\$0							
Total	\$81,700	RCN	\$121,174							
PRYr 2015	\$18,000	Map Factor (1,000)	\$1,443							
PRYr 2014	\$13,500	Total Bldg (RND)	\$38,300							
PRYr 2013	\$0									

City of Mandan  
 1309 2 AVE NW, MANDAN ND 58554  
 Current Owner/Address DBA: KROH JACK L & ALBERTHA (D)  
 1309 2 AVE NW  
 Plat Map: Subdivision: HILLCREST 2ND  
 Comp ID: 02141  
 Section: 001  
 Checks/Tags: Township: Lister/Date:  
 Loc/Class: Urban/Residential

Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres	Unit Price	T/E/O%
Lump						7,200.00	0.165		0.000
Sub Total						7,200.00	0.165		
Grand Total*						7,200.00	0.165		

\*Includes all land areas

Occupancy	Single-Family / Owner Occupied	Appraised	Board of Review	State Equalized	With Exemptions
Style	Split Foyer Frame				
Arch Style	Conventional				
Year Built	1976				
Area SF	1,120				
Condition	NML				
Ttl Rms	10				
Ttl Bdrms	2				
Bsmnt/Attic	Full / None				
Heat/AC	FHA - Gas / Yes AC				
Bsmnt Finish	1				
Fireplace	1				
Fireplace 2					
Fireplace 3					
Full/Half Baths	1/0				
Decks & Patios	Wood Deck-Med-224 SF				
Porches					
Ext Wall	Vinyl				
Veneer 1					
Veneer 2					
Bsmnt Stalls/Total Garages	0/1				
Ttl Additions	0				

Base Price	PrYr 2015	PrYr 2014	PrYr 2013
Base Price	\$101,000		
Basement Adjustment	\$0		
Attic Adjustment	\$0		
No Heat Adjustment	\$0		
Central AC Adjustment	\$2,250		
Adjusted Base	\$103,250		
Finish	\$15,050		
Single Siding	\$0		
Exterior	\$3,584		
Fireplaces	\$3,900		
Plumbing/Appliances	\$2,400		
Attached Garages	\$23,738		
Basement Stairs	\$0		
Base Total	\$151,922		
Graded (1.150)	\$174,711		
Physical Value	\$148,504		
Total Less Obsolescence	\$148,504		
Extras	\$0		
Additions	\$0		
RCN	\$174,710		
Detached Garages	\$0		
Map Factor (1.000)	\$0		
Total Bldg (RND)	\$148,500		

Area	FIE/O%	W	L	Year Grade
1.14	0/0/0	0	0	1976
Att Frame				
1 1976 NML		60.00		0/0/0

Yard Sprinkler System - 0 SF

City of Mandan  
 208 1/2 3 AVE NW, MANDAN ND 58554  
 Current Owner/Address DBA: LAMP REAL ESTATE INV LLP (D)  
 210 5 ST NE (D)  
 713 14 ST SE  
 MANDAN ND 58554  
 Legal: EAST 1/2 LOT 10 BLOCK 20 MANDAN PROPER (O.T.)

65-2472000  
 Subdivision: MANDAN PROPER (OT)  
 Comp ID: 03398  
 Township: Lister/Date: RH, 08/05/2015  
 Range: 020  
 Block: 020  
 Lot: 0100

Route #: 000-000-000  
 Decided Acres: 0.080  
 Map Area: Zone 1 - Res  
 Reviewer/Date: SS, 08/06/2015  
 Entry Status: Estimated  
 Tax District: M1

Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres	Unit Price	T/E/O%
Lump						3,500.00	0.080		0.000
Sub Total						3,500.00	0.080		
Grand Total*						3,500.00	0.080		

\*Includes all land areas

Residential Dwelling	Occupancy	Single-Family / Rental Unit	Base Price	Attic Adjustment	Basement Adjustment	Plumbing/Appliances	Attached Garages	Basement Stairs	Basement Total	Graded (0.870)	Physical Value	Total Less Obsolescence	Extras	Additions	RCN	Detached Garages	Map Factor (1,000)	Total Bldg (RND)
Style	1 Story Frame		\$84,140	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Arch Style	Ranch																	
Year Built	1951	EYB 1951																
Area SF	806	TLA 1,574																
Condition	BL NML	Grade 5-5																
Ttl Rms 7	Ttl Bdrms 4	Above 2																
Bsmnt/Attic	Full / None	Below 2																
Heat/AC	FHA - Gas / No AC																	
Bsmnt Finish 1	Standard Finish 768 Avg																	
Bsmnt Finish 2																		
Fireplace 1																		
Fireplace 2																		
Fireplace 3																		
Full/Hall Baths	1/0	Other/Total Fixtures 0/6																
Decks & Patios																		
Porches																		
Ext Wall	Wd Lap	Roof Gable/Asph Comp																
Veneer 1																		
Veneer 2																		
Bsmnt Stalls/Total Garages	0/0	Ttl Additions 0																

City of Mandan  
 1612 RIVER DR NE, MANDAN ND 58554  
 Current Owner/Address DBA:  
 PAPER WAYNE (D)  
 1612 RIVER DR NE  
 MANDAN ND 58554

Plat Map:  
 Subdivision: RIVERBEND 1ST  
 Comp ID: 05556  
 Section: 001  
 Checks/Tags: Lister/Date: SS, 07/30/2015  
 Loo/Class: Urban/Residential

Route #: 000-000-000  
 Range: 001  
 Reviewer/Date: GR, 07/30/2015  
 Tax District: M1

Decided Acres: 0.540  
 Map Area: Zone 5 - Res  
 Block: 001  
 Lot: 0005  
 Entry Status: Inspected

Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres	Unit Price	FIE/O%
Lump						23,708.00	0.544		0.0/0
Sub Total						23,708.00	0.544		
Grand Total*						23,708.00	0.544		

**Notes**  
 2015 SS: INSPECTED HOME, AVERAGE CONSTRUCTION, MAIN FLOOR OPEN CONCEPT, FIREPLACE IN LIVING ROOM, 3/4 BATH ON MAIN FLOOR, PANTRY CLOSET OFF KITCHEN, BUILT IN APPLIANCES, WOOD LAMINATE FLOORING THROUGHOUT MAIN FLOOR. 2ND FLOOR HAS FAMILY ROOM, WET BAR AREA WITH PATIO/DECK, 2 BEDROOMS & 1 BATH. BOTH BATHROOMS IN HOME ARE 3/4 SHOWER ONLY. UNFINISHED BASEMENT.

Occupancy	Area	Year	Depr	Garages	Att Frame	Area	FIE/O%	W	L	Year	Grade
Residential Dwelling	Single-Family / Owner Occupied					960	0/0/0	0	0	1994	4+10
Style	2 Story Frame										
Arch Style	Conventional										
Year Built	1994	EYB	1994	EFA	21						
Area SF	984	TLA	1,752	GLA	994/768						
Condition	NML	Grade	4+10	FIE/O%	0/0/0						
Ttl Rms	6	Ttl Bdrms	2								
Bsmnt/Attic	Full / None										
Heat/AC	FHA - Gas / Yes AC										
Bsmnt Finish 1											
Bsmnt Finish 2											
Fireplace 1	1 Masonry 1 Story										
Fireplace 2											
Fireplace 3											
Full/Half Baths	1/0	Other/Total Fixtures	0/7								
Decks & Patios	Wood Deck-Med-420 SF/Wood Deck-Med-96 SF										
Porches											
Ext Wall	Metal	Roof	Gable/Asph Comp								
Veneer 1											
Veneer 2											
Bsmnt Stalls/Total Garages	0/1	Ttl Additions	0								
<b>Additions</b>	<b>Area</b>	<b>Year</b>	<b>Depr</b>	<b>Garages</b>	<b>Att Frame</b>	<b>Area</b>	<b>FIE/O%</b>	<b>W</b>	<b>L</b>	<b>Year</b>	<b>Grade</b>
						960	0/0/0	0	0	1994	4+10

	Appraised	Board of Review	State Equalized	With Exemptions	
Base Price	\$139,520				
Basement Adjustment	\$0				
Attic Adjustment	\$0				
No Heat Adjustment	\$0				
Central AC Adjustment	\$3,400				
Adjusted Base	\$138,640				
Finish	\$0				
Single Siding	\$0				
Exterior	\$8,256				
Fireplaces	\$4,400				
Plumbing/Appliances	\$3,000				
Attached Garages	\$20,840				
Basement Stair	\$0				
Base Total	\$175,136				
Graded (1,260)	\$220,671				
Physical Value	\$203,016				
Total Less Obsolescence	\$203,016				
Extras	\$0				
Additions	\$0				
RCN	\$220,671				
Detached Garages	\$0				
Map Factor (1,000)	\$0				
Total Bldg (RND)	\$203,000				
PrYr 2015	\$120,100	PrYr 2014	\$87,200	PrYr 2013	\$0
Land	\$0	Land	\$0	Land	\$0
Land C	\$0	Land C	\$0	Land C	\$0
Dwelling	\$232,300	Dwelling	\$194,100	Dwelling	\$184,700
Impr	\$0	Impr	\$0	Impr	\$0
Total	\$352,400	Total	\$281,300	Total	\$264,500

City of Mandan 65-3772595 Subdivision: MEADOWS 1ST Route #: 000-000-000 PDF 6 WORKING  
 4518 34 AVE NW, MANDAN Plat Map: Deeded Acres: 0.350  
 Current Owner/Address DBA: Comp ID: 09963 Map Area: Zone 6 - Res  
 VOIGT BERNICE (D) Township: Range: Block: 3  
 4518 34 AVE NW Lister/Date: GR, 08/17/2015 Reviewer/Date: SS, 08/20/2015 Lot: 8  
 MANDAN ND 58554 Loc/Class: Urban/Residential Tax District: M1 Entry Status: Inspected

Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres	Unit Price	T/E/O%
Lump						15,202.00	0.349		0/0/0
Sub Total						15,202.00	0.349		
Grand Total*						15,202.00	0.349		

Notes  
 VINYL AND CARPET. NO UPGRADES. BUILT 2004. DATED

Occupancy	Area	Year	Depr	Garages	Att Frame	Area	F/E/O%	W	L	Year	Grade
Residential Dwelling						720	0/0/0	0	0	2004	4+5
Mobile Home Housing											
1 Story Frame											
Arch Style	Modular										
Year Built	2004	EYB 2004	EFA 11								
Area SF	1,680	TLA 1,680	GLA 1,680/0								
Condition	BL NML	Grade 4+5	F/E/O% 0/0/0								
Ttl Rms	5	Ttl Bdrms 3									
Bsmt/Attic	None / None										
Heat/AC	FHA - Gas / Yes AC										
Bsmt Finish 1											
Bsmt Finish 2											
Fireplace 1											
Fireplace 2											
Fireplace 3											
Full/Half Baths	1/0	Other/Total Fixtures 07									
Decks & Patios	Wood Deck-Low-160 SF/Concrete Patio-Low-90 SF										
Porches											
Ext Wall	Composite	Roof Gable/Asph Comp									
Veneer 1											
Veneer 2											
Bsmt Stalls/Total Garages	0/1	Ttl Additions 0									
Basement Adjustment		\$128,050									
Attic Adjustment		(\$21,610)									
No Heat Adjustment		\$0									
Central AC Adjustment		\$2,870									
Adjusted Base		\$109,310									
Finish		\$0									
Single Siding		\$0									
Exterior		\$2,913									
Fireplaces		\$0									
Plumbing/Appliances		\$4,900									
Attached Garages		\$17,240									
Basement Stair		\$0									
Base Total		\$134,363									
Graded (1,210)		\$162,579									
Physical Value		\$151,825									
Total Less Obsolescence		\$151,825									
Extras		\$0									
Additions		\$0									
RCN		\$162,579									
Detached Garages		\$0									
Map Factor (1,000)		\$0									
Total Bldg (RND)		\$151,800									

Sale Amt	Sale Date	Nut Code	Recording
Appraised		Board of Review	State Equalized
Land	\$35,000		With Exemptions
Land C			
Dwlg	\$151,800		
Impr			
Total	\$186,800		
	PRYr 2015	PRYr 2014	PRYr 2013
Land	\$35,000	\$25,200	\$0
Land C	\$0	\$0	\$0
Dwelling	\$180,600	\$143,200	\$139,000
Impr	\$0	\$0	\$0
Total	\$215,600	\$188,400	\$151,900

City of Mandan 65-3163000 Route #: 000-000-000 PDF 1 WORKING  
 506 3 ST NE, MANDAN Subdivision: N.P. 1ST Deeded Acres: 0.160  
 Current Owner/Address DBA: Comp ID: 04186 Map Area: Zone 1 - Res  
 ERETH FRANK & GLADYS (D) Range: Block: 061 Lot: 0006  
 403 5 AVE NE (D) Lister/Date: RH, 08/14/2015 Reviewer/Date: SS, 08/21/2015  
 403 5 AVE NE Tax District: M1 Entry Status: Estimated  
 MANDAN ND 58554

Basis	Front	Rear	Side 1	Side 2	R. Lot	SF	Acres	Unit Price	T/E/O%
Lump						7,000.00	0.161		0/0/0
Sub Total						7,000.00	0.161		
Grand Total*						7,000.00	0.161		

\*Includes all land areas

**Notes**

2015 HOMESTEAD CREDIT @ 40%  
 FLOOR AT THIS TIME (10-16-95). MASTER BATH, REASSESS COMPLETE 12-9-10 SPACIOUS  
 KITCHEN & LIVING ROOM BUT  
 TYPICAL INTERIOR 12-9-10

**Residential Dwelling**

Occupancy	Area	Year	Depr	Garages	Roof	Gable/Asph Comp
Single-Family / Owner Occupied						
1 Story Frame						
Ranch						
Arch Style						
Year Built	1939					
Area SF	1,397	EYB 1955	EFA 60			
Condition	NML	TLA 2,694	GLA 2,694			
Ttl Rms 7		Grade 4	F/E/O% 0/0/0			
Bsmt/Attic		Ttl Bdrms 2				
Heat/AC		Full / None				
Bsmt Finish 1		FHA - Gas / Yes AC				
Fireplace 1		Standard Finish 1297 Avg				
Fireplace 2						
Fireplace 3						
Full/Half Baths	2/0	Other/Total Fixtures	0/6			
Decks & Patios	Wood Deck-Med-224 SF					
Porches						
Ext Wall	Stucco					
Veneer 1						
Veneer 2						
Bsmt Stalls/Total Garages	0/1					
		Ttl Additions	0			

Base Price	\$114,850	Sale Amt	Sale Date	Nut Code	Recording
Basement Adjustment	\$0	\$10,000	11/16/2001		369689
Attic Adjustment	\$0	\$56,000	10/18/2000		999989
No Heat Adjustment	\$0	\$11,100	05/31/1996		340136
Central AC Adjustment	\$2,530				
Adjusted Base	\$117,380	Appraised	\$18,200	Board of Review	Status Equalized
Finish	\$12,970	Land			With Exemptions
Single Sliding	\$0	Land C			
Exterior	\$3,584	Dwlg	\$128,000		
Fireplaces	\$0	Impr			
Plumbing/Appliances	\$2,400	Total	\$146,200		
Attached Garages	\$12,090				
Basement Stair	\$0				
Base Total	\$148,424				
Graded (1,150)	\$170,688				
Physical Value	\$128,016				
Total Less Obsolescence	\$128,016				
Extras	\$0				
Additions	\$0				
RCN	\$170,688				
Detached Garages	\$0				
Map Factor (1,000)	\$0				
Total Bldg (RND)	\$128,000				

Area	F/E/O%	W	L	Year	Grade
440	0/0/0	0	0	1939	4
Cnt	Year	Cond	Depr	F/E/O%	
1	1939	NML	2.00	0/0/0	



# Board of City Commissioners

## Agenda Documentation

**MEETING DATE:** September 1, 2015  
**PREPARATION DATE:** August 27, 2015  
**SUBMITTING DEPARTMENT:** Engineering & Planning  
**DEPARTMENT DIRECTOR:** Justin Froseth  
**PRESENTER:** Robert Decker, Principal Planner  
**SUBJECT:** Consider for approval plat for Lakewood 9th Addition

---

STATEMENT/PURPOSE:

This is a continuation of an existing subdivision development.

BACKGROUND/ALTERNATIVES:

This is the continuation of a previously approved master subdivision plan. This plan generally conforms to the original concept for this area with the addition of a skilled care nursing facility.

Other development includes single-family homes, multi-family units and commercial areas.

The Planning and Zoning Commission has conducted a public hearing and has recommended approval of this plat.

ATTACHMENTS:

1. Final plat

FISCAL IMPACT: minimal

STAFF IMPACT: minimal

LEGAL REVIEW: All of my commission data has been forwarded to the City Attorney for his review.

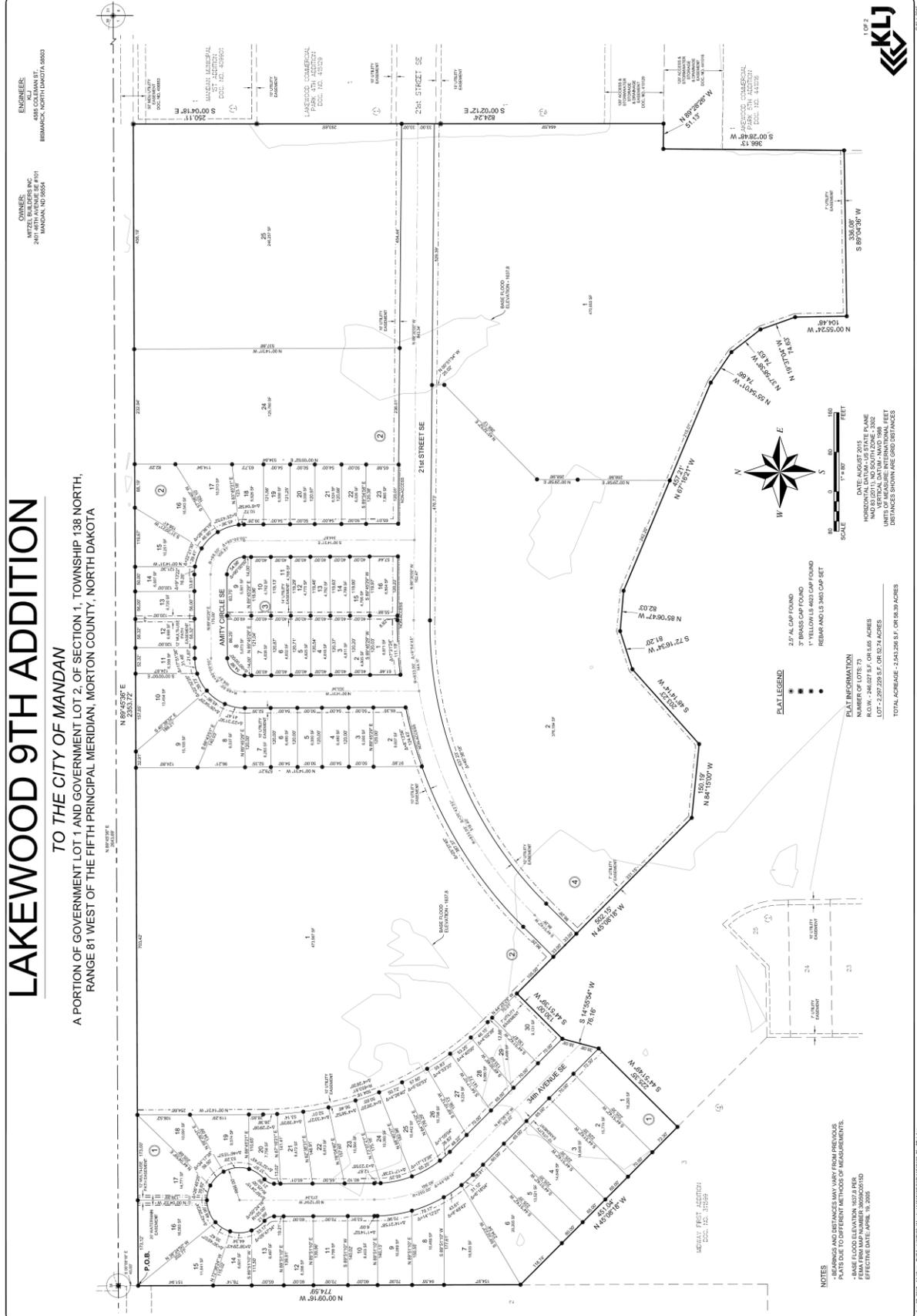
RECOMMENDATION:

The Planning and Zoning Commission at their August 24, 2015 meeting voted unanimously to recommend approval of this plat. Staff recommends approval of this plat.

SUGGESTED ACTION:

Move to approve plat for Lakewood 9th Addition









# Board of City Commissioners

## Agenda Documentation

**MEETING DATE:** September 1, 2015  
**PREPARATION DATE:** August 27, 2015  
**SUBMITTING DEPARTMENT:** Engineering & Planning  
**DEPARTMENT DIRECTOR:** Justin Froseth  
**PRESENTER:** Robert Decker, Principal Planner  
**SUBJECT:** Consider approval of replat for Lot 1, Block 2, Mandan Industrial Park 7<sup>th</sup> Addition

---

**STATEMENT/PURPOSE:**

This is a replat that divides the lot into 6 lots and adds one half the area of a vacated street right-of-way.

**BACKGROUND/ALTERNATIVES:**

Plans are to add a building for Novaspect on the northwest corner of this parcel. The parcel is being divided to allow sale of other portions of the lot.

A sanitary sewer easement running north/south through the property is being reduced in width since development of the lot will reduce the depth of the sewer and provide paved access to the sewer.

The 42<sup>nd</sup> St. NW undeveloped right-of-way along the south boundary of this property was vacated. The north half of that right-of-way is being added to this lot.

Prior to recording, the heading on this plat may change.

**ATTACHMENTS:**

1. Location map
2. Plat

**FISCAL IMPACT:** minimal

**STAFF IMPACT:** minimal

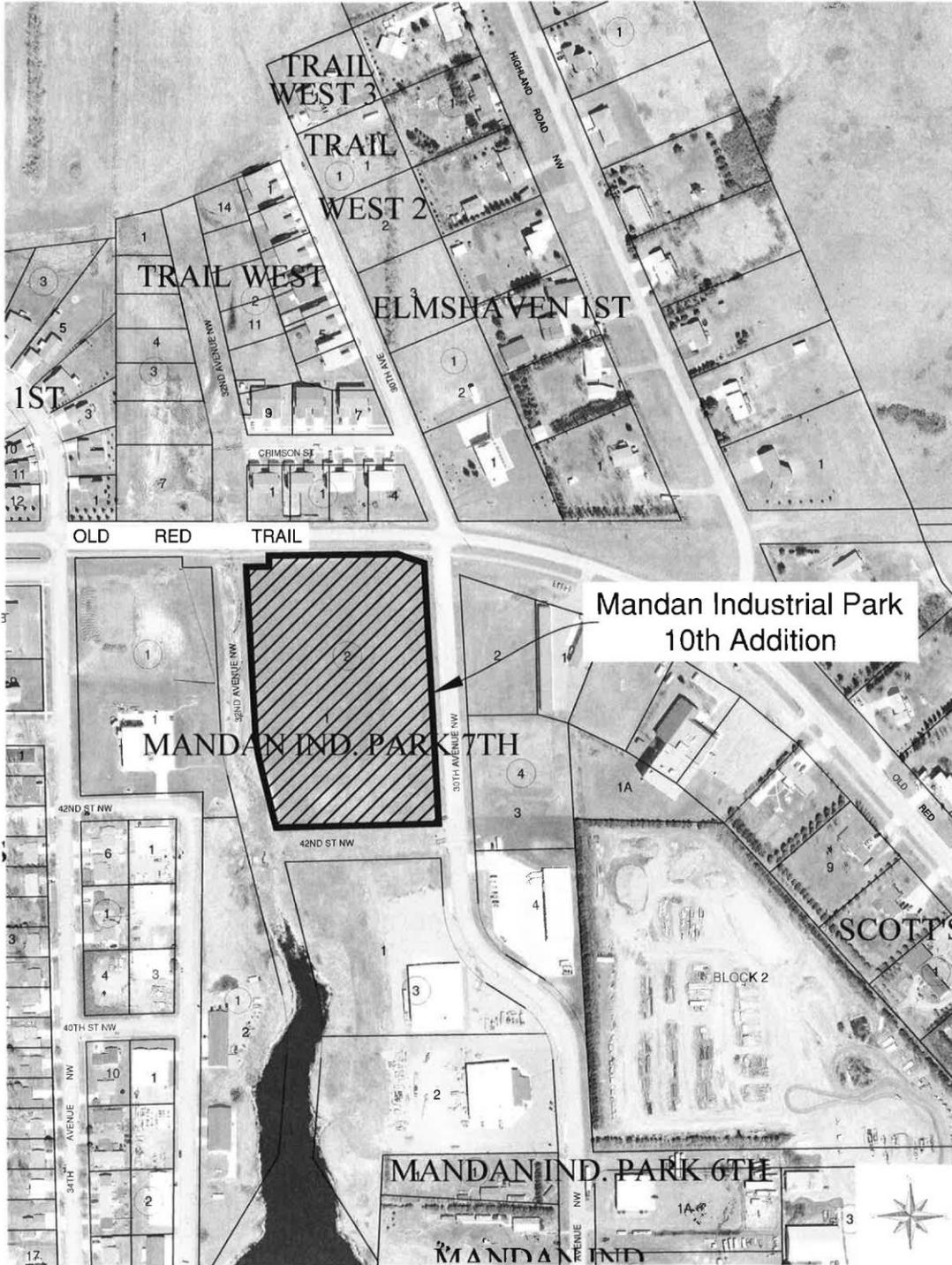
**LEGAL REVIEW:** All of my commission data has been forwarded to the City Attorney for his review.

**RECOMMENDATION:**

The Planning and Zoning Commission at their August 24, 2015 meeting voted unanimously to recommend approval of this replat. Staff recommends approval of this replat.

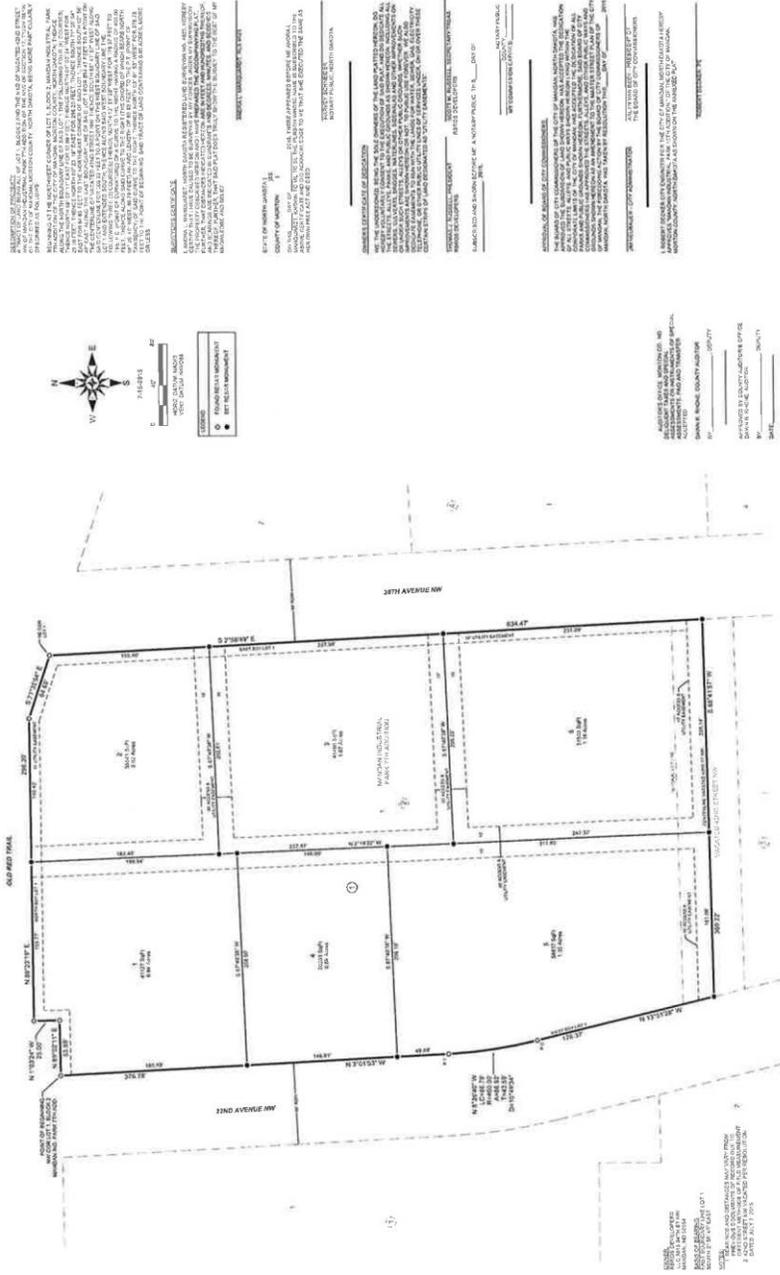
**SUGGESTED ACTION:**

Move to approve replat for Lot 1, Block 2, Mandan Industrial Park 7th Addition



# MANDAN INDUSTRIAL PARK 10TH ADDITION

TO THE CITY OF MANDAN, MORTON COUNTY, NORTH DAKOTA  
 ALL OF LOT 1, BLOCK 2, AND THE NORTH 30' OF VACATED 42ND STREET NW OF MANDAN INDUSTRIAL PARK 7TH  
 ADDITION OF THE N1/2 OF SECTION 17, T138N-R81W OF THE CITY OF MANDAN, MORTON COUNTY, NORTH DAKOTA



**TOKAN ENGINEERING COMPANY**  
 301 1st Street, Mandan, ND 58048  
 Phone: 701-465-8411 Fax: 701-465-0023



Type of License being applied for:

- Street Dance (\$10.00 per day, per event)
- Beer Gardens
- Both

1. Applicant

Name: Spirit of Life Catholic Church (3rd Annual St Kateri Community Block Party)

Address: 801 1st Street SE, Mandan

Date of Birth: \_\_\_\_\_

Social Security or Driver's License Number: \_\_\_\_\_

2. Name of individual or individuals who will manage or conduct the event:

Name: <u>Cheryl Hansen</u>	Name: <u>Raymond Morrell</u>
Address: <u>7725 Birchcrest Drive, Bismarck</u>	Address: <u>3712 W Meadows Drive N, Mandan</u>
Date of Birth: <u>  -  -  </u>	Date of Birth: <u>  -  -  </u>
SSN # or DL #: <u>  -  -  </u>	SSN # or DL #: <u>  -  -  </u>

3. Have any of the individuals listed in answer to Questions #1 & #2 ever had a license of any kind revoked or cancelled by any municipal, state or federal authority? *If yes, explain in detail on a separate sheet, providing the date, place and type of business.*       Yes     No

4. Have any of the individuals listed in answer to Questions #1 & #2 ever been convicted of any crime relating to the sale of alcoholic beverages or controlled substances? *If yes, explain in detail on a separate sheet, providing the date, place and type of business.*       Yes     No

5. If you should be applying for a public dance or concert permit, have any of the individuals in answer to Questions #1 & #2 been convicted within the past five years of any crimes against persons, including assault, disorderly conduct, sexual assault, rape and murder? *If yes, explain in detail on a separate sheet.*       Yes     No

6. List the place, date and hours of the proposed event. The 3rd Annual St Kateri Community Block Party will be held in the west parking lot of Spirit of Life Catholic Church, 801 1st Street SE, Saturday, Sept 12, from 5:00 PM until 10:00 pm with a band performing from 5:30 PM until 9:30 PM.

*All applications must be received 30 days in advance*

7. Site Plan: See attached sheets.

8. Please provide an estimate of the number of persons that can be safely accommodated at the site and also an estimate of the number of persons expected to attend:

Maximum Capacity: 4,000

Expected Attendance: 2,000

9. Will tickets be sold in advance?  Yes  No

If yes, please list the maximum amount to be sold: \_\_\_\_\_

10. If there are no advance ticket sales, what are the plans to limit attendance? It is an open air event.

Egress points will be monitored

11. Please list the number and provide the on-site plan for the placement of sanitary toilet facilities:

Number of toilet facilities: 14

12. Has the City Health Officer reviewed your plan to determine if your proposed toilet facilities are adequate to meet the attendance?  Yes  No

13. Fencing and barricades should be supplied in the on-site plan.

14. Describe the proposed signing to control pedestrian and vehicular traffic, parking and notices to those in attendance.

please reference site plan

15. Do you intend to use private security or city police officers?

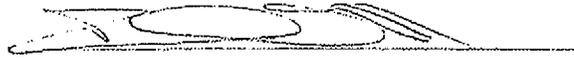
Private  City Police

16. List the number of security personnel you plan on using. Street dances require the use of police officers.

Private 3 City Police \_\_\_\_\_

17. If the event is a street dance or concert, have you enclosed the fees for the charges for city police officers?

List the amount : \_\_\_\_\_

  
Signature of applicant

8/9/2015

Date

Telephone number

A. SITE PLAN FOR BEER GARDEN APPLICATION:

Please provide a site plan which details the exact placement of the beer garden, lighting and other electrical equipment, public seating, toilet facilities, fencing or other barricades, parking, marked fire lanes and the proximity of public roadways.

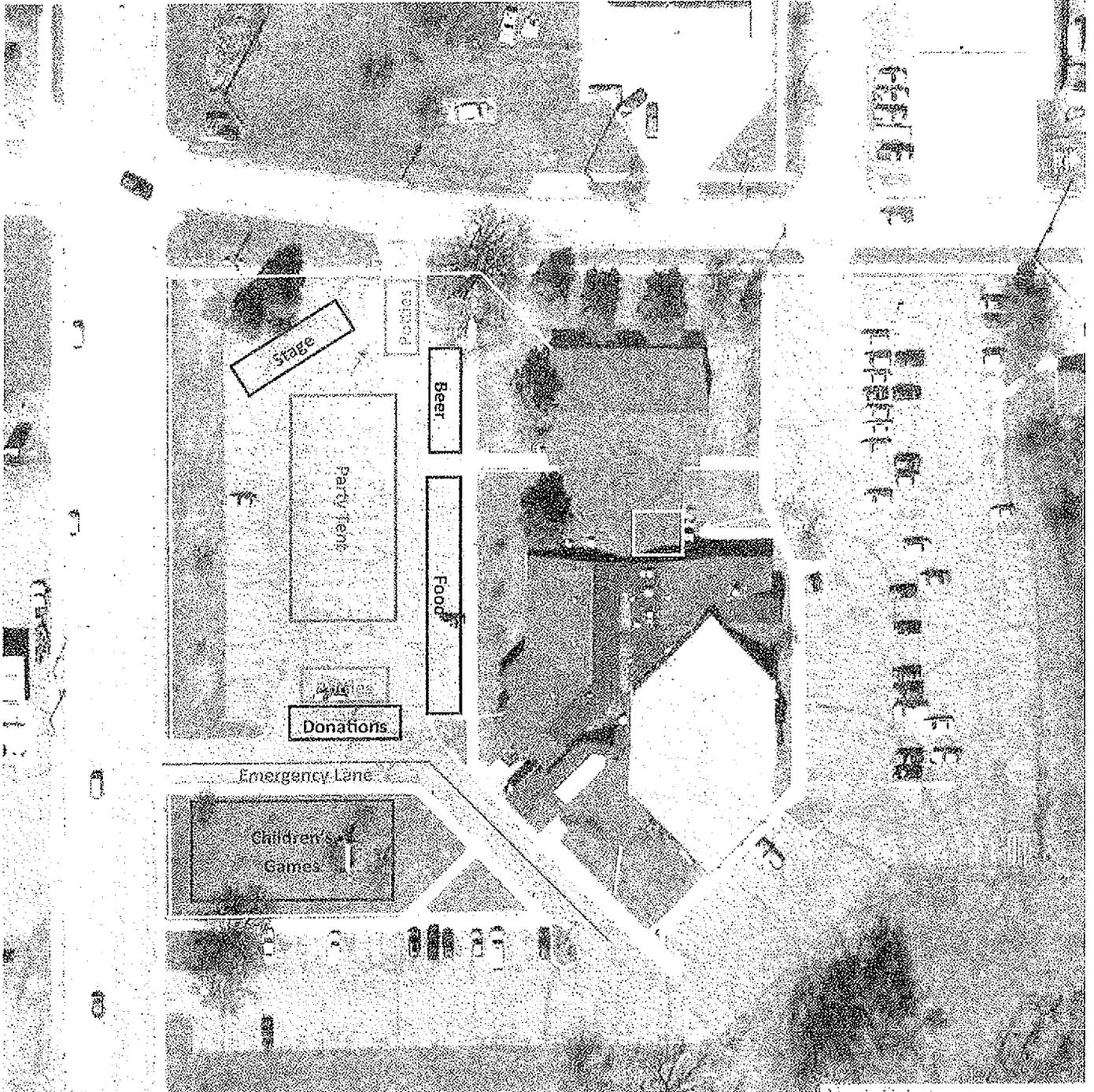
*See attached*

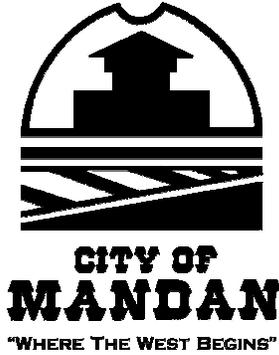
3rd Annual St Kateri Community Block Party

Saturday, September 12, 2015 - 5:00 PM through 10:00 PM

Spirit of Life Catholic Church - 801 1st Street SE, Mandan  
(beer gardens hosted by Stations West, Mandan)

Primary Contact: Ray Morrell—701-516-3539





## Board of City Commissioners

### Agenda Documentation

**MEETING DATE:** September 1, 2015  
**PREPARATION DATE:** August 27, 2015  
**SUBMITTING DEPARTMENT:** Building Inspection Dept.  
**DEPARTMENT DIRECTOR:** Doug Lalim  
**PRESENTER:** Doug Lalim, Dept. Manager  
**SUBJECT:** Consider transferring Capital Outlay funds from the 2015 General fund contingency budget to Building Inspection Department Budget for capital outlay to purchase used Department vehicle.

---

**STATEMENT/PURPOSE:** Consider transferring funds from the 2015 General Fund contingency budget to the 2015 Building Inspection Department Budget for Capital outlay to purchase Dept. Vehicle to take advantage of not repairing the current auto.

**BACKGROUND/ALTERNATIVES:** The Building Dept. purchased the used vehicle in January of 2014 for a cost of \$12,375; the vehicle currently has a book value of approximately \$8,000.00 with current miles being approximately 70,000 miles. The vehicle is in need of major repairs of about 2,500.00. In May of this year we had a water pump installed that cost \$540.00. The decision was made that trading for a comparable used vehicle would be the best. I received three quotes, Schwan GMC, Bill Barth Ford and Kupper Chevrolet. I researched the best value and lowest mileage vehicle from each dealer.

In summary, Jim Neubauer and I reviewed the three quotes and made a recommendation to purchase a 2008 Hyundai Veracruz from Schwan GMC for \$8,128.00 plus the trade.

**FISCAL IMPACT:** Finance Director Welch recommends transferring funds from the 2015 General Fund contingency budget to the Building Inspection Department Budget Capital outlay.

**STAFF IMPACT:** N/A

**LEGAL REVIEW:** no

**RECOMMENDATION:** I recommend transferring \$8,128 from the 2015 General Fund contingency budget to the Building Inspection Department Budget Capital outlay, to purchase The 2008 Hyundai Veracruz from Schwan GMC.

Board of City Commissioners

Agenda Documentation

Meeting Date: September 1, 2015

Subject: Consider transferring Capital Outlay funds from the 2015 General fund contingency budget to Building Inspection Department Budget for capital outlay to purchase used Department vehicle.

Page 2 of 4

**SUGGESTED MOTION:** Move to transfer \$8,128 from the 2015 General Fund contingency budget to the Building Inspection Department Budget Capital outlay, to purchase the 2008 Hyundai Veracruz from Schwan GMC.



Bismarck/Mandan

exclusively for MANDAN CITY OF BUILDING INSPECT  
By: Scott Senn



**VEHICLE INFORMATION**

<b>STOCK #</b> <u>557102</u>	<b>YEAR</b> <u>2008</u>	August 27, 2015
<b>VIN #</b> <u>KM8NU13C48U058506</u>	<b>MAKE</b> <u>Hyundai</u>	
<b>MILEAGE</b> <u>44340</u>	<b>MODEL</b> <u>Veracruz</u>	
<b>ENGINE</b> <u>3.8</u>	<b>STYLE</b> <u>5d Wagon FWD Limited</u>	
<b>TRANS.</b> <u>Automatic</u>	<b>COLOR</b> <u>green</u>	

**VEHICLE EQUIPMENT LIST**

ABS (4-Wheel)	Navigation System
Air Bags (Side): Front	Parking Sensors
Air Conditioning	Power Door Locks
AM/FM Stereo	Power Steering
Automatic 6-Spd w/Ove	Power Windows
CD: MP3 (Single)	Privacy Glass
Cruise Control	Roof Rack
FWD	Roof: Power Moonroof
Infinity Premium Sound	Roof: Power Sunroof
Leather	Seats: Dual Power

**Kelley Blue** \$18,227.00  
**Sale Price** \$14,999.00  
**Trade Value** \$7,000.00

**Notes:**

**Tax Savings**  
**Total Trade**  
**Factory Cash** \$0.00  
**Your Price** \$7,999.00  
**+ Tax**  
**+ Payoff** \$0.00  
**Total** \$8,128.00  
**Balance Due** \$8,128.00

*Due: auto start \$600*

-- All payments and rate quotes are approximate and subject to approved credit --

MANDAN CITY OF BUILDING INSPECTOR Acceptance \_\_\_\_\_

Dealer Signature \_\_\_\_\_

Board of City Commissioners

Agenda Documentation

Meeting Date: September 1, 2015

Subject: Consider transferring Capital Outlay funds from the 2015 General fund contingency budget to Building Inspection Department Budget for capital outlay to purchase used Department vehicle.

Page 3 of 4

AUG/28/2015/FRI 10:01 AM BILL BARTH FORD

FAX No. 701 663 9550

P. 001/001

**BILL  BARTH**



3205 Memorial Hwy. PO Box 160  
Mandan, North Dakota 58554  
701-663-9564

3334 Memorial Hwy. PO Box 160  
Mandan, North Dakota 58554  
701-667-9999 (KIA)

2011 Subaru Forester. 108,000 miles.  
Price 13,877  
TRADE 4500 → 08 Saturn Vue  

---

9,377 ++

2012 Ford Explorer XLT 79,300 miles  
Price 19,912  
TRADE 4500 → 08 Saturn Vue  

---

15,412 ++

Thanks Josh.

701-319-0610

FAX 701-663-9550

Board of City Commissioners

Agenda Documentation

Meeting Date: September 1, 2015

Subject: Consider transferring Capital Outlay funds from the 2015 General fund contingency budget to Building Inspection Department Budget for capital outlay to purchase used Department vehicle.

Page 4 of 4

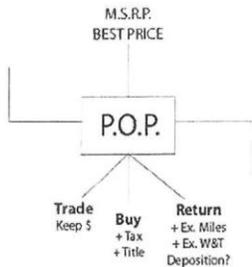
## WORK SHEET

Salesperson <b>Shane Hill</b>				Date <b>Aug 26, 2015</b>	
For Proposed Purchase Contract Of A <input type="checkbox"/> New <input type="checkbox"/> Used <input type="checkbox"/>				Stock #	
Name <b>City of Marden - Building Dept.</b>		Co-Buyer Name		Address	
City	State	Zip	Home #	Work #	Cell #
Year <b>2011</b>	Make <b>Honda</b>	Model <b>CR-V</b>	Color <b>Maroon</b>	Odometer <b>78,140</b>	
V.I.N. #		Email			
MSRP \$			BEST PRICE (Including All Incentives) \$ <b>14,890</b>		


5,500 Trade  

---

9,390 Diff.



**TRADE-IN:**

TO YOUR KNOWLEDGE HAS YOUR VEHICLE?		YES	NO	4. Do you have windshield insurance?	\$	<input type="checkbox"/>	<input type="checkbox"/>
1. Ever sustained in excess of \$3000.00 in damage?		<input type="checkbox"/>	<input type="checkbox"/>	4a. What is your deductible?		N/A	N/A
2. Ever had hail damage?		<input type="checkbox"/>	<input type="checkbox"/>	5. Is there a 2nd set of keys?		<input type="checkbox"/>	<input type="checkbox"/>
3. Do you currently have a service contract?		<input type="checkbox"/>	<input type="checkbox"/>	6. Is everything in working order example - check engine lite, ABS, airbag, service engine soon lite?		<input type="checkbox"/>	<input type="checkbox"/>
Payoff \$	Payoff To	Payment Range \$		UP To \$			
Deposit \$	Down Payment \$	ACV \$	Retail \$	Mgr.			

**S T V W X Y 1 2 3 4 5 6 7 8 9 A B C D E F**  
**95 96 97 98 99 2000 01 02 03 04 05 06 07 08 09 10 11 12 13 14 15**

V.I.N. #

Year	Make	Model	Color	Odometer Reading	Actual Mileage	Yes <input type="checkbox"/>	No <input type="checkbox"/>
License Plate	Exp. Date	Equipment					



## Board of City Commissioners

### Agenda Documentation

**MEETING DATE:** September 1, 2015  
**PREPARATION DATE:** August 31, 2015  
**SUBMITTING DEPARTMENT:** Administration  
**DEPARTMENT DIRECTOR:** Jim Neubauer, City Administrator  
**PRESENTER:** Jim Neubauer, City Administrator  
**SUBJECT:** State Water Commission Grant  
New Water Intake  
Treatment Plant Improvements

---

STATEMENT/PURPOSE: To consider the award of additional cost share reimbursement for the New Water Intake and Treatment Plant Improvements.

BACKGROUND/ALTERNATIVES: In November 2013 the City of Mandan was notified the State Water Commission had determined two projects were eligible for funding and approved grants for the study of a new water intake of 50% of eligible costs not to exceed \$1,270,000 and a grant for up to 50% of eligible costs not to exceed \$726,000 for water treatment plant improvements.

During the 2015 legislative session additional funding for these projects was increased by 15%. Thus the amount of grant available for the new water intake increased by an amount up to \$380,420 for the water intake and an additional \$217,950 for the water treatment plant improvements.

ATTACHMENTS: Contract amendments

FISCAL IMPACT: additional grant dollars of \$380,420 and \$217,950

STAFF IMPACT: n/a

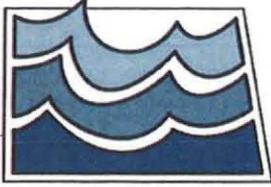
LEGAL REVIEW: n/a

RECOMMENDATION: I recommend approval of Amendment I to the Agreement for Cost-Share Reimbursement Mandan New Water Intake and Amendment I to the Agreement for Cost-Share Reimbursement City of Mandan Water Treatment Plant Improvements.

Board of City Commissioners  
Agenda Documentation  
Meeting Date: September 1, 2015  
Subject: State Water Commission Grant New Water Intake Treatment Plant  
Improvements  
Page 2 of 2

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SUGGESTED MOTION: I move to approve Amendment I to the Agreement for Cost-Share Reimbursement Mandan New Water Intake and Amendment I to the Agreement for Cost-Share Reimbursement City of Mandan Water Treatment Plant Improvements.



## North Dakota State Water Commission

900 EAST BOULEVARD AVENUE, DEPT 770 • BISMARCK, NORTH DAKOTA 58505-0850  
701-328-2750 • TTY 800-366-6888 • FAX 701-328-3696 • INTERNET: <http://swc.nd.gov>

---

August 27, 2015

Mr. Arlyn Van Beek, Mayor  
City of Mandan  
205 2<sup>nd</sup> Ave. N.W.  
Mandan, ND 58554

RE: Mandan New Water Intake Project

Dear Mr. Van Beek:

The enclosed Amendment I to the Agreement for Cost-share Reimbursement Mandan New Water Intake Project is to provide a one-time adjustment grant of 15 percent of actual eligible cost, not to exceed \$380,420. Please sign, date, and make a copy for your records before returning the original to this office. The signed agreement is necessary to proceed with reimbursements to city of Mandan based on claim vouchers documenting the actual eligible costs.

If you have any questions, please call me at 328-4952.

Sincerely,

Jeffrey Mattern, P.E.  
Engineer Manager

JNM:jpt/2050-MAN

**AMENDMENT I to the  
Agreement for Cost-Share Reimbursement  
Mandan New Water Intake**

Commission and Sponsor agree to amend the Agreement for the Mandan New Water Intake Project. Add the following paragraph at the end of section 6 ("PAYMENT"):

Commission will provide Sponsor with a one-time adjustment, not to exceed \$380,420, as approved by Commission on July 29, 2015. Adjustment payments will be calculated at 15 percent of actual eligible costs incurred in the improvement Project until the limit is reached and will be disbursed with the partial payments.

**NORTH DAKOTA STATE WATER  
COMMISSION**

By:

TODD SANDO, P.E.  
Chief Engineer and Secretary

Date:

8/26/15

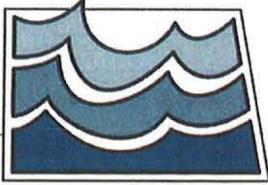
**CITY OF MANDAN**

By:

ARLYN VAN BEEK  
Mayor

Date:





# North Dakota State Water Commission

900 EAST BOULEVARD AVENUE, DEPT 770 • BISMARCK, NORTH DAKOTA 58505-0850  
701-328-2750 • TTY 800-366-6888 • FAX 701-328-3696 • INTERNET: <http://swc.nd.gov>

August 28, 2015

Mr. Arlyn Van Beek, Mayor  
City of Mandan  
205 2<sup>nd</sup> Ave. N.W.  
Mandan, ND 58554

RE: Mandan Water Treatment Plant Improvements Project

\$ 217,950

Dear Mr. Van Beek:

The enclosed Amendment I to the Agreement for Cost-share Reimbursement Mandan Water Treatment Plant Improvements Project is to provide a one-time adjustment grant of 15 percent of actual eligible cost, not to exceed \$380,420. Please sign, date, and make a copy for your records before returning the original to this office. The signed agreement is necessary to proceed with reimbursements to city of Mandan based on claim vouchers documenting the actual eligible costs.

If you have any questions, please call me at 328-4952.

Sincerely,

Jeffrey Mattern, P.E.  
Engineer Manager

JNM:jpt/2050-MAN

**AMENDMENT I to the  
Agreement for Cost-Share Reimbursement  
City of Mandan Water Treatment Plant Improvements**

Commission and Sponsor agree to amend the Agreement for the City of Mandan Water Treatment Plant Improvements Project. Add the following paragraph at the end of section 6 ("PAYMENT"):

Commission will provide Sponsor with a one-time adjustment, not to exceed \$217,950, as approved by Commission on July 29, 2015. Adjustment payments will be calculated at 15 percent of actual eligible costs incurred in the improvement Project until the limit is reached and will be disbursed with partial payments.



**NORTH DAKOTA STATE WATER  
COMMISSION**

By:

TODD SANDO, P.E.  
Chief Engineer and Secretary

Date: 8/27/15

**CITY OF MANDAN**

By:

ARLYN VAN BEEK  
Mayor

Date: \_\_\_\_\_



# Board of City Commissioners

## Agenda Documentation

**MEETING DATE:** September 1, 2015  
**PREPARATION DATE:** August 26, 2015  
**SUBMITTING DEPARTMENT:** Finance  
**DEPARTMENT DIRECTOR:** Greg Welch, Finance Director  
**PRESENTER:** Kelly Steckler, Library Director  
**SUBJECT:** Morton Mandan Public Library's 2016 Budget

---

### PURPOSE

To consider the Morton Mandan Public Library's 2016 Budget.

### BACKGROUND

The Morton Mandan Public Library serves all citizens of Morton County and the City of Mandan, and is governed by a Board of Trustees which is appointed by the County Commission and the City Commission. The Library is fiscally dependent upon the County and the City because the County Commission and the City Commission consider the Library's budget, levies taxes, and must approve any debt issuances. The Library is reported as a component unit in the City of Mandan's audited financial statements.

The Library's Board of Trustees approved the 2016 Budget on July 27, 2015. The City's Budget and Finance Committee met with the Library Director on July 28, 2015 to review and discuss the Library's 2016 Budget. The Board of Trustees revised the 2016 Budget on August 24, 2015. The Director presented the Library's 2016 Budget to the Morton County Commission on August 25, 2015.

### ATTACHMENTS

- Morton Mandan Public Library's 2016 Budget
- Morton Mandan Public Library's 2015-2018 Strategic Plan

FISCAL IMPACT

The City of Mandan has included the following revenues for the Morton Mandan Public Library in the City's 2016 Budget:

- Property Taxes (7 Mills) = \$459,850
- Delinquent Taxes = \$7,850
- Electric Taxes = \$400
- Mobile Home Taxes = \$5,700
- State Grants = \$25,592
- State Aid Distribution = \$10,650
- Disabled Veterans Credit = \$3,100
- Homestead Credit = \$8,150
- Total = \$521,292

The Library's historical funding ratio from the City, based on population statistics in comparison with Morton County, remains in line with the intent of the City's 2006 Memorandum of Understanding with the County.

STAFF IMPACT

None

LEGAL REVIEW

N/A

RECOMMENDATION

To consider the Morton Mandan Public Library's 2016 Budget.

SUGGESTED MOTION

Move to consider the Morton Mandan Public Library's 2016 Budget.

**Morton Mandan Public Library  
2016 Budget**

**General Fund**

**Statement of Purpose:** To account for operating revenue and expenditures for the current fiscal year.

	<i>Original Budget <u>FY 2015</u></i>	<i>Revised Budget <u>FY 2015</u></i>	<i>Proposed Budget <u>FY 2016</u></i>
<b>Revenues</b>			
Taxes:			
Property Taxes (City)	\$ 381,300	\$ 381,250	\$ 459,850
Delinquent Taxes (City)	\$ 11,200	\$ 7,850	\$ 7,850
Electric Taxes (City)	\$ -	\$ 350	\$ 400
Mobile Home Taxes (City)	\$ 4,950	\$ 5,000	\$ 5,700
Total Taxes	<u>\$ 397,450</u>	<u>\$ 394,450</u>	<u>\$ 473,800</u>
Intergovernmental:			
State Grants:			
NDSL (City)	\$ 20,000	\$ 21,327	\$ 25,592
NDSL (County)	\$ -	\$ -	\$ 22,170
State Aid Distribution (City)	\$ 10,650	\$ 10,650	\$ 10,650
Disabled Veterans Credit (City)	\$ 2,850	\$ 3,100	\$ 3,100
Homestead Credit (City)	\$ 7,000	\$ 8,150	\$ 8,150
Morton County	\$ 180,000	\$ 180,000	\$ 180,125
Total Intergovernmental	<u>\$ 220,500</u>	<u>\$ 223,227</u>	<u>\$ 249,787</u>
Charges for Services:			
Miscellaneous Charges	\$ 50	\$ 50	\$ 50
Copier/Fax/Computer Fees	\$ 2,700	\$ 2,700	\$ 3,500
New Card Fees	\$ 100	\$ 100	\$ 100
Total Charges for Services	<u>\$ 2,850</u>	<u>\$ 2,850</u>	<u>\$ 3,650</u>
Fines and Forfeits:			
Fines	\$ 6,000	\$ 6,000	\$ 6,000
Total Fines and Forfeits	<u>\$ 6,000</u>	<u>\$ 6,000</u>	<u>\$ 6,000</u>
Miscellaneous:			
Interest Earnings	\$ 300	\$ 150	\$ 180
Rent:			
Rice Bowl	\$ 31,200	\$ 31,200	\$ 31,200
Thermo Cool	\$ 4,800	\$ 4,800	\$ 4,800
Donations:			
Donations	\$ 2,000	\$ 2,000	\$ 3,000
Noon Kiwanis-Summer Kids' Programming	\$ 2,000	\$ 2,000	\$ 2,000
Noon Kiwanis-Teen Programming	\$ 1,000	\$ 1,000	\$ 1,000
Refunds	\$ 150	\$ 150	\$ 150
Other	\$ 3,850	\$ 3,850	\$ 3,000
Total Miscellaneous	<u>\$ 45,300</u>	<u>\$ 45,150</u>	<u>\$ 45,330</u>
<b>Total Revenues</b>	<u><b>\$ 672,100</b></u>	<u><b>\$ 671,677</b></u>	<u><b>\$ 778,567</b></u>

**Morton Mandan Public Library  
2016 Budget**

**General Fund**

**Statement of Purpose:** To account for operating revenue and expenditures for the current fiscal year.

	<i><b>Original Budget FY 2015</b></i>	<i><b>Revised Budget FY 2015</b></i>	<i><b>Proposed Budget FY 2016</b></i>	
<b>Expenditures</b>				
<b>Library:</b>				
Salaries and Benefits:				
Assistant Director	\$ 47,570	\$ 52,000	\$ 54,863	SARAH WARNEKE
Reference/InterLibrary Loan Aid	\$ 31,325	\$ 31,325	\$ 33,415	LEATRICE MILLER
Children's Program Coordinator	\$ 43,037	\$ 43,035	\$ 44,757	LINDA AUSTIN
Technical Services/Circulation Assistant	\$ 23,758	\$ 23,580	\$ 19,890	SUSAN HARMON
Director	\$ 67,226	\$ 66,227	\$ 72,159	KELLY STECKLER
Children's Program Assistant	\$ 13,032	\$ 13,031	\$ 21,840	KAITLIN PARR
Circulation Assistant I	\$ 13,032	\$ 13,031	\$ 13,000	
Outreach Services Coordinator	\$ 39,041	\$ 46,862	\$ 48,521	MARY HENDERSON
Outreach Services Assistant I	\$ 23,229	\$ 23,229	\$ 24,391	MARY ALICE GAEBE
Outreach Services Driver Librarian	\$ 21,204	\$ 21,203	\$ 21,621	BELINDA NEIBEL
Page	\$ 1,691	\$ 2,537	\$ 4,419	KAYLA STEINWAND
Social Security and Medicare	\$ 24,800	\$ 25,700	\$ 27,450	
Pension	\$ 23,750	\$ 24,600	\$ 25,750	
Unemployment Compensation	\$ 300	\$ 350	\$ 350	
Workers' Compensation	\$ 900	\$ 650	\$ 650	
Health Insurance	\$ 52,150	\$ 52,150	\$ 55,850	
Long Term Disability Insurance	\$ -	\$ 900	\$ 900	
Term Life Insurance	\$ 400	\$ 400	\$ 400	
Total Salaries and Benefits	\$ 426,445	\$ 440,810	\$ 470,226	
Fees and Other Service Charges:				
Audit Fees	\$ 600	\$ 600	\$ 600	
Accounting Fees	\$ 4,600	\$ 4,600	\$ 4,600	
Courier Fees	\$ 2,200	\$ 2,200	\$ 3,000	
Computer Telecommunications	\$ 1,600	\$ 1,600	\$ 850	
System-Related Charges (CDLN Contract)	\$ 12,100	\$ 12,100	\$ 12,100	
Technology Support (NRG Server)	\$ 12,000	\$ 12,000	\$ 12,000	
Total Fees and Other Service Charges	\$ 33,100	\$ 33,100	\$ 33,150	
Insurance:				
Insurance	\$ 4,550	\$ 4,100	\$ 4,450	
Total Insurance	\$ 4,550	\$ 4,100	\$ 4,450	
Rentals:				
Building Rental	\$ 750	\$ 870	\$ 870	
Total Rentals	\$ 750	\$ 870	\$ 870	
Travel and Training:				
Staff Training	\$ 2,500	\$ 2,500	\$ 10,000	

**Morton Mandan Public Library  
2016 Budget**

**General Fund**

**Statement of Purpose:** To account for operating revenue and expenditures for the current fiscal year.

	<i><b>Original Budget FY 2015</b></i>	<i><b>Revised Budget FY 2015</b></i>	<i><b>Proposed Budget FY 2016</b></i>
Board Expenses/Program Mileage	\$ 1,500	\$ 1,500	
Board Expenses			\$ 800
Program Mileage			\$ 800
Total Travel and Training	\$ 4,000	\$ 4,000	\$ 11,600
 Utilities:			
Utilities	\$ 20,050	\$ 17,600	\$ 18,000
Telephone	\$ 2,000	\$ 2,150	\$ 2,150
Total Utilities	\$ 22,050	\$ 19,750	\$ 20,150
 Publishing and Printing:			
Advertising/Public Relations	\$ 2,000	\$ 2,000	\$ 2,500
Total Publishing and Printing	\$ 2,000	\$ 2,000	\$ 2,500
 Library Materials:			
Dues and Memberships	\$ 500	\$ 500	\$ 1,000
Adult/General Materials	\$ 59,000	\$ 59,000	
Adult Fiction Materials			\$ 49,000
Adult Non-Fiction Materials			\$ 20,000
Reference, Including Electronic E-books	\$ 15,000	\$ 15,000	\$ 20,000
Easy Materials	\$ 11,000	\$ 11,000	\$ 12,000
Periodicals	\$ 6,000	\$ 6,000	\$ 6,000
Junior Fiction Materials	\$ 7,540	\$ 7,540	\$ 8,171
Software Materials	\$ 1,000	\$ 1,000	\$ 1,000
Audiovisuals	\$ 5,000	\$ 7,550	\$ 7,500
Young Adult Materials	\$ 6,000	\$ 6,000	\$ 7,000
Satellite/Movie Services	\$ 600	\$ 600	\$ 500
Reference/Junior Materials	\$ 2,000	\$ 2,000	\$ 2,000
Total Library Materials	\$ 113,640	\$ 116,190	\$ 134,171
 Supplies and Maintenance:			
Office Supplies	\$ 7,000	\$ 7,000	\$ 7,000
Postage and Sort Fees	\$ 4,000	\$ 4,000	\$ 4,000
Janitorial Supplies	\$ 3,000	\$ 3,000	\$ 4,500
Gas, Oil, Grease	\$ 3,450	\$ 3,450	\$ 3,450
Copier/Fax/Computer	\$ 3,000	\$ 3,000	\$ 2,500
Materials Processing	\$ 6,000	\$ 6,000	\$ 5,500
Program Supplies:			
Preschool to Grade 6	\$ 4,500	\$ 4,500	\$ 7,500
Teens	\$ 2,000	\$ 2,000	\$ 2,000
Total Supplies and Maintenance	\$ 32,950	\$ 32,950	\$ 36,450

Repairs and Maintenance:

**Morton Mandan Public Library  
2016 Budget**

**General Fund**

**Statement of Purpose:** To account for operating revenue and expenditures for the current fiscal year.

	<b><i>Original Budget FY 2015</i></b>	<b><i>Revised Budget FY 2015</i></b>	<b><i>Proposed Budget FY 2016</i></b>
Equipment Repairs and Maintenance	\$ 2,000	\$ 2,000	\$ 2,000
Building Repairs and Maintenance	\$ 15,000	\$ 15,000	\$ 14,000
Maintenance Contracts:			
Maintenance Contracts	\$ 4,850	\$ 4,850	\$ 5,000
City of Mandan	\$ 10,000	\$ 10,000	\$ 10,000
Vehicle Repairs and Maintenance	\$ 1,000	\$ 1,000	\$ 2,000
Total Repairs and Maintenance	<u>\$ 32,850</u>	<u>\$ 32,850</u>	<u>\$ 33,000</u>
Capital Outlay:			
Office Equipment/Furniture	\$ 2,000	\$ 2,000	\$ 2,000
Total Capital Outlay	<u>\$ 2,000</u>	<u>\$ 2,000</u>	<u>\$ 2,000</u>
Transfers:			
Bookmobile Replacement Fund	\$ 10,000	\$ 10,000	\$ 10,000
Capital Reserve Fund	\$ -	\$ 5,000	\$ 20,000
Total Transfers	<u>\$ 10,000</u>	<u>\$ 15,000</u>	<u>\$ 30,000</u>
<b>Total Expenditures</b>	<b><u>\$ 684,335</u></b>	<b><u>\$ 703,620</u></b>	<b><u>\$ 778,567</u></b>

**Morton Mandan Public Library  
2016 Budget  
General Fund**

**Summary**

**Statement of Purpose:** To account for the revenue and expenditures along with the goal of maintaining at least 17% of operating expense reserve balance.

	<b><u>Original Budget FY 2015</u></b>	<b><u>Revised Budget FY 2015</u></b>	<b><u>Proposed Budget FY 2016</u></b>
Actual Fund Balance-January 1	\$ 219,599	\$ 219,599	
Estimated Fund Balance-January 1			\$ 187,656
Operating:			
Revenues	\$ 672,100	\$ 671,677	\$ 778,567
Expenditures	\$ 674,335	\$ 688,620	\$ 748,567
Excess of Revenues Over (Under) Expenditures	<u>\$ (2,235)</u>	<u>\$ (16,943)</u>	<u>\$ 30,000</u>
Non-Operating:			
Expenditures:			
Transfers:			
Bookmobile Replacement Fund	\$ 10,000	\$ 10,000	\$ 10,000
Capital Reserve Fund	\$ -	\$ 5,000	\$ 20,000
Estimated Fund Balance-December 31	<u>\$ 207,364</u>	<u>\$ 187,656</u>	<u>\$ 187,656</u>
<u>Estimated Fund Balance-December 31</u>			
Reserved (17%)	\$ 114,637	\$ 127,256	\$ 127,256
Unreserved	\$ 92,728	\$ 60,400	\$ 60,400
Total	<u>\$ 207,364</u>	<u>\$ 187,656</u>	<u>\$ 187,656</u>

**Morton Mandan Public Library  
2016 Budget**

**Bookmobile Replacement Fund**

**Statement of Purpose:** To be used as future replacement of Bookmobile unit.

	<i><b>Original Budget FY 2015</b></i>	<i><b>Revised Budget FY 2015</b></i>	<i><b>Proposed Budget FY 2016</b></i>
<b>Actual Fund Balance-January 1</b>	\$ 43,661	\$ 43,661	
<b>Estimated Fund Balance-January 1</b>			\$ 53,661
<b>Revenues</b>			
Transfers:			
General Fund	\$ 10,000	\$ 10,000	\$ 10,000
<b>Total Transfers</b>	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>
<b>Total Revenues</b>	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>
<b>Expenditures</b>			
Capital Outlay:			
Bookmobile	\$ -	\$ -	\$ -
<b>Total Capital Outlay</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Total Expenditures</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
<b>Excess of Revenues Over (Under) Expenditures</b>	<u>\$ 10,000</u>	<u>\$ 10,000</u>	<u>\$ 10,000</u>
<b>Estimated Fund Balance-December 31</b>	<u>\$ 53,661</u>	<u>\$ 53,661</u>	<u>\$ 63,661</u>

**Morton Mandan Public Library  
2016 Budget**

**Capital Reserve Fund**

**Statement of Purpose:** To be used for future building and capital improvements over \$5,000.

	<i><b>Original Budget <u>FY 2015</u></b></i>	<i><b>Revised Budget <u>FY 2015</u></b></i>	<i><b>Proposed Budget <u>FY 2016</u></b></i>
<b>Actual Fund Balance-January 1</b>	\$ 88,858	\$ 88,858	
<b>Estimated Fund Balance-January 1</b>			\$ 83,158
<b>Revenues</b>			
Transfers:			
General Fund	\$ -	\$ 5,000	\$ 20,000
Total Transfers	<u>\$ -</u>	<u>\$ 5,000</u>	<u>\$ 20,000</u>
<b>Total Revenues</b>	<u>\$ -</u>	<u>\$ 5,000</u>	<u>\$ 20,000</u>
<b>Expenditures</b>			
Repairs and Maintenance:			
Building Repairs and Maintenance	\$ -	\$ -	\$ -
Total Repairs and Maintenance	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Capital Outlay:			
Building Improvements	\$ -	\$ -	\$ 20,000
Office Equipment/Furniture	\$ -	\$ 10,700	\$ -
Total Capital Outlay	<u>\$ -</u>	<u>\$ 10,700</u>	<u>\$ 20,000</u>
<b>Total Expenditures</b>	<u>\$ -</u>	<u>\$ 10,700</u>	<u>\$ 20,000</u>
<b>Excess of Revenues Over (Under) Expenditures</b>	<u>\$ -</u>	<u>\$ (5,700)</u>	<u>\$ -</u>
<b>Estimated Fund Balance-December 31</b>	<u>\$ 88,858</u>	<u>\$ 83,158</u>	<u>\$ 83,158</u>

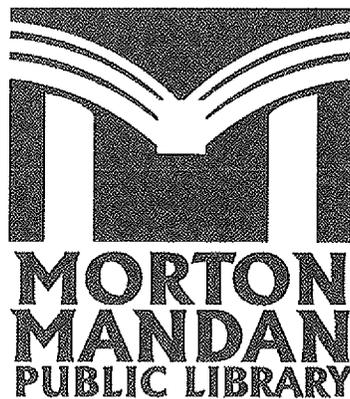
2015-2018

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*Strategic Plan*

*Morton Mandan Public Library*

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# Morton Mandan Public Library Strategic Plan

The Morton Mandan Public Library staff, board members, and patrons assisted in the development of this strategic plan. The plan will be reviewed annually or as needed by the Library Board, Library Director, and Library Assistant Director.

Statistical details were compiled by information from the U.S. Census Bureau's 2009-2013 American Community Survey and 10-year demographic profile as well as the community profile completed by the City of Mandan in 2014.

## Mission Statement

The mission of the Morton Mandan Public Library is to provide the hub for community education, enrichment, and entertainment.

## Core Values

- Encourage a love of reading
- Safe environment
- Everyone's respected
- Future oriented
- Stewardship of resources
- Connecting people and ideas
- Sense of community
- Supporting education
- Supporting the arts
- Access to current technology

## Community Profile

Mandan is located in central North Dakota it is the county seat and largest town in Morton County and is the state's eight-largest city. As part of the Bismarck-Mandan MSA, it is one of the fastest growing metropolitan areas in the country (City of Mandan, n.d.). Morton County is the fifth most-populated county in the state.

### *Population*

As of the 2010 census, the population of Morton County was 27,471 with 18,331 residing in Mandan. The average age is 39.3 years and 32.5% of the population is 62 or older (U.S. Census Bureau, 2013).

More than 3,800 new residential units have been built in Mandan since 2000 and 505 units were permitted in 2014 (City of Mandan, n.d.).

### *Education*

59% of the population has at least some college education. The public education system in Mandan includes 6 elementary schools, a middle school, and a high school with nearly 3,500 students (City of Mandan, p. 7). Opportunities for higher education are primarily located in Bismarck, though

there is also Sitting Bull College in Ft. Yates and Bismarck State College has a campus presence in Mandan as well.

#### *Language and Ethnicity*

93.6% of the population identifies as white, with American Indian or Alaska Native representing 3.6 % of the population. 1.5% identifies as Hispanic or Latino. 94.5% of the population speaks only English. 3.5% speak an “other Indo-European” language and 1.4% speak Spanish or Spanish Creole (U.S. Census Bureau, 2013).

#### *Employment*

The average household income for the county is \$60,065. The average household income for Mandan within a 5-mile trade radius is \$73, 395. The average is estimated to increase to \$89,000 in 2018 (City of Mandan, p.5).

Healthcare and social assistance, government, and retail trade are the top three employment industries and make up 41% of the total employment in the county. Over the past decade, the unemployment rate has ranged between 2.9%-4.1% (City of Mandan, p.4). Mandan’s largest employers are HIT, Inc., National Information Solutions Cooperative, and Sanford Health Systems. (p. 6)

#### *Cultural Summary*

Mandan has 28 miles of walking and bike trails as well as several sports facilities and 18 neighborhood parks. The city also draws in thousands of visitors each who attend annual events: Buggies n’ Blues, Rodeo Days, Art in the Park, Octoberfest, Grill Fest, and weeknight summer concerts in Dykshoorn Park (City of Mandan, p.6).

There are several state parks within a day’s driving distance of Mandan, 7 of which are included in the state park passes available for checkout at the library. Other city and county attractions include “Ft. Lincoln State Park and the Custer House, the Railroad Museum, Raging Rivers Water Park, Huff Hills Ski Area, auto racing at Dacotah Speedway, two golf courses, 28 miles of walking and bike trails, a soccer complex, a baseball field and some of the finest softball diamonds in the state, tennis courts, a hockey arena, indoor swimming pool, skateboard board park, fitness facilities, 17 neighborhood parks, and a dog park” (City of Mandan, n.d.).

## **Community Survey Results**

The library conducted a survey on library usage, services, and user demographics in November 2014. 544 surveys were completed via SurveyMonkey. A paper survey was also included in the November water bill.

#### *Library Services Use Summary*

76.7% reported that they have a library card. 29.04% responded that they visited the library less than monthly and 26.65% reported visiting the library monthly. 86.23% responded that they never use the bookmobile.

Overall, 35.67% would rate the library as excellent and 39.09% would rate it as good.

#### *Library User Summary*

64.92% of the libraries users are between 25 and 64 years old and 31.33% are 65 or older. 53.66% have a college degree or higher, while 25.89% have some college education. 60.6% are employed or self-employed. 29.83% are retired.

#### *Comments Summary*

- There were multiple additional comments that gave a poor review of the library's computers.
- Comments indicated a need for larger space for meeting rooms or more room for library programming.
- "Stay open. Don't close we need you. Need new computers."
- "Comment attached on a separate sheet of paper. To whom it may concern: I wanted to add this to your survey. Don't lose your friendliness and getting to know the people that use your library. That is the one thing; I love about the people that work at MMPL. The bookmobile is a real blessing to me. It makes it easier for me to use the library. When you live in a small town, it makes it easier to use the library's services. Sincerely yours, A user of your Library."

## **Library S.W.O.T. Analysis**

#### *Internal Strengths*

- Four staff have a Master's degree in library science.
- Two staff are able to offer Notary services.
- Number and age range of kids' programming
- Outreach services stops and growth
- "Homey" warm library setup with furniture
- Meeting place/community area for friends

#### *Internal Weaknesses*

- Physical space; bookshelves and storage
- Keeping pace with technical knowledge for PACs
- If the Rice Bowl's lease is not renewed, it would have a significant impact on the library's budget.
- Due to the design of the building, it can be difficult to monitor activity throughout the building.

#### *Internal Opportunities*

- Social media
- Adult programming; bookclubs
- Author visits
- Market Friends group
- Library Foundation

#### *External Opportunities*

- Summer Reading Feeding
- Music in the Park

#### *External Threats*

- Legislation/Mill levy support
- The campaign to increase taxes to fund a new sports complex passed, which could make it a challenge for the library to gain enough support for a building project.



## Community Needs

### *Community Need #1*

Due to the demand and interest in more library-sponsored programming on the community survey, the Starion Financial room will need to be closed to public use to ensure that the library always has space to host its programs.

**Goal:** Dedicate the Starion Financial room for library-sponsored programming

**Objectives:**

1. Inform groups that have used the Starion room in the past that it will no longer be available for public use.
2. Remodel café to become new large meeting room.
3. Plan to paint the walls in August after Summer Reading Program has ended.

**Time Frame:** July 1, 2015

### *Community Need #2*

The young adult room does not have room to expand the collection to keep up with the demands and interests of the library's teen users. To match with demand for meeting room space after the Starion Financial room is closed to the public, the young adult room will become a third meeting room.

**Goal:** Renovate the young adult room into a third meeting room.

**Objectives:**

1. Purchase new custom shelving from local industries.
2. Move the young adult collection into the space that had previously been used by VHS movies and books on audiocassette.
3. Paint and add appropriate furniture so that the room can be used as a meeting space.

**Time Frame:** January 1, 2016

### *Community Need #3*

Results from the community survey indicated demand for adult programming and specifically mentioned an adult book club. Aside from tax assistance from AARP volunteers in January and February every year, there are no regularly scheduled programs for adults at the library. The library also offers some programs for adults during the summer reading program. However those are one-time events and not ongoing programs as indicated by the survey.

**Goal:** Offer two ongoing adult programs.

**Objectives:**

1. Develop an adult book club sponsored by the library.
2. Survey the adult users of the library for suggestions for additional programs.

**Time Frame:** Implementation will begin after the 2015 Summer Reading Program ends in August.

**Evaluation:** Record attendance at each of the new programs for the first six months. Offer a brief survey about the program to the attendees.

### *Community Need #4*

**Goal:** Investigate the different options available for expanding, moving, or building a new library.

**Objectives:**

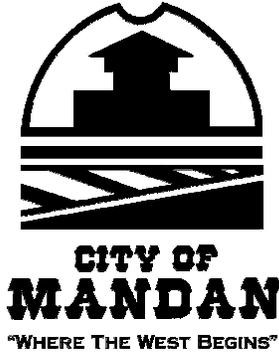
1. Request that the city parking lot directly to the west of the library building be reserved for future use by the library.
2. Request ND Historical Society change out artifacts in Scattered Village display until definitive space issues and ownership are made.

3. Plan for the budget to allow for a feasibility study in the 2016-2017 fiscal year.
4. Apply for 501©3 foundation status.
5. Investigate budgetary constraints and subsequent application of a building expansion project or moving upstairs and losing income from the Rice Bowl lease.

**Time Frame:** 3 years

## Bibliography

- City of Mandan. (n.d.). *Community Profile*. Retrieved from <http://www.cityofmandan.com>.
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## Board of City Commissioners

### Agenda Documentation

**MEETING DATE:** September 1, 2015  
**PREPARATION DATE:** August 26, 2015  
**SUBMITTING DEPARTMENT:** Finance  
**DEPARTMENT DIRECTOR:** Greg Welch, Finance Director  
**PRESENTER:** Katie Moch, CPA, Eide Bailly  
**SUBJECT:** 2014 Audit

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STATEMENT/PURPOSE:

To accept the City of Mandan's 2014 Audit as performed by Eide Bailly.

BACKGROUND/ALTERNATIVES:

Eide Bailly has completed the 2014 Audit of the City's Financial Statements, Internal Controls, and Federal Awards. The City received an unmodified opinion which means that the financial statements have been prepared using accounting principles generally accepted in the United States of America (GAAP), do not contain material misstatements, and are fairly presented. In other words, the City received a "clean" audit opinion. The City also received an unmodified (clean) opinion on compliance with major federal award programs which is commonly referred to as the "single audit". A copy of the 2014 audited Financial Statements is also available on the City's website.

ATTACHMENTS (under separate covers):

- Management Letter
- 2014 Financial Statements
- 2014 Federal Awards
- 2014 Executive Summary

FISCAL IMPACT:

None

STAFF IMPACT:

None

LEGAL REVIEW:

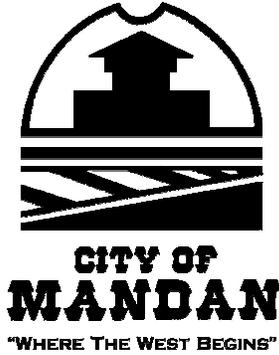
N/A

RECOMMENDATION:

To accept the City of Mandan's 2014 Audit as performed by Eide Bailly.

SUGGESTED MOTION:

Move to accept the City of Mandan's 2014 Audit as performed by Eide Bailly.



## Board of City Commissioners

### Agenda Documentation

**MEETING DATE:** September 1, 2015  
**PREPARATION DATE:** August 24, 2015  
**SUBMITTING DEPARTMENT:** Public Works  
**DEPARTMENT DIRECTOR:** Jeff Wright, Public Works Director  
**PRESENTER:** Jeff Wright, Public Works Director  
**SUBJECT:** Consider awarding bid for single stream curbside recycling to Dakota Sanitation, Inc.

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STATEMENT/PURPOSE: To consider awarding Dakota Sanitation, Inc. the recycling contract for single stream curbside recycling for Mandan residents.

BACKGROUND/ALTERNATIVES: The city commission asked the budget committee to take a look at the proposed recycling proposal and what options could be considered and what effect recycling would have on the upcoming 2016 budget for the City of Mandan. On the August 18, 2015 commission meeting, the commission approved to include single stream curbside recycling in the preliminary 2016 budget with a unanimous 'YES' vote. Included in the proposal is a 96 gallon tote delivered to each resident that will be picked up curbside every other week with a contract length of 5 years. The commission also decided not to provide additional drop off sites, stating these types of sites tend to become unsightly and the containers get contaminated with material that should not be in there. There will also be a no opt out option to residents as well. Apartment buildings which currently have large dumpsters may be considered if there becomes an interest to recycle and if the current site can accommodate another container.

City staff and Attorney Brown will negotiate a contract and lease to use the Transfer Station with Dakota Sanitation, Inc. if their proposal is accepted tonight.

ATTACHMENTS: Dakota Sanitation Bid Proposal

FISCAL IMPACT: According to the Contract, at a minimum household (up to 3 units) count of 7,415 as the base number of residential units serviced, the City's annual cost for 2016 (year 1 of 5) would amount to \$389K (7,415 residential units x \$4.38/unit x 12 months). If approved, this amount would be included in the 2016 Budget.

If all single family homes and multifamily residential buildings (including those beyond 3 units) are included, the City's annual cost for 2016 (year 1) would amount up to \$506K (9,906 residential units x \$4.38/unit x 12 months).

To pay for this service in 2016 (year 1), the City would establish a Residential Base Rate of \$5.50/month/family unit (\$4.38 recycling fee + 25% operations and maintenance

Board of City Commissioners

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Subject: Consider awarding bid for single stream curbside recycling to Dakota Sanitation, Inc.

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coverage ratio) for those residential units receiving the service. The Base Rate would become effective on January 1, 2016.

STAFF IMPACT: Minimal

LEGAL REVIEW: Attorney Brown will assist city staff in the recycling contract.

RECOMMENDATION: Recommend to allow city staff and Attorney Brown negotiate a recycling contract and lease to use the Transfer Station with Dakota Sanitation, Inc. for the proposed 5 years expiring December 31, 2020.

SUGGESTED MOTION: Move to allow city staff and Attorney Brown negotiate a recycling contract and lease to use the Transfer Station with Dakota Sanitation, Inc. for the proposed 5 years expiring December 31, 2020.



P.O. Box 2637  
Bismarck, ND 58502  
**OFFICE** 701-258-4679  
**FAX** 701-258-5806  
**TOLL FREE** 1-877-258-4679

Dakota Sanitation has had a long outstanding service relationship with all customers throughout North Dakota for over 38 years. We have achieved a reputation for a high quality of service by being conscious of the customer's needs. Dakota Sanitation takes great strides in ensuring the quality of its service through ongoing training and updating equipment on a regular basis. Dakota Sanitation recognizes its high quality of staff to perform said services in a timely and professional manner. All of Dakota Sanitation's employees undergo OSHA, and MSHA training. Dakota Sanitation has routinely performed safety meetings to also ensure the safety of the public, and to our own representatives. Dakota Sanitation is confident in its ability to perform the service requested, as Dakota Sanitation currently owns and operates 16 refuse trucks and 11 roll-off trucks in our region.

The single stream recycling material that is generated from the city of Mandan will be transported by Dakota Sanitation to DEM-CON located in Shakopee Minnesota which is one of the many MRF (material recovery Facility) in the upper Midwest. Enclosed are operation history and credentials documents on Dem-con's facility and operations.

Dakota Sanitation proposes that the city recycling service will coincide with the same collection scheduled day as the current garbage service is performed, (including holidays) on an every other week schedule with 96 gallon clearly marked recycling containers. Maps of collection service will be listed on our website and will have a link with the city of Mandan website. A brochure will be sent to all residents explaining in full detail the recycling service to be provided prior to start date. All city entities, as listed on the bid request, will be provided recycling service free of charge. Each city entities facility site manager will dictate to Dakota Sanitation the type and quantity of containers they will need.

Dakota Sanitation estimates that we will incur a minimum reduction in MSW, (municipal solid waste) by 14% by weight, based off of the city of Bismarck recycling program. This will offset the city of Mandan's cost of \$51,093.00 per year, based on the current city of Bismarck landfill rate of \$45.00 per ton. Structuring corresponding marketing alliances with the city of Mandan will ensure these numbers to increase.

In order to maintain the continuous function of the Mandan transfer station, Dakota Sanitation proposes the use of the Mandan transfer station to process all recyclables in options one and two of the bid. Dakota Sanitation will supply two - 30 cubic yard roll-off boxes, each with a retractable lid system, for the random incoming flow of MSW to the Mandan transfer station. Dakota Sanitation will haul these roll-off boxes at no cost to the city of Mandan, with the exception of the disposal cost, which is currently at \$45.00 per ton. This will run concurrently at the same price rate as the city of Bismarck implies, and will thus be the responsibility of the city of Mandan. Also stated, Dakota Sanitation will have in place a minimum of four 42 cubic yard roll-off receiver boxes, of which Dakota Sanitation will maintain the

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Subject: Consider awarding bid for single stream curbside recycling to Dakota Sanitation, Inc.

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responsibility for switching the roll-off receiver boxes in and out of the receiver shoot at the transfer station.

Dakota Sanitation proposes to haul all metal generated at the Mandan transfer station, by supplying the city of Mandan a 30yd open top roll-off, to be placed at the Mandan transfer station, for the cost of \$110.00 per pull, (or per dump) as needed or as requested by a city official. There will be no rent on the roll-off container, or containers for this service. All proceeds generated from the metal are to be recycled in the process of this service, and will go directly to the city of Mandan to offset the handling costs.

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Dakota Sanitation will adhere to collection times stated on the bid request form 8:00 am to 6:00 pm.

Dakota Sanitation proposes that if awarded this single stream recycling bid, that Dakota Sanitation will have all equipment in place and fully operational in 90-120 days, from the date of the initial award date.

The above mentioned company hereby proposes to provide Recycling services to the City of Mandan, or Hauling Services to the City of Mandan, or both Recycling and Hauling Services to the City of Mandan as follows:

1.) Unit Price, Per Month, for collection of Residential Curbside 96 gallon totes for single sort recycling for a 5 year option.

Option 1 with the use of the City of Mandan transfer station:

Service for 7,377 Residents

- Year 1: \$4.38
- Year 2: \$4.52
- Year 3: \$4.66
- Year 4: \$4.80
- Year 5: \$4.95

2.) Unit Price, Per Month, for collection of Apartment Units using 300 gallon totes for single sort recycling for a 5 year option. Dakota Sanitation would provide a 300 gallon tote by each garbage dumpster at every apartment complex.

Option 2 with the use of the City of Mandan transfer station:

Service for 2,323 Units

- Year 1: \$3.71
- Year 2: \$3.83
- Year 3: \$3.95
- Year 4: \$4.07
- Year 5: \$4.20

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3.) Unit Price, Per Month, for collection of Residential Curbside 96 gallon totes for single sort recycling for a 5 year option.

Option 3 with the use of Dakota Sanitation's facility:

Service for 7,377 Residents

- Year 1: \$4.79
- Year 2: \$4.94
- Year 3: \$5.09
- Year 4: \$5.25
- Year 5: \$5.41

4.) Unit Price, Per Month, for collection of Apartment Units using 300 gallon totes for single sort recycling for a 5 year option. Dakota Sanitation would provide a 300 gallon tote by each garbage dumpster at every apartment complex.

Option 4 with the use of Dakota Sanitation's facility:

Service for 2,323 Units

- Year 1: \$4.12
- Year 2: \$4.25
- Year 3: \$4.38
- Year 4: \$4.52
- Year 5: \$4.66

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Subject: Consider awarding bid for single stream curbside recycling to Dakota Sanitation, Inc.

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5.) Lump Sum Price, Per Year, for collection of four 20 yard recycling Roll-off containers at City of Mandan Drop-off Sites:

Option 1 service for 12 total pick-ups on each roll-off per year:

- Year 1: \$16,650.00
- Year 2: \$17,149.00
- Year 3: \$17,663.00
- Year 4: \$18,193.00
- Year 5: \$18,739.00

6.) Lump Sum Price, Per Year, for collection of four 20 yard roll-off containers at City of Mandan Drop-off Sites:

Option 2 service for 24 total pick-ups on each roll-off per year:

- Year 1: \$26,100.00
- Year 2: \$26,883.00
- Year 3: \$27,689.00
- Year 4: \$28,520.00
- Year 5: \$29,376.00

7.) Unit Price, Per Ton for Landfill Solid Waste Hauling to an NDDoH approved Solid Waste Disposal Site for a 5 year option using the City of Bismarck's Landfill at a current rate of \$45.00 per ton.

Unit Price, Per Ton for Solid Waste Hauling to the City of Bismarck's Landfill:

Year 1: \$57.00

Year 2: \$58.00

Year 3: \$59.00

Year 4: \$60.00

Year 5: \$61.00

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Subject: Consider awarding bid for single stream curbside recycling to Dakota Sanitation, Inc.

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Dakota Sanitation has placed a quote for the hauling of MSW from the city of Mandan transfer Station to the city of Bismarck public landfill. It is our contention that the current hauler could haul it to the city of Bismarck landfill for the same price per ton as they already have it loaded on their trucks. We feel, and have proven, that it takes no longer to go to the Mandan transfer station, than it does to take the MSW to the city of Bismarck landfill. In order for our firm, Dakota Sanitation to haul the MSW from the city of Mandan to the Bismarck landfill at the current rate of \$45.00 per ton, Dakota Sanitation must be awarded the MSW contract by the city of Mandan.

Rick Anderson

President

Dakota Sanitation, Inc.



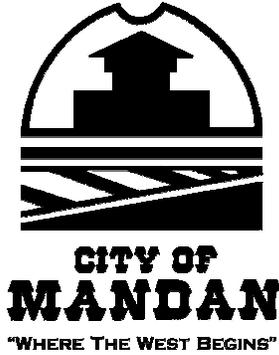
06, May 2015

Mark Rickert

Vice-President

Dakota Sanitation, Inc.





## Board of City Commissioners

### Agenda Documentation

**MEETING DATE:** September 1, 2015  
**PREPARATION DATE:** August 28, 2015  
**SUBMITTING DEPARTMENT:** Administration  
**DEPARTMENT DIRECTOR:** Jim Neubauer, City Administrator  
**PRESENTER:** Shauna Laber, City Commissioner  
**SUBJECT:** Communications Plan, City Commission & Park Board

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STATEMENT/PURPOSE: To consider semiannual formalized meetings between the Mandan City Commission & Mandan Park Board.

BACKGROUND/ALTERNATIVES: In order to formalize the line of communications between the City Commission and Park Board joint meetings are suggested to be held twice a year. The 3<sup>rd</sup> Tuesday in November and the 3<sup>rd</sup> Tuesday in May seem appropriate times to meet as they would coincide with wrapping up a construction or season activities and the beginning of the following budget season.

ATTACHMENTS: n/a

FISCAL IMPACT: n/a

STAFF IMPACT: n/a

LEGAL REVIEW: n/a

RECOMMENDATION: I recommend that semiannual meetings between the City Commission and Park Board be held the 3<sup>rd</sup> Tuesday in November and the 3<sup>rd</sup> Tuesday in May.

SUGGESTED MOTION: I move that semiannual meetings between the City Commission and Park Board be held the 3<sup>rd</sup> Tuesday in November and the 3<sup>rd</sup> Tuesday in May.

**ORDINANCE NO. 1216****AN ORDINANCE TO AMEND AND REENACT SECTION 21-03-02 OF  
THE MANDAN CODE OF ORDINANCES RELATING TO DISTRICT  
BOUNDARIES AND ZONING MAP**

BE IT ORDAINED By the Board of City Commissioners of the City of Mandan, Morton County, North Dakota, as follows:

**SECTION 1. AMENDMENT.** Section 21-03-02 of the Mandan Code of Ordinances is amended to read as follows:

1. Lakewood 9<sup>th</sup> Addition located within the City of Mandan, Morton County, North Dakota shall be excluded from the A (agricultural) zoning and shall be included in PUD District 2015-02 (Planned Unit Development) with the following conditions and restrictions.

- a. All lots in Block 1 shall conform to the requirements of an R7 district unless modified herein.
- b. Lot 1, Block 2 shall conform to the requirements of a CB zoning district unless modified herein.
- c. Lots 2 through 23, Block 2 shall conform to the requirements of an R7 zoning district unless modified herein.
- d. The minimum average width for Lots 2 through 23, Block 2 shall be 50 feet, the minimum lot size shall be 6000 square feet, the minimum average front yard setback shall be 20 feet and the minimum average side yard setback shall be 5 feet.
- e. Lots 24 and 25, Block 2 shall conform to the requirements of a CB zoning district unless modified herein.
- f. All lots in Block 3 shall conform to the requirements of an R7 zoning district unless modified herein.
- g. The minimum average width for lots in Block 3 shall be 40 feet, the minimum lot size shall be 4800 square feet, the minimum average front yard setback shall be 20 feet and the minimum average side yard setback shall be 4 feet.
- h. Secondary front yard setback (house side yard) for corner lots (Lots 8 & 9, Block 3) on Amity Circle SE shall be a minimum average of 15 feet.
- i. Lot 1, Block 4 shall conform to the requirements of a CB zoning district unless modified herein.
- j. CB zone uses shall be limited to multi-family residential and those in Retail Group A, Service Group A, the Office-bank Group and the health-medical Group.
- k. Lot 2, Block 4 shall conform to the requirements of a RM zoning district unless modified herein
- l. The portion of a structure containing a garage door that fronts a public street shall be set back a minimum of 20 feet from the property line.
- m. The width of residential driveway aprons shall be limited in order to provide one 20 foot long parking space along the curb in front of each single-family property.
- n. The maximum lot coverage for all structures on a lot shall be 40%.
- o. Signage shall conform to the requirements of the Mandan Architectural Review Commission.
- p. The developer shall install or arrange for the installation of all utilities. Installation of public water and sanitary sewer shall be accomplished with a 3-

way agreement. A public water easement shall be provided near the western end of the development between the 19<sup>th</sup> St. SE alignment and 34<sup>th</sup> Ave. SE to provide a location for looping of the public water system.

- q. Fire hydrants shall be installed as directed by the City of Mandan Fire Department.
- r. 34<sup>th</sup> Ave. SE, 21<sup>st</sup> St. SE and Amity Circle SE shall be constructed using the special assessment district funding option and once constructed shall be public streets owned and maintained by the City of Mandan.
- s. Two public access easements shall be provided for pedestrian access from the streets in the development to the multi-use path along the 19<sup>th</sup> St. SE alignment.
- t. All on-site paved areas shall be privately owned and maintained.
- u. Configuration of the roadways shall meet the requirements of the City of Mandan Fire Department for emergency vehicle access.
- v. All areas on each residential lot that are not paved or concealed from public view behind a six foot high opaque fence shall be landscaped.
- w. Multi-family and commercial areas fronting 21<sup>st</sup> St. SE shall be landscaped. The landscaping shall include shrubs and/or trees where appropriate. The landscaping plan must be submitted to the city for review and approval by MARC and the city forester.
- x. A property owners association shall be created to operate and maintain all common facilities in multi-family and commercial areas.
- y. No public recreation areas are required. All lots shall be accessible to the public multi-use path along the 19<sup>th</sup> St. SE alignment on the north boundary of the project.
- z. A stormwater plan for each lot shall be submitted to and approved by the city prior to beginning any land disturbing activities.
- aa. A detailed site plan for each lot shall be prepared and presented to the city prior to beginning any land disturbing activities documenting compliance with the requirements contained herein.
- bb. A subdivision development agreement for each lot shall be fully executed and approved by the city.
- cc. All lots, whether developed or undeveloped, shall be maintained in accordance with City Code requirements.

**SECTION 2. RE-ENACTMENT.** Section 21-03-02 of the Mandan Code of Ordinances is hereby re-enacted as amended. The city principal planner is authorized and directed to make the necessary changes upon the official zoning map of the city in accordance with this section.

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President, Board of City Commissioners

Attest:

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City Administrator

Public Hearing:

September 1, 2015

First Consideration:

September 1, 2015

Second Consideration and Final Reading:

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**ORDINANCE NO. 1214**

**AN ORDINANCE TO AMEND AND REENACT SECTION 21-03-02 OF THE MANDAN CODE OF ORDINANCES RELATING TO DISTRICT BOUNDARIES AND ZONING MAP.**

BE IT ORDAINED By the Board of City Commissioners of the City of Mandan, Morton County, North Dakota, as follows:

**SECTION 1. AMENDMENT.** Section 21-03-02 of the Mandan Code of Ordinances is amended to read as follows:

Lot 19 of Twin City Industrial Sites in the City of Mandan, Morton County, North Dakota shall be excluded from the MC district and included in the MB district.

**SECTION 2. RE-ENACTMENT.** Section 21-03-02 of the Mandan Code of Ordinances is hereby re-enacted as amended. The city planner is authorized and directed to make the necessary changes upon the official zoning map of the city in accordance with this section.

\_\_\_\_\_  
President, Board of City Commissioners

Attest:

\_\_\_\_\_  
City Administrator

Public Hearing:

August 18, 2015

First Consideration:

August 18, 2015

Second Consideration and Final Approval:

September 1, 2015

Recording Date:

\_\_\_\_\_



**ORDINANCE NO. 1217**

**AN ORDINANCE TO AMEND AND REENACT SECTION 21-03-02 OF THE MANDAN CODE OF ORDINANCES RELATING TO DISTRICT BOUNDARIES AND ZONING MAP.**

BE IT ORDAINED By the Board of City Commissioners of the City of Mandan, Morton County, North Dakota, as follows:

**SECTION 1. AMENDMENT.** Section 21-03-02 of the Mandan Code of Ordinances is amended to read as follows:

A portion of the south half of Section 22 together with Lot 2 of Lot A of the southwest quarter, Section 22, Township 139 North, Range 81 West of the Fifth Principal Meridian in the City of Mandan, Morton County, North Dakota including Morton County parcel numbers 655610000, 655610100, 655618000, 655618050, 655618100, 655618150 and 655618200 shall be excluded from the MA district and included in the CC district.

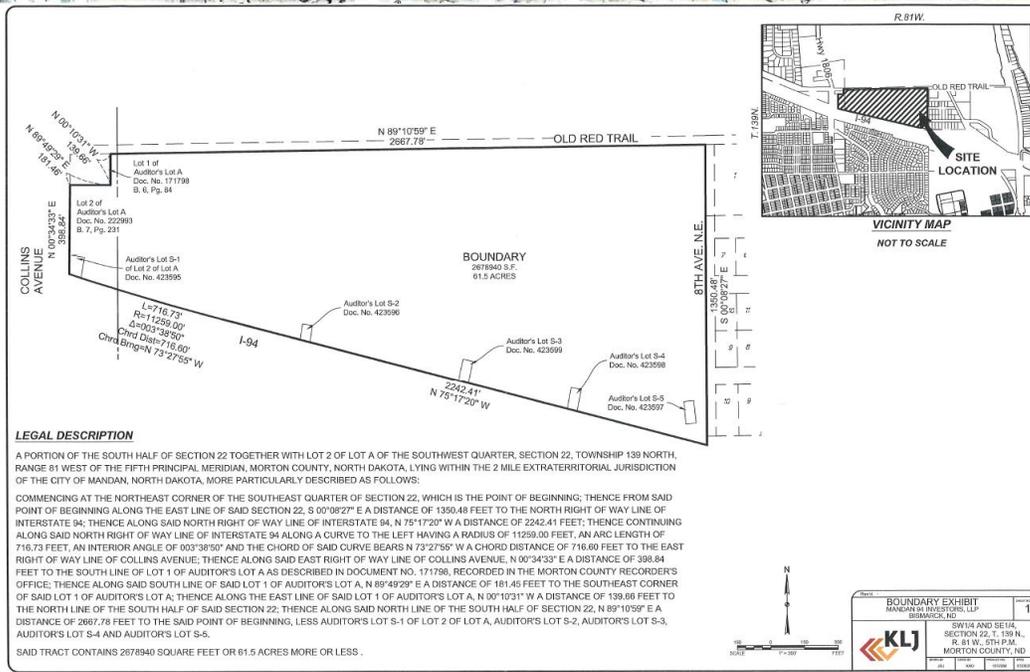
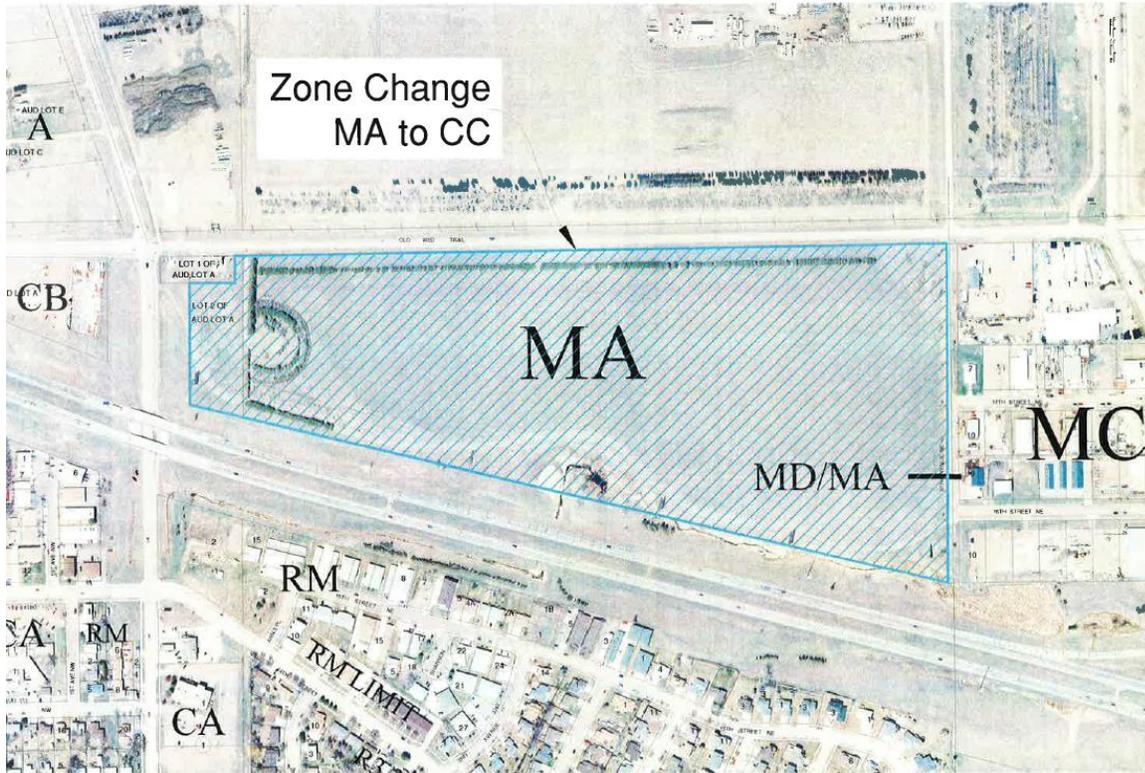
**SECTION 2. RE-ENACTMENT.** Section 21-03-02 of the Mandan Code of Ordinances is hereby re-enacted as amended. The city planner is authorized and directed to make the necessary changes upon the official zoning map of the city in accordance with this section.

\_\_\_\_\_  
President, Board of City Commissioners

Attest:

\_\_\_\_\_  
City Administrator

Public Hearing:	<u>August 18, 2015</u>
First Consideration:	<u>August 18, 2015</u>
Second Consideration and Final Approval:	<u>September 1, 2015</u>
Recording Date:	_____

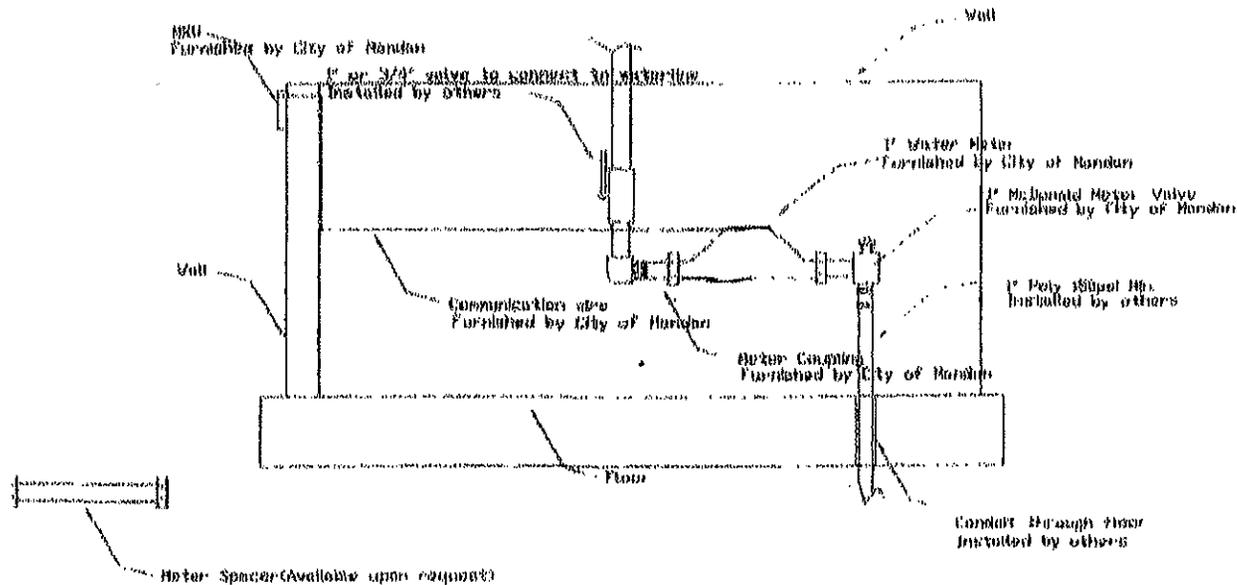




## City of Mandan, North Dakota

**Note:**

1. Water meter shall be located in basement or mechanical/utility room
2. Meter shall be placed (30 inches Min. and 42 inches max.) from where the water service line penetrates the wall or floor.
3. Meter shall be installed in a horizontal position. Supports are required on both sides of the meter.
4. The base of the water meter shall be set at a height of (30 inches Min. and 42 inches Max.) from the floor.
5. It is recommended that a floor drain be located in the room containing the water meter and be within 5 feet.
6. Meters may not be located above the first floor or ground level. (NO EXCEPTIONS!)
7. Meters may not be installed in crawl space. (NO EXCEPTIONS!)
8. No meter shall be placed above or behind a water heater, furnace, washer, dryer, or other such obstructions limiting access to the meter
9. A meter pit is required if there is no basement, mechanical/utility room, or the water service is 150 feet or longer.
10. A minimum of 2 feet working clearance is required around 1 inch or smaller water meters.
11. Contact the City of Mandan Water Meter Department if the described installation requirements cannot be satisfied.



### Standard Small Meter Installation

Not To Scale