

City of Minot

Committee of the Whole
Tuesday, August 28, 2018 - 4:15 PM
Minot Municipal Auditorium, Room 201

1. ALL SEASONS ICE AGREEMENT

The City has in the past contributed to the cost of ice at the All Seasons Arena. In exchange, the Recreation Department is granted ice time for use in its programs. In the 2018 budget, the City reduced the contribution to \$15,000.

It is recommended the City Council approve ice contract with the All Seasons Arena for the 2018-2019 season.

Documents:

[COW 82318 Ice.docx](#)
[ASA Contract - City of Minot Ice 18-19 \(002\).docx](#)
[18-19 city ice addendum.doc](#)

2. SPECIAL ASSESSMENT APPROVAL; 2018 WEED CUTTING

The Public Works department has responded to a number of complaints regarding tall grass and weeds. The attached list represents those locations the City abated for the twelve-month period beginning August 31, 2017 but has not received payment. The City wishes to certify the attached list to Ward County for collection with property taxes.

It is recommended the City Council approve the assessment roll for weed cutting 2018.

Documents:

[Memo Weed cutting 2018.pdf](#)
[weed cutting 2018.pdf](#)

3. BUDGET PRESENTATION

The City Manager will present information regarding the proposed 2019 budget.

4. BUDGET REVIEW QUESTION-AND-ANSWERS SESSION OF CITY COUNCIL, CITY MANAGER, AND DEPARTMENT HEADS.



TO: Mayor Shaun Sipma

Members of the City Council

FROM: David Lakefield, Finance Director

DATE: August 29, 2018

SUBJECT: All Seasons Ice Agreement

I. RECOMMENDED ACTION

1. Approve ice contract with the All Seasons Arena for the 2018-2019 season

II. DEPARTMENT CONTACT PERSONS

Sue Greenheck, Comptroller	701-857-4773
David Lakefield, Finance Director	701-857-4784

III. DESCRIPTION

A. Background

The City has in the past contributed to the cost of ice at the All Seasons Arena. In exchange, the Recreation Department is granted ice time for use in its programs. In the 2018 budget, the City reduced the contribution to \$15,000.

B. Proposed Project

Approve the contract and payment of \$15,000 to the All Seasons Arena for ice time.

C. Consultant Selection

N/A

IV. IMPACT:

A. Strategic Impact:

This contribution offsets the cost of ice for a number of programs in the city including hockey, figure skating and recreation programs. Not having ice in ASA would require all of these activities to take place at MAYSA Arena and would present some scheduling difficulties.

B. Service/Delivery Impact:

This contribution would allow for ice to remain in the ASA until the Ag Show..

C. Fiscal Impact:

The cost was included in the 2018 budget.

V. ALTERNATIVES

Not fund the ice time

VI. TIME CONSTRAINTS

ASAP

VII. LIST OF ATTACHMENTS

1. ASA Contract
2. 18-19 City Ice Addendum



LEASE AGREEMENT FOR BUILDINGS AND EQUIPMENT AND CONTRACT FOR SERVICES

**NORTH DAKOTA ALL SEASONS ARENA COMMISSION
SFN 58952 (11-2012)**

Contract Number

This agreement is made this 21st day of February, 2018, between the State of North Dakota, d/b/a All Seasons Arena Commission, hereafter "Arena", and City of Minot hereby "Lessee", for the express purpose of presenting a "Scheduled Event" known as Ice Activities Only.

Name City of Minot		Daytime Telephone Number 857-4750		
Address 515 2nd Ave SW		City Minot	State ND	ZIP Code 58701
Fax Number		Cell Phone Number		E-mail Address

1. Consideration:

In consideration of the mutual promises and agreements contained herein, Arena hereby leases and contracts to provide to Lessee the use of buildings, equipment, and services described below. This agreement is VOID if not signed and returned with non-refundable deposit, and fully executed by Arena before **9/30/18**.

2. Building Lease:

- A. **Building(s):** A re n a agrees to lease, let and demise to Lessee and Lessee agrees to rent from Arena the building(s) located on the North Dakota State Fair Grounds commonly known as **All Seasons Arena @ \$ Per Addendum** and **[insert here] @ \$ 0.00** hereinafter “Leased Premises”.
- B. **Term:** The term of this lease shall commence on **See Addendum** at **See Addendum** and terminate on **See Addendum** at **See Addendum**.
- C. **Base Lease Rent:** The lessee agrees to pay to Arena a minimum amount of **\$ Per Addendum** or 10% of gross daily admissions, less applicable sales taxes, whichever is greater.
- D. **Additional Rent Charge(s):** Lessee agrees to pay a minimum of **\$ N/A** per day (for any portion of a day) for occupancy and use of the Leased Premises in excess of the lease term listed above.
- E. **Deposit:** A NON-REFUNDABLE deposit in the amount of **\$ Per Addendum** AND an additional equipment deposit in the amount of \$200.00 are both due at the signing of this Agreement. Total deposit due at signing is **\$ Per Addendum**
- F. **Novelty Sales:** The Lessee shall pay Arena 15% of the gross sales, plus labor and credit card fees, plus pay applicable sales tax directly to taxing authority for all novelty type items sold by the lessee, or any licensee of the lessee. Lessee shall provide Arena with a complete accounting of all such sales within 24 hours of the termination of Event.
- G. **Concessions:** Arena retains all food and beverage concession privileges. The Lessee, its invitees, patrons, and guests are prohibited from bringing any food or beverage into the leased premises for any purpose. Arena may allow concessionaires to be open during all events, and if so, access to concession areas will not be restricted by any party.
- H. **Beverages:** *The North Dakota State Fair Center has an exclusive agreement with Pepsi Cola. Any beverages brought in for an event For any reason, whether it be for give away, paid for, donated or otherwise must be a Pepsi Cola product. This includes, but is not Limited to soda, tea, sports drinks and water.* **[REDACTED] (Initial)**

SUMMARY OF FEES: (Note: additional fees may apply and will be billed separately.)

Building(s) Subtotal (par. 2c)	0.00	Misc. Fee for:	
Equipment Subtotal (par. 3c)	0.00	Misc. Fee for:	
Box Office Fee (par. 4a)	0.00	Deposit:	
Credit Card Fee (par. 4a)		Equipment Deposit:	
Cleaning Fee (par. 4a)	0.00	BALANCE DUE	
Facility Fee (par. 4a)		The additional equipment deposit of \$200.00 will be credited after termination of the lease term with any remaining balance, if any, refunded to lessee.	
Ticket Printing Fee (par. 4a)			

LESSEE:

**LESSORS: STATE OF NORTH DAKOTA D/B/A
ALL SEASONS ARENA COMMISSION**

Print Name	By Kyle Schmidt	
Signature	Date	Its Contract & Event Coordinator

- I. **Security:** Lessee shall provide, at its sole expense, appropriate security to be determined by the Ward County Sheriff and Arena. Security personnel shall be on duty a minimum of thirty (30) minutes prior to the opening doors to the event, and shall remain on duty until all members of the general public have vacated the premises.
- J. **Ticket Policy:** Tickets are required for all events in which rental fees are based on a percentage of admissions. Arena must approve all pass out procedures prior to event. All printing of admission tickets must be performed by a bonded ticket printing company. All copy, colors, and numbering systems shall be approved by Arena prior to the printing of the tickets. Further, Lessee must provide to Arena a certified, notarized manifest from the approved ticket company indicating the total number of tickets printed, as to the price and stock color.
- Box Office Reporting:** If Arena is not providing box office services, then Lessee shall provide Arena with a complete accounting of all admissions within 24 hours of the termination of the Scheduled Event, and shall further make all records, books, unsold tickets, and other documents regarding the admissions available for inspection, review, audit, and acceptance by Arena.
- Parking:** Lessee shall be allowed access to parking within the fenced area known as the North Dakota State Fair Grounds property. Lessee and its invitees, guests and patrons using the parking lot at the North, along the tracks, are informed that this area belongs to the Burlington Northern Railroad. The Burlington Northern Railroad and Arena accept no responsibility for any damage to any cars on this lot. Patrons must observe all fire lanes, no parking, reserved parking, and handicapped parking areas 24 hours a day. Violators will be ticketed and may be towed at vehicle owner's expense.
- Alcoholic Beverages:** The sale, display, or dispensation by Lessee of alcoholic beverages upon the premises is strictly prohibited. The Lessee shall not allow any third party to sell, display, or disperse alcoholic beverages upon the premises. Any agreed-upon sale, dispensation, or consumption of alcohol shall be subject to the laws of the State of North Dakota, and local and City Resolutions and Ordinances. The Lessee shall procure all necessary licenses and permits as required by law. Arena may allow concessionaires to open during all events covered by this Agreement, and if so, said concession areas will not be restricted by any party.
- Decorations and Posters:** Arrangements for hanging banners, announcement cards, and the like must be made in advance with Arena. Decorations are not permitted on ceilings, glass, painted surfaces, fabrics, or decorated walls. All decorative materials must be flame proof in accordance with the fire codes. Arena prohibits placement of adhesive materials (such as scotch tape or masking tape) on painted surfaces, glass, and any equipment.
- Cleaning:** The Lessee acknowledges that it has inspected the Leased Premises and the same are fit for the use and purpose of the Lessee. During the term of this Agreement, the Lessee shall maintain the Leased Premises in a clean and sanitary condition. Lessee shall place all rubbish, garbage, and other waste into receptacles. At the termination of this Agreement, the Lessee shall return the leased premises to Arena in as good a condition as when received, ordinary wear and tear excepted. Normal expected cleaning costs to be paid by the Lessee are indicated on page one and three of this Agreement. Unexpected additional cleaning that may be required shall be paid by the Lessee. **THE USE OF CONFETTI IS STRICTLY PROHIBITED! A cleaning fee of \$3,000.00 will be assessed for any and all confetti use.**
- Dirt:** Lessee, at its sole expense, shall contract and pay for all services related to installing and removing dirt from the floor when required by the Lessee's event. All additional cleaning costs incurred by Arena for cleaning the premises or any portion thereof at the close of the Lessee's event shall be paid by the Lessee.
- Public Access:** Lessee agrees that it will not in any manner barricade, obstruct, or block any stairway, hallway, doorway, or concession stand of any structure leased under this Agreement. All driveways, walk areas, open ground areas permitted by Arena to be used by the Lessee during the term of this Agreement are understood and agreed by the Lessee not to be reserved for the exclusive use of the Lessee, but are to be used in conjunction with the general public. Control of walkways, grounds, public areas, and roadways, is reserved entirely to Arena.
- Set Up and Take Down of Equipment:** Lessee shall be responsible for the set up of all equipment leased as part of this Agreement. If NDSF or All Seasons Arena employees are engaged for set up, Lessee shall reimburse Arena for the use of said employees at the rate of \$18.00 per man hour. Any mechanical, or electrical equipment leased by the Lessee shall be operated by Arena employees only.
- Settlement of Accounts and Payments Due Arena:** All accounts are due immediately. If the Lessee has not received a statement or billing from Arena within 10 days of event it is the responsibility of the Lessee to contact Arena's business manager to obtain all charges payable under this Agreement and to make payment to Arena immediately. Interest rate of 1 1/2% per month shall be charged on all accounts which are thirty (30) days past due.
- Cancellation:** Cancellation of the Scheduled Event, and this Agreement by the Lessee shall be permitted at the exclusive option of the Arena. If cancellation is permitted, the Lessee shall pay one-half of the agreed Base Lease Rental fee for the Scheduled Event. If cancellation is permitted after Arena has begun set-up of building and equipment, then the Lessee shall also pay for all equipment leased. Box office fees and charges actually incurred prior to a permitted cancellation shall be paid in full by the Lessee in accordance with the terms of this Agreement. Additional fees and labor required to process ticket refunds shall also be paid by Lessee, if applicable. In the event the fairground facility is destroyed or damaged by fire or any other cause, or if any casualty or unforeseen occurrence renders the fulfillment of the agreement by Arena impossible, this Agreement will terminate and Lessee waives any claim for damages or compensation beyond the return of monies previously paid to Arena as part of this Agreement.
- Arena Sound:** If a Scheduled Event uses Arena sound for its event and Arena sound fails or is deemed inoperable and can't be remedied in a timely manner, Lessee waives any claim for damages or compensation.

3. Equipment Lease :

A. **Equipment:** Arena agrees to lease to Lessee and Lessee agrees to rent from Arena "Equipment" to be used by Lessee in presenting their Scheduled Event. A listing of Equipment available to Lessee, along with the rental fee(s) associated with each piece of Equipment, has been detailed in the attached Exhibit A.

B. **Term:** The term of this Equipment Lease shall coincide with the term of the Building Lease, unless the Lessee is only leasing equipment, in which case the term of the Equipment Lease shall commence on [insert date] at [insert time] and terminate on [insert date] at [insert time].

C. **Equipment List:** If this is an Equipment Only Lease, or if listing of specific equipment utilized is appropriate, list below itemizes such equipment. Rates are based on time of possession of equipment, not actual amount of usage.

Name of Item	Number of Items		Price per Item		Number of Days Rented		Total Cost
		@	X		=		0.00
		@	X		=		0.00
		@	X		=		0.00
		@	X		=		0.00
		@	X		=		0.00
		@	X		=		0.00
							0.00

4. Contract for Services :

A. Services: Arena agrees to provide the below listed Services which have been selected by the Lessee in the furtherance of Lessee's Scheduled Event. Lessee agrees to pay Arena for the below listed Service selected by the Lessee at the contract rates and upon the terms set forth below:

- **Box Office:** If Arena shall provide box office services to Lessee, the Lessee shall pay an additional box office fee of a minimum of **0.00** or 4% of gross admissions, less applicable taxes, whichever is greater, plus all office costs for box office services including but not limited to credit card fees, postage, tickets, envelopes, or other office supplies shall be additional and paid to Arena by lessee, at time of settlement. Advertising and ticket sales will NOT begin until this agreement is executed by both parties.
- **Credit Card Fees:** The lessee agrees to pay Arena 3% of sales made with approved bank card.
- **Cleaning:** Lessee agrees to pay Arena an additional cleaning fee of **0.00** .
- **Facility Fee:** Lessee agrees to pay additional Arena facility fee(s) of **0.00** per person in attendance.

5. **Indemnification:** Lessee agrees to defend, indemnify, and hold harmless the state of North Dakota, its agencies, officers and employees (State), from and against claims based on the vicarious liability of the State or its agents, but not against claims based on the State's contributory negligence, comparative and/or contributory negligence or fault, sole negligence, or intentional misconduct. The legal defense provided by Lessee to the State under this provision must be free of any conflicts of interest, even if retention of separate legal counsel for the State is necessary. Lessee also agrees to defend, indemnify, and hold the State harmless for all costs, expenses and attorneys' fees incurred if the State prevails in an action against Lessee in establishing and litigating the indemnification coverage provided herein. This obligation shall continue after the termination of this agreement.

6. **Insurance:** Lessee shall secure and keep in force during the term of this agreement and Lessee shall require all subcontractors, prior to the commencement of an agreement between Lessee and the subcontractor, to secure and keep in force during the term of this agreement, from insurance companies, government self-insurance pools or government self-retention funds, authorized to do business in North Dakota, the following insurance coverages:

- (1) Commercial general liability, including premises or operations, contractual, and products or completed operations coverages (if applicable), with minimum liability limits of \$250,000 per person and \$1,000,000 per occurrence.
- (2) Automobile liability, including Owned (if any), Hired, and Non-Owned automobiles, with minimum liability limits of \$250,000 per person and \$1,000,000 per occurrence.
- (3) Property insurance insuring the full and true value of all Lessee's (or Tenant's) real and personal property located on or in the building in which the leased premises Arena located for all losses.
- (4) Workers compensation coverage meeting all statutory requirements. The policy shall provide coverage for all states of operation that apply to the performance of this contract.
- (5) Employer's liability or "stop gap" insurance of not less than \$1,000,000 as an endorsement on the workers compensation or commercial general liability insurance.

The insurance coverages listed above must meet the following additional requirements:

- (1) Any deductible or self-insured retention amount or other similar obligation under the policies shall be the sole responsibility of the Lessee.
- (2) This insurance may be in policy or policies of insurance, primary and excess, including the so-called umbrella or catastrophe form and must be placed with insurers rated "A-" or better by A.M. Best Company, Inc., provided any excess policy follows form for coverage. Less than an "A-" rating must be approved by the State. The policies shall be in form and terms approved by the State.
- (3) The duty to defend, indemnify, and hold harmless the State under this agreement shall not be limited by the insurance required in this agreement.
- (4) The state of North Dakota and its agencies, officers, and employees (State) shall be endorsed on the commercial general liability policy, including any excess policies (to the extent applicable), as additional insured. The State shall have all the benefits, rights and coverages of an additional insured under these policies that shall not be limited to the minimum limits of insurance required by this agreement or by the contractual indemnity obligations of the Lessee.
- (5) The insurance required in this agreement, through a policy or endorsement, shall include:
 - a) a "Waiver of Subrogation" waiving any right to recovery the insurance company may have against the State;
 - b) a provision that the policy and endorsements may not be canceled or modified without thirty days' prior written notice to the undersigned State representative;
 - c) a provision that any attorney who represents the State under this policy must first qualify as and be appointed by the North Dakota Attorney General as a Special Assistant Attorney General as required under N.D.C.C. § 54-12-08;
 - d) a provision that Lessee's insurance coverage shall be primary (i.e. pay first) as respects any insurance, self-insurance or self-retention maintained by the State and that any insurance, self-insurance or self-retention maintained by the State shall be in excess of the Lessee's insurance and shall not contribute with it;
 - e) cross liability/severability of interest for all policies and endorsements;
 - f) The legal defense provided to the State under the policy and any endorsements must be free of any conflicts of interest, even if retention of separate legal counsel for the State is necessary;
 - g) The insolvency or bankruptcy of the insured Lessee shall not release the insurer from payment under the policy, even when such insolvency or bankruptcy prevents the insured Lessee from meeting the retention limit under the policy.
- (6) The Lessee shall furnish a certificate of insurance to the undersigned State representative prior to commencement of this agreement. All endorsements shall be provided as soon as practicable.
- (7) Failure to provide insurance as required in this agreement is a material breach of contract entitling the State to terminate this agreement immediately.

7. Damages / Risk of Loss: Lessee shall be solely and exclusively responsible for any and all damages to the leased premises, fixtures, equipment, furnishings, or any other property of Arena, whether caused by the Lessee, its invitees, patrons, or guests. Lessee shall pay, upon demand, the full cost of any and all such damage. All property of any kind belonging to the Lessee, its invitees, patrons, or guests and located upon the leased premises shall be located there at the sole risk of the Lessee. Arena shall not be responsible to the Lessee, its invitees, patrons, or guests for any injury, loss, or damage to said property.

8. Other Conditions: The Lessee further agrees:

- A. **Telephone:** All NDSF and All Seasons Arena telephone numbers are reserved exclusively, and the Lessee shall not use, issue, or publish any number for any purpose.
- B. **Employees:** Employees and agents of NDSF and All Seasons Arena shall not provide any services to the Lessee, its invitees, patrons, or guests beyond those provided by this Agreement.
- C. **Legal Compliance:** Lessee shall conduct its Scheduled Event and other activities in strict legal compliance with the laws of the State of North Dakota, the Resolutions of Ward County, and the City of Minot Ordinances as applicable. Lessee shall be solely responsible to obtain all necessary licenses and permits. Lessee shall also pay, when due, all taxes, whether state, federal, county, or local. The fire marshal shall have final jurisdiction on all questions of capacity and fire safety.
- D. **Subletting:** This Agreement may not be sublet without prior written approval of Arena.
- E. **Disputes:** Any disagreement or dispute of any kind will be settled by the State Fair Manager and will be final and binding on all parties.
- F. **Modification of Agreement:** This Agreement is not subject to modification unless said modification is made in writing and executed by both Lessee and Arena.
- G. **Governing Laws:** The terms and conditions of this Agreement shall be governed by the laws of the State of North Dakota.
- H. **Successors and Assigns:** This Agreement shall be binding on, and shall inure to the benefit of the parties, their respective heirs, legal representatives, successors.
- I. **Notices:** All notices and demands to the Lessee shall be made to the person and address listed on page one of this Agreement. All notices and demands to Arena shall be made to the North Dakota State Fair General Manager, P.O. Box 1796, Minot, ND 58702-1796.
- J. **Reporting:** Lessee shall notify Arena personnel immediately upon information about or witnessing an incident that results in damage or injury whether as a result of Lessee's operations or the operations of another vendor or Arena.

Addendum

Ice Contract 2018-19 Season

This addendum to contract #9035 is part of a two party agreement that includes usage by and for the **City of Minot** and the **Minot Park District** for the 2018-2019 ice season as per dates listed below.

SEASON DATES: 11/4/18 – 1/20/19

RENTAL RATE 2018-2019 SEASON: \$36,324

The following provisions apply:

1. This contract is valid only when both parties sign and return the contract by September 30, 2018.
2. This contract is valid only when both parties have paid in full by September 30, 2018.
3. This contract is valid only when both parties have presented a liability insurance certificate in the amount of \$1,000,000 by September 30, 2018, naming the North Dakota State Fair and the State of North Dakota additionally insured as required by the State of North Dakota. This insurance policy is required before any activity, related to the ice usage, can begin within the facilities.
4. Specific ice usage, schedules and locker room assignments shall be submitted two weeks in advance of the first day of usage. This includes contacting ice users when they will have to carry equipment to open up the locker room for other users. These assignments will be completed by the Maysa Arena Manager from the Minot Park District. He will be the contact person for all activities scheduled during this time at the All Seasons Arena.
5. The Arena Commission has, based upon schedules and usages similar to the 2017-2018 season, granted a renewal for the 2018-2019 season. The All Seasons Arena further agrees to a renewal opportunity for an additional one year, 2019-2020 ice season, subject to reasonable negotiations regarding a provision for increases in operating and utility costs. Parties must submit intentions for the 2019-2020 ice season before January 1, 2019.
6. In the event the fairground facility is destroyed or damaged by fire or any other cause, or if any casualty or unforeseen occurrence renders the fulfillment of the agreement by the All Seasons Arena impossible, this agreement will terminate and user waives any claim for damages or compensation.

7. All ice logos must be made of paper and must be delivered to the All Seasons Arena a minimum of two weeks prior to the ice going in each ice season. Failure to do this may result in the inability to place the logos into the ice.
8. All players must vacate their locker rooms within 30 minutes after their scheduled ice time.
9. No alcohol or tobacco use is allowed in the All Seasons Arena or the State Fair Center.

Signed and agreed to this _____ day of _____ 20____.

City of Minot

All Season's Arena



TO: Mayor Shaun Sipma
Members of the City Council

FROM: David Lakefield, City Finance Director

DATE: August 13, 2018

SUBJECT: SPECIAL ASSESSMENT APPROVAL; 2018 WEED CUTTING

I. RECOMMENDED ACTION

1. Recommend approval of the assessment roll for 2018 weed cutting.

II. DEPARTMENT CONTACT PERSONS

Dan Jonasson, Public Works Director	857-4112
David Lakefield, City Finance Director	857-4784

III. DESCRIPTION

A. Background

The Public Works department has responded to a number of complaints regarding tall grass and weeds. The attached list represents those locations the City abated for the twelve-month period beginning August 31, 2017 but has not received payment. The City wishes to certify the attached list to Ward County for collection with property taxes.

IV. IMPACT:

A. Strategic Impact:

The special assessment of nuisances, specifically tall grass and weeds, is governed by City Ordinance section 22-6.

B. Service/Delivery Impact:

Provides guidelines for property owners and a mechanism for the City to respond to those in non-compliance.

C. Fiscal Impact:

This project was funded with property taxes. Timely collection of the assessments can help to reduce future property tax levies for nuisances.

V. ALTERNATIVES

Alt one. The Council could deny approval of the assessment roll for 2018 weed cutting. This would place the cost of abating nuisances on the shoulders of all property owners.

VI. TIME CONSTRAINTS

Council's approval of the assessment roll will allow staff to move forward with processing the loans resulting in inclusion in the annual certification to Ward County for collection.

VII. LIST OF ATTACHMENTS

Weed Cutting 2018

Parcel	Legal Description	Assessment	Property Address	Owner First Name	Comments
MI140850400030	Ehr's Fifth Addition N 1/2 Lot 2 & All Lot 3 Block 4	\$ 300.00	1104 9th St NW	Arlyn J Gillberg	work done 6/21/18
MI232941000050	Parkland Addition Lot 5 Block 10	\$ 250.00	107 6th St NW	Armondo Bencomo	work done 6/14/18
MI232120400010	Lee & Jacobson's First Addition Lot 1 Block 4	\$ 250.00	223 5th St NW	Brandon S & Ashley Queen	work done 9/28/17
MI35A270000060	Prairie Rose Addition Lot 6	\$ 3,128.00	Vacant "L" shaped lot E of 3515 10th St SW	BRE/SW Minot Land LLC	work done 6/11/18
MI141080300010	Forsberg 2nd Addition Lot 1 Block 3	\$ 200.00	524 8th St NW	Bryn T Balerud	work done 9/19/17
MI141080300010	Forsbergs Second Addition Lot 1 Block 3	\$ 200.00	524 8th St NW	Brynn T Balerud	work done 6/26/18
MI232940700020	Parkland Addition Lot 2 Block 7	\$ 250.00	215 6th St NW	Christopher Jay Tollin	work done 6/14/18
MI133360000010	River Park Addition R/A of Lots 1 & 2 Block 3 Lot 1	\$ 150.00	6 5th Ave NE	Christopher M Day	work done 6/21/18
MI141080300030	Forsbergs Second Addition Lot 3 Block 3	\$ 225.00	518 8th St NW	Cody Lewis	work done 6/26/18
MI240800100020	Ehr's 2nd Addition Replat of Block 1 Lot 2 Block 1	\$ 250.00	505 9th Ave SE	Craig & Melodi Johansen	work done 9/06/17
MI232940300120	Parkland Addition Lot 12 Block 3	\$ 250.00	316 8th St NW	Craig Rasley	work done 9/07/17
MI232940300120	Parkland Addition Lot 12 Block 3	\$ 250.00	316 8th St NW	Craig Rasley	work done 6/26/18
MI232870200040	Ottine Addition Lot 4 Block 2	\$ 250.00	915 3rd Ave NW	Faraii LP	work done 6/12/18
MI02D860100020	Fillmore North Addition Lot 2	\$ 2,800.00	Undeveloped Lot E of 16th St NW & N of 30th Ave NW	Fillmore Real Estate Partners, LLC	work done 8/22/17
MI020860100020	Fillmore North Addition Lot 2	\$ 2,870.00	NE Lot of Intersection of 16th St & 30th Ave	Fillmore Real Estate Partners, LLC	work done 7/24/18
	North Minot Addition Bryn Mawr S/D of Lot 3 Blk 13 Ctr 75' Lot 2				
MI142710200022	Blk 2 plus N 16' Lee's S/D Lot 4 Blk 13	\$ 200.00	811 7th Ave NW	Garrett D Herrmann	work done 6/21/18
MI241450000390	Heckers First Addition Lot 39	\$ 325.00	712 Valley St	Gaylin Schmidt	work done 6/14/18
MI232870100100	Ottine Addition Lot 10 Block 1	\$ 275.00	1004 3rd Ave NW	George A & Elaine M Smith	work done 8/9/17
MI232870100100	Ottine Addition Lot 10 Block 1	\$ 275.00	1004 3rd Ave NW	George A & Elaine M Smith	work done 6/12/18
MI254290010080	South Park Terrace Eighth Addition Lot 8	\$ 1,010.00	Vacant Lot Directly E of 933 20th Ave SE	Gill Corporation	work done 7/19/18
MI254290000073	South Park Terrace Eighth Addition Lot 7 (Lt 6 is ROW)	\$ 1,010.00	933 20th Ave SE	Gill Corporation	work done 7/19/18
MI25E190000010	Summit Park 2nd Addition Lot 1	\$ 425.00	125 13th Ave SW	Gong Properties, LLP	work done 7/12/18
MI34D330000030	Southgate 3rd Addition Lot 3	\$ 2,140.00	Undeveloped Parcel S of 35th Ave & E of 20th St SW	Greentree Development Bakken LLC	work done 9/12/17
MI34D330000030	Southgate Third Addition Lot 3	\$ 2,145.00	Vacant Lot Directly E of 1919 35th Ave SW	Greentree Development Bakken LLC	work done 7/24/18
MI10C750200010	Pheasant Run S/D Lot 1 Block 2	\$ 440.00	Unassigned	H & H Holdings LLP	work done 6/07/18
MI10C750200020	Pheasant Run S/D Lot 2 Block 2	\$ 330.00	2637 NW 20th St	H & H Holdings LLP	work done 6/07/18
MI10D180100010	Pheasant Run 2nd Addition Lot 1 Block 1	\$ 300.00	2712 NW 21st St	H & H Holdings LLP	work done 6/07/18
MI10D180100020	Pheasant Run 2nd Addition Lot 2 Block 1	\$ 275.00	2708 NW 21st St	H & H Holdings LLP	work done 6/07/18
MI10D180100030	Pheasant Run 2nd Addition Lot 3 Block 1	\$ 275.00	2704 NW 21st St	H & H Holdings LLP	work done 6/07/18
MI10D180100040	Pheasant Run 2nd Addition Lot 4 Block 1	\$ 360.00	Unassigned	H & H Holdings LLP	work done 6/07/18
MI10E030100010	Pheasant Run 3rd Addition Lot 1 Block 1	\$ 400.00	Unassigned	H & H Holdings LLP	work done 6/07/18
MI10E030100020	Pheasant Run 3rd Addition Lot 2 Block 1	\$ 340.00	Unassigned	H & H Holdings LLP	work done 6/07/18
MI10E030100060	Pheasant Run 3rd Addition Lot 6 Block 1	\$ 315.00	Unassigned	H & H Holdings LLP	work done 6/07/18
MI10E030100070	Pheasant Run 3rd Addition Lot 7 Block 1	\$ 315.00	2609 NW 21st St	H & H Holdings LLP	work done 6/07/18
MI10E030100080	Pheasant Run 3rd Addition Lot 8 Block 1	\$ 320.00	Unassigned	H & H Holdings LLP	work done 6/07/18
MI10E030100090	Pheasant Run 3rd Addition Lot 9 Block 1	\$ 320.00	Unassigned	H & H Holdings LLP	work done 6/07/18
MI10E030100100	Pheasant Run 3rd Addition Lot 10 Block 1	\$ 320.00	Unassigned	H & H Holdings LLP	work done 6/07/18
MI10E030100110	Pheasant Run 3rd Addition Lot 11 Block 1	\$ 320.00	Unassigned	H & H Holdings LLP	work done 6/07/18
MI10E030100120	Pheasant Run 3rd Addition Lot 12 Block 1	\$ 320.00	Unassigned	H & H Holdings LLP	work done 6/07/18
MI34C691000120	Magic Meadows Addition Lot 12 Block 10	\$ 275.00	2312 23rd St SW	Highpoint Properties LLC	work done 9/07/17
MI132900000190	Oscars Addition Lot 19	\$ 375.00	1306 1st St NE	James Ebert	work done 8/29/17
MI354560000050	Urban Addition Lot 5	\$ 860.00	516 37th Ave SW	Jason Kniffen	work done 7/12/18
MI240731200100	Eastwood Park Addition S/D of Blocks 9 & 10 Lot 10 Block 12	\$ 250.00	301 9th St SE	Jeremiah Webb	work done 6/07/18
MI14A470000010	Boyce's Addition Lot 1	\$ 870.00	304 4th Ave NW	Jeremy Boyce	work done 8/17/17
MI130160000591	Belmont Addition N 47' of Lots 59 and 60	\$ 175.00	605 11th St NE	Joshua L & Darin Kajune	work done 6/28/18
MI243190300010	S/D Block 7 Ramstads Riverview S Lot 1 Block 3	\$ 250.00	416 5th Ave SE	Keith Kimball	work done 9/19/17
MI243190300010	S/D Block 7 Ramstads Riverview S Lot 1 Block 3	\$ 225.00	416 5th Ave SE	Keith Kimball	work done 6/07/18
MI142590300070	North Minot Addition Lot 7 Block 3	\$ 300.00	608 4th St NW	Kell Properties, LLC	work done 7/10/18
MI142590300060	North Minot Addition Lot 6 Block 3	\$ 300.00	604 4th St NW	Kell Properties, LLC	work done 7/10/18
MI142590900030	North Minot Addition Lot 3 Block 9	\$ 300.00	412 5th Ave NW	Kell Properties, LLC	work done 7/24/18

Parcel	Legal Description	Assessment	Property Address	Owner First Name	Comments
MI230670000032	Drangsteeds S/D Portion of Outlot 6 Sec 23-155-83 SE Corner of Lot 3 50' x 115'	\$ 225.00	812 1st Ave NW	Kenton Bloms	work done 7/03/18
MI191050200081	Floraldale Addition S 54' Lot 8 Block 2	\$ 275.00	624 15th St SE	Kyle Burgess	work done 6/28/18
MI131540400030	Hendrecksons Third Addition Lot 3 Block 4	\$ 250.00	808 9th Ave NE	Laura Marie Ericson	work done 6/28/18
MI132102500040	Lakeview Addition S/D of Blocks 23 & 25 Lot 4 & N 8' Lot 5 Block 25	\$ 300.00	413 2nd St NE	Leonard & Christina Schultz	work done 7/12/18
MI142590500012	North Minot Addition N 250' of Lot 1 less E 33' Block 5	\$ 630.00	215 5th Ave NW	Logotec Inc	work done 9/06/17
MI240800100020	Ehr's Second Addition Replat of Block 1 Lot 2	\$ 250.00	505 9th Ave SE	M Craig S & Melodi J Johansen	work done 7/25/18
MI01D970030170	Outlot 13 Sec 1-154-83 Unit 17 Bldg 3	\$ 110.00	13 SW 43rd Ave #17 Bldg 3	Meadowlark Development LLC	work done 8/29/17
MI01D970030180	Outlot 13 Sec 1-154-83 Unit 18 Bldg 3	\$ 110.00	13 SW 43rd Ave #18 Bldg 3	Meadowlark Development LLC	work done 8/29/17
MI01D970030190	Outlot 13 Sec 1-154-83 Unit 19 Bldg 3	\$ 110.00	13 SW 43rd Ave #19 Bldg 3	Meadowlark Development LLC	work done 8/29/17
MI01D970030200	Outlot 13 Sec 1-154-83 Unit 20 Bldg 3	\$ 110.00	13 SW 43rd Ave #20 Bldg 3	Meadowlark Development LLC	work done 8/29/17
MI01D970030210	Outlot 13 Sec 1-154-83 Unit 21 Bldg 3	\$ 110.00	13 SW 43rd Ave #21 Bldg 3	Meadowlark Development LLC	work done 8/29/17
MI01D970030220	Outlot 13 Sec 1-154-83 Unit 22 Bldg 3	\$ 110.00	13 SW 43rd Ave #22 Bldg 3	Meadowlark Development LLC	work done 8/29/17
MI01D970030230	Outlot 13 Sec 1-154-83 Unit 23 Bldg 3	\$ 110.00	13 SW 43rd Ave #23 Bldg 3	Meadowlark Development LLC	work done 8/29/17
MI01D970030240	Outlot 13 Sec 1-154-83 Unit 24 Bldg 3	\$ 110.00	13 SW 43rd Ave #24 Bldg 3	Meadowlark Development LLC	work done 8/29/17
MI01D970030170	Outlot 13 Sec 1-154-83 Unit 17 Bldg 3	\$ 110.00	13 SW 43rd Ave #17 Bldg 3	Meadowlark Development LLC	work done 7/10/18
MI01D970030180	Outlot 13 Sec 1-154-83 Unit 18 Bldg 3	\$ 110.00	13 SW 43rd Ave #18 Bldg 3	Meadowlark Development LLC	work done 7/10/18
MI01D970030190	Outlot 13 Sec 1-154-83 Unit 19 Bldg 3	\$ 110.00	13 SW 43rd Ave #19 Bldg 3	Meadowlark Development LLC	work done 7/10/18
MI01D970030200	Outlot 13 Sec 1-154-83 Unit 20 Bldg 3	\$ 110.00	13 SW 43rd Ave #20 Bldg 3	Meadowlark Development LLC	work done 7/10/18
MI01D970030210	Outlot 13 Sec 1-154-83 Unit 21 Bldg 3	\$ 110.00	13 SW 43rd Ave #21 Bldg 3	Meadowlark Development LLC	work done 7/10/18
MI01D970030220	Outlot 13 Sec 1-154-83 Unit 22 Bldg 3	\$ 110.00	13 SW 43rd Ave #22 Bldg 3	Meadowlark Development LLC	work done 7/10/18
MI01D970030230	Outlot 13 Sec 1-154-83 Unit 23 Bldg 3	\$ 110.00	13 SW 43rd Ave #23 Bldg 3	Meadowlark Development LLC	work done 7/10/18
MI01D970030240	Outlot 13 Sec 1-154-83 Unit 24 Bldg 3	\$ 110.00	13 SW 43rd Ave #24 Bldg 3	Meadowlark Development LLC	work done 7/10/18
MI221150600241	Garden Valley Addition E 50' of Lots 23-24 Block 6	\$ 200.00	2013 2nd Ave NW	Michael Ronnie	work done 8/9/17
MI221150600241	Garden Valley Addition E 50' of Lots 23-24	\$ 200.00	2013 2nd Ave NW	Michael Ronnie	work done 6/14/18
MI01D970040250	Outlot 13 Sec 1-154-83 Unit 25 Bldg 4	\$ 110.00	9 SW 43rd Ave #25 Bldg 4	Minot Ridges Development	work done 8/29/17
MI01D970040260	Outlot 13 Sec 1-154-83 Unit 26 Bldg 4	\$ 110.00	9 SW 43rd Ave #26 Bldg 4	Minot Ridges Development	work done 8/29/17
MI01D970040270	Outlot 13 Sec 1-154-83 Unit 27 Bldg 4	\$ 110.00	9 SW 43rd Ave #27 Bldg 4	Minot Ridges Development	work done 8/29/17
MI01D970040280	Outlot 13 Sec 1-154-83 Unit 28 Bldg 4	\$ 110.00	9 SW 43rd Ave #28 Bldg 4	Minot Ridges Development	work done 8/29/17
MI01D970040290	Outlot 13 Sec 1-154-83 Unit 29 Bldg 4	\$ 110.00	9 SW 43rd Ave #29 Bldg 4	Minot Ridges Development	work done 8/29/17
MI01D970040300	Outlot 13 Sec 1-154-83 Unit 30 Bldg 4	\$ 110.00	9 SW 43rd Ave #30 Bldg 4	Minot Ridges Development	work done 8/29/17
MI01D970040310	Outlot 13 Sec 1-154-83 Unit 31 Bldg 4	\$ 110.00	9 SW 43rd Ave #31 Bldg 4	Minot Ridges Development	work done 8/29/17
MI01D970040320	Outlot 13 Sec 1-154-83 Unit 32 Bldg 4	\$ 110.00	9 SW 43rd Ave #32 Bldg 4	Minot Ridges Development	work done 8/29/17
MI01D970050330	Outlot 13 Sec 1-154-83 Unit 33 Bldg 5	\$ 110.00	5 SW 43rd Ave #33 Bldg 5	Minot Ridges Development	work done 8/29/17
MI01D970050340	Outlot 13 Sec 1-154-83 Unit 34 Bldg 5	\$ 110.00	5 SW 43rd Ave #34 Bldg 5	Minot Ridges Development	work done 8/29/17
MI01D970050350	Outlot 13 Sec 1-154-83 Unit 35 Bldg 5	\$ 110.00	5 SW 43rd Ave #35 Bldg 5	Minot Ridges Development	work done 8/29/17
MI01D970050360	Outlot 13 Sec 1-154-83 Unit 36 Bldg 5	\$ 110.00	5 SW 43rd Ave #36 Bldg 5	Minot Ridges Development	work done 8/29/17
MI01D970050370	Outlot 13 Sec 1-154-83 Unit 37 Bldg 5	\$ 110.00	5 SW 43rd Ave #37 Bldg 5	Minot Ridges Development	work done 8/29/17
MI01D970050380	Outlot 13 Sec 1-154-83 Unit 38 Bldg 5	\$ 110.00	5 SW 43rd Ave #38 Bldg 5	Minot Ridges Development	work done 8/29/17
MI01D970050390	Outlot 13 Sec 1-154-83 Unit 39 Bldg 5	\$ 110.00	5 SW 43rd Ave #39 Bldg 5	Minot Ridges Development	work done 8/29/17
MI01D970050400	Outlot 13 Sec 1-154-83 Unit 40 Bldg 5	\$ 110.00	5 SW 43rd Ave #40 Bldg 5	Minot Ridges Development	work done 8/29/17
MI01D970040250	Outlot 13 Sec 1-154-83 Unit 25 Bldg 4	\$ 110.00	9 SW 43rd Ave #25 Bldg 4	Minot Ridges Development	work done 7/10/18
MI01D970040260	Outlot 13 Sec 1-154-83 Unit 26 Bldg 4	\$ 110.00	9 SW 43rd Ave #26 Bldg 4	Minot Ridges Development	work done 7/10/18
MI01D970040270	Outlot 13 Sec 1-154-83 Unit 27 Bldg 4	\$ 110.00	9 SW 43rd Ave #27 Bldg 4	Minot Ridges Development	work done 7/10/18
MI01D970040280	Outlot 13 Sec 1-154-83 Unit 28 Bldg 4	\$ 110.00	9 SW 43rd Ave #28 Bldg 4	Minot Ridges Development	work done 7/10/18
MI01D970040290	Outlot 13 Sec 1-154-83 Unit 29 Bldg 4	\$ 110.00	9 SW 43rd Ave #29 Bldg 4	Minot Ridges Development	work done 7/10/18
MI01D970040300	Outlot 13 Sec 1-154-83 Unit 30 Bldg 4	\$ 110.00	9 SW 43rd Ave #30 Bldg 4	Minot Ridges Development	work done 7/10/18
MI01D970040310	Outlot 13 Sec 1-154-83 Unit 31 Bldg 4	\$ 110.00	9 SW 43rd Ave #31 Bldg 4	Minot Ridges Development	work done 7/10/18
MI01D970040320	Outlot 13 Sec 1-154-83 Unit 32 Bldg 4	\$ 110.00	9 SW 43rd Ave #32 Bldg 4	Minot Ridges Development	work done 7/10/18
MI01D970050330	Outlot 13 Sec 1-154-83 Unit 33 Bldg 5	\$ 110.00	5 SW 43rd Ave #33 Bldg 5	Minot Ridges Development	work done 7/10/18
MI01D970050340	Outlot 13 Sec 1-154-83 Unit 34 Bldg 5	\$ 110.00	5 SW 43rd Ave #34 Bldg 5	Minot Ridges Development	work done 7/10/18

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MI01D970050350	Outlot 13 Sec 1-154-83 Unit 35 Bldg 5	\$ 110.00	5 SW 43rd Ave #35 Bldg 5	Minot Ridges Development	work done 7/10/18
MI01D970050360	Outlot 13 Sec 1-154-83 Unit 36 Bldg 5	\$ 110.00	5 SW 43rd Ave #36 Bldg 5	Minot Ridges Development	work done 7/10/18
MI01D970050370	Outlot 13 Sec 1-154-83 Unit 37 Bldg 5	\$ 110.00	5 SW 43rd Ave #37 Bldg 5	Minot Ridges Development	work done 7/10/18
MI01D970050380	Outlot 13 Sec 1-154-83 Unit 38 Bldg 5	\$ 110.00	5 SW 43rd Ave #38 Bldg 5	Minot Ridges Development	work done 7/10/18
MI01D970050390	Outlot 13 Sec 1-154-83 Unit 39 Bldg 5	\$ 110.00	5 SW 43rd Ave #39 Bldg 5	Minot Ridges Development	work done 7/10/18
MI01D970050400	Outlot 13 Sec 1-154-83 Unit 40 Bldg 5	\$ 110.00	5 SW 43rd Ave #40 Bldg 5	Minot Ridges Development	work done 7/10/18
MI11D560100010	North Hill Townhomes Addition Lot 1 Block 1	\$ 225.00	921 NW 27th Ave	Nauvoo Recovery, LLC	work done 6/27/18
MI11D560100020	North Hill Townhomes Addition Lot 2 Block 1	\$ 150.00	919 NW 27th Ave	Nauvoo Recovery, LLC	work done 6/27/18
MI11D560100030	North Hill Townhomes Addition Lot 3 Block 1	\$ 150.00	917 NW 27th Ave	Nauvoo Recovery, LLC	work done 6/27/18
MI11D560100040	North Hill Townhomes Addition Lot 4 Block 1	\$ 150.00	915 NW 27th Ave	Nauvoo Recovery, LLC	work done 6/27/18
MI11D560100050	North Hill Townhomes Addition Lot 5 Block 1	\$ 150.00	913 NW 27th Ave	Nauvoo Recovery, LLC	work done 6/27/18
MI11D560100080	North Hill Townhomes Addition Lot 8 Block 1	\$ 150.00	918 NW 26 1/2 Ave	Nauvoo Recovery, LLC	work done 6/27/18
MI11D560100090	North Hill Townhomes Addition Lot 9 Block 1	\$ 150.00	916 NW 26 1/2 Ave	Nauvoo Recovery, LLC	work done 6/27/18
MI11D560100100	North Hill Townhomes Addition Lot 10 Block 1	\$ 150.00	914 NW 26 1/2 Ave	Nauvoo Recovery, LLC	work done 6/27/18
MI11D560100110	North Hill Townhomes Addition Lot 11 Block 1	\$ 150.00	912 NW 26 1/2 Ave	Nauvoo Recovery, LLC	work done 6/27/18
	West Minot Addition Oen's S/D of Lots 2 & 4 Blk 18 W60' Lots 1 & 2				
MI144920000022	plus 1/2 vac alley	\$ 250.00	1111 7th Ave NW	Prairie Federal Credit Union	work done 6/27/18
	Napa Valley 3rd Addition Lot 1 less portion to Lot 1 Napa Valley 4th				
MI228230000011	Addition	\$ 400.00	2221 5th Ave SW	Rachelle & Kenneth G Shean	work done 8/9/17
MI240810200010	Ehr's Second Addition Lot 1 Block 2	\$ 300.00	500 9th Ave SE	Rafael R & Migdalia Lopez	work done 7/24/18
MI144920000050	West Minot Addition Oen's S/D of Lots 2 & 4 Blk 18 Lot 5 & 1/2	\$ 300.00	609 11th St NW	Richard Laksonen	work done 7/12/18
MI250190100121	Boston Heights Addition Center 45' of Lots 11, 12, & 13 Block 1	\$ 225.00	231 12th Ave SE	Rick Noland	work done 8/9/17
MI131540300020	Hendrickson's Third Addition Lot 2 Block 3	\$ 250.00	706 9th Ave NE	Robert & Shani Radcliffe	work done 9/28/17
MI131540300020	Hendrecksons Third Addition Lot 2 Block 3	\$ 250.00	706 9th Ave NE	Robert K & Shani E Radcliffe	work done 6/28/18
MI232810000140	Oak Park Addition Lot 14	\$ 200.00	911 1st Ave SW (Unassigned)	Robert Kochel	work done 6/07/18
MI151140300040	Garden Home Addition Lot 4 Block 3	\$ 275.00	609 22nd St NW	Ryan Dvorak	work done 9/19/17
MI240720200200	Eastwood Park Addition Lot 20 Block 2	\$ 275.00	110 7th St SE	Ryan Gautschi & Tonia Vitko	work done 7/12/18
MI02C480100060	Ballantyne Addition Lot 6 Block 1	\$ 375.00	3021 10th St NW	Scott J Wagner, Jr.	work done 10/04/17
MI190920000180	Elmwood Addition Lots 16 and 18	\$ 570.00	1607 Burdick Expy E	Scott Lippert	work done 6/26/18
MI133900400070	Stotlars First Addition Lot 7 Block 4	\$ 250.00	621 9th Ave NE	Shane Schestler	work done 6/28/18
MI142710100050	North Minot Addition Bryn Mawr S/D of Lot 3 Blk 13 Lot 5 Block 1	\$ 250.00	816 7th Ave NW	Sharon K Hanson	work done 6/21/18
MI243171000071	Ramstads Riverview S/D E 39' of Lots 6 & 7	\$ 175.00	5 8th Ave SE	Sherri Lynne Pellett	work done 6/21/18
MI141080300070	Forsberg 2nd Addition Lots 6 & & N 10' of Lot 8 Block 3	\$ 450.00	500 8th St NW	Stuart R & Teresa M Bothwell	work done 8/17/17
MI240370500011	Charlebois Addition E 75' Lot 1 Block 5	\$ 175.00	314 9th Ave SE	Three Affiliated Tribes	work done 7/12/18
	WestMinot Addition Sterling Knudson's S/D of Lot 3 Block 18 Lot 4				
MI144910000040	& 1/2 Vac Alley	\$ 250.00	1116 6th Ave NW	Travis Movchan	work done 6/07/18
MI263990000582	Sunset Hills Addition Lot 58	\$ 555.00	309 12th Ave SW	Upside-Down RC Holdings, LLC	work done 7/11/18
MI144800000072	West Minot Addition Helling's S/D Block 6 E 80' Lot 7	\$ 250.00	701 9th St NW	Wade D Regier	work done 9/28/17
		\$ 43,618.00			