

**AGENDA
CITY COUNCIL
CITY OF EAST GRAND FORKS
JULY 17, 2012
5:00 P.M.**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

“An opportunity for members of the public to address the City Council on items not on the current Agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate.”

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of July 3, 2012.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of July 10, 2012.

SCHEDULED BID LETTINGS:

3. Consider rejecting bids for Project 12CP06 – Swimming Pool Renovation

SCHEDULED PUBLIC HEARINGS: NONE

**ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:
NONE**

COMMUNICATIONS:

4. Josh Krostue has successfully completed his probationary period as a Truck Driver for the Public Works Department.

OLD BUSINESS: NONE.

NEW BUSINESS:

5. Consider Developers Agreement for Riverview 10th Addition

6. Consider Approval of Final Plat for Riverview 10th Addition
7. Consider Approval of Minnesota Heights Design in accordance with Downtown Design Guidelines
8. Consider adopting Resolution No. 12-07-75 a Resolution approving tax increment financing expenditures for the proposed Minnesota Heights Downtown Development.

CLAIMS:

9. Consider adopting Resolution No. 12-07-76 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 13288 for a total of \$729.61 whereas Council Member Buckalew is personally interested financially in the contract.
10. Consider adopting Resolution No. 12-07-77 a Resolution authorizing the City of East Grand Forks to approve purchases from Bert's Truck Equipment the goods referenced in check numbers 13260 for a total of \$117.56 whereas Council Member Gregoire is personally interested financially in the contract.
11. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

ADJOURN:

Upcoming Meetings:

- Work Session – July 24, 2012 – 5:00 PM – Training Room
- Regular Meeting – August 7, 2012 – 5:00 PM – Council Chambers
- Work Session – August 14, 2012 – 5:00 PM – Training Room
- Regular Meeting – August 21, 2012 – 5:00 PM – Council Chambers

**UNAPPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, JULY 3, 2012 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for July 3, 2012 was called to order by Council Vice-President Gregoire at 5:00 P.M.

CALL OF ROLL:

On a Call of Roll the following members of the East Grand Forks City Council were present: Mayor Lynn Stauss, Council Vice President Wayne Gregoire, Council Members Marc DeMers, Ron Vonasek, Henry Tweten, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT:

Dave Aker, Parks & Recreation Superintendent; Greg Boppre, City Engineer; Dan Boyce, Water & Light Manager; Nancy Ellis, Planning & Zoning; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Scott Huizenga, City Administrator; Teri Kouba, MPO; Gary Larson, Interim Fire Chief; and Jason Stordahl, Public Works Director.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

“An opportunity for members of the public to address the City Council on items not on the current Agenda. Items requiring Council action maybe deferred to staff or Boards and Commissions for research and future Council Agendas if appropriate.” If you would like to address the City Council, please come up to the podium to do so.

APPROVAL OF MINUTES:

1. Consider approving the minutes of the “Regular Meeting” for the East Grand Forks, Minnesota City Council of June 19, 2012.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of June 26, 2012.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE ITEMS ONE (1) AND TWO (2).

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, and Vonasek.

Voting Nay: None.

Absent: Buckalew.

SCHEDULED PUBLIC HEARINGS:

3. Public Hearing for 2011 Assessment Job No. 1 – Curb, Gutter, and Paving – 14th Ave. SE.

Mr. Boppre discussed the proposed project and the proposed assessment roll.

Steven Gerszweski, 1508 14th Avenue SE, spoke against the project. He stated that he did not want to pay for the assessment on a new road. He asked why he did not receive letters for meetings on the project. Mr. Huizenga stated that the City held no fewer than three public hearings on the project. All meetings were advertised and notices were sent via certified mail.

Peter Hjerstedt, 1514 14th Avenue SE, stated that he was opposed to the project.

Melanee Myers, 1604 14th Avenue SE, stated her support for the project.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO CLOSE THE PUBLIC HEARING FOR 2011 ASSESSMENT JOB NO. 1 – CURB, GUTTER, AND PAVING – 14TH AVE. SE.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, and Vonasek.

Voting Nay: None.

Absent: Buckalew.

4. Public Hearing for 2012 Assessment Job No. 3 – Paving – 13th St. SE and Greenway Blvd.

There were no public comments.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO CLOSE THE PUBLIC HEARING FOR 2012 ASSESSMENT JOB NO. 3 – PAVING – 13TH ST. SE AND GREENWAY BLVD.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, and Vonasek.

Voting Nay: None.

Absent: Buckalew.

SCHEDULED BID LETTINGS:

5. Consider adopting Resolution No. 12-07-64 a Resolution accepting and awarding the bid for improvements to Opp Construction for 2011 Assessment Job No. 1 – Curb, Gutter, and Paving – 14th

Ave. SE for a bid price of \$337,058.60.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 12-07-64 A RESOLUTION ACCEPTING AND AWARDING THE BID FOR IMPROVEMENTS TO OPP CONSTRUCTION FOR 2011 ASSESSMENT JOB NO. 1 – CURB, GUTTER, AND PAVING – 14TH AVE. SE FOR A BID PRICE OF \$337,058.60.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, and Vonasek.

Voting Nay: None.

Absent: Buckalew.

Abstain: DeMers.

6. Consider adopting Resolution No. 12-07-65 a Resolution accepting and awarding the bid for improvements to Opp Construction for 2012 Assessment Job No. 3 – Paving – 13th St. SE and Greenway Blvd for a bid price of \$506,512.60.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 12-07-65 A RESOLUTION ACCEPTING AND AWARDING THE BID FOR IMPROVEMENTS TO OPP CONSTRUCTION FOR 2012 ASSESSMENT JOB NO. 3 – PAVING – 13TH ST. SE AND GREENWAY BLVD FOR A BID PRICE OF \$506,512.60.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, and Vonasek.

Voting Nay: None.

Absent: Buckalew.

Abstain: DeMers.

7. Consider adopting Resolution No. 12-07-66 a Resolution accepting and awarding the bid for improvements to ICS, Inc. for 2012 City Project No. 6 – Pool Repairs for a bid price of \$1,523,736.00.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 12-07-66 A RESOLUTION ACCEPTING AND AWARDING THE BID FOR IMPROVEMENTS TO ICS, INC. FOR 2012 CITY PROJECT NO. 6 – POOL REPAIRS FOR A BID PRICE OF \$1,523,736.00.

Council Member Leigh stated that the total cost of the pool would be close to \$2 million, which exceeded original estimates, and would necessitate a large tax increase. He thought the pool was functional in its current state even if it was not very attractive. Council Member Pokrzywinski suggested the City Council take a step back to further study project and funding alternatives. He said that he was for the project but that the Mayor and the Council President should be present for the discussion and vote. Council Member Tweten suggested that the writing was on the wall that the issue would have to go back for further study. Council Member DeMers stated that he felt it was an issue of priorities and whether or not the swimming pool was the top priority among many city needs for scarce funding. He did not feel that rebidding the project would change the results. Council Member Vonasek stated that he concurred with further discussion on the issue and that a two-week delay would not alter the construction schedule.

COUNCIL MEMBER VONASEK WITHDREW HIS SECOND; COUNCIL MEMBER TWETEN WITHDREW HIS MOTION.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO POSTPONE INDEFINITELY RESOLUTION NO. 12-07-66 A RESOLUTION ACCEPTING AND AWARDING THE BID FOR IMPROVEMENTS TO ICS, INC. FOR 2012 CITY PROJECT NO. 6 – POOL REPAIRS FOR A BID PRICE OF \$1,523,736.00.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, and Vonasek.

Voting Nay: None.

Absent: Buckalew.

CONSENT AGENDA:

Items under the “Consent Agenda” will be adopted with one motion; however, council members may request individual items to be pulled from the consent agenda for discussion and action if they choose.

8. Consider approving the contract with Braun Intertec for Special Inspections for the Library Roof Reconstruction.
9. Consider approving the Joint Powers Agreement between Northland Community and Technical College and the City of East Grand Forks to use the Cities Area Transit (CAT) for a lump sum fee paid by the college.
10. Consider adopting Resolution No. 12-07-67 a Resolution to authorize a two year tax abatement for newly constructed homes ready for occupancy in 2012.
11. Consider adopting Resolution No. 12-07-68 a Resolution appointing election judges and designating polling places.
12. Consider adopting Resolution No. 12-07-69 a Resolution approving the 2012 Transit Development Plan Update.
13. Consider approving the Minnesota Heights Development Agreement.
14. Consider adopting Resolution No. 12-07-70 a Resolution approving the use of TIF funds for the Minnesota Heights Development.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO APPROVE CONSENT MOTIONS NUMBER EIGHT (8) AND THIRTEEN (13) AS SUBMITTED.

Item 14 was postponed to the regular council meeting of July 17, 2012.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, and Vonasek.

Voting Nay: None.

Absent: Buckalew.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

15. Regular meeting minutes of the Water, Light, Power and Building Commission Meeting for May 17, 2012.
16. Regular meeting minutes of the Water, Light, Power and Building Commission Meeting for June 7, 2012.

COMMUNICATIONS: NONE.

OLD BUSINESS: NONE.

NEW BUSINESS:

17. Consider adopting Ordinance No. 4 – 4th Series an ordinance of the City of East Grand Forks, Minnesota to amend Title XV Land Usage Chapter 10 to establish rules and regulations relative to ground/street level residential or senior housing in the Downtown Commercial (C-1) District; and by adopting by reference City Code Chapter 10 and Section 10.99 which, among other things, contain penalty provisions. (2nd Reading)

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT ORDINANCE NO. 4 – 4TH SERIES AN ORDINANCE OF THE CITY OF EAST GRAND FORKS, MINNESOTA TO AMEND TITLE XV LAND USAGE CHAPTER 10 TO ESTABLISH RULES AND REGULATIONS RELATIVE TO GROUND/STREET LEVEL RESIDENTIAL OR SENIOR HOUSING IN THE DOWNTOWN COMMERCIAL (C-1) DISTRICT; AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 10 AND SECTION 10.99 WHICH, AMONG OTHER THINGS, CONTAIN PENALTY PROVISIONS. (2ND READING)

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, and Vonasek.

Voting Nay: None.

Absent: Buckalew.

18. Consider adopting Resolution No. 12-07-71 a Resolution to adopt assessment roll #321 for 2011 Assessment Job No. 1 – Curb, Gutter, and Paving – 14th Ave. SE for a total assessment amount of \$337,058.60.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 12-07-71 A RESOLUTION TO ADOPT ASSESSMENT ROLL #321 FOR 2011 ASSESSMENT JOB NO. 1 – CURB, GUTTER, AND PAVING – 14TH AVE. SE FOR A TOTAL ASSESSMENT AMOUNT OF \$337,058.60.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, and Vonasek.

Voting Nay: None.

Absent: Buckalew.

19. Consider adopting Resolution No. 12-07-72 a Resolution to adopt assessment roll #322 for 2012 Assessment Job No. 3 – Paving – 13th St. SE and Greenway Blvd for a total assessment amount of \$506,512.60.

A MOTION WAS MADE BY COUNCIL MEMBER TWETEN, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 12-07-72 A RESOLUTION TO ADOPT ASSESSMENT ROLL #322 FOR 2012 ASSESSMENT JOB NO. 3 – PAVING – 13TH ST. SE AND GREENWAY BLVD FOR A TOTAL ASSESSMENT AMOUNT OF \$506,512.60.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, and Vonasek.

Voting Nay: None.

Absent: Buckalew.

CLAIMS:

20. Consider adopting Resolution No. 12-07-73 a Resolution authorizing the City of East Grand Forks to approve purchases from Bert's Truck Equipment the goods referenced in check numbers 13140 for a total of \$242.79 whereas Council Member Gregoire is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 12-07-73 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM BERT'S TRUCK EQUIPMENT THE GOODS REFERENCED IN CHECK NUMBERS 13140 FOR A TOTAL OF \$242.79 WHEREAS COUNCIL MEMBER GREGOIRE IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

Voting Aye: Tweten, Leigh, Pokrzywinski, DeMers, and Vonasek.

Voting Nay: None.

Absent: Buckalew.

Abstain: Gregoire.

21. Consider adopting Resolution No. 12-07-74 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 13175 for a total of \$1,048.84 whereas Council Member Buckalew is personally interested financially in the contract.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADOPT RESOLUTION NO. 12-07-74 A RESOLUTION AUTHORIZING THE CITY OF EAST GRAND FORKS TO APPROVE PURCHASES FROM HARDWARE HANK THE GOODS REFERENCED IN CHECK NUMBERS 13175 FOR A TOTAL OF \$1,048.84 WHEREAS COUNCIL MEMBER BUCKALEW IS PERSONALLY INTERESTED FINANCIALLY IN THE CONTRACT.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, and Vonasek.

Voting Nay: None.

Absent: Buckalew.

22. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER VONASEK, TO AUTHORIZE THE CITY ADMINISTRATOR/CLERK-TREASURER TO ISSUE PAYMENT OF RECOMMENDED BILLS AND PAYROLL.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, and Vonasek.

Voting Nay: None.

Absent: Buckalew.

COUNCIL/STAFF REPORTS:

Mayor Stauss commented that the downtown looks great. He complimented Parks and Recreation staff for their efforts.

Council Member Tweten welcomed Mr. Larson as Interim Fire Chief. He stated that he hopes that he is in that position for a long time. Mayor Stauss asked the City Administrator if he planned an external recruitment for the vacant fire chief. Mr. Huizenga stated that his intent and recommendation was to recruit externally similar to past managerial appointments, but that the hiring process was a matter of Council discretion. Mayor Stauss stated that the City should save money and hire from within.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE JULY 3, 2012 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:49 P.M.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, and Vonasek.

Voting Nay: None.

Absent: Buckalew.

Scott Huizenga, City Administrator/Clerk-Treasurer

**UNAPPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, JULY 10, 2012 – 5:00 PM**

CALL TO ORDER

The Work Session of the East Grand Forks City Council for July 10, 2012 was called to order by Craig Buckalew, Council President at 5:00 P.M.

CALL OF ROLL

On a Call of Roll the following members of the East Grand Forks City Council were present: Council President Craig Buckalew, Council Vice-President Wayne Gregoire, Council Members Marc DeMers, Ron Vonasek, Henry Tweten, Mike Pokrzywinski, and Greg Leigh.

STAFF PRESENT:

Dave Aker, Parks and Recreation Superintendent; Karla Anderson, Finance Director; Brad Bail, City Engineer; Dan Boyce, Water & Light Manager; Ron Galstad, City Attorney; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Scott Huizenga, City Administrator; Gary Larson, Interim Fire Chief; Megan Nelson, Administrative Assistant; Tom Spoor, Building Inspector; and Jason Stordahl, Public Works Superintendent.

DETERMINATION OF A QUORUM

The Council President determined a quorum was present.

1. Dispatch Study – Scott Huizenga

Mr. Huizenga began with a short background of information that has already been presented to council with the future updates dispatch centers will be going through. He then introduced Becky Ault, Director of the Grand Forks Public Safety Answering Point (PSAP), Bryon Sieber, Director of the Red River Regional Dispatch Center, and Shawn Larson who works for Morris Electronics and American Communications. Becky and Bryon informed the council how their facilities work and the benefits of consolidating dispatch centers. They also warned of some things so watch out for and be aware of. Shawn completed the presentation with more information on the equipment itself that is being used and what will be used in the future.

After all of the material had been presented it was followed by questions that the council had. After some discussion the council decided to form a committee to look more closely into what would be the best decision for East Grand Forks to make in deciding the future of the dispatch center.

2. 12CP6 – Swimming Pool – Bids – Wayne Gregoire/Brad Bail

Mr. Gregoire stated that the bids came back higher than anticipated. He then asked the council what the next step should be with the pool project. A discussion followed with many different scenarios on how the project could possibly be completed. Mr. Huizenga presented the board with a rough idea of what the 2013 budget will look like and with the information that he currently had. Currently the way it looks for 2013 the city would be at a breakeven point before considering taking on the pool project as well as other projects that need to be addressed.

Dave Aker addressed the council and explained all of the areas that they are having issues with at the pool and what needs to be fixed. Taking all of this under consideration the council decided to table the discussion until the issues with the budget are worked out.

3. Fire Chief Position – Scott Huizenga

Mr. Huizenga asked the council how they would like to proceed in the process of hiring the next fire chief. He made the suggestion to the council that conducting an external process will allow the city to get the best candidate regardless if it is from within or from elsewhere. He also expressed how validity is provided by this process. After a very short discussion the council decided to proceed with the external process in hiring the next Fire Chief.

4. Planning Commission Update – Council Member DeMers

Mr. DeMers stated how the commission has worked on the zoning ordinance to allow housing on the main floor up to 65% in the Downtown district; items still in progress include the design compliance of Minnesota Heights, and the Long Range Transportation Plan 2040. The meeting for the Long Range Transportation Plan will be held on July 26th with more details to follow. Lastly the Planning Commission will be approaching the City Council in the future with a Right of Way ordinance as well as looking into requiring permits for concrete work.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER POKRZYWINSKI, TO ADJOURN THE JULY 10, 2012 WORK SESSION OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 7:30 P.M.

Voting Aye: Buckalew, Vonasek, Tweten, Gregoire, Leigh, Pokrzywinski, and DeMers.

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer

Request for Council Action

Date: July 11, 2012

To: East Grand Forks City Council, Mayor Lynn Stauss, President Craig Buckalew, Council Vice President Wayne Gregoire, Council Members: Marc Demers, Henry Tweten, Greg Leigh, Mike Pokrzywinski and Ron Vonasek.

Cc: File

From: Greg Boppre, P.E.

RE: 2012 City Project No. 6 – Pool Repairs

Background:

Based on the Tuesday, July 10, 2012 Work Session, it would be my recommendation to reject the bids for the above referenced project.

Recommendation:

Reject bids

Enclosures:

N/A

Request for Council Action

Date: July 17, 2012

To: East Grand Forks City Council and Mayor Lynn Stauss

From: Nancy Ellis, Senior Planner

RE: Consideration of Developers Agreement for Riverview 10th Addition

Staff Recommendation

Approve the City Installed Development Agreement between the City of East Grand Forks and Crary Development Inc. pending review and approval from City Engineer, City Attorney and Developer.

GENERAL INFORMATION

Before a final plat may be approved by the city council, the owners of the development shall execute and submit to the council an agreement, subject to review and approval by the City Attorney, which shall be binding on the owners and their heirs, personal representatives and assigns, that no private construction on said land will occur except with approval of the city engineer, until all improvements required under this chapter have been petitioned for arranged for, or have been constructed.

Street paving shall be installed on a schedule as outlined in the developer's agreement, with non-binding, good-faith cost estimates provided for each lot. Street paving and sidewalks shall be installed within three (3) years of City Council approval of the Developers Agreement.

City Installed Development Agreement

City of East Grand Forks

DEVELOPMENT AGREEMENT

AGREEMENT dated this _____ day of _____, 2012, by and between the **CITY OF EAST GRAND FORKS**, a Minnesota municipal corporation (CITY) and Crary Development, Inc., (the DEVELOPER).

A. Request for Plat Approval. The DEVELOPER has asked the CITY to approve a plat for Riverview 10th Addition to the City of East Grand Forks, Minnesota, (also referred to in this Agreement as the "plat"). This land is legally described as:

Replat of Outlot A, Block 2, Outlot A, Block 3, and Lot 12, Block 2, Riverview 9th Addition to the City of East Grand Forks, Minnesota.

B. Conditions of Plat Approval. The CITY hereby approves the plat on condition that the DEVELOPER enters into this Agreement.

C. Compliance with Laws and Regulations. The DEVELOPER represents to the CITY that the plat complies with all City, County, State, and Federal laws and regulations, including, but not limited to: subdivision ordinances, zoning ordinances, and environmental regulations. If the CITY determines that the plat does not comply, the CITY may, at its option, refuse to allow any construction or development work in the plat until the plat does comply. Upon the CITY's demand, the DEVELOPER shall cease work until there is compliance.

D. Development Exhibits. The DEVELOPER shall develop the plat in accordance with the following plans. The plans may be prepared, subject to CITY approval, after entering the Agreement, but before commencement of any work in the plat. If the plans vary from the written terms of this Agreement, the written terms shall control.

These plans are:

Development Agreement

Plan A — Preliminary Plat/Staging Plan

Plan B — Final Plat

Plan C — Soil Erosion and Grading Plan

Plan D — Preliminary Engineering Report

E. Phased Development. The plat shall be developed in _____ phases in accordance with Plan A. No earth moving or other development shall be done in any phase until final

~~plat has been filed in the County Recorder's office. For purposes of this requirement, outlots shall not be deemed to have been finally platted. The CITY may refuse to approve final plat or subsequent phases until public improvements for all prior phases have been satisfactorily completed. Subject to the terms of this Agreement, this Development Agreement constitutes approval to develop Phase _____. Development of subsequent phases may not proceed until Development Agreements for such phases are approved by the CITY. Not Used.~~

F. Effect of Subdivision Approval.

- (1) For two (2) years from the date of this Agreement, no official controls or amendments to the CITY's Comprehensive Plan, except an amendment placing the plat in the current urban service area, shall apply to or affect the use, development density, lot size, lot layout, or dedications or platting required or permitted by the approved ~~preliminary~~ plat unless required by State or Federal law or agreed to in writing by the CITY and the DEVELOPER.
- (2) After two (2) years from the date of this Agreement, notwithstanding anything in this Agreement to the contrary, to the full extent permitted by State law, the CITY may require compliance with any amendments to the CITY's Comprehensive Plan (including removing unplatted property from the urban service area), official controls, platting, or dedication requirements enacted after the date of this Agreement and may require submission of a new plat.

G. Public Improvements.

- (1) The following chart outlines the funding and construction responsibilities. ~~Work shall be conducted for Phase _____ only, except as necessary for utilities to cross other Phases, when in a recorded easement.~~ Work shall be conducted in accordance with the requirements of this document and its attachments. The Public Improvements shall be planned, constructed and funded as specified:

	Improvement:	Payment Responsibility:	Plan Design:	Construction Responsibility:
a.	Setting of Lot and Block Monuments	Developer	Developer	Developer
b.	Surveying and Staking	Developer	Developer City Engineer	Developer City Engineer
c.	Site Grading and Drainage	Developer	City Engineer	City Engineer
d.	Grading of Ponds	Developer	City Engineer	City Engineer
e.	Sanitary Sewer System	Developer	City Engineer	City Engineer
f.	Water System	Developer	City Engineer	City Engineer
g.	Storm Sewer	Developer	City Engineer	City Engineer
h.	Streets	Developer	City Engineer	City Engineer
i.	Concrete Curb and Gutter	Developer	City Engineer	City Engineer
j.	Sidewalks	Developer	City Engineer	City Engineer

H. Public Improvement Standards.

1. All public improvements shall be installed in accordance with the final plans and specifications as filed with the City of East Grand Forks.
2. All utilities and streets shall be installed according to city construction specifications and shall be approved by the city engineer prior to commencement of any construction activity.
3. The CITY shall obtain all necessary permits before proceeding with any construction.
4. The CITY shall schedule a preconstruction meeting at a mutually agreeable time at the City Hall with all parties concerned, including CITY staff and Developer, to review the program for the construction work.

I. Public Improvement Financing. A plan shall be drawn up and the city engineer shall follow all statutory requirements to obtain special assessment financing for all necessary public improvements, subject to review and approval by the City Council. All utilities and streets shall be financed by the City of East Grand Forks by special assessment.

J. City installed improvements.

1. Any CITY installed improvements utilities; storm sewer, sanitary sewer, water main and curb and gutter shall be completed within two years from the date of this AGREEMENT.
2. All streets shall be installed within three (3) years of the date of this AGREEMENT as approved by the City Council.

K. Assessment of Costs. The CITY shall assess the cost of the public improvements, together with administrative, planning, engineering, capitalized interest, legal, and bonding costs against the land in Phase ____.

The assessments shall be deemed adopted on the date this Agreement is signed by the CITY. The calculation of the special assessment will be based upon the ~~City Engineer's feasibility study~~ preliminary opinion of probable construction costs multiplied by 1.25. The DEVELOPER waives any and all procedural and substantive objections to the installation of the public improvements and the assessments, including any claim that the assessments exceed the benefit to the property. The DEVELOPER waives any appeal rights otherwise available pursuant to MSA 429.081. The assessments shall be paid over a 20-year period without deferment, together with interest ~~at a rate set by the CITY~~ equal to the interest rate on the applicable bonds issued by the CITY. The CITY may certify the special assessment in two installments at the option of the City. The City may certify the utility improvements; storm sewer, sanitary sewer, water main and curb and gutter with the County upon completion of their installation. The CITY will certify the paving project with the County upon completion of the paving project. The Developer's appeal rights pursuant to MSA 429.081 are reserved only to the extent of the amount, if any, that the assessment exceeds the calculation of the special assessment based upon the City Engineer's ~~feasibility study~~ preliminary opinion of probable construction costs multiplied by 1.25 as stated above.

L. Park Dedication. The DEVELOPER shall pay a cash contribution of \$7,750 in satisfaction of the CITY's park dedication requirements ~~for Phase ____~~. The contribution shall be paid upon the execution of the Agreement. ~~Park dedication requirements for subsequent phases shall be calculated and paid based upon~~

~~requirements in effect at the time Development Agreements are entered into for those phases.~~

M. Licenses. The DEVELOPER hereby grants the CITY, its agents, employees, officers, and contractors a license to enter the plat to perform all necessary work and/or inspections deemed appropriate by the CITY during the installation of public improvements by the CITY. The license shall expire after the public improvements installed pursuant to the development contract have been installed and accepted by the CITY.

N. Ownership of Improvements. Upon the completion of the work and construction required to be done by this Agreement and acceptance by the CITY engineer, the improvements lying within public easements shall become CITY property without further notice or action.

O. Responsibility for Costs-Indemnification

1. The DEVELOPER shall hold the CITY and its officers and employees harmless from claims made by DEVELOPER and third parties for damages sustained or costs incurred resulting from plat approval and development. The DEVELOPER shall indemnify the CITY and its officers and employees for all costs, damages, or expenses which the CITY may pay or incur in consequences of such claims including reasonable attorney's fees.
2. The DEVELOPER shall reimburse the CITY for costs incurred in the enforcement of this agreement, including reasonable engineering and attorney's fees.
3. The DEVELOPER shall reimburse the CITY for costs incurred by the CITY should the DEVELOPER decide to terminate the project for any reason prior to actually implementing the public improvement project. The costs shall include reasonable engineering fees, attorney fees and any other fees incurred by the CITY to include but not limited to all costs incurred to develop the plans referred to in paragraph D above.

P. DEVELOPER's Default. In the event of default by the DEVELOPER as to any of the work to be performed by it hereunder, the CITY may, at its option, perform the work and the DEVELOPER shall promptly reimburse the CITY for any reasonable expense incurred by the CITY, provided the DEVELOPER is first given written notice of the work in default not less than 48 hours in advance. This Agreement is a license for the CITY to act, and it shall not be necessary for the CITY to seek a Court order for permission to enter the land. When the CITY does any such work, the CITY may, in addition to its other remedies, assess the cost in whole or in part.

Q. Miscellaneous.

1. This Agreement shall be binding upon the parties, their heirs, successors, or assigns, as the case may be.
2. Breach of the terms of this Agreement by the DEVELOPER shall be grounds for denial of building permits and /or the sale of lots in the plat.
3. If any portion, section, subsection, sentence, clause, paragraph, or phrase of this Agreement is for any reason held invalid, such decision shall not affect the validity of the remaining portion of this Agreement.
4. The action or inaction of the CITY shall not constitute a waiver or amendment to the provisions of this Agreement. To be binding, amendments or waivers shall be in writing, signed by the parties, and approved by written resolution of the City

Council. The CITY's failure to promptly take legal action to enforce this Agreement shall not be a waiver or release.

5. The DEVELOPER represents to the CITY to the best of its knowledge that the plat is not of "metropolitan significance" and that an environmental impact statement is not required. However, if the CITY or another governmental entity or agency determines that such a review is needed, the DEVELOPER shall prepare it in compliance with legal requirements so issued from said agency. The DEVELOPER shall reimburse the CITY for all reasonable expenses, including staff time and attorney's fees that the CITY incurs in assisting in the preparation of the review.
6. Compliance with Laws and Regulations. The DEVELOPER represents to the CITY that the plat complies with all City, County, State, and Federal laws and regulations, including, but not limited to: subdivision ordinances, zoning ordinances, and environmental regulations. If the CITY determines that the plat does not comply, the CITY may, at its option, refuse to allow any construction or development work in the plat until the DEVELOPER does comply. Upon the CITY's demand, the DEVELOPER shall cease work until there is compliance.
7. This Agreement shall run with the land and may be recorded against the title to the property. After the DEVELOPER has completed the work required of it under this Agreement at the DEVELOPER's request, the CITY will execute and deliver to the DEVELOPER a release.

R. Notices. Required notices to the DEVELOPER shall be in writing and shall be either hand delivered to the DEVELOPER, its employees, or agents or mailed to the DEVELOPER by certified or registered mail at the following address: 4451 South Washington Street, Suite G, Grand Forks, ND 58201.

Notices to the CITY shall be in writing and shall be either hand delivered to the City Administrator or mailed to the City by certified mail or registered mail in care of the City Administrator at the following address:

City of East Grand Forks
Attn: City Administrator
600 Demers Ave.
East Grand Forks, MN 56721

DEVELOPER

By: _____
Its:

Date: _____

CITY OF EAST GRAND FORKS

By: _____
Mayor

Date: _____

By: _____
City Administrator

Date: _____

By: _____
Finance Director

Date: _____

STATE OF NORTH DAKOTA)
 (§
COUNTY OF GRAND FORKS)

The foregoing Development Agreement dated _____
was subscribed to before me in person this _____ day of _____, 2012,
by the President of Crary Development, Inc., a North Dakota corporation on its behalf,
who is personally known to me.

Notary Public
My commission expires _____

STATE OF MINNESOTA)
 (§
COUNTY OF POLK)

The foregoing Development Agreement dated _____
was subscribed to before me in person this _____ day of _____, 2012,
by _____, Mayor, and by _____, City
Administrator of the **City of East Grand Forks** (a Minnesota municipal corporation), who
are personally known to me, on behalf of the corporation and pursuant to the authority of
the City Council.

Notary Public
My commission expires _____

Request for Council Action

Date: July 17, 2012

To: East Grand Forks City Council and Mayor Lynn Stauss

From: Nancy Ellis, Senior Planner

RE: Approval of Final plat for Riverview 10th Addition

BACKGROUND AND SUPPORTING DOCUMENTATION OF REQUEST:

This is the preliminary plat and possibly final plat approval of the replat of Outlot A, Block 2; Outlot A, Block 3; and Lot 12 Block 2 of Riverside 9th Addition to Riverside 10th Addition. The property will be platted into 30 new single family lots and one existing lot owned by Greg Stortroen (currently with a single family home on the lot). A horseshoe road will be built called Riverview Lane and all of the new lots will front this road.

This is the first plat that must follow the Development Agreement and Sidewalk Ordinance adopted by the City of East Grand Forks. The Developer must sign an agreement to either: 1) Developer pay and install the roads within 3 years of the recorded plat or 2) City installs and special assesses the road within 3 years of recorded plat. In addition, sidewalks will be built once 66% of the lots are developed or according to the Development Agreement (within 3 years of recorded plat).

PLANNING COMMISSION RECOMMENDATION

Planning Commission recommends forgoing preliminary approval and giving final approval of Riverview 10th Addition with the following changes:

- 1) Submit a digital file to planning office.
- 2) City Council has approved the Development Agreement before approval of the final Plat

GENERAL INFORMATION

APPLICANTS/PROPERTY OWNERS: Crary Development Inc

REQUESTED ACTION: Applicant is requesting preliminary plat approval for the Riverview 10th Addition being the replat of Outlot A, Block 2; Outlot A, Block 3; and Lot 12 Block 2 of Riverview 9th Addition.

SITE ZONING/LAND USE: R-1 Single Family Residential is the current zoning district

SURROUNDING ZONING/LAND USE:

North: PUD zoning - Townhomes on 10th St SE
West: R-1 zoning - Single family homes
South: R-1 zoning - Water Tower and South Point Elementary School
East: UER (Urban Expansion Reserve) zoning -flood control structure

LOCATION: The parcels are located to the east of 20th Avenue SE, between 10th St. SE and 13th St. SE. The properties are currently platted in Riverview 9th Addition.

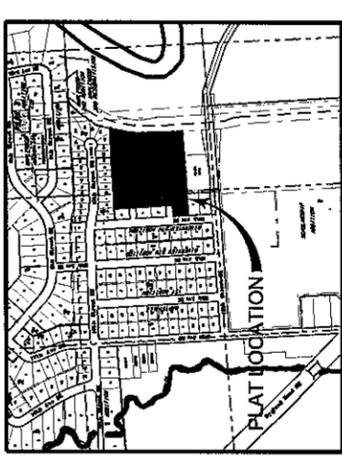
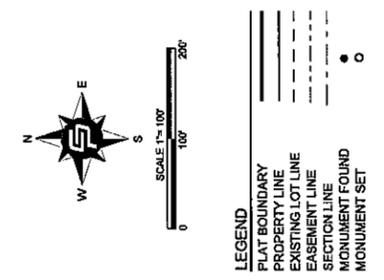
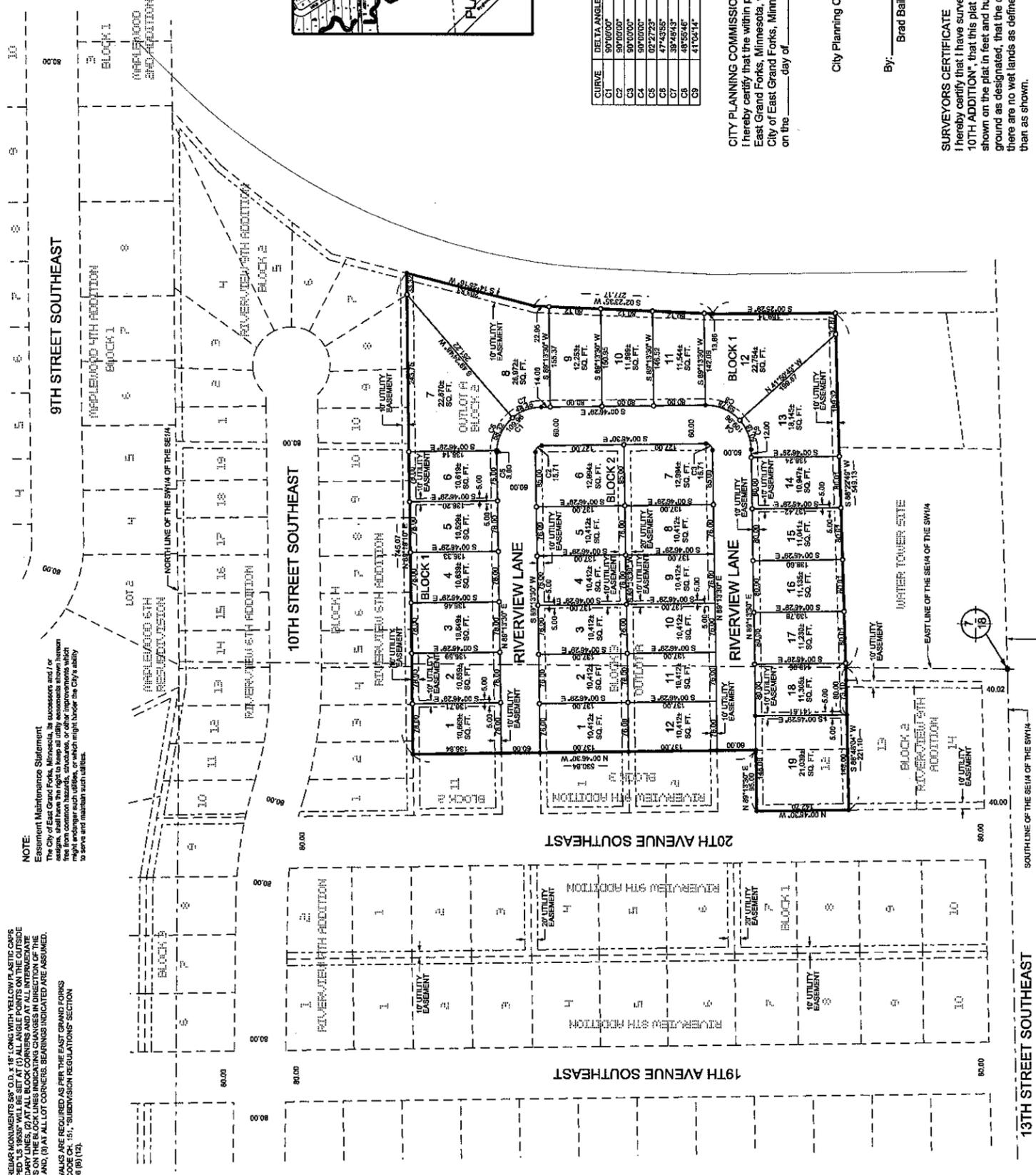


STAFF RECOMMENDATION

Staff recommends approving the Riverside 10th Addition as a final plat with the following conditions:

- 3) Submit a digital file to planning office of final plat
- 4) Submit signed Development Agreement and have City Council approve before final approval of plat.

- NOTES:
1. IRON REBAR MONUMENTS 6" O.D. x 18" LONG WITH YELLOW PLASTIC CAPS STAMPED "S.S." SHALL BE SET AT ALL CORNERS AND AT ALL INTERSECTION POINTS ON ALL BLOCK LINES INDICATING CHANGES IN DIRECTION OF THE LINES AND, (B) AT ALL LOT CORNERS. BEARINGS INDICATED ARE ASSUMED. SIDEWALKS ARE REQUIRED AS PER THE EAST GRAND FORKS CITY CODE CH. 151, "SUBDIVISION REGULATIONS" SECTION 151.106 (B) (13).
 2. EASEMENT MAINTENANCE STATEMENT: The City of East Grand Forks, Minnesota, its successors and/or assigns, shall have the right to keep all utility easements shown herein free from common hazards, encroachments, or other improvements which may impede or obstruct utility easements and shall have the right to serve and maintain such easements.



CURVE CHART

CURVE	DELTA ANGLE	ARC LENGTH	RADIUS	CHORD BEARING	CHORD LENGTH
C1	90°00'00"	109.86	70.00	S 45°46'29" E	88.98
C2	90°00'00"	15.71	10.00	S 45°46'29" E	14.14
C3	90°00'00"	15.71	10.00	S 44°13'31" W	14.14
C4	90°00'00"	109.86	70.00	S 89°32'48" E	88.98
C5	02°27'23"	3.00	70.00	S 64°27'10" E	3.00
C6	47°43'55"	58.32	70.00	S 29°49'51" E	58.64
C7	39°48'43"	48.64	70.00	S 23°41'24" W	47.67
C8	49°55'46"	68.76	70.00	S 69°41'24" W	67.98
C9	41°04'14"	50.18	70.00	S 69°41'24" W	49.11

CITY PLANNING COMMISSION APPROVAL:
I hereby certify that the within plat of "RIVERVIEW 10TH ADDITION" to the City of East Grand Forks, Minnesota, was approved by the City Planning Commission of the City of East Grand Forks, Minnesota, at a meeting of said City Planning Commission on the _____ day of _____, 20____.

City Planning Commission of the City of East Grand Forks, Minnesota

By: _____, its Secretary

SURVEYORS CERTIFICATE
I hereby certify that I have surveyed and platted the property described on this plat as "RIVERVIEW 10TH ADDITION", that this plat is a correct representation of the survey, that all distances are correctly shown on the plat in feet and hundredths of a foot, that all monuments will be correctly placed in the ground as designated, that the outside boundary lines are correctly designated on the plat and that there are no wet lands as defined in MS 505.02, Subd. 1 or public highways to be designated other than as shown.

Michael S. Sansom, Land Surveyor
Minnesota Registration No. 48129

STATE OF MINNESOTA)
COUNTY OF POLK) SS

The foregoing Surveyor's Certificate was acknowledged before me this _____ day of _____, 20____ by Michael S. Sansom, Minnesota Registration No. 48129.

Notary Public, _____ County
State of _____
My Commission Expires: _____

INSTRUMENT OF DEDICATION
"KNOW ALL MEN BY THESE PRESENTS": the owners and proprietors of the following described property:
"Riverview 10th Addition" Being a Replat of Outlot A, Block 2, Outlot A, Block 3 and Lot 12, Block 2, Riverview 9th Addition to the City of East Grand Forks, Minnesota.

CRARY DEVELOPMENT INC.
By: _____ Its President
Owner of Outlot A, Block 2, less the West 53' thereof adjacent to Lot 12, Block 2 and Outlot A, Block 3, Riverview 9th Addition

By: Greg Storteen
Owner of Lot 12, Block 2, and the West 53' of Outlot A adjacent to Lot 12, Block 2, Riverview 9th Addition

STATE OF _____ SS
COUNTY OF _____ SS

On this _____ day of _____, 20____, before me, a Notary Public, personally appeared Tim Crary, President of Crary Development Inc. known to be the person described in and who executed the foregoing instrument, and acknowledged that he executed the same as his free act and deed.

Notary Public, _____ County
State of _____
My Commission Expires: _____

STATE OF _____ SS
COUNTY OF _____ SS

On this _____ day of _____, 20____, before me, a Notary Public, personally appeared Greg Storteen known to be the person described in and who executed the foregoing instrument, and acknowledged that they executed the same as his free act and deed.

Notary Public, _____ County
State of _____
My Commission Expires: _____

CITY COUNCIL APPROVAL:
I hereby certify that the within plat of "RIVERVIEW 10TH ADDITION" to the City of East Grand Forks, Minnesota, was approved by Resolution of the City Council of the City of East Grand Forks, Minnesota, at a regular scheduled meeting of the City Council held on the _____ day of _____, 20____.

Scott Hutzenga, City Administrator / Clerk - Treasurer
City of East Grand Forks, Minnesota

COUNTY TREASURER TAX STATEMENT:
I hereby certify that all taxes for 20____ on the land described herein are paid.

Polk County Treasurer, State of Minnesota

RECORDING CERTIFICATE
COUNTY RECORDER CERTIFICATE
DOCUMENT NUMBER _____

I hereby certify that this instrument was filed in the office of the Polk County Recorder for record on this _____ day of _____, 20____, at _____ o'clock _____ M., and was duly recorded in Book _____ of _____ on page _____.

Polk County Recorder, State of Minnesota

TAX STATEMENT:
COUNTY AUDITOR TAX STATEMENT
No delinquent taxes due and transfer entered this _____ day of _____, 20____.

Polk County Auditor, State of Minnesota

RIVERVIEW 10TH ADDITION

To The City Of East Grand Forks, Minnesota

(Being a Replat of Outlot A, Block 2, Outlot A, Block 3 and Lot 12, Block 2, Riverview 9th Addition to the City of East Grand Forks, Minnesota.)

Request for Council Action

Date: July 17, 2012

To: East Grand Forks City Council and Mayor Lynn Stauss

Cc: File

From: Nancy Ellis, Senior Planner

RE: Approval of MN Heights Design in accordance with Downtown Design Guidelines

Recommendation:

Planning Staff recommends approval of the design and site plan for the Minnesota Heights Building, as it complies with many of the design element guidelines listed in the City of East Grand Forks Downtown Design Guidelines.

GENERAL INFORMATION

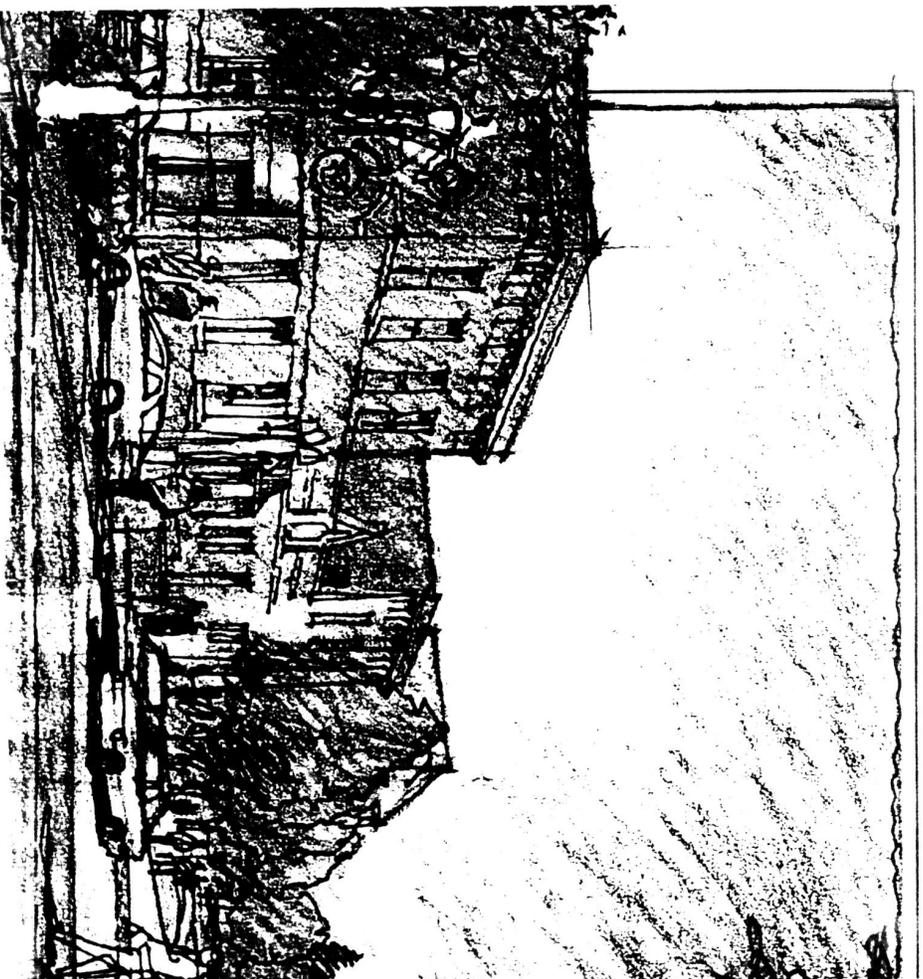
According to the East Grand Forks City Code, Section 152.298: "Because the City of East Grand Forks is committed to the highest quality in the Downtown Commercial (C-1) District, design guidelines have been developed to provide guidance and development objectives to be applied to all renovations and new construction within this District, with the objective of managing and guiding growth toward the realization of specific urban design objectives. These guidelines are provided for the enhancement of the downtown area as the functional and symbolic center of the City. Buildings should contribute to a strong overall downtown character; building facades should add richness and detail of this vision that these guidelines are intended to serve..." Design Review follows the steps outlined in this Section:

1. The planning commission shall review and recommend to the city council to approve, conditionally approve, or disapprove any or all elements of any external building alteration within this District for compliance with the above design.

2. A request for any development in this District shall furnish the planning commission with detailed plan views, elevations, and/or any other documents as requested by the planning commission that may assist them in their determination of whether the finished development will be compatible with the design guidelines.
3. The planning commission shall use the following guidance in their design review in order to recreate the small scale and diversity of traditional downtowns: Require that new development maintain the continuity of the streetscape with appropriate window patterns, entrances, paving and zero lot line development; require that developments include architectural features such as awnings, canopies and recessed entries that can protect pedestrians from inclement weather;
4. Applicants are encouraged to meet with staff prior to the preparation of the development drawings.
5. After the City Council receives the recommendation of the planning commission, the council shall act to approve, approve with conditions, or disapprove the application for design review; or the council may, before it acts upon the application, submit such application to any employee of the City it may designate for further review and study. If the council disapproves the application, the grounds for such disapproval shall be set forth in the proceedings of the council, and report to the design review applicant.

FINDINGS AND ANALYSIS

- The MN Heights building drawing(s) have been prepared based on city input.
- Main building façade should be brick with brick piers at intervals no more than 20'. Other materials should be dark in color.
- Guidelines encourage: building ornaments, awnings with building bays, recesses in façade to create interest and depth, stone or brick base, design change in façade every 25 to 50'
- Zero lot line or very small setback from property line along DeMers Avenue. Building should abut sidewalk.
- Detailed door and window profiles and hardware are encouraged.
- List of acceptable and discouraged materials are listed in the guidelines.
- New developments do not require off-street parking. The development has 58 off-street spaces; the required amount for this development in other zoning districts is 89 off-street spaces. Overflow will be on street and public parking lots nearby.



**EAST GRAND FORKS, MINNESOTA
C-1 (General Commercial) DISTRICT
DESIGN GUIDELINES**

6 January 1999

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I. INTRODUCTION

GOALS

These guidelines have been created to provide guidance and development objectives to be applied to all renovations and new construction within the C-1 (General Commercial) Zoning District, with the objective of managing and guiding growth toward the realization of specific urban design objectives. These guidelines are provided for the enhancement of the downtown area as the functional and symbolic center of the City.

This District is established in order to achieve the following objectives for the City's downtown:

- Generate pride in the downtown area
- Create a visual and social identity as a unique urban place
- Create an environment which is active throughout the day and evening
- Encourage pedestrian activity by creating a safe and enjoyable pedestrian experience
- Recapture the intimacy and character of a traditional downtown
- Maintain a consistent and high level of design quality
- Protect property values through quality control
- Establish the DeMers and Riverfront areas as the cultural, retail, financial, government and entertainment center of the community. Housing, and services will be an additional complement where practical.
- Create an urban setting that contrasts with and brings together the suburban qualities that typify other areas of the city

THE VISION FOR DOWNTOWN EAST GRAND FORKS

In the wake of the flood of 1997, the City of East Grand Forks was left with the need to rebuild and a unique opportunity to rethink the downtown area -- to recreate it as the focal point of the community.

The downtown area will be a vital commercial and residential district with a concentration of activities appealing to people of all ages, with civic functions, recreational and cultural events, shopping and services. The downtown will be a place to come to enjoy being a part of the community. It will be a place to relax outdoors, to take a stroll, to meet friends, find some entertainment, or play tag in the park. The downtown will be a vibrant, comfortable place with attractive public spaces for social interaction.

Downtown will be easy to identify as one moves from an open rural and suburban landscape to the more clustered townscape. It will be well defined by pedestrian scaled street spaces and attractive old and new buildings. The downtown will be a unique expression of local character, activated by people who live and work there.

The City of East Grand Forks is committed to the highest quality in the C-1 Zoning District. Buildings should contribute to a strong overall downtown character; building facades should add richness and detail to the public spaces they define. Public spaces will work for the people who inhabit them. It is in the spirit of this vision that these guidelines are intended to serve.

Landscape of the public streets and sidewalks, the town square, the River Walk and parks will be the city's obligation. It should be public policy that plantings should be orchestrated with artworks to create open spaces for active and passive enjoyment by the citizens. Every effort should be made to preserve existing mature trees.

II. DEVELOPMENT FRAMEWORK

BOUNDARIES

These guidelines apply to all renovations and new construction within the C-1 (General Commercial) Zoning District.

All plans for structures within the district must be reviewed by the Planning Commission for compliance.

General municipal code provisions will continue to apply to the C-1 (general Commercial) Zoning District.

All work shall be in compliance with the Americans with Disabilities Act of 1990 (ADA).

III. DESIGN CONCEPTS

Enhance the Connection to the river

Encourage entertainment uses along the waterfront with a promenade overlooking the river.

Develop a Mixture of Uses in the Downtown Area

Concentrate retail, restaurant, entertainment and services with mixed-use above which can include housing, hotel, club, or office uses. Include within the C-1 District residential uses of variety of rents or price.

Preserve Structures of Merit and Develop Infill Between

Existing brick structures should be preserved, and new construction should reflect their design in massing, material, color, and scale.

Reduce the Impact of Traffic and Improve Pedestrian Ambiance

Line main roadways with street trees, planting strips, historic light standards, banners, and kiosks to provide a visual interest for pedestrians.

Use Buildings to Define the Street Space

Hold the façade of new buildings in the District to the street property line. Setbacks should be uniform.

Preserve Mid-block Alleys for Pedestrian Use and Vehicular Access

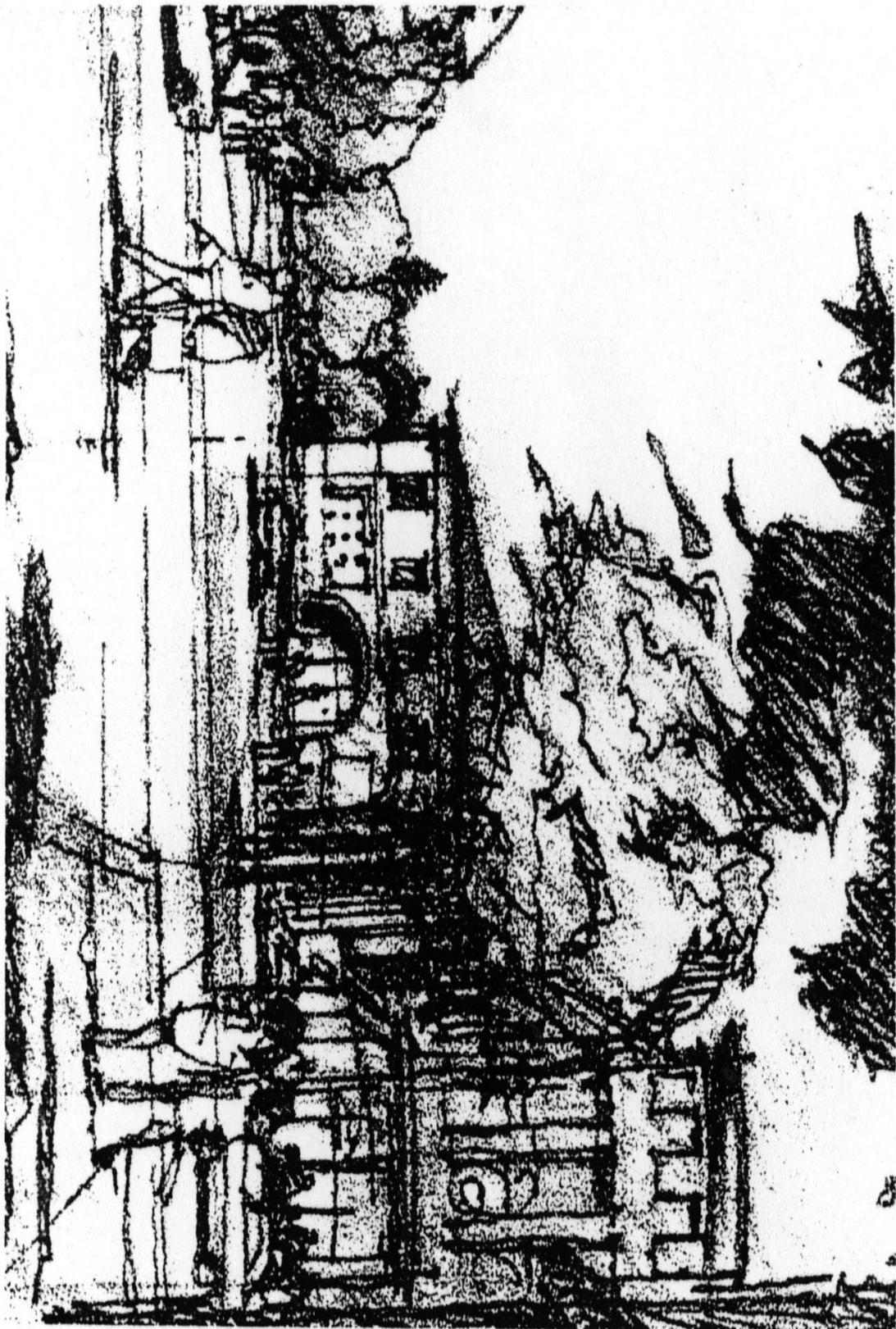
Create landscaped open space in the center of blocks by requiring development along the outer perimeter. This mid-block space is a shared area and parking for all buildings in the block. Open parking areas fronting on DeMers are discouraged.

Reinforce Existing and Create New Focal Points

The old street layout is reconfigured to create a civic focal point at Government Center and another on the river, thus giving the C-1 Zoning District focal points.

Preserve existing mature trees.

IV. DESIGN GUIDELINES



Site

Building coverage is permitted up to 100%. Lots may be redivided where possible to provide 30' and 60' lot increments.

To define the street space, developments should extend to the public right-of-way line at streets. Side yards at DeMers are discouraged. No rear yard setback is required.

On-site parking, service entries, trash and loading areas should be located at the back of the property and accessed from rear alleys. Equipment should be located at the back of the building or on the roof.

Service areas and equipment should be screened from public view with enclosures and/or landscaping. Enclosures should be compatible with the building in design and color. No equipment should be mounted on street facades. Artificial plants and astroturf should not be used in the downtown district. See section on fencing.

Site improvements should be coordinated with the City's streetscape improvement specifications and are subject to design review. See the Greater Grand Forks River Forks Plans, April 1994, for Destination Street Streetscaping proposals.

Parking

New developments will not be required to provide its own on-site parking but a limited number of their necessary parking spaces should be created at the rear of the property.

Parking lots and structures should be located at the rear of or underneath buildings, with access via the rear alleys. Parking lots located at the front or side of the building are discouraged.

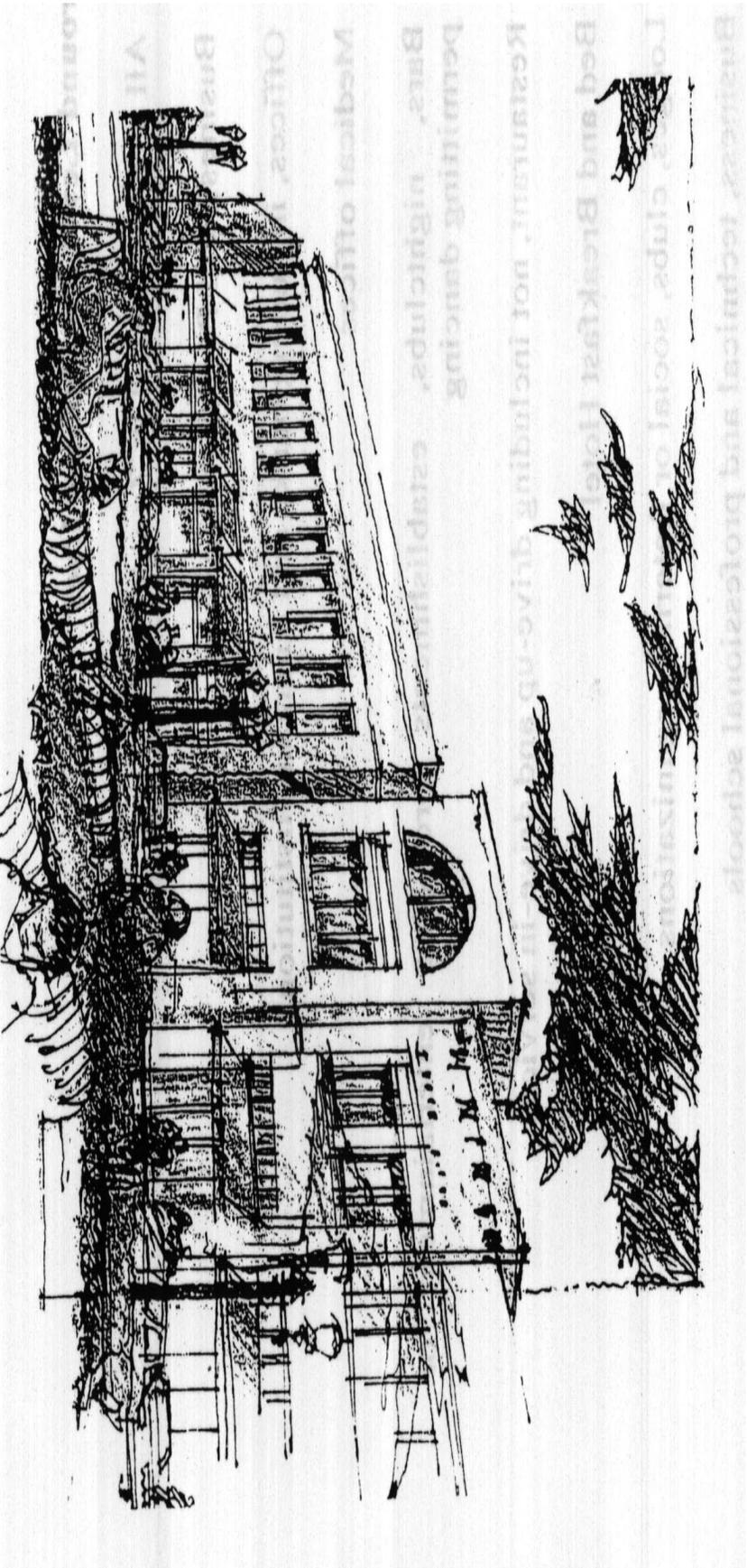
Vehicular entry points to parking lots from DeMers are not encouraged.

Additional curb cuts or driveways are discouraged except from alleys. Existing driveways and curb cuts may be relocated or replaced

Off-street parking should be designed so that a car will not have to use a public street to move from one location to another within the same parking facility.

Surface parking lots should be screened from streets by low walls, open fencing, or landscaping (see section on Fencing). Surface lots should be landscaped to 5%, distributed over the parking area. Landscaping between parking and building walls is encouraged.

Parking structures should have no ventilation exhaust grilles or shafts adjacent to public streets.



Height

The main vertical wall surface at the sidewalk line should have a minimum height of 32' and maximum height of 45' (not including pitched roof areas) with a clear architectural definition at this height. Additional facade articulation such as pediments and sloped roofs are encouraged above this height.

The first floor should have a minimum ceiling height of 10'-0" for other uses and 12'-6" clear to accommodate retail -- suggested floor-to-floor height is 15'-0" to 18'-0". The first floor should be no more than one foot above sidewalk level.

Massing & Architectural Treatment

New buildings should maintain a streetwall in line with contiguous building facades along the street property line. Facades should have the rhythm and scale of narrow building increments. The main building facade should be brick with brick piers occurring at intervals no more than 20'. Suggested bay widths are 15' and 20'.

Large building projects, with either single, large tenants or multiple tenants, must continue the visual appearance of smaller, individual buildings.

First floor setbacks from the front property line while upper floors project out to the front property line, are discouraged.

The facades of adjacent structures should be considered in the design of new projects to avoid clashes in architectural style and materials.

Buildings should be designed with a building base and a top, with horizontal articulation at approximately 20' to maintain pedestrian scale and articulation of the top portion of buildings, through the introduction of horizontal bands, cornices, etc.

Large expanses of vertical and horizontal wall surface should be avoided at street level. Decorative facade ornament is encouraged. Intricacy of detail and richness of texture provide an added dimension to the pedestrian experience.

Storefronts should be setback slightly, 4-8 inches, from the face of facade piers. Additional front setbacks are allowed only at ground level for entries, to a maximum of 10% of the width of the facade. Setbacks or plazas between the property line and the building are discouraged.

Narrow mid-block pedestrian passages and arcades or protected areas that create wider sidewalk areas for cafes, etc. may be allowed under limited circumstances. In such cases where a partial or complete setback of the building is allowed, it should be demonstrated that these spaces will be active pedestrian areas. No parking is encouraged in these areas.

During renovations of existing brick buildings, architectural elements, distinguishing features and good craftsmanship should not be removed. Repair such elements, and when not possible, they should be replaced to match or to reflect existing materials and details. Modern materials that have been applied to historic facades should be removed.

Signage, awnings and lighting should not obscure architectural facade elements.

Designers are encouraged to study The Creamery (at DeMers and 4th Street) in East Grand for inspiration.

Roof Treatment

Reinforce the typical building increment of 15' to 30' by breaking roof lines with changes in height, loggias, , or setbacks. Interesting and varied roof forms are encouraged

Rooftop equipment should be screened from view or integrated within the architecture of the building.

Ground Level Treatment

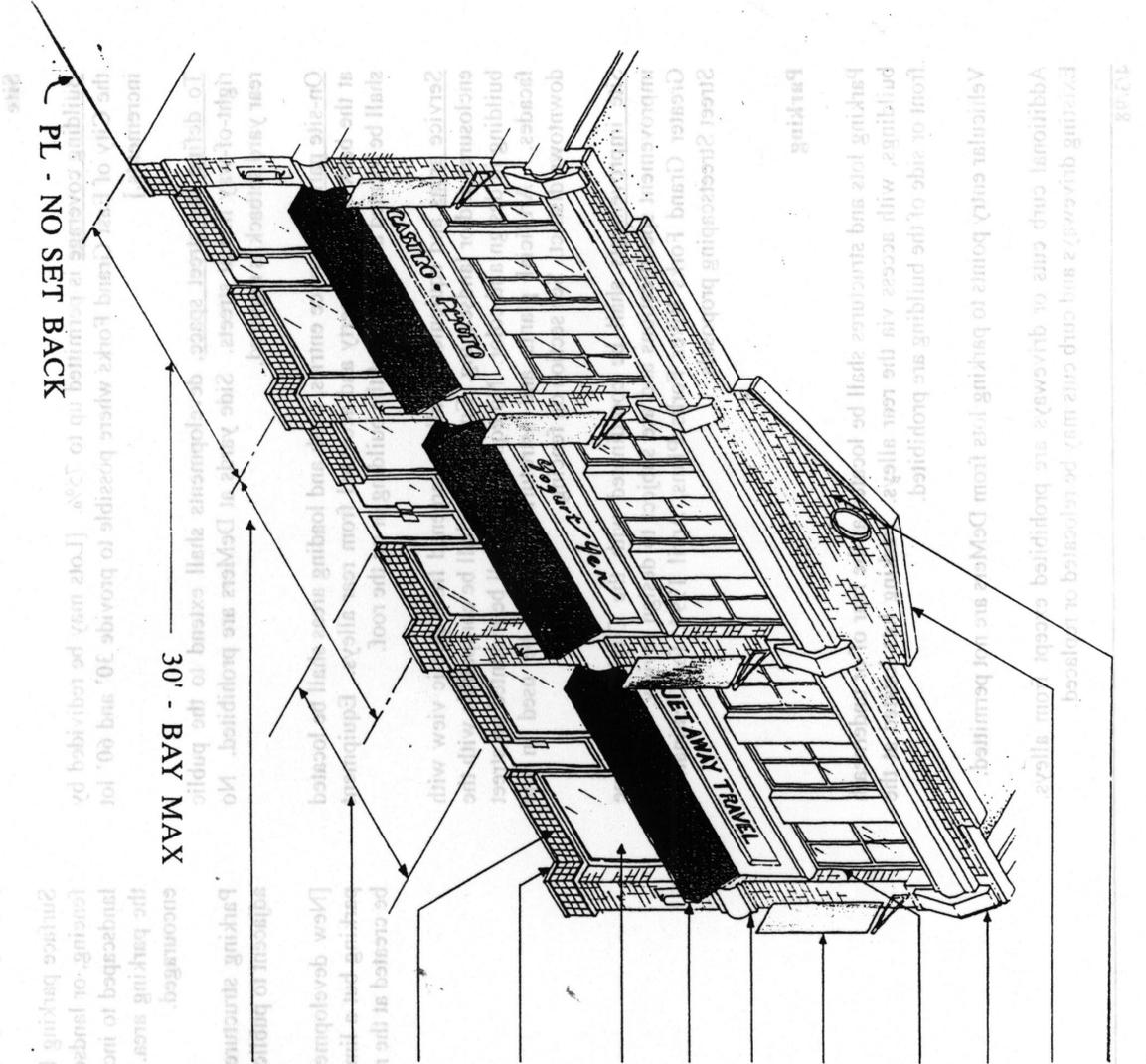
Uses generating high activity are especially encouraged at DeMers Avenue intersections. Buildings located at corner intersections should incorporate architectural features at ground level which enrich pedestrian movement, such as trellis structures and other elements which enhance visual interest on the corners. Entries should not be located at the corners of the building.

Street-frontage establishments should have their primary access directly to street with entry doors at intervals no greater than 60 feet to avoid long expanses of inactive frontage. A change in major compositional elements of the street level facade is recommended at intervals of 40 to 60 feet.

To provide a visual connection between public and private space and to maximize interest for pedestrians, storefront construction should be minimum of 60% transparent glass with a maximum of 85% transparency.

Storefronts should be setback a minimum of 8 inches from the face of facade piers, and storefront windows should not extend to the ground. Transom windows with narrow glass panes are encouraged.

Blank, solid end or side walls on street frontages should be avoided. If necessary for interior reasons, the wall should receive some form of articulation such as display windows, awnings, cornice bands, etc.



Brick is the Major Facade Material

Interesting Roof Form or Profile

Cornice and Ornamentation

Recessed Windows Create Shade and Shadow

Colorful Banners

Building Ornament

Awnings Within Building Bays

High Quality Storefront Glazing Products

Recesses in Facade Create Interest and Depth

Stone or Brick Base

Street Entrance Doors Every 50 Feet
Maximum

Design Change in Facade
Every 25 to 50 Feet

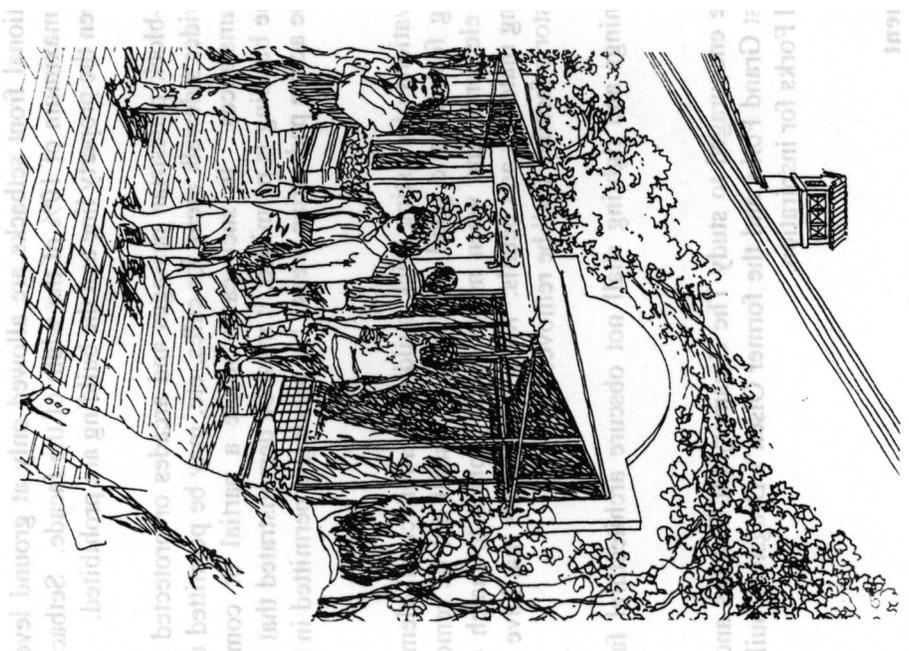
Storefront infill materials may vary according to the list of acceptable materials. Particular attention should be paid to detailing and craftsmanship within the pedestrian's view and touch, e.g., special storefront detail, facade ornamentation, special materials.

Detailed door and window profiles and hardware are encouraged.

Flower boxes, flags and banners reinforce the pedestrian nature of the street, and are encouraged.

Businesses with secondary fronting on mid-block pedestrian passageways should provide those passageways with attractive windows and doors.

Buildings facing the continuous raised river walk should provide a covered walkway system that will shelter pedestrians extending 6'-0" and continuous along the length of the facade. Covering should comply with Door/Window Overhanging Protection.



Upper Level Treatment

Upper story street wall construction should be a minimum of 35% transparent.

Small-scaled windows are encouraged because they provide an illusion of greater expanse, greater distance, and forced perspective. Windows should be inset from the wall surface to provide shadow and shade detail, and should have accent colored mullions and frames. Double-hung sash or casement windows are preferred.

Windowless expanses of building wall at the sides and back should be avoided. When unavoidable, those walls should be made interesting by means of surface relief, color or material change, or special surface treatment.

In mixed-use buildings with upper level housing, adequate soundproofing should be provided to protect the residents from noise impacts of adjoining uses.

Building Materials

The primary material for the street front facades should be brick.

Glossy finishes should be avoided. Reflective glass is considered undesirable.

Other materials should be dark in color. Primary colors should be reserved primarily for graphics.

Excepting the primary framework of the building wall, the following list of materials is not acceptable. Use it as a source for guidance and inspiration.

Building Wall - Primary Facade

- Acceptable materials
brick - color similar to brick at The Olson Drug Store or a soft tone, reddish brick. (See Appendix for Materials List)
brick and stone are the preferred materials for accents, string courses, cornices, bases, and the like, but other materials may be proposed

- Discouraged materials
materials other than brick, except as noted above
mottled or variegated brick

Building Wall - Infill

- Acceptable materials
new or used face-brick
cut stone
terra-cotta
metal shingle - galvanized, steel, copper, stainless steel, nickel, etc.
natural metal panels
cast iron
wood - clapboard siding, board & batten
transparent glass, decorative glass
plaster (lightly troweled or sand finish)
ceramic & quarry tile

- Discouraged materials
coarsely finished, rough-sawn or artificial rustic materials
mottled or variegated brick
oversized and white brick mortarstone
flagstone
imitation masonry products
large-aggregate concrete wall panels
baked enamel metal panels
aluminum siding or panel systems
wood shingle or diagonal wood siding
imitation wood products

- corrugated fiberglass
- vinyl or painted steel siding
- astro-turf
- shiny, reflective, or rough finishes

Roofs (where visible)

- Acceptable materials
 - flat concrete or clay tiles
 - slate or slate appearing substitutes
 - standing seam metal roofs (not batten)
 - metal shingles
 - corrugated metal - galvanized steel, copper, stainless steel
- Discouraged materials
 - painted composition shingles with thickness or simulated depth
 - crushed stone
 - exposed corrugated metal
 - cedar shake
 - brightly colored tile (orange, blue, etc.)

Fences/Walls/Gates

- Acceptable materials
 - new or used face brick
 - cut or carved stone
 - concrete with smooth or lightly textured surface
 - split face block
 - wrought iron
- Discouraged materials
 - concrete block, whether colored or unfinished
 - chain link or “cyclone” fences
 - split rail

Door/Window Overhanging Protection

Awnings of umbrella canvas, glass or metal overhanging the sidewalk are encouraged to shelter openings of buildings from sun and rain at the bottom floor. Awnings are also allowed at upper floors.

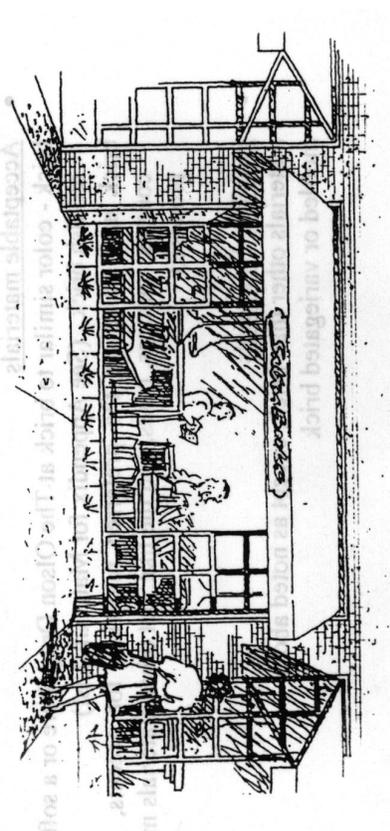
Awnings should respect the style and character of the structure on which they are located, particularly in the material and color (color of awnings subject to city review).

Profiles should be pitched and open from below. Box shapes are discouraged. Consider the profile and height of awnings of adjacent buildings. Internally illuminated and back-lit awnings as a graphic device are discouraged.

Awnings should not obscure architectural elements. The highest point of an awning or its superstructure should not be higher than the midpoint of the space between the second story window sills and the top of the first floor storefront window, awning, or transom.

The minimum height of an awning/canopy or a sign hung from an awning should be 7-8’ above the sidewalk, except for a flexible valance which may not be less than 7’ above the sidewalk. Maximum extension should be 6’. It is recommended that the low side of awnings be kept to the minimums.

Vinyl awnings are discouraged.



Lighting

Exterior lighting at building facades should only illuminate entries, signage and significant architectural elements. Lighting should not cover architectural elements.

Visible fluorescent lamps, colored lamps, internally illuminated signs and awnings are discouraged. Seasonal colored lamps are not allowed.

Exterior Christmas decorations will be a district program.

Signage

Signage should be integrated with, and should not cover, architectural facade elements, including cornice elements. Rooftop signage is discouraged.

An ideal location for primary signage is in the space above the storefront windows or awning/canopy. The highest point of a sign should not be higher than the midpoint of the space between the second story windowsills and the top of the first floor storefront window, awning, or transom.

Total square footage of signage allowed per business should be no more than 16 square feet, with the height of the letters not exceeding 12 inches, and should comply with ADA requirements. Signs should contain a minimum of words to avoid visual clutter.

Signs may be painted on awnings, with a surface area not exceeding 12 square feet and with the height of the letters not exceeding 12 inches, provided such signs should be limited to identification of the name or address of the building or an establishment contained therein.

Signs are intended to announce a company's location not the type or service or merchandise sold. Such information is discouraged, except for address and hours of business; such letters are limited to 2 1/2 inches high.

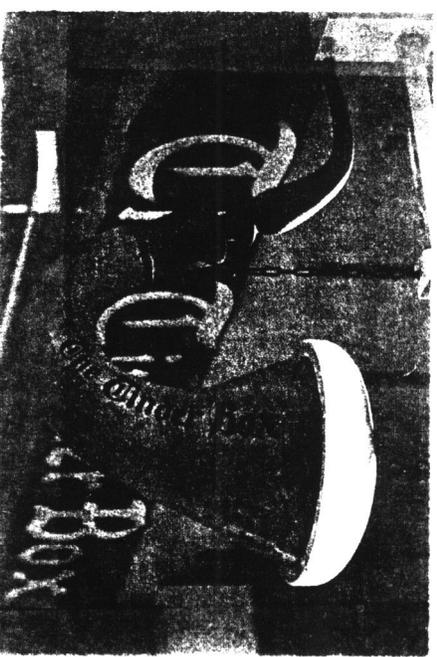
No sign should project beyond the property line more than 8 inches, except double-faced signs perpendicular to the storefront may project up to 36 inches. Multi-faced signs are discouraged. Decorative double-faced projecting signs are encouraged.

Street numbers should be prominently displayed at building entrances.

Flashing lights, moving signs and signs painted directly onto building facades are discouraged on the exterior of buildings. Internally illuminated signs may be used if only the letters emit light, and are smaller than 6.25 square feet. No signs with lit backgrounds will be encouraged.

Signage may be painted directly storefront glazing.

Small plaque signs next to secondary entrances, such as to second floor spaces, are allowed with a surface area not exceeding 1 square foot.





Fences

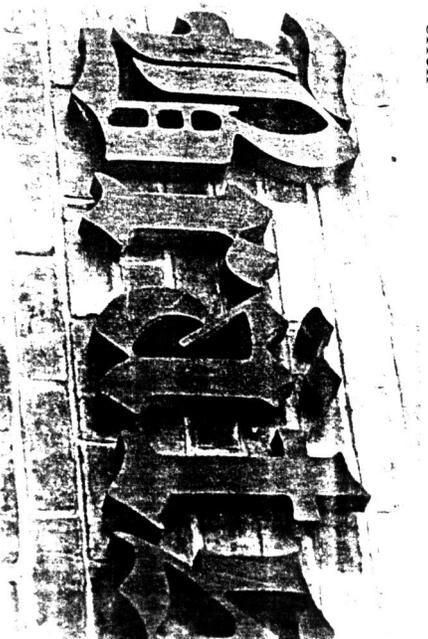
Solid fences or freestanding walls, other than those finished in brick, over 42 inches high are discouraged along streets. Fencing should be a dark, solid color that blends with or complements the building color. Brick fences/garden walls may be 6'-0" high.

Parking area fencing encouraged:

- masonry up to 24 inches high when in conjunction with wrought iron, painted steel, and/or landscaping
- wrought iron and painted steel open fencing when used with landscaping

Trash area fencing encouraged:

- masonry that compliments building color
- painted wood
- brick



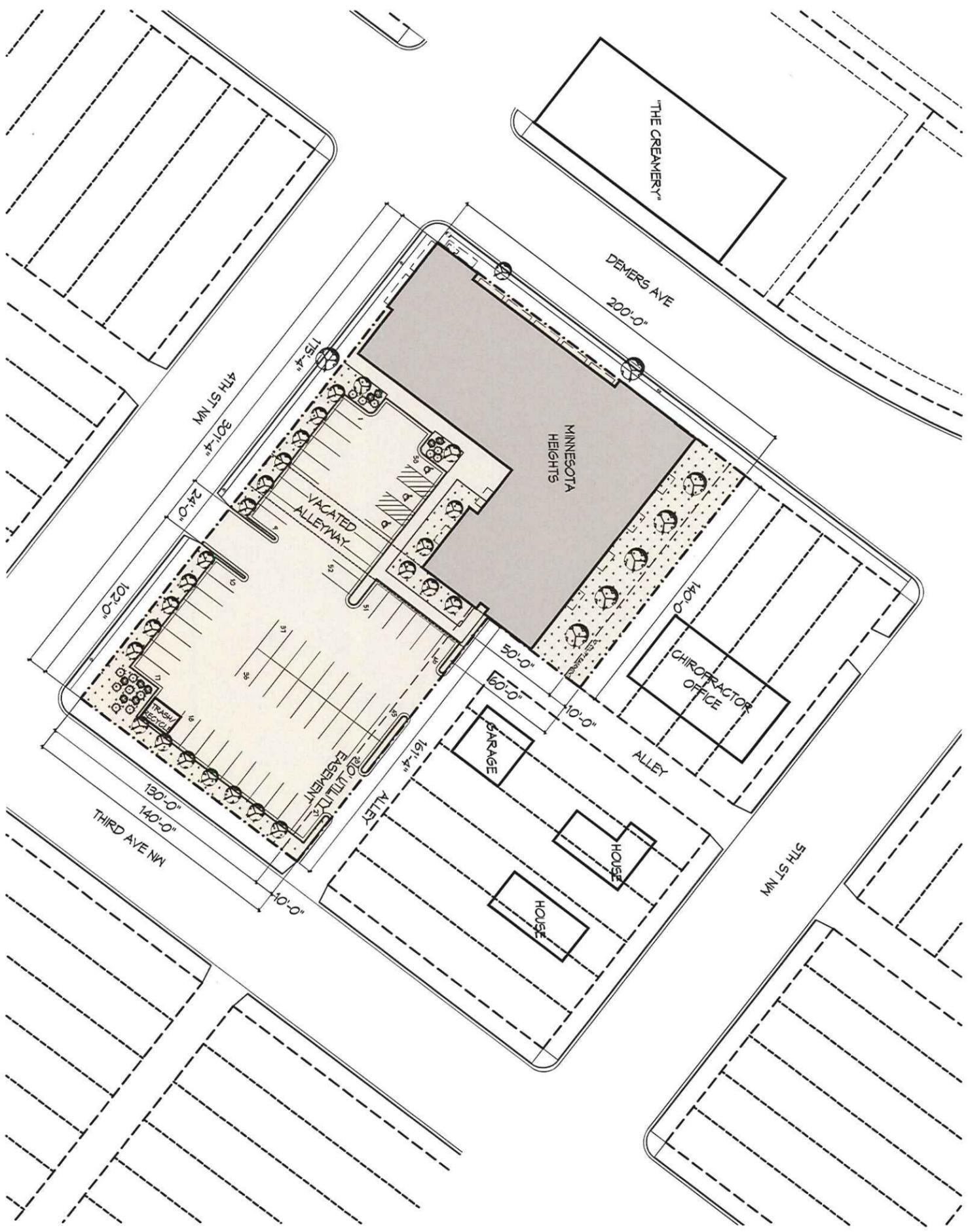


MINNESOTA HEIGHTS

JULY 2012

© 2012 JLG ARCHITECTS

JLG
architects



SITE PLAN (SCALE 1" = 60'-0")

SITE REQUIREMENTS:

BUILDING SETBACKS:
 FRONT: 0'
 SIDE: 0'
 REAR: 0'

BUILDING HEIGHT (@ SIDEWALK LINE):
 MIN: 32'
 MAX: 45'

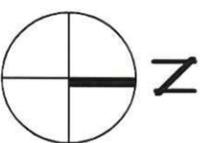
PARKING SETBACKS:
 FRONT/BUILDING: 10'
 SIDE: 5'
 REAR: 5'

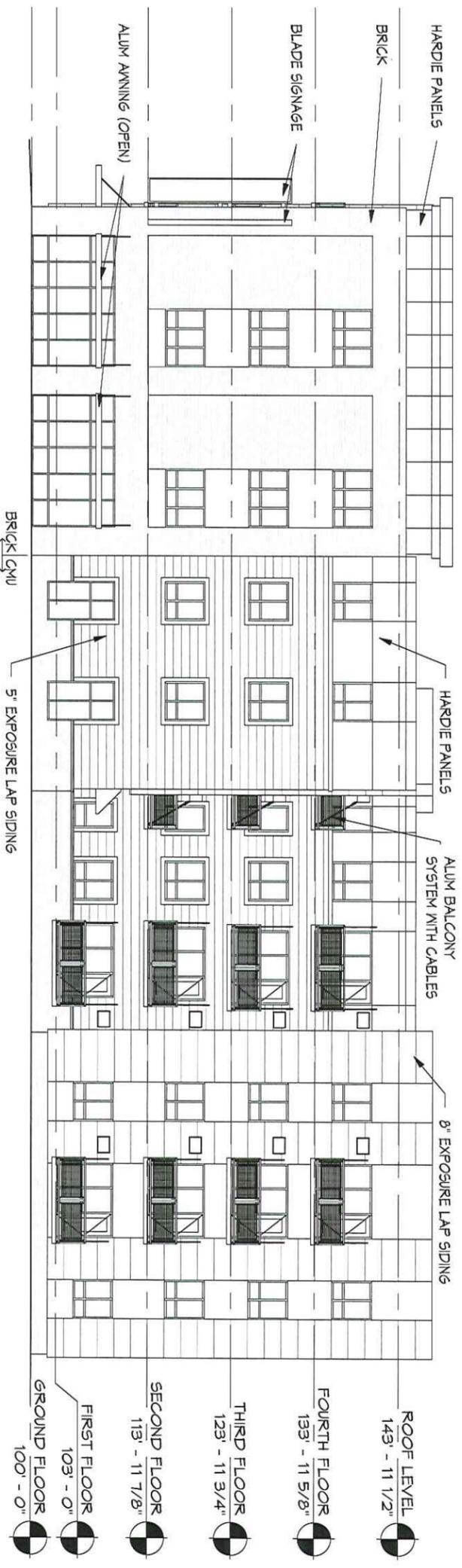
PARKING STALL REQUIREMENTS (90 DEGREE):
 WIDTH: 9'
 DEPTH: 18.5'
 AISLE WIDTH: 26'

SCREENING REQUIREMENTS:
 REVIEW W/ CITY @ DOWNTOWN AREAS

IMPERVIOUS SURFACE REQUIREMENTS:
 SITE SIZE: 50,591 SF
 GREEN SPACE: 10,046 SF
 IMPERVIOUS SPACE: 40,545 SF

80.1% IMPERVIOUS COVERAGE MEETS
 85% MAX. IMPERVIOUS COVERAGE REQUIREMENT





1 WEST ELEVATION (4TH STREET)
1/16" = 1'-0"



2 NORTH ELEVATION (DEMERS)
1/16" = 1'-0"

RESOLUTION NO. 12-07-75

RESOLUTION APPROVING TAX INCREMENT FINANCING EXPENDITURES FOR THE PROPOSED MINNESOTA HEIGHTS DOWNTOWN DEVELOPMENT

Council Member ____, supported by Council Member ____, introduced the following resolution and moved its adoption:

WHEREAS, the City of East Grand Forks established in 1988 Tax Increment Financing (TIF) Redevelopment Districts 1-1 and 1-2;

WHEREAS, TIF 1-1 and 1-2 first received redevelopment proceeds in 1991;

WHEREAS, TIF 1-1 and 1-2 is scheduled to decertify in December 31, 2016;

WHEREAS, the TIF 1-1 and 1-2 have a combined fund balance in excess of \$1 million with annual collections of over \$200,000 per year;

WHEREAS, the City has received the residential development proposal entitled Minnesota Heights that proposes to locate downtown within the TIF district;

WHEREAS, the City has approved a development agreement for the Minnesota Heights development that includes a TIF contribution of \$750,000;

WHEREAS, the City Council deems downtown development to be a top priority for use of TIF funding.

THEREFORE, BE IT RESOLVED, that the City Council approves the expenditure contribution of \$750,000 to the Minnesota Heights development.

BE IT FURTHER RESOLVED, that the budget in the following account is increased by the following amount:

NOW THEREFORE, BE IT RESOLVED,

1. The expenses (transfer out) the following account of the TIF Redevelopment District 1-2 Fund are hereby appropriated from the fund balance of TIF Redevelopment District 1-2:

623-49-300-47300	Transfer to TIF Redev. Dist. 1-1	\$100,000
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2. The revenue (transfer in) in the following account of the TIF Redevelopment District 1-1 account is increased in the following amount:

622-39-000-39201	Transfer from TIF Redev. Dist. 1-2	\$100,000
------------------	------------------------------------	-----------

3. The expenses in of the following account of the TIF Redevelopment District 1-1 are hereby appropriated from the fund balance of TIF Redevelopment District:

622-47-000-44400	Transfer from TIF Redev. Dist. 1-2	\$750,000
------------------	------------------------------------	-----------

Voting Aye:
Voting Nay: None.
Absent: None.

The President declared the resolution passed.

Passed: July 17, 2012

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 17th of July, 2012.

Mayor

RESOLUTION NO. 12 – 07 – 76

Council Member _____, supported by Council Member _____, introduced the following resolution and moved its adoption:

RESOLUTION RATIFYING CONTRACTS

WHEREAS, the City of East Grand Forks purchased from Hardware Hank the goods referenced in check number 13288 for a total of \$729.61.

WHEREAS, Craig Buckalew, was personally interested financially in the contract, but the purchases were made because the price was as low as or lower than other local vendors.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF EAST GRAND FORKS:

1. The above mentioned purchase by the City and the claim of the vendor based thereon are confirmed and the Mayor and Clerk are directed to issue an order-check in payment of such claim on the filing of the affidavit of official interest required under Minnesota Statutes, Section 471.89.
2. It is hereby determined that the total price of \$729.61 paid for such goods is as low as, or lower than, the price at which they could have been obtained elsewhere at the time the purchase was made.
3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
4. Resolution passed by unanimous vote of the council on July 17, 2012.

Voting Aye: Tweten, Gregoire, Leigh, Pokrzywinski, DeMers, and Vonasek.
 Voting Nay: None.
 Absent: Buckalew.

The President declared the resolution passed.

Passed: July 17, 2012

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 17th of July, 2012.

Mayor

AFFIDAVIT OF OFFICIAL INTEREST CLAIM

STATE OF MINNESOTA)
COUNTY OF POLK) ss
CITY OF EAST GRAND FORKS)

I, Craig Buckalew, being duly sworn states the following:

1. I am 3rd Ward Council Member of the City of East Grand Forks.
2. The City of East Grand Forks check number 13288 for a total of \$729.61.
3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
4. Resolution passed by unanimous vote of the council on July 17, 2012.

Affiant states further that to the best of his knowledge and belief (a) the contract price was as low as or lower than the price at which the services could be obtained from other sources.

Affiant further states that the affidavit constitutes a claim against the city for the contract price, that the claim is just and correct, and that no part thereof has been paid.

Dated: _____

(Signature of Official)

RESOLUTION NO. 12 – 07 – 77

Council Member _____, reported by Council Member _____, introduced the following resolution and moved its adoption:

RESOLUTION RATIFYING CONTRACTS

WHEREAS, the City of East Grand Forks purchased the following goods from Bert's Truck Equipment:

<u>Date</u>	<u>Invoice</u>	<u>Description</u>	<u>Total Amount</u>
06/05/12	52334	DOT Bus #315	117.56

WHEREAS, Wayne Gregoire, was personally interested financially in the contract, but the purchases were made because the price was as low as or lower than other local vendors.

NOW THEREFORE, BE IT RESOLVED, BY THE CITY COUNCIL OF THE CITY OF EAST GRAND FORKS:

1. The above mentioned purchase by the City and the claim of the vendor based thereon are confirmed and the Mayor and Clerk are directed to issue an order-check in payment of such claim on the filing of the affidavit of official interest required under Minnesota Statutes, Section 471.89.
2. It is hereby determined that the total price of \$117.56 on check number 13260 paid for such goods is as low as, or lower than, the price at which they could have been obtained elsewhere at the time the purchase was made.
3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
4. Resolution passed by unanimous vote of the council on July 17, 2012.

Voting Aye:

Voting Nay:

Absent:

Abstain:

The President declared the resolution passed.

Passed: July 17, 2012

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 17th of July, 2012.

Mayor

AFFIDAVIT OF OFFICIAL INTEREST CLAIM

STATE OF MINNESOTA)
COUNTY OF POLK) ss
CITY OF EAST GRAND FORKS)

I, Wayne Gregoire, being duly sworn states the following:

- 1. I am 5th Ward Council Member of the City of East Grand Forks.
- 2. The following goods were furnished to the City of East Grand Forks by Bert's Truck Equipment:

<u>Date</u>	<u>Invoice</u>	<u>Description</u>	<u>Total Amount</u>
06/05/12	52334	DOT Bus #315	117.56

- 3. This resolution is passed to comply with the provisions of Minnesota Statutes, Section 471.87-89.
- 4. Resolution passed by unanimous vote of the council on July 17, 2012.

Affiant states further that to the best of his knowledge and belief (a) the contract price was as low as or lower than the price at which the services could be obtained from other sources.

Affiant further states that the affidavit constitutes a claim against the city for the contract price, that the claim is just and correct, and that no part thereof has been paid.

Dated: _____

(Signature of Official)

Accounts Payable

Check Register Totals Only

User: mnelson
 Printed: 7/12/2012 - 5:20 PM



City of East Grand Forks

P. O. Box 373
 East Grand Forks, MN 56721
 (218) 773-2483

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Check	Date	Vendor No	Vendor Name	Amount	Voucher
13248	07/17/2012	BCA005	2012 BCA Users Conference	300.00	0
13249	07/17/2012	3DS001	3D Specialties	158.57	0
13250	07/17/2012	ACM001	Acme Electric Companies	419.94	0
13251	07/17/2012	ADV001	Advanced Business Methods Inc	237.16	0
13252	07/17/2012	ALL002	All Pro Embroidery	150.00	0
13253	07/17/2012	AME002	American Tire Service	20.00	0
13254	07/17/2012	AME008	American Tire Service Inc	74.74	0
13255	07/17/2012	AME005	Ameripride Linen & Apparel Services	516.73	0
13256	07/17/2012	AQU001	Aqua Water Solutions	119.60	0
13257	07/17/2012	BAR005	Barnes Distribution	671.13	0
13258	07/17/2012	BAT001	Batteries Plus	24.64	0
13259	07/17/2012	BCA002	BCA CJTE	4,095.00	0
13260	07/17/2012	BER001	Bert's Truck Equipment	117.56	0
13261	07/17/2012	BIE002	Duane Bienek	198.87	0
13262	07/17/2012	BUR004	Lisa Burlage	575.00	0
13263	07/17/2012	C&R001	C&R Laundry & Cleaners	408.08	0
13264	07/17/2012	GFT003	Donald Scott Cash	2,374.45	0
13265	07/17/2012	COL002	Cole Papers Inc	103.67	0
13266	07/17/2012	CSN001	Community Safety Net	480.94	0
13267	07/17/2012	COM003	Complete Pest Control Inc	3,613.49	0
13268	07/17/2012	DAK006	Dakota TV & Appliance	1,743.21	0
13269	07/17/2012	DAN002	Dan's Excavating Inc	500.00	0
13270	07/17/2012	EAG001	Eagle Electric	2,574.99	0
13271	07/17/2012	ECO001	Economy Plumbing	331.93	0
13272	07/17/2012	EID001	EIDE Motors	59.58	0
13273	07/17/2012	EMP001	Emphasys Computer Solutions	1,250.00	0
13274	07/17/2012	EXP003	Explorer Post #38	40.00	0
13275	07/17/2012	EXP002	Exponent	512.43	0
13276	07/17/2012	FAS001	Fastenal Company	36.57	0
13277	07/17/2012	FLA001	Flaherty & Hood PA	25.00	0
13278	07/17/2012	FLO001	FS Engineering	88,485.10	0
13279	07/17/2012	G&K001	G&K Services	106.50	0
13280	07/17/2012	GAF002	Gaffaney's	659.09	0
13281	07/17/2012	GAL003	Galstad Jensen & McCann PA	6,453.00	0
13282	07/17/2012	GAR001	Garden Hut Inc	1,461.07	0
13283	07/17/2012	GFC001	GF City Utility Billing	14,416.05	0
13284	07/17/2012	GFH002	GF Herald	987.50	0
13285	07/17/2012	GRA004	Grand Cities Towing	20.00	0
13286	07/17/2012	HAJ002	Rick Hajicek	427.50	0
13287	07/17/2012	HAM004	Hampton Inn in Maple Grove	109.18	0
13288	07/17/2012	HAR001	Hardware Hank	729.61	0
13289	07/17/2012	HAW001	Hawkins Chemical	889.73	0
13290	07/17/2012	HEA001	Heartland Paper	428.15	0
13291	07/17/2012	HOL002	Holiday Credit Office	29.93	0
13292	07/17/2012	HOM001	Home of Economy	19.98	0
13293	07/17/2012	HOU003	House Of Vacuums	13.87	0
13294	07/17/2012	HUG001	Hugo's	22.67	0
13295	07/17/2012	INT003	Integra Telecom	79.65	0
13296	07/17/2012	INT011	Integrated Process Solutions Inc	826.29	0
13297	07/17/2012	K&K001	K&K Trucking Inc	980.00	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
13298	07/17/2012	KEE002	Keeprs Inc	88.98	0
13299	07/17/2012	KEL001	Kellermeier Building Service	1,603.13	0
13300	07/17/2012	KRE002	Don Krenzel	20.00	0
13301	07/17/2012	KRU002	Doris Krueger	500.00	0
13302	07/17/2012	LIT001	Lithia Payment Processing	313.96	0
13303	07/17/2012	LUM001	Lumber Mart	102.58	0
13304	07/17/2012	M&W001	M&W Services	301.39	0
13305	07/17/2012	MAR004	Marco	114.20	0
13306	07/17/2012	MAR001	Marco Inc	25.00	0
13307	07/17/2012	MEN001	Menards	325.38	0
13308	07/17/2012	MPO001	Metropolitan Planning Organization	12,703.21	0
13309	07/17/2012	MID003	Midcontinent Communications	1,079.13	0
13310	07/17/2012	MND003	MN Dept of Labor & Industry	100.00	0
13311	07/17/2012	MND013	MN Dept of Transportation	1,014.68	0
13312	07/17/2012	MNM002	MN Municipal Utilities Assoc	3,612.50	0
13313	07/17/2012	MNS002	MN State Fire Chief Association	71.00	0
13314	07/17/2012	MOO002	Deb Moon	38.07	0
13315	07/17/2012	MTI001	MTI Distributing Company	124.56	0
13316	07/17/2012	NEW001	Newman Signs	4,060.02	0
13317	07/17/2012	NFP001	NFPA	165.00	0
13318	07/17/2012	NOR010	North Central Rental & Leasing	5,692.00	0
13319	07/17/2012	NOR024	Northland Yard Service	1,219.47	0
13320	07/17/2012	NSM001	Northstar Motorsports	992.00	0
13321	07/17/2012	ORE001	O'Reilly Auto Parts	2,670.07	0
13322	07/17/2012	OLS010	Ellen Olson	134.09	0
13323	07/17/2012	OPP001	Opp Construction	350.00	0
13324	07/17/2012	PET007	Pet Waste Eliminator	222.99	0
13325	07/17/2012	PET001	Peterson Veterinarian Clinic P.C.	551.64	0
13326	07/17/2012	POL002	Polk County Auditor Treasurer	193.55	0
13327	07/17/2012	POL009	Polk County DAC	17.35	0
13328	07/17/2012	POL004	Polk County Recorder	431.00	0
13329	07/17/2012	POW001	Power Equipment Shop	774.10	0
13330	07/17/2012	PRA003	Prairie Wind BG Inc	1,037.76	0
13331	07/17/2012	PRA001	Praxair Distribution	263.12	0
13332	07/17/2012	PRI003	Jessica Pribula	100.00	0
13333	07/17/2012	PSD001	PS Door Services	120.65	0
13334	07/17/2012	QUI001	Quill Corp	183.97	0
13335	07/17/2012	RAD001	Radio Shack Corporation	35.92	0
13336	07/17/2012	RAI001	Railroad Mgmt Co III LLC	483.16	0
13337	07/17/2012	RDO001	RDO Powerplan OIB	613.05	0
13338	07/17/2012	REL001	Reliable Office Supplies	495.61	0
13339	07/17/2012	RMB001	RMB Environmental Lab Inc	150.00	0
13340	07/17/2012	RUD561	Jan & Laurel Rude	500.00	0
13341	07/17/2012	MER001	Sanford Clinic Fargo Region	25.00	0
13342	07/17/2012	SCH004	Leonard Schmaltz	116.55	0
13343	07/17/2012	SER004	Service Shoe Shop	26.00	0
13344	07/17/2012	SIM002	SimplexGrinnell	562.16	0
13345	07/17/2012	STE001	Stennes Granite	950.00	0
13346	07/17/2012	SUN002	Sun Dot Communications	126.99	0
13347	07/17/2012	TAB001	Tab Products Co	63.01	0
13348	07/17/2012	TRF001	Thief River Falls Baseball Association	150.00	0
13349	07/17/2012	IRE001	Irene Thompson	228.85	0
13350	07/17/2012	VER001	Verizon Wireless	521.31	0
13351	07/17/2012	VIL001	Vilandre Heating & A/C	34.33	0
13352	07/17/2012	WAS001	Waste Mgmt	37,029.94	0
13353	07/17/2012	WAT001	Water & Light Department	39,159.94	0
13354	07/17/2012	WDA001	WDAZ TV	1,443.00	0
13355	07/17/2012	WEE001	Weekley Auto	157.50	0
13356	07/17/2012	WIL002	Wilbur-Ellis	378.50	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
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Check Total:

263,445.52