

**AGENDA
CITY COUNCIL
CITY OF EAST GRAND FORKS
AUGUST 7, 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 17, 2012.
2. Consider approving the minutes of the “Special Meeting” and “Work Session” for the East Grand Forks, Minnesota City Council of July 24, 2012.

SCHEDULED PUBLIC HEARINGS: NONE.

SCHEDULED BID LETTINGS:

3. Consider rejecting bids for the Library Roof Repair/Insulation.
4. Consider adopting Resolution No. 12-08-79 a Resolution accepting and awarding the bid for the Library insulation to Claytons Insulation and Coatings for \$12,680.00 and roofing to Innovative Wall Solutions for \$161,732.00.

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.

5. Consider approving the contract with Headliner Talent Marketing for Imaginick for the 125th Anniversary Celebration in the amount of \$2,000.00.
6. Consider approving the Fireworks/Pyrotechnic Special Effects Permit and contract for Premier Pyrotechnics, Inc. on August 11, 2012 beginning at dusk for the 125th Anniversary Celebration.

7. Consider adopting Resolution No. 12-08-80 a Resolution to order improvements and preparation of plans for “2012 Assessment Job No. 4 – Utilities and Street Construction.
8. Consider approving the request by the East Grand Forks Police Department to declare 23 vehicles as surplus property.
9. Consider approving the request to by the Parks and Recreation Department to declare the Civic Center boards as surplus property.
10. Consider approving the request to hire up to nine new paid on call Firefighters.
11. Consider adopting Resolution No. 12-08-81 a Resolution to enter an agreement with the State of Minnesota from January 1, 2013 to December 31, 2013 to provide 15% of the total operating costs for the paratransit service and up to 20% of the total capital costs.
12. Consider adopting Resolution No. 12-08-82 a Resolution to enter an agreement with the State of Minnesota from January 1, 2013 to December 31, 2013 to provide 20% of the total operating costs for the fixed route transit service and up to 20% of the total capital costs.

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS AND COMMISSIONS:

13. Regular meeting minutes of the Water, Light, Power and Building Commission Meeting for June 21, 2012.
14. Regular meeting minutes of the Water, Light, Power and Building Commission Meeting for July 3, 2012.
15. Regular meeting minutes of the Resurrection Cemetery Commission Meeting for April 25, 2012.
16. Regular meeting minutes of the Resurrection Cemetery Commission Meeting for July 25, 2012.

COMMUNICATIONS:

17. Acknowledging the retirement of Tom Spoor effective October 31, 2012.
18. Acknowledging the resignation of Michelle French effective August 16, 2012.

OLD BUSINESS:

19. Reconsider 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.

NEW BUSINESS:

20. Consider adopting Resolution No. 12-08-83 a Resolution to support the Greenway Trail Plan for the City of East Grand Forks and the City of Grand Forks.
21. Consider adopting Resolution No. 12-08-84 a Resolution to reaffirm the proposed Waste Water Interconnect Project in the Facility Plan to the Minnesota Pollution Control Agency and to direct the

City Administrator and staff to update projects and to negotiate agreements for the Waste Water Interconnect Project.

22. Consider adopting Resolution No. 12-08-85 a Resolution approving the tax increment financing expenditures for the proposed Minnesota Heights Downtown Development related to traffic signal relocation.

CLAIMS:

23. Consider adopting Resolution No. 12-08-86 a Resolution authorizing the City of East Grand Forks to approve purchases from Hardware Hank the goods referenced in check numbers 13459 for a total of \$3,606.20 whereas Council Member Buckalew is personally interested financially in the contract.
24. Consider authorizing the City Administrator/Clerk-Treasurer to issue payment of recommended bills and payroll.

ADJOURN:

**AGENDA
CITY COUNCIL
CLOSED MEETING
CITY OF EAST GRAND FORKS
AUGUST 7, 2012
5:00 PM**

CALL TO ORDER

CALL OF ROLL

DETERMINATION OF A QUORUM

1. Closed session for City Administrator Scott Huizenga's Employee Evaluation. Closed session is to be performed according to the exception to the open meeting law pursuant to Minnesota Statute 13D.05, Subd. 3.

ADJOURN

Upcoming Meetings:

Work Session – August 14, 2012 – 5:00 PM – Training Room
Regular Meeting – August 21, 2012 – 5:00 PM – Council Chambers
Work Session – August 28, 2012 – 5:00 PM – Training Room
Regular Meeting – September 4, 2012 – 5:00 PM – Council Chambers

**UNAPPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, JULY 17, 2012 – 5:00 PM**

CALL TO ORDER:

The Regular Meeting of the East Grand Forks City Council for July 17, 2012 was called to order by Council President Buckalew 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 (5:01 pm), 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 & Recreation Superintendent; Brad Bail, 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; 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 July 3, 2012.
2. Consider approving the minutes of the “Work Session” for the East Grand Forks, Minnesota City Council of July 10, 2012.

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

Mr. Huizenga announced that there was a minor request by the City Attorney to include clarification on the July 3, 2012 minutes.

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

Voting Nay: None.

SCHEDULED PUBLIC HEARINGS: NONE.

SCHEDULED BID LETTINGS:

- 3. Consider rejecting bids for 2012 City Project No. 6 – Swimming Pool Renovation.

A MOTION WAS MADE BY COUNCIL MEMBER GREGOIRE SECONDED BY COUNCIL MEMBER LEIGH, TO TABLE THE BIDS FOR 2012 CITY PROJECT NO. 6 – SWIMMING POOL RENOVATION.

Mr. Huizenga stated that the bids will expire August 5, 2012; however, we could consider them at a special meeting. Council Vice-President Gregoire stated that there is an organization that has been forming to help raise funds for this project. He stated that this is a good project and feels that the bids should be accepted. Mr. Okin, resident, stated that he is pro swimming pool but the question is how extensive the project should be for such a small open period. He suggested looking at an indoor facility. He stated that he would be willing to pledge \$1000 per year for 4 years for an indoor facility. Mr. Olstad, 1712 20th St. NW, representative of “Save our Pool” stated that he is going to help out as much as they can to fundraise.

Council Member DeMers asked what the desire is of the community; many residents like to go outside to swim. Mayor Stauss expressed his concern on raising taxes.

A Special Council Meeting will be held on July 24th to consider the bids for the swimming pool.

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

Voting Nay: None.

CONSENT AGENDA: NONE.

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.

**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 adopting the Developers Agreement for Riverview 10th Addition.

A MOTION WAS MADE BY COUNCIL MEMBER GREGOIRE, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT THE DEVELOPERS AGREEMENT FOR RIVERVIEW 10TH ADDITION.

Ms Ellis announced that this is the first development agreement since the adoption of the ordinance. Mr. Galstad discussed the assessment clause modification. He stated that the developer would be able to review the report of feasibility before waiving rights. Mr. Galstad is going to modify the process and provide cost estimates for the developer. Council Member Leigh suggested for the future to provide final documents to be approved by the City Council. Discussion occurred regarding driveways and sidewalks.

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

Voting Nay: None.

6. Consider approving the final plat for Riverview 10th Addition.

A MOTION WAS MADE BY COUNCIL MEMBER GREGOIRE, SECONDED BY COUNCIL MEMBER DEMERS, TO APPROVE THE FINAL PLAT FOR RIVERVIEW 10TH ADDITION.

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

Voting Nay: None.

7. Consider approving the Minnesota Heights Design in accordance with the Downtown Design Guidelines.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO APPROVE THE MINNESOTA HEIGHTS DESIGN IN ACCORDANCE WITH THE DOWNTOWN DESIGN GUIDELINES.

Ms Ellis introduced the staff from JLG Architects, Dakota Commercial, and Community Contractors. Discussion occurred regarding parking, pets, and esthetics.

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

Voting Nay: None.

8. Consider adopting Resolution No. 12-07-75 a Resolution approving tax increment financing expenditures for the proposed Minnesota Heights Downtown Development.

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT RESOLUTION NO. 12-07-75 A RESOLUTION APPROVING TAX INCREMENT FINANCING EXPENDITURES FOR THE PROPOSED MINNESOTA HEIGHTS DOWNTOWN DEVELOPMENT.

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

Voting Nay: None.

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.

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER DEMERS, TO ADOPT 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.

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

Voting Nay: None.

Abstain: Buckalew.

- 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.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER VONASEK, TO ADOPT 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.

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

Voting Nay: None.

Abstain: Gregoire.

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

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

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

Voting Nay: None.

COUNCIL/STAFF REPORTS:

Mayor Stauss gave a brief update on the 125th Anniversary Celebration.

Council Member Pokrzywinski stated that he would like to see the peer review on wastewater at a future work session.

Council President Buckalew thanked those involved in the "Save our Pool."

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADJOURN THE JULY 17, 2012 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:59 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer

**UNAPPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL SPECIAL MEETING
TUESDAY, JULY 24, 2012 – 5:00 PM**

CALL TO ORDER:

The Special Council Meeting of the East Grand Forks City Council for July 24, 2012 was called to order by Council President Buckalew 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 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 & Recreation Superintendent; Karla Anderson, Finance Director; Brad Bail, City Engineer; Greg Boppre, City Engineer; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Scott Huizenga, City Administrator; Teri Kouba, Transit; Gary Larson, Interim Fire Chief; and Jason Stordahl, Public Works Director.

DETERMINATION OF A QUORUM:

The Council President Determined a Quorum was present

SCHEDULED BID LETTINGS:

1. 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 GREGOIRE, SECONDED BY COUNCIL MEMBER TWETEN, TO ADOPT RESOLUTION NO. 12-07-66 A 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 Gregoire stated that he has been up and down on this issue. He would like to see us move forward on the bid as proposed. He stated that he has not had anyone tell him not to move forward.

Council Member DeMers discussed the price tag on this project and the City needs to look at what we want in this pool. He stated that it's not at the top of his priorities but it is a priority. Council Member DeMers would like to see a project that closes the pool for one year to complete the project and get a new scope. This would allow us to put into the budget process.

Council Member Tweten thanked those who attended the meeting. He stated that we need to have the amenities to attract families. He fully supports the pool.

Council Member Leigh thanked the committee who worked on this to get to this point. Unfortunately we cannot afford this plan at this time. The pool is functional. He would like to see "Save our Pool" raise money to update the bath house. He feels that we need to look at the needs. He will not vote for this particular bid and feels that the price can be reduced.

Council Member Vonasek stated that we have been up and down on this so much and we need to move forward with this project. He feels that there could be some things changed and put the faith in the group to help raise money.

Council Member Pokrzywinski stated that we are all in agreement on not closing the pool. Everyone agrees that it's an asset and we need to keep it. Discussion occurred regarding change orders.

Mr. Galstad stated that this is a contract and we cannot have change orders.

Council President Buckalew appreciates the work that was done by the committee; however, we have an opportunity to have "Save our Pool" raise money. We need to be very specific on what we want and rebid. Everything is functional.

Mayor Stauss stated that the pool will not be closed. We need to look at the budget and set priorities.

Melody Olstad, "Save our Pool", stated that they are in support on keeping the pool open. John Heffernan, "Save our Pool", stated that he is also in full support of keeping the pool open. He stated that the goal of the committee is to be hands off and help financially. Raise awareness. Mayor Stauss stated that labor could also be donated.

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

Voting Nay: DeMers, Buckalew, and Leigh.

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.

2. Consider adopting Resolution No. 12-07-78 a Resolution appointing election judges and designating polling places.
3. Consider approving the temporary liquor license application for the VFW Post 3817, for the Bike and Bites event on July 26, 2012.

A MOTION WAS MADE BY COUNCIL MEMBER DEMERS, SECONDED BY COUNCIL MEMBER LEIGH, TO APPROVE CONSENT MOTIONS NUMBER TWO (2) AND (3) AS SUBMITTED.

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

Voting Nay: None.

ADJOURN:

A MOTION WAS MADE BY COUNCIL MEMBER LEIGH, SECONDED BY COUNCIL MEMBER GREGOIRE, TO ADJOURN THE JULY 24, 2012 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 5:28 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer

**UNAPPROVED
MINUTES OF THE
OF THE
EAST GRAND FORKS
CITY COUNCIL
TUESDAY, JULY 24, 2012 – 5:00 PM**

CALL TO ORDER

The Work Session of the East Grand Forks City Council for July 24, 2012 was called to order by Craig Buckalew, Council President at 5:28 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 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 & Recreation Superintendent; Karla Anderson, Finance Director; Brad Bail, City Engineer; Greg Boppre, City Engineer; Michelle French, Executive Assistant; Ron Galstad, City Attorney; Mike Hedlund, Police Chief; Charlotte Helgeson, Library Director; Scott Huizenga, City Administrator; Teri Kouba, Transit; Gary Larson, Interim Fire Chief; and Jason Stordahl, Public Works Director.

DETERMINATION OF A QUORUM

The Council President determined a quorum was present.

1. Waste Water Treatment Phase II Peer Review – Council Member Pokrzywinski

Council Member Pokrzywinski reviewed the history on this project. All members were in favor of approving the Interconnect on May 3, 2011. He stated that Mayor Stauss wanted to receive a second opinion.

Council Member Leigh stated that there are a number of questions in the report that are still not answered. He stated that in the short term, it would be cheaper to move towards Grand Forks Interconnect.

Council Member Pokrzywinski needs reaffirmation that the Interconnect is a better project. The report makes the case that we need to move forward sooner rather than later.

Council Member Tweten stated that when you have a project of this magnitude, we need to look past 20 years. The contract was full of blanks and we cannot approve a contract like that.

Mayor Stauss stated that he still stands with vetoing. We need to look at grants and funding. Council Member Pokrzywinski stated that we need to have a project ready to go. Mayor Stauss stated that this project does not need to be done until 2016. MPCA will come in and say exactly what we need.

Council Member Pokrzywinski stated that the ponds are leaking and taxes will need to be increased. Mayor stated that we could get a grant and the consultant stated that we could save \$47,000 for 10 years. Discussion occurred regarding phosphorus. Council Member DeMers stated that this report reaffirms everything we have been looking at. The ponds are leaking and polluting our river.

Mr. Huizenga announced that the City Council will need to adopt a resolution to authorize personnel to research and address the unanswered questions.

2. Seized Vehicles to Declare Surplus – Chief Hedlund

Chief Hedlund asked to declare items surplus that were seized. He briefly explained the process and he stated that the Police Department will be trying an online bid service. He stated that funds must be used for law enforcement training.

3. Civic Center Boards to Declare Surplus – Dave Aker

Mr. Aker stated that Becker Arena has offered the City \$11,000 for the boards but they would like \$5000 to take them down. He asked the Blue Line Club if they could take them down and they could sell the boards. Mr. Aker recommends declaring these items surplus. Council Member DeMers would like to see what we are going to do once they are declared surplus.

Council Vice-President Gregoire stated that if the Blue Line Club takes down the boards and gets \$11,000, the money will stay within the community.

4. Mutual Aid Agreement with Grand Forks Air Force Base Fire Department – Gary

Larson

Interim Chief Larson stated that this agreement has been with the Grand Forks Air Force Base forever. He stated that they have more specialized equipment and personnel. Mr. Galstad would like to talk to the add stacking of liability within the agreement.

5. Paid On Call Firefighters – Gary Larson

Interim Chief Larson stated that with retirements, paid on call has been short. He recommends having 31 paid on call total. He has been talking with NCTC to have an intern program with the City. Council Member DeMers would like to see a list of current volunteers with the response percentages.

6. Fixed Route & Paratransit/Senior Rider 2013 MnDot Contract – Teri Kouba

Ms Kouba stated that these are yearly resolutions. She provided a copy of the budget. Council Member Pokrzywinski asked where the rider increase is coming from. Kouba stated they are still trying to find out but feels NCTC is a large number but there is an increase in adults as well.

7. EDHA Board Update – Council President Buckalew/Council Vice-President Gregoire

Council President Buckalew and Council Vice-President Gregoire gave a brief update on the EDHA Board.

8. Other

Mr. Wilfard gave a brief update on the Catfish Days event.

ADJOURN

A MOTION WAS MADE BY COUNCIL MEMBER POKRZYWINSKI, SECONDED BY COUNCIL MEMBER LEIGH, TO ADJOURN THE JULY 24, 2012 REGULAR MEETING OF THE EAST GRAND FORKS, MINNESOTA CITY COUNCIL AT 6:27 P.M.

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

Voting Nay: None.

Scott Huizenga, City Administrator/Clerk-Treasurer

Request for Council Action

Date: August 7, 2012

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

From: East Grand Forks Campbell Library/Charlotte D. Helgeson

Re: Rejection of Bid for Library Roof Repair/Insulation

Background:

The City received 1 bid for insulation. A mistake in the square footage was found in the advertisements.

Recommendation: Reject bid dated July 10, 2012 from Clayton's Insulation and Coatings

CITY OF EAST GRAND FORKS
 CAMPBELL EAST GRAND FORKS LIBRARY - ROOF REPLACEMENT

BID TABULATIONS
 JULY 10, 2012 @ 2:00 PM

OWNER: CITY OF EAST GRAND FORKS
 CONSTRUCTION MGR.: KRAUS-ANDERSON® CONSTRUCTION COMPANY
 ARCHITECT: BRAUN INTERTEC CORPORATION

WORK SCOPE 07-B: SPRAYED INSULATION

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Claytons Insulation & Coatings					
BID SECURITY	N/A					
ADDENDA REC'D.	X					
BASE BID:	12680					
COMBINED BASE BID						
Alternate No. 1 - Area "B" Main Roof Replacement	N/A					
Alternate No. 2 - Area "A" Conference Room Roof Change to Metal Roof in Lieu of Asphalt Shingles	N/A					
Alternate No. 3 - Area "B" Main Roof Change to Metal Roof in Lieu of Asphalt Shingles	N/A					
Spray Foam Value	\$11,000.00					
Batt Insulation Value	\$1,680.00					

RESOLUTION NO. 12 – 08 - 79

RESOLUTION ACCEPTING AND AWARDING BID FOR IMPROVEMENT

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

WHEREAS, pursuant to an advertisement for bids for the improvement of the Library Roof, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement;

AND WHEREAS, it appears that Claytons Insulation and Coatings, is the lowest responsible bidder for the sprayed insulation at a bid price of \$12,680.00 and Innovative Wall Solutions, is the lowest responsible bidder for the roofing at a bid price of \$161,732.00;

NOW THEREFORE, BE IT RESOLVED,

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with Claytons Insulation and Coatings and Innovative Wall Solutions in the name of the City of East Grand Forks for the improvement of the Library Roof according to the plans and specifications therefore approved by the City Council and on file in the administration office.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.
4. The expenses in of the following accounts of the 1997 Small Cities Community Development Fund appropriated from the Unappropriated Fund Balance of the 1997 Small Cities Community Development Fund:

415-45-506-43190	Library Roof Professional Services	\$54,383
415-45-506-43190	Library Roof Improvements	\$216,814
415-43-506-44300	Miscellaneous	\$16,390

Voting Aye:
Voting Nay: None.

The President declared the resolution passed.

Passed: August 7, 2012

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 7th of August, 2012.

Mayor

Request for Council Action

Date: August 7, 2012

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

From: Charlotte D. Helgeson/East Grand Forks Campbell Library Director

Re: Bid results for Library Roof Repair

The City received 2 bids. One for the roof reconstruction and shingling; one for the roof insulation.

Sprayed Insulation	Claytons Insulation and Coatings East Grand Forks, MN	Base Bid: <u>\$12,680.00</u>
	Total Contract:	\$12,680.00

Roofing	Innovative Wall Solutions Bloomington, MN	Base Bid: \$47,900.00 Alternate #1: <u>\$113,832.00</u>
	Total Contract Amount (Asphalt Shingles):	\$161,732.00

Proposed Alternate #2 for Work Scope Roofing		
	Total Contract Amount (Asphalt Singles):	\$161,723.00
	Alternate #2 – Area “A” and “B” Roof Change to Metal Roof:	<u>\$ 68,800.00</u>
	Total Contract Amount (Metal Roof):	\$230,532.00

Recommendation: I recommend approving Claytons Insulation and Coatings Bid along with Alternate #1 Roofing Bid from Innovative Wall Solutions. The Library Board will meet to review bids and forward their recommendation at the August 7, 2012 Council Meeting.

Enclosures:
 Bid Tabulations
 Kraus Anderson Letter dated August 1, 2012

Mr. Scott Huizenga
City of East Grand Forks

2

August 1, 2012

If accepted, Proposed Alternate #3 – Performance and Payment Bond for Work Scope 07-F – Roofing, will be an add of \$6,000.00 to either of the total contract amounts. Kraus-Anderson Construction Company does not feel this is required.

Kraus-Anderson Construction Company has attached updated project cost estimates for asphalt shingles versus a metal roof. Kraus-Anderson Construction Company has reviewed the bids with the Contractors and recommends award of these contracts.

If you have any questions, please contact me at 763-786-7711.

Very truly yours,

KRAUS-ANDERSON® CONSTRUCTION COMPANY

Jacob S. Boerboon

Jacob S. Boerboon
Project Manager

JB:rl

Enclosures

CC: Matt Anderson, Braun Intertec
Charlotte Helgeson, East Grand Forks Library

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
BID SECURITY						
ADDENDA REC'D.						
BASE BID:						
COMBINED BASE BID						
NO BIDS RECEIVED - TO BE AWARDED VIA PURCHASE ORDER						
Alternate No. 1 - Area "B" Main Roof Replacement						
Alternate No. 2 - Area "A" Conference Room Roof Change to Metal Roof in Lieu of Asphalt Shingles						
Alternate No. 3 - Area " B" Main Roof Change to Metal Roof in Lieu of Asphalt Shingles						
Unit Price 1 - Hourly Rates (i.e. labor, carpenter, forman, tapper if applicable)						

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
BID SECURITY						
ADDENDA REC'D.						
BASE BID:						
COMBINED BASE BID						
NO BIDS RECEIVED - TO BE AWARDED VIA PURCHASE ORDER						
Alternate No. 1 - Area "B" Main Roof Replacement						
Alternate No. 2 - Area "A" Conference Room Roof Change to Metal Roof in Lieu of Asphalt Shingles						
Alternate No. 3 - Area " B" Main Roof Change to Metal Roof in Lieu of Asphalt Shingles						
Unit Price No. 1 - Provide Unit Price Per Square Foot for New Ceiling Install and Removal						



HEADLINER TALENT MARKETING
39398 Moonlight Bay Trail
Pelican Rapids, MN 56572

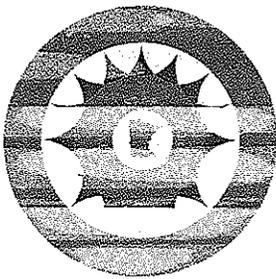
218-863-1367 Fax:218-863-1368 Email htmbabb@loretel.net

ENGAGEMENT CONTRACT

1. This agreement approved on **7/26/2012** , by and between **Imaginick** herein referred to as ARTIST providing Entertainment services, and the Purchaser **Lynn Stauss** c/o: **East Grand Forks Chamber**
2. ARTIST: **Imaginick**
3. PLACE OF ENGAGEMENT: **August 11, Downtown Boardwalk; August 12, picnic grounds; East Grand Forks, MN**
4. ENGAGEMENT DATE: **August 11-12, 2012**
5. ENGAGEMENT HOURS: Aug 11-strolling, 5:30-stage show 6:30. Aug 12-strolling, noon(approx)-stage show 1:30-2:30 approx
6. COMPENSATION: **\$2,000.00**
7. A deposit of **na** IS REQUIRED. **Deposit should be made payable to HTM.** The deposit of **na** is due on: **na** . The balance: **\$2,000.00** should be paid in CASH , Cashier's Check or approved Company check **(made out to Artist)** directly to the act immediately following performance
8. ADDITIONAL PROVISIONS: *Artist to provide own sound*
9. ACCOMODATIONS: One room for August 11
10. Pursuant to the KEY PERSONNEL PROVISIONS, **Nick Bretz** , shall at all times have complete supervision, direction and control over services of his personnel on his engagement and expressly reserves the right to control the manner, means and details of the performance of services to fulfill the entertainment requirements of the Purchaser. Responsibility for appropriate payment of payroll taxes and charges under applicable federal and local law will be assumed by the Artist.
11. BOOK BACK-Artist and Purchaser agree that future engagements by the Artist named hereunder in this establishment or any establishment owned or controlled by Purchaser shall be booked through Headliner Talent Marketing for a period of twelve(12) months from the date of this engagement. The book-back term of those future engagement contracts will be twelve(12) months to run from the end of the engagement. Artist and Purchaser shall be jointly and severally liable to Headliner Talent Marketing for payment of the fee agreed on by the Artist and Headliner Talent Marketing and recorded on the booking slip kept for each engagement by Headliner Talent Marketing.
12. ALL RIDERS ATTACHED HERETO ARE MADE A PART THEREOF. Technical specifications are also deemed a part of this contract. Buyer is to sign and return all copies of this contract. A completed contract will be resent.
13. This contract when signed by both parties is a binding agreement and can only be cancelled by permission of both parties.
14. Commencement of engagement together with physical delivery of this contract is demed to be verification of an oral agreement and acceptance of all terms by both Purchaser and Artist.
15. We acknowledge and confirm that we have read and approved the terms and conditions set forth in this contract, and return all copies of this contract. A completed contract will be resent.

Purchaser Signature
Purchaser: Lynn Stauss
Representing: East Grand Forks Chamber
Address: City Hall; 600 Demers Avenue
City: East Grand Forks St: MN Zip: 56721
Phone # : 218-773-2775

Artist Signature
Leader: Nick Bretz for Imaginick
c/o HTM Booking Agent: Sue N
39398 Moonlight Bay Trail
Pelican Rapids, MN 56572
Artist's SS# or Fed. 474-04-0545



City of East Grand Forks

500 Washington Ave. East Grand Forks, MN 56721
218-773-2493, 218-773-0709 Fax www.eastgrandforks.net

APPLICATION FOR FIREWORKS/PYROTECHNIC SPECIAL EFFECTS PERMIT

License Fee: 6

Applicant Information (Sponsoring Organization)

CITY OF EAST GRAND FORKS 218-773-2483
 Applicant Name Phone Number

600 DEMERS AVE, EAST GRAND FORKS, MN 56721
 Applicant Address City State Zip

Federal Tax ID # MN Tax ID #

Authorized Agent Information

TONY RAMBERG 218-289-2708
 Authorized Agent Name Phone Number

528 SOUTH ASH ST. CROOKSTON MN 56716
 Business Address City State Zip

Fireworks/Pyrotechnic Special Effects Information

8-11-12 DUSK
 Date of Event Start Time End Time

Location of Event

PREMIER APPROVED STORAGE THEN DELIVERED DAY OF SHOW.
Manner and place of storage of fireworks/pyrotechnic special effects prior to display:

Type & number of fireworks/pyrotechnic special effects to be discharged:

Minnesota state law requires that this display be conducted under the direct supervision of a pyrotechnic operator certified by the State Fire Marshal.

TONY RAMBERG 0536
 Name of supervising operator: Certificate No:

25255 Hwy K RICHMOND MD 65556
 Corporate Address City State Zip

City of East Grand Forks
Application for Fireworks/Pyrotechnic Special Effects License

Proof of Workers' Compensation Insurance Coverage

Minnesota Statute Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of Section 176.181, Subd. 2. The information required is: The name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and put in their company file. It will be furnished, upon request, to the Department of Labor and Industry to check for compliance with Minnesota Statute Sec. 176.181, Subd. 2.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided and/or falsely reported, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry payable to the Special Compensation Fund.

Provide the information specified above in the spaces provided, or certify the precise reason your business is excluded from compliance with the insurance coverage requirement for workers' compensation.

(Attached)

Insurance Company Name: SFM Risk Solutions
(Not the insurance agent)

Policy Number or Self-Insurance Permit Number: 039251.803

Dates of Coverage: 6-9-12 Through 6-9-13

(Or)

I am not required to have workers' compensation liability coverage because:

- I have no employees covered by the law.
- Other (specify)

I HAVE READ AND UNDERSTAND MY RIGHTS AND OBLIGATIONS WITH REGARDS TO BUSINESS LICENSES, PERMITS AND WORKERS' COMPENSATION COVERAGE, AND I CERTIFY THAT THE INFORMATION PROVIDED IS TRUE AND CORRECT.

[Signature]
Signature

City of East Grand Forks

Application for Fireworks/Pyrotechnic Special Effects License

I understand and agree to comply with all provisions of this application and the requirements of the issuing authority, and will ensure that the fireworks/pyrotechnic special effects are discharged in a manner that will not endanger persons or property or constitute a nuisance.

[Signature]
Signature of Applicant (or agent)

8-2-12
Date

TONY RAMBERG
Print Name

SALES / TECHNICIAN
Title

Required Attachments

The following items need to be completed and/or attached in order for the application to be processed:

* Proof of a bond or certificate of insurance in amount of at least \$1 Million.

*A diagram of the ground, or facilities (for indoor displays), at which the display will be held. This diagram (drawn to scale or with dimensions included) must show the point at which the fireworks/pyrotechnic special effects are to be discharged; the location of ground pieces; the location of all buildings, highways, streets, communication lines and other possible overhead obstructions; and the lines behind which the audience will be restrained. For proximate audience (e.g. indoor) displays, the diagram must also show the fallout radius for each pyrotechnic device used during the display.

*Names and ages of all assistants that will be participating in the display.

The discharge of the listed fireworks on the date and at the location shown on this application is hereby approved, subject to the following conditions, if any: _____

Signature of fire chief/county sheriff: _____ Date: _____

Signature of issuing authority: _____ Date: _____

Internal Use Only

The following items need to be completed and/or attached in order for the application to be processed:

*Application fee paid in full: yes no Payment Type: cash check # _____ Receipt # _____

*Application completed in full and signed with required attachments: yes no

*Fire Chief: approved denied

Notes: _____

Fire Chief Signature: _____ Date: _____

*Approved yes no License Number _____

Certificate of Insurance

117048

Issue Date: 8/2/2012

PRODUCER
Deborah Merfino
Combined Specialties International, Inc.
205 San Marin Drive, Suite 5
Novato, California 94945

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR LATER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

INSURERS AFFORDING COVERAGE

INSURED
Premier Pyrotechnics, Inc
25255 Hwy K
Richland, MO 65556

INSURER A: Underwriters, Lloyd's London

INSURER B:

INSURER C:

INSURER D:

COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE NAMED INSURED ABOVE FOR THE PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HERIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES INCLUDING, BUT NOT LIMITED TO THOSE FOLLOWING: LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS, ADDITIONAL CONDITIONS AND EXCLUSIONS: 1) THE INSURANCE EVIDENCED BY THIS CERTIFICATE IS LIABILITY INSURANCE ONLY, IT IS NOT A BOND OR ANY FORM OF SURETY AGAINST WHICH SOMEONE OTHER THAN "INSURED" MAY ASSERT A CLAIM OR BRING ANY ACTION. SUBJECT TO POLICY TERMS, CONDITIONS, DEFINITIONS AND EXCLUSIONS THE INSURANCE ONLY INDEMNIFIES AN INSURED AGAINST CERTAIN LEGAL LIABILITY. 2) THE INSURANCE DOES NOT COVER CLAIMS FOR BODILY INJURY OR PROPERTY DAMAGE OF THE NAMED INSURED'S SHOOTER(S) ASSISTANT(S) OR ANY OTHER PERSON(S) INCLUDING ANY VOLUNTEER(S) PARTICIPATING IN ANY WAY IN ANY DISPLAY OR SPECIAL EFFECT PERFORMED OR EXECUTED BY THE NAMED INSURED. 3) COVERAGE DOES NOT APPLY TO CLAIMS FOR BODILY INJURY OR PROPERTY DAMAGE ARISING OUT OF THE INSURED'S FAILURE TO FOLLOW NFPA OR OTHER APPLICABLE REQUIREMENTS, LAWS OR RECOMMENDATIONS, INCLUDING THOSE RELATING TO POST DISPLAY OR SPECIAL EFFECT SEARCHES OR CLEAN UP.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (DD/MM/YY)	POLICY EXPIRATION DATE (DD/MM/YY)	LIMITS	
A	GENERAL LIABILITY CLAIMS MADE	CSI-18383-11	8/15/2011	8/15/2012	EACH ACCIDENT	\$5,000,000
					MEDICAL EXP (any one person)	\$5,000
					FIRE LEGAL LIABILITY	\$50,000
					GENERAL AGGREGATE	\$5,000,000
					PRODUCTS-COMP/OPS AGG	\$5,000,000
	AUTOMOBILE LIABILITY ANY AUTO ANY OWNED AUTO SCHEDULED AUTOS HIRED AUTOS NON-OWNED AUTOS				COMBINED SINGLE LIMIT (Each accident)	
					BODILY INJURY (Per Person)	
					BODILY INJURY (Per Accident)	
					PROPERTY DAMAGE (Per person)	
	EXCESS LIABILITY FOLLOWING FORM				EACH ACCIDENT	
					AGGREGATE	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY				WC STATUTORY OTHER LIMITS	
					E.L. EACH ACCIDENT	
					E.L. DISEASE-EA EMPLOYER	
					E.L. DISEASE-POLICY LIMIT	
	OTHER					

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/EXCLUSIONS ADDED BY ENDORSEMENT/SPECIAL PROVISIONS

City of East Grand Forks is Additional Insured as respects the August 11, 2012 1.3G Fireworks Display at East Grand Forks Boat Landing

CERTIFICATE HOLDER
City of East Grand Forks
600 Demers Avenue
East Grand Forks, MN 56721

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

Deborah M. Merfino

AUTHORIZED REPRESENTATIVE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
06/12/2012

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Combined Specialties International, Inc. 205 San Marin Drive Suite 5 Novato CA 94945-1227	CONTACT NAME: PHONE (A/C, No. Ext): (415) 209-0012 FAX (A/C, No): (415) 209-0013 E-MAIL ADDRESS: dmerlino@combinedspecialties.com																				
	<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A: SEM Risk Solutions</td> <td></td> <td></td> </tr> <tr> <td>INSURER B:</td> <td></td> <td></td> </tr> <tr> <td>INSURER C:</td> <td></td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A: SEM Risk Solutions			INSURER B:			INSURER C:			INSURER D:			INSURER E:			INSURER F:	
INSURER(S) AFFORDING COVERAGE		NAIC #																			
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INSURER B:																					
INSURER C:																					
INSURER D:																					
INSURER E:																					
INSURER F:																					
INSURED Premier Pyrotechnics, Inc. 25255 K Highway Richland MO 65556-																					

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBROGATION RIGHTS	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COM/OP AGG \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	039251.803	06/09/2012	06/09/2013	<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Proof of Workers' Compensation Insurance for the State of Minnesota.

CERTIFICATE HOLDER () - () - To Whom It May Concern	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	--



Google earth



RESOLUTION NO. 12 – 08 - 80

**RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS FOR
2012 ASSESSMENT JOB NO. 4 – UTILITIES AND STREET CONSTRUCTION**

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

WHEREAS, the City Council desires plans and specifications for 2012 Assessment Job No. 4 – Utilities and Street Construction;

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF EAST GRAND FORKS, MINNESOTA that the City Council directs the City Engineer to prepare plans and specifications for the 2012 Assessment Job No. 4 – Utilities and Street Construction per the guidelines of the existing engineering services agreement with FS Engineering in an amount not to exceed \$60,000.

Voting Aye:
Voting Nay: None.

The President declared the resolution passed.

Passed: August 7, 2012

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 7th of August, 2012.

Mayor

Request for Council Action

Date: July 25, 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: Plans/Specifications – 2012 Assessment Job No. 4 – Utilities and Street Construction

Background:

The City Council approved the developers agreement for Riverview 10th Addition, therefore I would like to get approval to prepare plans and specifications for the utilities and street construction for this addition.

Recommendation:

Authorization to prepare plans and specifications

Enclosures:

Request for Council Action

Date: July 18, 2012

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

Cc: File

From: Michael S. Hedlund – Chief of Police

RE: Declaration of Surplus Property

Background: The East Grand Forks Police Department has acquired a number of vehicles through asset forfeiture which occurs on some DWI and other types of arrests. The below listed vehicles have completely cleared the court process and are now the property of the City of East Grand Forks and/or the Pine to Prairie Drug Task Force (Each agency involved in the task force takes care of disposing of the vehicles seized by their officers with the proceeds going to the Task Force). It is our wish to have these vehicles declared surplus property so that they may be sold at auction.

Recommendation: Declare the vehicles listed on the attached document as surplus property:

Enclosures: List of seized vehicles to be declared surplus property.

2012 SURPLUS SEIZED VEHICLES

1. 1998 CHEV PICKUP #1GCEK19R9WR128846 CITY DUI
2. 2001 CHEV BLAZER #1GNNT13W21K225032 CITY DUI
3. 2001 CHRYSLER SEBRING #4C3AG52H11E136001 CITY DUI
4. 2002 MAZDA TRIBUTE #4F2CU08172KM39329 DRUG TASK FORCE
5. 1988 FORD THUNDERBIRD #1FABP604XJH143833 CITY DUI
6. 1986 CHRYSLER PARK AVE. #1C3BF66P2GX527588 CITY DRUG SEIZURE
7. 1997 PONTIAC GRAND AM #1G2NE52M1VC745239 CITY DRUG SEIZURE
8. 1999 FORD PICKUP #1FTZF1726XKB37526 FELONY DUI
9. 2008 FORD ESCORT #1FAHP33N18W129600 CITY DUI
10. 1999 DODGE CARAVAN #2B4GP44G7XR288430 CITY DUI
11. 2002 DODGE NEON #1B3ES46C22D510159 DRUG TASK FORCE
12. 1998 DODGE NEON #1P3ES47C6WD600143 CITY DUI
13. 1990 LINCOLN MARK VII #1LNCM93E5LY825630 CITY DUI
14. 2004 DODGE STRATUS #4B3AG42G54E146081 FELONY DUI
15. 1994 SATURN SL1 #1G8ZG5595RZ253017 CITY DRUG SEIZURE
16. 1996 PONTIAC GRAND AM #1G2NE52T8TC822533 CITY DUI
17. 2003 CHEV CAVALIER #1G1JC52F63734288 FELONY DUI
18. 2003 GMC ENVOY #1GKDT13S232300423 CITY DRUG SEIZURE
19. 1996 GMC SONOMA #1GTCS1440TK515695 FELONY BURGLARY
20. 1995 CHEV BLAZER #1GNCT18W5S2164023 FELONY FLEEING
21. 1996 DODGE CARAVAN #1B4GP44R2TB421542 ABANDONED VEHICLE
22. 1993 HONDA ACCORD #JHMCB7683PC039606 ABANDONED VEHICLE
23. 1996 CHEV PICKUP #2GCEK19R7T1221353 DRUG TASK FORCE

Request for Council Action

Date: July 18, 2012

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

Cc: File

From: Dave Aker

RE: Sell the boards at the Civic Center - surplus

Background:

With the new boards at the Civic Center, Becker Arena has agreed to pay \$11,000 for the old boards. They would charge us \$5,000 for taking the boards down and putting them on pallets, this would make a total sales price of \$6,000. We could put it out for bids or consignment but we would make very little on the exchange.

Recommendation: It is my recommendation to sell the boards to Becker Arena Products, Inc.

Enclosures: NONE

Request for Council Action

Date: 7/11/2012
To: East Grand Forks City Council, Mayor Lynn Stauss, President Dick Grassel, Council members: Clarence Vetter, Glen Trembath, Henry Tweten, Wayne Gregoire, Greg Leigh, and Steve Gander
Cc: File
From: Interim Fire Chief Gary Larson
RE: Hiring Additional Paid On Call Firefighters

Background and supporting documentation of request: We are down on the number of paid on call Firefighters we normally staff. We have had retirements, and some have not been able to meet the required training and calls. We use paid on call to fill in when staff is out on sick or vacation, and they are used on emergencies when we need a few people and not the whole department.

Recommendation: It is my recommendation we look at hiring between 6 to 9 new paid on call Firefighters.

Request: Permission to move ahead with the process of determining how many to hire and advertising for new paid on call firefighters.

Enc.

Request for Council Action

Date: August 7, 2012
To: East Grand Forks City Council and Mayor Lynn Stauss
Cc: File
From: Earl Haugen, Executive Director
RE: Fixed Route and Paratransit/Senior Rider 2013 MN/DOT Contract Application

Recommended Motion: Approve entering into agreement with MN/DOT for FY2013 Transit Funding.

BACKGROUND: The City has entered into a contract with MN/DOT every year that the City of East Grand Forks has provided fixed route and paratransit/senior rider service. These are required contracts to receive state funds to help with operating costs. The contracts will be from January 1, 2013 to December 31, 2013.

The estimated budget for transit in East Grand Forks goes up a small percent every year. For the past two years the state has figured the East Grand Forks transit budget at \$217,000 for the fixed route and \$50,000 for the dial-a-ride/senior rider. As my estimate stands now operation costs for fixed route will be \$ 270,000 with \$12,200 in revenues from the farebox and the contract with Northland College. The dial-a-ride estimated budget is \$53,800 with \$12,000 in revenues from the fare collection.

It is expected that the state will continue to estimate the East Grand Forks Transit budget in 2013 as it did in 2012.

FINDINGS AND ANALYSIS:

- This is an annual contract with the Minnesota Department of Transportation to receive operating funds for the Fixed Route and Paratransit/Senior Rider service.
- The State has indicated that the budget estimates will be the same as previous years.

SUPPORT MATERIALS:

- Resolutions
- Paratransit/Senior Rider (DAR) Budget
- Fixed Route (RR) Budget.

RESOLUTION NO. 12 – 08 - 81

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

BE IT HEREBY RESOLVED, By the City Council of the East Grand Forks, Minnesota, that the City of East Grand Forks enter into an agreement with the State of Minnesota, to provide paratransit transportation services in East Grand Forks, Minnesota for period between January 1, 2013 and December 31, 2013; and

BE IT FURTHER RESOLVED, That the City of East Grand Forks agrees to provide 15% of the total operating costs for the paratransit service and up to 20% of the total capital costs; and

BE IT FURTHER RESOLVED, that authorization to execute the aforementioned Contract and any amendments thereto is hereby given to the Mayor and the Administrator/Clerk Treasurer.

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

The President declared the resolution passed.

Passed: August 7, 2012

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 7th of August, 2012.

Mayor

CERTIFICATION

I hereby certify that the foregoing resolution is a true and correct copy of the resolution presented to and adopted by the City of East Grand Forks, Minnesota, at a duly authorized meeting thereof held on the 7th day of August, 2012, as shown by the minutes of said meeting in my possession.

City Administrator/Clerk-Treasurer

Legal Name:	City of East Grand Forks- RR			
OPERATING BUDGET				
PERSONNEL SERVICES				
	2011	2012 Projected	2013 Proposed	
	Year End Actual	Year End		
1010 Administrative, Management and Supervisory Services				
Description:	Payment to the MPO for admistrative services			
	1010 Sub Total	\$4,554.78	\$2,493.14	\$5,000.00
1020 Operator's Wages				
Description:				
	1020 Sub Total	\$0.00	\$0.00	\$0.00
1030 Vehicle Maintenance Wages				
Description:				
	1030 Sub Total	\$0.00	\$0.00	\$0.00
1032 Vehicle Repair Wages				
Description:				
	1032 Sub Total	\$0.00	\$0.00	\$0.00
1040 General Office Support Wages				
Description:				
	1040 Sub Total	\$0.00	\$0.00	\$0.00
1050 Operations Support Wages				
Description:				
	1050 Sub Total	\$0.00	\$0.00	\$0.00
1060 Fringe Benefits				
Description:				
	1060 Sub Total	\$0.00	\$0.00	\$0.00
1000 TOTAL PERSONNEL EXPENSES				
ADD LINES 1010 THROUGH 1060				Category Total
ADMINISTRATIVE CHARGES				
	2011	2012 Projected	2013 Proposed	
	Year End Actual	Year End		
1110 Management Fees				
Description:				
	1110 Sub Total	\$0.00	\$0.00	\$0.00
1120 Drug and Alcohol Testing and Administration Expenses				
Description:				
	1120 Sub Total	\$0.00	\$0.00	\$0.00
1130 Advertising, Marketing and Promotional Charges				
Description:				

		1130 Sub Total	\$0.00	\$0.00	\$0.00	
1140 Legal, Auditing and Other Professional Fees						
Description:						
		1140 Sub Total	\$0.00	\$0.00	\$0.00	
1150 Staff Development Costs						
Description:		Training to stay current.				
		Gross		\$0.00	\$3,000.00	
		Subtract RTAP Reimbursement		\$0.00	\$0.00	
		1150 Net	\$0.00	\$0.00	\$3,000.00	
1160 Office Supplies						
Description:						
		1160 Sub Total	\$0.00	\$0.00	\$0.00	
1170 Leases and Rentals - Administrative Facilities						
Description:						
		1170 Sub Total	\$0.00	\$0.00	\$0.00	
1180 Utilities						
Description:						
		1180 Sub Total	\$0.00	\$0.00	\$0.00	
1190 Other Direct Administrative Charges						
Description:						
		1190 Sub Total	\$0.00	\$0.00	\$0.00	
1100 TOTAL ADMINISTRATIVE EXPENSES			\$0.00	\$0.00	\$3,000.00	Category Total
ADD LINES 1110 THROUGH 1090						
VEHICLE CHARGES			2011	2012 Projected	2013 Proposed	
			Year End Actual	Year End		
1210 Fuel						
Gas		Gross	\$0.00	\$0.00	\$0.00	
Diesel		Tax Refund	\$0.00	\$0.00	\$0.00	
Alternative		Net	\$0.00	\$0.00	\$0.00	
1220 Maintenance Parts and Material Expenses						
Description:						
		1220 Subtotal	\$0.00	\$0.00	\$0.00	
1222 Repair Parts and Material Expenses						
Description:						
		1222 Subtotal	\$0.00	\$0.00	\$0.00	
1230 Contract Maintenance Labor						
Description:						
		1230 Subtotal	\$0.00	\$0.00	\$0.00	
1232 Contract Maintenance Parts and Material Expenses						

Description:					
		1232 Subtotal	\$0.00	\$0.00	\$0.00
1234 Contract Repair Labor					
Description:					
		1234 Subtotal	\$0.00	\$0.00	\$0.00
1236 Contract Repair Parts and Material Expenses					
Description:					
		1236 Subtotal	\$0.00	\$0.00	\$0.00
1240 Tires					
Description:					
		1240 Subtotal	\$0.00	\$0.00	\$0.00
1250 Other Vehicle Charges					
Description:					
		1250 Sub Total	\$0.00	\$0.00	\$0.00
1200 TOTAL VEHICLE CHARGES			\$0.00	\$0.00	\$0.00
ADD LINES 1210 THROUGH 1250					
OPERATIONS CHARGES			2011	2012 Projected	2013 Proposed
			Year End Actual	Year End	
1310 Purchase of Service					
Description:		Cost according to Cost Allocation agreement.			
		1310 Sub Total	\$248,181.00	\$257,169.00	\$262,000.00
1330 Mileage Reimbursement for Passenger Service					
Description:					
		1330 Sub Total	\$0.00	\$0.00	\$0.00
1340 Repair and Maintenance of Other Property					
Description:					
		1340 Sub Total	\$0.00	\$0.00	\$0.00
1350 Leases and Rentals (Garages, Vehicles, etc.) (list agreement(s) in Tab 9)					
Description:					
		1350 Sub Total	\$0.00	\$0.00	\$0.00
1360 Other Operation Charges					
Description:					
		1360 Sub Total	\$0.00	\$0.00	\$0.00
1300 TOTAL OPERATIONS CHARGES			\$248,181.00	\$257,169.00	\$262,000.00
ADD LINES 1310 THROUGH 1360					
INSURANCE CHARGES			2011	2012 Projected	2013 Proposed
			Year End Actual	Year End	

Category Total
↙

1410 Public Liability and Property Damage on Vehicles					
Description:					
		1410 Sub Total	\$0.00	\$0.00	\$0.00
1420 Public Liability and Property Damage on Other than Vehicles					
Description:					
		1420 Sub Total	\$0.00	\$0.00	\$0.00
1400 TOTAL INSURANCE CHARGES ADD LINES 1410 THROUGH 1420			\$0.00	\$0.00	\$0.00
					Category Total
TAXES AND FEES			2011 Year End Actual	2012 Projected Year End	2013 Proposed
1510 Vehicle Registration and Permit Fees					
Description:					
		1510 Sub Total	\$0.00	\$0.00	\$0.00
1520 Federal Fuel, Lubricant Taxes and Excise Taxes on Tires					
Description:					
		1520 Sub Total	\$0.00	\$0.00	\$0.00
1540 Other Taxes and Fees					
Description:					
		1540 Sub Total	\$0.00	\$0.00	\$0.00
1500 TOTAL TAXES AND FEES ADD LINES 1510 THROUGH 1540			\$0.00	\$0.00	\$0.00
					Category Total
1600 TOTAL OPERATING EXPENSES ADD LINES 1000, 1100, 1200, 1300, 1400 AND 1500			\$252,735.78	\$259,662.14	\$270,000.00
					Total
EXPENSE ANALYSIS		Percent increase over 2011 year end actual		6.8%	Total
		Percent increase over 2012 projected year end		4.0%	Total

CAPITAL BUDGET					
CAPITAL EXPENSES			2011 Year End Actual	2012 Projected Year End	2013 Proposed
1710 Vehicle					
Description:					
1710 Sub Total			\$0.00	\$0.00	\$0.00
1720 Lift					
Description:					
1720 Sub Total			\$0.00	\$0.00	\$0.00
1730 Communication Equipment					
Description:					
1730 Sub Total			\$0.00	\$0.00	\$0.00
1740 Farebox					
Description:					
1740 Sub Total			\$0.00	\$0.00	\$0.00
1750 Other Capital Expenses					
Description:					
1750 Sub Total			\$0.00	\$0.00	\$0.00
1760 Facility Purchase and/or Construction Cost					
Description:					
1760 Sub Total			\$0.00	\$0.00	\$0.00
1700 TOTAL CAPITAL EXPENSES			\$0.00	\$0.00	\$0.00
ADD LINES 1710 THROUGH 1760					
					Category Total

REVENUES							
REVENUES FROM OPERATIONS (FARES)				2011 Year End Actual	2012 Projected Year End	2013 Proposed	
2010 Farebox Revenues							
1. Cash Fares							
Description: Cash from box and Advanced Ticket sales							
Cash Sub Total				\$5,517.63	\$6,156.33	\$6,200.00	
2. Coupons, Passes and Tokens							
Description:							
Coupons, Passes, Tokens Sub Total				\$0.00	\$0.00	\$0.00	
TOTAL FAREBOX REVENUES				\$5,517.63	\$6,156.33	\$6,200.00	Category Total
REVENUES FROM SYSTEM OPERATIONS				2011 Year End Actual	2012 Projected Year End	2013 Proposed	
2020 System Operating Revenue							
1. Special Route Guarantees							
Description:							
Guarantees Sub Total				\$0.00	\$0.00	\$0.00	
2. Contract Revenues							
Description: Contract with Northland College							
Contract Sub Total				\$5,250.00	\$6,000.00	\$6,000.00	
3. Advertising and Concession Revenues							
Description:							
Advertising Sub Total				\$0.00	\$0.00	\$0.00	
4. Vehicle/Facility Leasing Revenues							
Description:							
Leasing Sub Total				\$0.00	\$0.00	\$0.00	
5. Other Revenues							
Description:							
Other Sub Total				\$0.00	\$0.00	\$0.00	
TOTAL SYSTEM OPERATING REVENUES				\$5,250.00	\$6,000.00	\$6,000.00	Category Total
2000 TOTAL OPERATING REVENUES				\$10,767.63	\$12,156.33	\$12,200.00	Category Total
ADD LINES 2010 THROUGH 2020							
REVENUE ANALYSIS				Percent increase over 2011 year end actual		13.3%	Total
				Percent increase over 2012 projected year end		0.36%	Total

FEDERAL GRANTS				
FEDERAL GRANTS (5307 and 5309 Recipients Only)		2011 Year End Actual	2012 Projected Year End	2013 Proposed
2110 Federal Operating Grants (5307 Recipients Only)		\$0.00	\$0.00	\$0.00
2120 Federal Capital Grants (5307 Recipients Only)		\$0.00	\$0.00	\$0.00
2130 Federal Capital Grants (5309 Recipients Only)		\$0.00	\$0.00	\$0.00
LOCAL SHARE				
LOCAL FUNDING SOURCES		2011 Year End Actual	2012 Projected Year End	2013 Proposed
Name	Amount			
	\$0.00			
	\$0.00			
	\$0.00			
Total		\$0.00	\$0.00	\$0.00
SPECIAL FUNDING				
3001 (none identified for 2009)				
3000 TOTAL SPECIAL FUNDING		\$0.00	\$0.00	\$0.00

SYSTEM STATISTICS				
DEMOGRAPHIC BREAKDOWN - PASSENGER TRIPS				
	2011 Year End Actual	2012 Projected Year End	2013 Proposed	
2510 People with Disabilities	1,247	1,188	1,300	
2511 Elderly (60+ years of age)	3,031	3,714	3,800	
2512 Adults (18-59 years of age)	24,120	32,529	33,000	
2513 Youth (6-17 years of age)	168	237	200	
2514 Children (0-5 years of age)	223	168	50	
2500 TOTAL NUMBER OF ONE WAY PASSENGER TRIPS	28,789	37,836	38,350	Category Total ↙
ONE-WAY PASSENGER TRIPS				
	2011 Year End Actual	2012 Projected Year End	2013 Proposed	
2515 Dial-A-Ride	0	0	0	
2516 Fixed Route Trips (Sec. 5307 and Mankato Only)	28,789	37,836	38,350	
2517 Volunteer Driver Passenger Trips	0	0	0	
2518 Route Deviation Passenger Trips	0	0	0	
HOURS OF SERVICE				
	2011 Year End Actual	2012 Projected Year End	2013 Proposed	
2521 Fixed Route (sec. 5307 and Mankato Only)	3,315	3,315	3,315	
2522 Dial-A-Ride	0	0	0	
2524 Route Deviation	0	0	0	
2526 Subscription	0	0	0	
2528 Special Route Guarantee	0	0	0	
2530 TOTAL NUMBER OF BUS SERVICE HOURS	3,315	3,315	3,315	Category Total ↙
2531 TOTAL NUMBER VOLUNTEER DRIVER HOURS	0	0	0	Category Total ↙
MILES				
	2011 Year End Actual	2012 Projected Year End	2013 Proposed	
2531 Fixed Route (sec. 5307 and Mankato Only)	50,271	53,809	54,436	
2532 Dial-A-Ride	0	0	0	

2534 Route Deviation	0	0	0	
2536 Subscription	0	0	0	
2538 Special Route Guarantee	0	0	0	
2540 Total Number of Miles	50,271	53,809	54,436	Category Total
2541 VOLUNTEER DRIVER MILES				Category Total

RESOLUTION NO. 12 – 08 – 82

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

BE IT HEREBY RESOLVED, By the City Council of the East Grand Forks, Minnesota, that the City of East Grand Forks enter into an agreement with the State of Minnesota, to provide fixed route transportation services in East Grand Forks, Minnesota for period between January 1, 2013 and December 31, 2013; and

BE IT FURTHER RESOLVED, That the City of East Grand Forks agrees to provide 20% of the total operating costs for the fixed route service and up to 20% of the total capital costs; and

BE IT FURTHER RESOLVED, that authorization to execute the aforementioned Contract and any amendments thereto is hereby given to the Mayor and the Administrator/Clerk Treasurer.

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

The President declared the resolution passed.

Passed: August 7, 2012

Attest:

City Administrator/Clerk-Treasurer

President of the Council

I hereby approve the foregoing resolution this 7th day of August, 2012.

Mayor

CERTIFICATION

I hereby certify that the foregoing resolution is a true and correct copy of the resolution presented to and adopted by the City of East Grand Forks, Minnesota, at a duly authorized meeting thereof held on the 7th day of August, 2012, as shown by the minutes of said meeting in my possession.

City Administrator/Clerk-Treasurer

Legal Name:		City of East Grand Forks- DAR			
OPERATING BUDGET					
PERSONNEL SERVICES		2011 Year End Actual	2012 Projected Year End	2013 Proposed	
1010 Administrative, Management and Supervisory Services					
Description:		This is amount paid to the MPO for administrative costs.			
		1010 Sub Total	\$4,554.74	\$2,493.14	\$5,000.00
1020 Operator's Wages					
Description:					
		1020 Sub Total	\$0.00	\$0.00	\$0.00
1030 Vehicle Maintenance Wages					
Description:					
		1030 Sub Total	\$0.00	\$0.00	\$0.00
1032 Vehicle Repair Wages					
Description:					
		1032 Sub Total	\$0.00	\$0.00	\$0.00
1040 General Office Support Wages					
Description:					
		1040 Sub Total	\$0.00	\$0.00	\$0.00
1050 Operations Support Wages					
Description:					
		1050 Sub Total	\$0.00	\$0.00	\$0.00
1060 Fringe Benefits					
Description:					
		1060 Sub Total	\$0.00	\$0.00	\$0.00
1000 TOTAL PERSONNEL EXPENSES		\$4,554.74	\$2,493.14	\$5,000.00	Category Total
ADD LINES 1010 THROUGH 1060					
ADMINISTRATIVE CHARGES		2011 Year End Actual	2012 Projected Year End	2013 Proposed	
1110 Management Fees					
Description:					
		1110 Sub Total	\$0.00	\$0.00	\$0.00
1120 Drug and Alcohol Testing and Administration Expenses					
Description:					
		1120 Sub Total	\$0.00	\$0.00	\$0.00
1130 Advertising, Marketing and Promotional Charges					
Description:					

		1130 Sub Total	\$0.00	\$0.00	\$0.00	
1140 Legal, Auditing and Other Professional Fees						
Description:						
		1140 Sub Total	\$0.00	\$0.00	\$0.00	
1150 Staff Development Costs						
Description:		Training to keep staff up to date.				
		Gross		\$0.00	\$3,000.00	
		Subtract RTAP Reimbursement		\$0.00	\$0.00	
		1150 Net	\$0.00	\$0.00	\$3,000.00	
1160 Office Supplies						
Description:						
		1160 Sub Total	\$0.00	\$0.00	\$0.00	
1170 Leases and Rentals - Administrative Facilities						
Description:						
		1170 Sub Total	\$0.00	\$0.00	\$0.00	
1180 Utilities						
Description:						
		1180 Sub Total	\$0.00	\$0.00	\$0.00	
1190 Other Direct Administrative Charges						
Description:						
		1190 Sub Total	\$0.00	\$0.00	\$0.00	
1100 TOTAL ADMINISTRATIVE EXPENSES			\$0.00	\$0.00	\$3,000.00	Category Total
ADD LINES 1110 THROUGH 1090						
VEHICLE CHARGES			2011	2012 Projected	2013 Proposed	
			Year End Actual	Year End		
1210 Fuel						
Gas		Gross	\$0.00	\$0.00	\$0.00	
Diesel		Tax Refund	\$0.00	\$0.00	\$0.00	
Alternative		Net	\$0.00	\$0.00	\$0.00	
1220 Maintenance Parts and Material Expenses						
Description:						
		1220 Subtotal	\$0.00	\$0.00	\$0.00	
1222 Repair Parts and Material Expenses						
Description:						
		1222 Subtotal	\$0.00	\$0.00	\$0.00	
1230 Contract Maintenance Labor						
Description:						
		1230 Subtotal	\$0.00	\$0.00	\$0.00	
1232 Contract Maintenance Parts and Material Expenses						

Description:					
		1232 Subtotal	\$0.00	\$0.00	\$0.00
1234 Contract Repair Labor					
Description:					
		1234 Subtotal	\$0.00	\$0.00	\$0.00
1236 Contract Repair Parts and Material Expenses					
Description:					
		1236 Subtotal	\$0.00	\$0.00	\$0.00
1240 Tires					
Description:					
		1240 Subtotal	\$0.00	\$0.00	\$0.00
1250 Other Vehicle Charges					
Description:					
		1250 Sub Total	\$0.00	\$0.00	\$0.00
1200 TOTAL VEHICLE CHARGES			\$0.00	\$0.00	\$0.00
ADD LINES 1210 THROUGH 1250					
OPERATIONS CHARGES			2011	2012 Projected	2013 Proposed
			Year End Actual	Year End	
1310 Purchase of Service					
Description:		The cost of the third party provider for service.			
		1310 Sub Total	\$44,197.04	\$45,561.55	\$45,800.00
1330 Mileage Reimbursement for Passenger Service					
Description:					
		1330 Sub Total	\$0.00	\$0.00	\$0.00
1340 Repair and Maintenance of Other Property					
Description:					
		1340 Sub Total	\$0.00	\$0.00	\$0.00
1350 Leases and Rentals (Garages, Vehicles, etc.) (list agreement(s) in Tab 9)					
Description:					
		1350 Sub Total	\$0.00	\$0.00	\$0.00
1360 Other Operation Charges					
Description:					
		1360 Sub Total	\$0.00	\$0.00	\$0.00
1300 TOTAL OPERATIONS CHARGES			\$44,197.04	\$45,561.55	\$45,800.00
ADD LINES 1310 THROUGH 1360					
INSURANCE CHARGES			2011	2012 Projected	2013 Proposed
			Year End Actual	Year End	

Category Total
↙

Category Total
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1410 Public Liability and Property Damage on Vehicles					
Description:					
		1410 Sub Total	\$0.00	\$0.00	\$0.00
1420 Public Liability and Property Damage on Other than Vehicles					
Description:					
		1420 Sub Total	\$0.00	\$0.00	\$0.00
1400 TOTAL INSURANCE CHARGES ADD LINES 1410 THROUGH 1420		\$0.00	\$0.00	\$0.00	Category Total
TAXES AND FEES		2011 Year End Actual	2012 Projected Year End	2013 Proposed	
1510 Vehicle Registration and Permit Fees					
Description:					
		1510 Sub Total	\$0.00	\$0.00	\$0.00
1520 Federal Fuel, Lubricant Taxes and Excise Taxes on Tires					
Description:					
		1520 Sub Total	\$0.00	\$0.00	\$0.00
1540 Other Taxes and Fees					
Description:					
		1540 Sub Total	\$0.00	\$0.00	\$0.00
1500 TOTAL TAXES AND FEES ADD LINES 1510 THROUGH 1540		\$0.00	\$0.00	\$0.00	Category Total
1600 TOTAL OPERATING EXPENSES ADD LINES 1000, 1100, 1200, 1300, 1400 AND 1500		\$48,751.78	\$48,054.69	\$53,800.00	Total
EXPENSE ANALYSIS		Percent increase over 2011 year end actual		10.4%	Total
		Percent increase over 2012 projected year end		12.0%	Total

CAPITAL BUDGET					
CAPITAL EXPENSES			2011 Year End Actual	2012 Projected Year End	2013 Proposed
1710 Vehicle					
Description:					
1710 Sub Total			\$0.00	\$0.00	\$0.00
1720 Lift					
Description:					
1720 Sub Total			\$0.00	\$0.00	\$0.00
1730 Communication Equipment					
Description:					
1730 Sub Total			\$0.00	\$0.00	\$0.00
1740 Farebox					
Description:					
1740 Sub Total			\$0.00	\$0.00	\$0.00
1750 Other Capital Expenses					
Description:					
1750 Sub Total			\$0.00	\$0.00	\$0.00
1760 Facility Purchase and/or Construction Cost					
Description:					
1760 Sub Total			\$0.00	\$0.00	\$0.00
1700 TOTAL CAPITAL EXPENSES			\$0.00	\$0.00	\$0.00
ADD LINES 1710 THROUGH 1760					
					Category Total

REVENUES							
REVENUES FROM OPERATIONS (FARES)				2011 Year End Actual	2012 Projected Year End	2013 Proposed	
2010 Farebox Revenues							
1. Cash Fares	Description: Fares collected by drivers.						
		Cash Sub Total		\$11,580.00	\$11,967.60	\$12,000.00	
2. Coupons, Passes and Tokens	Description:						
		Coupons, Passes, Tokens Sub Total		\$0.00	\$0.00	\$0.00	
TOTAL FAREBOX REVENUES				\$11,580.00	\$11,967.60	\$12,000.00	Category Total
REVENUES FROM SYSTEM OPERATIONS				2011 Year End Actual	2012 Projected Year End	2013 Proposed	
2020 System Operating Revenue							
1. Special Route Guarantees	Description:						
		Guarantees Sub Total		\$0.00	\$0.00	\$0.00	
2. Contract Revenues	Description:						
		Contract Sub Total		\$0.00	\$0.00	\$0.00	
3. Advertising and Concession Revenues	Description:						
		Advertising Sub Total		\$0.00	\$0.00	\$0.00	
4. Vehicle/Facility Leasing Revenues	Description:						
		Leasing Sub Total		\$0.00	\$0.00	\$0.00	
5. Other Revenues	Description:						
		Other Sub Total		\$0.00	\$0.00	\$0.00	
TOTAL SYSTEM OPERATING REVENUES				\$0.00	\$0.00	\$0.00	Category Total
2000 TOTAL OPERATING REVENUES				\$11,580.00	\$11,967.60	\$12,000.00	Category Total
ADD LINES 2010 THROUGH 2020							
REVENUE ANALYSIS				Percent increase over 2011 year end actual		3.6%	Total
				Percent increase over 2012 projected year end		0.27%	Total

FEDERAL GRANTS				
FEDERAL GRANTS (5307 and 5309 Recipients Only)		2011 Year End Actual	2012 Projected Year End	2013 Proposed
2110 Federal Operating Grants (5307 Recipients Only)		\$0.00	\$0.00	\$0.00
2120 Federal Capital Grants (5307 Recipients Only)		\$0.00	\$0.00	\$0.00
2130 Federal Capital Grants (5309 Recipients Only)		\$0.00	\$0.00	\$0.00
LOCAL SHARE				
LOCAL FUNDING SOURCES		2011 Year End Actual	2012 Projected Year End	2013 Proposed
Name	Amount			
	\$0.00			
	\$0.00			
	\$0.00			
Total		\$0.00	\$0.00	\$0.00
SPECIAL FUNDING				
3001 (none identified for 2009)				
3000 TOTAL SPECIAL FUNDING		\$0.00	\$0.00	\$0.00

SYSTEM STATISTICS				
DEMOGRAPHIC BREAKDOWN - PASSENGER TRIPS				
	2011 Year End Actual	2012 Projected Year End	2013 Proposed	
2510 People with Disabilities	2,632	2,580	2,500	
2511 Elderly (60+ years of age)	1,322	1,634	1,500	
2512 Adults (18-59 years of age)	0	0	0	
2513 Youth (6-17 years of age)	0	0	0	
2514 Children (0-5 years of age)	0	0	0	
2500 TOTAL NUMBER OF ONE WAY PASSENGER TRIPS	3,954	4,214	4,000	Category Total ↙
ONE-WAY PASSENGER TRIPS				
	2011 Year End Actual	2012 Projected Year End	2013 Proposed	
2515 Dial-A-Ride	3,954	4,214	4,000	
2516 Fixed Route Trips (Sec. 5307 and Mankato Only)	0	0	0	
2517 Volunteer Driver Passenger Trips	0	0	0	
2518 Route Deviation Passenger Trips	0	0	0	
HOURS OF SERVICE				
	2011 Year End Actual	2012 Projected Year End	2013 Proposed	
2521 Fixed Route (sec. 5307 and Mankato Only)	0	0	0	
2522 Dial-A-Ride	4,808	4,776	4,888	
2524 Route Deviation	0	0	0	
2526 Subscription	0	0	0	
2528 Special Route Guarantee	0	0	0	
2530 TOTAL NUMBER OF BUS SERVICE HOURS	4,808	4,776	4,888	Category Total ↙
2531 TOTAL NUMBER VOLUNTEER DRIVER HOURS	0	0	0	Category Total ↙
MILES				
	2011 Year End Actual	2012 Projected Year End	2013 Proposed	
2531 Fixed Route (sec. 5307 and Mankato Only)	0	0	0	
2532 Dial-A-Ride	15,816	16857	16000	

2534 Route Deviation	0	0	0	
2536 Subscription	0	0	0	
2538 Special Route Guarantee	0	0	0	
2540 Total Number of Miles	15,816	16,857	16,000	Category Total
2541 VOLUNTEER DRIVER MILES				Category Total

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held June 21, 2012 at 5:00 P.M.

Present: Brickson, Quirk, Tweten

Absent: Ogden

It was moved by Commissioner Quirk second by Commissioner Tweten that the minutes of the previous meeting of June 7, 2012 be approved as read.

Voting Aye: Brickson, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Tweten second by Commissioner Quirk to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$1,022,217.48.

Voting Aye: Brickson, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk second by Commissioner Tweten to approve the Spectrum Lease Agreement with Sensus contingent upon review of Form FCC608.

Voting Aye: Brickson, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk second by Commissioner Tweten to approve the purchase of a submersible water tank mixing system from Solar Bee for the south water tower in the amount of \$9,042.00.

Voting Aye: Brickson, Quirk, Tweten

Voting Nay: None

It was moved by Commissioner Quirk second by Commissioner Tweten to adjourn to the next meeting on July 3, 2012 at 8:30 A.M. in the W&L conference room.

Voting Aye: Brickson, Quirk, Tweten

Voting Nay: None

Lori Maloney
Sec'y

Minutes of the regular meeting of the Water, Light, Power and Building Commission of the City of East Grand Forks, Minnesota held July 3, 2012 at 8:30 A.M.

Present: Ogden, Tweten

Absent: Brickson, Quirk

The meeting proceeded pursuant to the resolution passed February 6, 1990, pertaining to less than a quorum present to consider bills and payroll only.

It was moved by Commissioner Tweten second by Commissioner Ogden to authorize the Secretary to issue payment of the recommended bills and payroll in the amount of \$899,319.37.

Voting Aye: Ogden, Tweten

Voting Nay: None

It was moved by Commissioner Tweten second by Commissioner Ogden to adjourn to the next regular meeting on July 19, 2012 at 5:00 P.M.

Voting Aye: Ogden, Tweten

Voting Nay: None

Lori Maloney
Sec'y

Resurrection Cemetery Commission Meeting
 April 25, 2012
 12:00 Noon
 City Hall – Conference Room

MINUTES

The East Grand Forks Resurrection Cemetery Commission met Wednesday, April 25, 2012 at City Hall at 12:00 pm. Commissioner Tucker called the meeting to order at 12:30 p.m.

Present were: Commissioner Dave Tucker, Commissioner George Wogaman, Commissioner Julie Marek, Alderman Wayne Gregoire and Executive Secretary Dave Aker. Guests were Brian Larson, Phil Amundson, Dan Dahl and Randy Thorson.

Alderman Gregoire made a motion to accept the minutes for October 21, 2011, motion was second by Commissioner Wogaman; motion passed.

Executive Secretary Aker reviewed the financial minutes for October, November, December, the Annual for 2011, January, February, and March of 2012. Commissioner Wogaman motioned that we accept the financial minutes with the idea of sending a register letter to those people that have notes that are passed due and letters to those that just have notes due; Commissioner Marek seconded the motion and motion passed.

OLD BUSINESS:

Secretary Aker said certified letters were sent out to all the people that are past due and owe on their note. We had some people pay up, others called and the rest had no response. The commissioner board directed Secretary Aker to send another certified letter to the people that have not responded and tell them they have 30 days to call the Park and Recreation office or they would lose their lot and any money they had done on the lots.

Discussion on winter burial's new price of \$1,250.00 for the burial in the winter and \$50 for clearing an opening for winter. Discussion included the high price to what are the reasons for the high price. Dan Dahl explained that there have been only two markers broken over a long period of time, there is more vases broken and they cost \$300. Alderman Gregoire thought that when we had the Granite Company there they could not come to an agreement on the cost or who would pay for anything when it was broke. Phil Amundson said that people are able to do what they can, if they can afford winter burial they will and if they can't they won't. People spend a lot of money to get to funerals and they can only afford to come once. Then there are people that live around here that can wait. It was brought up by Chairman Dave Tucker that Minnesota has to have winter burials and Phil said if the weather allows them to have burial, otherwise it is the cemetery's choice. Secretary Aker proposed a \$900 fee for digging and a \$100 fee for clearing snow, the total cost for winter burial would be \$1,000. The Commission tables the cost of winter burial until the next meeting and we are going to ask the Granite Company to show up.

Secretary Aker talked about ½ lots at the cemetery and said that Grand Forks doesn't do half lots. If they are going to bury more than one person in a grave the cost is \$1,000 for the first burial and \$400 for the second one. They only allow one marker for two people on the grave and they range in size from 24" x 12", 24" x 28" and 28" x 30". Mr. Amundson said they have to have at least a 28" x 16" marker, and we have to decide if that is the size of the marker or concrete around the marker. Commissioner Wogaman made a motion to sell ½ lots; Alderman Gregoire seconded the

motion; Chairman Tucker brought up we need to do some research on the ½ lots and should table it to the next meeting. Commissioner Wogoman and Alderman both took back there motion and it was tabled.

Secretary Aker brought up the bids we have for cemetery slabs. We have a bid of \$2736 for the concrete work and \$1500 for leveling the ground. The bid for the sprinkler system was not in and we should deal with that when it comes in. Secretary Aker said we have \$5,000 in the budget and did not know for sure the price for sprinklers. Alderman Gregoire motioned in build the slabs and have the land leveled; seconded by Commissioner Marek; motion carried.

Chairman Tucker brought up the front end loader that Brian Larson was hoping to buy. Larson brought a bid in from Acme Tools for \$10,795.00 and had pictures of the tractor. He asked for the tractor and said the reason why he needed the tractor was because of all the markers he has to fix. Secretary Aker said he would have to get it approved by City Council for them to buy it. Commissioner Marek motioned that we buy the front end loader; Commissioner Wogoman second the motion; motion carried.

NEW BUSINESS:

The Commission talked about Memorial Day and the flags that are to be put up. Alderman Gregoire said that he was going to put the flags up, they previously had been put up by his son.

Secretary Aker handed out handbooks of the cemetery to the Commissioners to read through and see if we have to make any changes in it.

Commissioner Wogoman made a motion to adjourn the meeting and to set the next meeting sometime in July; Alderman Gregoire seconded it; Motion passed.

Meeting was adjourned!

Resurrection Cemetery Commission Meeting
 July 25, 2012
 12:00 Noon
 City Hall – Conference Room

MINUTES

The East Grand Forks Resurrection Cemetery Commission met Wednesday, April 25, 2012 at City Hall at 12:00 pm. Commissioner Tucker called the meeting to order at 12:30 p.m.

Present were: Commissioner Dave Tucker, Commissioner George Wogaman, Commissioner Julie Marek, Alderman Wayne Gregoire and Executive Secretary Dave Aker. Guests were Phil Amundson and Dan Dahl.

Commissioner Wogaman made a motion to accept the minutes for April 25, 2012, motion was seconded by Alderman Gregoire; motion passed.

Executive Secretary Aker reviewed the financial minutes for April, May and June of 2012. Alderman Gregoire motioned that we accept the financial minutes; Commissioner Wogaman seconded the motion and motion passed.

OLD BUSINESS:

Secretary Aker said certified letters were sent out to all the people that are past due and owe on their note. There were only two that did not pay their bill and only one that didn't respond to the letter. The one that responded to the certified letter was Hipsher but they did nothing, therefore we will send them a certified letter giving them 30 days to pay their bill or lose the lots. The one that never responded to the certified letter was the Gamboas, therefore we will send them a certified letter telling them we are taking back the lots. It was decided that a note is out for three years and if they have not paid off their bill the lots will be taken back; Motioned by Alderman Gregoire and seconded the Commissioner Wogaman; motion carried.

Secretary Aker discussed the ground has been leveled on the North side and dirt has been added. The plan is to have the three slabs put in and possibly the sprinklers, we are planting grass now.

Winter burials were brought up again and what price we should charged. Secretary Aker said he went back over the price and he thought \$825 for digging the grave, \$125 for perpetual care, \$50 for cleaning snow off the area needed and \$250 deposit in case anything is damaged. The final cost would be \$1,000 with a \$250 deposit that would be returned if nothing is broken by the digging or cleaning of snow. Dan Dahl argued that he would have the customer come down here and pay the deposit, Secretary Aker said that would be fine but the grave would only be opened when they have paid the \$1,250. Phil Amundson said other cemeteries do that and he would have no problem with it because we give the customer the choice to have a burial or wait until the spring. Motion by Commissioner Marek that a total of \$1,250.00 be paid for winter burials, with \$250.00 being return if there is no damages in the spring; seconded by Alderman Gregoire; motion passed. Paul Amundson said we should have a policy written for winter burials.

There was also a discussion on vases being left out, Chairman Tucker said that we have an October 1 deadline and not all the vases are put away. Secretary Aker said he will look at pulling out the flowers and put the vases away after October 1 if some are left out, otherwise they are

responsible for damages to the vase. Motion that whenever possible vases be taken down by October 1 by; Alderman Gregoire seconded by Commissioner Wogaman; Motioned passed.

Chairman Tucker talked about ½ lots at the cemetery and asked how anyone felt about them. He said the Commission has set aside some lots to be turned into ½ lots. Dan Dahl asked what the price for a ½ lot and Secretary Aker said \$300 is what he is looking at. Dan said he is going to have to explain to people they can buy a full lot for \$500 and a half lot is going to be \$300. Secretary Aker said there is more work with putting in half lots compared to a full lot. Paul Amundson said this would be the first time he has heard of cemeteries having ½ lots and they we are entrepreneurs. He said there is people always looking for a half lot. The Commission decided to table the ½ lots until we can look in to it more.

Dan brought up there is two people buried in one lot, either a mother with cremates of a baby or father. Commissioner Tucker said that only one person can be buried in a lot. Dan said he has about a dozen people in the cemetery. Paul Amundson said that Grand Forks has a charge of 2nd right of interment for anyone buried in the same lot. Alderman Gregoire made the motion; 2nd right of interment 50% of whatever the current cost of lots; seconded by Commissioner Marek; motion passed.

A discussion on the handbook was cut short because of time, tabled until next meeting.

NEW BUSINESS:

Secretary Aker brought up the returning of lots and selling them back to the City. He said that people have wanted their money back with no regard for the charge of the lot. Commissioner Wogaman and Alderman Gregoire agreed that there should be a cost for selling the lots back. Motion by Commissioner Wogaman that a fee of 20% of the price of the lot for returning lot; seconded by Commissioner Marek; motion carried.

Chairman Tucker showed the perpetual fund is \$155,623.00 which he said is not bad. He would like to know what per cent we decided on for the perpetual fund and report at the next meeting. Secretary Aker said he would find the per cent.

Secretary Aker thanked Alderman Gregoire for his work during the Memorial Day with the flags. Alderman Gregoire said he put out 98 flags and only had enough for the entrance, the Legion must have thrown the others out by mistake, they said next year they would have enough.

Commissioner Wogaman made a motion to adjourn the meeting; Alderman Gregoire seconded it; Motion passed.

Meeting was adjourned!

Thomas A. Spoor

Building Official

600 Demers Avenue NW

City of East Grand Forks, MN 56721

July 19, 2012

RE: Retirement Notification

TO: Scott M. Huizenga

Dear Scott:

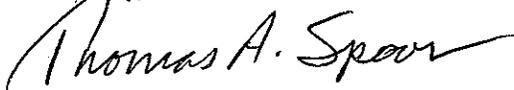
I would like to take this opportunity to inform you that I will be retiring effective October 31, 2012.

I have enjoyed working for The City of East Grand Forks and I sincerely appreciate the opportunity to serve the City. During my years as part of the City I have gained tremendous knowledge in my Position as Building Official and appreciate the support provided me.

While I look forward to enjoying my retirement, I will miss being part of the East Grand Forks Building Inspections Department.

If I can be of any assistance prior to my departure and beyond, please let me know. I would be glad to provide whatever assistance I can to assure a smooth transition for the Department.

Sincerely,



Thomas A. Spoor

August 1, 2012

City of East Grand Forks
600 DeMers Ave.
East Grand Forks, MN 56721

Dear Mr. Huizenga:

Please accept this as a formal notice of my resignation from the position of Executive Assistant with the City of East Grand Forks. My last day of employment will be August 16, 2012.

I will be relocating to the City of Moorhead as a City Clerk. This opportunity gives me the chance to grow professionally within city government.

Sincerely,

A handwritten signature in cursive script that reads "Michelle French".

Michelle French



City of East Grand Forks

600 DeMers Ave • P.O. Box 373 • East Grand Forks, MN 56721
 218-773-2483 • 218-773-9728 fax www.eastgrandforks.net

July 31, 2012

Pursuant to City Charter Section 3.10, I hereby exercise my right to veto Resolution No. 12-07-66 accepting and awarding bid for improvement on “2012 City Project No. 6 – Pool Repairs”.

The cost of construction is way over the estimated cost and we only received two bids. I also believe we need to look over the plan and scale down some of the proposed construction.

For the next year, I recommend that we do what has to be done to keep the pool open for a few years. I believe every child and adult should have the opportunity to learn to swim.

Let’s move forward in preparing our 2013 budget. We have many issues to address and our tax payers cannot afford all the proposed projects listed below. [Here is the breakdown of the possible city tax increases.](#)

Fire Truck:	2.7%
Swimming Pool:	8%
Wastewater Interconnect:	20%
Street Improvements:	20%
Misc. Operating Expenses:	3-4%

These increases do not include school, county, state, and federal.

Whether you support my veto or not, please send your comments/concerns to me via email at lstauss@eastgrandforks.net or mail your concerns to the City of East Grand Forks, Attn: Mayor Lynn Stauss, 600 DeMers Avenue, East Grand Forks, MN 56721.

Regards,


 Mayor Lynn Stauss

RESOLUTION NO. 12 – 07 - 66

RESOLUTION ACCEPTING AND AWARDING BID FOR IMPROVEMENT

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

WHEREAS, pursuant to an advertisement for bids for the improvement of 2012 City Project No. 6 – Pool Repairs, bids were received, opened and tabulated according to law, and the following bids were received complying with the advertisement:

AND WHEREAS, it appears that ICS, Inc is the lowest responsible bidder at a bid price of \$1,523,736.00.

NOW THEREFORE, BE IT RESOLVED,

1. The Mayor and City Administrator are hereby authorized and directed to enter into a contract with ICS Inc. in the name of the City of East Grand Forks for the improvement of 2012 City Project No. 6 – Pool Repairs, according to the plans and specifications therefore approved by the City Council and on file in the administration office.
2. The City Administrator is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids, except that the deposits of the successful bidder and the next lowest bidder shall be retained until a contract has been signed.
3. The revenue in of the following accounts of the City Projects Fund is hereby increased by the following amounts:

415-39-000-39201	Transfer In	\$1,904,670
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4. The expenses in of the following accounts of the City Projects Fund are hereby increased by the following amounts:

415-45-124-43030	Engineering (12CP6)	\$213,323
415-45-124-45300	Construction (12CP6)	\$1,523,736
415-45-124-44300	Miscellaneous (12CP6))	\$167,611

5. The city council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of the tax exempt bond.

Voting Aye:

Voting Nay: None.

Absent: None.

The President declared the resolution passed.

Passed: July 24, 2012

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 24th of July, 2012.

Mayor

RESOLUTION NO. 12 – 08 – 83

RESOLUTION TO SUPPORT THE GREENWAY TRAIL PLAN FOR THE CITY OF EAST GRAND FORKS AND THE CITY OF GRAND FORKS

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

WHEREAS, the City of East Grand Forks supports the Greenway Plan to create an attractive, functional, public green space along the Red and Red Lake River which provides recreation, environmental and economic benefits to the community and improves quality of life for East Grand Forks residents and businesses.

WHEREAS, the City of East Grand Forks recognizes this is a joint venture with Grand Forks and they will try team with partners from Minnesota.

NOW, THEREFORE, BE IT RESOLVED, the City of East Grand Forks agrees to coordinate plans, activities and use of the Greenway with the City of Grand Forks, ND and other agencies and organizations.

BE IT FURTHER RESOLVED, the City Council of the City of East Grand Forks agrees to accept the Greenway Plan to improve the ecological diversity to better represent the Red River Valley.

BE IT FURTHER RESOLVED, the City of East Grand Forks will support the Greenway Plan and utilize the Greenway for special events and community celebration. The City of East Grand Forks will minimize long term operation and maintenance costs for a period of no less than 20 years by the East Grand Forks Parks and Recreation Department.

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

The President declared the resolution passed.

Passed: August 7, 2012

Attest:

City Administrator/Clerk-Treasurer

President of the Council

I hereby approve the foregoing resolution this 7th day of August, 2012.

Mayor

THE GREENWAY 2012 SUPPLEMENT

Grand Forks, North Dakota

East Grand Forks, Minnesota



GREENWAY VISION STATEMENT

“The Red and Red Lake Rivers Greenway will protect residents of Grand Forks and East Grand Forks from flooding, provide opportunities for economic growth, improve and restore ecological stability of the river corridor, link residents and tourists to four seasons of recreation and transportation facilities, provide linkage between the cities, preserve and promote the history and culture of the region through education, and improve the quality of life for future generations.”

-Written by workshop participants (residents of Grand Forks, ND and East Grand Forks, MN) and prepared by Greenways, Inc. and the US Army Corps of Engineers as part of the Greenway Plan of September 2001.

www.greenwayggf.com

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Acknowledgements

This document is a supplement to the original Greenway Plan of 2001. It is a summary of the construction and management of the Greenway over the past ten years. This document was written and edited by Maegin Rude and Kim Greendahl, City of Grand Forks Greenway Specialist.

The Greenway Technical Committee serves as a technical advisory board to the managing agencies of the Greenway. Each of the four managing agencies provides staff to develop and manage the Greenway. A special thank you to the past staff that have served on the committee and the current staff that continue

to support this effort - Dave Aker, City of East Grand Forks, Park and Recreation Dept.; Melanie Parvey and Kim Greendahl, City of Grand Forks; Bill Palmiscno, Grand Forks Park District; and various staff from the Minnesota Department of Natural Resources.

The success of the Greenway depends on technical advice and guidance from many sources. Thanks to the Greenway partner agencies and individuals who have dedicated time and provided technical support to the continuing development of the Greenway. Greenway Technical Committee members thank the partner agencies for their assistance with the development of the Greenway: Dakota Science Center, Floan-Sanders, Inc., Grand Forks/East Grand Forks Metropolitan Planning Organization, National Audubon Society, ND Game & Fish Department, Northwest Regional Development Commission, Options, Red River Hookers, Red River Snowmobile Club, Resource Conservation & Development, UND Recreation & Leisure Services, and US Fish & Wildlife Service.



A beautiful view of the Greenway

Description

For the purpose of this plan, the “Greenway” refers to the physical space controlled by the City of Grand Forks, City of East Grand Forks, Grand Forks Park District, and the Minnesota Department of Natural Resources. This is generally described as the wet side of the toe of the levee adjacent to the riverbank.



View of the Greenway

Executive Summary

The United States Army Corps of Engineers developed the initial plan for the Greenway, in association with the North Carolina based firm Greenways Incorporated, after the flood of 1997. In 1998 the City of Grand Forks commissioned Greenways Incorporated to build on the original vision for the Greenway and create a comprehensive Greenway Plan. A series of public meetings were held in both communities to gather ideas for the Greenway. This information was combined with an inventory of resources to create a guide for construction and management of the Greenway.

The Greenway Plan defined a strategy to build an outdoor recreation facility for the Greater Grand Forks area. A portion of the Greenway Plan was approved by the Grand Forks City Council in September 2001. This document was used as a conceptual guide for building and managing the Greenway.

It has been ten years since the Greenway Plan was produced by Greenways Incorporated and adopted by City Council. The communities worked hard to stay true to the core vision of the original plan in organizing and

building the Greenway. Several projects in the original plan were eliminated during construction of the Greenway. A lack of funding, community resistance, and land use plan were all reasons for removing projects from the final construction plans. Citizens continue to submit requests for additions and improvements for the Greenway as recreation and visitor needs change.

The Greenway provides a unique opportunity for year-round outdoor recreation in the heart of Greater Grand Forks. The Greenway also provides a source of economic development through development of special events that attract participants from around the region. Features like two golf courses, three disc golf courses, paved trails, trail heads, shore bank fishing sites, campground, and four boat ramps provide a high quality of life for the community.

This document is a supplement to the original Greenway Plan and provides a summary of Greenway development over the past decade. Areas covered in this document include an outline of funding sources, management and maintenance.

Management and Organizational Framework

The development and construction of the flood protection system and Greenway required a cooperative effort by many departments and agencies. The Greenway Alliance was established in 1998 to work through the issues associated with the construction and governance of the Greenway.

This group oversaw the creation of the Greenway Design Palette, Greenway Plan, and the establishment of the Greenway governance structure. Membership on the committee included representatives from both cities - federal, state, and local agencies with expertise in a variety of recreation management fields.

After the publication of the Greenway

Plan, the Greenway Alliance was no longer necessary, but the managing agencies continued to meet and discuss ongoing management issues. The Greenway Technical Committee was formed after the Greenway Alliance concluded their work on the project.

The Greenway Technical Committee serves as a technical advisory board to the managing agencies of the Greenway. Membership of the committee includes representatives of the four managing agencies and other parties interested in the development of the Greenway. The Greenway Technical Committee has no governing authority but serves as the primary mechanism for the four managing agencies to discuss Greenway management issues. Meetings are held bimonthly and are open to the public. Staff from the four managing agencies meets on the alternate months.

The four managing agencies of the Greenway are:

- City of East Grand Forks
- City of Grand Forks
- Grand Forks Park District
- Minnesota Department of Natural Resources



Beautiful view of the Greenway on a sunny day

LAND OWNERSHIP

Prior to the flood of 1997, property along the Red River was owned by both private and public entities. Complete ownership of this land by the City of Grand Forks was necessary to implement the construction of the flood protection project and ensure access during high water events. The City of Grand Forks owns all the land within the Greenway on the Grand Forks, ND side of the Red River.

The City of East Grand Forks owns the majority of the approximately 1,300 acres of Greenway located in Minnesota. The Minnesota Department of Natural Resources owns the Red River State Recreation Areas Campground and the River Heights Trailhead area.

STAFFING

After the completion of the flood protection project in 2008, the operations, maintenance and management of the Greenway became the responsibility of both cities. In Grand Forks, this work is coordinated through the Public Works Department. The Grand Forks Park District manages four major recreational areas within the Greenway, through a lease agreement with the City of Grand Forks. The park areas managed by the Grand Forks Park District on behalf of the City of Grand Forks

are Riverside, Kannowski and Lincoln Drive Parks, and the Lincoln Drive Golf Course.

The City of Grand Forks employs one full time staff person to oversee the daily operations, maintenance, promotion, and public relations of the Grand Forks portion of the Greenway. The Greenway Specialist position was funded as a part of the construction project when the position became permanent. This position is funded by the flood protection system and Greenway fees.

Maintenance for the East Grand Forks portion of the Greenway is the responsibility of the Parks & Recreation and Public Works Departments. The City of East Grand Forks, in partnership with the Minnesota Department of Natural Resources, hires seasonal staff to manage the Red River State Recreation Area, including the campground. This staff handles the reservations, point of sale, rules and regulations, reporting, guidelines, and procedures. The campground is typically staffed 8:00 am to 10:00 pm from Memorial Day to mid-September.

CITIZEN INPUT

Citizen input is an important part of the management and development of the

Greenway. The original flood protection system designed by the US Army Corps of Engineers was completed by 2008 but the Greenway continues to evolve as trends in recreation and visitor preferences change. Greenway users have been instrumental in that evolution. Several features have been added to the Greenway as a result of citizen input and requests. There are two opportunities for citizen involvement in the Greenway: the Greenway Technical Committee and the Greenway & Trail Users Advisory Group.

The Greenway & Trail Users Advisory Group is open to local citizens who share an interest in the development and use of the Greenway and trails in the Greater Grand Forks community. Meetings are held the second Tuesday of every month.

The Special Projects request form gives citizens the opportunity to submit an idea for an addition or improvement to the Greenway. A completed request form is reviewed by the staff of the Greenway Technical Committee to determine its feasibility within the Greenway. If the request is approved for further evaluation, a member of the committee will guide the request through the proper channels of their organization. If the request is not feasible within the Greenway but fits better in a different area of the community, the citizen is directed to the appropriate community contact.



Enjoying a day of golfing at Lincoln Drive Golf Course in Grand Forks

Operations

RULES & REGULATIONS

To help avoid confusion for the user and law enforcement officials, the Greenway Technical Committee began work on developing a set of consistent regulations for the governance of the entire Greenway system in early 2003. The result of that effort was the Greenway Rules and Regulations, which represents common regulations and use guidelines of the managing agencies.

In 2006 the Grand Forks City Council adopted a series of ordinances based on the Greenway Rules and Regulations. These ordinances are specific to the Greenway and not already covered in city ordinance. The City of East Grand Forks adopted the Greenway Rules & Regulations by resolution, not by ordinance, in 2005. Areas within the Greenway and owned by the Minnesota Department of Natural Resources are governed by state laws, which the original Greenway Rules & Regulations were based.

EMERGENCY RESPONSE PLAN

The location and landscape of the Greenway along the river can present problems when emergency services are needed. Determining a location for an emergency call can be difficult

when prominent landmarks are not readily present. In 2010 the Greenway Technical Committee adopted a plan to place signs along the trail to provide trail distances and points of reference for users. This plan will be expanded to the larger metropolitan trail system in the coming years.

USER CODES OF CONDUCT

The managing agencies of the Greenway recognize the potential of user conflict on the trails and other Greenway facilities. The committee continually seeks opportunities to provide a high level of user enjoyment through user education.

MAINTENANCE

The maintenance of the Greenway covers a wide variety of topics and is a substantial undertaking for city staff. Discussion about the ongoing maintenance of the Greenway began early in the construction process and addressed both the flood protection and recreation components of the system.

In Grand Forks, the storm water division of the Public Works Department is responsible for maintaining the integrity of the flood protection

system (floodwalls, earthen levees, pump stations and diversion channel). The streets division maintains the recreational features of the Greenway not already covered through agreements with other agencies or maintenance contracts.

In East Grand Forks, maintenance is managed by the Public Works Department. The Parks and Recreation Department oversees the development of Greenway features.

Staff also relies on a variety of outside agencies for assistance on things like forestry, recreation management, special events, and riparian restoration. These partnerships provide a beneficial network of expertise in a wide variety of areas pertaining to the maintenance and development of the Greenway.

Private contractors provide many of the services necessary to properly maintain the Greenway. Contracts are bid on a biennial basis

and managed by the Greenway Specialist. The Grand Forks Park District provides maintenance services for areas under its management.

GOPHER AND OTHER PEST CONTROL

Gophers and other burrowing animals pose a danger to the integrity of the flood protection project. Routine surveillance by city personnel and the contractor allows for early detection and response to animal activity.

LANDSCAPING

Flower beds and shrubbery are located at trailhead facilities throughout the project. The Grand Forks Park District provides maintenance of the landscaping managed by their agency. All other landscaping features are handled by contracted labor at the direction of Greenway staff.

MOWING

The Grand Forks portion of The Greenway includes approximately 900 acres of green space that requires a wide variety of maintenance. The criteria used for determining what is needed includes the effects on bank stabilization, use of the area, best management practices, and cost.

POST HIGH WATER CLEANUP

Water levels on the Red River fluctuate



Red River State Recreation Area in East Grand Forks

throughout the year and receding water can leave behind debris. The type and amount of debris varies with each event. It can range in size from small branches to uprooted trees and other large items.

The policy for the cleanup of debris left behind in the Greenway is to allow small amounts of natural debris deposited in the wooded areas to remain in place unless there is a concern for public safety.

If water and debris reach the public areas of the Greenway, cleanup occurs in stages. The immediate response begins with crews removing silt and debris on the upper trails to allow quick reopening of the trail system. The next stage involves the clearing of any debris on the river side of the trail that might hinder mowing or park use. Volunteer labor is sometimes used to remove the small debris that collects in the trees along the river in the downtown area. Larger debris and silt on the trails is removed by city or contracted labor.

RIPARIAN RESTORATION

Riparian restoration provides the opportunity to develop semi-natural areas along the Greenway. This vegetation can add stability to riverbanks that are susceptible to erosion. A riverbank

stabilization and wildflower restoration project was started in 2005 in several areas in the Grand Forks portion of the Greenway. The City of East Grand Forks partnered with Xcel Energy to plant willow stakes along the riverbank just south of the Sorlie Bridge in downtown East Grand Forks.



A golden fall scene in the Greenway

VEGETATION MANAGEMENT

The location of the Greenway along the riverbank provides a fertile breeding ground for all types of vegetation, both desirable and undesirable. Flood waters continually deliver the seeds of noxious and troublesome weeds throughout the system, making complete eradication of the weeds impossible. Staff works to eliminate the growth of any plant labeled as zero tolerance by state agencies. Other weeds are controlled with mowing and herbicide application.

Funding

CITY OF GRAND FORKS

In December 2005, the Grand Forks City Council passed an ordinance to charge a monthly fee to residential and commercial properties to finance the operations and maintenance (O & M) and small capital improvements of the flood protection system and Greenway. This fee is included on the monthly utility bill for residents and businesses.

Fees to residential customers, including single family, apartments, condominiums, town homes, and mobile home parks are charged based on the number of residential units-similar to fees charged for refuse and mosquito services. Fees charged to nonresidential properties are based on

the number of taxable square feet of the property and stormwater drainage factors. Some nonresidential properties-such as governmental and undeveloped properties-were not charged previously for storm sewer service but are now included in the new ordinance.

Funds from the flood protection/Greenway service fee are used to cover the O & M of the flood protection system. This includes the levee and floodwalls, flood pumping stations, English Coulee Diversion Channel, and closure and drainage structures. Greenway O & M expenses are also covered through this fee and include items like administration, mowing, trail maintenance, repairs and replacement of recreational features, minor debris cleanup, and other expenses associated with the operations and management of the Greenway. Expenses for O & M have fluctuated from year to year but average approximately \$227,000 for the years 2009 to 2011.

The original flood protection plan developed by the US Army Corps of Engineers and the City of Grand Forks includes the tools necessary to provide permanent,



Trails in the Greenway in East Grand Forks

comprehensive flood protection for the Grand Forks community. During the planning process it was determined that the Grand Forks community wanted to incorporate extra features, not included in the original plan, to enhance flood protection system and Greenway. Enhancement projects included the Greenway Plan, raising the height of the floodwalls, construction of the Community Green, warming houses, and other recreational features. The Betterment Fund provided financial support for these additions. Money for the Betterment Fund was raised through a special assessment process paid by all property owners in Grand Forks. These special assessments were also used to pay a significant portion of the local share of flood protection/Greenway project construction costs, including O & M expenses, until 2005.

CITY OF EAST GRAND FORKS

In 2009 the City of East Grand Forks voted to charge a monthly Greenway fee for every utility account within the city. This fee is dedicated to the Greenway Capital Fund for capital expenditures on trails and trailheads.

OTHER FUNDING SOURCES

Federal Resources

The recreation portion of the original

Greenway construction was funded as a 50/50 cost share with the US Army Corps of Engineers and the Cities of Grand Forks and East Grand Forks. This included items such as the trail system, restrooms, playground equipment, and signage.

The cost of the two pedestrian bridges was financed through a partnership between the US Army Corps of Engineers and the two cities. The US Army Corps of Engineers provided 50 percent of the bridge construction costs and the two cities split the remaining costs equally.



Ice skating on a winter day

State Resources

Red River Regional Council: In 2005 & 2006 the City of Grand Forks entered into a Memorandum of Agreement with the Red River Regional Council to plant willow stakes at four riverbank locations for bank

stabilization.

Statewide Health Improvement Plan (SHIP)

Polk County, MN: In 2011, the City of East Grand Forks received funding from SHIP to install distance and emergency services locator signs along the loop trail in the Greenway.

SHIP is a program aimed to help Minnesotans live longer, healthier lives by reducing the burden of preventable chronic disease through increased physical activity and healthy eating.

Minnesota Department of Natural Resources

(MN DNR): The City of East Grand Forks received funding from the MN DNR 50/50 grant program to realign a trail in LaFave Park.

ND Game and Fish: The ND Game and Fish Department provided 75% of the funding needed to build two new boat ramps in Grand Forks. Funding has also been given for a boat dock for installation at one of the two boat ramps, to ease the boat loading and unloading process.

Garrison Diversion Conservancy District

(GDGD): During the construction of the flood protection project, the (GDGD) provided funding for the Community Green, an area of the downtown Greenway used to host many special events.

ND Parks and Recreation (NDPR): The NDPR provided funds through the Recreation Trails Program to install a paved connection

between an existing trail and the bike route in Lincoln Drive Park.

Local Resources

City of Grand Forks: The City of Grand Forks cost shared the recreation portion of the Flood Protection project and also funded 100% of the betterments of the project and continues to finance the operations and management of the project.

Grand Forks Park District: The Grand Forks Park District provided funding for two community rooms, which are adjacent to the restrooms in Lincoln Drive and Riverside Parks. The Grand Forks Park District continues a commitment to the Greenway through in-kind and financial assistance for small capital projects.

Private Resources

Friends of the Greenway Fund: The Friends of the Greenway Fund has been established with the Community Foundation of Grand Forks, East Grand Forks and Region. This fund is designated for projects within the Greenway.

Xcel Energy Environmental grant program:

The multi-state energy provider has provided funding for two large plantings in the Grand Forks portion of the Greenway. More than 225 trees have been planted along two trail

corridors and an overlook using volunteer labor from the public and Xcel Energy employees. Funding has also been used to provide decorative plantings in some areas of the Greenway.

University of North Dakota Environmental Law Society (UND ELS): Funding from UND ELS was used to underwrite a tree planting project in collaboration between the UND ELS and a local elementary school. Over 60 small trees and shrubs were planted along the trail north and south of the Grand Forks downtown area.

Roaming Paws: The local dog park advocacy group Roaming Paws provided funding for amenities at Lincoln Drive Park dog park including benches, picnic tables, and

informational kiosks. The funds were a result of several fundraising activities and sponsorship commitments secured by the group.

Rotary Club: The local Rotary Clubs provided funding for amenities in Rotary Park, located in downtown Grand Forks. Funding was also given for a fountain along the riverbank in downtown East Grand Forks.

Riverside Pool: A three year donation was secured through private donors to underwrite the costs of operation and management of the Riverside Pool.

Eagle Scout Projects: Local Eagle Scout candidates have provided several small amenities within the Greenway. The dog waste bag stations, a nature play area and kiosk in the EGF campground have all been designed, built, and funded by the Eagle Scout candidates.

Volunteers: Throughout the year local service groups, schools and other citizens provide valuable service to the upkeep of the Greenway.



The fountain in Rotary Park, downtown East Grand Forks

Programs

ADOPT-A-TRAIL

The Greenway Adopt-a-Trail program is an all-volunteer program that gives the public an opportunity to become actively involved in maintaining the beauty of the Greenway. Anyone interested in adopting a section of trail can submit an application to the managing agency for consideration. The Adopt-a-Trail program requires a minimum commitment of three years.



The Greenway features over 20 miles of paved, multi-purpose trails

AMERICANS WITH DISABILITIES (ADA) ACCESSIBILITY

It is the goal of the managing agencies to provide outdoor recreation opportunities for people of all levels of ability. The Greenway contains many handicap accessible features, including wheelchair accessible picnic tables and playground equipment, maximum five percent

trail grades, and handicap parking.

In 2011 the Greenway Technical Committee convened an ad-hoc subcommittee to review the Greenway policies for the use of Other Power-Driven Mobility Devices in the Greenway by people with disabilities. The results of the committee's findings did not affect any policies for wheelchairs, which are allowed wherever foot traffic is allowed.

It was the recommendation of the subcommittee to allow the use of Other Power-Driven Mobility Devices that were not specifically designed for disabilities on the trail, provided the device is no more than 36" wide and is not powered by an internal combustion engine. All-terrain vehicles (ATV), golf carts or dirt bikes are not allowed as other power-driven mobility devices and may only be used on trails designated for that activity.

GREENWAY TREE PLANTING PROGRAM

This program is an opportunity for the public to purchase a living, growing memorial for a loved one or special occasion. Donors can purchase a tree from a local nursery or donate an already established tree for planting in the Greenway.

Marketing and Promotions

Marketing was identified in the Greenway Plan as an important factor in developing the Greenway as a tourist attraction and increasing the potential for economic development. Greenway staff has built valuable relationships with tourism and media outlets, both locally and statewide, to create opportunities for shared marketing campaigns to promote the Greenway and special events.

The marketing and promotion of the Greenway is done through a variety of formats:

- Maintenance of the internet website www.greenwayggf.com
- Regular emails to a large database
- News releases
- Printed brochures with maps and event information
- Other social media

The growing use of social media is an area for expansion for promoting the Greenway. Staff has been exploring an integrated plan for using Twitter, Facebook and other media sharing tools to share information about Greenway events and attractions.

SPECIAL EVENT PERMITS

The Greenway is a popular spot to host races, art shows, and other community events. Anyone planning to host an event in the Greenway is asked to submit a Special Events permit application to reserve the date and area for their event. This permit provides a one-stop shop for event planners and prevents the overlap of activities in the same area. Permits are available through the Public Information Office at the Grand Forks City Hall or the East Grand Forks Parks and Recreation department in the East Grand Forks City Hall.

PARK USE PERMITS AND RENTALS

The use of most facilities in the Greenway is available at no cost, but reservations are encouraged for picnic shelters and community rooms. These facilities are managed by the Grand Forks Park District and East Grand Forks Park and Recreation Department. Reservations are subject to a nominal fee.

Annual Events Held in the Greenway

- Greenway Ski Days
- Winter Fest
- Frozen Feat
- END-IT Iceman Triathlon
- Arbor Day celebration
- Grand Cities Art Fest
- YMCA Firecracker 5 & 10k race
- Sertoma Fun4th & Fireworks
- Family Fun Night and Chalk It Up
- Cats Incredible
- YMCA half marathon
- Down by the Riverside
- Tour De Forks
- Christmas in the Park
- Santa's Village

The Greenway Contact Information

THE GREENWAY

www.greenwayggf.com
greenway@grandforksgov.com
www.facebook.com/greenwayggf

MANAGING AGENCIES

City of Grand Forks

PO Box 5200
255 North 4th Street
Grand Forks, ND 58203
701-738-8746
greenway@grandforksgov.com

City of East Grand Forks

Parks and Recreation
600 DeMers Avenue
East Grand Forks, MN 56721
218-773-8000
www.egf.mn

Grand Forks Park District

1210 7th Avenue South
PO Box 12429
Grand Forks, ND 58208
Main Line: 701-746-2750
Info Line: 701-787-3499
www.gfparks.org

MN Department of Natural Resources

515 2nd Street Northwest
East Grand Forks, MN 56721
218-773-4950
http://www.dnr.state.mn.us/state_parks/red_river/index.html

LaFave Park, East Grand Forks Conceptual Plans

The vision for LaFave Park is to create an area for people of all ages to enjoy, while keeping the natural environment. Some activities offered in the park would include fishing (boat access and shore fishing), a shaded picnic area and a natural playground. This plan also retains the school activities held on this site, such as football games and bonfires. Open turf areas provide locations for family games, street fairs or music festivals.

The picnic area is near the parking lot and within walking distance of the facilities on the dry side of the levee. The tables are near existing trees for immediate shade, and more

shade as planted trees grow. This area has four dedicated tables, but has room for more.

This park is designed for pedestrian safety. The use of “signal trees” (trees with a distinctive quality, such as form or color), bollards to allow pedestrians and non-motorized transportation on trails, and dedicated road crossings will separate pedestrians and motor vehicles.

The riparian area, or “no mow” area, has many benefits, including a naturalized area that slows and filters runoff from rain and snow, is aesthetically pleasing and requires less maintenance.

BOLD and **boxed** items have detailed drawings on preceding pages.



NATURAL PLAYGROUND CONCEPT

Natural playgrounds differ from traditional playgrounds because they feature natural environmental elements versus manufactured equipment. Natural play environments are designed to stimulate children's imagination and engage them in the outdoor world, instead of a structured play area. Natural playgrounds also educate children of natural processes. Natural playgrounds can easily be designed to encourage play at all skill levels. The parking lot has 8 spots (one ADA) and has a turnaround to accommodate vehicular traffic.

Natural playgrounds can be developed as funds become available. This can be a great opportunity for the community or organizations to be involved.

Some features of this play area could include:

- Hedge Maze for exploration, hiding and games
- "Sensory" Garden to explore and stimulate
- Sand River/Lake Play area
- Wetlands Play area
- Natural Slide
- Berm "Field" for hiding and games
- Rock "Pile" for climbing
- Central observation location for guardians
- Bridges to walk over or crawl under
- Wood Wind Chime Station, wheelchair accessible
- Vegetative Enclosures for children's safety



LOOKOUT AREA CONCEPT

This area is located near the trail and provides some of the best views in the park, overlooking the riparian area, the Greenway and the fork of the Red and Red Lake Rivers. Visitor amenities include vegetation and shade for comfort, formal seating (benches), informal seating (boulders), and trash receptacles. This location is perfect for interpretive displays about area history and culture.



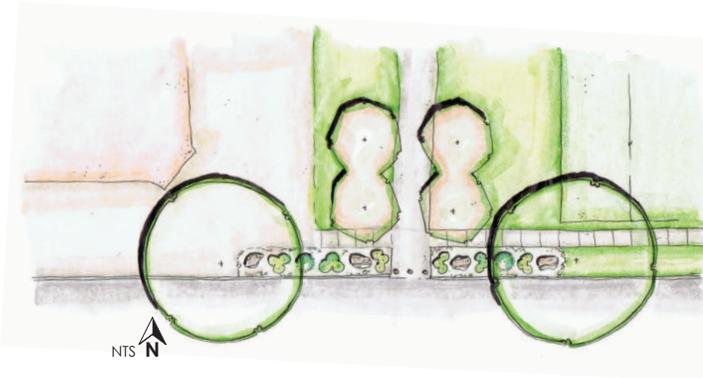
PARKING LOT

This lot allows plenty of parking for vehicles and boat trailers. It is designed to hold 15 vehicles (2 ADA spots) and 8 boat trailer spots. The parking lot provides pull-up and back in parking away from the road for safety. Trees within the lot provide shade and cooling for surrounding areas, and act as a visual buffer. Curb and gutter deter vehicles driving off dedicated roadway. The grass areas surrounded by impervious material can accommodate stormwater runoff and filter the water to prevent contaminated water from the parking lot running directly into the river. Two areas within the park are dedicated overflow parking for high traffic events.



LANDSCAPING ALONG ROAD CONCEPT

This area originally provided a partially paved road for motor vehicle access to the riverbank. Motor vehicle traffic is no longer desired along the riverbank because of the detrimental affects to the vegetation and riverbank. Permanent features like curb and gutter, bollards, vegetation and boulders will deter vehicle traffic. No area will be wide enough to allow vehicle access.



FISHING ALONG SHORE

This image suggests a typical location along the riverbank that allows fishing. This area features graveled or small aggregate base with access to the roadway, formal seating (bench), informal seating (boulder), an adjustable fishing platform and trash receptacle.



LANDSCAPED CORNER

An existing gravel road continues southwest off the paved road, toward the river, encouraging unwanted vehicular traffic. Adding vegetation and boulders to this area would limit vehicle access and signal that this area is no longer drivable. Grasses and trees will fill in the riparian area. No area will be wide enough to allow vehicle access.



The Greenway

Grand Forks / East Grand Forks



GRAND FORKS, ND

EAST GRAND FORKS, MN

For more information about the bikeway system in Grand Forks and East Grand Forks please call

THE GREENWAY

GRAND FORKS / EAST GRAND FORKS

The flood of 1997 dramatically altered the landscape of Grand Forks and East Grand Forks. More than 56,000 people were evacuated before waters of the Red and Red Lake Rivers crested at a record high level of 54 feet. Seventy-five percent of Grand Forks and ninety-five percent of East Grand Forks were inundated with water. The cities made national headlines as eleven of Grand Forks' downtown buildings burned. To ensure that Greater Grand Forks would be protected against future flooding, the US Army Corps of Engineers proposed the construction of a flood protection system, including a Greenway, along the Red and Red Lake rivers.

The Greenway provides a unique opportunity for year-round outdoor recreational activities in the Greater Grand Forks area. With approximately 2,200 acres of open space, vegetation, and recreational amenities, there's something for everyone in the Greenway.

LEGEND

YOU ARE HERE	Disc Golf
Hiking Trail Access	Softball Fields
Biking Trail Access	Basketball Courts
Information/Kiosk	Tennis Courts
Parking	Sand Volleyball
Restrooms	Pickleball
Picnic Area	Horseshoe Pits
Playground	Wildflower Garden
Wildlife Observation Area	River Level Monument
Campground	Labyrinth
Recreation Area Office	
Trailer Sanitation	
Boat Access	
Rapids	
Swimming Pool	
Fishing Access	
Athletic Fields	
Golf Course	
Dog Park	

City of Grand Forks, ND
 Grand Forks Park District
 East Grand Forks Parks
 Red River State Recreation Area
 Permanent Flood Protection System
 Paved Trails
 Trail Mileage between points

City of Grand Forks
 City Hall
 255 N. 4th St.
 P.O. Box 5200
 Grand Forks, ND 58206-5200
 Phone: 701-745-4636
 Web: www.greenwayggf.com

East Grand Forks Parks and Recreation
 City of East Grand Forks
 600 Demers Ave.
 P.O. Box 321
 East Grand Forks, MN 56721
 Phone: 218-773-8000
 Web: www.egf.mn

Grand Forks Park District
 1210 - 7th Avenue South
 P.O. Box 12429
 Grand Forks, ND 58208-2429
 Phone: 701-748-2750
 Web: www.gfparke.org

Red River State Recreation Area
 P.O. Box 529
 515 2nd St. NW
 East Grand Forks, Minnesota 56721
 Phone: 218-773-4950
 Web: www.dnr.state.mn.us



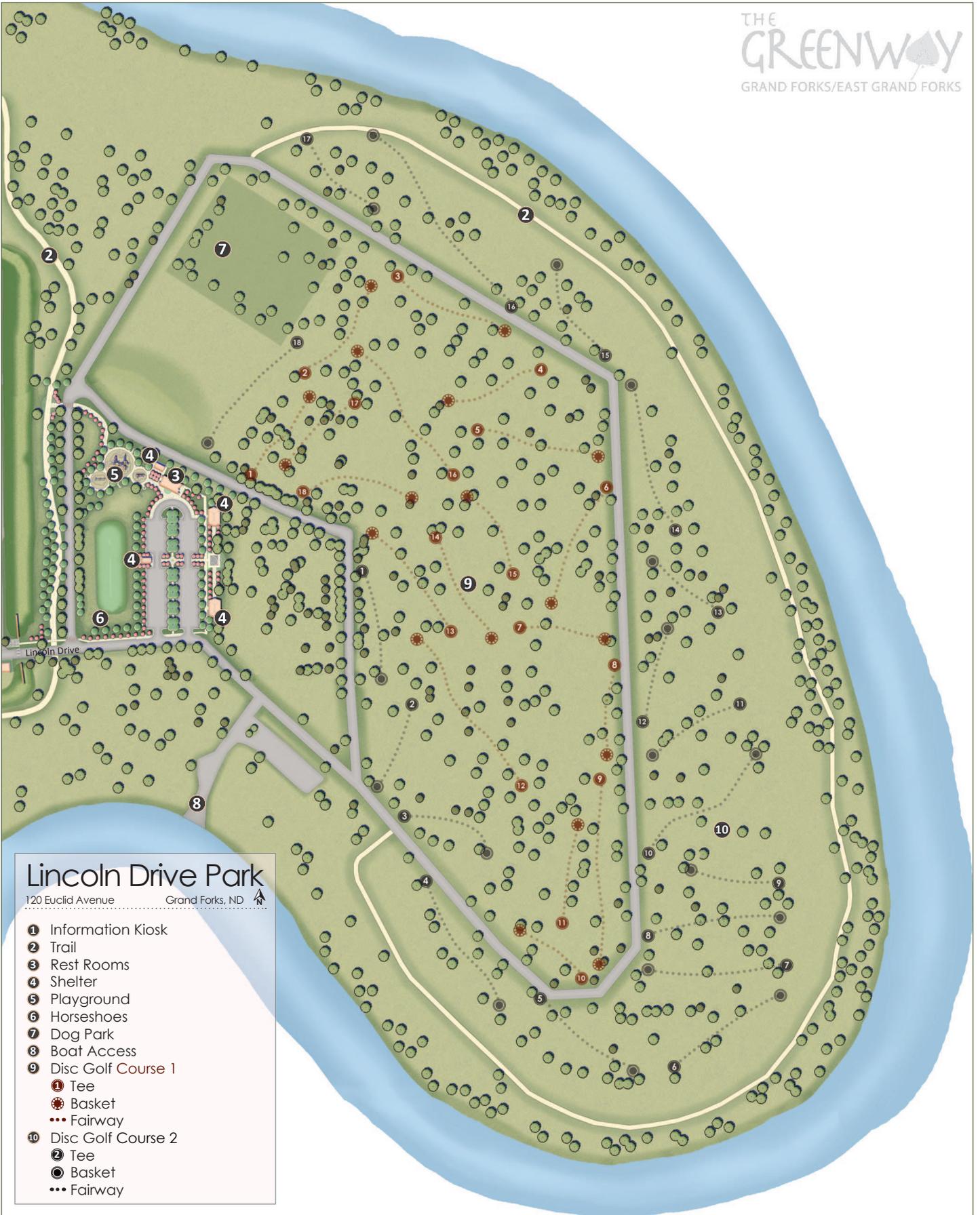
Map Updated: April 2012



Like us on Facebook

Web: www.greenwayggf.com
 Email: greenway@grandforksgov.com

Please consult GF / EGF Bikeway Map for connection to metro-wide trail system



Lincoln Drive Park

120 Euclid Avenue Grand Forks, ND

- 1 Information Kiosk
- 2 Trail
- 3 Rest Rooms
- 4 Shelter
- 5 Playground
- 6 Horseshoes
- 7 Dog Park
- 8 Boat Access
- 9 Disc Golf Course 1
 - 1 Tee
 - 2 Basket
 - 3 Fairway
- 10 Disc Golf Course 2
 - 1 Tee
 - 2 Basket
 - 3 Fairway



Riverside Park
100 North 1st Street Grand Forks, ND

- 1 Information Kiosk
- 2 Trail
- 3 Riverside Pool
- 4 Rest Rooms
- 5 Shelter
- 6 Playground
- 7 Tennis Courts
- 8 Basketball Court
- 9 Disc Golf Course (future)
- 10 To Riverside Rapids



Eagle Point
 1st Street SE, East Grand Forks, MN

- 1 Information Kiosk
- 2 Trail
- 3 Rest Rooms
- 4 Shelter
- 5 Look Out Point
- 6 Boat Access
- 7 Rapids
- 8 Pedestrian Underpass
- 9 Disc Golf Course
- 1 Tee
- 2 Basket
- 3 Fairway

THE GREENWAY
 GRAND FORKS/EAST GRAND FORKS

Crestwood Trail Head & O'Leary Park

711 3rd Street NW East Grand Forks, MN

- 1 Information Kiosk
- 2 Trail
- 3 Rest Rooms
- 4 Shelter
- 5 Playground
- 6 Tennis Courts
- 7 Pickleball Courts
- 8 Basketball Court
- 9 Soccer Fields
- 10 Volleyball Court
- 11 MFW Arena
- 12 Blueline Arena





Appendices

Agreement between City of Grand Forks and Grand Forks Park District

Agreement between City of East Grand Forks and Minnesota Department of Natural Resources

Greenway Special Projects request form

Greenway Rules and Regulations

Vegetation Management policy

Adopt-a-Trail form

Policy of Other Power-Driven Mobility Devices

Greenway Tree Planting program

Operations and Management Fee Ordinance - Grand Forks

Greenway Trail Maintenance Fee- East Grand Forks

Special Events permit application

Park reservation and shelter permit - Grand Forks Park District

LEASE

This Agreement made and entered into this 31ST day of December, 2008, by and between the City of Grand Forks, a North Dakota municipal corporation, hereinafter referred to as "Landlord", and the Grand Forks Park District, a North Dakota municipal corporation, hereinafter referred to as "Tenant".

WITNESSETH, that Landlord, for and in consideration of the rents and covenants hereinafter mentioned, and to be paid and performed by Tenant, the Landlord has DEMISED, LEASED AND LET, and by these presents does Demise, Lease and Let, unto Tenant, properties located in the County of Grand Forks, State of North Dakota, as more fully described herein.

TO HAVE AND TO HOLD, the herein described premises to the party of the second part, its heirs, executors, administrators and assigns, for and during the full term of five (5) years from and after the date hereof. Such term shall be automatically renewed for Three (3) additional terms of five (5) years each, unless either party shall, at least 60 days prior to the end of then-current term, give notice of intention not to renew.

The Tenant, for itself, its heirs, executors, administrators and assigns, agrees to and with the Landlord to pay the Landlord, its heirs, executors, administrators or assigns, as rent for the herein described premises, the sum of One Dollar and No/100 (\$1.00) for and during the term of this Lease. And it is further agreed, by and between the parties as follows: That should Tenant, its heirs, executors, administrators or assigns, fail to make the above-mentioned payments herein specified, or fail to fulfill any of the covenants herein contained, then and in that case it shall be lawful for Landlord, its heirs, executors, administrators or assigns to reenter and take full and absolute possession and control of the demised premises and hold and enjoy the same fully and absolutely, without such reentering work being a forfeiture of rents to be paid and the covenants to be performed by Tenant, its heirs, executors, administrators or assigns for the full term of this Lease.

The parties agree to the following general terms which shall apply to each of the properties described herein except as may be specifically modified by its Special Conditions for each individually leased area.

1. Tenant agrees to pay real estate taxes and installments of special assessments, all premiums for insurance purchased by Tenant and all charges for utility services as currently provided to the premises or as may be provided in the future at the request of parties other than the Landlord.

2. Tenant shall be responsible for the maintenance, repair and upkeep of the premises described herein and shall take good care of the premises according to standards

adopted by the Grand Forks Park District. Tenant shall, at the expiration of this Lease, return the premises in as good condition as premises are on the date of the execution of this Lease, usual wear and tear, and acts of God excepted.

3. Tenant shall not construct, install or place any improvements in or upon the premises without the prior written consent of the City Engineer and the Public Works Director.

4. Landlord shall not be liable for any injury or damages to any property of the Tenant or persons on or about the premises, and the Tenant shall hold the Landlord harmless from any claims or damages thereto. Further, Landlord shall not be liable for any injury, either to persons or property sustained by the Tenant or by other persons, including, but not limited to, guests of the Tenant due to the leased premises, or any part thereof. The Tenant shall indemnify and hold harmless the Landlord from any and all liabilities, costs and expenses arising from injury to persons or property in or about the premises or from any manner or thing growing out of the Tenant's use, occupancy, management or control thereof. The Tenant agrees that it shall obtain a policy of commercial general liability insurance utilizing an insurance service office standard form with broad form general liability endorsement, or equivalent, in an amount not less than \$1,000,000.00 per occurrence of bodily injury and property damage combined and shall insure the Tenant against liability arising out of the use, occupancy or maintenance of the premises. Tenant shall cause Landlord to be named as an additional insured on said insurance policy. In the alternative to the general commercial liability insurance, Tenant may participate in the North Dakota Insurance Reserve Fund with Landlord likewise named as an additional insured. Notwithstanding the foregoing, nothing herein shall be construed to waive, abrogate, or limit any immunity or limitation of liability available to either party as may be provided by law.

The Tenant will carry hazard insurance for all structures located within the extents of this lease, unless otherwise noted. Tenant may carry flood insurance on all structures that are insurable. Structures not covered by flood insurance by the Tenant may be covered by the Landlord at the Landlord's option.

5. Tenant also covenants and agrees with the Landlord not to sublet the demised premises or any part thereof during the term of this Lease, without first obtaining the consent of the Landlord, its successors, or assigns.

6. Landlord reserves the right to enter onto the premises described herein, at its sole discretion, for the purpose of rodent control and/or construction, operation, and maintenance of utilities, storm water management facilities, permanent or temporary flood control structures, or otherwise providing flood control protection or maintenance for residents and facilities located within the City of Grand Forks.

7. In the event of post flood cleanup, the Landlord will be responsible for log removal and debris cleanup in all areas on the riverward side of levees, except at Lincoln Park Golf Course, where all cleanup shall be the responsibility of the Tenant. All other dry side areas will also be the responsibility of the Tenant.

These general terms shall apply to all properties described herein except as may be specifically modified or deleted for each of the individual leased areas described in the following pages.

RIVERSIDE PARK

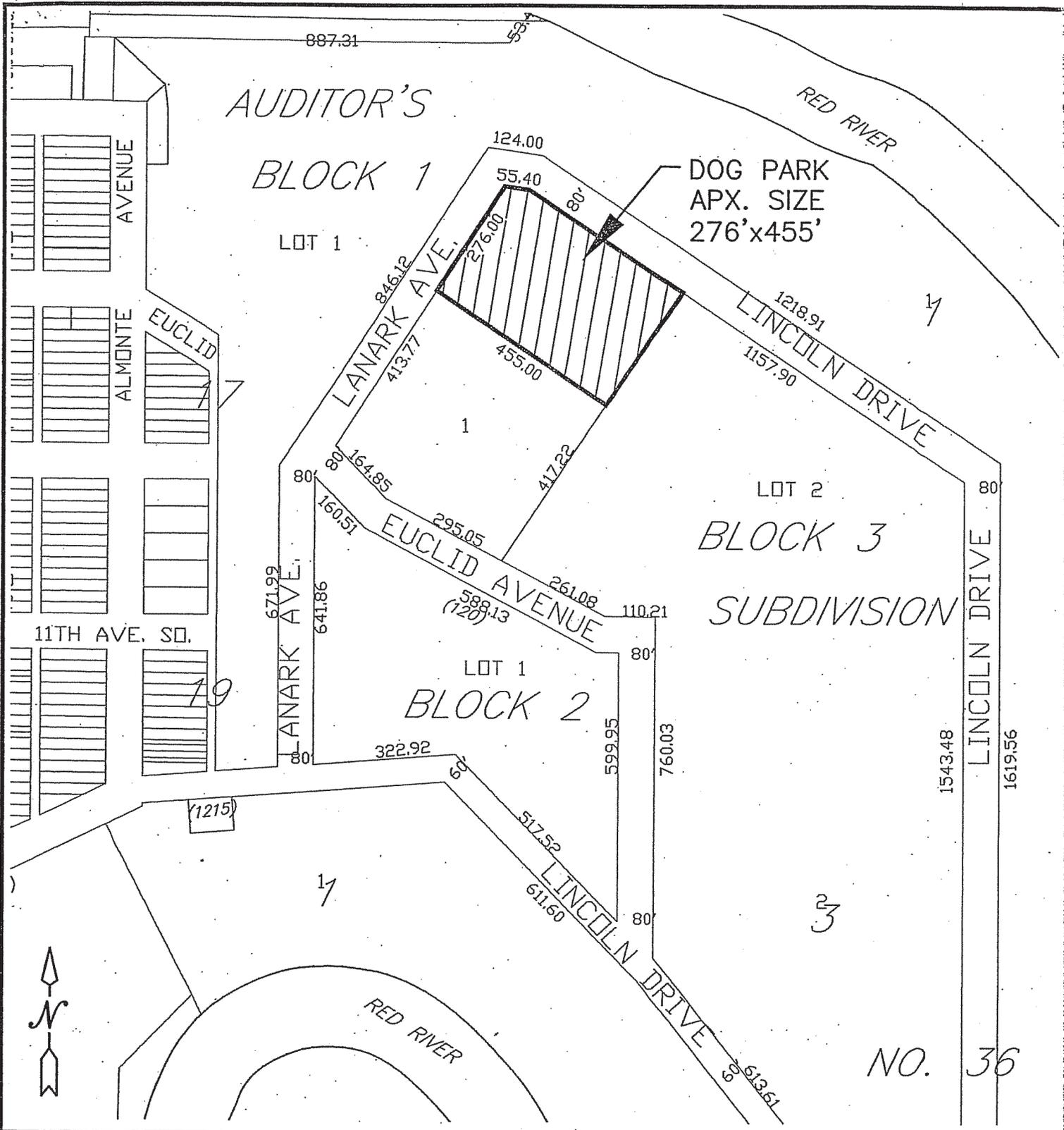
- (1) Legal Description: Lots Two (2) and Four (4), Block One (1), Riverside Park Resubdivision.
- (2) Special Conditions:
 - (a) City shall be responsible for mowing levee areas and those areas riverward of the bike path.
 - (b) City shall be responsible for repair, maintenance and upkeep of the bike path.

KANNOWSKI PARK

- (1) Legal Description: Lot Two (2), Block One (1), Central Park Resubdivision.
- (2) Special Conditions:
 - (a) City will be responsible for mowing of all levee areas.

LINCOLN PARK DOG AREA

- (1) Legal Description: Part of Lot Two (2), Block Three (3), Auditor's Subdivision # 36 to the City of Grand Forks described as a parcel in the north corner of said lot and approximately 276' x 455' as shown on the attached map.
- (2) Special Conditions: None.



LAND DESCRIPTION:
 PART OF LOT 2, BLOCK 3, AUDITOR'S SUBDIVISION NO. 36 TO THE CITY OF GRAND FORKS, NORTH DAKOTA.
 BEING APPROXIMATELY 276 FEET X 455 FEET AS SHOWN.

K:\Barts Machine\Dog Park Lease.dwg

 <p>DIG PARK LEASE LOT 2, BLOCK 3, AUDITOR'S SUBDIVISION NO. 36</p>	DATE: 9/11/08	REVIEWED: B. BARTHOLOMEW
	SCALE: 1"=300'	DRAWN BY: L. KLEIN

LINCOLN PARK WARMING HOUSE AND SLEDDING HILL

- (1) Legal Description: Lot One (1), Block Two (2) and Lot One (1), Block Three (3), Auditor's Subdivision #36 to the City of Grand Forks.
- (2) Special Conditions: None.

LINCOLN PARK DISC GOLF AREAS

- (1) Legal Description: Lot Two (2), Block Three (3), Auditor's Subdivision #36 to the City of Grand Forks.

AND

Lot One (1), Block One (1), Auditor's Subdivision #36 to the City of Grand Forks.

- (2) Special Conditions:
 - (a) With regard to said Lot 1, Block 1, Auditor's Subdivision No. 36, the Park District will be responsible for mowing and maintenance of areas used for disc golf. The City will mow and maintain the remainder.

LINCOLN PARK GOLF COURSE SLEDDING HILL

- (1) Legal Description: Lot One (1), Block One (1), Lincoln Park Golf Course Resubdivision.
- (2) Special Conditions:
 - (a) Park District shall be responsible for the following maintenance item:
 - ◆ Maintenance of the parking lot area including, but not limited to, snow removal, parking lot striping and litter control.
 - ◆ Maintenance and operation of the sledding hill in winter months including, but not limited to, removal of jumps and other structures as well as litter control and general upkeep.
 - ◆ Maintenance and upkeep of lighting system including costs of electricity used.
 - (b) City shall be responsible for the following:
 - ◆ Mowing and maintenance of grass areas in summer months.
 - ◆ Installation of signs and fencing on the east face of the levee prohibiting sledding on the east face of the levee.
 - ◆ Notwithstanding paragraph 1 of this Lease, City agrees to pay real estate taxes and installments for special assessments levied upon the property described as Lot 1, Block 1, Lincoln Park Golf Course Resubdivision.

LINCOLN PARK GOLF COURSE

- (1) Legal Description: Lots Four (4), Five (5) and Six (6), Block One (1), Lincoln Park Golf Course Resubdivision to the City of Grand Forks.
- (2) Special Conditions: None.

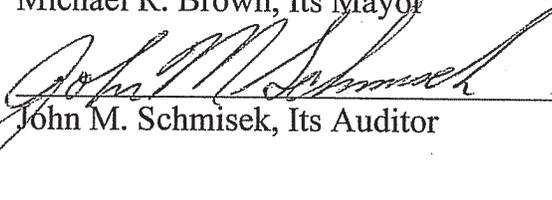
SUNBEAM TRAILHEAD

- (1) Legal Description: Lot Four (4), Block One (1), Auditor's Resubdivision #40 to the City of Grand Forks.
- (2) Special Conditions:
 - (a) Tenant shall be responsible for the maintenance, repair and upkeep of the premises and shall take good care of the premises according to the standards adopted by the Tenant. Should cost of any items of repair or maintenance exceed the sum of \$200.00, Tenant shall consult with the City of Grand Forks Engineering Department regarding the appropriate course of action for repair or maintenance. If such repair or maintenance is undertaken, the cost of such item of repair or maintenance shall be divided between the parties with the Tenant responsible for costs up to \$200.00 and the Landlord responsible for the balance in excess of \$200.00. Landlord shall be responsible for capital improvements to the premises.
 - (b) Landlord agrees to pay real estate taxes and installments for special assessments and all charges for utility services provided to this premises, adverse to item (1) of the general lease. Landlord will also be responsible for any hazard and flood insurance it may deem necessary.
 - (c) Landlord is responsible for mowing and maintenance of grassed areas. Landlord is also responsible for maintenance of the parking lot.

IN TESTIMONY WHEREOF, Both parties have hereunto set their hands and seals
this 31st day of December, 2008.

LANDLORD: CITY OF GRAND FORKS, A NORTH DAKOTA
MUNICIPAL CORPORATION

By: 
Michael R. Brown, Its Mayor

By: 
John M. Schmisek, Its Auditor

TENANT: GRAND FORKS PARK DISTRICT, A NORTH DAKOTA
MUNICIPAL CORPORATION

By:  Its: President

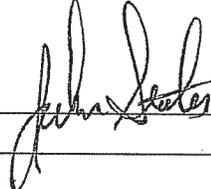
By:  Its: Director

EXHIBIT A

Red River State Recreation Area Management Plan

The City of East Grand Forks (the City) will be responsible for the supervision and management of the Red River State Recreation Area. This management will comply with all state park standards and procedures as stated below:

1. **Human Resources:** The City will hire the staff needed to manage and supervise the recreation area. When hiring this staff the Division of Parks and Recreation (the Division) will be involved in the interviews of key employees and their selection. Staff will conduct themselves professionally and will wear, while on duty, a vest or shirt as specified by the state to identify them to the public as staff of the Red River State Recreation Area.

2. **Hours of Operation:** The recreation area will be open and staffed from 8:00 a.m. to 10:00 p.m. each day. The season of operation will be a minimum of: from the Friday prior to Memorial Day until September 17. The City shall be allowed to extend the operation of the recreation area if it's expenses are within the budget as referenced in paragraph 3 of the Joint Powers agreement provided that neither party has exercised their rights under paragraph 10 Termination. Extension of the operation will require department approval however; approval will not be unreasonably withheld. The City will monitor the unit during the off-season, reporting any problems to the department.

3. **Rules and Regulations:** The City will manage the unit in accordance with the rules and regulations for state parks Chapter 6100.0100 to 6100.2400 and as stated in the State Park Rule Book attached. Additional restrictions may be added to meet City ordinances and laws.

4. **Fees and Permits:** The state park vehicle permits will be required as per M.S. 85.053. All fees and sales must comply with state park procedures and guidelines and be approved by the Division. All sales and money must be deposited according to operational procedures and will be audited by the Division at the end of the season and periodically throughout the season. All money collected is the revenue of the State of Minnesota.

5. **Revenue Collection and Reporting:** The Info Spherix reservation system and Point of Sale System will be used for reporting and auditing.

6. **Inventory Control:** Inventory of all merchandise and equipment will be documented at the start of the season and audited at closing. The City and Division staff will do this inventory control together.

7. **Training:** Staff will be trained by both the Division and the City. State parks will train staff in the reservation system, point of sale, rules and regulations, reporting, guidelines and procedures. Staff will attend the normal spring state park training sessions.

The City will be responsible for additional training such as safety procedures, equipment, grounds, and facility maintenance. Training requirements and completion list for employees will be developed cooperatively between the Division and the City.

8. Reports: The City will be responsible for providing annual reports that identifies, in detail, all expenditures and revenues collected, enforcement activities and unit accomplishments.

9. Documents and Files: Appropriate documents will be maintained by staff for the state park. When an accident happens an incident report will be filled out and appropriate documentation made. Time sheets will be maintained on all employees and receipts kept on any expenditures. All files, reports and correspondence generated in regards to operating and maintaining the Red River State Recreation Area are the property of the state.

10. Equipment: All equipment that is part of the Department of Natural Resources (DNR) fleet program will be paid directly by the region and considered part of the dollars budgeted for the operations of the unit. All equipment logs will be kept up to date for audit purposes.

11. Records for Payment: The City will maintain records of all expenditures for the operation and maintenance of the Red River State Recreation Area. All dollars must be spent on the management and operation of the unit.

12. Special Events: Special events will follow the Division's special event policy and guidelines. All special events need to be approved by the Division.

13. Public Involvement: The City and the Division will coordinate with the community on representing the Red River State Recreation Area during special events, Friends of the Greenway meetings and at the Greenway Recreation Technical meetings.

14. Operation Review: Once a month the Division will meet with the City to review issues and to inspect the grounds, structures and equipment to assure that the level of maintenance and operations is meeting state park standards.

15. Standards: The Division has standards for mowing, garbage collection, cleaning, litter removal, and maintenance that will be required for the city to meet in the management and operations of the Red River State Recreation Area.

16. Project Funds: The Red River State Recreation Area shall be eligible for project funding (Nature Store funds, bonding, other sources) in the same manner as other parks and recreation areas are eligible for them. The City will be advised of time frames and procedures for submitting project proposals. The City, through its recreation area staff, will submit project requests to the DNR Parks Regional office, where they will be evaluated and prioritized for funding. Funded projects will be in addition to, and not count against, the agreed upon payment to the City for the maintenance and operation of the recreation area.

17. Nature Store Operations, Firewood and Ice: Nature Store merchandise, firewood, and ice will be acquired and sold in accordance with Division guidelines and procedures. Purchases of merchandise, wood, and ice shall be approved by the Division and shall not be charged against the agreed upon payment to the City for the maintenance and operation of the recreation area. Receipts for sale of merchandise, firewood and ice will be revenue of the Division and deposited in the appropriate account.

18. Natural Disasters: The costs of large-scale damage from flooding, wind storms and other natural disasters will be funded separately from the maintenance and operation funds paid to the City for the Red River State Recreation area. Damage assessment and repair will be the responsibility of DNR unless otherwise agreed to by the City and DNR. Repairs of disaster damages, which the City may wish to accomplish on behalf of DNR, must be approved by DNR prior to being done.

19. Liability for volunteers: The city may recruit and utilize volunteers for duties of the Recreation Area, at their discretion. Volunteers working at the Recreation Area, who have completed the DNR volunteer form and been approved by DNR, will be DNR volunteers and DNR will be responsible for worker's compensation and liability related to their use, as long as they are working at tasks and under conditions that are approved. Volunteers that have not completed DNR forms and who have not been approved by DNR, or are working at tasks or in conditions that have not been approved by DNR, shall be considered as volunteers for the City.

20. Fleet and Equipment Utilization: The DNR and the City shall agree upon equipment to be used in the maintenance and operation of the recreation area. If the equipment used is the property of the state, the City will operate equipment in accordance with procedures stated in the DNR fleet policy and will pay standard fleet charges to the Department of Natural Resources Fleet program. In return, these charges may be reimbursed as costs for the operation of the unit under the operating agreement with DNR Parks. If the equipment used is property of the City, the City may bill that use to DNR as a cost of operating the unit. Those billings will be part of the acceptable expenses for which the City will receive payments, up to the budgeted amount that the City may receive for operating the Red River Recreation Area. Use rates for City equipment will be determined by using the DNR fleet charges for like equipment.

21. Termination: If this agreement is terminated because of insufficient funding, the government unit **shall be paid** for services performed prior to notice of termination.

22. Payments: At the time the third payment is made to the City, the budget and expenditures will be reviewed in detail. If there is a need to adjust the budget, it will be discussed between the parties. An amendment to contract, if necessary, could be considered. An amendment to this agreement must be in writing and will not be effective until it has been executed and approved by both parties.

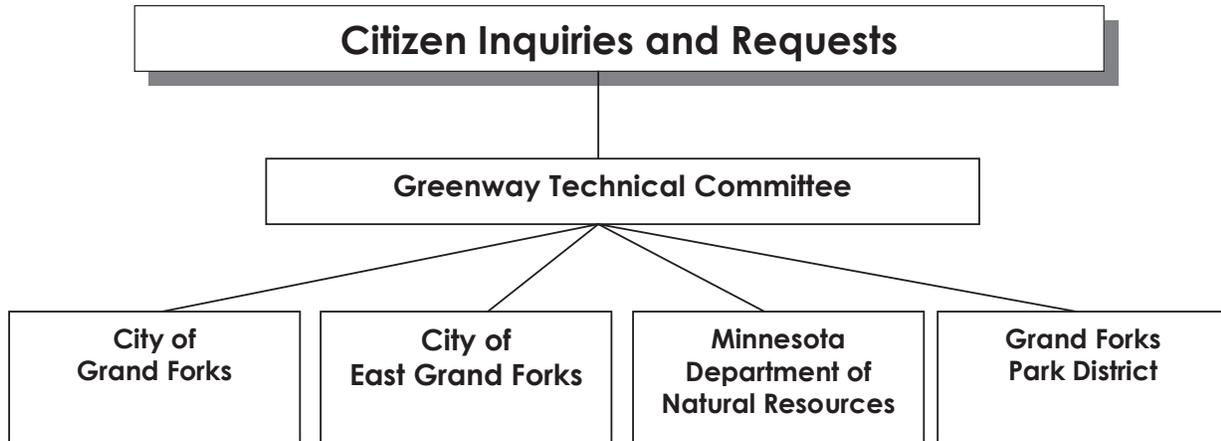
THE GREENWAY

GRAND FORKS/EAST GRAND FORKS

Thank you for your interest in the Greenway. With over 2,200 acres of natural space, the Greenway provides a wide variety of recreational, educational and environmental benefits to Greater Grand Forks residents and visitors.

Each year we receive many requests for new facilities or improvements to existing facilities. Many factors go into the decision making process, first and foremost being the role as a floodplain.

Once you have submitted a completed form, you may be asked to present an overview of your project idea to the Greenway Technical Committee for consideration. The Greenway Technical Committee is comprised of representatives of the four managing agencies as well as other parties interested in the development of the Greenway. Meetings are held at 10:30 am on the second Tuesday of every month. After reviewing the request the committee will determine whether the project is feasible within the Greenway and if so, which agency will handle the request. That agency will then guide the request through the proper channels of their organization.



Greenway Project Request Form

Contact name	
Address	
City	State & zip
Phone	
Email address	
Is this request: <input type="checkbox"/> One time event <input type="checkbox"/> New installation <input type="checkbox"/> Improvement to existing facility	
Brief summary of request:	
Support for the activity or facility. How many people typically participate in this activity, is there a user group established in the area, etc.:	
What is needed to facilitate this project? Space, structures, etc? Please attach a diagram of the proposed layout of the activity or facility, if appropriate.	
What, if any, costs are associated with this project?	
How will these expenses be paid? Fundraisers, sponsor, etc.	

www.grandforksgov.com/greenway

Does this project require ongoing maintenance?	If so, who will maintain the facility?
Will this event or facility be open to the public?	
Does this activity or facility involve the use of harmful chemicals, excavation or fire?	
If so, please describe.	

Please submit this completed form and other supporting documents to be considered to:

Greenway Manager
 City of Grand Forks
 P.O. Box 5200
 Grand Forks, ND 58208-5200
 701-738-8746

For office use	Date received	
Received by:		
Attachments:		

Greenway Technical Committee: User Rules and Regulations

PURPOSE

There are four governmental agencies involved in the management of the Greenway project. Each agency has specific commandments and needs regarding the regulation of recreational use of land within their jurisdiction. In order to provide a uniform and seamless governing body, a standard Greenway Rules and Regulations will be developed and adopted by the managing agencies of the project.

OBJECTIVES

1. Develop a body of rules and regulations that meets the unique needs of the Greenway project and it's managing agencies;
2. Adoption of the rules and regulations of the Greenway project by all managing agencies;

DEFINITIONS

Managing Agency: The agency responsible for the maintenance and upkeep of a specific area in the Greenway system.

Motor vehicle: Any self-propelled vehicle including, but not limited to, automobiles, trucks, dune buggies, minibikes, motorcycles, trail bikes, and all terrain vehicles (ATV's), but not including snowmobiles.

SPECIFIC ITEMS

Rules Enforcement Policy

Laws will be enforced by the applicable agency.

Individuals violating these rules will receive a verbal

or written warning, an administrative complaint, a civil summons, or loss of park privileges.

All persons violating these rules may be penalized in accordance with the ordinances and statutes of the Managing Agency. Persons violating other applicable laws within the Greenway may also be punished in accordance with the provisions of those laws. In addition, persons violating these rules may be required to immediately leave the Greenway, and the Managing Agency may revoke the privilege of any person who violates these rules to enter the Greenway for a specific period.

Special Events

Special events and commercial uses or operations within the Greenway may only be conducted with a written permit from the Managing Agency obtained prior to the event, or under contract, lease, or other written agreement from the Managing Agency. The Managing Agency shall establish and may charge fees for special events and commercial uses of Greenway and state parks land.

No person, firm, or corporation may operate any concessions, business, enterprise, or sell personal property within the Greenway without prior written permission from the Managing Agency of the area of proposed activity.

Some areas, specifically the Red River State

Recreational Facility, require user fees. The Managing Agency may from time to time establish fees for the use of other park areas by the public.

No person shall engage in or solicit business of any nature whatsoever from visitors, or to post signs, handbills, or advertisements, except for authorized concessions, without the prior written consent of the Managing Agency.

Hours of Operation

Regular day use hours within the Greenway are 5:00 AM to 11:00 PM. Red River State Recreational Facility hours are 8:00 AM to 10:00 PM.

During periods of forest fire danger or other emergency conditions, the Managing Agency may close the Greenway or any portion thereof. No person may enter or remain in closed areas except as authorized by the Managing Agency.

Please consult the Managing Agency identified on the Greenway map for more information regarding a specific area.

Personal Conduct and Prohibitions

Alcoholic beverages are allowed in designated areas only. Glass bottles are not permitted.

Personal Conduct

Disorderly Conduct: No person shall engage in brawling or fighting, use offensive, obscene, or abusive language, or engage in boisterous, noisy, or

threatening conduct reasonably tending to arouse alarm, anger, or resentment in others.

Drugs: A person's possession and use of drugs shall be in accordance with state laws.

Noise: No person may create a disturbance that impairs the enjoyment of the Greenway by others.

Public Safety; Hunting; Firearms; Weapons

Hunting and trapping are prohibited within the Greenway, unless otherwise authorized by the Managing Agency. Use or possession of any firearm, bow and arrow, sling shot air rifle, paint ball gun or pistol is prohibited. Firearms may be transported through the Greenway if kept in car trunk, or otherwise inaccessible to use. Bows may be transported through the Greenway if unstrung or enclosed in a case.

Environmental Protection

The use of metal detectors is strictly prohibited, except as authorized by the Managing Agency.

It is unlawful to damage, deface or remove any park facilities, including picnic tables, vegetation and park signs.

No person may remove any natural or cultural object from the Greenway. Possession of paint or marking materials, or tampering with, altering, or removing any sign, marker, or structure is prohibited.

Driving nails or permanently installing any object is prohibited. No person shall paste, glue, tack, or otherwise post any sign, placard, advertisement,

or inscription whatsoever in areas other than areas designated for such purpose.

Research studies conducted on dry land within the Greenway require a special use permit issued by the Managing Agency. Request for use of the Greenway for research studies must

be submitted to the Managing Agency in writing nine months in advance of the proposed research except, as expressly authorized by the Managing Agency.

Chainsaws, generators, and other power equipment may not be operated within the Greenway, except as authorized by the Managing Agency.

Fires and Refuse

Fires or other cooking or heating devices are permitted only in designated areas. No person may leave a fire without totally extinguishing it, nor discard any burning cigarettes, cigars, matches, or any other burning material within the Greenway.

The collection of firewood within the Greenway is strictly prohibited.

Personal fireworks are not permitted within the Greenway. Public displays of fireworks require a permit from the appropriate Managing Agency of the proposed display location.

No person shall bring in or shall dump, deposit, or leave any bottles, broken glass, fish or fish parts,

ashes, paper, boxes, cans, dirt, rubbish, waste, garbage, or refuse; or other trash. No such refuse or trash shall be placed in any waters in or contiguous to any park, or left anywhere on the grounds. All trash must be placed in the proper receptacles where these are provided; where receptacles are not so provided, all such rubbish or waste shall be carried away from the park by persons responsible for its presence, and properly disposed of elsewhere.

Recycling is encouraged in all parks.

Pets

Pets are allowed in most areas, but must be under physical control at all times on a leash.

Owners are responsible for cleaning up after their pets. Horses are allowed by permit only, in designated areas.

Feeding of wildlife is prohibited, unless authorized by the Managing Agency.

Picnicking

No person or group of persons shall unreasonably exclude others from a picnic area or shelter, except when the shelter has been reserved with consent of the Managing Agency.

Boating

The use of motorboats or outboard motors in the Greenway is permitted. Please familiarize yourself with the boating regulations of both states.

Information is available at most area Chambers of Commerce, visitor centers and various

retail merchants.

Fishing

General North Dakota and Minnesota fishing laws and the rules of the North Dakota and Minnesota Game and Fish Agencies apply within the Greenway. Appropriate fishing licenses are required.

Swimming

Swimming is strictly prohibited within the Greenway.

Storage and Abandonment of Personal Property

All properties left in the Greenway and not registered with the Managing Agency will be disposed of as abandoned property.

Motor Vehicles and Snowmobiles

No person, except authorized agents of the Greenway, shall drive or may operate any vehicle, including, but not limited to, automobiles, trucks, minibikes, mopeds, motorcycles, snowmobiles, and all-terrain within the Greenway, except on roads or designated parking areas. Unless specifically designated, all-terrain vehicles are not permitted within the Greenway. No person shall operate any vehicle within the Greenway so as to endanger any person or property, nor in excess of the posted speed limit. Motorized trail bikes and all terrain vehicles are prohibited within the Greenway. Bicycles are allowed on maintained roads and trails only.

No person, except authorized agents of the Greenway shall drive or operate a motor vehicle in any park

except on roads or designated parking areas. Motor vehicles may be parked only in designated parking areas or parking spurs. Motor vehicles may not be driven on roads that are posted, chained, or gated, unless authorized by the Managing Authority. Parking in an area not designated as a parking area is prohibited and subjects the vehicle to being towed at the owner's expense. Overnight parking is permitted in approved areas only. Motor vehicles must heed all posted speed limits.

All vehicles must park in designated areas.

A motor vehicle shall not be operated in excess of posted speeds or in a reckless, careless, or exhibitiv manner. No person shall operate a vehicle in such a manner as to create unnecessary engine noise, tire squeals, skidding, or sliding.

Snowmobiles

Snowmobiles are allowed on designated routes only. Posted speed limits must be obeyed at all times. All trails are for specified use only; violators will be ticketed.

ADDITIONAL ITEMS

The Managing Agency shall have authority to promulgate rules and establish regulations to protect and regulate use of public parks and facilities within their jurisdiction, which rule and regulations shall be effective upon approval of the appropriate governing bodies. Said regulations may relate to hours, operation or recreational programs and other items

reasonably designed to protect the public interest. Any member of the public aggrieved by the rules so promulgated or the regulations established by the Managing Agency, may appeal said rules to that agency and that agency shall rule on said appeal.

Suspension of Rules

In situations of emergency or in the case of authorized special events, the Managing Agency may provide temporary exceptions to these regulations by posting notice of the exception at the site.

The facilities, programs and employment procedures are open to all regardless of age, sex, race, color, disability, religion, national origin, or political affiliation. Contact us prior to your visit if you need an accommodation for a disability.

Revised February 18, 2003

Vegetation and Weed Control for the City of Grand Forks Greenway

Summary: The primary function of the Greenway is to serve as a floodplain to allow the flow of high water through Greater Grand Forks. Fortunately this occurs on an infrequent basis and during times of normal water flow the Greenway provides seemingly endless opportunities for recreation and outdoor enjoyment.

The management of the Greenway requires a delicate balance of preserving and restoring the natural setting of the facility while continuing to provide recreational opportunities for park users. Best practices for vegetation management may not always be compatible with visitor services or access, but are necessary components to any long range planning. The function of the area is the main criteria for determining maintenance plans.

Goals and objectives: The goals of vegetation restoration and management are:

- Maintain a functional flood protection system for the protection of the community
- Provide both natural and manicured areas for the enjoyment of greenway visitors and wildlife
- Restore/build natural bank stabilization through vegetation
- Implement and administer vegetation control methods that control weed population and encourage healthy vegetation growth

Types of weeds:

Noxious weeds: any species of plants "which when established is or may become destructive and difficult to control by ordinary means of cultivation or other farm practices." Noxious weeds have a high capacity for destruction and can be difficult to control or remove.

Troublesome weeds: any plant considered undesirable, unattractive, or troublesome, especially one growing where it is not wanted, as in dandelions, growing where it is not wanted

Methods: Vegetation management activities to maintain the native grasses within the restoration areas will include mowing, burning and use of herbicides.

Riparian Restoration

A riverbank stabilization and wildflower restoration project was started in 2005 in several areas along the Red River in the Greenway. Native grasses could be used in more areas along the river should staff determine this project is effective from both a stabilization and aesthetic perspective.

Funding for the project was received by from Red River Regional Council-Red River Basin Riparian Project, which includes North Dakota Forest Service and the Energy & Environmental Research Center as well as North Dakota Game & Fish Department. Funds from the City of Grand Forks were also used.

Greenway Adopt A Trail Application

Name of Volunteer Organization _____

Mailing Address _____

City, State, Zip Code _____

Organization Representative (Print) _____ Day Telephone _____ Evening Telephone _____

Contact Email Address _____

Additional Representative _____ Day Telephone _____ Evening Telephone _____

Names of All Organization Members (a minimum of 6 members):

Please check one or more of the following to apply. All sections are assigned on a first come, first serve basis. If the section of trail your organization has identified is not available, the **Managing Agency** will suggest an alternative. **Managing Agency** has the sole discretion in determining whether an application is accepted or rejected and whether a trail segment will or will not be available for adoption.

____ Trail Segment _____ Park Area _____ One Time Clean Up _____

List the preferred trail segment or park area (consult the attached map)

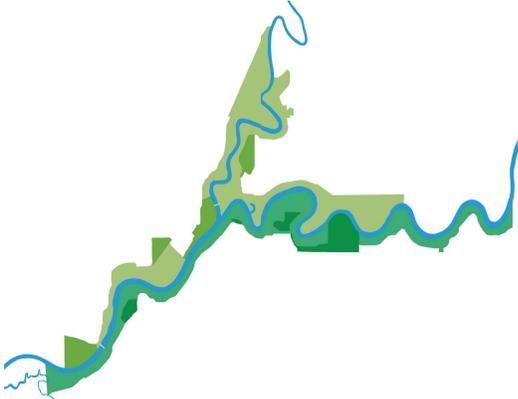
Signature of Volunteer Organization Representative _____ Date _____



Greenway Adopt-a-Trail Application

Visit us on the Web at:
www.greenwayggt.com

Revised
 April 2006



Thank you for your interest in helping keep the Greenway green. With over 2,200 acres of natural space, the Greenway brings recreational, educational and environmental benefits to Greater Grand Forks residents and visitors. Unfortunately, this area also requires a lot of attention to keep it looking great.

The Greenway Adopt-a-Trails an all volunteer program which gives the public an opportunity to become actively involved in conserving and maintaining the natural wealth and beauty of this unique area. A task of this size could not be possible without the time and dedication of the volunteers.

Again, thank you for your interest in the project and happy trails!

For updates on activities and development in the Greenway, please check our website at www.greenggf.com.

Contact Information

Grand Forks
 P.O. Box 5200, Grand Forks, ND 58206-5200
 Kim Greendahl
 70-738-8746
kgreendahl@grandforksgov.com

East Grand Forks
 600 DeMers Avenue, East Grand Forks, MN 56721
 218-773-8000

Greenway Adopt-a-Trail Application

Project Overview

The Group agrees to:

1. Accept responsibility for maintaining the trail segment located in the Greenway.
2. Participants do not hold the **Managing Agency** responsible for death, injury, or property damage that may have been prevented by their actions.
3. The segment of trail must be maintained for a minimum of two years.
4. Maintain the segment of trail up to three times per year within a two-week span of **Managing Agencies** designated cleanup times, weather permitting (Usually May, July, and October). Additional cleanup activities may be done at the discretion of the **Group**.
5. Conduct maintenance activities in a safe manner and under any conditions as may be required by **Managing Agency**. The **Group** agrees to take full responsibility for the safety of each of its participants.
6. Pick up litter along path in adopted section. **Group** may decide to clean further away from trail, at their discretion.
7. Report any weedy growth, graffiti, unusual or suspicious events on the trail, or hazardous materials such as powders, weapons, sharp objects, or dead animals to the **Managing Agency**.
8. Be courteous to trail users.
9. Wear the appropriate safety items such as heavy gloves, hard hats, orange vests, and safety glasses when necessary.
10. Not use motor vehicles on the trail.
11. Require that all **Group** participants be:
 - Groups of at least 6 persons
 - Must be over the age of 6 to participate
 - ♦ 1 adult for every 8 participants ages 13-17
 - ♦ 1 adult for every 3 children ages 6-12
 - A signed parental consent form, found on page ten, is required for all minors prior to participating in the Greenway Adopt A Trail program.
 - Must be over the age of 18 to adopt a section.
13. To obtain supplies and materials from **Managing Agency** during regular business hours at **Managing Agency** address.
14. To place debris piles at the designated sites and notify managing agency within 24 hours of completion of each maintenance time.
15. Record and submit the number of hours volunteered by each participant to the **Managing Agency**. A volunteer time sheet is located on page five.

Greenway Adopt-a-Trail Application

16. Provide a first aid kit during the time of maintenance activities.
17. Recycling is accepted and encouraged for the benefit of the **Group**.

Managing Agency is responsible and agrees to:

1. Coordinate and facilitate the Grand Forks Adopt-a-Trail program.
2. Assign volunteer organizations sections of trails.
3. Provide trash bags and dispose of trash, recyclables and other piles of rubbish from designated area, if necessary.
4. Arrange to dispose of large, heavy, or hazardous materials if necessary.
5. Provide technical advice.
6. Pay for, install, and maintain Adopt A Trail signs with the name of the volunteering organization at the adopted section.
7. Provide recognition to volunteer organizations that participate in any capacity (plaques, certificates, website, newsletter, or any other form deemed appropriate).
8. **Managing Agency** may suspend the agreement temporarily because of construction, repairs or high water that will take place within the limits of the assigned area. Once these activities have been completed the group will be notified and the agreement restored.
9. The term of the agreement shall commence on the date of execution stated, and shall end on the date of termination unless terminated by **Managing Agency** or the **Group** upon a 30 day notice.

Mobility Device Policy

In accordance with the US Department of Justice (DOJ), Americans with Disabilities Act (ADA), revised regulations for Titles II and III, the 2010 ADA Standards for Accessible Design of 15 November, 2010, the cities of Grand Forks and East Grand Forks adopt the following policies concerning individuals with mobility impairments.

To accommodate mobility disabled persons, wheelchairs and similar devices built specifically for mobility disabilities are allowed.

Other Power-Driven Mobility Devices (OPDMD), not specifically designed for disabilities may be used on the trail, provided the device is no more than 36" wide, Internal combustion devices including, but not limited to, all-terrain vehicles (ATV), golf carts or dirt bikes are not allowed except on trails designated for that purpose.

Rationale for Policy:

The paved trail system throughout Greater Grand Forks is designed and constructed primarily for bicycling, walking, inline skating and skateboard related activities. The popularity of the Greenway trail is verified by the heavy volume of local and regional visitors using the trail on a regular basis. The Greenway provides a valuable connection for trails throughout the community, increasing access and connectivity throughout the two communities. It is the goal of this policy to provide persons with mobility disabilities the ability the opportunity to experience what others have found to be an exceptional asset to the two communities.

The staff of the managing agencies of the Greenway Technical Committee developed the OPDMD policy based on the following criteria supplied by the Department of Justice:

- I. The type, size, weight, dimensions, and speed of the device;
 - a. Rationale: With the exception of the trails located within the Greenway, most trails are eight (8) feet wide. This width makes it difficult for users to pass safely on foot or bicycle. Allowing OPDMD greater than 36" wide would compound that problem. Driving off the trail for passing raised concerns for tipping from ridges between the trail and ground.
- II. The facility's volume of pedestrian traffic (which may vary at different times of the day, week, month, or year);
 - a. Rationale: Trail usage has been increasing, especially within the Greenway, and the flow of traffic at peak times has made trail navigation between users difficult. Adding OPDMD over 36" increases the potential for navigation issues.
- III. The design and operational characteristics (e.g., whether its service, program, or activity is conducted indoors, its square footage, the density and placement of stationary devices, and the availability of storage for the device, if requested by the user)
 - a. Not applicable.
- IV. Whether legitimate safety requirements can be established to permit the safe operation of the other power-driven mobility device in the specific facility
 - a. Rationale: See items i and ii.
- V. Whether the use of the OPDMD creates a substantial risk of serious harm to the immediate environment or natural or cultural resources, or poses a conflict with Federal land management laws and regulations.

Validation of Mobility Disability:

Persons with a mobility disability may show a valid, State-issued, disability parking placard or card, or other State-issued proof of disability that has been issued to them, or they may state that they are using the mobility device due to a mobility disability. Representatives of the Cities of Grand Forks and East Grand Forks law enforcement may not ask about the nature and extent of the individual's disability.

Department of Justice ADA regulations also add that the claim of a mobility disability must be considered valid as long as it is not contradicted by observable fact.

Questions concerning this policy should be directed to 701-738-8746.

City of Grand Forks Greenway Tree Planting Program

Adopted this 21st day of June, 2004 by the Grand Forks City Council.

Program Guidelines:

Interested parties can work with a local entity of their choice or by themselves to purchase and arrange for the planting(s) at their cost a tree or shrub from the list of approved species (attached).

If the individual or interested parties desire to plant a species that is not on the approved list than it must be approved in writing by the City of Grand Forks Greenway Staff or designated City Representative before purchasing and planting this species in the greenway.

The tree stock or nursery chosen must meet the standards of the American Association of Nurserymen Standards. This must be reviewed and approved by the City of Grand Forks Greenway Staff or designated representative. If it is desirable to move a tree from a private or commercial property by the property owner, this would be allowed if the tree stock meets the standards of the American Association of Nurserymen Standards. Trees, shrubs, and conifers appropriate for planting in the park are identified on the attached approved species list.

The location for the planting will be determined by City of Grand Forks Greenway Staff or designated representative and coordinated with Grand Forks Park District as well as other entities as determined by the City of Grand Forks.

The City of Grand Forks will be responsible for locating utilities prior to planting the tree(s) and clarify that the location is not a culturally sensitive area.

Once planted the tree(s) or shrub(s) are established by the donator they will become property of the City of Grand Forks and therefore will be maintained by the City of Grand Forks. The tree will be removed and will not be replaced if deemed appropriate by the City of Grand Forks Greenway Staff or designated representative if it has been damaged or destroyed by vandalism or natural means such as disease, winds, or floods. If an enhancement or development is planned for the greenway, staff will try to relocate the trees if at all possible.

No plaque or other type of recognition will be given to those donating the planting in the greenway near the tree or shrub although other means of recognition will be given as deemed appropriate by City of Grand Forks Greenway Staff or other designated representative of the City of Grand Forks. Please provide contact information for recognition to be given to the appropriate individuals.

**City of Grand Forks
Greenway Tree Planting Program**

Name of participant(s)

Address

City

State

Zip

Contact Phone Number(s)

By signing below I acknowledge that I have read this program statement completely and I understand the responsibilities, the hazards and the privileges of participating in the Tree Planting Program. My participation in the program is voluntary, and I agree to accept the risks connected with this activity, and further agree on behalf of myself, my heirs and assigns to hold harmless the City of Grand Forks and its employees from liability for damages, including injury or death resulting from participation in this program.

Signature of Participant

Signature of Parent or Guardian if Participant is under the age of 18 years

Date

By signing below I acknowledge that I have read this program completely and I understand the responsibilities of the City of Grand Forks Greenway involved the Tree Planting Program.

Signature of City of Grand Forks Greenway Staff or Designated Representative

Date

Approved List of Species –Trees, Shrubs, and Conifers:

Patmore Green Ash
Summit Ash
Prairie Spire Ash
Cottonwood (native seed and seedless accepted)
Amur Chokecherry
Pin Cherry
Fallgold Ash
Northern Pin Oak
Swamp White Oak
Bur Oak
Quaking Aspen
Siouxland Popular
Sandbar Willow
Peachleaf Willow
Niobe Willow
Northern Fountain Willow
False Indigo
Tartarian Maple
Shadblow Serviceberry
American Linden
Basswood
Snowbird Hawthorn
Hackberry
Spring Snow Crabapple
Little Leaf Linden
Norlin Linden
Discovery Elm
Homestead Elm
Black Hills Spruce
Norway Spruce
Scotch Pine
Austrian Pine
Ponderosa Pine
Eastern Red Cedar
Taunton Yew
Maney Juniper
Scandia Juniper
Red Osier Dogwood
Dakota Goldrush Potentilla
Goldmound Spirea
Miss Kim Lilac
Glossy Black Chokeberry
Alpine Currant
Compact American Cranberry Bush

ORDINANCE NO. 4157

ORDINANCE ENACTING ARTICLE 4 OF CHAPTER XIV OF THE GRAND FORKS CITY CODE RELATING TO THE GRAND FORKS GREENWAY

BE IT HEREBY ENACTED BY THE CITY COUNCIL OF THE CITY OF GRAND FORKS, NORTH DAKOTA, PURSUANT TO THE HOME RULE CHARTER OF THE CITY OF GRAND FORKS, NORTH DAKOTA, THAT:

SECTION 1. ENACTING CLAUSE

Article 4 of Chapter XIV of the Grand Forks City Code is hereby enacted to read as follows:

14-0401. Purpose.

The City Council of Grand Forks deems it necessary and desirable to adopt ordinances to provide for the safe and peaceful use of the greenway areas and facilities for the educational and recreational benefit for the public; the protection and preservation of the Greenway; and for the safety and general welfare of the public while using and enjoying the Greenway.

14-0402. Definitions.

The following definitions are to only apply to the ordinances in this chapter entitled "The Greenway." Any other definition provided by the code is superceded by these definitions concerning the ordinances appearing in this chapter only.

- (A) "Commercial Use" means any authorized use of the Greenway by a business, club, non-profit organization and/or fraternal society.
- (B) "City Council" refers to the Grand Forks City Council.
- (C) "Employee" means any full-time, part-time, or volunteer of the City of Grand Forks.
- (D) "Greenway" refers to the physical space controlled by the City Council generally described as the wet side of the toe of the levee adjacent to the riverbank, excluding areas leased to the Park District and flood protection features such as floodwalls, levees, and pump stations. The Greenway generally starts at approximately fifty (50) feet north of the centerline of the north pedestrian bridge, north of Riverside Dam, to the centerline of the south end drainway as more particularly shown on appendix A.
- (E) "Motor Vehicle" means every device in, upon, or by which person or property is or may be transported or drawn upon a roadway except devices moved by human power.

- (F) "Person" or "persons" means individuals, firms, corporations, societies, or any group or gathering whatsoever.
- (G) "Permit" means written permission to conduct specified activities as provided in this article.
- (H) "Special Events" refer to any scheduled events which are to be conducted within the physical boundaries of the Greenway area.
- (I) "Wildlife" means any living creature, not human, wild by nature, including but not limited to mammals, birds, amphibians, insects, reptiles, crustaceans, or mollusks.

14-0403. Hours of Operation.

- (A) Except as otherwise authorized by the City Council, the Greenway shall be open to the public from 5:00 AM to 11:00 PM. It shall be unlawful for any person to enter or remain in the Greenway at any other time without a special permit issued by the City Council except for authorized employees of federal, state or local government.
- (B) The City Council is authorized to close the Greenway and any portion thereof for the protection of the property, public health, safety, welfare, and or any other reason it deems sufficient.

14-0404. Use Fee – Failure to Pay Use Fee.

It shall be unlawful for any person to use without payment any facility or area for which a permit is required or a user fee is charged unless the payment is waived prior to the usage of the facility by the City Council.

14-0405. Special Use and Commercial Uses.

A permit is required for scheduled special events and commercial uses of the Greenway. It shall be unlawful to conduct such a gathering using either the Greenway or any of the Greenway facilities, including but not limited to the outdoor shelters in the Greenway without obtainment of said permit.

14-0406. Alcohol Use or Possession Prohibited in Greenway Without Permit.

- (A) No alcoholic beverage shall be consumed or possessed in the Greenway except at such locations and times as may be authorized by permit issued by the City of Grand Forks or the director of the Park District of the City of Grand Forks as provided herein.
- (B) The City of Grand Forks and/or the director of the Park District of the City of Grand Forks or his or her designee may attach such terms and conditions to a permit as may be reasonably necessary to protect public health, welfare, and safety.

- (C) Notwithstanding the issuance of a permit, no alcoholic beverage shall be allowed in restroom facilities located on City property in the Greenway or within one hundred (100) feet of any swimming or playground area in the Greenway.
- (D) No person shall bring any kegs upon City of Grand Forks property in the Greenway without first obtaining a permit therefor issued by the City of Grand Forks or the director of the Park District of the City of Grand Forks.
- (E) Notwithstanding the issuance of a permit, no person shall bring or possess glass bottles upon City of Grand Forks property in the Greenway.
- (F) The provisions of this section shall not apply to the sale, purchase, consumption or possession of alcoholic beverages authorized pursuant to a permit issued by the City of Grand Forks or the director of the Park District of the City of Grand Forks.

14-0407. Public Safety.

It shall be unlawful for any person to:

- (A) Have in his/her custody, possession or control within the Greenway any dangerous weapon as defined in Section 9-0120 of the Grand Forks City Code.
- (B) This section shall not prohibit the possession of a dangerous weapon by a licensed law enforcement official acting within the scope of his or her official duties.

14-0408. Environmental Protections.

It shall be unlawful for any person to:

- (A) Possess any paint or marking materials that may be used to tamper with or alter any sign, building or other structure within the Greenway.
- (B) Collect or gather any firewood from within the Greenway.
- (C) Conduct research studies or experiments within the Greenway without a permit.
- (D) Operate, possess or bring into the Greenway any chainsaws, or generators, except as otherwise authorized by the City Council.
- (E) To light or start a fire in any unauthorized portion of the Greenway.
- (F) Leave any fire still burning or smoldering without totally extinguishing the fire. Any discarding of burning materials including coals, burning embers, cigarettes, matches, or any other burning material is strictly prohibited.
- (G) Camp within the Greenway unless conducted in designated areas and as authorized

by the City Council.

- (H) No person except Greenway personnel shall enter, disturb or alter any culturally sensitive area as defined or designated by the City of Grand Forks.

14-0409. Disturbance of Natural Features.

It shall be unlawful for any person to:

- (A) Intentionally remove, alter, injure, or destroy any tree, shrubs, grass, flowers, other vegetative or plant material, rock, soil or mineral with out special permit.
- (B) Harvest, grow, or cultivate any plants, flowers, or other vegetation without prior obtainment of a permit within the Greenway.

14-0410. Animals in Greenway.

It shall be unlawful for any person to ride or bring any horse, cattle, mule, donkey, sheep, goat or other hard-hoofed animal into the Greenway without first obtaining a permit therefor from the City of Grand Forks.

14-0411. Protection of Wildlife.

It shall be unlawful for any person to release or abandon any animal within the Greenway without first obtaining a permit therefor.

14-0412. Picnicking.

It shall be unlawful for any person to:

- (A) Assume exclusive use of a picnic site or shelter without a permit.
- (B) Use a shelter or picnic area within the Greenway if said shelter has been reserved by another group or entity.
- (C) Conduct picnic activity at the reservation site or shelter contrary to the permit issued or otherwise violate any provisions this chapter.
- (D) Set up temporary shelters, tents, tarps, canopies, and other such devices without authorization or special permit by the Grand Forks Public Information Office through the special event application.

14-0413. Motor Vehicles.

It shall be unlawful for any person to:

- (A) Operate a motor vehicle except in designated areas.
- (B) Park or leave a vehicle standing except in a designated area and then only in a manner not to restrict normal traffic flow.
- (C) Leave a motor vehicle parked in the Greenway for more than 24 hours.
- (D) Wash, polish, grease, or perform any other maintenance on a vehicle in the Greenway. This provision shall not, however, apply to necessary repairs to remove a vehicle from the Greenway.
- (E) The provisions of this section shall not apply to law enforcement or emergency response personnel and vehicles or any other personnel or vehicles specifically authorized by the City of Grand Forks.

14-0414. Application for Permits.

Any person seeking the issuance of a permit required under this article shall file an application with either the City of Grand Forks or the Park District of the City of Grand Forks or his/her designee.

14-0415. Standards for Issuance of a Permit.

The City of Grand Forks or the Park District of the City of Grand Forks shall issue a permit hereunder only upon the findings:

- (A) That the proposed event, activity, or use of the park property will not unreasonably interfere or detract from the general public's enjoyment of the Greenway.
- (B) That the proposed activity and use will not unreasonably interfere with or detract from the promotion of public health, welfare, safety, and recreation.
- (C) That the proposed activity and use is not reasonably anticipated to incite violence, crime or disorderly conduct.
- (D) That the proposed activity will not entail unusual, extraordinary, or burdensome expenses of maintenance, cleanup, security, or police operations.
- (E) That the granting of the permit will not conflict with any other permit already granted or for which application is pending.
- (F) That the granting of the permit will not create a substantial risk of injury to persons or damage to property in the Greenway or surrounding area.

14-0416. Revocation of Permit.

The City of Grand Forks and the Park District of the City of Grand Forks reserves the right to, at

his/her discretion, revoke or suspend any permit issued under this ordinance when the City of Grand Forks or the Park District of the City of Grand Forks finds that any of the standards for issuance of a permit no longer are compiled with or when the public health, safety, and welfare warrant the revocation of said permit.

14-0417. Delegation of Authority.

Authority granted under this article may be delegated.

14-0418. Penalties for Criminal Offenses.

Every person convicted of a violation of a criminal offense as set forth in Grand Forks City Code 14-0407, shall be punished by a fine not to exceed One Thousand and No/100 (\$1,000.00) Dollars or by imprisonment not to exceed thirty (30) days or by both such fine and imprisonment in the discretion of the court. The court shall have the power to suspend said sentence and to revoke the suspension thereof, except as otherwise provided.

14-0419. Penalties for Non-Criminal Offenses.

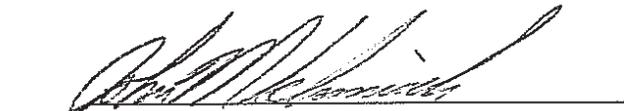
Except as otherwise provided herein, every person convicted of a violation of a non-criminal offense as set forth in this article except 14-0407 shall be punished by a fine not to exceed Five Hundred and No/100 (\$500.00) Dollars in the discretion of the court. Except as otherwise provided, the court shall have the power to suspend said sentence and to revoke the suspension thereof.

SECTION II. EFFECTIVE DATE

This ordinance shall be in full force and effect after its passage and approval as provided by law.

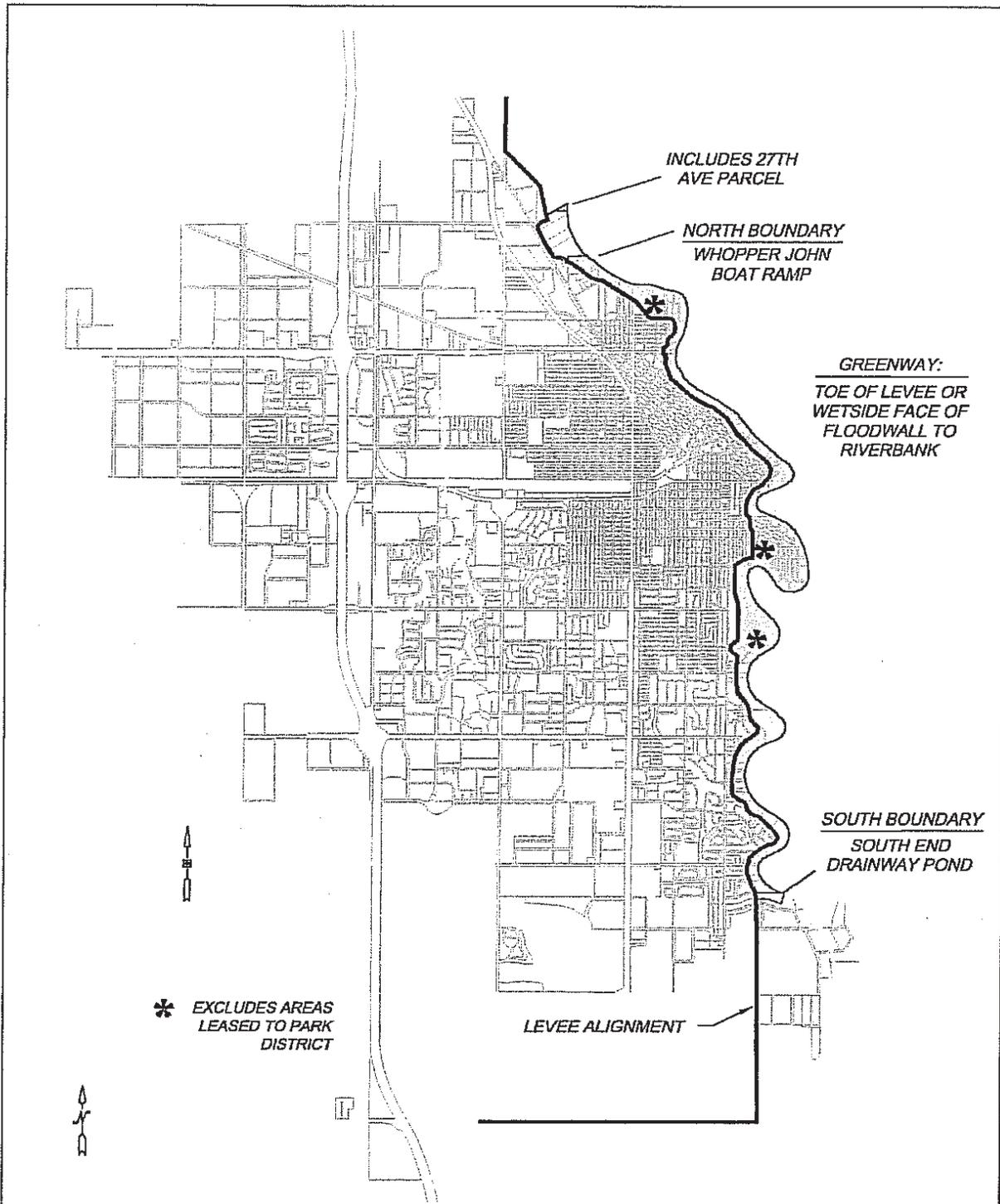
MICHAEL R. BROWN, Mayor

ATTEST:



JOHN M. SCHMISEK, Director
Finance & Administrative Services

Introduction and first reading: **August 7, 2006**
Public Hearing: **N/A**
Second reading and final passage: **November 20, 2006**
Approved: **November 20, 2006**
Published: **Title and Penalty Clause. December 2, 2006.**



**GRAND FORKS FLOOD PROTECTION PROJECT
GREENWAY DELINEATION MAP**

DATE: November 16, 2006

APPENDIX A

SCALE: NONE

FILE: K:\Flood\Misc\Flood Protection Map
Flood Protection Mapping

RESOLUTION NO. 09 – 12 - 84

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

WHEREAS, the City of East Grand Forks, Minnesota, desires to adjust some of the City fees and charges presently in effect;

NOW THEREFORE, BE IT RESOLVED, By the City Council of the City of East Grand Forks, Minnesota, that the following fees and charges in the right hand column are hereby approved and adopted, to be effective January 1, 2010;

Fee	Current	Proposed
Hockey (5 -6 yrs old)	\$60.00	\$65.00
Hockey (7-8 yrs old)	\$150.00	\$165.00
Hockey (9-10 yrs old)	\$200.00	\$220.00
Hockey (11-15 yrs old)	\$325.00	\$360.00
Family fee	\$575.00	\$630.00
Figure Skaters (basic skills)	\$60.00	\$65.00
FS (freestyle)	\$100.00	\$110.00
FS (synchro)	\$200.00	\$220.00
Baseball (5-6 yrs old)	\$50.00	\$55.00
Baseball (7-8 yrs old)	\$80.00	\$90.00
Baseball (9-12 yrs old)	\$90.00	\$100.00
Baseball (13 yrs old & up)	\$125.00	\$135.00
Softball (7-12 yrs old)	\$80.00	\$90.00
Softball (13-15 yrs old)	\$125.00	\$135.00
Playground (6-10 yrs old)	\$55.00	\$60.00
Tennis (7-12 yrs old)	\$60.00	\$65.00
Tennis (13-18 yrs olds)	\$90.00	\$100.00
Greenway Fee	0.00	\$1/ Per Utility Account

BE IT FURTHER RESOLVED, the Greenway Fee shall be dedicated to the Greenway Capital Fund for capital expenditures on trails and trailheads.

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

Voting Nay: None.

The President declared the resolution passed.

Passed: December 1, 2009

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 1st day of December, 2009.

Mayor

Special Event Permit Application



The information provided in this document is intended to help you plan a safe and enjoyable event. The staff of the Public Information Center is dedicated to making this process flow as quickly and smoothly as possible. To accomplish that, it's important this form be completed in its entirety, and that all additional documents that are requested be submitted. If you have any questions or need assistance completing this application, please contact the Grand Forks Public Information Center at 701-746-4636.

All of the following sections are to be completed by the event coordinator or representative, and are subject to the following requirements:

- Type or use black or blue ink
- Print clearly
- Complete the application **no later than 15 business days** prior to the event (Applications completed after this deadline may jeopardize approval)
- **Use of Town Square will include additional costs and a mandatory walk-through**

All applications must be signed and witnessed by a notary public. This service is available in the Public Information Center and other City Hall locations.

Processing Procedure:

- The Public Information Center will review the completed application and notify all required agencies and / or departments.
- All departments and / or agencies involved will need to approve of the event and notify the Public Information Center.
- Notification of the status of your application will be available from the Public Information Center within 5 business days after submission.



GF Special Event Permit Application

Event Representative(s): _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Name of Event: _____ Date(s) of Event: _____

Time of Event: From: _____ To: _____

Sponsoring Organization(s): _____

Address: _____

Phone: _____ Fax: _____

Email: _____

Location(s) of Event: _____

NOTE: Appropriate departments must approve location. Please contact Public Information Center at 701-746-4636 with any questions.

Estimated Number of Total Attendants: _____

Do you plan to sell alcohol or will alcohol be present? (please explain) _____

Approval required from City Clerk, Police Department & Fire Department

Will your event involve the use of a tent or canopy? _____

~~Approval required from Fire Department~~

If yes, if the tent or canopy flame retardant? _____

Who will erect the tent or canopy? _____

What date will it be erected? _____

Will your event involve a bonfire or other open burning of any nature? _____

~~Approval required from Fire Department~~

Will your event involve a fireworks display? _____

~~Approval required from Fire Department - Include dimensioned site plan~~

If yes, list ATF License Holder _____

ATF License Number _____

Pyrotechnic Operator's License # (Include License Classification) _____

Provide the following information:

Quantity of pyrotechnic or special effect material for each device; MSDS on each device used; exact description of the desired effect _____

Location of materials prior to display _____

Location of materials during display _____

Storage locations & provisions for return of unused materials after display _____

Type of fire extinguishing equipment available on site _____

Attach Proof of Current General Liability Insurance and Workers Compensation coverage. The City of Grand Forks, agents and employees shall be named as an additional insured on the General Liability certificate.

Will your event involve the sale of food and/or beverages? _____

~~Approval required from City Clerk~~

~~Cooking equipment needs approval from Fire Department~~

~~Vendors must be approved by Public Health~~

Will you be selling any kind of merchandise at your event? _____

~~Permit required from City Clerk~~

Will this event require street closure or any other traffic obstruction concerns? _____

~~Approval needed from Public Works, Police Department and Fire Department
Attach map of parade route or of roads that will be blocked off~~

Do you have plans for recycling and waste disposal? _____

~~Approval needed from Public Works~~

Is sufficient parking available for this event? (please explain) _____

~~Approval needed from Police Department and Fire Department~~

Is this event a Neighborhood Block Party?

~~Approval needed from Community Service Bureau~~

If event includes a parade, fun run, bike race, etc. please include map of route

~~Approval needed from Police Department, Fire Department and Street Department~~

Does event include a party, festival or celebration that requires a noise variance? _____

~~Approval needed from Police Department~~

Does event involve use of Town Square?

~~Approval needed from Urban Development~~

If so, do you need electricity? _____

PA System? _____

~~Charges apply~~

If you plan to use Town Square, please indicate any planned decorations. _____

If using Town Square, please indicate how you plan to clean up after the event. If you plan to contract with the City, please write "Contract with City"

~~Charges may apply~~

****** Events requiring Police or Fire Officers on site may require additional fees ******

If you have any questions on how to make your event accessible to persons with disabilities please contact Options at 218-773-6100.

Please contact Altru Health System at 701-780-1551 if you will need an Ambulance or Bike Medics, as well as any other medical needs at your event.



REIMBURSEMENT, INDEMNITY AND HOLD HARMLESS AGREEMENT

The applicant must promptly reimburse the City for any costs incurred of any kind that are a result of use by applicant under the permission granted. This includes, but is not limited to; cleanup, maintenance, preventive, or replacement costs.

Furthermore, applicant hereby agrees to defend the City and its employees and hold harmless the city from any and all liability to any person or entity that may be caused by damage or injury incurred as a result of this event.

This agreement is effective on the date of which this event is to take place and is complete for the entirety of the event.

Individual Applicant:

Sponsoring Organization:

Print Name: _____

Print Name: _____

Signature: _____

Signature: _____

Address: _____

Address: _____

Drivers License #: _____

Federal Tax ID: _____

Subscribed and sworn to before me, a Notary Public, this _____ day of _____, 20____.

Notary Public
Grand Forks County, North Dakota
My Commission Expires: _____



City of East Grand Forks

600 DeMers Ave · P.O. Box 373 · East Grand Forks, MN 56721
218-773-2483 · 218-773-9728 fax www.eastgrandforks.net

APPLICATION FOR SPECIAL EVENT

License Fee: _____

Organization Information			
_____		_____	
<i>Organization Name</i>		<i>Organization Phone Number</i>	
_____		_____	
<i>Organization Address</i>	<i>City</i>	<i>State</i>	<i>Zip</i>

Applicant Information			
_____		_____	
<i>Applicant Name</i>		<i>Applicant Phone Number</i>	
_____		_____	
<i>Applicant Address</i>	<i>City</i>	<i>State</i>	<i>Zip</i>

Special Event Information		
_____	_____	_____
<i>Date of Event</i>	<i>Start Time</i>	<i>End Time</i>

<i>Explanation of Event</i>		

<i>Route/Area of Event (include map)</i>		

<i>Special Requests (Staff, Road Closures, Etc)</i>		

I hereby certify that I have completely filled out the entire above application, together and that the application is true, correct, and accurate.

Signature of Applicant

Date

Print Name

Title

City of East Grand Forks Map



City of East Grand Forks
Application for Special Event

Internal Use Only

The following items need to be completed and/or attached in order for the application to be processed:

*Application fee paid in full: yes no Payment Type: cash check # _____ Receipt # _____

*Application completed in full and signed: yes no

*Map of route is provided: yes no

*MnDot (if applicable): approved denied n/a

*Appropriate Staff: approved denied n/a

Notes: _____

Staff Signature: _____ Date: _____

*Council Approval ___/___/___ approved denied

Notes: _____

City Administrator Signature: _____ Date: _____

*License Number _____



www.gfparks.org

Grand Forks Park District Special Use Permit

1423

PLEASE CONTACT THE PARK DISTRICT OFFICE 1-2 WEEKS PRIOR TO EVENT
Events requiring Park Board approval must be submitted at least 30 days prior to event

♦ 1210 7th Ave S ♦ PO Box 12429, Grand Forks, ND 58208-2429
701/746-2750 ♦ 701/746-2753(FAX) ♦ 701/775-1413(After hours answering service)
Any misrepresentation in this application or deviation from the final approved specifications and activities described herein may result in the immediate revocation of the approved permit.

• You must obey all city ordinances • No minors can consume alcohol • No glass containers for park safety reasons • No cooking/preparing food in facilities
• No open flames/fires permitted in buildings except under chafing dishes • Clean up after yourself • Application fees are non-refundable if event is cancelled • The Grand Forks Park District reserves the right to cancel a festival/event if safety concerns arise or if there is risk to the park or it's facilities.

- ⇒ THE GRAND FORKS PARK DISTRICT IS NOT RESPONSIBLE FOR LOST OR STOLEN PROPERTY.
- ⇒ ALL PERSONAL PROPERTY MUST BE REMOVED AND BUILDING CLEANED SAME DAY OF EVENT/RENTAL.
- ⇒ TIME-LINES MUST BE FOLLOWED IN CASE OF RENTALS THE DAY BEFORE OR AFTER YOUR EVENT/RENTAL.
- ⇒ NO ADMISSION TO FACILITY UNTIL AFTER 9:00 A.M. THE DAY OF YOUR EVENT/RENTAL UNLESS PREAPPROVED.
- ⇒ VENDORS MUST BE LOCATED IN VENDOR AREA ONLY

FOR OFFICE USE ONLY

Fee \$ _____ Key Deposit \$ _____

Total Amount Paid \$ _____

SIGN(S) GIVEN – If applicable

Approved by: _____

Date: _____

- cash
- check
- charge
- invoiced
- PO# _____

APPLICANT INFORMATION

Organization/Group: _____		Primary Contact: _____	
Address: _____			
City: _____		State: _____	Zip Code: _____
Phone: Please list the Primary Contact's phone numbers: _____		Day: _____	Cell: _____
		Evening: _____	Fax: _____

EVENT INFORMATION

<input type="checkbox"/> Walk/Run <input type="checkbox"/> Music ⁴ <input type="checkbox"/> Festival ^{2,3} <input type="checkbox"/> Building Rental ² <input type="checkbox"/> Wedding ^{1,2} <input type="checkbox"/> Family Picnic ^{1,2} <input type="checkbox"/> Tent/Canopy (size __ sq ft) ^{1,2} <input type="checkbox"/> Company Picnic ^{1,2} <input type="checkbox"/> Animal/Carnival Rides ^{3,4} <input type="checkbox"/> Bandmobile Rental <input type="checkbox"/> Extra Power Panel <input type="checkbox"/> Table Rentals (aluminum picnic/15 available) <input type="checkbox"/> Vendor/Caterer ^{2,4} <input type="checkbox"/> Other ^{1,2,3,4}		Park / Site Requested: _____ Date Requested: _____	
Start Time: _____ Finish Time: _____		# Of People: _____	
<p>¹ If a tent is being placed on Park District property, you may be required to contact the Central Fire Dept. (701/746-2569) for inspection and approval. Also, you must contact the Grand Forks Park District at least 24 hours prior to setting up the tent to insure proper procedures are met. ² If food products are being dispensed, approval from the Public Health Dept. (701/787-8100) may be required. ³ Must provide proof of Insurance. ⁴ Must provide vendor's name/phone/address/license</p>			
Is your function open to the public? Y / N Are you selling/dispensing a food item? Y / N Are you charging a fee? Y / N For any event at which merchandise is sold, admission or entry fees are collected; the Park District requires that a minimum of 10% of gross sales be paid to the Grand Forks Park District. Some activities might require proof of insurance or Indemnity/Hold Harmless Agreement.			
Event Description: (Give brief description of the event) _____ _____ _____			

GLASS BEVERAGE CONTAINERS PROHIBITED IN PARK AND RECREATION AREAS	<input type="checkbox"/> Group Permit For Alcoholic Beverages <input type="checkbox"/> Special Event Permit For Alcoholic Beverages	<input type="checkbox"/> NO PERMIT ISSUED
<p>This Permit entitles the holder to bring alcoholic beverages onto all properties owned and operated by the Grand Forks Park District, provided such property is not otherwise posted or restricted. (Number may exceed 10 individuals) This Permit allows only the possession of alcoholic beverages by adults (21 years of age and older) and is not a license to sell such beverages*.</p> <p>This permit is not transferable. The holder of this permit is responsible for the actions and conduct of all persons in his/her group and must assure that all laws of the State of North Dakota and all ordinances of the City of Grand Forks and the Grand Forks Park District are abided by. Failure to abide by such laws and ordinances will result in the revoking of this permit for such period of time as shall be determined by the Board of Park Commissioners or its designated agent(s). Permit issued for one event, location, date and time. Special conditions to be agreed upon by the Park District and permit holder.</p> <p>*If alcohol is to be sold at the event, the Applicant must obtain permission from the Grand Forks City Council for a special alcohol permit. The Applicant must agree to the conditions of the City of Grand Forks and the Grand Forks Park District relative to the conditions and restrictions of the distribution and or sale of the alcohol relative to the safe consumption by the recipients.</p> <p style="text-align: center;">THE BOARD OF PARK COMMISSIONERS OR ITS AGENTS RETAIN THE AUTHORITY TO REVOKE ANY PERMIT.</p>		

KEY MUST BE PICKED UP AT PARK DISTRICT OFFICE (M-F 7AM-5PM)

Signature of person authorized to bind permit(s) for event: _____ Date: _____



GRAND FORKS PARK DISTRICT SHELTER RESERVATION

9713

PUBLIC MEETING: No person shall call or hold any public meeting or give any concert or public entertainment of any kind in the Park District Parks without the express consent of the Park District.

An attempt will be made to provide each area with an adequate number of picnic tables; but it is requested that tables be shared with family groups not covered by this reservation. No bonfires are permitted, use fireplaces. All vehicles shall be confined to the paved park roads or parking areas. (DO NOT PARK ON THE GRASS).

PLACE ALL GARBAGE IN TRASH CONTAINER PROVIDED.

No refunds of fees for reservations. Any changes in reservation date must be made 10 days prior to scheduled date. We do reschedule "Rainouts" upon request.

I agree that I and our organization will be responsible to see that all Grand Forks Park District Regulations and Ordinances are obeyed.

The Grand Forks Park District reserves the right to deny or grant any park shelter requests.

DATE REQUESTED _____
(9:00 AM – 9:30 PM)

PARK DISTRICT OFFICE: 701-746-2750
AFTER HOURS ANSWERING SERVICE: 701-775-1413

SHELTER REQUESTED: Lincoln Drive #2 ___ #3 ___ #4 ___ University #1 ___ #2 ___ #3 ___
Riverside #1 ___ #2 ___ Sertoma #1 ___ #2 ___ Jaycees #1 ___ Bringewatt #1 ___ Optimist #1 ___

ESTIMATE OF NUMBER ATTENDING EVENT _____ PURPOSE _____

GLASS BEVERAGE CONTAINERS PROHIBITED IN PARK AND RECREATION AREAS	<input type="checkbox"/> Group Permit For Alcoholic Beverages	<input type="checkbox"/> NO PERMIT ISSUED
<p>This Permit entitles the holder whose name appears below to bring alcoholic beverages onto all properties owned and operated by the Grand Forks Park District, provided such property is not otherwise posted or restricted. This Permit allows only the possession of alcoholic beverages by adults (21 years of age and older) and is not a license to sell such beverages.</p> <p>This permit is not transferable. The holder of this permit is responsible for the actions and conduct of all persons in his/her group and must assure that all laws of the State of North Dakota and all ordinances of the City of Grand Forks and the Grand Forks Park District are abided by. Failure to abide by such laws and ordinances will result in the revoking of this permit for such period of time as shall be determined by the Board of Park Commissioners or its designated agent(s). Permit issued for one event only; number may exceed 10 individuals.</p> <p style="text-align: center;">THE BOARD OF PARK COMMISSIONERS OR ITS AGENTS RETAIN THE AUTHORITY TO REVOKE ANY PERMIT.</p>		

FEE RECEIVED \$ _____ Cash Check Charge Invoiced (PO# _____) APPROVED _____

Customer Info: The Applicant hereby certifies that he/she has read the stated terms and agrees to abide by the terms as set forth.

NAME _____ ORGANIZATION _____

ADDRESS _____

PHONE _____ (Signature) _____ (Date) _____

RESOLUTION NO. 12 -08 - 84

A RESOLUTION TO REAFFIRM THE PROPOSED WASTE WATER INTERCONNECT PROJECT IN THE FACILITY PLAN TO THE MINNESOTA POLLUTION CONTROL AGENCY AND TO DIRECT THE CITY ADMINISTRATOR AND STAFF TO UPDATE PROJECTIONS AND TO NEGOTIATE AGREEMENTS FOR THE WASTE WATER INTERCONNECT PROJECT.

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

WHEREAS, the City Council of East Grand Forks amended the Facility Plan to the Minnesota Pollution Control Agency via Resolution 11-05-39 to include the proposed Waste Water Interconnect Project;

WHEREAS, the City Council authorized the City Attorney via Resolution 11-10-99 to incorporate the Cost of Service Analysis (COSA) with Grand Forks, North Dakota into a proposed Waste Water Interconnect Intergovernmental Agreement;

WHEREAS, the Mayor vetoed Resolution 11-10-99;

WHEREAS, the City Council did not override the Mayor's veto of Resolution 11-10-99;

WHEREAS, the Mayor requested a peer review of the Facility Plan from a third party consultant;

WHEREAS, the City received a completed peer review from MSA Professional Services;

WHEREAS, the peer review recommended that the City update financial projections and reaffirm assumptions of the COSA model;

WHEREAS, the consultant recommended the City proceed with the Waste Water Interconnect option "due to the non-monetary benefits that favor a regional solution";

WHEREAS, City Council affirmation is required to continue with the COSA model;

THEREFORE, BE IT RESOLVED, that the City Council of East Grand Forks reaffirms the proposed waste water interconnect project in the Facility Plan to the Minnesota Pollution Control Agency;

BE IT FURTHER RESOLVED, that the City Council directs the City Administrator and staff to update projections and to negotiate agreements for the waste water interconnect project;

BE IT FURTHER RESOLVED, that this resolution does not establish a timeline for implementation of the proposed Waste Water Interconnect Project.

Voting Aye:
Voting Nay:

The President declared the resolution passed.

Passed: August 7, 2012

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 7th of August, 2012.

Mayor

Request for Council Action

Date: August 7, 2012

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

Cc: File

From: Scott Huizenga, City Administrator

RE: Resolution to reaffirm Waste Water Interconnect project

At the work session of July 24, the Mayor and City Council discussed the peer review of the City's Waste Water Facility Plan. MSA Professional Services conducted the peer review. The peer review recommended that the City update financial projections. The review also recommended that the City confirm contractor prices. Finally, the review recommended the City reconsider the proposed Cost of Service Analysis (COSA) with Grand Forks, North Dakota with specific regard to sludge removal.

After considerable discussion, I requested that the City Council adopt a resolution that directs staff to reaffirm the interconnect project and to direct staff to answer the questions listed in the peer review report. Some items require contact with contractors and/or the City of Grand Forks for further clarification. Therefore, the City Council should take a position that its interest remains in the waste water interconnect project.

The resolution does not establish a timeline for implementation of the project. It only authorizes the staff to engage the necessary parties to answer the questions in the peer review. It also affirms the City Council's commitment to the waste water interconnect project as the proposed project of record when improvements are necessary.

Recommendation:

Approve the resolution to reaffirm the proposed waste water interconnect project and to direct staff to update projects and negotiate as necessary with regard to the waste water interconnect project.

RESOLUTION NO. 12-08-85

RESOLUTION APPROVING TAX INCREMENT FINANCING EXPENDITURES FOR THE PROPOSED MINNESOTA HEIGHTS DOWNTOWN DEVELOPMENT RELATED TO TRAFFIC SIGNAL RELOCATION

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 plus utility relocation;

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

WHEREAS, the City has received a proposal from the Minnesota Department of Transportation (MnDOT) to relocate a traffic signal control box at a proposed cost of \$32,600;

WHEREAS, the developer of Minnesota Heights has agreed to split the relocation costs with the City of East Grand Forks;

THEREFORE, BE IT RESOLVED, that the City Council approves the expenditure contribution of \$17,390, including contingency, to the MnDOT related 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	\$17,390
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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 \$17,390

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 Business Development Expense \$17,390

Voting Aye:

Voting Nay:

The President declared the resolution passed.

Passed: August 7, 2012

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 7th of August, 2012.

Mayor

RESOLUTION NO. 12 – 08 – 86

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 13459 for a total of \$3,606.20.

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 \$3,606.20 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 August 7, 2012.

Voting Aye:

Voting Nay: None.

Absent: Buckalew.

The President declared the resolution passed.

Passed: August 7, 2012

Attest:

City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 7th of August, 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 13459 for a total of \$3,606.20.
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 August 7, 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



City of East Grand Forks

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

User: mfrench
 Printed: 8/2/2012 - 4:40 PM

Check	Date	Vendor No	Vendor Name	Amount	Voucher
13394	08/07/2012	ACM001	Acme Electric Companies	445.88	0
13395	08/07/2012	ACT001	Action Graphix & Signs	38.48	0
13396	08/07/2012	ADV001	Advanced Business Methods Inc	433.38	0
13397	08/07/2012	ALL004	Allpro Interior Care Inc	60.00	0
13398	08/07/2012	ALT001	Altru Health System	42.50	0
13399	08/07/2012	AME002	American Tire Service	4,023.73	0
13400	08/07/2012	AME008	American Tire Service Inc	730.61	0
13401	08/07/2012	AME005	Ameripride Linen & Apparel Services	431.13	0
13402	08/07/2012	AND006	Robert Anderson	5,262.50	0
13403	08/07/2012	AHC001	Anderson Heating & Cooling, Inc	266.30	0
13404	08/07/2012	APP001	Applied Concepts Inc.	438.19	0
13405	08/07/2012	BBI001	B Big Top Fireworks	11,000.00	0
13406	08/07/2012	BAK001	Baker & Taylor Co	651.41	0
13407	08/07/2012	BAR005	Barnes Distribution	373.77	0
13408	08/07/2012	BEN003	Benco Equipment	267.80	0
13409	08/07/2012	BIG001	Big Jim's East Side Tire	10.09	0
13410	08/07/2012	BLU001	Blue Cross Blue Shield of ND	7,114.70	0
13411	08/07/2012	BOA001	Boardwalk Bar & Grill	2,000.00	0
13412	08/07/2012	BOR001	Border States Electric Supply	111.66	0
13413	08/07/2012	BOR002	Border States Trophy & Awards	84.23	0
13414	08/07/2012	BRA002	Brad Buck Floor Care	385.00	0
13415	08/07/2012	BRA001	Brady Martz & Associates	14,820.00	0
13416	08/07/2012	BRA005	Braun Intertec Corporation	805.00	0
13417	08/07/2012	BRI003	Brite-Way Window Cleaning	60.00	0
13418	08/07/2012	BRO002	Brodart Co	371.89	0
13419	08/07/2012	BRU001	Jay Bruce	60.00	0
13420	08/07/2012	BUT001	Butler Machinery Co	2,717.99	0
13421	08/07/2012	CAN001	Canon Financial Services	20.73	0
13422	08/07/2012	CAR504	Cardmember Service	88.54	0
13423	08/07/2012	MAX001	Lori Cariveau	1,774.45	0
13424	08/07/2012	CAR004	Cariveau Concrete Construction	1,483.20	0
13425	08/07/2012	CAR002	Carquest Auto Parts	553.62	0
13426	08/07/2012	CEN006	Century Link	1,009.26	0
13427	08/07/2012	COL002	Cole Papers Inc	513.85	0
13428	08/07/2012	COM003	Complete Pest Control Inc	80.16	0
13429	08/07/2012	CUM001	Cummins NPower LLC	3,349.17	0
13430	08/07/2012	DES001	Rebecca DeSautel	140.00	0
13431	08/07/2012	DIA001	Richard Papenfuss Diamond Cleaning	124.50	0
13432	08/07/2012	DBS001	Dietrich Bus Service	220.00	0
13433	08/07/2012	DSI001	DSI Automotive Products	334.52	0
13434	08/07/2012	EAG001	Eagle Electric	2,925.77	0
13435	08/07/2012	EAP001	EAPC Architects Engineers	3,465.00	0
13436	08/07/2012	ECO001	Economy Plumbing	111.60	0
13437	08/07/2012	ELE001	Electric Pump	1,167.79	0
13438	08/07/2012	EXP003	Explorer Post #38	30.00	0
13439	08/07/2012	EXP002	Exponent	84.00	0
13440	08/07/2012	FAR004	Fargo Water Equipment	1,864.23	0
13441	08/07/2012	FIL001	Filter Care	199.60	0
13442	08/07/2012	FIN003	Finest Auto Trim Inc.	61.34	0
13443	08/07/2012	FOR001	Forks Freightliner	281.48	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
13444	08/07/2012	FLO001	FS Engineering	14,355.20	0
13445	08/07/2012	G&K001	G&K Services	139.43	0
13446	08/07/2012	GAF002	Gaffaney's	96.19	0
13447	08/07/2012	GAL001	Gale	188.51	0
13448	08/07/2012	GAR001	Garden Hut Inc	2,565.44	0
13449	08/07/2012	GAR003	Gardner Publishing	154.17	0
13450	08/07/2012	GER001	Gerrells Sport Center	68.21	0
13451	08/07/2012	GFT002	GF Thur-O-Clean	555.75	0
13452	08/07/2012	GFW001	GF Welding & Machine	36.76	0
13453	08/07/2012	GGF001	GGF Convention & Visitors Bureau	1,526.30	0
13454	08/07/2012	GOP002	Gopher State Lawn Sprinklers	53.62	0
13455	08/07/2012	GRA008	Grand Forks City	63,530.00	0
13456	08/07/2012	GRA022	Granit Bronz	375.13	0
13457	08/07/2012	H&S001	H&S Construction	3,905.50	0
13458	08/07/2012	HAJ002	Rick Hajicek	285.00	0
13459	08/07/2012	HAR001	Hardware Hank	3,606.20	0
13460	08/07/2012	HAW001	Hawkins Chemical	616.67	0
13461	08/07/2012	HEA001	Heartland Paper	1,344.25	0
13462	08/07/2012	HOL002	Holiday Credit Office	29.32	0
13463	08/07/2012	HOM001	Home of Economy	137.18	0
13464	08/07/2012	INT007	In the Swim	41.73	0
13465	08/07/2012	INP001	Inprints Screenprinting	15.50	0
13466	08/07/2012	INT003	Integra Telecom	80.25	0
13467	08/07/2012	INT0010	Interact Public Safety Systems	2,552.40	0
13468	08/07/2012	INT006	Interstate Power Systems	1,555.05	0
13469	08/07/2012	JET001	Jet Way Multiple Services Inc	35,203.58	0
13470	08/07/2012	KIR002	Kirks Flooring	80.00	0
13471	08/07/2012	KRA002	Kraus-Anderson	15,040.27	0
13472	08/07/2012	LAS001	Laser Systems	179.98	0
13473	08/07/2012	LIB001	Liberty Business Systems	77.40	0
13474	08/07/2012	LIT001	Lithia Payment Processing	157.56	0
13475	08/07/2012	M&W001	M&W Services	3,616.42	0
13476	08/07/2012	MAR004	Marco	117.26	0
13477	08/07/2012	MAR001	Marco Inc	305.51	0
13478	08/07/2012	MCF001	McFarlane	10,124.94	0
13479	08/07/2012	MES001	MESERB Treasurer Keith Nelson	1,927.31	0
13480	08/07/2012	MPO001	Metropolitan Planning Organization	11,365.75	0
13481	08/07/2012	MID001	MidAmerica Books	355.41	0
13482	08/07/2012	MIK001	Mike's Pizza	59.19	0
13483	08/07/2012	MDA001	MN Dept of Agriculture	25.00	0
13484	08/07/2012	MND003	MN Dept of Labor & Industry	2,858.00	0
13485	08/07/2012	MND006	VOID****VOID****VOID*** MN I	1,004.00	0
13486	08/07/2012	MND009	MN Drivers & Vehicle Services	21.50	0
13487	08/07/2012	MNP004	MN Public Facilities Authority	357,099.69	0
13488	08/07/2012	MOR003	Morris Electronics	650.00	0
13489	08/07/2012	MTI001	MTI Distributing Company	1,171.47	0
13490	08/07/2012	NEW001	Newman Signs	478.03	0
13491	08/07/2012	NDB001	North Dakota Ballet Company	450.00	0
13492	08/07/2012	NOR001	Northland College	150.00	0
13493	08/07/2012	ORE001	O'Reilly Auto Parts	808.96	0
13494	08/07/2012	ODL001	Odland Fitzgerald Reynolds & Harbot	192.50	0
13495	08/07/2012	OPP001	Opp Construction	36,536.40	0
13496	08/07/2012	ORC002	Roger Orchard	24,073.12	0
13497	08/07/2012	PAR005	Paras Contracting	166,923.32	0
13498	08/07/2012	PBE001	PB Electronics Inc.	484.50	0
13499	08/07/2012	PDQ001	PDQ Sanitary Services	250.00	0
13500	08/07/2012	PEA001	Peak Performance	138.72	0
13501	08/07/2012	PEN001	Penworthy Company	182.12	0
13502	08/07/2012	POL002	Polk County Auditor Treasurer	576.35	0

Check	Date	Vendor No	Vendor Name	Amount	Voucher
13503	08/07/2012	POL004	Polk County Recorder	46.00	0
13504	08/07/2012	PRE001	Premium Waters Inc	61.62	0
13505	08/07/2012	PSD001	PS Door Services	72.02	0
13506	08/07/2012	MAN005	Qqest Assesment Management Services LI	1,043.54	0
13507	08/07/2012	QUI001	Quill Corp	441.33	0
13508	08/07/2012	RAD001	Radio Shack Corporation	50.42	0
13509	08/07/2012	RDO001	RDO Powerplan OIB	2,441.03	0
13510	08/07/2012	REL001	Reliable Office Supplies	173.02	0
13511	08/07/2012	REV001	Revolutions Power Sports	431.61	0
13512	08/07/2012	ZAV001	RJ Zavoral & Sons	73,637.43	0
13513	08/07/2012	RMB001	RMB Environmental Lab Inc	33.00	0
13514	08/07/2012	RUD001	Dustin and Karina Rude	5,000.00	0
13515	08/07/2012	RYA004	Ryan Contracting	244,201.99	0
13516	08/07/2012	RYD001	Rydell Chevrolet	68.12	0
13517	08/07/2012	SHA002	Share Corp	267.31	0
13518	08/07/2012	SPR002	Spray Advantage	1,142.07	0
13519	08/07/2012	SQU001	Squeegee Clean Windows	4,820.06	0
13520	08/07/2012	STE001	Stennes Granite	950.00	0
13521	08/07/2012	STE009	Sterling Carpet One	108.85	0
13522	08/07/2012	K&H001	Kenley Stordahl	3,000.00	0
13523	08/07/2012	STA005	Strata Corp	796.20	0
13524	08/07/2012	STR004	Strategic Insights Inc	721.41	0
13525	08/07/2012	SUR001	Surplus Center	117.49	0
13526	08/07/2012	TIG001	Tiger Direct.com	65.74	0
13527	08/07/2012	TIT002	Titan Access Account	10.90	0
13528	08/07/2012	TRI001	Tristeeel Manufacturing	23.00	0
13529	08/07/2012	TRU003	True North Equipment	784.59	0
13530	08/07/2012	TRU001	True Temp	10,415.00	0
13531	08/07/2012	TRY001	Try-County Refrigeration	398.00	0
13532	08/07/2012	VAL001	Valley Petroleum Equipment	1,285.42	0
13533	08/07/2012	VAL002	Valley Truck	1,944.41	0
13534	08/07/2012	VIL001	Vilandre Heating & A/C	126.72	0
13535	08/07/2012	WAS001	Waste Mgmt	1,845.51	0
13536	08/07/2012	WAT001	Water & Light Department	27,476.35	0
13537	08/07/2012	WID001	Widseth Smith Nolting & Associates	47,665.55	0
13538	08/07/2012	WIL002	Wilbur-Ellis	120.00	0
13539	08/07/2012	WIZ001	Wizard's Enterprises Inc.	490.00	0
13540	08/07/2012	XCE001	Xcel Energy	1,255.98	0
13541	08/07/2012	XER001	Xerox Corporation	50.38	0
13542	08/07/2012	ZEE001	Zee Medical Service	279.56	0
				<hr/>	
				Check Total:	
				1,277,248.70	
				<hr/>	