AGENDA
CITY COUNCIL
WORK SESSION
CITY OF EAST GRAND FORKS
APRIL 14, 2009
5:00 PM

CALL TO ORDER

CALL OF ROLL

DETERMINATION OF A QUORUM

1. American Crystal Sugar Odor Update – Michelle Berg

2. American Crystal Sugar Refund Bonds – Arntson & Stewart

3. 5th Ave. NW – Greg Boppre

4. 2009 River Forks Downtown Plan Update to the East Grand Forks Comprehensive Plan – Nancy Ellis & Earl Haugen

5. 2009 Residential Garbage – John Wachter

6. Summer Salaries 2009 – Dave Aker

7. Byrne JAG Grant – Chief Hedlund

ADJOURN

UPCOMING MEETINGS

Regular Meeting - April 21, 2009 – 5:00 PM – Council Chambers

Work Session – April 28, 2009 – 5:00 PM – Training Room

Regular Meeting - May 5, 2009 – 5:00 PM – Council Chambers

Work Session – May 12, 2009 – 5:00 PM – Training Room

CERTIFICATE

STATE OF MINNESOTA)
)
COUNTY OF POLK)

The undersigned duly appointed, qualified, and acting City Administrator of the City of East Grand Forks, Minnesota, hereby certifies that there is attached hereto a true and correct copy of the **RESOLUTION APPROVING OF THE ISSUANCE OF SOLID WASTE DISPOSAL REVENUE REFUNDING BONDS (AMERICAN CRYSTAL SUGAR COMPANY PROJECT) SERIES 2009** which was adopted by the City of Council of the City of East Grand Forks, Minnesota, on April 21, 2009, at a regular meeting of the City Council which certified copy is an exact copy of the original on file in the office of the City Administrator.

Dated this _____ day of April, 2009.

_____
City Administrator

RESOLUTION NO. _____

RESOLUTION APPROVING OF THE ISSUANCE OF SOLID WASTE DISPOSAL REVENUE REFUNDING BONDS (AMERICAN CRYSTAL SUGAR COMPANY PROJECT) SERIES 2009

BE IT RESOLVED by the City Council of the City of East Grand Forks, Minnesota, as follows:

Recitals:

1. The City of East Grand Forks, Minnesota (the "City") is authorized pursuant to Minnesota Statutes, Sections 469.152 to 469.165, as amended (the "Act"), to issue its revenue bonds for the purpose of providing financing for the construction, acquisition and installation of equipment and buildings to be used in connection with processing agricultural products, the disposal of solid waste, and functionally related facilities and to refund bonds previously issued under the Act.

2. The City has previously issued its $34,350,000 Solid Waste Disposal Revenue Bonds (American Crystal Sugar Company Project), Series 2008, dated December 4, 2008 (the "Prior Bonds"), the proceeds of which were used to refund four prior issues of bonds, the proceeds of which were used to finance the acquisition, construction and installation of certain solid waste disposal facilities at the American Crystal Sugar Company factory in East Grand Forks, Minnesota (the "Project").

3. American Crystal Sugar Company, a Minnesota agricultural cooperative corporation (the "Company"), has applied to the City to issue and sell its revenue bonds pursuant to the Act for the purpose of refunding the Prior Bonds.

NOW, THEREFORE, it is hereby found, determined and ordered, as follows:

1. The City hereby approves the issuance and sale, pursuant to the Act, of its Solid Waste Disposal Revenue Refunding Bonds (American Crystal Sugar Company Project), Series 2008 (the "Bonds") in the principal amount not to exceed $34,350,000 for the purpose of refunding the Prior Bonds.

2. The Bonds will be issued pursuant to an Indenture of Trust dated as of April 1, 2009 (the "Indenture"), between the City and Wells Fargo Bank, National Association, Minneapolis, Minnesota (the "Trustee"), the terms of which are hereby incorporated by reference. Payment of the principal, redemption price and purchase price of and interest on the Bonds will be initially secured by an irrevocable letter of credit to be issued by CoBank ACB.

3. Pursuant to a Lease Agreement dated as of April 1, 2009 (the "Lease Agreement"), between the City, as lessor, and the Company, as lessee, the City will lease the Project to the Company. The basic payments to be made by the Company under the Lease Agreement are established so as to produce revenue sufficient to pay the principal of, premium, if any, and interest on the Bonds when due. The City will assign its rights to the basic payments and certain other rights under the Lease Agreement to the Trustee as security for payment of the Bonds under the Indenture.

4. Under the provisions of the Act, and as provided in the Lease Agreement and the Indenture, the Bonds are not to be payable from or charged upon any funds other than the revenue pledged to the payment thereof; the City is not subject to any liability thereon; nor shall the holder of any Bonds ever have the right to compel any exercise by the City of its taxing powers to pay any of the Bonds or the interest or premium thereon, or to enforce payment thereof against any property of the City except the interest of the City in the Lease Agreement which has been assigned to the Trustee under the Indenture; the Bonds shall not constitute a charge, lien or encumbrance, legal or equitable upon any property of the City except the interest of the City in the Lease Agreement which has been assigned to the Trustee under the Indenture; the Bonds shall recite that the Bonds are issued without obligation on the part of the State or its political subdivisions, and that the Bonds, including interest thereon, are payable solely from the revenues pledged to the payment thereof; and, the Bonds shall not constitute a debt of the City within the meaning of any constitutional or statutory limitation.

5. Subject to the approval of the City's counsel, the forms of the Lease, the Indenture, the Bond Purchase Agreement among the City, the Company and W.R. Taylor & Company, LLC (the "Bond Purchase Agreement") and all other documents necessary for the issuance of the Bonds are approved. The Lease, the Bond Purchase Agreement and the Indenture, in substantially the forms submitted, are directed to be executed in the name and on behalf of the City by the Mayor or other member of the City Council and the City Administrator or Assistant City Administrator. The Mayor or other member of the City Council is authorized and directed to sign the Bond Purchase Agreement upon the terms and conditions stated therein and at an initial interest rate not exceeding 5.00% per annum. Any other documents and certificates necessary to the transaction described above shall be executed by the appropriate City officers. Copies of all of the documents necessary to the transaction herein described shall be signed, delivered and filed as provided herein and in the Lease Agreement and the Indenture.

6. The City shall forthwith proceed to issue its Bonds, in the form and upon the terms set forth in the Indenture. The Mayor or other member of the City Council and City Administrator are authorized and directed to prepare and execute the Bonds as prescribed in the Indenture and to deliver them to the Trustee for authentication and delivery to the Bond Purchaser.

7. The Mayor and City Administrator and other officers of the City are authorized and directed to prepare and furnish to the Bond Purchaser a certified copy of all proceedings and records of the City relating to the Bonds and such other affidavits and certificates as may be required to show the facts relating to the legality of the Bonds, as such facts appear from the books and records in the Officer's custody and control or as otherwise known to them; and all such certified copies,

certificates and affidavits concluding any heretofore furnished, shall constitute representations of the City as to the truth of all statements contained therein.

8. The approval hereby given to the various documents referred to above includes approval of such additional details therein as may be necessary and appropriate and such modifications thereof, deletions therefrom and additions thereto as may be necessary and appropriate and approved by the City's counsel and the City officials authorized herein to execute said documents; and said City officials are hereby authorized to approve said changes on behalf of the City. The execution of any instrument by the appropriate officer or officers of the City herein authorized shall be conclusive evidence of the approval of such documents in accordance with the terms thereof. In the absence of the Mayor or City Administrator, any of the documents authorized by this Resolution to be executed may be executed by the acting Mayor or the acting City Administrator, respectively.

Voting Aye:

Voting Nay:

Absent:

The President declared the resolution passed:

Passed: April 21, 2009.

Attest:

_____ _____

City Administrator/Clerk-Treasurer President of Council

I hereby approve the foregoing resolution this 21st day of April, 2009.

_____

Mayor

AGENDA ITEM # 3

Request for Council Action

Date: April 8, 2009

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

Cc: File

From: Greg Boppre, P.E.

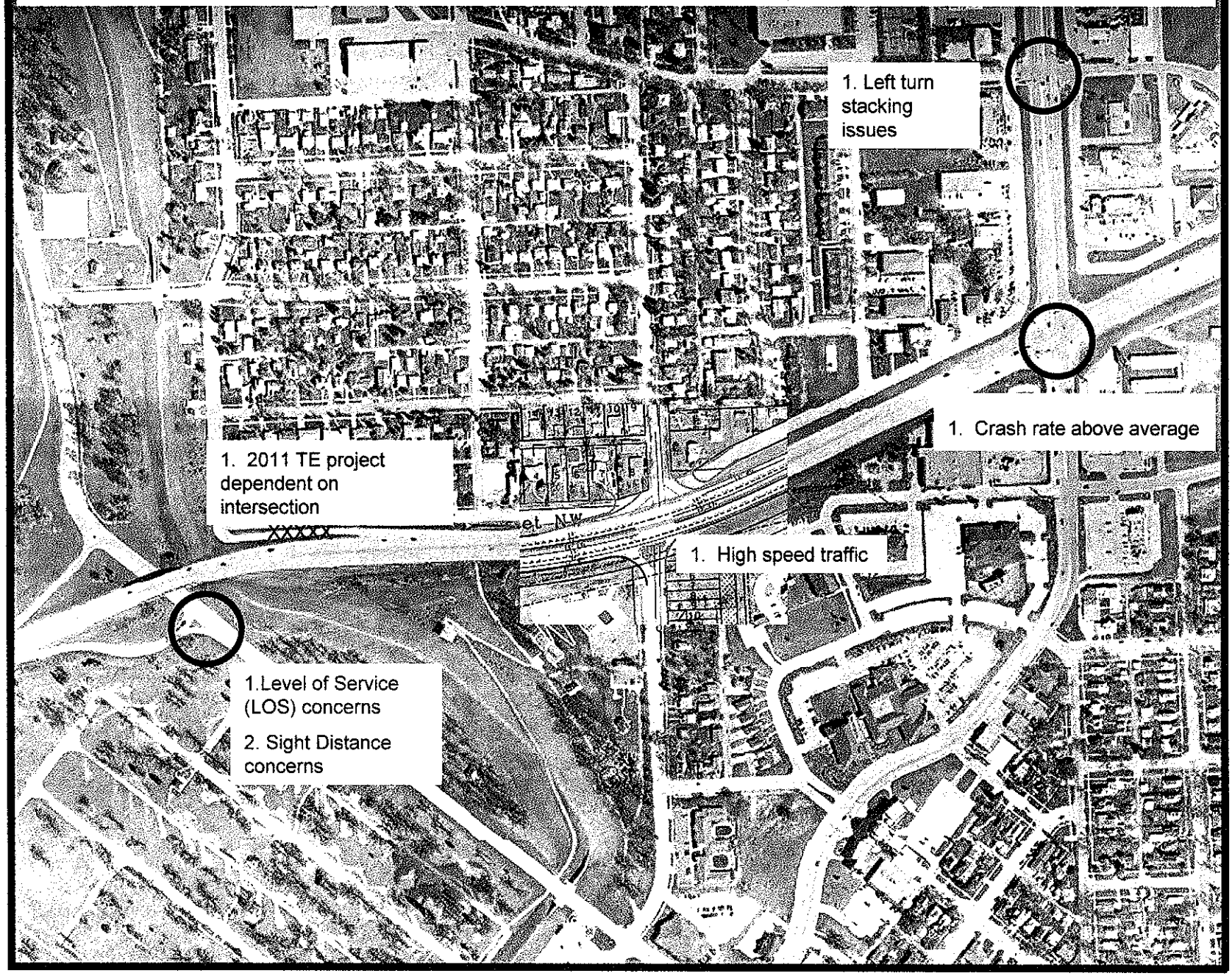
RE: 5TH Ave NW

Background:
In 2006, an Access Management Study was completed for the MPO. This study looked at the US 2 corridor to determine the most appropriate long-term highway access for this corridor. The City Council would like to discuss this project or the possibility of alternative projects.

Recommendation:
Approve existing plan or alternative

Enclosures:
N/A

Everyday issues addressed by full access/intersection at 5th Avenue NW



AGENDA ITEM # 4

Request for Council Action

Date: April 14, 2009

To: East Grand Forks City Council and Mayor Lynn Stauss

Cc: File

From: Nancy Ellis, Senior Planner

RE: Final Approval of 2009 River Forks Downtown Plan Update to the Comprehensive Plan

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PLANNING COMMISSION RECOMMENDATION

Planning Commission recommends final approval of the newly updated 2009 River Forks Downtown Plan to the East Grand Forks Comprehensive Plan.

GENERAL INFORMATION

Background: The staff of the MPO was requested by both the EGF and GF City Council to prepare an update to the Downtown Plan/Riverforks Plan. Working together with the City of East Grand Forks, the MPO has prepared an update.

Beginning in January 2008, the MPO started the process of updating the Downtown Plan. A Steering Committee comprised of stakeholders has been meeting, guiding the development of the Downtown Plan Update. Throughout the process, the MPO has kept all informed on the progress and at all times of decision. The MPO believes that the update incorporates all of the input and feedback provided. Further, the update provides for strong reliance on improving the usage of the existing downtown area by planning for a few key improvements.

Staff recommends final approval of the 2009 River Forks Downtown Plan Update together with all maps, information, recommendations and data contained therein. This would then be adopted as part of your Comprehensive City Plan. The Comprehensive Plan consists of many documents including 2035 Long Range Transportation Plan, The Greenway Plan, The East Grand Forks Urban Design Plan, among others. This plan will update the existing River Forks plan to a new 2009 River Forks Downtown Plan.

FINDINGS AND ANALYSIS

- The current Downtown Plan element is out of date.
- The City of East Grand Fork's City Comprehensive Plan does contain a Downtown Plan.
- The recommended Plan does amend all past downtown documents to represent current conditions and future recommendations.

- The GF/EGF MPO has presented an update to the element.
- The City's Comprehensive Plan needs to be amended to contain the updated Downtown Plan Element.
- A final public meeting was held on March 24th by SEH at the Riverwalk Center to discuss the final document.
- A public hearing for final approval was held at the April 9th Planning Commission meeting.

STAFF RECOMMENDATION TO PLANNING COMMISSION

1. **Planning Commission should recommend final approval to amend the East Grand Forks Comprehensive Plan to include the River Forks Downtown Plan Update together with all maps, information, recommendations and data contained therein.**

RESOLUTION NO. 09-03-XX

Councilmember ____, Seconded by Councilmember ____, introduced the following resolution and moved its adoption:

WHEREAS, the city of East Grand Forks has an adopted East Grand Forks Comprehensive Plan; and

WHEREAS, the proposed plan update is in general agreement with the other elements of the East Grand Forks Comprehensive Plan, those other elements being the following:

1. The Grand Forks – East Grand Forks River Forks Plan Element, together with all Maps, information and data contained therein.
2. The Grand Forks – East Grand Forks 2035 Long Range Transportation Plan Update, which contains the following sections:
    a. Bikeway Element, together with all Maps, information and data contained therein.
    b. Pedestrian Element, together with all Maps, information and data contained therein.
    c. Transit Element, together with all Maps, information and data contained therein.
    d. Street and Highway Element, together with all Maps, information and data contained therein.
    e. Intelligent Transportation Systems (ITS) Strategy Element, together with all Maps, information and data contained therein.
3. The 1998 East Grand Forks Downtown Plan prepared by Field – Paoli, together with all Maps, information and data contained therein.
4. The 2000 Urban Design Plan, together with all Maps, information and data contained therein.
5. Greenway Plan Element, together with all Maps, information and data contained therein.
6. The 2035 Land Use Plan, together with all Maps, information and data contained therein.

And

WHEREAS, The Grand Forks – East Grand Forks Metropolitan Planning Organization IS preparing a 2009 River Forks Downtown Plan Update Element to the East Grand Forks Comprehensive Plan; and

WHEREAS, 2009 River Forks Downtown Plan Element of the East Grand Forks Comprehensive Plan is a guide for future growth for the downtowns of the Cities of Grand Forks and East Grand Forks; and

WHEREAS, the 2009 River Forks Downtown Plan Update may be amended to reflect changes to the community; and

WHEREAS, the River Forks Downtown Plan Update is a representation of the goals and values of the city; and

WHEREAS, the City Planning and Zoning Commission further held a public meeting on **April 9, 2009** to get input from the citizens of the community; and

WHEREAS, the East Grand Forks Planning and Zoning Commission forwards a recommendation that the 2009 River Forks Downtown Plan Update to the East Grand Forks Comprehensive Plan, be hereby approved and adopted; now therefore

BE IT RESOLVED, By the City Council of the City of East Grand Forks, Minnesota, that the 2009 River Forks Downtown Plan Update to the East Grand Forks Comprehensive Plan, and proposed amendments, be hereby approved and adopted with any further amendments as stated:

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

The President declared the resolution passed. Passed: March 17, 2009

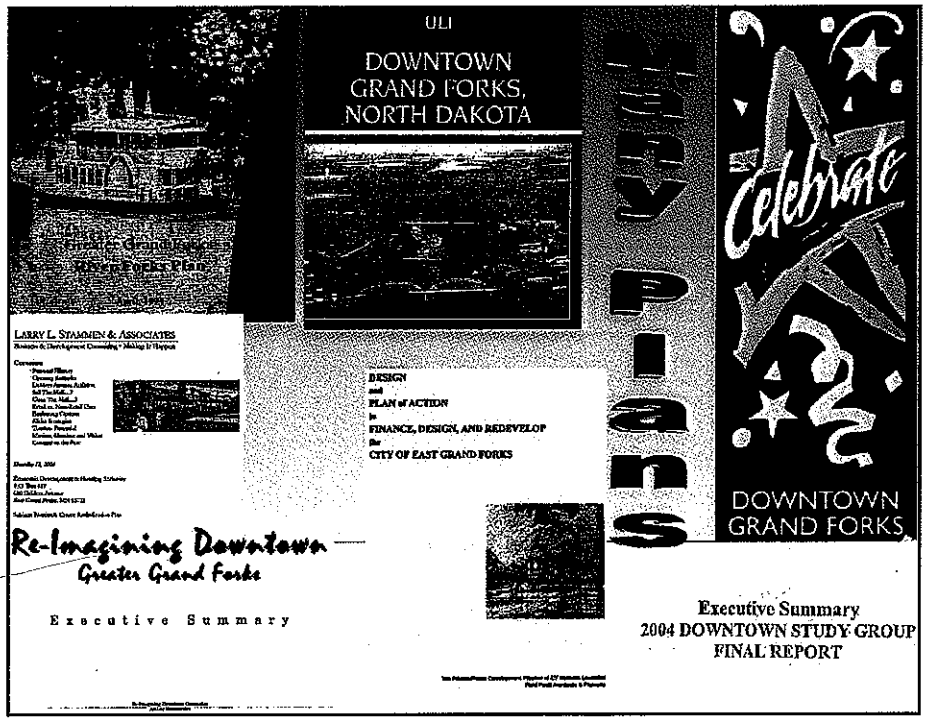
Attest:

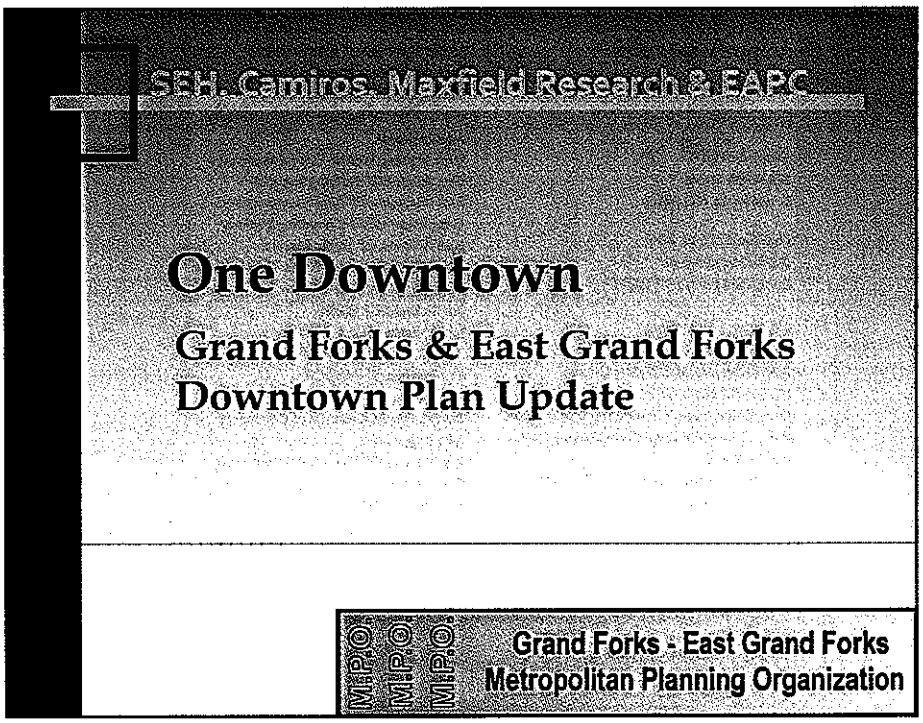
City Administrator/Clerk-Treasurer

President of Council

I hereby approve the foregoing resolution this 17th of March, 2009.

Mayor


ULI
DOWNTOWN
GRAND FORKS,
NORTH DAKOTA
Plans
Celebrate
DOWNTOWN
GRAND FORKS
LARRY L. STAMMEN & ASSOCIATES
DESIGN
and
PLAN of ACTION
to
FINANCE, DESIGN, AND REDEVELOP
the
CITY OF EAST GRAND FORKS
Re-Imagining Downtown
Greater Grand Forks
Executive Summary
Executive Summary
2004 DOWNTOWN STUDY GROUP
FINAL REPORT


SEH, Camiros, Maxfield Research & BARC
One Downtown
Grand Forks & East Grand Forks
Downtown Plan Update
M.P.O.
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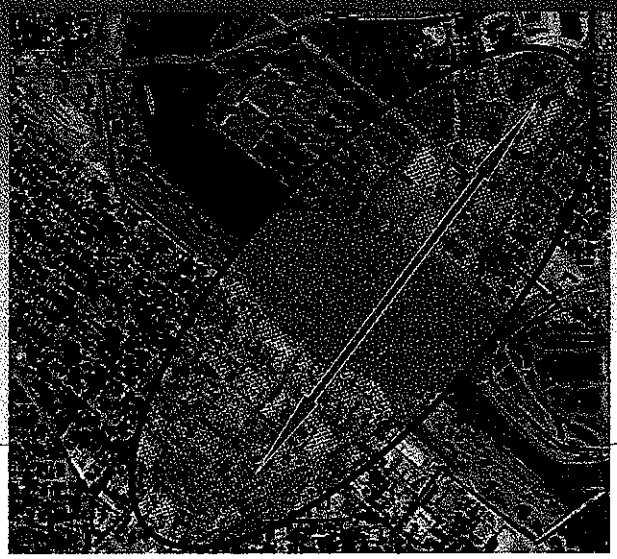
Grand Forks - East Grand Forks
Metropolitan Planning Organization



Acknowledgements

The Grand Forks - East Grand Forks Metropolitan Planning Organization

Grand Forks, ND
225 N. 4th Street
Grand Forks, ND, 58206

East Grand Forks, MN
600 DeMers Avenue
East Grand Forks, MN 56721

Steering Committee

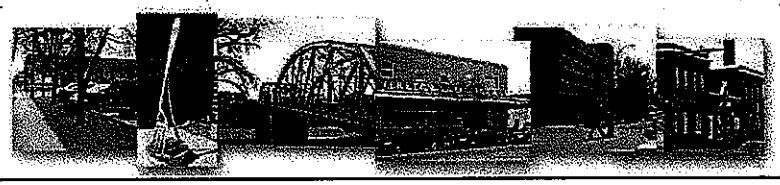
Eliot Glassheim, GF City Council
Mike Polczywinski, EGF City Council
Marijo Whitcomb, GF Planning Commission
Gary Christianson, EGF Planning Commission
Doug Herzog, GF Downtown Development Review Board
Ben Klipfel, GF Business Owner/Downtown Leadership Group
Paul Holje, GF Business Owner/Downtown Leadership Group
Dave Homstad, EGF Business Owner
Bob Moore, EGF Business Owner
Punky Beauchamp, MPO Board/EGF Planning Commission
Marsha Gunderson, GF Historical Preservation Commission

Downtown Staff Committee

Brad Gengler, GF City Planning
Nancy Ellis, EGF Planning
Bev Collins, GF Building Inspector/Zoning Administrator
Jerry Slyberg, Interim City Administrator
Tom Spoor, EGF Building Inspector
Rick Duquette, GF City Administrator
Greg Beppre, EGF Consulting Engineer
Jane Williams, GF Traffic Engineer
Meredith Richards, GF Urban Development
Pete Haga, GF Mayor's Office
Jim Richter, EGF EDHA
John Wachter, EGF Public Works
Todd Feland, GF Public Works
Les Noehre, GF-NDDOT
Graig Gilbertson, MNDOT
Barry Wilfahrt, Chamber of Commerce
Julie Rygg, CVB
Peg O'Leary, GF Historical Preservation Committee
Earl Haugen, MPO

Presented by:
Maxfield Research Inc.
August 26, 2008

Riverforks Downtown Market Analysis



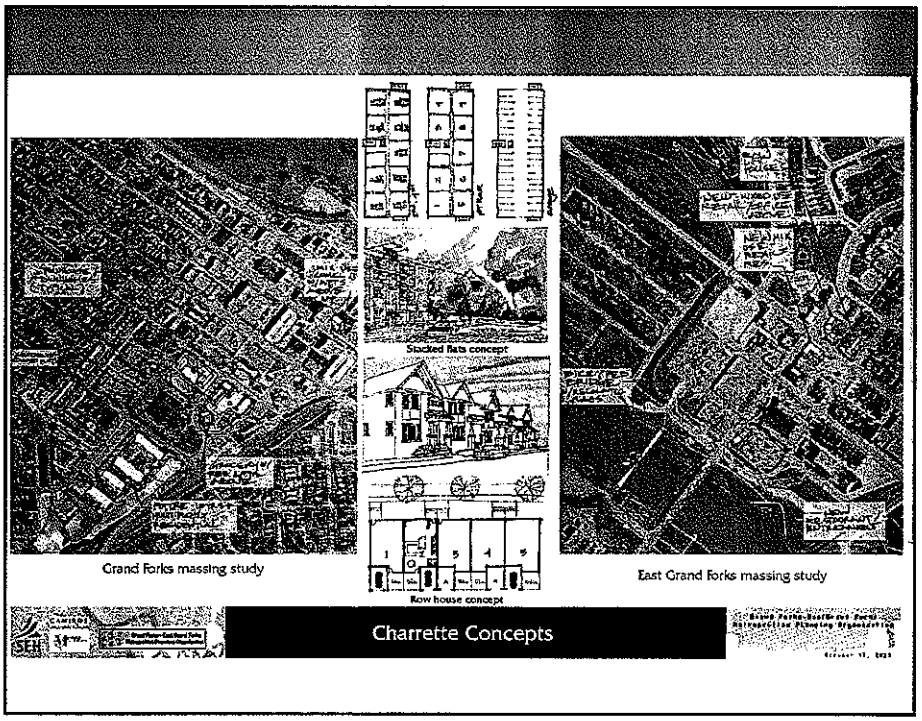
Demand Summary

TABLE 1
DEMAND SUMMARY
DOWNTOWN GRAND CITIES
2008 to 2020

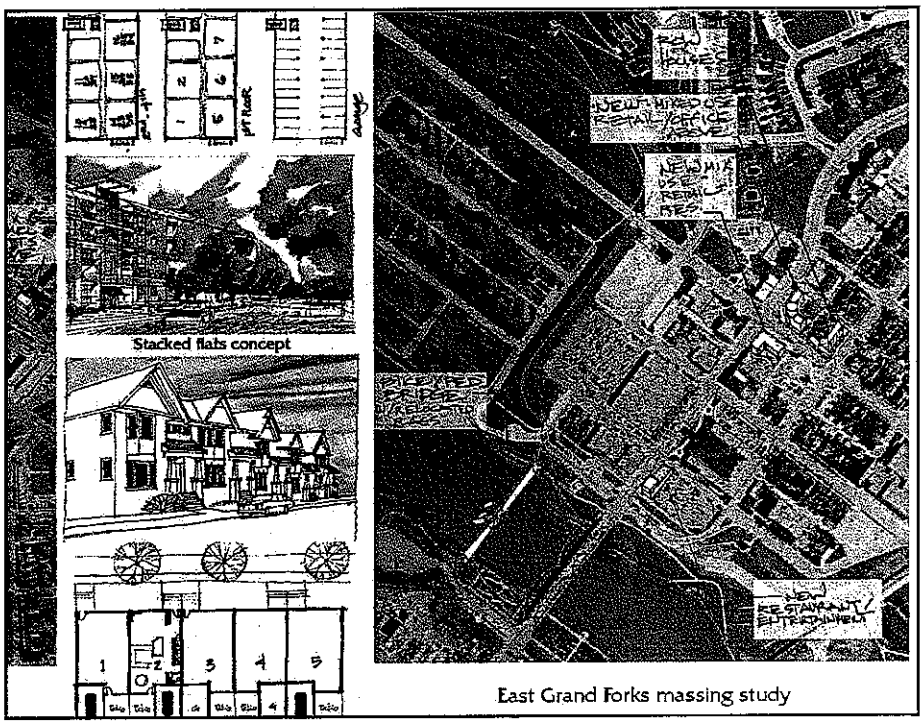
Grand Cities Total

	Full period	Short-term (2-5 years)	Long-term (6-12 Years)
Housing			
For-Sale Multifamily	95 units	20 units	75 units
Market Rate Apartments	223 units	73 units	150 units
For Sale Senior Housing	49 units	49 units	n/a units
Market Rate Senior Housing	79 units	79 units	n/a units
Office			
Total Demand	30,600 to 51,000 sq. ft.	10,000 to 15,000 sq. ft.	20,000 to 35,000 sq. ft.
Absorption of Existing Space	60,000 to 64,000 sq. ft.	20,000 to 25,000 sq. ft.	35,000 to 40,000 sq. ft.
Retail			
Neighborhood Goods and Services	98,000 sq. ft.	15,000 to 20,000 sq. ft.	20,000 to 30,000 sq. ft.
Destination Specialty Services	41,000 sq. ft.	5,000 to 7,000 sq. ft.	10,000 to 15,000 sq. ft.

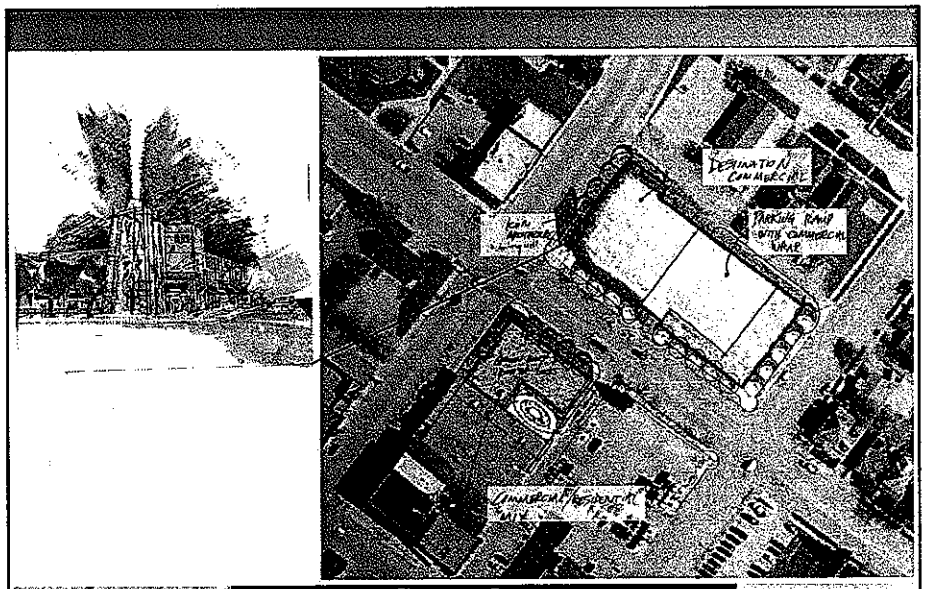
Priority Projects



Charrette Concepts

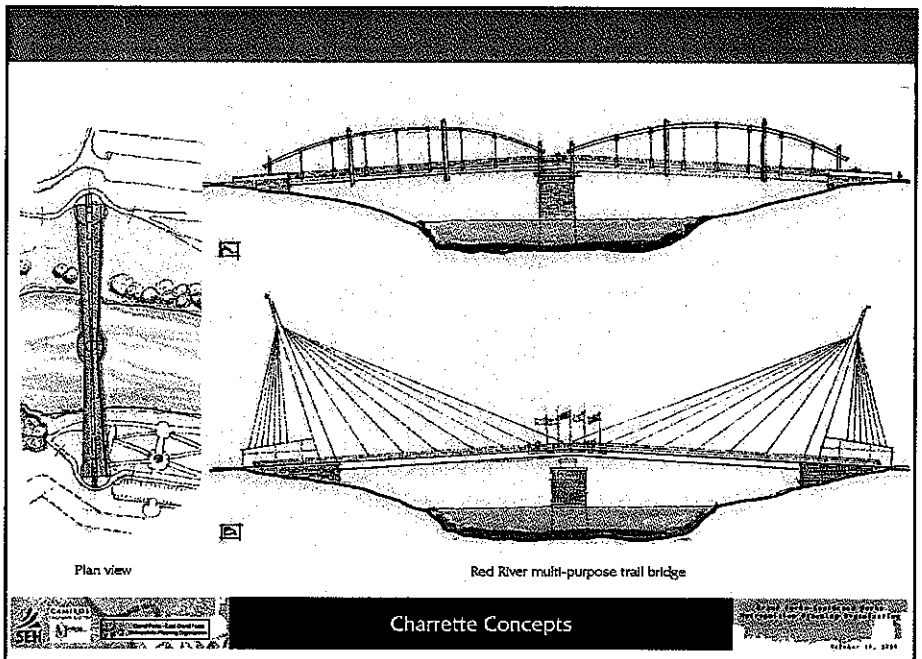


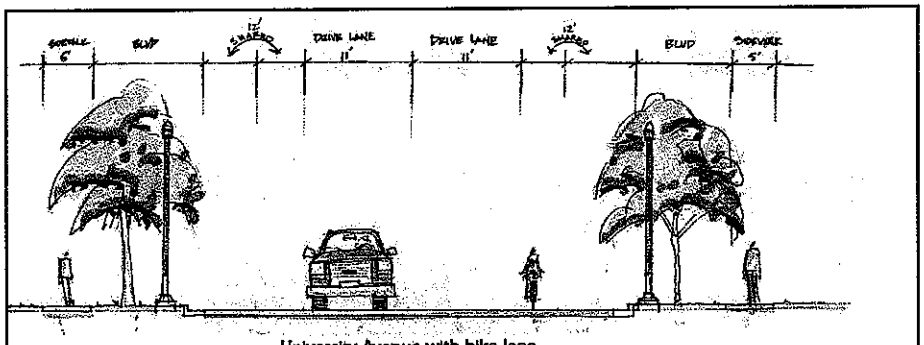
East Grand Forks massing study



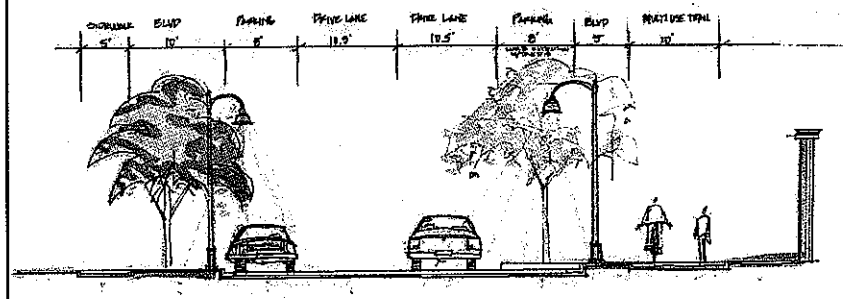
Charrette Concepts

East Grand Forks - Demers Ave / S 4th St - Concept 1


Plan view
Red River multi-purpose trail bridge
Charrette Concepts



University Avenue with bike lane



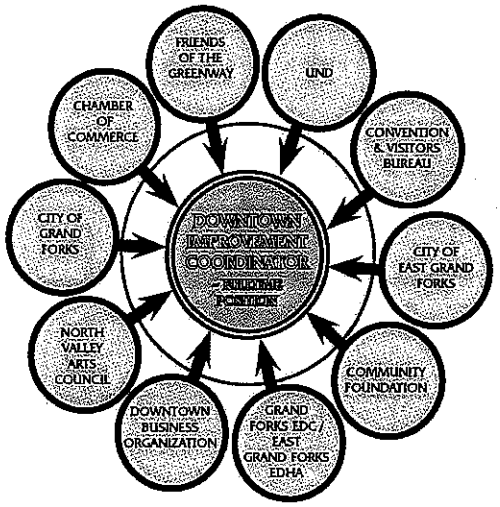
'Grand Cities' Parkway with two-way traffic

Longer Range Projects

Long Range Projects

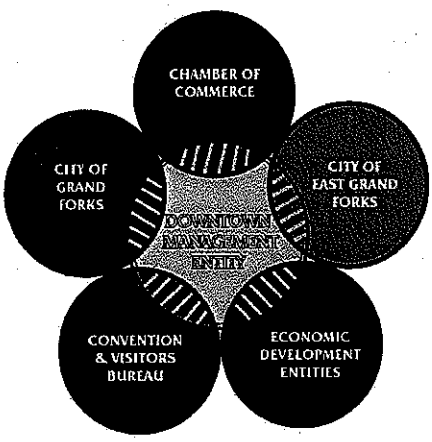
Downtown Organization

- Organization Principles
- Group Structure
- Participants
- Downtown Improvement Coordinator
- Board of Directors
- Responsibilities



Downtown management group

- Looks to community-based entities for resources, including:
  - Dedicated staff time for meeting and coordination
  - Financial support
  - Administrative support
  - Office space
  - Etc.
- Answers to a Board made up of key downtown stakeholders
- Managed by a full-time director
- Coordinates aspects of joint mission for Grand Forks/East Grand Forks, including:
  - Marketing and branding
  - Business recruitment
  - Events coordination



Entities with direct influence

- Downtown Coordinator – day to day contact w/ entities
- Dedicated Funds
- 3 5Year Timeframe @ +/ $500 K
- Benchmarking

Operating concept

- Works closely with key municipal and not-for-profit entities
- Advocates the mission of the downtown management group
- Implements program through municipal and not-for-profit budgets with a set-aside for the downtown mission

Implementation Principles

- Public-private Partnerships are Essential
- Three P's (projects, programs and policies)
- Higher Standards with Off-setting Incentives
- Active Marketing and Promotion
- Public Participation in Acquisition, Disposition, and Repositioning Key Properties
- Open Space Remain Important
- Public Exercise Regulatory Flexibility and Financial Creativity in Attracting Private Investment

UND Downtown

- Plan Encourages Many Areas UND Presence
  - Organization
  - Use of Vacant Buildings/land/reuse of land
  - Enhance University Ave to Highlight the Connection
  - Enhance "real life education" by bringing "classroom to boardroom"
    - Internships, class assignments, shadowing, mentorships, etc.

Steering Committee Actions

- Feb Draft Plan
  - Distributed for Comment
  - Comments Received
  - Obtain Preliminary Approval with Comments
- Final Draft
  - 24th Tech Mtg noon
  - 24th Public Presentation in evening
  - 25th Steering Mtg am
- Final Draft Revision Recommendations

Plan Approval Timeline

- Preliminary - March
  - 4th GF P&Z
  - 9th GF COW
  - 10th MPO TAC
  - 11th EGF P&Z
  - 16th GF CC
  - 17th EGF CC
  - 18th MPO Board
- Final – April
  - 1st GF P&Z (PH)
  - 8th MPO TAC
  - 9th EGF P&Z (PH)
  - 20th GF CC (PH)
  - 21st EGF CC
  - ?? MPO Board

WASTE MANAGEMENT

FIRST ADDENDUM
TO THE
CITY OF EAST GRAND FORKS
RECYCLING MATERIALS COLLECTION AGREEMENT

This First Addendum to the City of East Grand Forks, MN, Recycling Materials Collection Agreement is made and entered into by and between the City of East Grand Forks, Minnesota ("City") and Waste Management of North Dakota, Inc. ("Waste Management") as of this ___ day of _____ 2009.

Whereas, the parties hereto are parties to a Contract for Collection and Transportation of Recycling Materials dated July 1, 2007 ("Contract"); and

Whereas, the parties wish to further amend the Contract.

Now therefore the parties agree as follows:

1) Section "Residential Curbside Recycling Services", is hereby modified by revising the last sentence of the last paragraph of this Section as follows: "Waste Management agrees to provide (1) 96 gallon recycling cart to each household designated by the City. The container will be provided at no cost to the resident, provided however, that should a container be lost or destroyed while in the possession of the resident, and as a result of negligence by the resident, such resident shall be responsible for the full replacement value of the container."

2) Amend agreement to add section "Residential Refuse Collection Services: Waste Management shall establish a once weekly schedule for residential households to collect solid waste. Each residential building in the City shall be a collection point, and residents will be responsible to deposit their waste at the curb (within four feet) as designated by Waste Management in an approved cart container. A 64 gallon cart container will be provided at no cost to the resident, provided however, that should a container be lost or destroyed while in the possession of the resident, and as a result of negligence by the resident, such resident shall be responsible for the full replacement value of the container. The city will be responsible for all disposal costs incurred by the residential waste collection.

   It is intended that Waste Management will dispose of all solid wastes collected within the City from residential households excluding hazardous wastes. No collection will be made of stone, plaster, cement, dirt, concrete, leaves, rakings, garden refuse, ashes, and construction material from remodeling and

construction work, tree and stumps, and bulk items, unless arrangements are made for extra pick-up at an additional charge.

Waste Management agrees that we will walk up to no more than two (2) percent of residential household (approximately 50) at no additional cost. If households requiring this service increase above two (2) percent Waste Management and the City will negotiate a small additional fee.

3) Section "Rates for Service", as amended is hereby further modified by revising the Section as follows: "The City shall pay Waste Management for residential recycling of materials listed above, utilizing a 96-gallon cart, at a rate of $3.45 per month, per residential household. The City shall pay Waste Management for residential waste collection, utilizing a 64-gallon cart, at a rate of $6.60 per month per residential household. Disposal costs will continue to be incurred by the City of East Grand Forks, MN. The City shall confirm to Waste Management the additions and deletions of households for pickup on a monthly basis, and adjust its payments accordingly.

4) Section "Term of Agreement", is hereby modified as follows that the new expiration contract expiration date is June 30, 2014. At the expiration of the original term or any renewal terms, the contract may be renegotiated for additional terms by mutual agreement between both parties.

5) All other terms and conditions of the Contract not expressly modified in this First addendum shall remain in full force and effect.

In witness whereof, the parties have caused this First Addendum to be executed by there duly authorized representatives as of the date first above written.

City of East Grand Forks, Minnesota	Waste Management of North Dakota, Inc.
By: _____	By: _____
Title: _____	Title: _____

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

To: Mayor and City Council
From: Scott Huizenga, City Administrator
Re: Refuse Collection Alternatives and Analysis
Date: March 31, 2009

After receiving a series of questions in the last few weeks, I have attempted to compare two types of automated refuse collection (carts) versus the existing system using bags. This memo touches upon the operational advantages of each system along with cost data.

The analysis draws upon the work previously presented to the City Council in January. I attempted to maintain as much consistency as possible throughout the services. As such, there are no adjustments made for worker compensation rates, tipping fee variances, or illegal dumping costs. Such rates are speculative and difficult to project with little historic data.

Expenditures are relatively similar under all three scenarios. The alternatives provide a cost variation of approximately 10 percent relative to the current system. The primary operational decision can be characterized as one of internal control versus risk management and mitigation. The City can manage all of the operations, response, and risk by continuing to provide refuse collection internally. Or, the City can alleviate the risk associated with leave, injury, and mechanical breakdown while allowing a contractor to assume some control over daily operations. In any scenario, the City remains the ultimate authority for the provision of refuse collection services.

Scenario #1 – City-provided carts – no cart for recycling
The original City proposal for automating trash collection as presented in the Adopted 2009 Budget did not include an additional cart for recycling with Waste Management. This option is the least expensive because there is no increase in recycling services.

Scenario #1 would provide automated collection while the City maintains a sense of internal control over the refuse collection system. The City would provide residents with one cart for trash. There would be no cart for recycling. The City would responsible for inventory and distribution of the carts. The City would also purchase a new truck and approximately 2600 carts for automated collection. The City would maintain one FTE for trash collection. A small portion of the FTE time could be devoted to other duties of the Public Works Department as needed.

Scenario #2 – Automated Refuse Collection and Recycling provided by Waste Management
Staff recommends Scenario #2. This option would provide for containerized trash and recycling. Waste Management presented its RFP response in this fashion. The City would containerize both recycling and solid waste collection in order to get the "bulk discount" with automated trash

collection. Option #2 costs approximately $16,000 more than Option #1. However, the added recycling component is inexpensive for the benefit.

Scenario #2 would sacrifice some internal control in favor of reduced risk. There would be no upfront costs associated with capital purchases, inventory, or distribution. The City would have no need for contingency plans in the event of absences, injuries, or mechanical failures.

This would be a **five-year agreement** amendment with Waste Management. The amendment would add two years to the existing recycling contract so that the contractor could recoup its capital investment. Both services could be automated for the proposed rate increase of $12.75. One existing FTE would be redirected to Streets operations; and one FTE would be eliminated through attrition.

Scenario #3 – Current System: City Service with Bags

Scenario #3 is the least expensive in the short run because the City currently owns a relatively new rear-load truck for bags. However, if a truck purchase is amortized over a five-year cycle as in the other scenarios, the bag system actually would become the most expensive in the long run. This is due to the inefficiency of requiring two persons to run the residential route – one driver and one bag collector.

Similar to Scenario #1, this option would maintain internal control over refuse operations. Residents are accustomed to the current system – whether pro or con. And, the bag system represents a "pay as you throw" system in which residents can reduce costs by recycling. However, some revenue is lost through the bag system by residents who use other means for residential waste disposal, including illegal dumping.

Summary

For the past few years, the City Council has directed staff to explore options for automating trash collection primarily for ease of use and a generally cleaner system. Cost factors are important in any decision that the policy-making body considers. In the presented scenarios, cost fluctuations are present, but not dramatic. The method of service delivery and the associated risk varies significantly. Therefore, that is the primary decision point for the City Council.

One of the primary roles of management is to provide service alternatives for Council consideration. To that end, I hope that we have performed our job satisfactorily. Staff stands ready to implement *any* recommendation upon Council approval. As always, we will endeavor to answer any linger questions that you may have.

Cc: John Wachter, Public Works

Residential Collection Information/Analysis

Residential units	*2501*	*Average annual residential disposal (tons)*	*810*
Residential monthly charge (Based on planned 2009 increase)	*$ 12.75*	*Cost for Disposal (per ton) (Based on planned 2009 increase)*	*$ 41.00*
Total Annual Revenue	*$ 382,653.00*	*Annual cost for disposal (est tonnage)*	*$ 33,199.28*

Scenario #1 - City-provided carts - no cart for recycling

Initial Set up $ 10,000.00

	Revenue	Expense	Net
$12.75/ unit	$ 382,653.00		
Salaries and Wages		$ 58,000.00	
Maintenance		$ 10,000.00	
Fuels		$ 19,181.04	
Disposal		$ 33,199.28	
Admin		$ 3,900.00	
Supervision		$ 7,000.00	
Recycling (no Cart)		$ 73,529.40	
Truck		$ 60,000.00	
Carts (60Gallon)		$ 60,000.00	
	$ 382,653.00	$ 324,809.72	$ 57,843.28

Scenario #2 - Waste Management

Initial Set up $ -

	Revenue	Expenses	Net
$12.75/ unit	$ 382,653.00		
MSW		$ 198,079.20	
Maintenance		$ -	
Fuels		$ 1,500.00	
Disposal		$ 33,199.28	
Admin		$ 1,300.00	
Supervision		$ 3,500.00	
Recycling (Cart)		$ 103,541.40	
	$ 382,653.00	$ 341,119.88	$ 41,533.12

Scenario #3 - Existing Service - City with Bags

Initial Set up $ -

	Revenue	Expenses	Net
$8.75/ unit	$ 262,605.00		
Bag Revenue	$ 115,000.00		
Salaries and Wages		$ 116,000.00	
Maintenance		$ 10,000.00	
Fuels		$ 19,181.04	
Disposal		$ 33,199.28	
Admin		$ 3,900.00	
Supervision		$ 7,000.00	
Recycling (Cart)		$ 103,541.40	
Truck		$ 60,000.00	
	$ 377,605.00	$ 352,821.72	$ 24,783.28

Additional cost:

Fuels surcharge is only charged if diesel is over $3.00

Fuel surcharge

Diesel Price	Surcharge	Per unit
<3.00	0%	0
$3.00 -$3.24	2%	$ 0.13
$3.25- $3.49	4%	$ 0.26
$3. AND UP 50	5%	$ 0.33

Changes in the United States Consumer Price Index. The annual increase will be equal to 80% of The CPI.

AGENDA ITEM # 6

Request for Council Action

Date: March 25, 2009

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

Cc: File

From: Dave Aker

RE: Summer salaries 2009

Background: The minimum wage is $6.55 this year and that goes up to $7.25 at the end of July. We have a little increase in salary this year but it should not affect a lot of summer employees.

Recommendation: Approve the summer salaries for 2009.

Enclosures: A sheet showing the bids.

Position		2007	2008	2009
BASEBALL:				
Baseball Supervisor		$9.25	$9.25	$9.25
Baseball Coach	*VIII*	$8.00	$8.00	$8.25
Baseball Coach	*VII*	$7.75	$7.75	$8.00
Baseball Coach	*VI*	$7.50	$7.50	$7.75
Baseball Coach	*V*	$7.25	$7.25	$7.50
Baseball Coach	*IV*	$7.00	$7.00	$7.25
Baseball Coach	*III*	$6.75	$6.75	$7.00
Baseball Coach	*II*	$6.50	$6.50	$6.75
Baseball Coach	*I*	$6.25	$6.25	$6.55
Baseball Coach		$6.15	$6.15	
Umpire – Youth		$15.00	$15.00	$15.00
Umpire - 13 yr. old team		$20.00	$20.00	$20.00
Umpire - 14-15 yr. old team		$25.00	$25.00	$25.00
Umpire - 16 yr. old team		$40.00	$40.00	$40.00
PLAYGROUND:				
Playground Supervisor		$8.75	$8.75	$9.00
Playground Worker Leader		$7.25	$7.25	$7.50
Playground Worker	*IV*	$7.00	$7.00	$7.25
Playground Worker	*III*	$6.75	$6.75	$7.00
Playground Worker	*II*	$6.50	$6.50	$6.75
Playground Worker	*I*	$6.25	$6.25	$6.55
Playground Worker		$6.15	$6.15	
SWIMMING POOL:				
Pool Manager		$9.25	$9.25	$9.50
*Co-Managers **		$8.75	$8.75	$8.75
Asst. Manager		$8.00	$8.00	$8.00
Life Guard	*V*	$7.75	$7.75	$7.75
Life Guard	*IV*	$7.50	$7.50	$7.50
Life Guard	*III*	$7.25	$7.25	$7.25
Life Guard	*II*	$7.00	$7.00	$7.00
Life Guard	*I*	$6.75	$6.75	$6.75
Life Guard		$6.50	$6.50	$6.55
Sub Guard		$6.15	$6.15	$6.55
Diving and Swim Team		N/A	N/A	
Boys Room Attnd		$6.15	$6.15	$6.55
Girls Room Attnd		$6.15	$6.15	$6.55
Cashier I		$6.50	$6.50	$6.55
Cashier II		$6.75	$6.75	$7.00

Position		2007	2008	2009
TENNIS:				
Tennis Supervisor		$8.50	$8.50	$2400.00 (season)
Tennis Instructor	*III*	$7.50	$7.50	$7.50
Tennis Instructor	*II*	$6.50	$6.50	$6.55
Tennis Instructor	*I*	$6.15	$6.15	

SOFTBALL:

Softball Supervisor (3 months)		*$1,3.50.00*	*$1,350.00$1,350.00 (month)*	
Softball Coach	*VII*	*$7.50*	*$7.50*	*$8.00*
Softball Coach	*VI*	*$7.25*	*$7.25*	*$7.75*
Softball Coach	*V*	*$7.00*	*$7.00*	*$7.50*
Softball Coach	*IV*	*$6.75*	*$6.75*	*$7.25*
Softball Coach	*III*	*$6.50*	*$6.50*	*$7.00*
Softball Coach	*II*	*$6.25*	*$6.25*	*$6.75*
Softball Coach	*I*	*$6.15*	*$6.15*	*$6.55*

DRIVING:

Bus Driver		*$10.00*	*$10.00*	*$10.00*

PARK MAINTENENCE:

Park Maintenance	*VI*	*$7.50*	*$7.50*	*$7.75*
Park Maintenance	*V*	*$7.25*	*$7.25*	*$7.50*
Park Maintenance	*IV*	*$7.00*	*$7.00*	*$7.25*
Park Maintenance	*III*	*$6.75*	*$6.75*	*$7.00*
Park Maintenance	*II*	*$6.50*	*$6.50*	*$6.75*
Park Maintenance	*I*	*$6.25*	*$6.25*	*$6.55*
Park Maintenance		*$6.15*	*$6.15*	

FLOWER GARDENERS:

Garden Supervisor		*$8.50*	*$8.50*	*$8.50*
Gardener	*VI*	*$7.50*	*$7.50*	*$8.00*
Gardener	*V*	*$7.25*	*$7.25*	*$7.50*
Gardener	*IV*	*$7.00*	*$7.00*	*$7.25*
Gardener	*III*	*$6.75*	*$6.75*	*$7.00*
Garrdener	*II*	*$6.50*	*$6.50*	*$6.75*
Gardener	*I*	*$6.25*	*$6.25*	*$6.55*
Gardener		*$6.15*	*$6.15*	

RED RIVER RECREATION AREA WORKERS:

Park Ranger (1-2)	**$22.00**	**$25.00**	**$25.00**
Park Worker			
2 full time 40 hrs (office)	*$10.00*	*$12.00*	*$12.00.*
2 part time 20 hrs.	*$10.00*	*$10.00*	*$10.00*
Park Maintenance Worker (1-2)	*$10.00*	*$10.00*	*$10.00*
Security Ranger (1-3)	*$10.00*	*$10.00*	*$10.00*

AGENDA ITEM # 7

Request for Council Action

Date: 4-8-09

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

Cc: File

From: Chief Hedlund

RE: Byrne JAG Grant

This is a Federal Grant where the East Grand Forks PD/City of East Grand Forks has been designated to receive $12, 231.00. There is no match and the money could be spent in a variety of ways. What we have decided to use it for is LED Lights for the squad cars and for some audio/video recording equipment for use in our interview rooms here at the PD. The Grant is through the Byrne Justice Assistance Grant Program. The lights are dramatically more visible then our current lights (lightbars on top of the cars) and this makes it much safer for the officers. It is our opinion that in time we will be mandated to have recording equipment for our interviews and this is an opportunity to do so without hurting the budget. Thanks.