

**AGENDA
CITY COUNCIL
WORK SESSION
CITY OF EAST GRAND FORKS
OCTOBER 13, 2009
5:00 PM**

CALL TO ORDER

CALL OF ROLL

DETERMINATION OF A QUORUM

1. Blue Line Arena – Scott Huizenga
2. Parking Ordinance – Ron Galstad
3. Bond Presentation – Jerry Lucke
4. City License Fees & Charges – Michelle French

ADJOURN

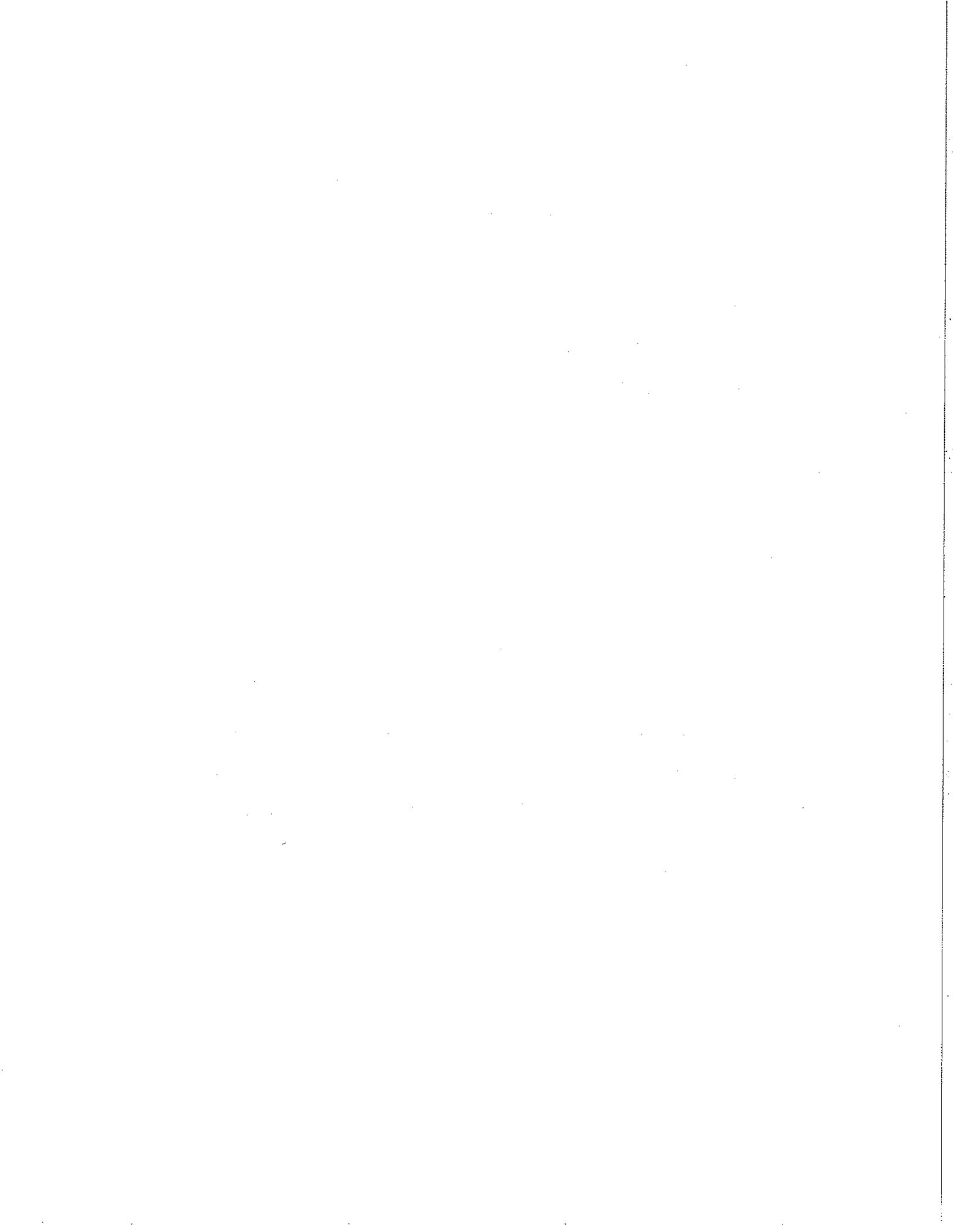
Upcoming Meetings:

Budget Work Session – October 14, 2009 – 5:00 PM – Training Room

Regular Meeting – October 20, 2009 – 5:00 PM – Council Chambers

Budget Work Session – October 21, 2009 – 5:00 PM – Training Room

Work Session – October 27, 2009 – 5:00 PM – Training Room



Request for Council Action

Date: 10/8/09

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: Scott Huizenga, City Administrator

RE: Blue Line Arena

The Blue Line Club has proposed that the City assumes the operational expenditures of the Blue Line Arena due to financial constraints. A copy of the Blue Line Club's proposal is attached.

Ongoing expenditures in the City for the first year would total approximately \$35,000: \$20,000 for utilities, and \$10,000 for ice maintenance including a Zamboni driver, and \$5000 for miscellaneous. In 2009, the City assumed the expense for the ice maintenance and other part-time assistance. The City largely recaptured these expenditures by retaining the ice sheet rental income from the Blue Line Arena. The attached proposal would transfer the rental income to the Blue Line Club.

Long term expenses to operate the Blue Line Arena will be approximately \$50,000 per year as building maintenance needs increase and when a new Zamboni purchase is required, likely within 2-3 years. The Blue Line Club would continue to pay installments on the artificial ice sheet loan, which was provided through EDHA.

As a City-owned building, the City is the final authority on the use and operation of the building.

Recommendation:

The City should retain ice sheet rental income if the City assumes the operational expenditures of the Blue Line Arena. The net subsidy in the first year would be approximately \$25,000. I expect the subsidy would climb to approximately \$40,000 or more in subsequent years as equipment and maintenance needs increase. This assumes existing Parks and Recreation staff can assume the administrative and general maintenance needs.

9/9/2009

History of the BLC Arena:

- The East Grand Forks Blue Line Club purchased the building for \$25,000 and deeded it back to the city, due to a FEMA requirement
- Phase 1 of the building, approximately \$154,000 of Blue Line Club money was spent getting the arena ready for natural ice, added locker rooms and zamboni room. After a couple of seasons with unfavorable weather, it was decided that the investment in artificial ice was necessary.
- Phase 2- Arena re-done with Artificial Ice with the following expenses:
 - Electrical - \$15,998.81
 - Flooring – Concrete \$93,000
 - Boards - \$78,000
 - Lunseth Plumbing & Heating - \$98,186.80
 - Midwest Refrigeration - \$112,556.60

This phase of the project was completed with the help of many volunteers, donated work, and cash from the Blue Line Club Checkbook as well as an EDHA Loan in the amount of \$150,000.

The Blue Line Club had the following expenses this past hockey season for the Blue Line Arena.

- East Grand Forks Water & Light - \$11,597
- Xcel Energy - \$5692.14
- Sharpen Blade for Zamboni - \$80
- Farrell Gas, propane for Zamboni - \$1096
- EDHA - \$18,240 Loan payments

Proposal to the City of East Grand Forks:

- Provide a zamboni and take care of all maintenance and expenses; such as sharpening the blades, repairs and propane
- Snow removal for parking lot of the Blue Line Club Arena
- Provide an attendant in the arena with job duties and suggested cleaning list
- Pay Utilities for the Arena
- Allow Mark Dragich to maintain the scheduling of the BLC Arena year round

Blue Line Club would get the following:

- Concessions-maintain sole rights to any sales in the building
- Advertising boards-maintain sole rights to any income from the advertising boards
- Rentals – maintain sole rights to any income from the rental of the arena
- To help keep expenses low, the Blue Line Club members will continue to put the ice on in the fall as well as take the ice off in the spring.

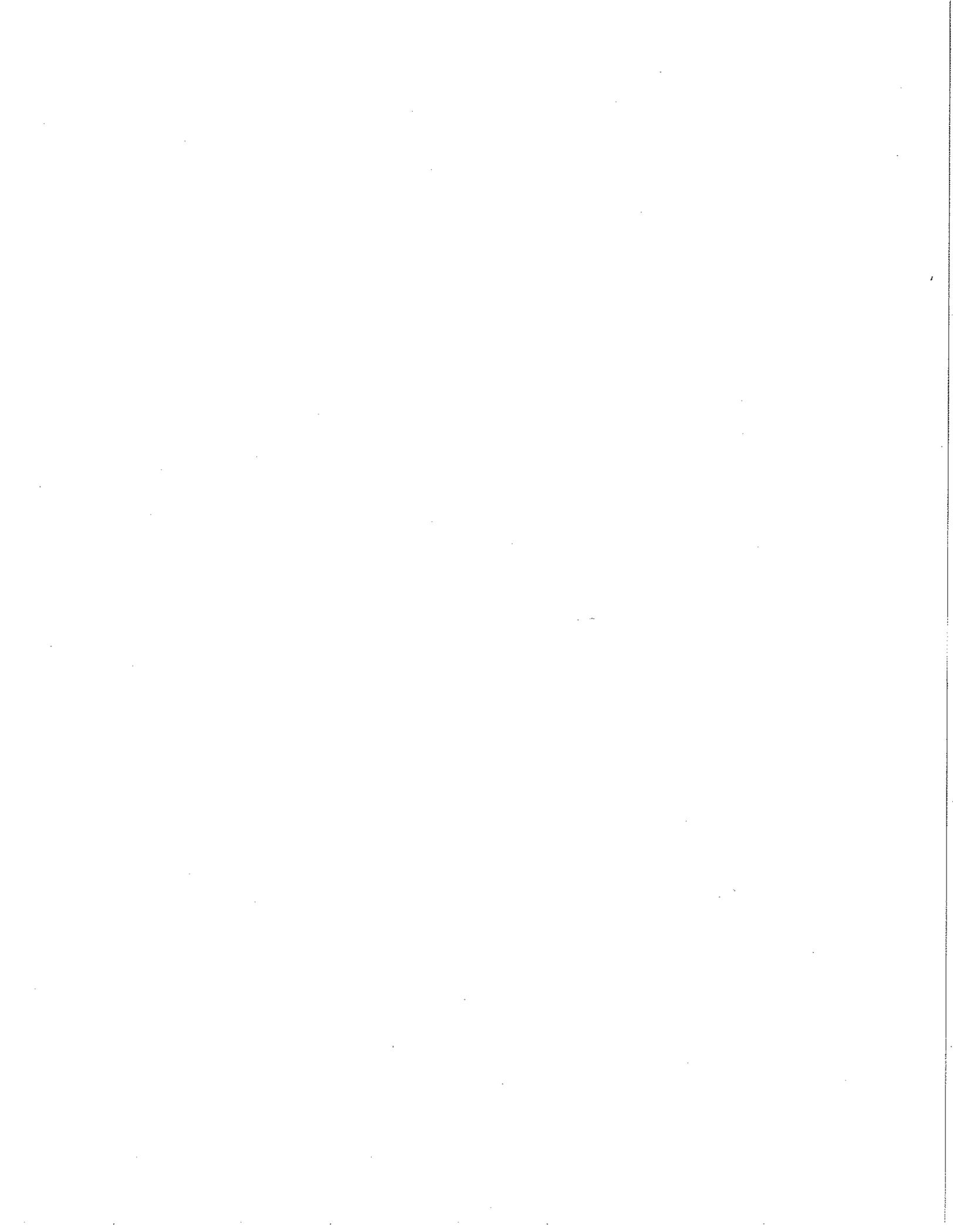
The Blue Line Club currently has a balance owed of \$133,000 to EDHA, with monthly payments of \$1520. Our primary goal as a club is to support youth hockey in East Grand Forks by paying for the following items each year:

- Tournament entry fee's - \$10,000
- Equipment - \$6,000
- Jersey's - \$6,000
- Coaches Per Diem \$9,450
- Trainers - \$1,650

Our current financial status does not allow the Blue Line Club to continue to pay for the utilities of the building. We still have the financial responsibility to pay EDHA the remaining \$133,000 and will continue to fund raise to pay our financial obligations. The club has always financially stepped to the plate and supported youth activities through out the entire community, not just hockey.

It was obvious to the community that there was a need for more ice time for our hockey program and with over 50 mites coming into the program each year, this arena will add to our hockey program and to the overall quality of life in East Grand Forks. The Blue Line Club has substantially improved the building and has not asked the City of East Grand Forks to contribute any funds to the project. The Blue Line Club is proud of what we have accomplished and wants to see the building used as much as possible.

East Grand Forks Blue Line Club Board Members



Request for Council Action

Date: September 29, 2009

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

Cc: File

From: Ron Galstad

RE: Parking

Dear Michelle:

Attached please find the proposed parking ordinance to amend the present parking in place as requested by Mr. Huizenga. It primarily addressed period of enforcement from Nov 15 to March 15 each year. It also allows for 60 minutes of parking on public streets to eliminate the concern of truck parking for lunch, etc. Please put on the council agenda for the first reading on October 6, 2009.

Thank you for your assistance in this matter. If you or the Council have any questions please contact me for clarification.

Respectfully yours,

Ron Galstad

ORDINANCE NO. _____ 3RD SERIES

AN ORDINANCE OF THE CITY OF EAST GRAND FORKS, MINNESOTA, CLARIFYING CITY CODE CHAPTER 8 a.k.a. THE PROPOSED RECODIFIED CODE PROVISION IN TITLE VII, CHAPTER 72 ENTITLED "(PARKING REGULATIONS)" BY REAFFIRMING SECTION 8.10 D a.k.a. 72.10 (A) definitions COMMERCIAL DISTRICT AND PERIOD OF ENFORCEMENT AS ORDAINED IN ORDINANCE NO. 296 3RD SERIES PASSED DECEMBER 19,2006

AND BY REAFFIRMIN THE CITY OF EAST GRAND FORKS, MINNESOTA, CODE AMENDMENT OF CHAPTER 8 PARKING REGULATIONS A.K.A. THE PROPOSED RECODIFIED CODE PROVISION IN TITLE VII TRAFFIC CHAPTER 72 ENTITLED "(PARKING REGULATIONS)" BY REAFFIRMING SECTION 8.11 TRUCK PARKING SUBD. 2. B, A.K.A. 72.11 TRUCKING (2) AS ORDAINED IN ORDINANCE NUMBER 292 3RD SERIES PASSED AUGUST 1, 2006 :

AND BY AMENDING THE CITY OF EAST GRAND FORKS, MINNESOTA CODE CHAPTER 8 TRUCK PARKING SUBD. 3 (A.K.A. PROPOSED CODE CHAPTER 72 BY AMENDING 72.11 TRUCK PARKING (C);

AND BY ADOPTING BY REFERENCE CITY CODE CHAPTER 1 AND SECTION 1.09 A.K.A. PROPOSED CHAPTER 1 AND SECTION 1.09 (A.K.A. CHAPTER 10 AND SECTION 10.99) WHICH, AMONG OTHER THINGS, CONTAINING PENALTY PROVISIONS.

THE CITY OF EAST GRAND FORKS ORDAINS:

Section 1. That Section 8.10 Calendar Parking Subd. 1 D (a.k.a Proposed code 72.10 (A) definitions period of enforcement) shall continue to be commenced on the 15th day of November of each year, unless declared otherwise by the Chief of Police and shall terminate at noon on the 15th ay of March.

Section 2. That Section 8.11 Truck Parking Subd. 2. B (a.k.a. proposed 72.11 Truck Parking (B) (2) of the City Code is hereby affirmed to read as follows, to-wit:

It is unlawful to park any of the following on any city street or municipally owned parking lot: Truck-tractor, Farm tractor, Road tractor, Semitrailer, Commercial Motor Vehicle, Mobile Crane, Flatbed Trailer, Trailers, implements of husbandry, road construction equipment, and any other type of self-propelled construction equipment. An exception to this section is allowed for any construction project or event for which a permit has been issued. Example 1. Road construction or repair authorized by the City of East Grand Forks.; Example 2. Contractor's trailer for home remodel/siding equipment which has been authorized by the City of East Grand Forks; and Example 3. Venders for Cats Incredible.

Section 3. That Section 8.11 Truck Parking Subd. 3 (a.k.a. proposed 72.11 Truck Parking (C) of the City Code is hereby amended to read as follows, to-wit:

It is unlawful to park a commercial vehicle of more than 12,000 pounds gross weight upon any street in the commercial/Industrial District as defined in the City Zoning Ordinance except streets as specifically designated by the Council by resolution and sign posted, but parking of such vehicle for a period of not more than 60 minutes shall be permitted in such space for the purpose of necessary access to abutting property while actively loading or unloading when such access cannot reasonably be secured from an alley or from an adjacent street where truck parking is not so restricted.

Section 4. City Code Chapter 1 entitled "Definitions and General Provisions Applicable to Entire City Code Including Penalty for Violation" Section 1.09 entitled "Violation a Misdemeanor" (a.k.a. proposed Title Chapter 10 General provisions and Section 10.99) are hereby adopted in their entirety, by reference, as though repeated verbatim herein.

Section 4. This ordinance shall take effect and be in force from and after its passage and publication and be given the Number _____, 3rd Series.

VOTING AYE: _____
VOTING NAY: _____
ABSENT: _____

The President declared the Ordinance passed.

ATTEST:

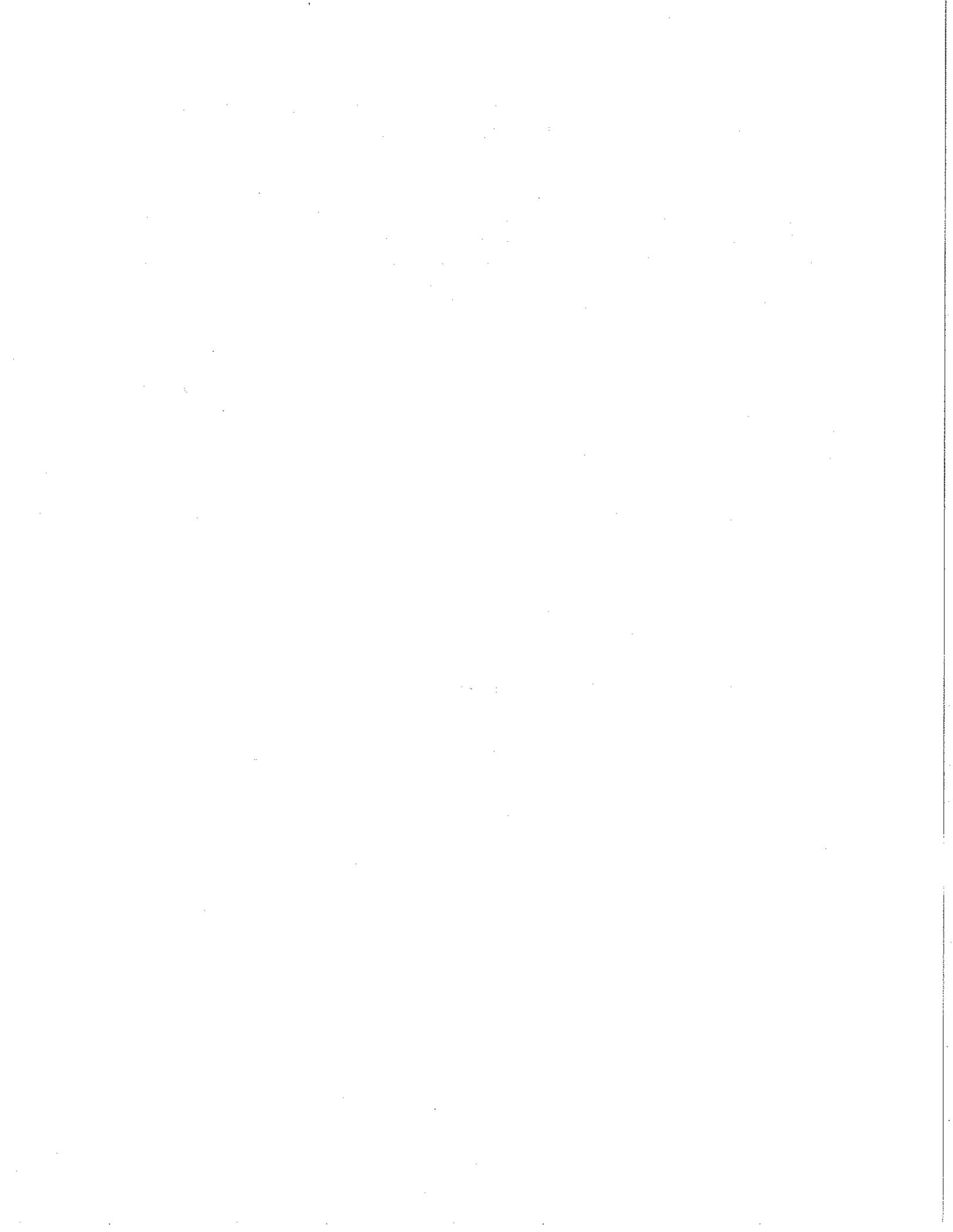
PASSED: _____, 2009

Clerk-Treasurer

President of Council

I hereby approve the foregoing Ordinance this _____ day of , 2009.

Mayor



Memorandum

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: Scott Huizenga

From: Jerry Lucke

Date: 10/8/2009

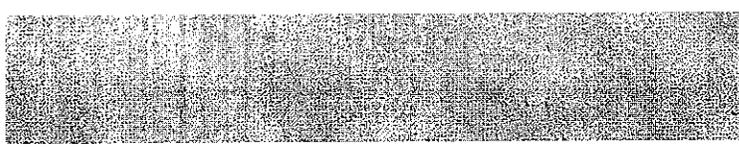
Re: Bond Update

We have been working with Springsted representative, Brenda Krueger, regarding City bonding needs.

We are planning a special assessment new issue of approximately \$ 800,000 to cover the costs of 2009 projects 1-4 and expect to close by yearend.

We have analyzed and hope to call the 2001 Water Revenue Bond issue by prepaying \$ 1,125,000 of principal which will eliminate about \$ 370,000 of interest expense that would have been incurred during the 2011-2022 years.

We have had them analyze other issues and found there are no other realizable savings to be found on our other outstanding issues.



City of East Grand Forks, Minnesota
Redemption of Series 2001 Water Bonds

Sources & Uses

Settlement Date: 02/01/2010

Sources Of Funds

City Funds..... \$1,127,500.00

Total Sources..... \$1,127,500.00

Uses Of Funds

Deposit to Redemption Fund..... 1,125,000.00

Costs of Redemption..... 2,500.00

Total Uses..... \$1,127,500.00



\$1,750,000

City of East Grand Forks, Minnesota
General Obligation Water Revenue Bonds, Series 2001

Prior Original Debt Service

Date	Principal	Coupon	Interest	Total P+I
08/01/2001	-	-	-	-
02/01/2002	85,000.00	4.600%	56,725.00	141,725.00
08/01/2002	-	-	40,588.75	40,588.75
02/01/2003	60,000.00	4.600%	40,588.75	100,588.75
08/01/2003	-	-	39,208.75	39,208.75
02/01/2004	60,000.00	4.600%	39,208.75	99,208.75
08/01/2004	-	-	37,828.75	37,828.75
02/01/2005	65,000.00	4.600%	37,828.75	102,828.75
08/01/2005	-	-	36,333.75	36,333.75
02/01/2006	65,000.00	4.600%	36,333.75	101,333.75
08/01/2006	-	-	34,838.75	34,838.75
02/01/2007	70,000.00	4.600%	34,838.75	104,838.75
08/01/2007	-	-	33,228.75	33,228.75
02/01/2008	70,000.00	4.600%	33,228.75	103,228.75
08/01/2008	-	-	31,618.75	31,618.75
02/01/2009	75,000.00	4.600%	31,618.75	106,618.75
08/01/2009	-	-	29,893.75	29,893.75
02/01/2010	75,000.00	4.600%	29,893.75	104,893.75
08/01/2010	-	-	28,168.75	28,168.75
02/01/2011	80,000.00	4.850%	28,168.75	108,168.75
08/01/2011	-	-	26,228.75	26,228.75
02/01/2012	85,000.00	4.850%	26,228.75	111,228.75
08/01/2012	-	-	24,167.50	24,167.50
02/01/2013	90,000.00	4.850%	24,167.50	114,167.50
08/01/2013	-	-	21,985.00	21,985.00
02/01/2014	90,000.00	4.850%	21,985.00	111,985.00
08/01/2014	-	-	19,802.50	19,802.50
02/01/2015	95,000.00	5.000%	19,802.50	114,802.50
08/01/2015	-	-	17,427.50	17,427.50
02/01/2016	100,000.00	5.000%	17,427.50	117,427.50
08/01/2016	-	-	14,927.50	14,927.50
02/01/2017	105,000.00	5.000%	14,927.50	119,927.50
08/01/2017	-	-	12,302.50	12,302.50
02/01/2018	110,000.00	5.100%	12,302.50	122,302.50
08/01/2018	-	-	9,497.50	9,497.50
02/01/2019	120,000.00	5.100%	9,497.50	129,497.50
08/01/2019	-	-	6,437.50	6,437.50
02/01/2020	125,000.00	5.150%	6,437.50	131,437.50
08/01/2020	-	-	3,218.75	3,218.75
02/01/2021	125,000.00	5.150%	3,218.75	128,218.75
Total	\$1,750,000.00	-	\$992,132.50	\$2,742,132.50

Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation.....	2/01/2010
Average Life.....	6.467 Years
Average Coupon.....	5.0629210%
Weighted Average Maturity (Par Basis).....	6.467 Years



\$1,750,000

City of East Grand Forks, Minnesota
General Obligation Water Revenue Bonds, Series 2001

Total Redeemed Debt Service

Date	Principal	Coupon	Interest	Total P+I
02/01/2011	80,000.00	4.850%	56,337.50	136,337.50
02/01/2012	85,000.00	4.850%	52,457.50	137,457.50
02/01/2013	90,000.00	4.850%	48,335.00	138,335.00
02/01/2014	90,000.00	4.850%	43,970.00	133,970.00
02/01/2015	95,000.00	5.000%	39,605.00	134,605.00
02/01/2016	100,000.00	5.000%	34,855.00	134,855.00
02/01/2017	105,000.00	5.000%	29,855.00	134,855.00
02/01/2018	110,000.00	5.100%	24,605.00	134,605.00
02/01/2019	120,000.00	5.100%	18,995.00	138,995.00
02/01/2020	125,000.00	5.150%	12,875.00	137,875.00
02/01/2021	125,000.00	5.150%	6,437.50	131,437.50
Total	\$1,125,000.00	-	\$368,327.50	\$1,493,327.50

Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation.....	2/01/2010
Average Life.....	6.467 Years
Average Coupon.....	5.0629210%
Weighted Average Maturity (Par Basis).....	6.467 Years



\$1,750,000

**City of East Grand Forks, Minnesota
General Obligation Water Revenue Bonds, Series 2001**

Debt Service To Maturity And To Call

Date	Refunded Bonds	D/S To Call	Principal	Coupon	Interest	Refunded D/S
02/01/2010	1,125,000.00	1,125,000.00	-	4.600%	-	-
08/01/2010	-	-	-	-	28,168.75	28,168.75
02/01/2011	-	-	80,000.00	4.850%	28,168.75	108,168.75
08/01/2011	-	-	-	-	26,228.75	26,228.75
02/01/2012	-	-	85,000.00	4.850%	26,228.75	111,228.75
08/01/2012	-	-	-	-	24,167.50	24,167.50
02/01/2013	-	-	90,000.00	4.850%	24,167.50	114,167.50
08/01/2013	-	-	-	-	21,985.00	21,985.00
02/01/2014	-	-	90,000.00	4.850%	21,985.00	111,985.00
08/01/2014	-	-	-	-	19,802.50	19,802.50
02/01/2015	-	-	95,000.00	5.000%	19,802.50	114,802.50
08/01/2015	-	-	-	-	17,427.50	17,427.50
02/01/2016	-	-	100,000.00	5.000%	17,427.50	117,427.50
08/01/2016	-	-	-	-	14,927.50	14,927.50
02/01/2017	-	-	105,000.00	5.000%	14,927.50	119,927.50
08/01/2017	-	-	-	-	12,302.50	12,302.50
02/01/2018	-	-	110,000.00	5.100%	12,302.50	122,302.50
08/01/2018	-	-	-	-	9,497.50	9,497.50
02/01/2019	-	-	120,000.00	5.100%	9,497.50	129,497.50
08/01/2019	-	-	-	-	6,437.50	6,437.50
02/01/2020	-	-	125,000.00	5.150%	6,437.50	131,437.50
08/01/2020	-	-	-	-	3,218.75	3,218.75
02/01/2021	-	-	125,000.00	5.150%	3,218.75	128,218.75
Total	\$1,125,000.00	\$1,125,000.00	\$1,125,000.00	-	\$368,327.50	\$1,493,327.50

Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation.....	2/01/2010
Average Life.....	6.467 Years
Average Coupon.....	5.0629210%
Weighted Average Maturity (Par Basis).....	6.467 Years



Refunding Feasibility Analysis

For

East Grand Forks, Minnesota

From: Brenda Krueger

Dated: October 8, 2009

Introduction

As part of Springsted's ongoing services, we routinely identify opportunities for public entities to refund outstanding bonds for interest cost savings. While other reasons exist to refund outstanding issues, our initial focus is on interest cost savings.

We recently reviewed the following debt issue on your behalf and have summarized the issue's potential for interest cost savings in the current market.

Summary of Outstanding Issue Reviewed

Issue	Refunding Type	Est. Net Future Value	Present Value Benefit	PV Savings/PV of Refunded Debt Service
2001 GO	Crossover	\$16,724.00	\$14,639.89	2.487%

Our preliminary analysis indicates *no potential refunding candidates currently exist* for the purpose of achieving meaningful interest cost reductions. Our analysis is preliminary and other factors regarding the issue may be cause for further study. We look forward to discussing this information with you, and possibly refining our analysis to ensure that any refunding is structured in your best long-term interest.

We welcome the opportunity to work with you on any additional analysis.

Request for Council Action

Date: 10-7-09

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: Michelle French

RE: 2010 Proposed Fees

After reviewing this year license fees and charges, we noticed that some fees are not adequate.

Here are the following recommended changes:

Add fee/license:

Block Party Permit

Bon-Fire Permit

Peddler License (Listed in an ordinance, no fee established in the past)

Special Event (such as Catfish Days, Bikes & Bites)

Increased fees:

Parade

Transient Merchant License – Increased annual only

Vending Wagon License – Added a daily license

Animal Impound – Peterson Veterinary increased the fee charged to the City

Eliminate License:

Photographers (too hard to track – nobody has applied)

Consider approving the recommendations for City License Fees and Charges.

CITY LICENSE FEES & CHARGES

(updated 10-20-09)

		<u>Fees & Charges</u>
PERMITS AND LICENSES – (Resolution 07-11-74)		
ATV (4wd)	1 st vehicle	35.00
	each additional vehicle	12.00
Amusement Center	(3 or more machines)	20.00
Block Party		30.00
Bonfire		50.00
Dance	Per dance	30.00
	Per year	175.00
Dog & Cat License		10.00
Fireworks Permit		50.00
Garbage & Refuse Haulers		200.00
Gas & Oil Installers		100.00
Junk Dealers		115.00
Machine License	each machine	20.00
Massage Parlors		200.00
	Each employee additional	30.00
Massage Therapy		50.00
Master Plumbers	Initial	225.00
	Renewals	175.00
Parade		100.00
Peddler	Daily	100.00
	Annual	500.00
Photographers	(daily)	100.00
Transient within established business		75.00
Transient within no established business		200.00
Second Hand Auto Dealers		80.00
Second Hand Dealers		80.00
Show	(theaters presenting films)	200.00
Special Event		50.00
Taxi-cab		50.00
Transient Merchant License	Daily	100.00
	Annual	500.00
Tobacco		50.00
Wending Wagons	Daily	25.00
	Annual	100.00

OTHER FINES & FEES

Annual Impound	base fee	30.00
	plus boarding fees/day	15.00
Parking Regular		25.00
5+ days of nonpayment		15.00
Parking Calendar		15.00
5+ days of nonpayment		10.00
Rescue Call		40.00
Vehicle Impound	Towing fee	Based on Towing Service
	Storage per day	10.00