

**AGENDA  
OF THE CITY  
COUNCIL WORK SESSION  
CITY OF EAST GRAND FORKS  
TUESDAY, SEPTEMBER 8, 2015 – 5:00 PM**

**CALL TO ORDER:**

**CALL OF ROLL:**

**DETERMINATION OF A QUORUM:**

- 1. Request Regarding People Mover from American Legion – Dave Aker**
- 2. Request from Sacred Heart – Len Vonasek**
- 3. Feasibility Study for Riverview 10<sup>th</sup> Addition – Steve Emery**
- 4. Report of Feasibility – Jason Stordahl**
- 5. Update on Bygland Road Study & Land Use Plan – Teri Kouba**
- 6. Ordinance Amendment Request – Nancy Ellis**
- 7. Request for Pay Increase for Operator – Jason Stordahl**
- 8. Midcontinent Agreement – David Murphy**
- 9. Discussion on Engineering Contract – David Murphy**
- 10. Waste Water Fee Discussion – Karla Anderson**
- 11. 2016 Budget Discussion – David Murphy**
  - a. Pool**
  - b. Refuse**
  - c. Storm Water**
- 12. Other**

**ADJOURN:**

**Upcoming Meetings**

Regular Council Meeting – September 15, 2015 – 5:00 PM – Council Chambers  
Work Session – September 22, 2015 – 5:00 PM – Training Room  
Regular Council Meeting – October 6, 2015 – 5:00 PM – Council Chambers  
Work Session – October 13, 2015 – 5:00 PM – Training Room

# Memo

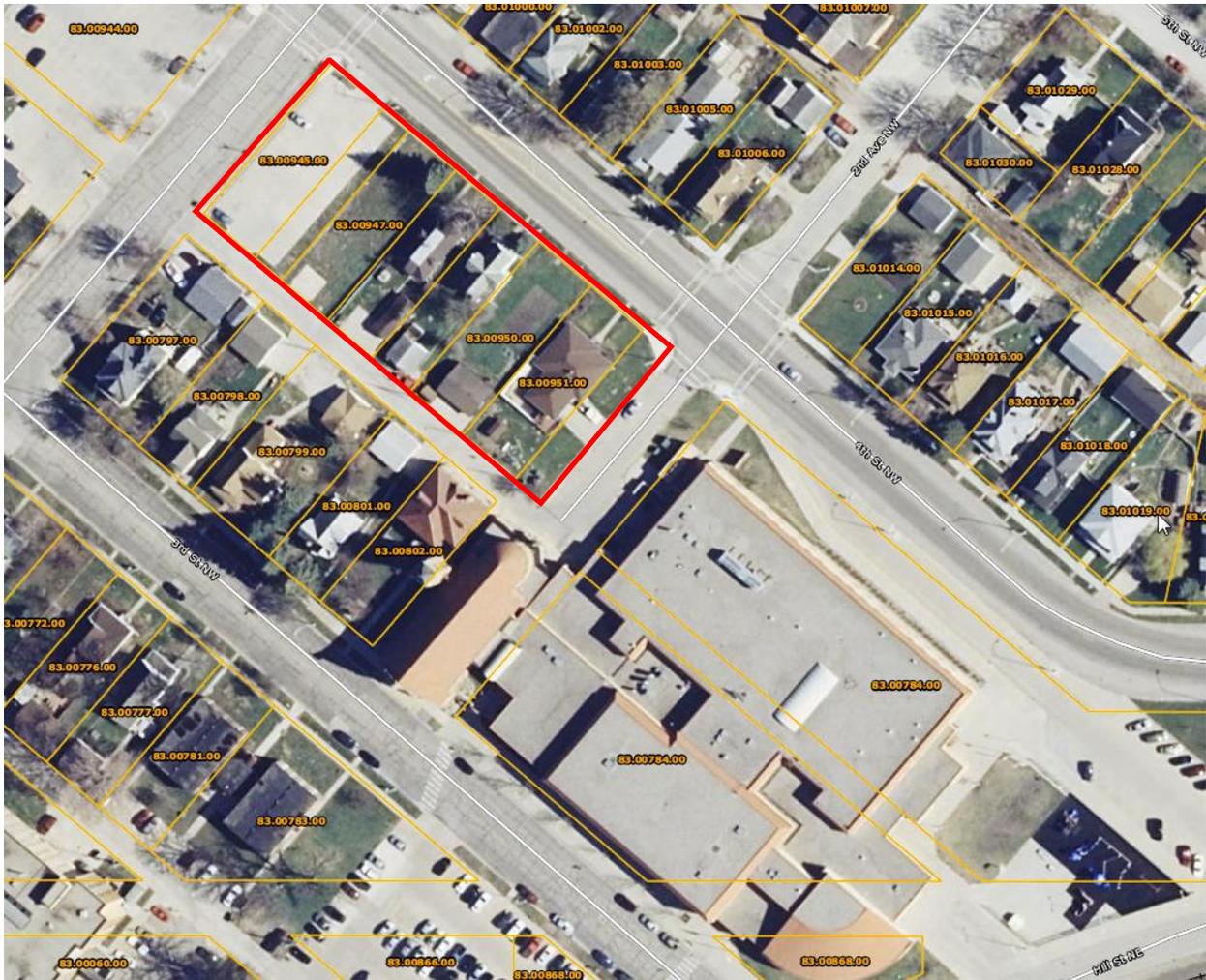
**To:** City Council Members  
**From:** Michael Peterson  
**cc:** Dave Akers  
**Date:** July 28, 2015  
**Re:** Partnership between American Legion and City of EGF

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The American Legion is looking to purchase a People Mover Style Bus to transport players. The proposed partnership is that the American Legion would purchase the bus and the City of EGF would insure, license, and handle routine maintenance. If agreed upon the American Legion would allow the City of EGF Parks and Rec to use the bus as needed. The only stipulation would be, the American Legion Baseball team would have first priority when it came to usage.

Michael Peterson





# Request for Council Action

Date: September 2, 2015

To: East Grand Forks City Council, Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Henry Tweten, Marc Demers, Craig Buckalew and Mike Pokrzywinski.

Cc: File

From: Steve Emery, P.E.

RE: Report of Feasibility  
Concrete Paving / Riverview Lane  
Riverview 9<sup>th</sup> & 10<sup>th</sup> Addition

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**Background:**

We would like to file the Report of Feasibility for the above referenced project.

**Recommendation:**

Approve the Report of Feasibility and set Date for an Improvement Hearing.

**Enclosures:**

Report of Feasibility with project map  
Engineers Estimate of Project Costs  
Preliminary Assessment Roll



East Grand Forks  
1600 Central Avenue NE  
East Grand Forks, MN 56721-1570

218.773.1185   
218.773.3348   
EastGrandForks@wsn.us.com 

[WidsethSmithNolting.com](http://WidsethSmithNolting.com)

August 28, 2015

Honorable Mayor and City Council  
City of East Grand Forks  
PO Box 373  
East Grand Forks, MN 56721

RE: Report of Feasibility  
Estimate of Cost and Areas Proposed to be Assessed  
Concrete Paving – Riverview 10<sup>th</sup> Addition  
East Grand Forks, MN

Dear Members of the Council:

We have as directed by the developer made an investigation as to the feasibility of paving Riverview Lane within the Riverview 10<sup>th</sup> Addition. As per the development agreement (dated July 17, 2012) all streets shall be completed within 3 years of the signed agreement. Therefore, we have identified the project needs as follows:

### **Concrete Paving**

The proposed project will involve salvaging of the existing gravel driving surface and furnishing and placement of 7" non-reinforced concrete paving. Also, as part of the project the existing concrete curb and gutter would be reviewed and any damaged or settled curb and gutter would be replaced prior to the concrete paving being completed.

The estimated total project costs for the concrete paving is \$408,921.92. The estimated total project cost to be assessed is \$395,621.60 as salvaging of the in place aggregate surfacing is not assessed and will be given to the City Public Works Department. The estimated assessment rate is \$135.00 per front foot benefit.

### **Areas Proposed to be Assessed**

#### Riverview 10<sup>th</sup> Addition

Block 1	Lots 1-19
Block 2	Lots 1-12

#### Riverview 9<sup>th</sup> Addition

Block 2	Lot 11
Block 3	Lots 1 & 2

**Project Financing**

As part of the development agreement the city shall assess the cost of the public involvements, together with administrative, planning, engineering, capitalized interest, legal and bonding costs.

The city may reimburse itself for all or a portion of the project costs from the sale of tax exempt bonds.

**Conclusions and Recommendations**

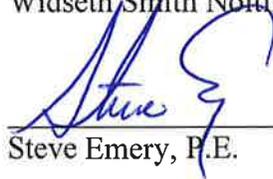
From the results of the Feasibility Study it can be concluded that:

1. The project as described is feasible as it relates to general engineering principles, practices and construction procedures.
2. The proposed improvements will provide improved drainage of the street surface, an improvement in all weather access as well as an improvement in aesthetics and an overall increase in property value.

Therefore, it is our recommendation that the City Council approve the Report of Feasibility and proceed with all improvement hearing.

If you have any questions, or if additional information is needed, please contact our office.

Respectfully yours,  
Widseth Smith Nolting & Associates, Inc.



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Steve Emery, P.E.

SE:kmu



**ENGINEERS ESTIMATE**  
**Concrete Paving**  
**RiverView Lane**  
**Riverview 10th Addition**  
**East Grand Forks, MN**

8/26/2015

ITEM NO.	ITEM DESCRIPTION	Unit	Quantity	UNIT PRICE	AMOUNT
015526	Mobilization	LS	1	\$ 5,000.00	\$ 5,000.00
015526	Traffic Control	LS	1	\$ 2,500.00	\$ 2,500.00
015713	Storm Drain Inlet Protection	EA	4	\$ 150.00	\$ 600.00
024100	Remove Curb and Gutter	LF	100	\$ 10.00	\$ 1,000.00
312200	Salvage Aggregate Surfacing	CY	916	\$ 12.00	\$ 10,992.00
321600	7" Concrete Pavement	SY	4710	\$ 65.00	\$ 306,150.00
321600	Concrete Curb and Gutter, Design B624	LF	100	\$ 30.00	\$ 3,000.00
321600	Reinforcement Bars (Epoxy Coated)	LBS	2964	\$ 2.50	\$ 7,410.00
321600	Adjust Manhole Casting Assembly	EA	2	\$ 500.00	\$ 1,000.00
329219	Turf Establishment	SY	25	\$ 12.00	\$ 300.00
<b>SUBTOTAL CONSTRUCTION</b>					<b>\$ 337,952.00</b>
<b>ENGINEERING, ADMINISTRATION, LEGAL AND CONTINGENCIES</b>					<b>\$ 70,969.92</b>
<b>TOTAL ESTIMATED PROJECT COST</b>					<b>\$ 408,921.92</b>

**ASSESSMENT ROLL - PRELIMINARY  
 CONCRETE PAVING - RIVERVIEW LANE  
 RIVERVIEW 10TH ADDITION  
 EAST GRAND FORKS, MINNESOTA**

<b>Street Construction</b>	
Construction	\$326,960.00
Plans & Specifications	\$29,426.40
Staking & Inspection	\$16,348.00
Assessment Roll	\$3,269.60
Administration	\$9,808.80
Contingencies	<u>\$9,808.80</u>
<b>TOTAL</b>	<b>\$395,621.60</b>
<b>Front Footage's</b>	
RIVERVIEW 10TH ADDITION	2,645.44
RIVERVIEW 9TH ADDITION	<u>285.00</u>
<b>TOTAL</b>	<b>2,930.44</b>
<b>Front Assessment Rate</b>	<b>\$135.0041632 / front foot</b>

ASSESSMENT ROLL - PRELIMINARY  
 CONCRETE PAVING - RIVERVIEW LANE  
 RIVERVIEW 10TH ADDITION  
 EAST GRAND FORKS, MINNESOTA

PARCEL No.	OWNER	DESCRIPTION	Street Construction FRONT FOOTAGE	\$ FRONT BENEFIT 135.0041632	TOTAL ASSESSMENT BEFORE INTEREST
<b>RIVERVIEW 10TH ADD</b>					
R 83.04400.00	CRARY DEVELOPMENT INC	Lot-001 Block-001	78.00	\$10,530.32	\$10,530.32
R 83.04401.00	CRARY DEVELOPMENT INC	Lot-002 Block-001	78.00	\$10,530.32	\$10,530.32
R 83.04402.00	CRARY DEVELOPMENT INC	Lot-003 Block-001	78.00	\$10,530.32	\$10,530.32
R 83.04403.00	CRARY DEVELOPMENT INC	Lot-004 Block-001	78.00	\$10,530.32	\$10,530.32
R 83.04404.00	CRARY DEVELOPMENT INC	Lot-005 Block-001	78.00	\$10,530.32	\$10,530.32
R 83.04405.00	CRARY DEVELOPMENT INC	Lot-006 Block-001	76.50	\$10,327.83	\$10,327.83
R 83.04406.00	NOVAK JACOB J & KARYN A	Lot-007 Block-001	115.21	\$15,553.83	\$15,553.83
R 83.04407.00	CRARY DEVELOPMENT INC	Lot-008 Block-001	108.54	\$14,653.36	\$14,653.36
R 83.04408.00	CRARY DEVELOPMENT INC	Lot-009 Block-001	80.06	\$10,808.43	\$10,808.43
R 83.04409.00	CRARY DEVELOPMENT INC	Lot-010 Block-001	80.06	\$10,808.43	\$10,808.43
R 83.04410.00	CRARY DEVELOPMENT INC	Lot-011 Block-001	80.06	\$10,808.43	\$10,808.43
R 83.04411.00	CRARY DEVELOPMENT INC	Lot-012 Block-001	115.99	\$15,659.12	\$15,659.12
R 83.04412.00	CRARY DEVELOPMENT INC	Lot-013 Block-001	109.00	\$14,715.45	\$14,715.45
R 83.04413.00	CRARY DEVELOPMENT INC	Lot-014 Block-001	80.00	\$10,800.33	\$10,800.33
R 83.04414.00	CRARY DEVELOPMENT INC	Lot-015 Block-001	80.00	\$10,800.33	\$10,800.33
R 83.04415.00	CRARY DEVELOPMENT INC	Lot-016 Block-001	80.00	\$10,800.33	\$10,800.33
R 83.04416.00	CRARY DEVELOPMENT INC	Lot-017 Block-001	80.00	\$10,800.33	\$10,800.33
R 83.04417.00	BONDY JACOB O & SARA M	Lot-018 Block-001	80.00	\$10,800.33	\$10,800.33
R 83.04418.00	STORTROEN GREG A	Lot-019 Block-001	142.16	\$19,192.19	\$19,192.19
R 83.04419.00	BROTT CRAIG & LYNN M	Lot-001 Block-002	76.00	\$10,260.32	\$10,260.32
R 83.04420.00	HARTMAN MICHAEL P & JESSICA K	Lot-002 Block-002	76.00	\$10,260.32	\$10,260.32
R 83.04421.00	CRARY DEVELOPMENT INC	Lot-003 Block-002	76.00	\$10,260.32	\$10,260.32
R 83.04422.00	CRARY DEVELOPMENT INC	Lot-004 Block-002	76.00	\$10,260.32	\$10,260.32
R 83.04423.00	CRARY DEVELOPMENT INC	Lot-005 Block-002	76.00	\$10,260.32	\$10,260.32
R 83.04424.00	CRARY DEVELOPMENT INC	Lot-006 Block-002	93.93	\$12,680.94	\$12,680.94
R 83.04425.00	SALWEY DON & KAREN	Lot-007 Block-002	93.93	\$12,680.94	\$12,680.94
R 83.04426.00	CRARY DEVELOPMENT INC	Lot-008 Block-002	76.00	\$10,260.32	\$10,260.32
R 83.04427.00	CRARY DEVELOPMENT INC	Lot-009 Block-002	76.00	\$10,260.32	\$10,260.32
R 83.04428.00	CRARY DEVELOPMENT INC	Lot-010 Block-002	76.00	\$10,260.32	\$10,260.32
R 83.04429.00	PERDEW SETH A & ANGELA R	Lot-011 Block-002	76.00	\$10,260.32	\$10,260.32
R 83.04430.00	VANEPS REED J & TRISHA D	Lot-012 Block-002	76.00	\$10,260.32	\$10,260.32
<b>SUBTOTAL RIVERVIEW 10TH ADD</b>			<b>2,645.44</b>	<b>\$357,145.40</b>	<b>\$357,145.40</b>
<b>RIVERVIEW 9TH ADD</b>					
R 83.04188.00	TOCCHIO DONALD & CYNTHIA	Lot-011 Block-002	95.00	\$12,825.40	\$12,825.40
R 83.04194.00	BRANBY MICHAEL D & LISA D TOCCHIO	Lot-001 Block-003	95.00	\$12,825.40	\$12,825.40
R 83.04195.00	TRAUB BARRY S & RACHEL A	Lot-002 Block-003	95.00	\$12,825.40	\$12,825.40
<b>SUBTOTAL RIVERVIEW 9TH ADD</b>			<b>285.00</b>	<b>\$38,476.20</b>	<b>\$38,476.20</b>
<b>GRAND TOTALS</b>			<b>2,930.44</b>	<b>\$395,621.60</b>	<b>\$395,621.60</b>

# Request for Council Action

Date: 9/3/2015

To: East Grand Forks City Council Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Cc: File

From: Jason Stordahl-Public Works Director and Steve Emery (WSN engineer)

RE: Report of Feasibility

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Last year at the direction of Mr. Murphy, the City Engineer and I prepared a long range street improvement plan for the City Council to review. Our goal for the next three years was to overlay or seal coat all the asphalt streets within the City. This year was year one and we improved approximately 1/3 of the City's asphalt streets. In preparation for year two (2016) improvements, Mr. Emery and I assessed the conditions of the remaining streets, and would like to move forward with the preparation of a report of feasibility.

Recommendation: Consider authorizing the City Engineers to prepare a report of feasibility for the proposed 2016 street repairs, which will be prepared at no cost to the City.

# Request for Council Action

Date: September 8, 2015

To: East Grand Forks City Council Mayor Lynn Stauss, Council President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Cc: File

From: Teri Kouba, MPO Planner

RE: Update on MPO projects in East Grand Forks

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## **Background:**

Earlier this year the MPO began two studies in East Grand Forks. Both studies will be having a public meeting this month to present information to the public and receive comment and input on the information.

## **Bygland Road Study:**

The consultant for this study was brought on board by the end of March this year. April was spent doing turning movement counts, gathering data, and analyzing data. In May a public meeting was held and a survey released to get public input on the issues that Bygland Road has been having. A steering committee met to help the consultant understand the issues on a more technical level. In June the consultant used the data and community input to gather multiple alternatives for the issues along Bygland Road. In July a public meeting was held to present the alternatives and receive input from the public. The steering committee met to give its input to recommend the most feasible alternatives for the issues on Bygland Road. On September 23 at the Senior Center from 5:30pm to 7:00pm another public meeting will be held to gather comments and input on the recommended alternatives for Bygland Road.

The alternatives have been placed in a Near Term, Middle Term, and Long Term order so that they can more easily fit into the Long Range Transportation Plan. There are estimated costs in the term that they are projected to be constructed in. There can be variables in cost estimates depending on the materials. The list of recommended alternatives, as well as figures of the alternatives, is in the enclosures.

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## 2045 Land Use Plan

In April the consultant for this project was brought on board. In May the consultant met with the steering committee for this project to gather input on how to move forward with the project and who the best local people were to interview for a market analysis. The MPO staff worked on finishing the demographic analysis and future population and employment projections. In June an online survey was released and public input session was done to get input on how the community sees the City growing in the future and what the community sees as important to the future of the City. The steering committee met again to give input on goals and policies for the Land Use Plan and review data and input that had been gathered. In July the consultant has been working on finalizing the population and employment projections and coming up with a map of where these people and jobs could be located in the Near Term, Middle Term, and Long Term time frame. The steering committee met for a third time to give input on where the areas of growth would occur. On September 16<sup>th</sup> at the East Grand Forks City Hall from 5:30pm to 7:30pm a public meeting will be held to gather comments and input on the land consumption phased growth, review area concept plans, and review goals and policies for the land use plan.

### **Recommendations:**

Update only.

### **Enclosures:**

Bygland Road Study:

- 
- List of recommended alternatives with costs in a time frame fitting with the Lang Rang Transportation Plan.
  - Figures of concept drawings for the recommended alternatives.
- 

2045 Land Use Plan:

A packet of maps and descriptions of what will be discussed at the public meeting. Including:

- 
- Map of future land use
  - Map of future land use in near, middle, and long term time phases
  - Map of area concept locations
  - Goals and policies: a brief description.
-

## Planning Level Project Cost Estimates for Preferred Implementation Plan

### Year 2016 Implementation

Element	Intersecton or Roadway Segment	Improvement Description	Construction Cost <sup>(1)</sup>	Engineering, Admin, Utilities and Inspection <sup>(2)</sup>	Total Cost
1	Bygland Road - 1st Street to South City	On Street Bike Lane	\$300,000	\$75,000	\$375,000
2	19th Avenue S, Greenway Boulevard and 13th Street	Establish Bike Route Connection Between Elementary School and Regional Trails	\$20,000	\$5,000	\$25,000
<b>Total</b>			<b>\$320,000</b>	<b>\$80,000</b>	<b>\$400,000</b>

### Near Term Improvements (Year 2016 to 2020)

Element	Intersecton or Roadway Segment	Improvement Description	Construction Cost <sup>(1)</sup>	Engineering, Admin, Utilities and Inspection <sup>(2)</sup>	Total Cost
3	Bygland Road at Rhinehart Drive	Construct Roundabout <sup>(3)</sup>	\$1,100,000	\$275,000	\$1,375,000
4	CAT Route 11	Re-route CAT Route 11 to Bygland Road/Rhinehart Drive Intersection.	\$0	\$0	\$0
5	Bygland Road - 5th Avenue to 13th Street	Re-Stripe Bike Lanes with Ground In Poly Pavement Markings	\$170,000	\$42,500	\$212,500
6	Bygland Road at 1st Street N	Install Flashing Yellow Arrow	\$50,000	\$12,500	\$62,500
7	Bygland Road - Regional Trail (South of 1st Street) to 5th Avenue	Construct Sidewalk	\$57,000	\$14,250	\$71,250
8	Bygland Road at 13th Street	Install HAWK Signal System	\$225,000	\$56,250	\$281,250
<b>Total</b>			<b>\$1,602,000</b>	<b>\$400,500</b>	<b>\$2,002,500</b>

### Mid Term Improvements (Year 2021 to 2025)

Element	Intersecton or Roadway Segment	Improvement Description	Construction Cost <sup>(1)</sup>	Engineering, Admin, Utilities and Inspection <sup>(2)</sup>	Total Cost
9	Bygland Road at Middle School Access	Construct Refuge Median	\$115,000	\$28,750	\$143,750
10	Bygland Road at 5th Avenue	Persue 5th Avenue Realignment <sup>(4)</sup> (Maintain Stop Control)	\$655,000	\$163,750	\$818,750
11	Bygland Road - 4th Street to Metro Court (East Side)	Widen Existing 4 foot Sidewalk to 5 foot Sidewalk	\$50,000	\$12,500	\$62,500
<b>Total</b>			<b>\$820,000</b>	<b>\$205,000</b>	<b>\$1,025,000</b>

### Long Term Improvements (Year 2026 to 2040)

Element	Intersecton or Roadway Segment	Improvement Description	Construction Cost <sup>(1)</sup>	Engineering, Admin, Utilities and Inspection <sup>(2)</sup>	Total Cost
12	Bygland Road at 13th Street	Construct Roundabout	\$2,800,000	\$700,000	\$3,500,000
13	13th Street - Bygland Road to Elementary School	Construct Sidewalk on South Side of Street	\$325,000	\$81,250	\$406,250
14	Bygland Road at 5th Avenue	Construct Roundabout	\$1,500,000	\$375,000	\$1,875,000
15	Bygland Road at James Street and 8th Street	Construct Refuge Medians	\$195,000	\$48,750	\$243,750
16	Bygland Road at 6th Street	Construct Curb Extensions	\$420,000	\$105,000	\$525,000
<b>Total</b>			<b>\$5,240,000</b>	<b>\$1,310,000</b>	<b>\$6,550,000</b>

(1) Construction costs are estimated year of expenditure (YOE) with an assumed 5% per year inflation rate

(2) Engineering, Administration, Utilities and Inspection are assumed to be 25% of the YOE construction cost.

(3) Rhinehart Roundabout requires an estimated 1,500 SF easement for relocation of the gas station driveway and an estimated 1,600 SF of right of way acquisition (2 parcels) to accommodate potential future expansion

(4) The future realignment of 5th Avenue requires an estimated 20,500 SF of right of way acquisition (1 parcel).

# Bygland Road Study: Prioritized Improvement Plan

## Immediate (2016)

**Location 1**  
Stripe Bike Lanes on Bygland Road (1st Street to South City Limits). Establish No Parking Zone on East Side.

**Location 2**  
Designate bike route between Elementary School and Regional Trail (Shared Lane Markings and Signing) and bike route along Greenway between Regional Trail access and Bygland (Shared Lane Markings and Signing)

## Near Term Improvements (Within 5 Years)

**Location 3**  
Preliminary Design and Construction of Roundabout at Rhinehart Drive

**Location 4**  
Reroute Route 11 to Bygland Road/Rhinehart Drive Concurrent with Roundabout

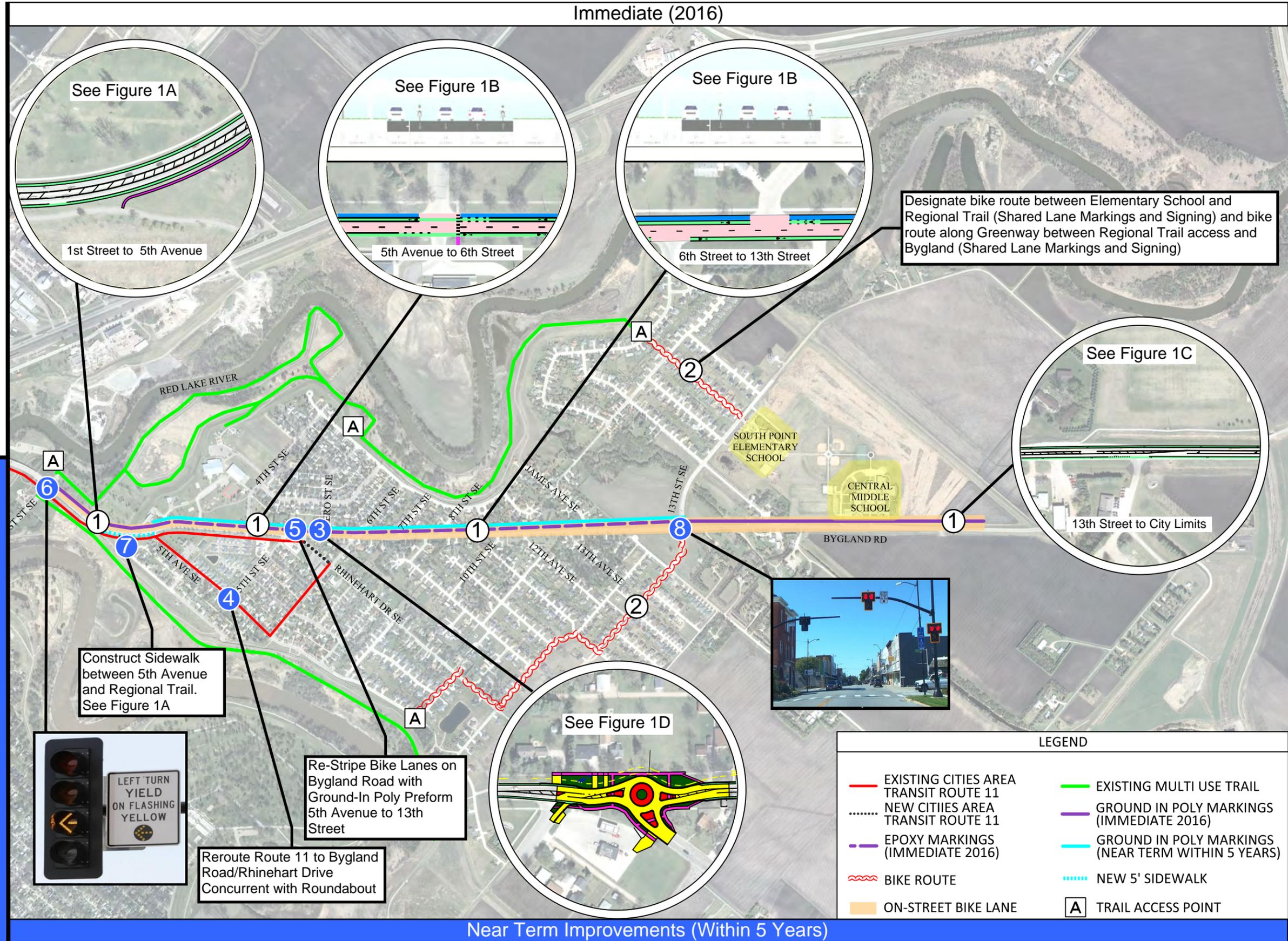
**Location 5**  
Re-Stripe Bike Lanes on Bygland Road with Ground-In Poly Preform Pavement Markings 5th Avenue to 13th Street

**Location 6**  
Install Flashing Yellow Arrow at 1st Street N

**Location 7**  
Construct Sidewalk between 5th Avenue and Regional Trail

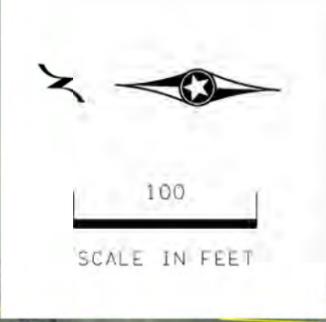
**Location 8**  
Install HAWK signal at 13th Street

Immediate (2016)



**FIGURE 1**  
**SHORT AND NEAR TERM IMPLEMENTATION PLAN**

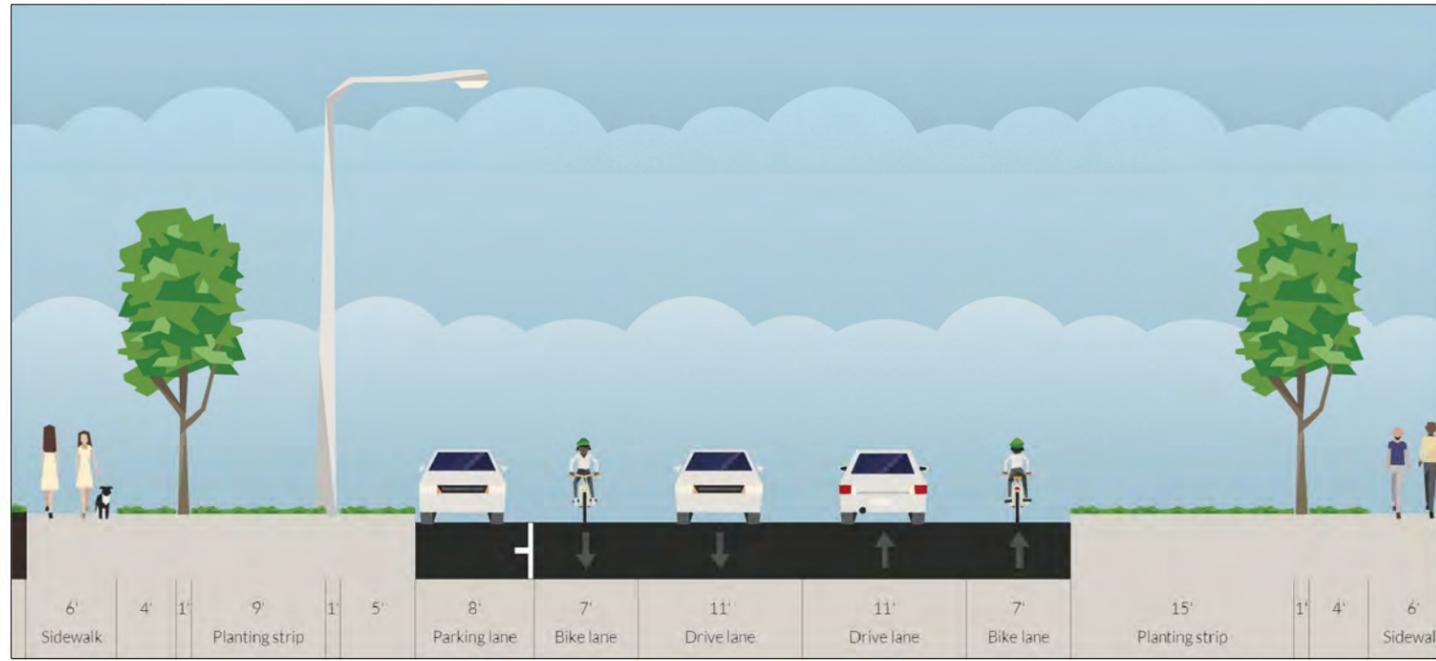
LEGEND	
	RECONSTRUCTION
	PARKING LANE
	TRAILS/SIDEWALKS
	CONC. CURB AND RAISED CONC. MEDIANS
	BIKE LANE
	GREENSPACE



NOTES:  
 ALL DIMENSIONS ARE TO THE FACE OF THE CURB UNLESS OTHERWISE NOTED.  
 RIGHT OF WAY BASED ON AVAILABLE GIS INFORMATION.

Figure 1A

44' LANE CONFIGURATION



48' LANE CONFIGURATION

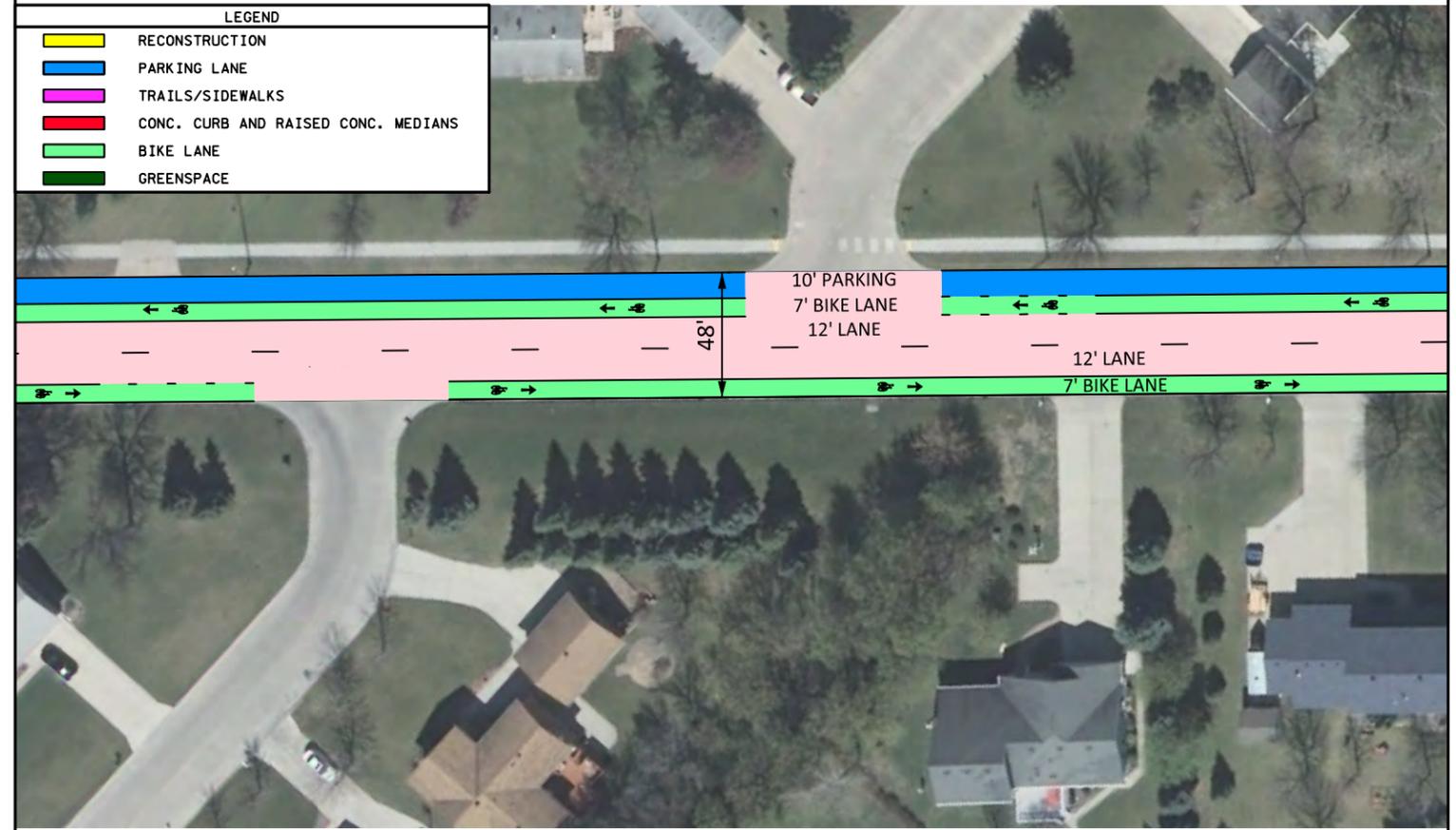
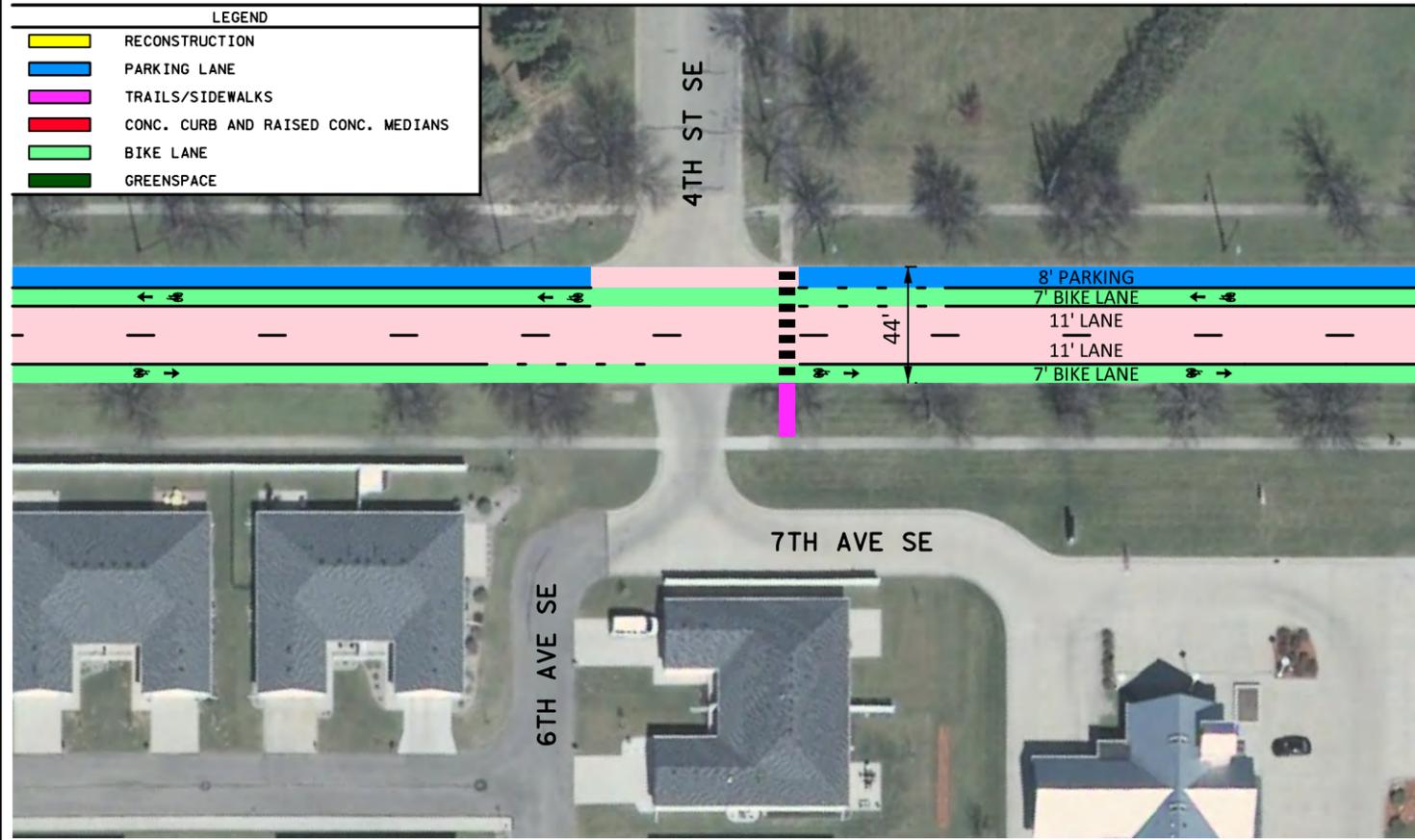
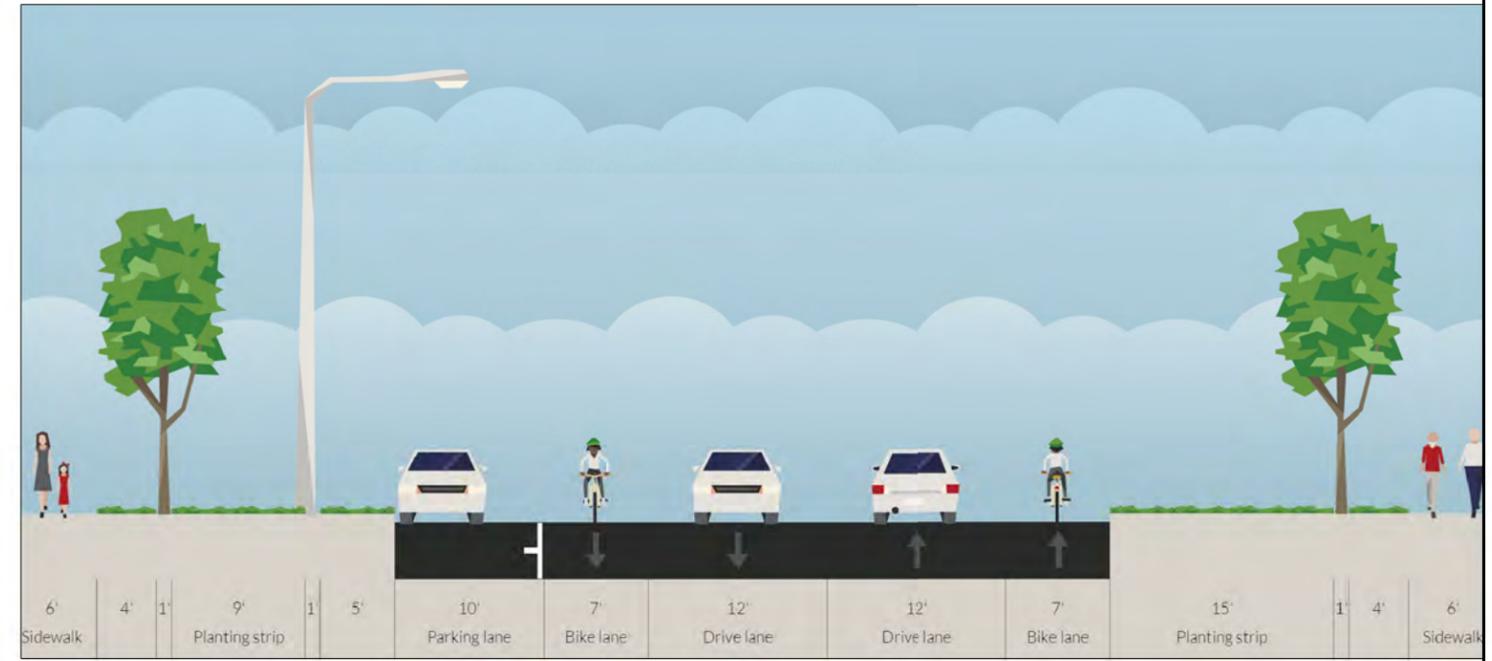


Figure 1B



NOTES:  
 ALL DIMENSIONS ARE TO THE FACE OF THE CURB UNLESS OTHERWISE NOTED.  
 RIGHT OF WAY BASED ON AVAILABLE GIS INFORMATION.

Figure 1C

LEGEND	
	RECONSTRUCTION
	PARKING LANE
	TRAILS/SIDEWALKS
	CONC. CURB AND RAISED CONC. MEDIANS
	BIKE LANE
	GREENSPACE

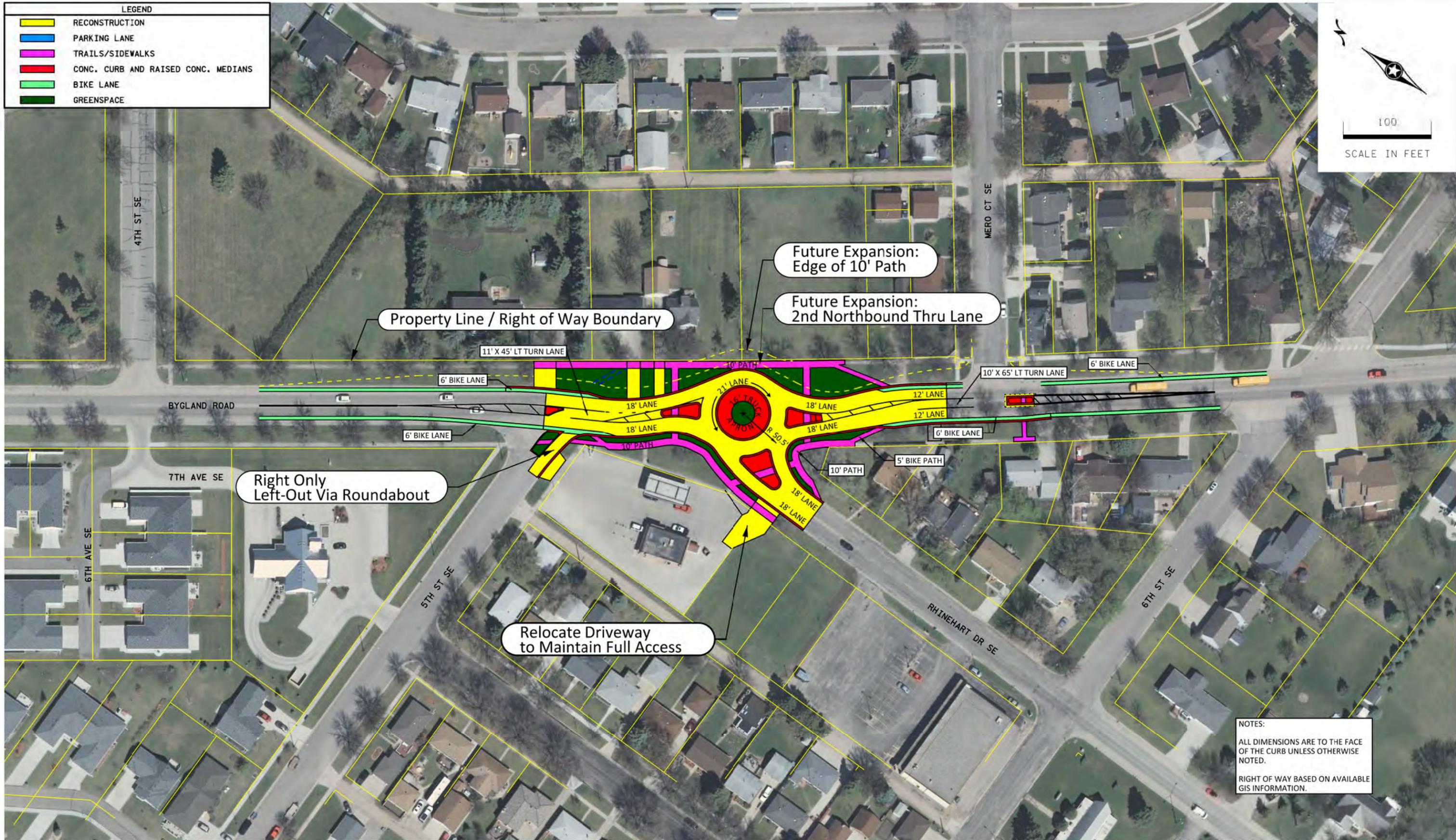


Figure 1D

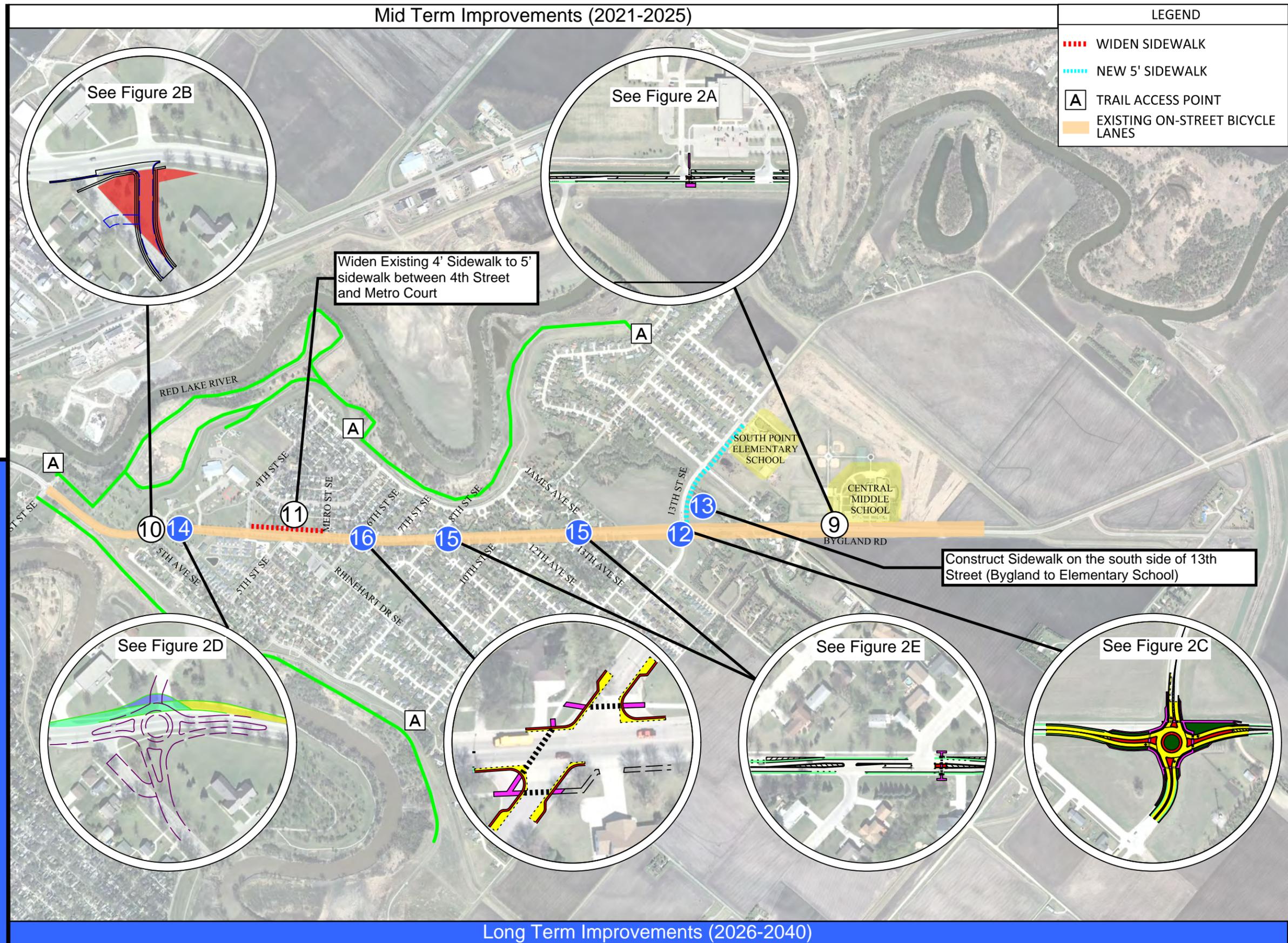
# Bygland Road Study: Prioritized Improvement Plan

## Mid Term Improvements (2021-2025)

- Location 9**  
Construct refuge median to provide bike access to Middle School
- Location 10**  
Pursue 5th Avenue realignment (ROW Acquisition Required), maintain stop control
- Location 11**  
Widen existing 4' Sidewalk to 5' sidewalk between 4th Street and Metro Court

## Long Term Improvements (2026-2040)

- Location 12**  
Construct Roundabout at 13th Avenue
- Location 13**  
Construct Sidewalk on the south side of 13th Street (Bygland to Elementary School)
- Location 14**  
Construct Roundabout at 5th Avenue
- Location 15**  
Add Median/Left Turn Lanes at James and 8th Street
- Location 16**  
Construct Curb Extensions at 6th Street



**FIGURE 2  
MID TERM AND LONG TERM IMPLEMENTATION PLAN**

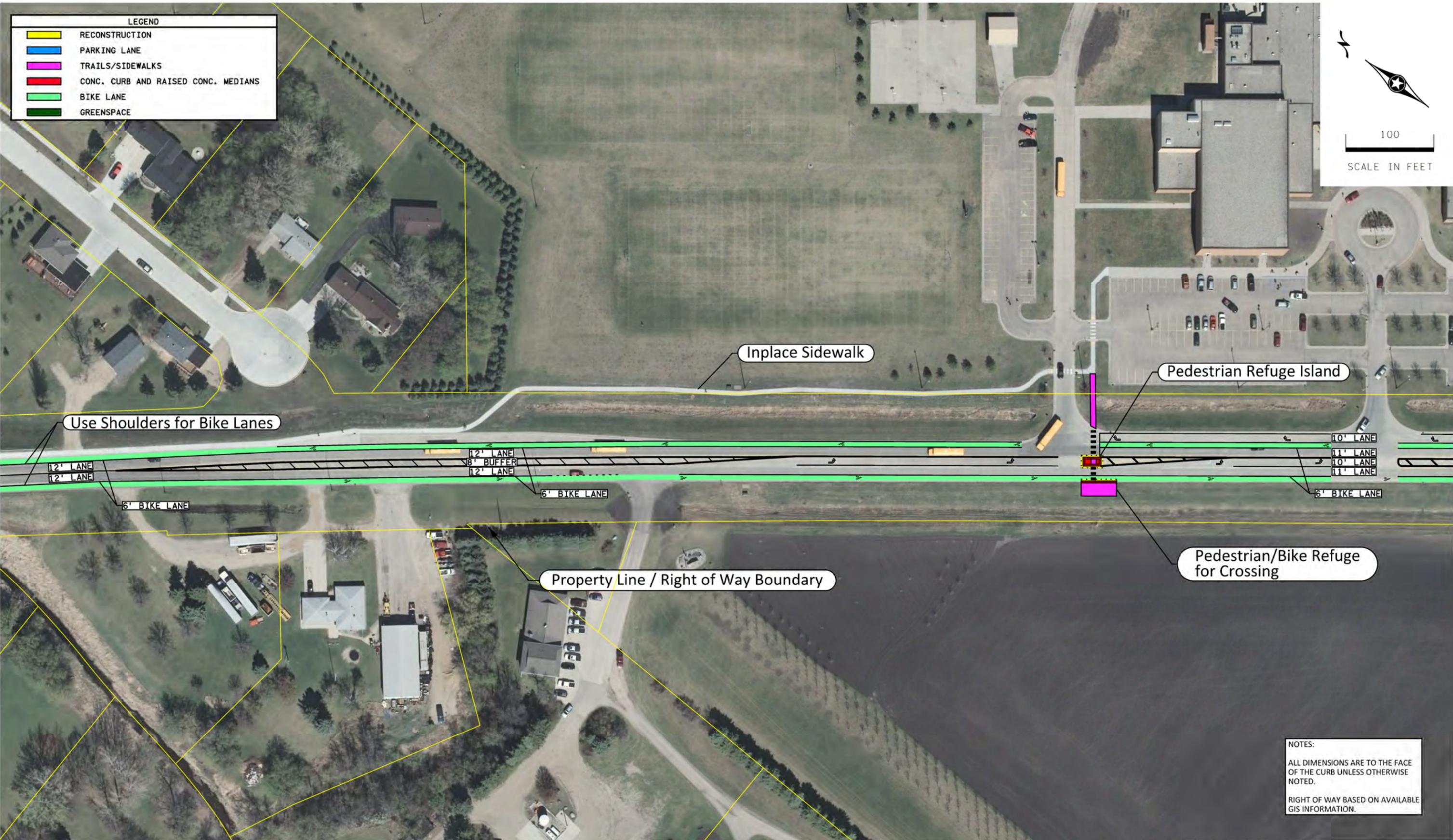
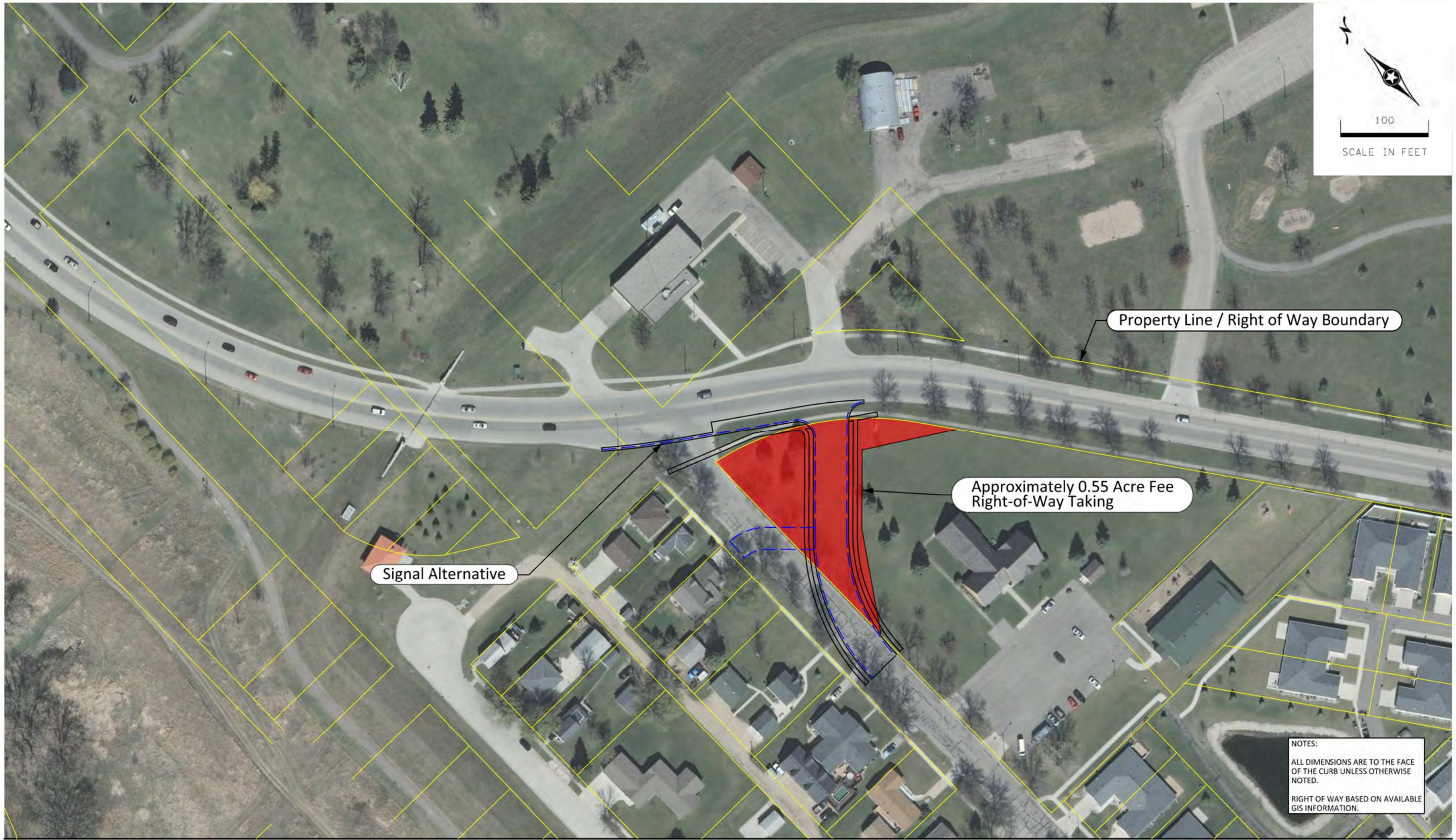
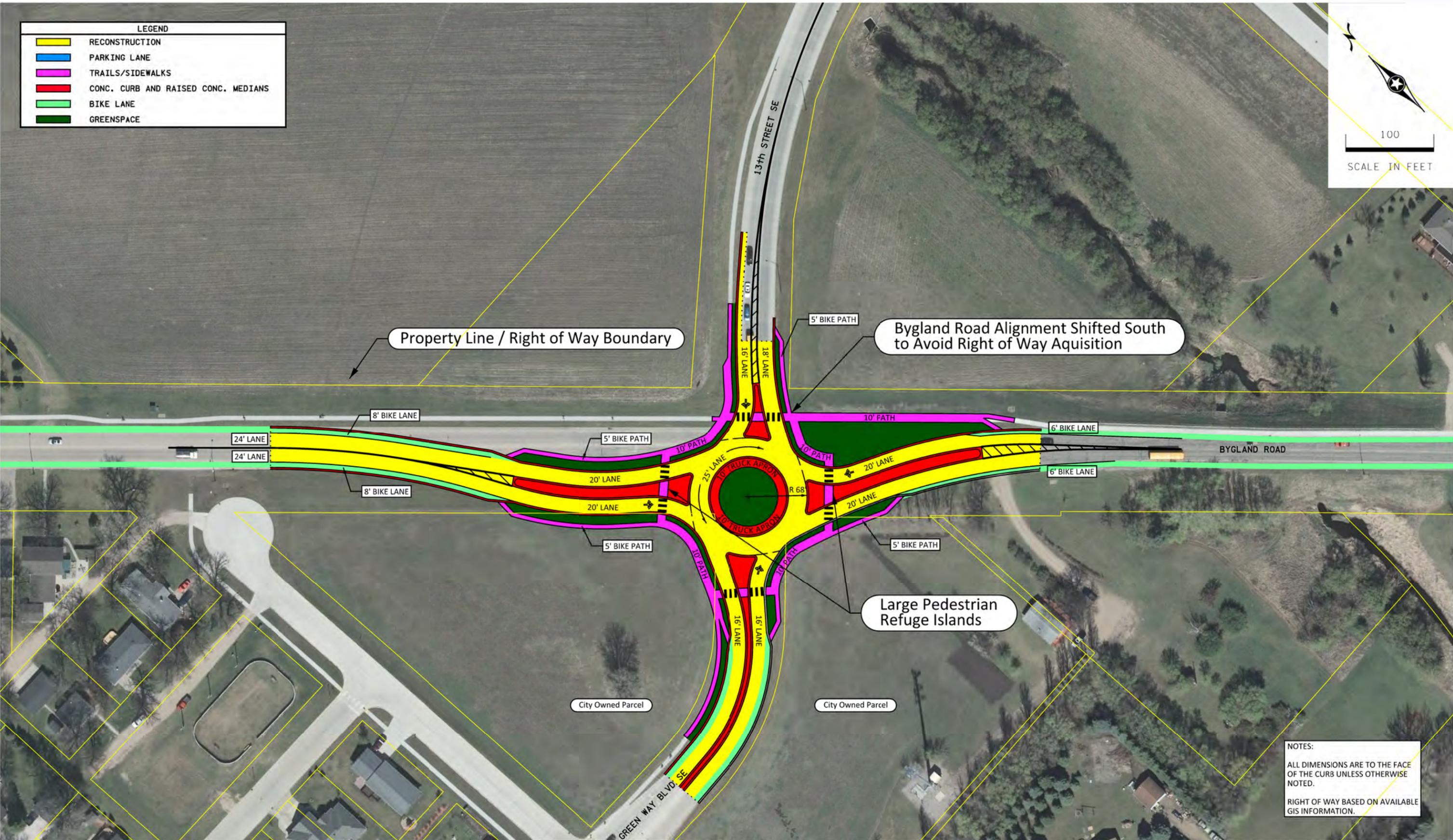
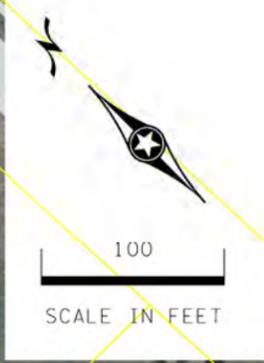


Figure 2A

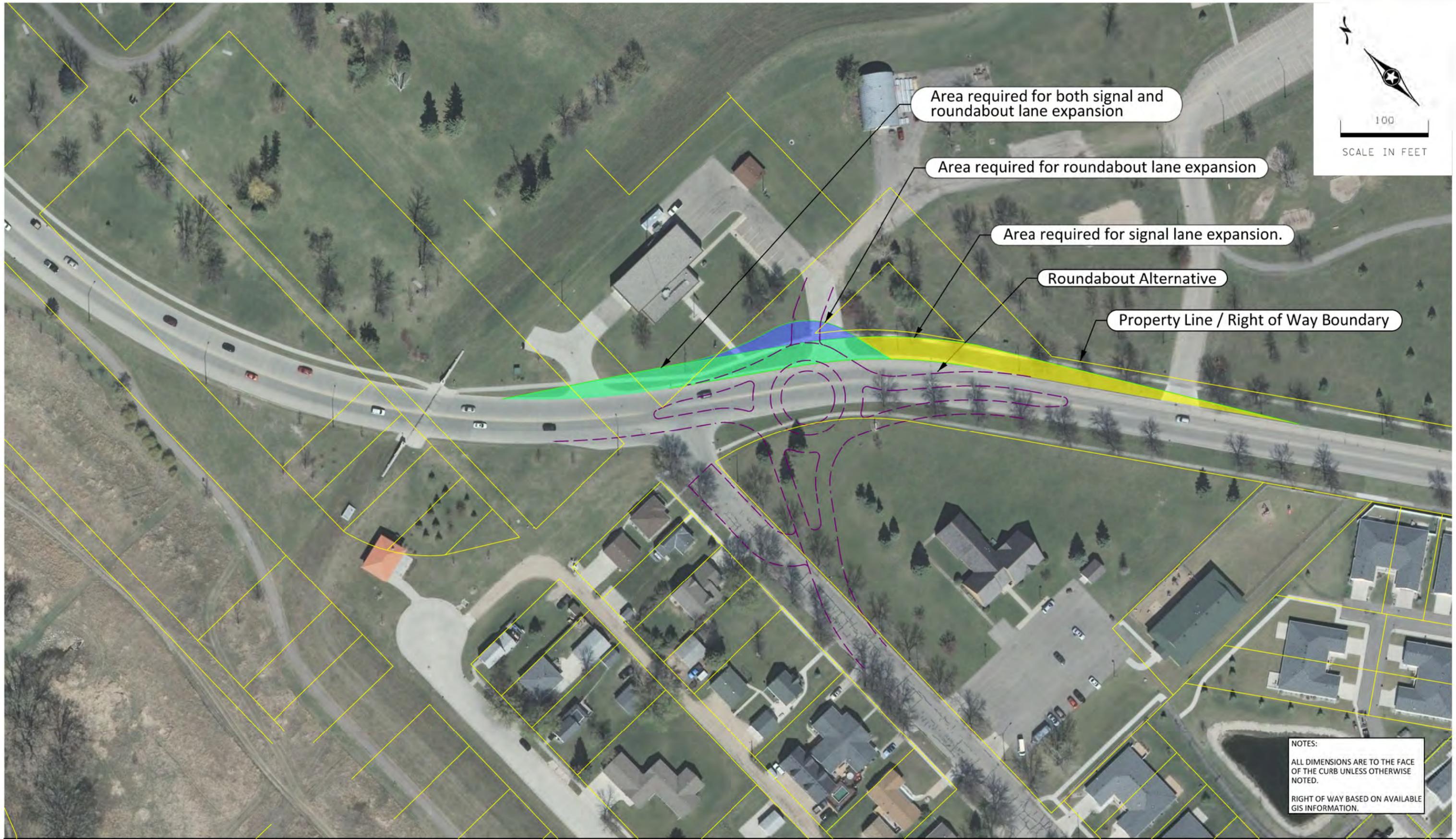


LEGEND	
	RECONSTRUCTION
	PARKING LANE
	TRAILS/SIDEWALKS
	CONC. CURB AND RAISED CONC. MEDIANS
	BIKE LANE
	GREENSPACE



NOTES:  
 ALL DIMENSIONS ARE TO THE FACE OF THE CURB UNLESS OTHERWISE NOTED.  
 RIGHT OF WAY BASED ON AVAILABLE GIS INFORMATION.

Figure 2C



LEGEND	
	RECONSTRUCTION
	PARKING LANE
	TRAILS/SIDEWALKS
	CONC. CURB AND RAISED CONC. MEDIANS
	BIKE LANE
	GREENSPACE

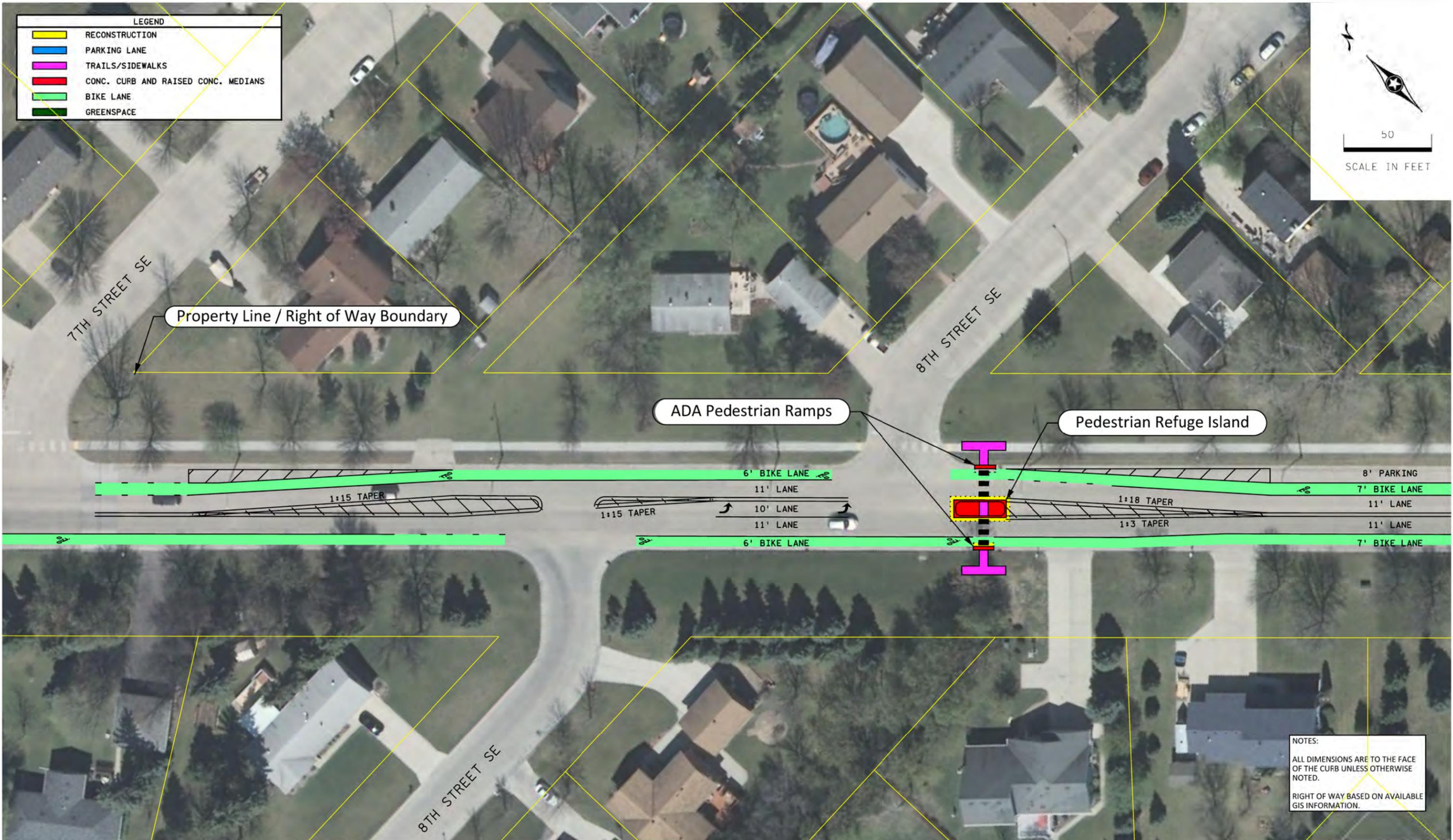


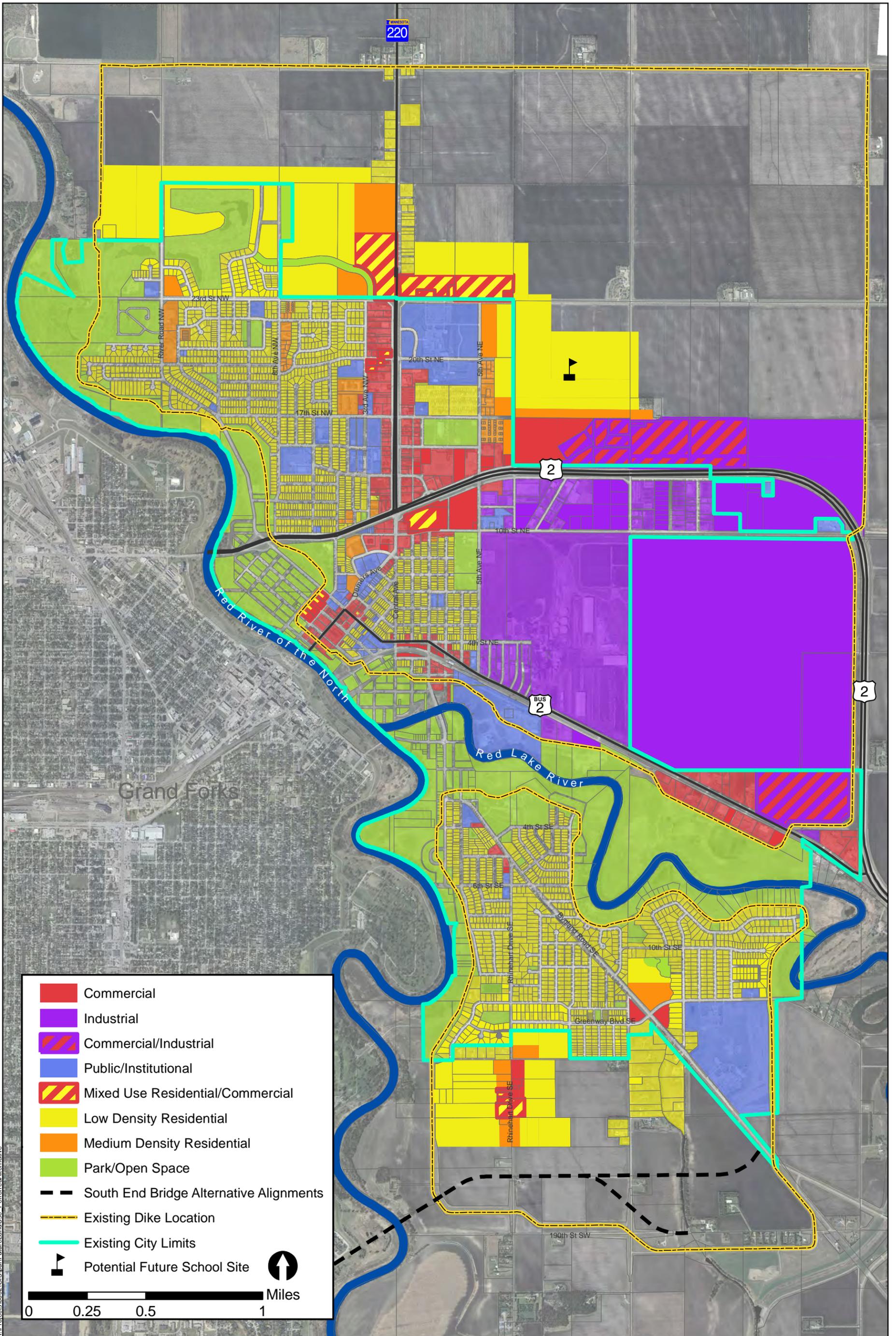
Figure 2E

## Draft Future Land Use Plan

The physical future land use plan is an important component of the overall East Grand Forks 2045 Land Use Plan document. It also serves as an invaluable tool for the city as future development decisions are made or planned for. The attached draft future land use plan was developed using the following process:

1. Existing Conditions Gathering – This step included the assessment of existing land uses throughout the community and the identification of future land use nodes, natural and man-made features, potential redevelopment areas, and transportation features.
2. Development of Two Land Use Alternatives – two individual land use plan alternatives were developed based upon the existing conditions. These two alternatives compared an infill and higher density scenario to a development as usual scenario. Both alternatives were reviewed by the project steering committee to discuss pros and cons of each.
3. Development of a Draft Preferred Land Use Plan – Using the comments received from the Steering Committee, a draft preferred land use plan was developed. This draft received additional review and comments from MPO and City Staff to reach the current version.

The draft land use plan is currently under review by the Steering Committee, and will be presented to the public at the September 16<sup>th</sup> Public Open House. Any comments received will be incorporated into the plan, as appropriate.



	Commercial
	Industrial
	Commercial/Industrial
	Public/Institutional
	Mixed Use Residential/Commercial
	Low Density Residential
	Medium Density Residential
	Park/Open Space
	South End Bridge Alternative Alignments
	Existing Dike Location
	Existing City Limits
	Potential Future School Site

Miles

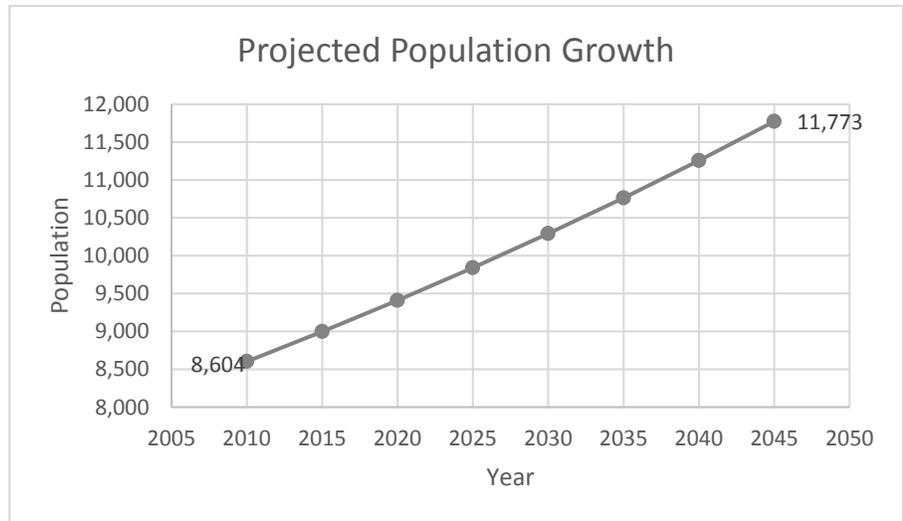
H:\Projects\8852\GIS\01\Future Land Use - Preferred Alternative

## Draft Phasing Plan

A phasing plan will be included in the 2045 Land Use Plan to inform the general location of development with a near (2015-2025), mid (2025-2035), and long (2035-2045) term growth timeline. This plan will identify specific areas targeted for development within the three 10-year time frames.

To determine the estimated acreage consumption for each of the growth timeframes, a projected population needed to be determined. Based on consultation with MPO and City Staff, an annual growth rate of 0.90% was assumed for the 30-year planning horizon as shown below.

	<b>0.90% Annual Growth</b>
2010	8,604
2015	8,998
2025	9,410
2025	9,842
2030	10,293
2035	10,764
2040	11,257
2045	11,773

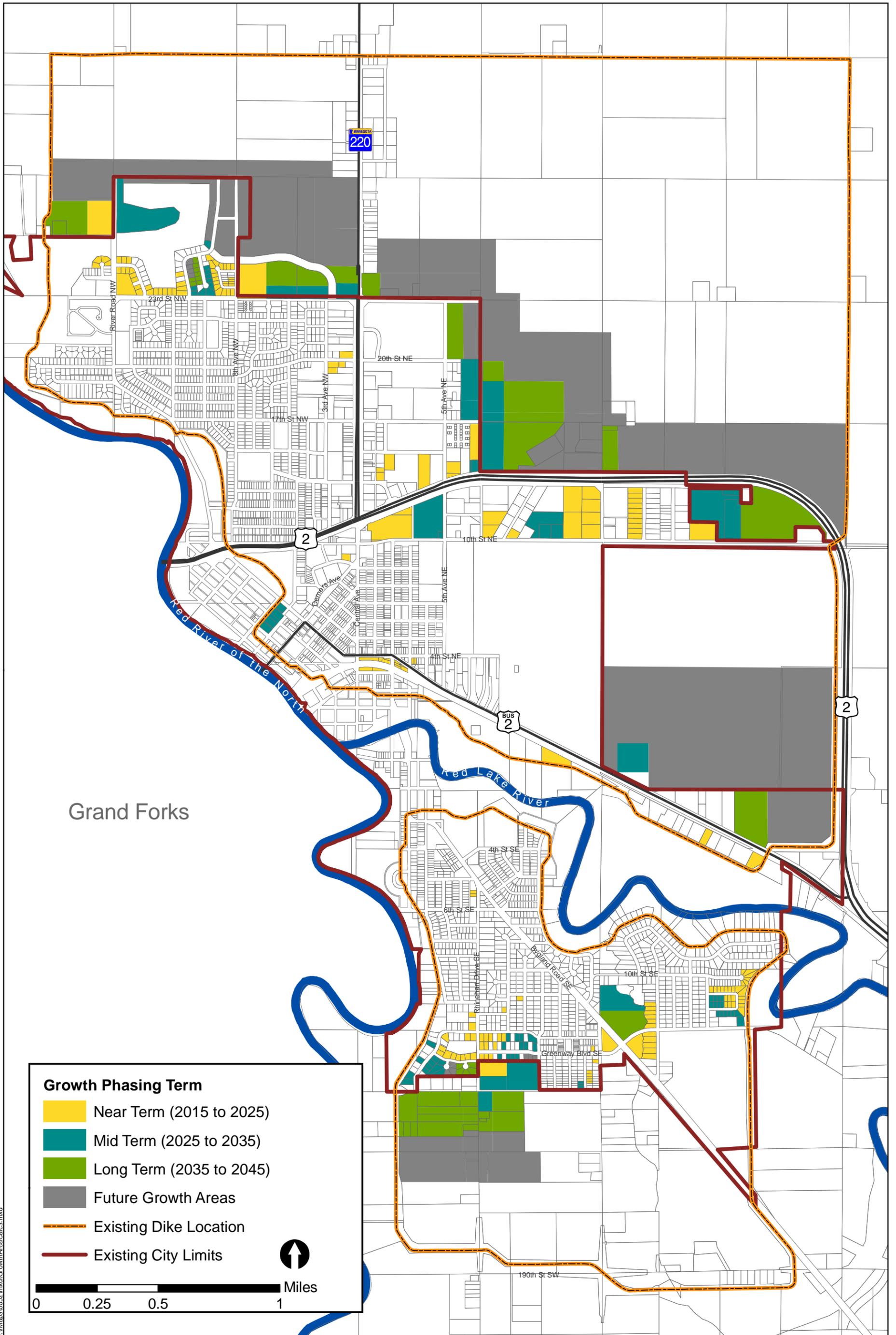


Using this population projection, estimate acreage consumption was projected based on existing employment and housing densities. This exercise allowed for the projection of the amount of low density residential, medium density residential, commercial, and industrial acreage needed to support the projected population in 2045. This information was used to develop the attached draft phasing plan. This plan assigned growth of each of the four land use types within the study area under each of the four scenarios. The total acreages shown within the draft phasing plan are shown below.

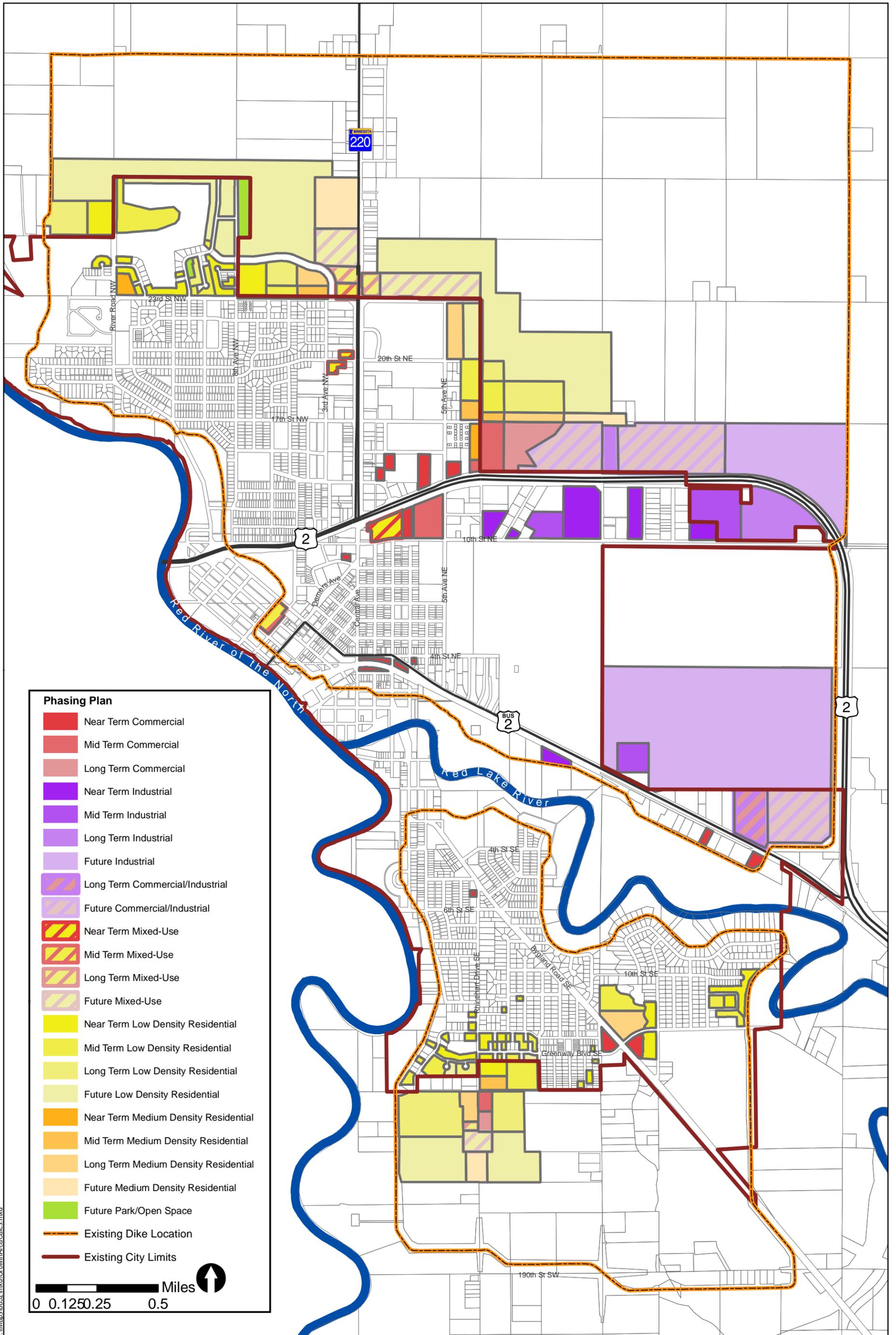
	<b>Near Term (2015 to 2025)</b>			
	<b>Commercial</b>	<b>Industrial</b>	<b>Medium Density</b>	<b>Low Density</b>
<b>Land Consumption Estimate</b>	28 acres	41 acres	11 acres	64 acres
<b>Acres defined in Phasing Plan</b>	29 acres	43 acres	15 acres	66 acres
<b>Difference</b>	-1	-2	-4	-2

	<b>Mid Term (2025 to 2035)</b>			
	<b>Commercial</b>	<b>Industrial</b>	<b>Medium Density</b>	<b>Low Density</b>
<b>Land Consumption Estimate</b>	31 acres	45 acres	12 acres	69 acres
<b>Acres defined in Phasing Plan</b>	34 acres	46 acres	17 acres	77 acres
<b>Difference</b>	-3	-1	-5	-8

	<b>Long Term (2035 to 2045)</b>			
	<b>Commercial</b>	<b>Industrial</b>	<b>Medium Density</b>	<b>Low Density</b>
<b>Land Consumption Estimate</b>	34 acres	46 acres	13 acres	76 acres
<b>Acres defined in Phasing Plan</b>	38 acres	49 acres	39 acres	82 acres
<b>Difference</b>	-4	-3	-26	-13



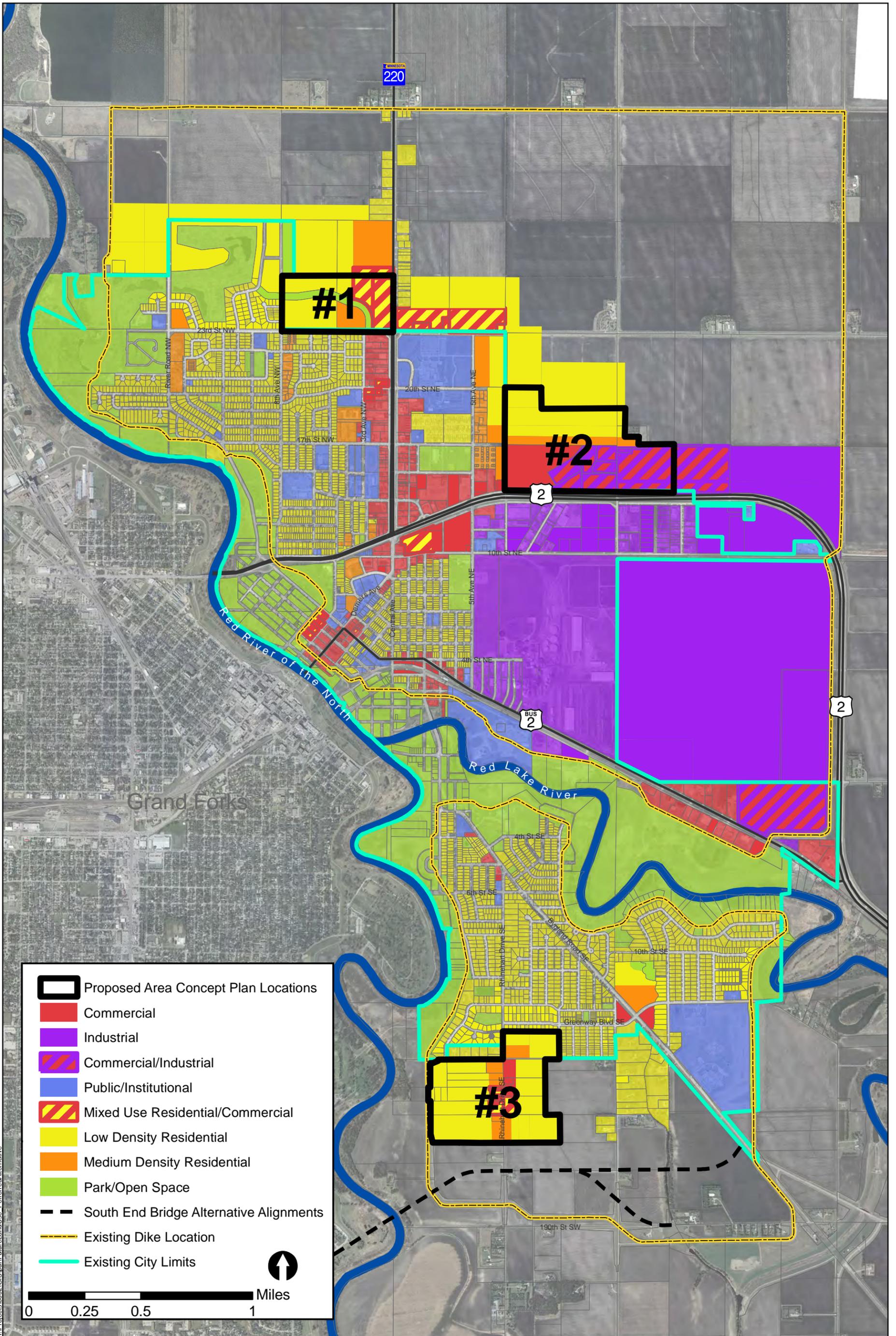
J:\Maps\8852\mxd\GrowthAreaCalc.mxd



J:\Maps\8852\mxd\GrowthAreaCalcs.mxd

## Area Concept Plan Locations

Area concept plans are currently in development for three locations within the study area. These plans will provide a conceptual master plan of the development and/or redevelopment of a specific area. The intent of the master plans is provide an additional layer of detail to the future land use plan by addressing a variety of issues, including: street connectivity, pedestrian and bicycle connectivity, land use and zoning, storm water management needs, etc. These plans will be presented in a draft form to the public at the September open house. The location of the plans is shown in the attached figure.



H:\Projects\8852\GIS\8852\FutureLandUse - PreferredAlternative

## Draft Goals

The goals and polices of the 2040 Land Use Plan will be revised for incorporation into the 2045 Land Use Plan. The project Steering Committee completed an initial review of revised goals and policies based on the public input received early in the planning process. The following goals are a result of this discussion, and are currently under review by the Steering Committee.

### Land Use General Goals and Policies

1. Develop and implement a cohesive city wide land use pattern that ensures compatibility and functional relationships between all uses.
2. Advocate development that is accompanied by a sufficient level of support services and facilities (roads, utilities, infrastructure, storm water management systems, parking, access, sidewalks, etc.).
3. Maintain, protect, and upgrade, the character of individual neighborhoods, commercial, and industrial areas.
4. Plan for the current and future transportation needs of the community as growth occurs.

### Growth Management General Goals and Policies

1. Manage growth and development in a manner that is fiscally responsible.
2. Promote increased density and compact development within East Grand Forks.
3. Provide municipally run utilities and services in a fiscally responsible manner.

### Residential Area Goals and Policies

1. Promote the development and expansion of neighborhoods with individual character with sufficient access to urban services.

### Commercial/Industrial Area Goals and Policies

1. Encourage investments that support economic development.
2. Diversify the local tax base and promote local employment opportunities by attracting, retaining, and expanding businesses within areas where urban services are available.
3. Maintain and, where necessary, upgrade the aesthetics within the commercial and industrial land use areas, especially along the city's major corridors.
4. Promote the continued development, where municipal services exist, of high quality, high value industries that enhance the economy through an improved tax base and expanded employment base for City residents.

### Urban Expansion Area Goals and Policies

1. Plan for a logical expansion of urban growth beyond the existing municipal service boundaries.
2. Preserve the urban growth expansion area for future urban development.

### Natural Resource Goals and Policies

1. Maintain surface water quality and the integrity of storm water conveyance systems.
2. Improve groundwater quality and protect it from degradation by surface water contaminants.
3. Promote innovative storm water management techniques for new developments.

### Park and Open Space Goals and Policies

1. Provide a coordinated system of City, County, and State park and recreation open space facilities and services which meets the needs of current and future East Grand Forks area residents.
2. Maintain a sufficient park and trails system to provide adequate passive and active recreation opportunities for the current and future residents of East Grand Forks.

### The City of East Grand Forks Government / Administration Goals and Policies

1. Ensure that all developments and/or redevelopments that occur within the jurisdictional areas of the City are in accordance with the goals and policies of this plan.
2. Operate the City with a fiscally sound philosophy.
3. Maintain high standards for proactive communication with residents and businesses on municipal issues and services.
4. Pursue coordination of land use, facility, and service planning with the townships, county, school district, and other municipalities to avoid duplication and provide for the cost-effective delivery of services.

# Request for Council Action

Date: September 8, 2015

To: East Grand Forks City Council Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Cc: File

From: Nancy Ellis, City Planner

RE: Amend Wireless Communication Section of the City Code

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The City of East Grand Forks has received requests from Verizon Wireless to build monopole cell towers within park/institutional areas of the city that are currently zoning Residential. At this time, our Wireless Communications Ordinance does not allow cell towers within a residential zoning district (only antennas on buildings) and does not allow them within a certain distance from sensitive receptors (schools, churches, parks, etc.) Therefore, Verizon's requests have been denied.

However, it was noted that our ordinance is dated and could be reviewed if ordinance amendments are requested. As such, Verizon is showing a need for additional wireless service in the residential areas but has no ability to serve their customers with a tower in the residential districts. This is the cause for their amendment request. Their Ordinance amendment proposals match other wireless communication ordinances in the area, with the changes making it similar to the West Fargo Ordinance.

I am attaching the proposed amendments to the Wireless Communications Ordinance for you to discuss (the new proposal is in red print). Verizon Wireless is asking you to consider amending and establishing these new regulations in both Chapter 10 – General Performance Standards of the City's Zoning Regulations and XV of the City Code.

# CHAPTER 10

## LAND USE REGULATION (ZONING)

### SECTION 10.01: TITLE AND APPLICATION

\*\*\*\*

152.317

#### D. General Requirements:

1. The planning department and planning commission shall consider, and the applicant shall demonstrate compliance with the following standards in determining whether to approve an application for a wireless communication antenna and/or tower:
  - a. Co-location of wireless communication facilities. As a condition of issuing a permit to construct and operate a wireless communication tower utilized for commercial purposes within the City's zoning jurisdiction, the applicant is required to demonstrate that a suitable location is not available for the placement of an antenna on any of the existing structures within the geographic area to be served. The City may request any feasibility studies associated with the said application which demonstrate that locations on existing structures have been explored as the preferred siting alternative. If another communication tower has been determined to be technically feasible by either the applicant or the City, the applicant must show that it has requested to co-locate on the existing tower and provide a letter from the communications carrier owning or operating the facility stating reasons for not permitting the co-location of transmitting facilities.
  - b. Wireless Communication Facilities. In all circumstances, owners of existing towers being utilized for commercial purposes shall respond to a request for co-location of transmitting facilities within thirty (30) days from the date of receipt of a written request. In the event that a wireless communications tower owner and/or operator has not responded to the said request, city council may defer the said application until the co-location issue is resolved. In all cases, it shall be the intent of the City to encourage the co-location of transmitting facilities.
  - c. As a condition of issuing a permit to construct and operate a tower to be utilized for commercial purposes in the City, the owner/operator of the tower is required to allow co-location of wireless communication facilities until said tower has reached full antenna capacity. Thus the applicant is required to submit an affidavit stating that space on the proposed tower will be made available to future users when technically possible. Applicants cannot be denied space on a tower unless mechanical, structural, or regulatory factors prevent sharing. Agreement to this provision must be included in the lease by the landowner, if different from the owner/operator of the tower. Written documentation must be presented to the

planning commission evidencing that the landowner of the property on which the tower is to be located has agreed to the terms of this section as well as the requirements, regulations, and standards established in this Chapter. As an additional condition of issuing the permit to construct and operate the tower within the City's zoning jurisdiction, the owner/operator of the tower is required to sign a statement that all disputes with future providers concerning the terms and conditions of co-location of wireless communication facilities shall be submitted to commercial arbitration under a system selected by the parties; but if the parties are unable to agree, then under the auspices of the Commercial Arbitration Provisions of the American Arbitration Association.

- d. Efforts shall be made to utilize a location for the proposed wireless communication tower, which results in the least conspicuous or most aesthetically pleasing installation possible, while still providing reasonable signal access.
  - e. As a condition of issuing a permit to place a commercially utilized antenna in a Residential Zoning District, the applicant is required to install the antennas on either (i) an existing structure or (ii) a new structure that is of monopole or stealth design only. If a new monopole or stealth structure must be constructed, the applicant shall provide proof that no suitable locations exist for a tower or antenna facility within any other "permitted use" or "special use" areas in the local code.
  - f. Wireless Communications Towers of monopole or stealth design only may be allowed as a Special Use in a Residential Zoning District, but only when the property is primarily used for non-residential purposes, such as water tower sites and other City owned property, public and private educational institutions, religious institutions and outdoor recreation, including golf courses, tennis courts and swimming pools.
2. All wireless communication towers, antennas and associated equipment facilities shall meet the following applicable requirements:
- a. Height and setback requirements:
    - i. Wireless communication antennas shall not exceed thirty (30) feet above the maximum building height as per zoning district regulations.
    - ii. Wireless communication antennas located outside a Residential Zoning District shall be set back a minimum of two hundred (200) feet from any Residential Zoning Districts.
    - iii. Wireless communication towers being utilized for commercial purposes shall only be constructed to the least height that is technically feasible to service the geographical service area of the applicant.

- iv. Wireless communication towers being utilized for commercial purposes shall be set back a minimum of a distance equaling at least one hundred and fifteen percent (115%) of the height of the proposed structure. six hundred (600) feet from any sensitive receptors.
- v. Wireless communication towers being utilized in a Residential Zoning District for non-commercial purposes shall not exceed thirty (30) feet above the maximum building height as per zoning district regulations.
- vi. Wireless communication towers located in non-residential zoning districts, with the exception of guyed towers, shall be setback from the lot line and any type of development (i.e. buildings, parking lots, etc.) a distance equaling at least one hundred and fifteen percent (115%) of the tower height to ensure the safety of surrounding uses.
- vii. Guyed wireless communication towers shall setback from the lot line and any type of development (i.e. buildings, parking lots, etc.) according to the following ratios of distances:

Number of Levels of Guy Along Height Of Tower	Ratio of Height of Tower to Distance From Base to Property Line
2 or less	1:1
3	3:2
4	2:1
5	5:2
6	3:1

- b. When guyed wireless communication towers are used, all anchor points from the guys are required to be on the same property as the tower.
- c. In Commercial Zoning Districts wireless communication towers shall only be permitted as monopoles and lattice towers. ~~Guyed and guyed~~ towers shall be prohibited.
- d. In Residential Zoning Districts, communication antennas being utilized for commercial purposes shall only be situated ~~either~~ within existing high-tension lattice towers, installed using or as architectural components on non-residential buildings, monopoles or other stealth designs, and only upon property that is used for non-residential purposes. buildings.

- e. Wireless communication towers being utilized for non-commercial purposes shall be prohibited from locating in a front-yard or in the front half of a side-yard within a residential zoning district.
- f. Wireless communication antenna and/or tower design shall utilize colors and materials that effectively reduces their visual impact.
- g. Wireless communication towers being utilized for commercial purposes ~~shall~~may be required by the City to be designed to have sufficient structural capacity to allow for three (3) providers to be located on the structure. The wireless communication facility may be required by the City to ~~shall~~ also be designed to show that the applicant has sufficient space on its site plan for an equipment building large enough to accommodate three (3) users. If an equipment building is initially constructed to accommodate only one (1) user, space may be required by the City to ~~shall~~ be reserved on site for equipment building expansions to accommodate three (3) users.

\* \* \* \*

# Request for Council Action

Date: 9/3/2015

To: East Grand Forks City Council Mayor Lynn Stauss, President Mark Olstad, Council Vice President Chad Grassel, Council Members: Clarence Vetter, Mike Pokrzywinski, Craig Buckalew, Henry Tweten, and Marc DeMers.

Cc: File

From: Jason Stordahl-Public Works Director

RE: Lead Equipment Operator Pay Rate

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The City is currently advertising internally for the position of "Lead Equipment Operator". Springsted Inc. pointed the position at a pay grade 11. Pay grade 11 has a salary range of \$18.11-\$23.83 per hour.

The Public Works' Department currently has three equipment operators that are eligible to apply for the new "Lead Equipment Operator" position. Equipment Operators are pointed at a Grade 10 (17.00-\$22.37 per hour). However due to length of service with the City and where they were initially placed on the pay scale all three operators are making \$23.09 per hour, which is 72cents higher than the top step (step 8) of pay grade 10.

Teamster contract states "an Employee receiving a promotion shall be placed on the appropriate Grade and Step on the Compensation Plan that is at least 4% above current compensation.....". So assuming that one of the three eligible employees apply for the position, to figure out where they would be at on our pay scale we would (per the contract and previous practice) take their current wage (\$23.09), add 4% (\$24.01). The issue with this is that the highest step on the pay scale is step 8. The pay rate at step 8, of Grade 11 is \$23.83 per hour, so there would not be a step within grade 11 at which to place them.

Recommendation: Assuming one of the Public Works Equipment Operators is selected for the position of "Lead Equipment Operator"; authorize the City Administrator to pay them at a rate of at least 4% above current compensation.