

**AGENDA
OF THE CITY
COUNCIL WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, NOVEMBER 24, 2015 – 5:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

- 1. Feasibility Study for Splash Park – Greg Boppre**
 - a. Information for this item will be available at the meeting.**
- 2. Consideration of Excess Liability Coverage for 2016 – Karla Anderson**
- 3. Request to Authorize Use of Drug Task Force Vehicle – Mike Hedlund**
- 4. Discussion on Sale of Sunshine Terrace – Ron Galstad/David Murphy**
- 5. Northland College Non-Exclusive Agreement – David Murphy**
- 6. Discussion of Legal Contract – David Murphy**
- 7. Other**

ADJOURN:

FOR THE OTHER AGENDAS PLEASE SEE THE FOLLOWING PAGE.

**AGENDA
OF THE CITY
COUNCIL MEETING
CITY OF EAST GRAND FORKS
TUESDAY, NOVEMBER 24, 2015 – Following the Work Session**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

1. Discussion with Valley Golf Representatives regarding requested tax abatement.

ADJOURN:

**AGENDA
OF THE CITY
COUNCIL CLOSED MEETING
CITY OF EAST GRAND FORKS
TUESDAY, NOVEMBER 24, 2015 – Following the Discussion**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

1. Closed Session pursuant to MN Statute 13D.05 Sub 3(b) for attorney-client privilege to discuss settlement negotiations.

ADJOURN:

Upcoming Meetings:

Regular Council Meeting – December 1, 2015 – 5:00 PM – Council Chambers
Work Session – December 8, 2015 – 5:00 PM – Training Room
Regular Council Meeting – December 15, 2015 – 5:00 PM – Council Chambers
Work Session – December 22, 2015 – 5:00 PM – Training Room

Request for Council Action

Date: 11/16/15

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

Cc: File

From: Karla Anderson

RE: Consider Excess Liability Coverage for 2016

Background:

Liability options are:

1. Do not waive.
If we do not waive, a single claimant could not claim more than \$500,000 and the single occurrence is limited to \$1,500,000.
2. City waives the limit.
A single claimant could claim up to the \$1,500,000 on a single occurrence, the total for all claims for this occurrence are still limited to \$1,500,000 per occurrence.
3. City waives the limit and purchase excess liability.
The city would purchase an additional \$1,000,000 of coverage. A single claimant could claim up to \$2,500,000 on a single occurrence, the total for all claims for this occurrence are limited to \$2,500,000.

The estimate for this coverage last year was approximately \$35,000, we have not purchased this excess liability in the past years. This expense is not in the 2016 budget.

The recommendation would be to choose option 1 or 2. In previous years, we have chosen Option 2 (waive the limit, without purchasing excess liability).

Request for Council Action

Date: November 16, 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: Michael S. Hedlund – Chief of Police

RE: Request to authorize the use and equipping of a Drug Task Force owned vehicle

Background: The East Grand Forks Police Department is a member of the Pine to Prairie Drug Task Force. As part of the agreement with the other Task Force agencies any assets that are seized and forfeited as part of a drug investigation become Task Force property (the originating agency gets a percentage of the profit if the asset is sold). The Task Force was recently awarded a 2011 Dodge Charger that was part of drug case that the EGFPD originated. Our Department subsequently presented a proposal to the other agencies in the Task Force that was approved by the Task Force board. We would like to take this seized Dodge Charger and equip it with Lights and Sirens so that it could be used as a police vehicle and then get it marked with various information indicating that it is a Drug Seized vehicle. (Similar to how our old Ford Mustang was marked previously.) Our plan would be to have our School Resource Officer use this as his vehicle for work purposes. This would also help reduce the mileage on our regular Patrol Vehicles. The one stipulation the Task Force board made was that other Task Force agencies need to be allowed to use the vehicle for local events such as parades or other significant community events.

The equipment/stripping expenses will either be paid for through donations or out of the 2016 EGFPD budget. I anticipate total expenses to be under \$2,000.00. We will not be installing a police radio in the car. Because of the limited time he will be spending in the car the SRO will just use his portable radio.

Recommendation: Approve the use and equipping of the 2011 Dodge Charger that is currently owned by the Pine to Prairie Drug Task Force for use by the EGFPD School Resource Officer.

Attachments: None

Request for Council Action

Date: November 24, 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: City Administrator David Murphy

RE: Northland Community College Non-Exclusive Agreement

Background

The City of East Grand Forks and Northland Community College currently have a contract that allows the College the non-exclusive use of a portion of a city owned parking lot for truck driving training purposes. The current contract is set to expire at the beginning of 2016. Northland Community College Representative Colleen Kukowski has submitted a new contract extending the agreement for another year.

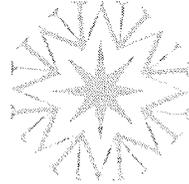
I have not received any complaints regarding the Community College's use of the parking lot.

Budget Impact

There is no fee associated with the contract.

Action Required

Approval of the Contract.



Minnesota
STATE COLLEGES
& UNIVERSITIES

NON-EXCLUSIVE USE AGREEMENT - MNSCU

THIS AGREEMENT is made by and between City of East Grand Forks, located at 600 Demers Avenue, East Grand Forks, MN 56721, hereinafter referred to as CITY, and the **STATE OF MINNESOTA, BY AND THROUGH THE BOARD OF TRUSTEES OF MINNESOTA STATE COLLEGES AND UNIVERSITIES ON BEHALF OF Northland Community and Technical College**, located at 2022 Central Avenue NE, East Grand Forks, MN 56721, hereinafter referred to as STATE,

WHEREAS, the Board of Trustees of Minnesota State Colleges and Universities is empowered by Minn. Stat. §136F.06, to lease non-state property for use by its colleges and universities, and

WHEREAS, the CITY is the owner of the parking lot, located at the northeast corner, west of 4th Avenue, East Grand Forks, Minnesota, and desires to lease space in the property to STATE, and

NOW THEREFORE, CITY and STATE, in consideration of the rents, covenants and considerations hereinafter specified, do hereby agree each with the other as follows:

1. PREMISES.

CITY grants and STATE accepts the lease of the following described Premises located in the City of East Grand Forks, County of Polk, Minnesota; more particularly described as:

Northeast corner, west of 4th Avenue, East Grand Forks, Minnesota:

Which is attached and incorporated as **Exhibit A** as part of this Use Agreement (hereinafter defined as the "Premises").

2. USE.

STATE shall use and occupy the Premises for higher education purposes and for such activities related to STATE's operation as a Minnesota State Colleges and Universities system member institution leased location, or for any other lawful purpose for the commercial vehicle operation program.

STATE will ensure an instructor will always be either in a vehicle or onsite when students are in driving training. STATE will ensure students and instructor will monitor all training activities and suspend operations when a non-training vehicle or pedestrian enters the training location. Vehicles left on training location will be worked around if practical and safe; training will otherwise be suspended. STATE will ensure students will drive a commercial vehicle to the location with an instructor in the vehicle and will enter and exit the location utilizing the east (4th Avenue) entrance.

3. TERM.

Subject to Section 4(e), the term of this Agreement shall commence on January 10, 2016, (the "Commencement Date"), and end on January 9, 2017, unless otherwise sooner terminated as provided in this Lease.

4. TERMINATION.

- a. Consistent with Minnesota Statutes, Section 16B.24, Subdivision 6, this Agreement is subject to cancellation upon thirty (30) days written notice by STATE for any reason except lease of other non-state-owned land or premises for the same use.
- b. The CITY reserves the right to cancel this agreement with reasonable notice not to exceed 45 days if it is determined at the sole discretion of the CITY that the property is needed for a public purpose or it is determined that the use by the STATE unreasonably interferes with the parking lots intended use.

5. OPERATING EXPENSES AND SERVICES.

- a. Operating Expenses for a Gross Lease: CITY shall bear the cost of all typical costs and expenses paid to operate and maintain the parking lot. The STATE shall bear the cost for any damage caused to the parking lot upon mutual agreement and subject to an encumbrance of funds as required by state law; normal wear and tear is excepted.
- b. Exterior Lighting: CITY shall provide adequate exterior lighting in the parking lot.

6. ACCESS TO PREMISES.

STATE shall allow access to the Premises by CITY or its authorized representatives at any reasonable time during the life of this Agreement for the purpose of operation, maintenance, inspection, display and repairs of the Premises.

STATE will contact CITY one week (seven calendar days) prior to use of the space to insure space availability for specific dates and times. Typical STATE hours of operation are Mondays through Thursdays from 9:00 a.m. until 3:00 p.m. and Fridays from 9:00 a.m. until noon.

7. ASSIGNMENT AND SUBLEASE.

STATE shall not assign, sublet, or otherwise transfer its interest in this Agreement.

8. ALTERATION TO PREMISES.

STATE shall make no alterations, additions, or changes in the Premises, without the advance written consent of CITY.

STATE will paint 3” orange dots on the parking lot to mark location of cones, barrels, or barricades to facilitate effective set up. During hours of operation, STATE will section off area of parking lot with cones/barricades prior to 9:00 a.m. to prevent vehicular traffic within leased area. STATE will remove cones/barricades by 3:00 p.m. at the conclusion of hours of operation within leased area, Monday through Thursday, and noon on Fridays.

9. MAINTENANCE AND REPAIRS.

- a. Maintenance: CITY shall maintain in working condition and good repair, all appurtenances within the scope of this Agreement.
- b. Snow Removal: CITY shall be responsible for removal of snow, ice and debris within the parking lot. Snow plowing, snow shoveling and ice removal must be completed by 8:00 a.m., unless snow or wind conditions make this impractical. If the snow and ice removal is not completed by 8:00 a.m., CITY will make every effort to complete the snow removal as soon as possible.

10. DESTRUCTION OF LEASED PREMISES

If the Premises is destroyed or damaged by fire, tornado, flood, civil disorder, or any cause whatsoever, so that the Premises become unstable, the STATE shall have the option of terminating this Agreement immediately or allowing CITY such amount of time as STATE deems reasonable to restore the damaged Premises to stable condition.

11. INSURANCE

General Liability and Property Damage Requirements. It shall be the duty of CITY and STATE to maintain insurance or self-insurance on their own property, both real and personal. For purposes of this Agreement, CITY shall maintain applicable insurance coverage consistent with the coverages outlined on **Exhibit B**, attached hereto and made a part of this Agreement, at CITY’s sole expense during the term of this Agreement. CITY and STATE shall provide each other with evidence of insurance, upon request. Notwithstanding anything apparently to the contrary in this Agreement, CITY and STATE hereby release one another and their respective partners, officers, employees and property manager from any and all liability or responsibility to the other or anyone claiming through

or under them by way of subrogation or otherwise for loss or damage covered by said insurance, even if such loss or damage shall have been caused by the fault or negligence of the other party, or anyone for whom such party may be responsible.

12. LIABILITY

CITY and STATE agree that each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. STATE's and the CITY'S liability shall be governed by the provisions of the Minnesota Tort Claims Act, Minnesota Statutes, Sections 3.736 and 466.01 and other applicable law.

13. NOTICES

All notices, requests, and other communications between CITY and STATE that are required or that CITY or STATE elect to deliver shall be deemed sufficiently given or rendered if in writing and delivered to either party personally, by a recognized overnight courier service or by United States mail, first-class, certified or registered, postage prepaid, (return receipt required) addressed as follows:

CITY: City of East Grand Forks
600 Demers Avenue
East Grand Forks, MN 56721
ATTN: David Murphy, City Administrator

STATE: Northland Community and Technical College
2022 Central Avenue NE
East Grand Forks, MN 56721
ATTN: Brian Huschle, Dean of Academic Affairs, EGF

With a copy to: Minnesota State Colleges and Universities
ATTN: Real Estate Services
30 E. 7th Street, Suite 350
St. Paul, MN 55101

14. HUMAN RIGHTS

When applicable, CITY certifies that it has received a certificate of compliance from the Commissioner of Human Rights pursuant to Minnesota Statutes, Section 363A.36, or that it has not had more than 40 full-time employees at any time during the previous 12 months and claims exemption from Minnesota Statutes, Section 363A.36.

15. ENVIRONMENTAL

CITY warrants that, to the best of CITY's knowledge there do not, and there will not on the Commencement Date, exist any Hazardous Substance, including mold in, on or about

the Premises. CITY has delivered to STATE complete copies of all reports relating to the environmental condition of the Premises and underlying land in its possession of control, including but not limited to those assessing the presence or absence of Hazardous Substances and violations of or compliance with Environmental Law. "Hazardous Substance" means any pollutant, contaminant, toxic or hazardous waste, potentially dangerous substance, noxious substance, toxic substance, flammable, explosive or radioactive material, urea formaldehyde foam insulation, asbestos, PCBs, or any other substance the removal of which is required, or the manufacture, preparation, production, generation, use, maintenance, treatment, storage, transfer, handling, or ownership of which is restricted, prohibited, regulated, or penalized by any and all federal, state, county, or municipal statutes or laws now or at any time hereafter in effect, including but not limited to, the Comprehensive Environmental Response, Compensation, and Liability Act (42 U.S.C. § 9601, et seq.), the Hazardous Materials Transportation Act (49 U.S.C. § 5101 et seq.), the Resource Conservation and Recovery Act (42 U.S.C. § 6901 et seq.), the Federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), the Clean Air Act (42 U.S.C. § 7401 et seq.), the Toxic Substances Control Act, as amended (15 U.S.C. § 2601 et seq.), and the Occupational Safety and Health Act (29 U.S.C. § 651 et seq.) as these laws have been amended or supplemented (such laws are collectively referred to as "Environmental Law"). CITY will defend and indemnify STATE from any claims, liabilities, penalties, costs, fines, damages, or expenses, including all attorney's fees, which STATE incurs arising out of the presence of any Hazardous Substances placed, stored, or generated on or about the Premises, except to the extent any such liability arises from the STATE's own actions.

16. CITY REPRESENTATIONS.

CITY represents and warrants that it is the owner in fee simple of the Building and underlying real property. CITY represents that entering into this agreement will not cause CITY to violate any other agreement to which CITY is a party.

17. ENTIRE AGREEMENT

The Agreement documents, which constitute the entire Agreement between the parties except for agreed upon written amendments issued after execution of this Agreement, are enumerated as follows:

- Agreement
- **EXHIBIT A**, Premises
- **EXHIBIT B**, Performance Specifications and Standards
- **Any Subsequent amendments, addendum properly executed by the parties.**

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed intending to be bound thereby.

APPROVED:

CITY certifies that the appropriate person(s) have executed the contract on behalf of CITY as required by applicable articles, by-laws, resolutions, or ordinances.

CITY: City of East Grand Forks

By: _____
Mr. David Murphy

Title: City Administrator _____

Date: _____

STATE: STATE OF MINNESOTA, BY AND THROUGH THE BOARD OF TRUSTEES OF MINNESOTA STATE COLLEGES AND UNIVERSITIES ON BEHALF OF Northland Community and Technical College

By: _____
Dr. Dennis Bona

Title: President _____

Date: _____

EXHIBIT A: PREMISES

This page intentionally left blank. Exhibit A on the following page.

EXHIBIT B – GENERAL INSURANCE REQUIREMENTS

POLICY REQUIREMENTS

1. Workers' Compensation Insurance

- A. Statutory Compensation Coverage
- B. Coverage B – Employers Liability with limits of not less than:
 - \$100,000 Bodily Injury by Disease per Employee
 - \$500,000 Bodily Injury by Disease Aggregate
 - \$100,000 Bodily Injury by Accident

2. General Liability Insurance

- A. Minimum Limits of Liability:
 - \$2,000,000 – Per Occurrence
 - \$2,000,000 – Annual Aggregate
 - \$2,000,000 – Annual Aggregate applying to Products/Completed Operations
- B. Coverages:
 - Premises and Operations Bodily Injury and Property Damage
 - Personal & Advertising Injury
 - Blanket Contractual
 - Products and Completed Operations
 - Other; if applicable, please list _____
 - State of Minnesota or Minnesota State Colleges and Universities named as Additional Insured

Additional Insurance Conditions

- State's policy(ies) (insurance) shall be the primary insurance to any other valid and collectible insurance available to the City of East Grand Forks with respect to any claim arising out of State's performance under this Lease Agreement.
- CITY agrees to notify the State of Minnesota within five (5) business days with a copy of the cancellation notice, unless STATE's policy(ies) contain a provision that coverage afforded under the policy(ies) will not be cancelled without at least thirty (30) days advance written notice to the State of Minnesota
- CITY is responsible for payment of Agreement related insurance premiums and deductibles.
- If CITY is self-insured, a Certification of Self-Insurance must be attached.
- CITY's policy(ies) shall include legal defense fees in addition to the liability policy limits.
- CITY shall obtain insurance policy(ies) from insurance company(ies) having an "AM Best" rating of A- (minus), Financial Size Category of VII or better, and authorized to do business in the State of Minnesota.
- An Umbrella or Excess Liability insurance policy may be used to supplement the CITY's policy limits to satisfy the full policy limits required by the Agreement.

David Murphy

From: Ron Galstad [rgalstad@gjmlaw.com]
Sent: Friday, November 20, 2015 10:39 AM
To: David Murphy
Subject: 2016 RETAINER AGREEMENT
Attachments: 2016 RETAINER AGREEMENT.docx; Odyssey-JobOutput-November 20, 2015
 10-07-27-12466267-2.pdf; Odyssey-JobOutput-November 20, 2015
 10-07-35-12466264-2.pdf; Odyssey-JobOutput-November 20, 2015 10-08-23-12466270-2.pdf

Dear David:

Per your request please find the proposed legal retainer for the years 2016-2018. The contract has my office perform both the criminal prosecution and the civil work for the City of East Grand Forks. Typically, the City of East Grand Forks through fine reimbursement and forfeitures more than covers the expense for criminal prosecution. (See attached fees to City of EGF, this does not include the proceeds for the sale for forfeited vehicles and property).

My firm was previously paid an hourly rate to perform this work. The hourly rate in 2005 was \$80.00 per hour. In 2008 it went to \$90.00 dollars an hour. In 2010 the State was in a financial crisis and cut LGA to East Grand Forks, as a cost saving and budgeting measure the City asked that I absorb some of the cost and we went to a flat fee of \$5,000.00 per month. I did so without hesitation. In 2013 through to the present the flat rate was increased to \$5,500.00 per month which on a yearly basis breaks down to approximately \$75.00 - \$80.00 dollars per hour depending on the case load, hearing preparation, trial preparation and other miscellaneous services and questions of the police. The hourly rate includes all time spent on the files including my staff time; excluding out of pocket expense. I have requested that for the year 2016 the flat rate remain the same as I am aware that the budget has already been set for 2016. However, I ask that for the years 2017 and 2018 it be increased to \$5,850.00 which breaks down to approximately \$85.00 per hour or the amount the firm was being compensated 7 years ago. I have asked for a small increase in year two of the contract because more time will need to be expended to perform the prosecution duties. Court time has been expanded due to scheduling changes for 2016. Also, the Court has already mandated that the defendants be present during all omnibus hearings (their presence previously was not required) which increases the time spent on those dates as the Defendants all need to be sworn in and questioned. Additionally, the court has added DUI Court with weekly attendance on Wednesday morning. In short, the amount of time and expense to prosecute cases has increased. Further the new processes that the State of Minnesota has implemented, e charging, e filing etc. to make the system more efficient has been at the expense of the attorneys. The processes have made it less time consuming and more efficient for Court Administration but has shifted the time and expense on law firms.

Additionally, the contract provides for the performance of the civil legal work for the City. In 2004 my rate was \$100.00 dollars per hour which remain the same until 2010 when it increased to \$110.00 and in 2012 it increased to \$120.00, it has remained the same for the past three years. Again, the proposed contract remains at \$120.00 per hour for 2016 and I have included a modest request for an increase to \$125.00 for 2017 and 2018. As always, the contract provides that my work is assigned by the City Administrator as directed by the City Council. Mr. Murphy, I present this proposal in good faith for Council consideration. Should you or the Council have any questions please do not hesitate to contact me.

Respectfully yours,

Ronald I. Galstad
 City Attorney

RETAINER AGREEMENT

THIS AGREEMENT is being made and entered into this ____ day of _____, 2015, by and between the **City of East Grand Forks**, Minnesota, a municipal corporation organized under the laws of the State of Minnesota, P.O. Box 373, East Grand Forks, Minnesota 56721 (hereinafter referred to as the "City"); and **Ronald I. Galstad**, of and representing the law firm of Galstad, Jensen & McCann, A Minnesota Professional Association, P.O. Box 386, East Grand Forks, Minnesota 56721 (hereinafter referred to as "Galstad").

1. PURPOSE AND TERM. City hereby employs "Galstad" as its City Prosecutor/City Attorney for a term commencing the 1st day of January, 2016 and ending the 31st day of December, 2018, both dates inclusive.
2. DUTIES. As City Prosecutor/City Attorney "Galstad" will faithfully represent the interests of the City and shall prosecute all criminal suits, actions or proceedings to which the City is a party, and shall faithfully perform all other duties as requested and assigned by the City Administrator and/or the City Council.
3. ACCEPTANCE BY ATTORNEY. "Galstad" hereby accepts the employment of City Prosecutor/City Attorney for himself and the law firm of Galstad, Jensen & McCann P.A., and promises and will render to the best of his ability the services described in Paragraph II above during the continuance of this Agreement.
4. COMPENSATION OF ATTORNEY.
 - a. As compensation for all **CRIMINAL PROSECUTION** services required by City and rendered by City Prosecutor/Attorney herein, City shall pay to the City Attorney the sum of Five Thousand Five Hundred (\$5,500.00) and 00/100 Dollars per month for services rendered during 2016 and Five Thousand Eight Hundred Fifty (\$5,850.00) and 00/100 Dollars per month for the years 2017 and 2018 of this contract.

- b. As compensation for all **CIVIL** services to be rendered by City Attorney herein, City shall pay City Attorney at the rate of One Hundred Twenty and No/100 (\$120.00) Dollars per hour for the year 2016 and One Hundred Twenty-five and No/100 (\$125.00) Dollars per hour for the years 2017 and 2018. .
 - c. The parties hereby further agree that "Galstad" shall be reimbursed for all of his out-of-pocket costs and expenses paid while fulfilling his duties as set forth in this agreement.
5. TERMINATION. This Agreement may be terminated at any time on six (6) months notice in writing from either party to the other party that employment hereunder is to be so terminated, or may at any time be terminated by the City for cause. Furthermore, should "Galstad" for any reason be unable to fulfill and perform the duties and obligations as set forth in this contract, the City reserves the right to cancel this contract after ten (10) working days notice in writing to "Galstad" and/or Galstad, Jensen & McCann P.A..
6. ASSIGNMENT. This contract may not be assigned by "Galstad" without the express written permission of the City.
7. BUDGET. "Galstad" recognizes that the City budgets the funds available to the City Prosecutor/City Attorney and hereby pledges to use his best efforts to deliver legal services within the budgeted amounts, such pledge being subject to the caveat that it is the City that controls the amount of work requested by and from the City Prosecutor/City Attorney.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement at East Grand Forks, Minnesota, the day and year first above written.

**City of East Grand Forks,
Minnesota**

**Galstad, Jensen & McCann,
A Professional Association**

BY: _____
Its Mayor-Lynn Stauss

BY: _____
Its President-Ronald I. Galstad

BY: _____
Its City Administrator-David Murphy

(RETAINER AGREEMENT January 2016)

Receipt Journal by Fund and Fee Code

STATE OF MINNESOTA

Transaction Date Range: 01/01/2014 - 12/31/2014

Fee Code Summary
 Polk County
 Criminal

Code Word	Description	Gross		Positive Adjustments		Negative Adjustments		Net	
		Amount	Number	Amount	Number	Amount	Number	Amount	Number
60DWIASEGF	DWI Assessment/East Grand Forks	6,746.31	68	3,459.81	7	(302.18)	(1)	9,903.94	74
60EGF23	East Grand Forks 2/3	55,669.20	945	9,230.88	71	(545.57)	(10)	64,354.51	1,006
60PROSEGF	East Grand Forks Prosecution Costs	5,238.00	58	657.00	6	0.00	0	5,895.00	64
Sub-Totals		67,653.51	1,071	13,347.69	84	(847.75)	(11)	80,153.45	1,144

Gross	Positive Adjustments		Negative Adjustments		Net		
	Amount	Number	Amount	Number	Amount	Number	
67,653.51	1,071	13,347.69	84	(847.75)	(11)	80,153.45	1,144

Receipt Journal by Fund and Fee Code

STATE OF MINNESOTA

Transaction Date Range: 01/01/2013 - 12/31/2013

Fee Code Summary

Polk County
Criminal

Code Word	Description	Gross		Positive Adjustments		Negative Adjustments		Net	
		Amount	Number	Amount	Number	Amount	Number	Amount	Number
60DWIASEGF	DWI Assessment/East Grand Forks	4,960.54	68	3,811.87	10	0.00	0	8,772.41	78
60EGF23	East Grand Forks 2/3	63,814.58	1,110	9,757.35	51	(276.08)	(10)	73,295.85	1,151
60PROSEGF	East Grand Forks Prosecution Costs	4,810.00	51	340.00	3	0.00	0	5,150.00	54
Sub-Totals		73,585.12	1,229	13,909.22	64	(276.08)	(10)	87,218.26	1,283

Code Word	Description	Gross		Positive Adjustments		Negative Adjustments		Net	
		Amount	Number	Amount	Number	Amount	Number	Amount	Number
60PROSEGF	East Grand Forks Prosecution Costs	73,585.12	1,229	13,909.22	64	(276.08)	(10)	87,218.26	1,283

Receipt Journal by Fund and Fee Code

STATE OF MINNESOTA

Transaction Date Range: 01/01/2015 - 11/20/2015

Fee Code Summary

Polk County
Criminal

Code Word	Description	Gross		Positive Adjustments		Negative Adjustments		Net	
		Amount	Number	Amount	Number	Amount	Number	Amount	Number
60DWIASEGF	DWI Assessment/East Grand Forks	1,582.64	24	1,482.56	4	0.00	0	3,065.20	28
60EGF23	East Grand Forks 2/3	51,950.96	869	9,402.01	72	(72.75)	(5)	61,280.22	936
60EGFLP1	East Grand Forks 1st Late Penalty	303.59	92	3.33	1	0.00	0	306.92	93
60EGFLP2	East Grand Forks 2nd Late Penalty	535.90	33	0.00	0	0.00	0	535.90	33
60PROSEGF	East Grand Forks Prosecution Costs	4,202.00	42	1,025.00	10	0.00	0	5,227.00	52
Sub-Totals		58,575.09	1,060	11,912.90	87	(72.75)	(5)	70,415.24	1,142

	Gross		Positive Adjustments		Negative Adjustments		Net	
	Amount	Number	Amount	Number	Amount	Number	Amount	Number
	58,575.09	1,060	11,912.90	87	(72.75)	(5)	70,415.24	1,142