

**AGENDA
OF THE WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, MARCH 28, 2023 – 5:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

- 1. Review of Valley Golf Lease Agreement Addendum – Karla Anderson**
- 2. Discussion on Interim City Administrator Position – David Murphy**

ADJOURN:

**AGENDA
OF THE SPECIAL MEETING
CITY OF EAST GRAND FORKS
TUESDAY, MARCH 28, 2023 – FOLLOWING THE WORK SESSION**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF QUORUM:

- 1. Consider appointing an Interim City Administrator**

ADJOURN:

Upcoming Meetings

Council Meeting – Tuesday, April 4, 2023 – Council Chambers – 5:00 PM
Work Session – Tuesday, April 11, 2023 – Training Room – 5:00 PM
Council Meeting – Tuesday, April 18, 2023 – Council Chambers – 5:00 PM
Work Session – Tuesday, April 25, 2023 – Training Room – 5:00 PM

Individuals with disabilities, language barriers or other needs who plan to attend the meeting and will need special accommodations should contact Nancy Ellis, ADA Coordinator at (218)-773-2208. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements. Also, materials can be provided in alternative formats for people with disabilities or with limited English proficiency (LEP) by contacting the ADA Coordinator (218)-773-2208 five (5) days prior to the meeting.

LEASE ADDENDUM

This Lease addendum is made and entered into this ____ day of March, 2023 between the City of East Grand Forks, a municipal corporation, Lessor, and Valley Golf Association, a non-profit corporation, Lessee.

RECITALS

WHEREAS, the Lessor and the Lessee entered into a Cooperative Agreement dated April 17, 2003 in anticipation of a major redesign and reconstruction of the Valley Golf Course; and

WHEREAS, the Lessor and the Lessee because of the Cooperative agreement constructed a new 18-hole golf course.

WHEREAS, the parties entered into a new lease agreement dated July 10, 2009 and recorded at the Polk County Recorder's office as document number A000654986 on July 16, 2009.

WHEREAS, the lease provides on page 6 that the Lessee shall make any and all improvements on said premises, and shall maintain said premises at Lessee's expense, without any cost or obligation on Lessor's part.

WHEREAS, the Lessor was required to enter the property for flood mitigation purposes and damaged cart paths and left significant ruts on grassy areas.

WHEREAS, the Lessor and Lessee want to clarify that it is the obligation of the Lessor to repair damages to the golf course or the improvements that are caused by the Lessor's entry onto the premises.

NOW THEREFORE, the parties agree that any damages caused by the Lessor for its entry onto the leased property will be at the Lessor's expense, all other maintenance of the premise and improvements shall be at the Lessee's expense without any cost or obligation of the Lessor.

FURTHER, all other terms of the lease agreement dated July 10, 2009 shall remain in full force and effect.

IN TESTIMONY WHEREOF, the City of East Grand Forks, Minnesota, has caused these presents to be executed in its corporate name by its Mayor and City Administrator/Clerk-Treasurer, and its corporate seal to be hereunto affixed this _____ day of _____, 2023, under authority of that certain Resolution of the City Council of the City of East Grand Forks, Minnesota, dated the _____ day of _____, 2023, wherein by virtue of said Resolution of above date the Mayor and City Administrator/Clerk-Treasurer of said City were authorized and directed to execute the above Lease and affix the corporate seal thereunto on behalf of the said City of East Grand Forks, Minnesota.

Request for Council Action

Date: March 28, 2023

To: East Grand Forks City Council Mayor Steve Gander, Council President Mark Olstad, Council Vice-President Tim Riopelle, Council members Clarence Vetter, Ben Pokrzywinski, Dale Helms, Brian Larson, and Karen Peterson.

Cc: File

From: David Murphy, City Administrator

RE: Interim City Administrator

Background

On March 14th, the Council directed the City Administrator to contact City Staff to find if there were any internal candidates interested in serving as the Interim City Administrator during the search process. The City Staff was informed via e-mail to submit their interest in serving as interim to the City Administrator by Tuesday, March 21. Three individuals expressed their interest.

Reid Huttunen
Megan Nelson
Karla Anderson

I will be available to answer questions regarding the process and implications of appointing a current employee as interim.

Recommendation

Discussion and Direction from Council.