

**AGENDA
OF THE WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, APRIL 11, 2023 – 5:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

- 1. Discussion on Proposed Police Recruit Position – Michael Hedlund**
- 2. Police Department Climate Assessment Summary – David Murphy**
- 3. Update on the LaFave Park Project – Steve Emery**
- 4. Discussion on Outdoor Rink Project – Reid Huttunen**
- 5. Consider the Outdoor Fitness Court Grant Initiative – Reid Huttunen**
- 6. Update from Ad Hoc Finance Committee – Clarence Vetter**

ADJOURN:

Upcoming Meetings

Council Meeting – Tuesday, April 18, 2023 – Council Chambers – 5:00 PM

Work Session – Tuesday, April 25, 2023 – Training Room – 5:00 PM

Council Meeting – Tuesday, May 2, 2023 – Council Chambers – 5:00 PM

Work Session – Tuesday, May 9, 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.

Request for Council Action

Date: 04/03/2023

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: Michael S. Hedlund – Chief of Police

RE: Police Recruit Program

Background:

As initially discussed during the February 14, 2023 City Council Work Session and again during the March 14, 2023 City Council Work Session, the East Grand Forks Police Department is seeking to start a Police Recruit program in an effort to help address our issues in attracting new police officer applicants. This program would involve the recruitment of current law enforcement students who are nearing the completion of their law enforcement education. Students would be eligible to be selected for this program if they meet one of the following criteria:

1. They are enrolled in a two-year law enforcement program that includes MN Police Skills training as a component of their training. These students would be eligible during their final semester.
2. They are enrolled in either a two-year law enforcement program (that does not include the MN Police Skills component) or a four-year Criminal Justice program that meets all MN POST Board requirements for becoming a police officer, except the MN Police Skills training. These students would be eligible for this program while they are attending MN Police Skills training.

Under this program interested students that meet one of the above criteria would apply for the Police Recruit program. City of East Grand Forks Human Resources would review the applications to ensure that the applicant(s) met the criteria in either #1 or #2 above. Qualified applicants would then be reviewed/interviewed by the East Grand Forks Civil Service Commission which would then advance any approved applicants to meet with an interview panel within the East Grand Forks Police Department. Applicants who are selected as Police Recruits would receive a conditional offer of employment as a police officer with the East Grand Forks Police Department with the following conditions:

1. They must successfully complete their final semester of their education as listed in #1 above, OR they must successfully complete their MN Police Skills training as listed in #2 above.
2. They must successfully pass the MN POST License test and become eligible to be hired as a police officer in the state of Minnesota.

3. They must successfully pass a background check that would be conducted by the East Grand Forks Police Department.
4. They must pass a pre-employment medical exam.
5. They must pass a pre-employment psychological exam.
6. They must pass an employment specific physical agility test (the East Grand Forks Police Department currently uses the “WorkSteps” physical agility testing program as recommended by the League of Minnesota Cities).
7. Final hiring as a Police Officer must be approved by the East Grand Forks City Council.

Items 3-6 above could be completed during the same time frame that the Police Recruit is completing item #1.

Police Recruits would receive a forgivable loan that would be paid out in installments of \$400.00 for each week that they are enrolled in one of the listed eligible educational programs as long as they are making continuous progress towards the successful completion of that program. Successful progress would be determined through correspondence between the Chief of Police and an instructor with the educational program who would have knowledge of the student’s progress. Repayment of this forgivable loan would be required if the Police Recruit left employment with the City of East Grand Forks prior to serving for two years as a Police Officer with the East Grand Forks Police Department. Repayment would not be required if they left service for medical reasons or were let go by the Department during that two-year period.

The EGFPD would only use the Police Recruit program when the Department had more than one opening. For example, if the department had two police officer openings no more than one person could be actively filling a Police Recruit position. If the Department had three police officer openings no more than two people could be actively filling a Police Recruit position. This would ensure that the EGFPD would always be able to fill an opening with an eligible police applicant, i.e. they are a current officer in another agency, they are person that has completed all of the required training/education and they are POST eligible or they are eligible to be hired through the POST reciprocity process (out of state police officers or military members).

Budgetary Impact:

The Police Recruit position would only be used in an attempt to fill open positions within the Police Department so the cost of this program could be offset by unspent salary and benefit expenses for those open positions.

Recommendation:

Approve the creation of the Police Recruit program for the East Grand Forks Police Department as detailed above.

Enclosures:

None

Request for Council Action

Date: April 11, 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: Police Department Climate Assessment Summary

Background

The City contracted with Pemberton Law to conduct a climate assessment of the Police Department on February 7th. Kristi Hastings of Pemberton Law interviewed 19 members of the Police Department and has prepared the report.

Ms. Hastings has subsequently prepared a summary of the report that is included in the packet. The report was shared with the Police Department Employees at a meeting held during the evening of April 4th. There were only two members of the Police Department not in attendance either in person or via Zoom. The employees had the opportunity to review the summary and ask questions.

The attached summary identifies four items defined as takeaways from the process. It is appropriate for the Council to receive and discuss the takeaways listed in the summary and to subsequently endorse the action items suggested.

Recommendation

Discussion from Council and endorsement of the action items.



City of East Grand Forks

600 DeMers Ave · P.O. Box 373 · East Grand Forks, MN 56721

218-399-3247 · 218-399-3491 fax · www.egf.mn

TO: East Grand Forks Police Department

FROM: City Administrator David Murphy
City Council President Mark Olstad
Mayor Steve Gander

DATE: April 4, 2023

RE: Climate Assessment Outcome

As you are aware, the city of East Grand Forks hired an external consultant to conduct a climate assessment of the working conditions in East Grand Forks Police Department. The assessor met with nineteen officers over the course of three days. She has now written her report and submitted it to the City. The purpose of this memorandum is to summarize her findings, recommendations, and what is going to happen next. These findings have been reviewed with Police Chief Michael Hedlund, and he will be closely involved in the implementation of future changes within the department.

Hastings found that there was a clear divide in the department between those who feel that Chief Hedlund is an effective departmental leader whom they support, and those who feel that Chief Hedlund is an ineffective leader whom they do not support. Mathematically, the group that approves of Chief Hedlund comprised about 75% of those interviewed. The group who disapproves of Chief Hedlund was found to be roughly 25%, including only four to five people. The smaller group was noted to be vocal and repetitive about their beliefs both inside and outside of the department. As a result, many of the officers in the majority group have remained quiet and guarded in their support of Chief Hedlund out of fear that speaking up against the vocal small group would negatively impact their relationships, standing in the department, or opportunity for advancement. Many officers in the majority group raised concerns about others "openly mocking" the Chief inside and outside of the department. They have not felt comfortable speaking out against these behaviors. The majority of officers are comfortable with their working environment and feel supported, well-trained and provided with as safe a working environment as possible.

In terms of recruitment of new officers, Hastings noted that, of course, recruitment of law enforcement officers is an ongoing and difficult process in the current labor market and political environment. She also found that two additional factors have increased the difficulty surrounding the hire of new officers:

#1 The small vocal group repeatedly speaking negatively about Chief Hedlund to officers in other departments, thereby discouraging them from applying.

#2 The majority group discouraging their officer friends and colleagues from applying due to the current atmosphere of divide in the department and the pressure to "pick a side" in terms of supporting the Chief or not supporting the Chief.

The City of East Grand Forks is an Affirmative Action Equal Opportunity Employer.

She also noted concerns about pay and benefits as potentially playing a part in recruitment.

Hastings was asked to look at and comment on retention of officers, which she did. She reported that the vast majority of those interviewed intend to stay in the department and are not actively looking for other work. She wrote that the lack of advancement opportunity within the department will eventually impact individual officer decisions surrounding whether to start looking for other work. She recommended that the City study a return to a three-to-five-year rotation of the Drug Task Force officer and the Investigator assignments so that Patrol Officers have something to work towards and those with specialized skills in DTF work or investigative work can bring that expertise back to Patrol.

Hastings also encouraged the City and the Chief to find ways to bring more interaction and connection between the different shifts to break down the current "4-shifts, 4-departments" mentality.

Finally, Hastings made specific findings and recommendations regarding some individual employees and those items will be addressed privately with those employees to protect their privacy.

What are the takeaways from this process?

1. We are generally on the right track as a department, but there is plenty of work to do. We strive to have an environment where everyone is satisfied and comfortable. We want a police force that is that is united. To get there we will need everyone rowing the boat in the same direction.
2. We will be undertaking some respectful workplace training as a department. We need to reset the rules and expectations surrounding how we talk to and about each other.
3. We are working out the details of the rotation of the Drug Task Force and Investigator assignments and will have more to report on that in the near future.
4. We will be looking at the amount of time spent in the office or in dispatch talking versus time out in our communities and on our streets.

The City is committed to constant improvement and this process has been eye-opening and helpful.

We understand that not everyone will agree with the outcome of this review, however, it is factually based and reflects the actual viewpoints of our current Police Department staff.

We encourage everyone to take time to reflect on the findings and recommendations, considering how you can be the change you look for in the department.

Request for Council Action

Date: April 6, 2023

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

Cc: File

From: Steve Emery, P.E. / Reid Huttunen

RE: LaFave Park Project Update

Background:

We have been working on the plans for the LaFave Park Project and Reid Huttunen and I thought it was important to provide you with a quick overview of the project and receive input from the council as we work to finalize the plans.

Sheets C4.0 – C4.3

These sheets reflect the pavement and curb and gutter repairs that will be made on 1st St NE prior to receiving a Mill and Overlay along with sidewalks which will be constructed at the softball fields for ADA accessibility up to the bleacher / seating area's. Also shown on this plan is location for proposed picnic shelter.

Sheet C4.4

This sheet shows proposed boat parking / kayak launch parking area and also the area which will be left for overflow parking during larger events such as catfish days. This sheet also shows proposed bike trail, a seating area, along with sidewalk construction to relocated boat dock as well as a proposed gravel trail down to the relocated kayak launch area.

Sheets C 5.4 – C5.5

These sheets show area's to be regraded and seeded. We are looking at the possibility of utilizing a Native Seed Mixture on the area's shown and are looking for some discussion or feedback on this option.

Project Funding

DNR Grant

Recommendation:

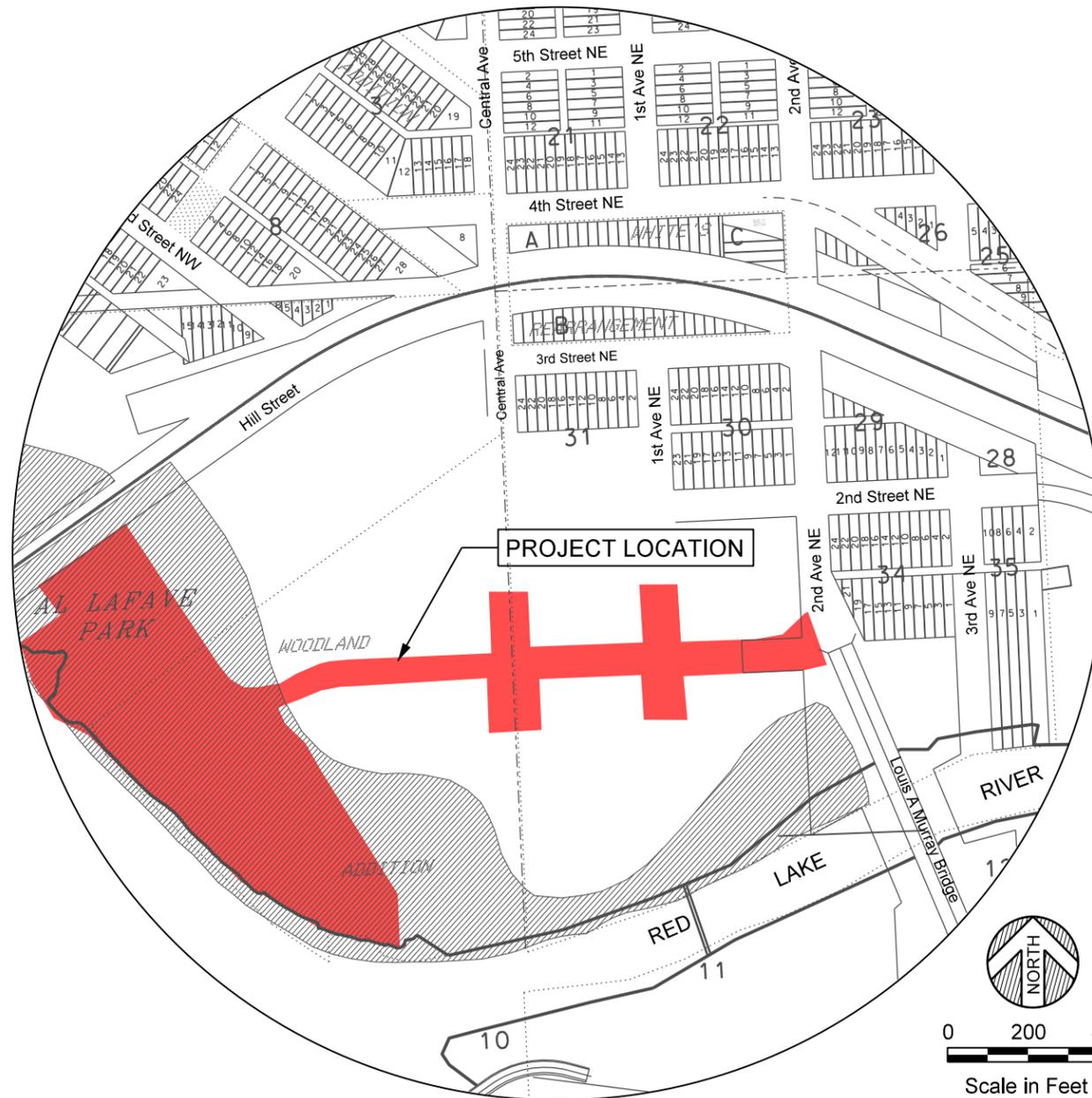
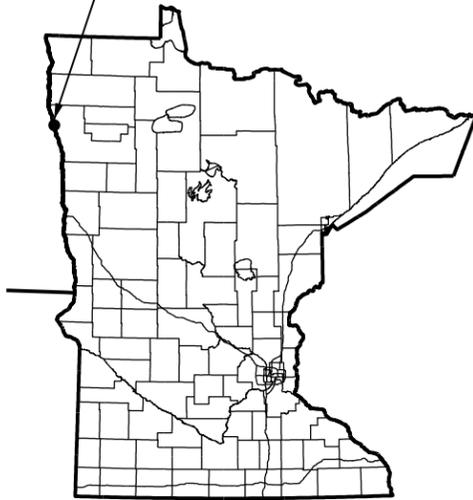
No recommendation at this time, for informational purposes and discussion.

Enclosures:

Plan Sheets

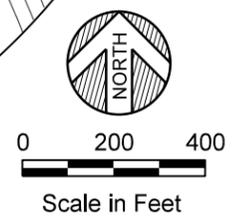
Construction Plans For CITY OF EAST GRAND FORKS 2023 CITY PROJECT NO. 2 LAFAVE PARK IMPROVEMENTS East Grand Forks, Minnesota

EAST GRAND FORKS, MINNESOTA



SHEET NO.	DESCRIPTION
G1.0	TITLE SHEET
G1.1	STANDARD SYMBOLS
C1.0	GENERAL AREA LAYOUT
C1.1	SEQ & GENERAL NOTES
C2.0	CONSTRUCTION DETAILS
C2.1	EROSION CONTROL DETAILS
C2.2-C2.4	TYPICAL SECTIONS
C2.5 - C2.10	PEDESTRIAN CURB RAMP DETAILS
C3.0 - C3.6	REMOVAL & MILLING PLAN
C4.0 - C4.3	CONSTRUCTION PLAN
C4.4	PARKING LOT & BOAT RAMP PLAN
C4.5	ADA SIDEWALK & RAMP LAYOUT
C4.6	1ST ST RECONSTRUCTION PLAN & PROFILE
C4.7	BIKEPATH PLAN & PROFILE
C4.8 - C4.9	ACCESS ROAD PLAN & PROFILE
C4.10	BOATRAMP PLAN & PROFILE
C4.11	PARKING LOT GRADING PLAN
C5.0 - C5.5	EROSION CONTROL PLAN
C5.6	USGS QUADRANGLE MAP
C5.7 - 5.10	SWPPP NARRATIVE
C6.0	TRAFFIC CONTROL PLAN
X1 - X3	CROSS SECTIONS 1ST ST
X4 - X8	CROSS SECTIONS (ACCESS ROAD)
X9 - X11	CROSS SECTIONS (BIKEPATH)
X2 - X14	CROSS SECTIONS (BOAT RAMPS)

THIS PLAN CONTAINS 60 PLAN SHEETS



City of East Grand Forks, Minnesota

HORIZONTAL DATUM:
NAD83 North Dakota State Plane (North Zone)
VERTICAL DATUM:
NGVD 29

BY: STEVEN R. EMERY
DATE: 04/07/2023
LIC. NO.: 41394

DATE	SCALE	DATE	REV#	DESCRIPTION
04/07/2023	AS SHOWN			

2023 CITY PROJECT # 2-LAFAVE PARK IMPROVEMENTS
LAFAVE PARK
EAST GRAND FORKS, MINNESOTA
TITLE SHEET

MODEL: Detail; Path: J:\2023\City of East Grand Forks\2023-1172-CADD\City Plan_Sheet\G1.0-2023-1172-LAFAVE.dwg

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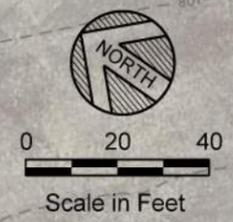
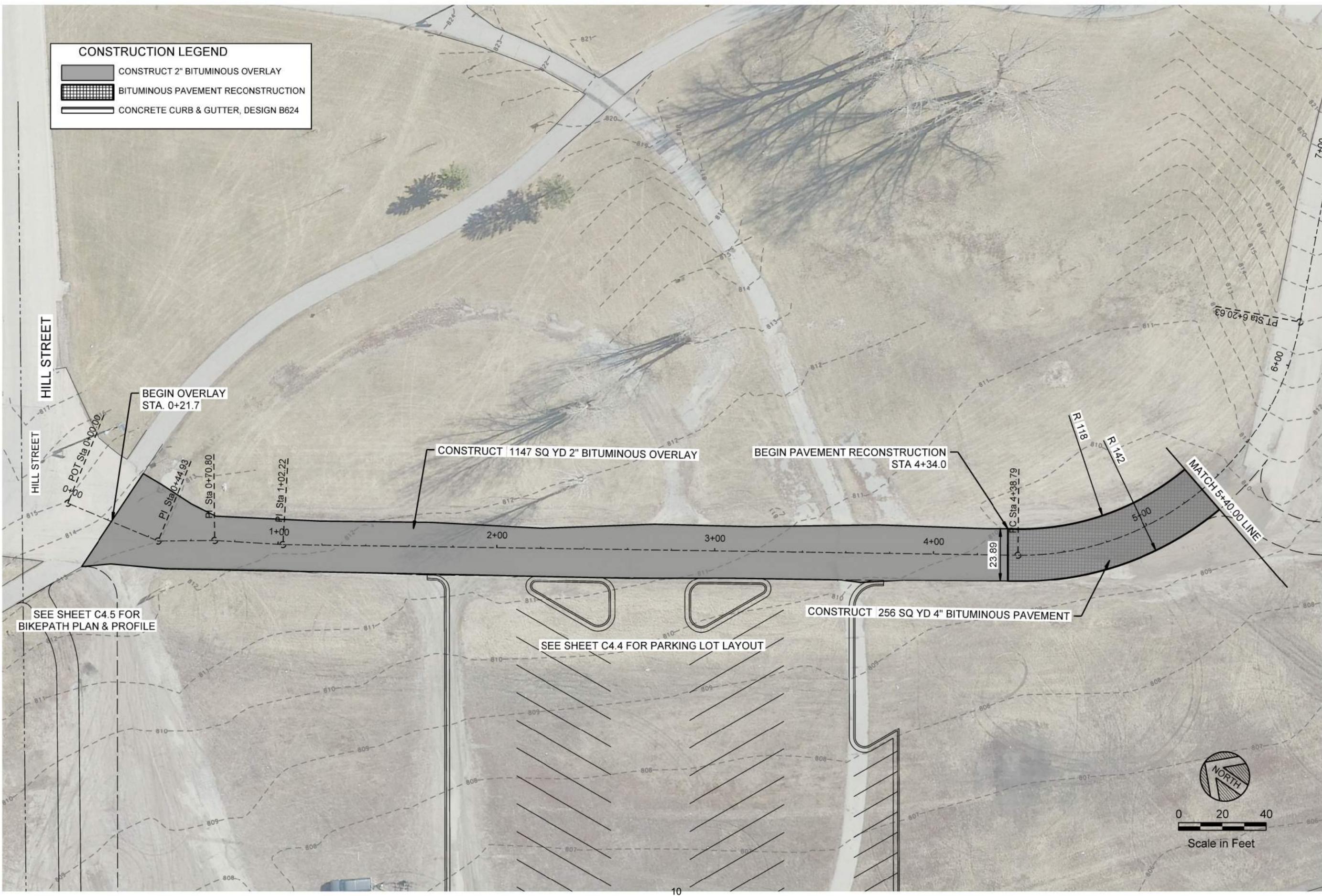
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SCALE: AS SHOWN	DRAWN BY: MHA	CHECKED BY: MHA	DATE: 04/07/2023
JOB NUMBER: 2023-002-1172			

2023 CITY PROJECT # 2-LAFAVE PARK IMPROVEMENTS
LAFAVE PARK
EAST GRAND FORKS, MINNESOTA
CONSTRUCTION PLAN

SHEET NO. **C4.0**
SHEET OF

CONSTRUCTION LEGEND

- CONSTRUCT 2" BITUMINOUS OVERLAY
- BITUMINOUS PAVEMENT RECONSTRUCTION
- CONCRETE CURB & GUTTER, DESIGN B624



DATE	REV	REVISION DESCRIPTION
04/07/2023	AS SHOWN	

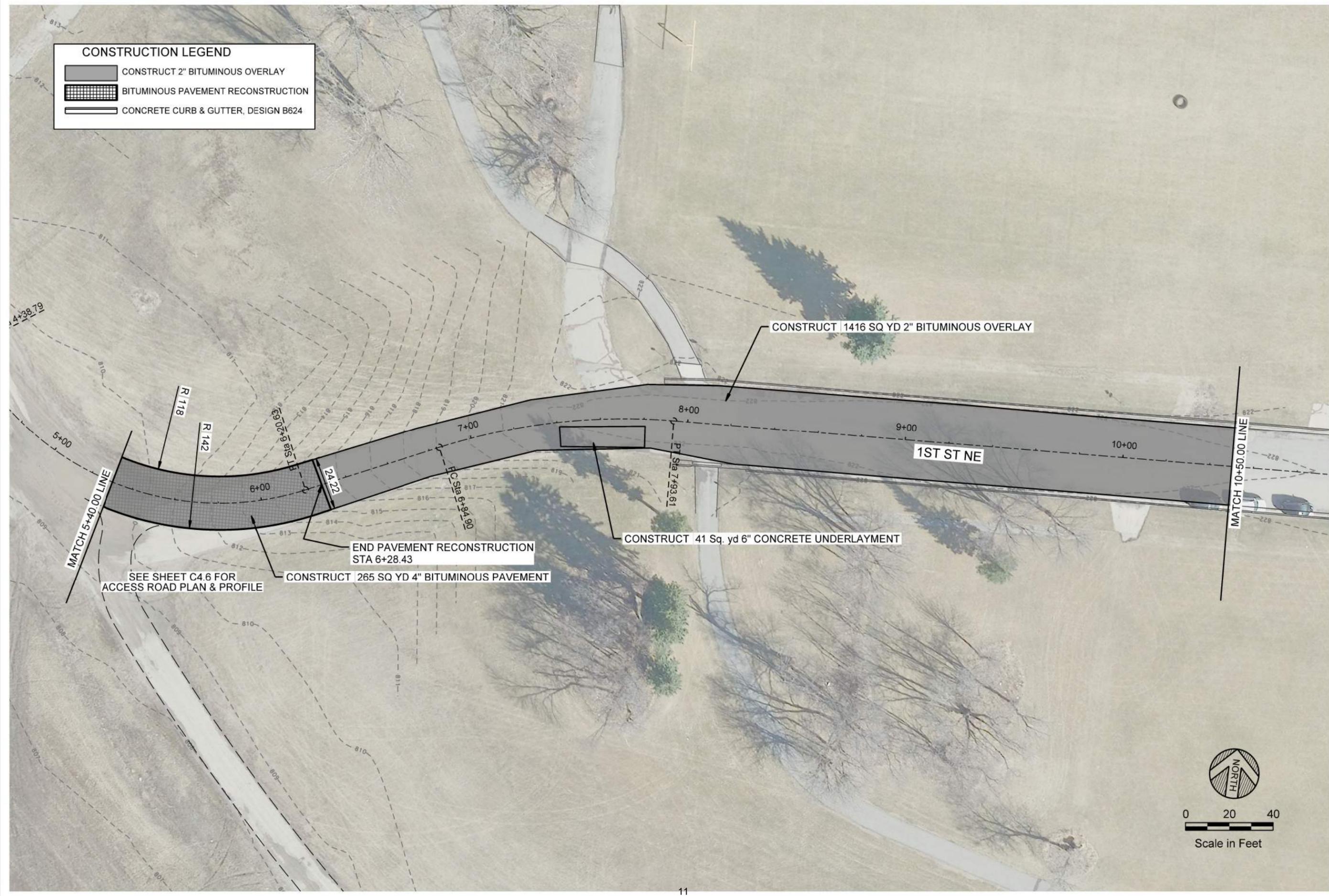
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JOB NUMBER	32358-2022-11722

2023 CITY PROJECT # 2-LAFAVE PARK IMPROVEMENTS
LAFAVE PARK
EAST GRAND FORKS, MINNESOTA
CONSTRUCTION PLAN

SHEET NO. **C4.1**
SHEET OF

CONSTRUCTION LEGEND

- CONSTRUCT 2" BITUMINOUS OVERLAY
- BITUMINOUS PAVEMENT RECONSTRUCTION
- CONCRETE CURB & GUTTER, DESIGN B624



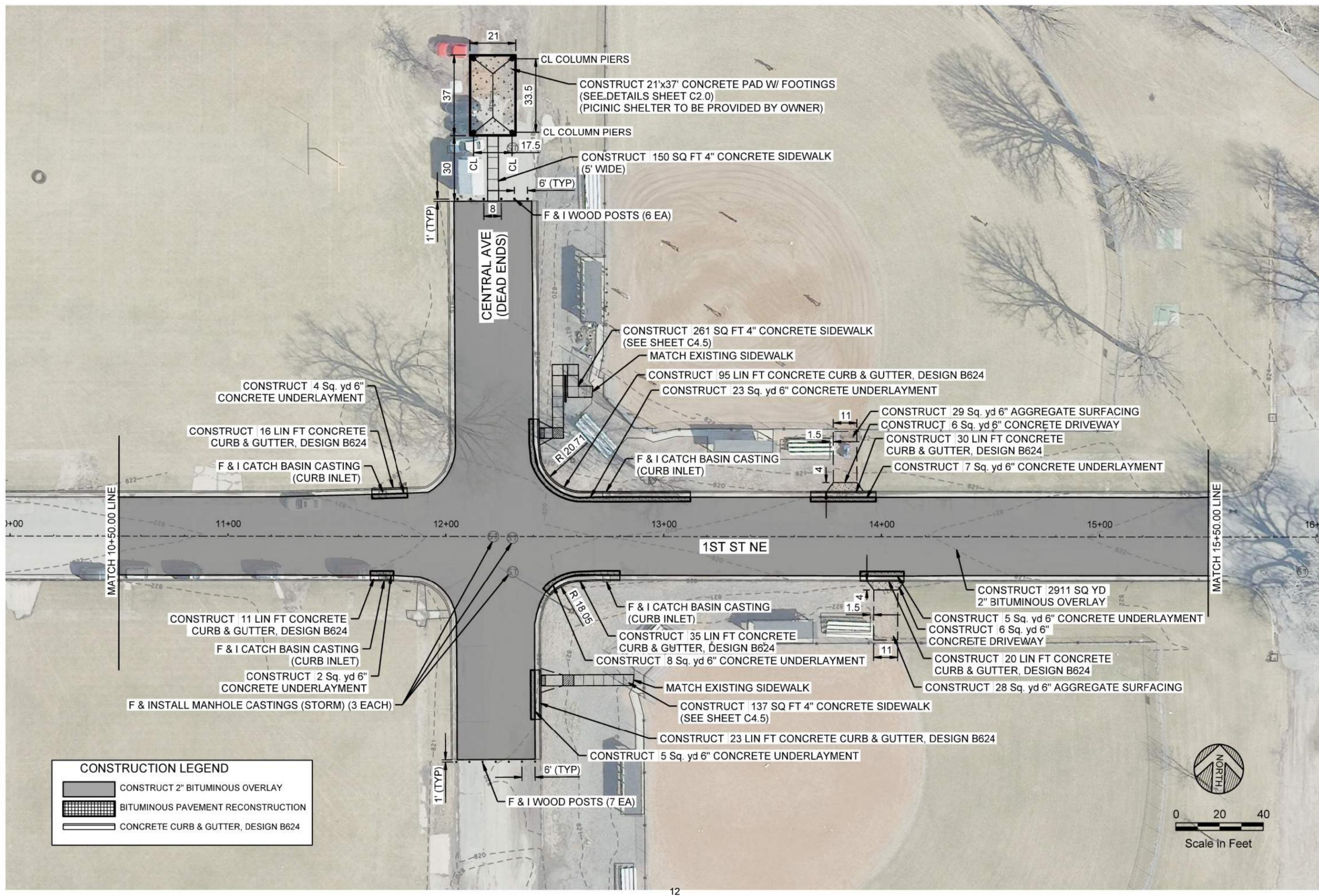
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REVISIONS DESCRIPTION	DATE	BY

DATE	SCALE	AS SHOWN	BY	DATE	BY
04/07/2023	AS SHOWN				

2023 CITY PROJECT #2-LAFAVE PARK IMPROVEMENTS
LAFAVE PARK
EAST GRAND FORKS, MINNESOTA
CONSTRUCTION PLAN

SHEET NO. **C4.2**
SHEET OF



CONSTRUCT 4 Sq. yd 6" CONCRETE UNDERLAYMENT
CONSTRUCT 16 LIN FT CONCRETE CURB & GUTTER, DESIGN B624
F & I CATCH BASIN CASTING (CURB INLET)

CL COLUMN PIERS
CONSTRUCT 21'x37' CONCRETE PAD W/ FOOTINGS (SEE DETAILS SHEET C2.0) (PICNIC SHELTER TO BE PROVIDED BY OWNER)
CL COLUMN PIERS
CONSTRUCT 150 SQ FT 4" CONCRETE SIDEWALK (5' WIDE)
6' (TYP)
F & I WOOD POSTS (6 EA)

CONSTRUCT 261 SQ FT 4" CONCRETE SIDEWALK (SEE SHEET C4.5)
MATCH EXISTING SIDEWALK
CONSTRUCT 95 LIN FT CONCRETE CURB & GUTTER, DESIGN B624
CONSTRUCT 23 Sq. yd 6" CONCRETE UNDERLAYMENT

CONSTRUCT 29 Sq. yd 6" AGGREGATE SURFACING
CONSTRUCT 6 Sq. yd 6" CONCRETE DRIVEWAY
CONSTRUCT 30 LIN FT CONCRETE CURB & GUTTER, DESIGN B624
CONSTRUCT 7 Sq. yd 6" CONCRETE UNDERLAYMENT

CONSTRUCT 11 LIN FT CONCRETE CURB & GUTTER, DESIGN B624
F & I CATCH BASIN CASTING (CURB INLET)
CONSTRUCT 2 Sq. yd 6" CONCRETE UNDERLAYMENT
F & INSTALL MANHOLE CASTINGS (STORM) (3 EACH)

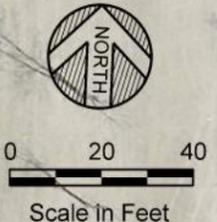
F & I CATCH BASIN CASTING (CURB INLET)
CONSTRUCT 35 LIN FT CONCRETE CURB & GUTTER, DESIGN B624
CONSTRUCT 8 Sq. yd 6" CONCRETE UNDERLAYMENT

CONSTRUCT 2911 SQ YD 2" BITUMINOUS OVERLAY
CONSTRUCT 5 Sq. yd 6" CONCRETE UNDERLAYMENT
CONSTRUCT 6 Sq. yd 6" CONCRETE DRIVEWAY
CONSTRUCT 20 LIN FT CONCRETE CURB & GUTTER, DESIGN B624
CONSTRUCT 28 Sq. yd 6" AGGREGATE SURFACING

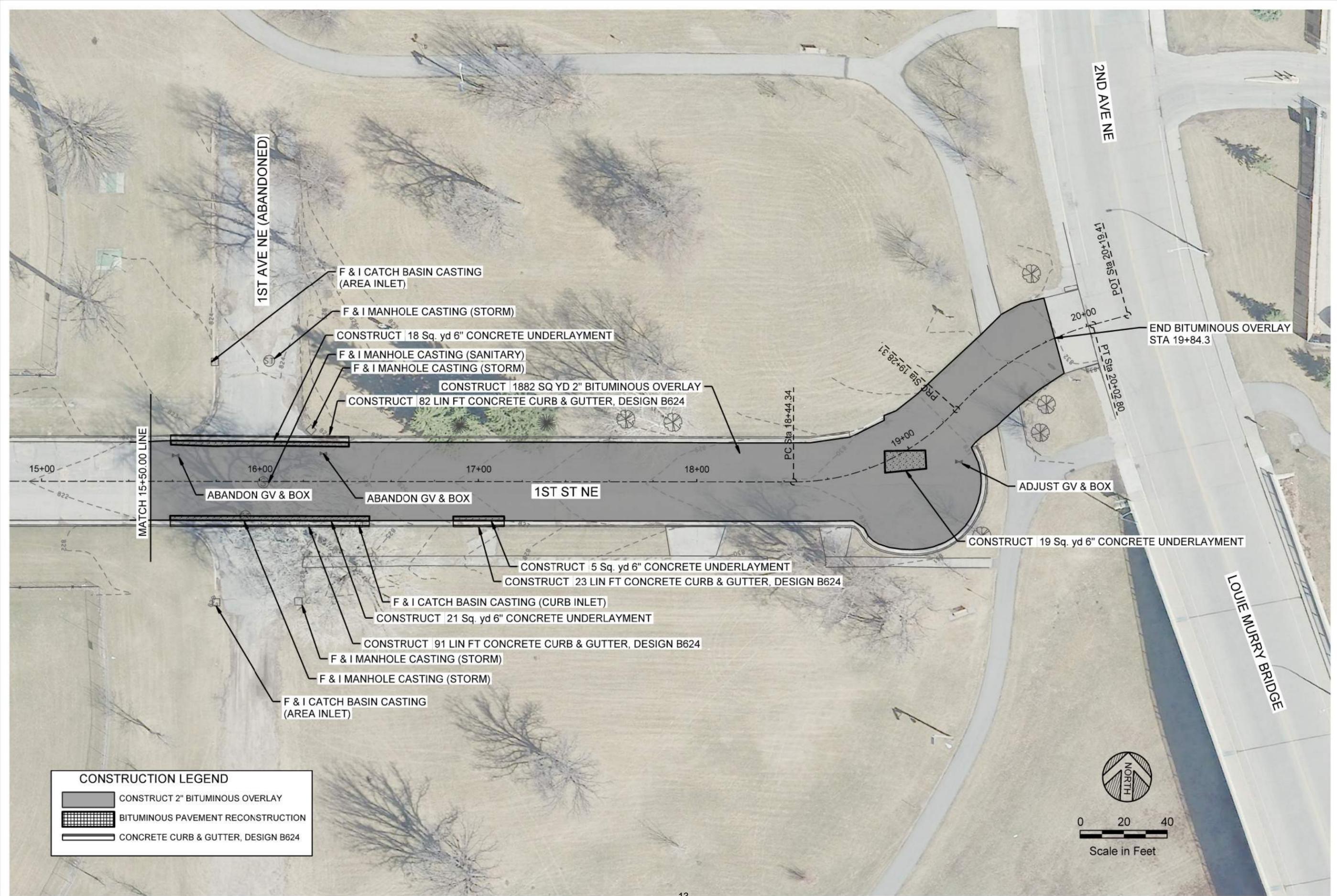
MATCH EXISTING SIDEWALK
CONSTRUCT 137 SQ FT 4" CONCRETE SIDEWALK (SEE SHEET C4.5)
CONSTRUCT 23 LIN FT CONCRETE CURB & GUTTER, DESIGN B624
CONSTRUCT 5 Sq. yd 6" CONCRETE UNDERLAYMENT

CONSTRUCTION LEGEND

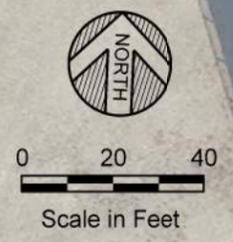
- CONSTRUCT 2" BITUMINOUS OVERLAY
- BITUMINOUS PAVEMENT RECONSTRUCTION
- CONCRETE CURB & GUTTER, DESIGN B624



MODEL: Detail
 PARK: LAFAYETTE PARK
 PROJECT: 2023-2024
 DATE: 04/07/2023



CONSTRUCTION LEGEND	
	CONSTRUCT 2" BITUMINOUS OVERLAY
	BITUMINOUS PAVEMENT RECONSTRUCTION
	CONCRETE CURB & GUTTER, DESIGN B624



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BY: I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

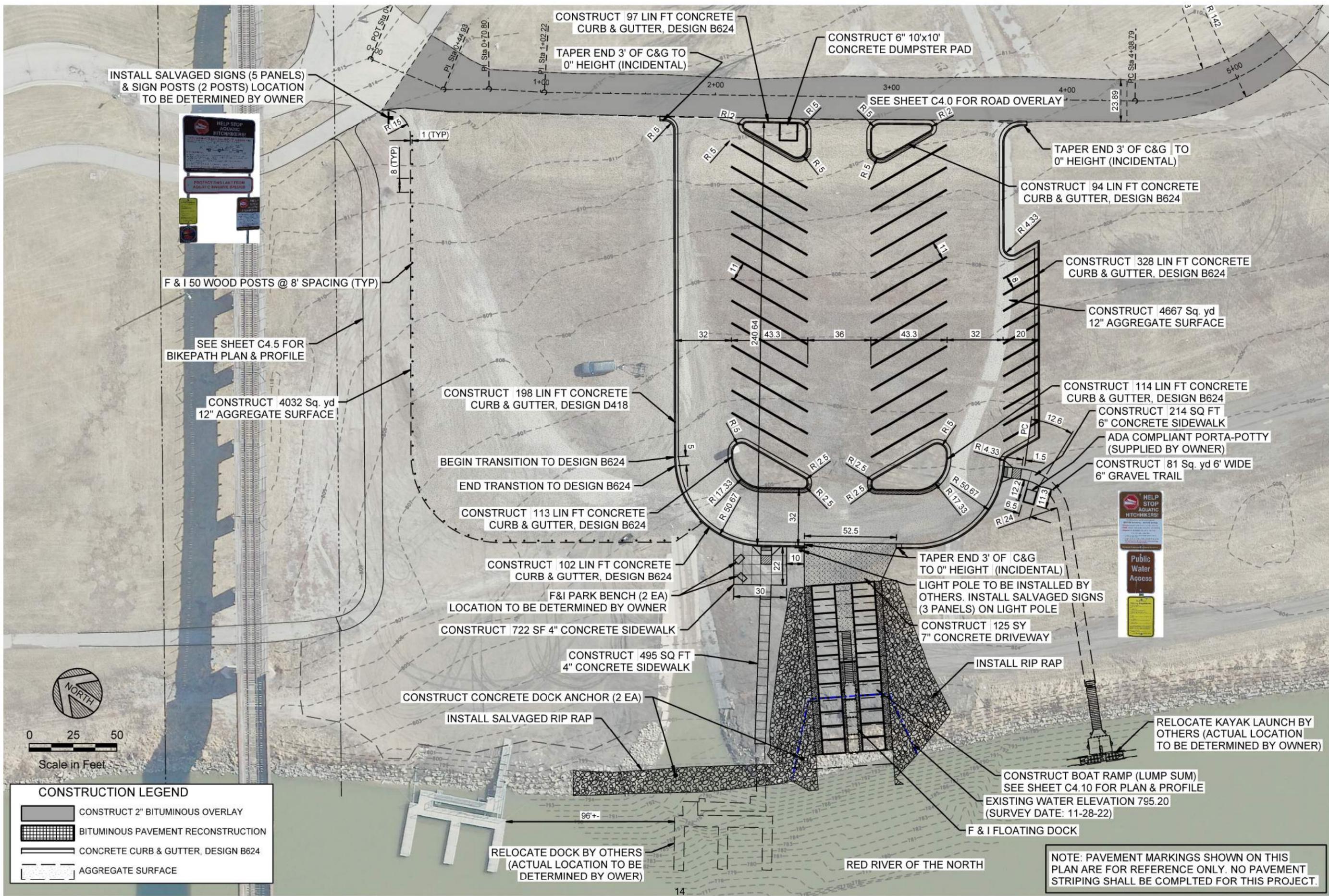
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PROJECT NUMBER: 2023-2024-11722	PROJECT NUMBER: 2023-2024-11722	PROJECT NUMBER: 2023-2024-11722	PROJECT NUMBER: 2023-2024-11722

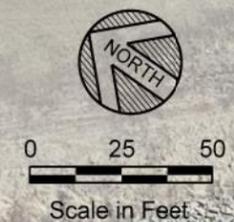
2023 CITY PROJECT # 2-LAFAYETTE PARK IMPROVEMENTS
LAFAYETTE PARK
EAST GRAND FORKS, MINNESOTA

CONSTRUCTION PLAN

SHEET NO:	C4.3
SHEET OF:	



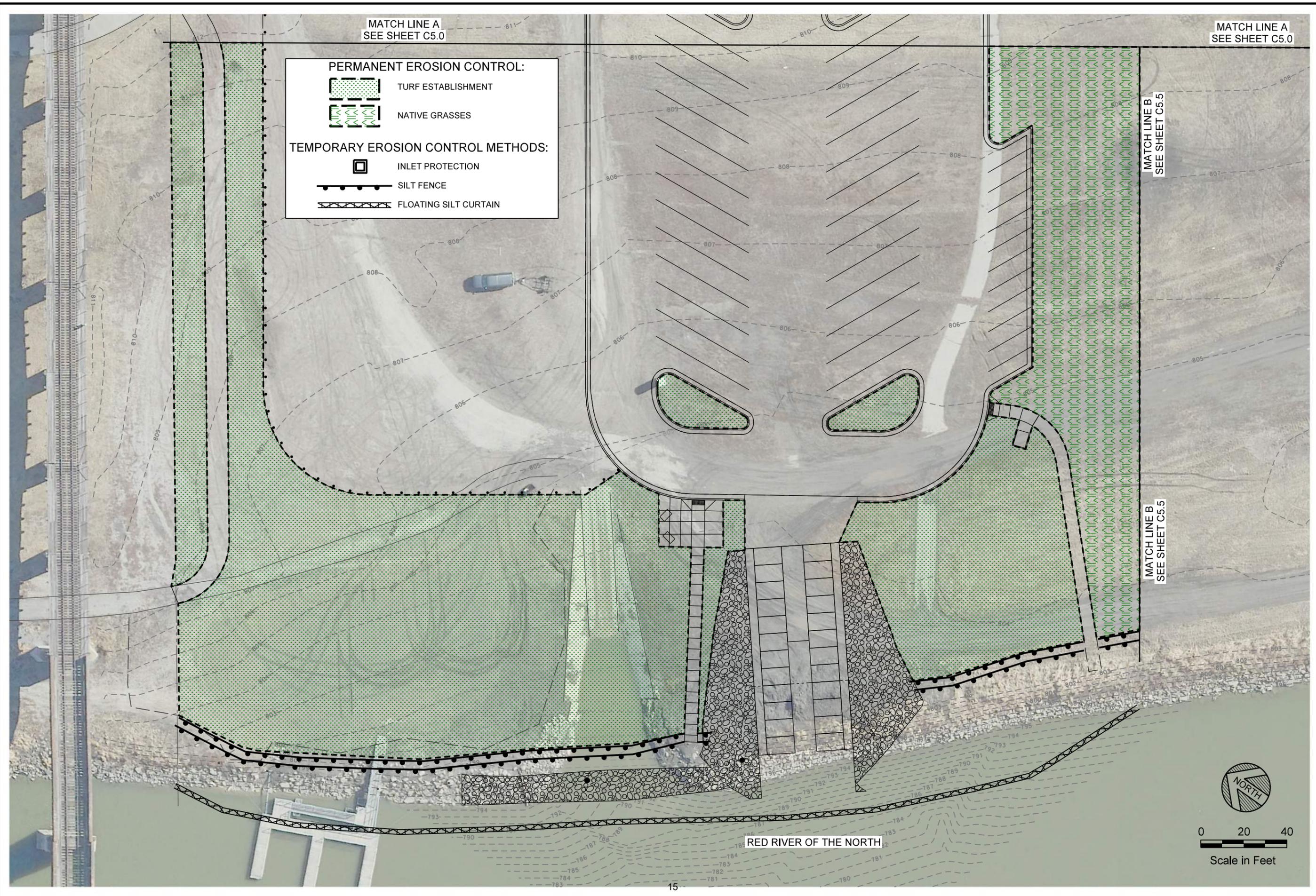
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DATE: 04/07/2023 11:23:00 AM
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CHECKED BY: BRE
JOB NUMBER: 202305-2022-11722



CONSTRUCTION LEGEND

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[Hatched Box]	BITUMINOUS PAVEMENT RECONSTRUCTION
[Double Line Box]	CONCRETE CURB & GUTTER, DESIGN B624
[Dashed Line Box]	AGGREGATE SURFACE

MODEL: Detail
PART: 2-Draft
DATE: 04/07/2023
PROJECT: 2023 City of East Grand Forks - 2022-1172-CADD-01-Plan-Sheet-C5.0-2023-1172-LAF-REV.dgn



MATCH LINE A
SEE SHEET C5.0

MATCH LINE A
SEE SHEET C5.0

MATCH LINE B
SEE SHEET C5.5

MATCH LINE B
SEE SHEET C5.5

RED RIVER OF THE NORTH



0 20 40
Scale in Feet

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2023 CITY PROJECT # 2-LAFAVE PARK IMPROVEMENTS
LAFAVE PARK
EAST GRAND FORKS, MINNESOTA
EROSION CONTROL PLAN

DATE	SCALE	DATE	REV#	REVISION DESCRIPTION
04/07/2023	AS SHOWN		1	
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			4	

BY: _____
 I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND IN ACCORDANCE WITH THE PROFESSIONAL STANDARDS AND ETHICS OF THE PROFESSION OF PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
 STEVEN R. EMERY DATE: 04/07/2023 LIC. NO. 41394

DATE: 04/07/2023
 SCALE: AS SHOWN
 DRAWN BY: MBA
 CHECKED BY: SRE
 JOB NUMBER: 2023-1172

SHEET NO. **C5.4**
 SHEET OF

4/17/2023 © 2022 WIDSETH

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 4/17/2023



PERMANENT EROSION CONTROL:

- TURF ESTABLISHMENT
- NATIVE GRASSES

TEMPORARY EROSION CONTROL METHODS:

- INLET PROTECTION
- SILT FENCE

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2023 CITY PROJECT # 2-LAFAVE PARK IMPROVEMENTS
 LAFAVE PARK
 EAST GRAND FORKS, MINNESOTA
 EROSION CONTROL PLAN

DATE	SCALE	DATE	REV#	REVISION DESCRIPTION
04/07/2023	AS SHOWN		1	
			2	
			3	
			4	

DATE: 04/07/2023
 DRAWN BY: MBA
 CHECKED BY: SRE
 JOB NUMBER: 32356-2022-11722
 BY: STEVEN R. EMERY
 I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND IN ACCORDANCE WITH THE PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
 LIC. NO. 41394

SHEET NO. **C5.5**
 SHEET OF

Request for Council Action

Date: April 11, 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: Reid Huttunen, Parks & Recreation

RE: Outdoor Rink donation project estimates and discussion

Background:

Updates on proposed outdoor ice rink near the Blue Line Arena.

- The Blue Line Club has committed to accepting the donated Dasher Board system from the University of Denver. Estimated value of the boards is \$50,000. They are due to deliver to East Grand Forks April 14th.
- Widseth has put together a preliminary site plan for the project, and preliminary estimates have been gathered.

- Project pricing has been requested with two options:
 - 1) A Dasher board foundation ring with grass inside the rink boards
 - OR
 - 2) Concrete on the entire ice rink playing surface

- Price Estimates for each project options are included:
 - Project scope will include the outdoor rink area, excavation, concrete, board install and alterations, and renovation in the Blue Line Arena to create a skate tie area.

- TOTAL PRICE ESTIMATE:
 - o Option 1: Foundation Ring with Grass interior: \$175,300.00
 - o Option 2: Concrete Floor system: \$267,800.00

- Items not included in the above estimates are:
 - o Rink Lighting
 - o Sanitary sewer manhole cover solution
 - o Gutter System added to east exterior of Blue Line Arena

- Ongoing Operation and Ice Maintenance budget estimates:
 - \$9,000 is the Avg Utility cost at our Stauss & Nash Park Warming houses
 - Utility cost will likely be equal to or higher on this rink, as I anticipate it needing to be flooded almost daily rather than weekly.
 - Warming House Staff
 - I would not staff an additional attendant at this rink. The skate tie area in the Blue Line Arena would be open for use when the Blue Line is open.
 - Snow Removal/Ice Rink Maintenance
 - Plan for 6-8 hours for each snow event. To blow and broom snow from the ice rink. Staff and equipment costs would come out of the Parks Maintenance budget.
 - Staff time and ability to maintain this and our Nash Park & Stauss Park outdoor rinks with our current staffing levels and snow removal responsibility remains my biggest concern.
 - If outdoor rinks are to continue to be a priority for our department, we need to evaluate further what sidewalks, trails, and parking lots are the responsibility of Parks staff.

Recommendation:

Seeking discussion and input from City Council on the proposed plan for an outdoor rink at the Blue Line Arena location

Enclosure:

Proposed Site Plan for outdoor rink – provided by Widseth
Proposed Project Estimate

Blue Line Club Outdoor Rink

Univ. of Denver donated dasher board system (Approx. board value \$50,000)

Item	Estimate	Notes
Transportation	\$ 4,000.00	\$5000.00 Standard pricing Hartwig trucking \$1000.00 discount
Storage		
New Zamboni Door	\$ 10,000.00	Athletica Sports systems is supplier verbal quote was \$8,000 - \$10,000
Miscellaneous Board Items	\$ 5,000.00	Anchor Bolts/Glass expansion material, exterior
Total:	\$ 19,000.00	

Outdoor Rink (Dasher board foundation & Playing surface.

Item	Estimate	Notes
Option 1: Foundation ring OR	\$ 97,500.00	inside playing surface is grass; includes site grading and seed
Option 2: Concrete Slab	\$ 190,000.00	entire floor is concrete
Sanitary Sewer Line Manhole	TBD	Manhole cover solution TBD. Either buried or manhole poured into slab
Excavation/Grading	\$ 4,000.00	20 hours @ \$200.00 HR
Retaining Wall	\$ 15,000.00	200' @ \$50.00 S/F
Erosion Control	\$ 1,000.00	650' of 9" erosion control logs
Fill	\$ 3,000.00	200 Yards of Clay if needed
Gutters		
Landscaping	\$ 5,000.00	Final grading around rink site/building
Rink Lighting	TBD	
Option 1 TOTAL	\$ 125,500.00	
OR		
Option 2 TOTAL	\$ 218,000.00	

Blue Line Club Indoor Skate Tie Area

Skate Tie Area will be added in the Southeast corner of the blue line arena. Rubber flooring will be added to connect from current lobby area, all the way around the rink to the SE corner.

Item	Estimate	Notes
BLC New Entrance Door	\$ 5,500.00	Door @ 10% over Cost, installation labor donated
Frame in New Door	\$ 1,000.00	LaborEstimate/ Donation more likely
Rubber Flooring	\$ 20,250.00	Skate Rubber connecting from front lobby around to southeast corner of building
Benches for Skate Tie	\$ 4,050.00	4 total - 8 ft long each; double sided seating
TOTAL	\$ 30,800.00	

Option 1 Outdoor Rink Total	\$ 175,300.00	Dasher System, foundation ring, and skate tie area
Or		
Option 2 Outdoor Rink Total	\$ 267,800.00	Dasher System, Concrete floor, and skate tie area

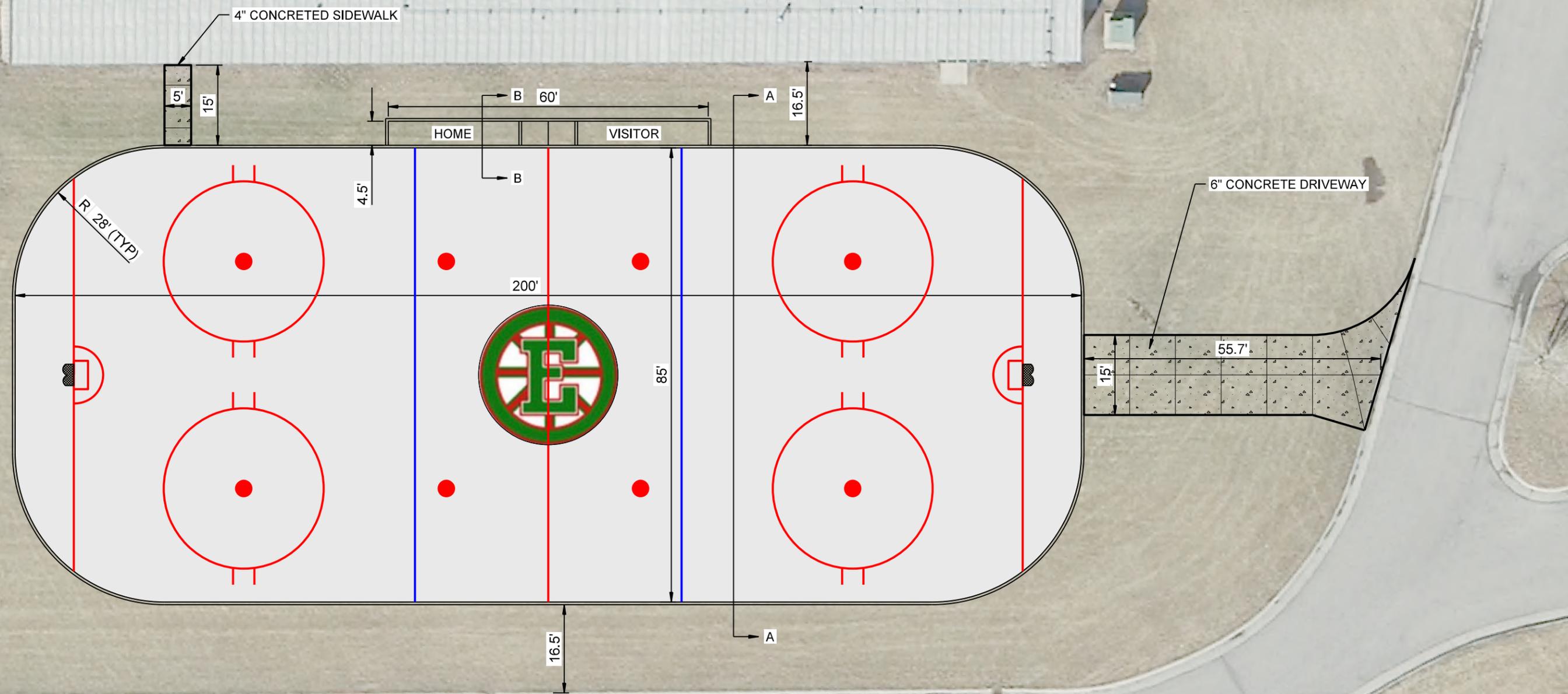
Budget items still to be determined

Rink Lighting		
Manhole Cover solution		
Gutters on Blue Line Arena east exterior		
Blue Line Arena Bench improvement		Plan \$20,000; as a starting point. Waiting for official quote.



0 10 20
Scale in Feet

BLUE LINE ARENA



WIDSETH
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
DATE: _____ LIC. NO. _____

DATE	SCALE	AS SHOWN	REV#	REVISIONS DESCRIPTION
03/02/2023			1	
			2	
			3	
			4	

EAST GRAND FORKS BLUE LINE CLUB
OUTDOOR RINK FACILITY
EAST GRAND FORKS, MINNESOTA
JOB NUMBER: 2023-10235
DATE: _____ LIC. NO. _____

SHEET NO. **C1.0**
SHEET OF

MODEL: Detail
PATH: J:\Blue Line Club Areas\31502023-10235 CAD\CAD\2023-10235_Drawing_Plan.dwg
3/2/2023

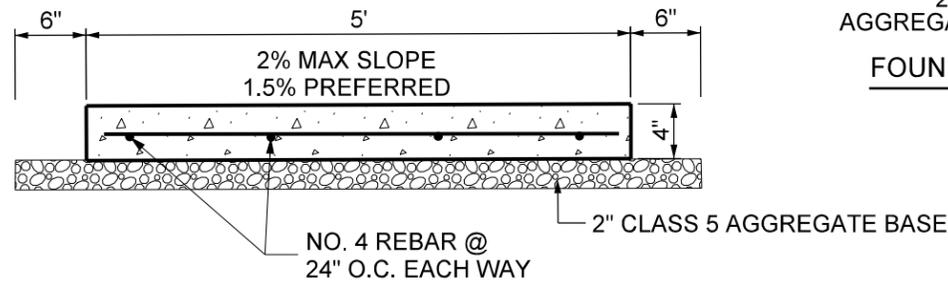
GENERAL NOTES:

1. CONCRETE SHALL MEET FOLLOWING PROPERTIES

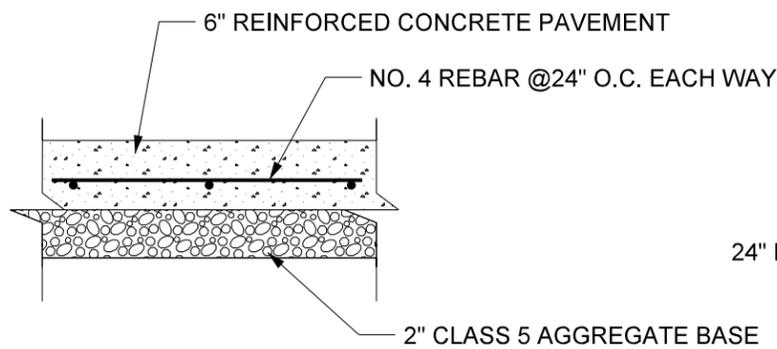
- * 4500 PSI COMPRESSIVE STRENGTH
- * AIR CONTENT (6.5 ± 1.5%)
- * SLUMP RANGE (2"-5")
- * MAX W/C RATIO 0.45
- * MAX FLY ASH = 25%

2. REINFORCEMENT STEEL

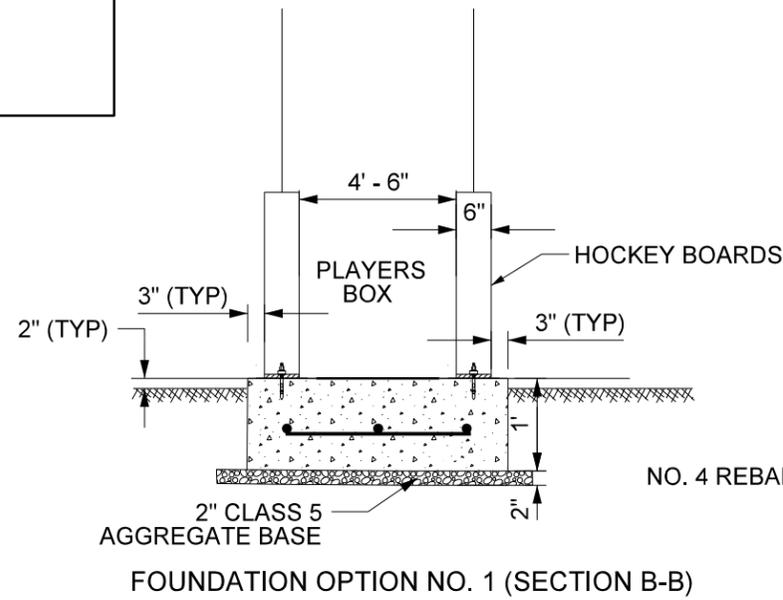
- * DEFORMED BARS (UNCOATED)
- * Fy=60 KSI



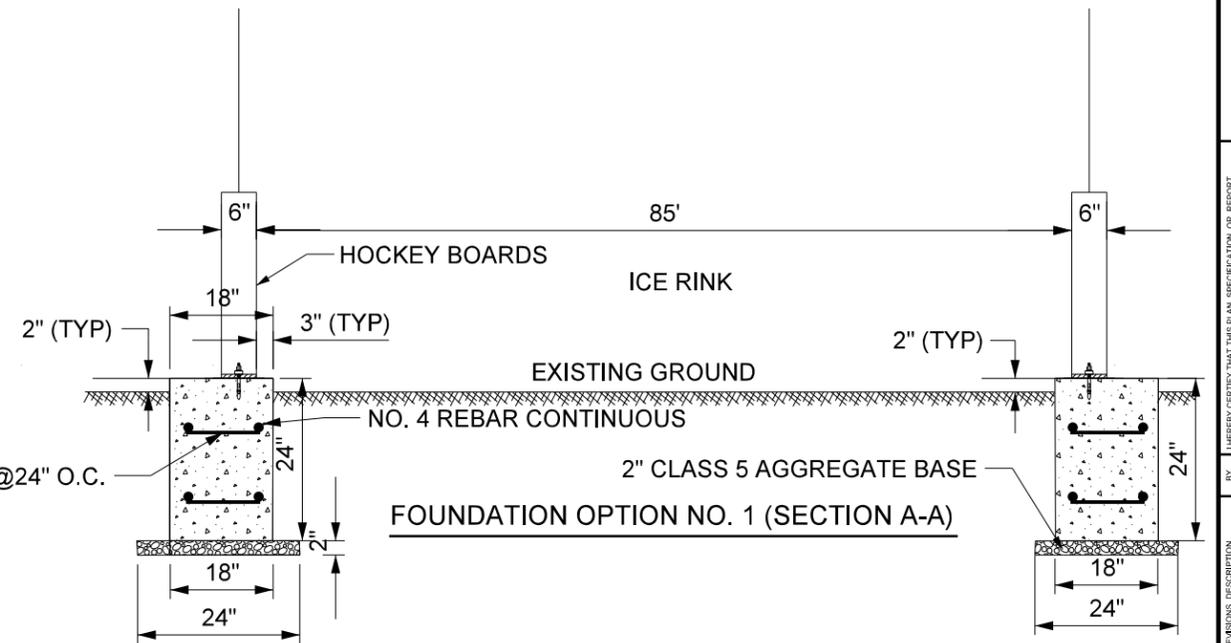
SIDEWALK DETAIL
no scale



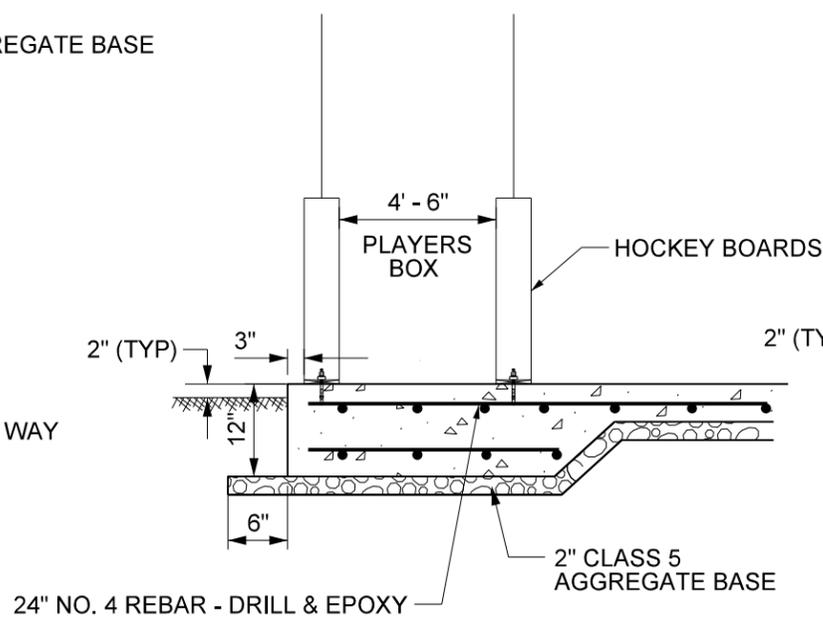
CONCRETE DRIVEWAY DETAIL



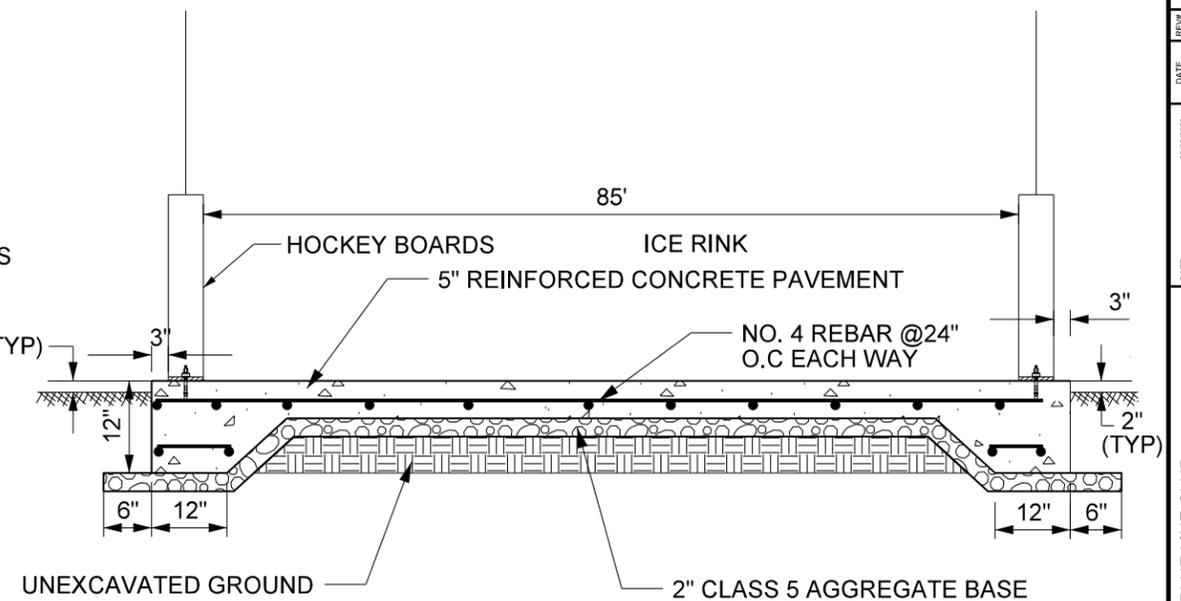
FOUNDATION OPTION NO. 1 (SECTION B-B)



FOUNDATION OPTION NO. 1 (SECTION A-A)



FOUNDATION OPTION NO. 2 (SECTION B-B)



FOUNDATION OPTION NO. 2 (SECTION A-A)

BY: I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND TO THE BEST OF MY KNOWLEDGE AND BELIEF IT COMPLIES WITH ALL THE REQUIREMENTS OF THE LAWS OF THE STATE OF MINNESOTA.
DATE: _____ LIC. NO. _____

DATE	REV#	REVISION DESCRIPTION
03/02/2023	1	NO SCALE
	2	RMB
	3	SRE
	4	

DATE: _____ SCALE: _____ DRAWN BY: _____ CHECKED BY: _____ JOB NUMBER: 2023-0025

EAST GRAND FORKS BLUE LINE CLUB
OUTDOOR RINK FACILITY
EAST GRAND FORKS, MINNESOTA
CONSTRUCTION DETAILS

Request for Council Action

Date: April 11, 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: Reid Huttunen, Parks & Recreation

RE: National Fitness Campaign – Outdoor Fitness Court Grant initiative

Background:

In 2018 or 2019, the National Fitness Campaign (NFC) inquired with East Grand Forks to see if we would be interested in applying for a grant and raising funds to build an outdoor fitness court. At that time, we reviewed and discussed at a City Council meeting, but ultimately decided not to move forward with an application to this campaign.

To see more about the NFC program and Fitness Court, watch this 3 minute video here:

<https://nationalfitnesscampaign.com/watch>

NFC has again reached out to East Grand Forks with an interest in partnering with our organization, and has now added Blue Cross Blue Shield of Minnesota as a statewide partner for their Outdoor fitness court.

Total project cost of the outdoor fitness court is approx.	\$130,000 - \$170,000
NVC and BCBS of MN Sponsorship value	\$55,000 - \$75,000
“Local Share/Responsibility on average is	\$75,000 - \$95,000

NFC shares that typical City Capital Investment on a project like this is \$50,000-\$75,000. That number can go up or down depending upon how engaged and successful the City would be in fundraising locally to build out the project.

NFC is seeking grant applicants for calendar years 2023 and 2024. In preliminary review, NFC believes Sherlock Park would be an ideal park location for the court.

- When selecting potential sites, NFC looks at:
 - o Foot traffic of area/neighborhood
 - o Connectivity to parks/trail system
 - o Nearby parking, and at least 100 foot setback from roads/streets

Budget Impact:

Up to \$95,000, depending upon project install costs and local success in fundraising.

Request for Council Action

Recommendation:

Seeking council discussion and direction on interest in moving forward with a grant application for this program, and if so, what Calendar year do we feel most comfortable with moving forward?

Enclosures:

NFC Briefing Presentation



NATIONAL FITNESS CAMPAIGN
**CAMPAIGN
BRIEFING**



2023



BROUGHT TO YOU BY





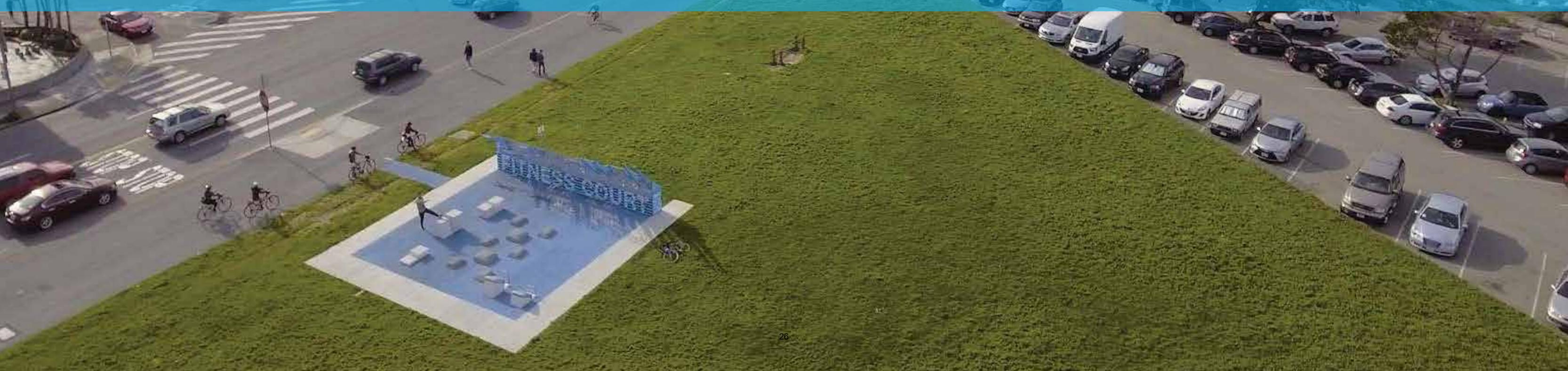
WHO WE ARE

National Fitness Campaign is a wellness consulting firm. Our mission is to build healthy communities.



WHAT WE DO

NFC develops partnerships with cities, schools and sponsors to fund, build, and activate outdoor Fitness Courts, making world class fitness free.



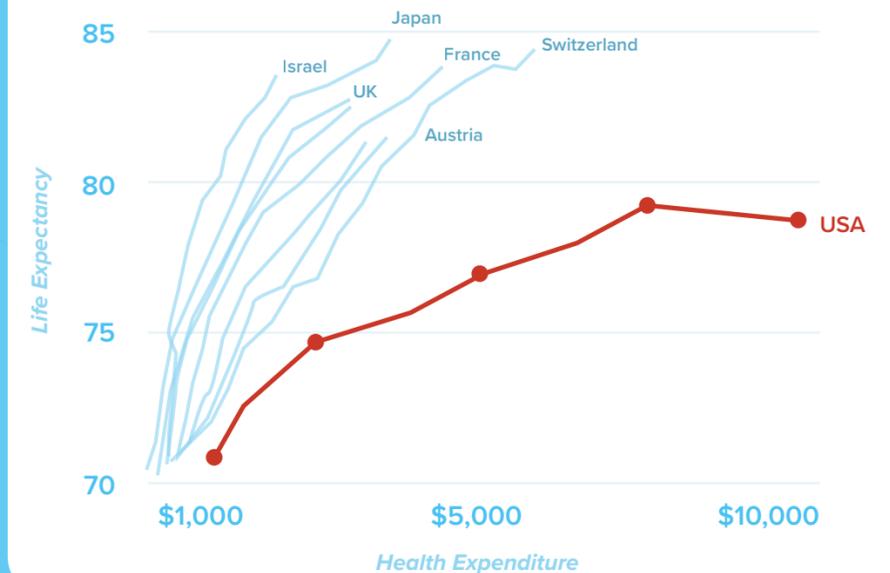


WHY WE DO IT

TO MAKE WORLD CLASS FITNESS FREE

THE PROBLEM

Life Expectancy vs Health Expenditure



America is facing a health crisis caused by sedentary lifestyles and cities designed for cars. USA spends more money than any other on healthcare with poor results.

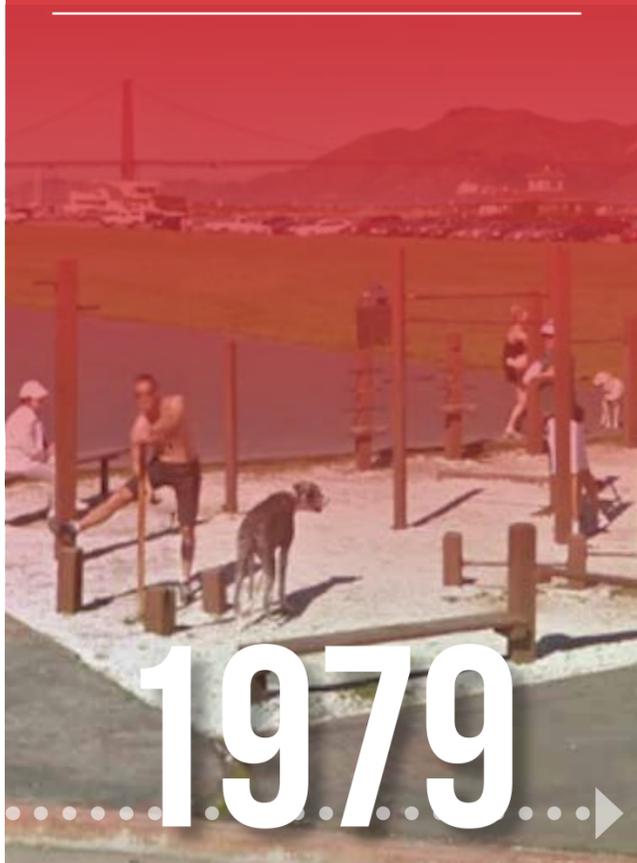
THE SOLUTION

When communities are designed to support wellbeing, health outcomes change!

40+ YEARS IN THE MAKING CAMPAIGN HISTORY



FITNESS COURT INVENTED
SAN FRANCISCO • STANFORD



1979



FIRST NATIONAL SPONSOR
3 COUNTRIES • 10,000 FITNESS COURTS



1980's



REDESIGNED
FOR IMPACT IN 21ST CENTURY



2012



WELCOMING 500TH
HEALTHY COMMUNITY ACROSS AMERICA



2023



NFC EXPANDS TO 10,000
COMMUNITIES WITH PARTNERS



2030's

Campaign Overview

National Fitness Campaign





FITNESS COURT

WORLDS BEST OUTDOOR GYM



7 MOVEMENT FULL BODY WORKOUT
FUNCTIONAL TRAINING SYSTEM
DIGITALLY ACTIVATED | COACH IN YOUR POCKET



CORE



SQUAT



PUSH



LUNGE



PULL



AGILITY



BEND



 **FITNESS COURT®**

ADULTS OF ALL AGES AND ABILITY



I am glad to see movements to improve balance.

- Carol Claybaker, Senior Resident of Janesville, WI

Campaign Services

National Fitness Campaign



Planning & Funding Support



Pre Launch Support



Ambassador Training



ACE APPROVED



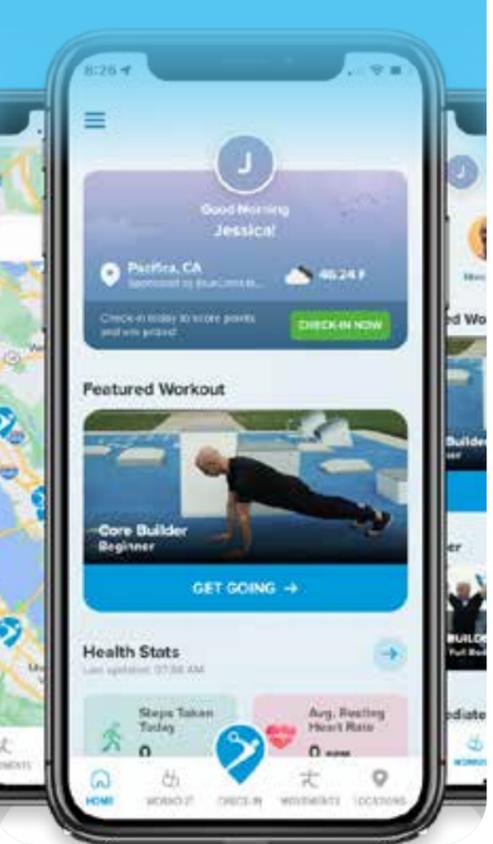
Media & Press



Launch & Ribbon Cutting



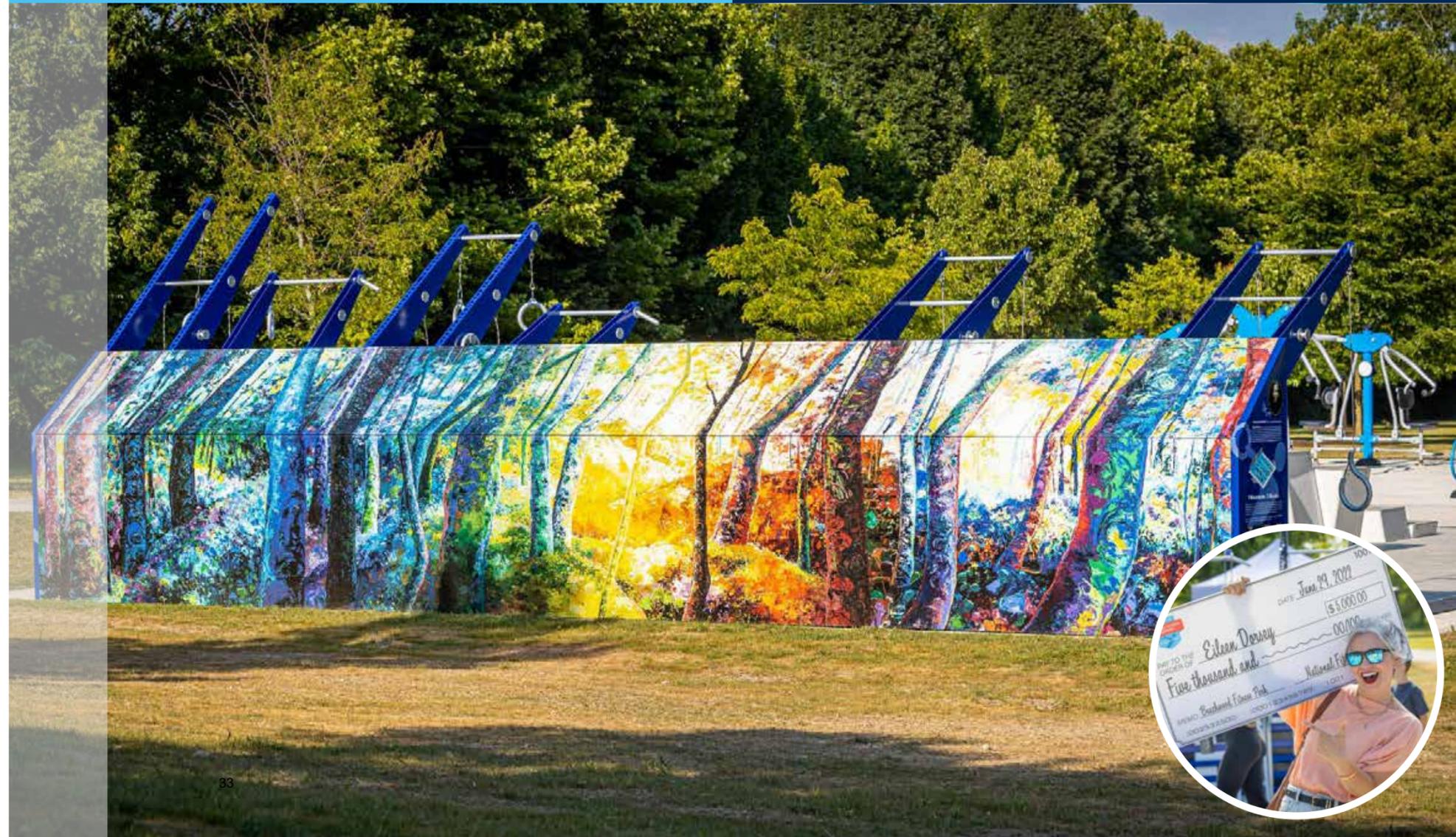
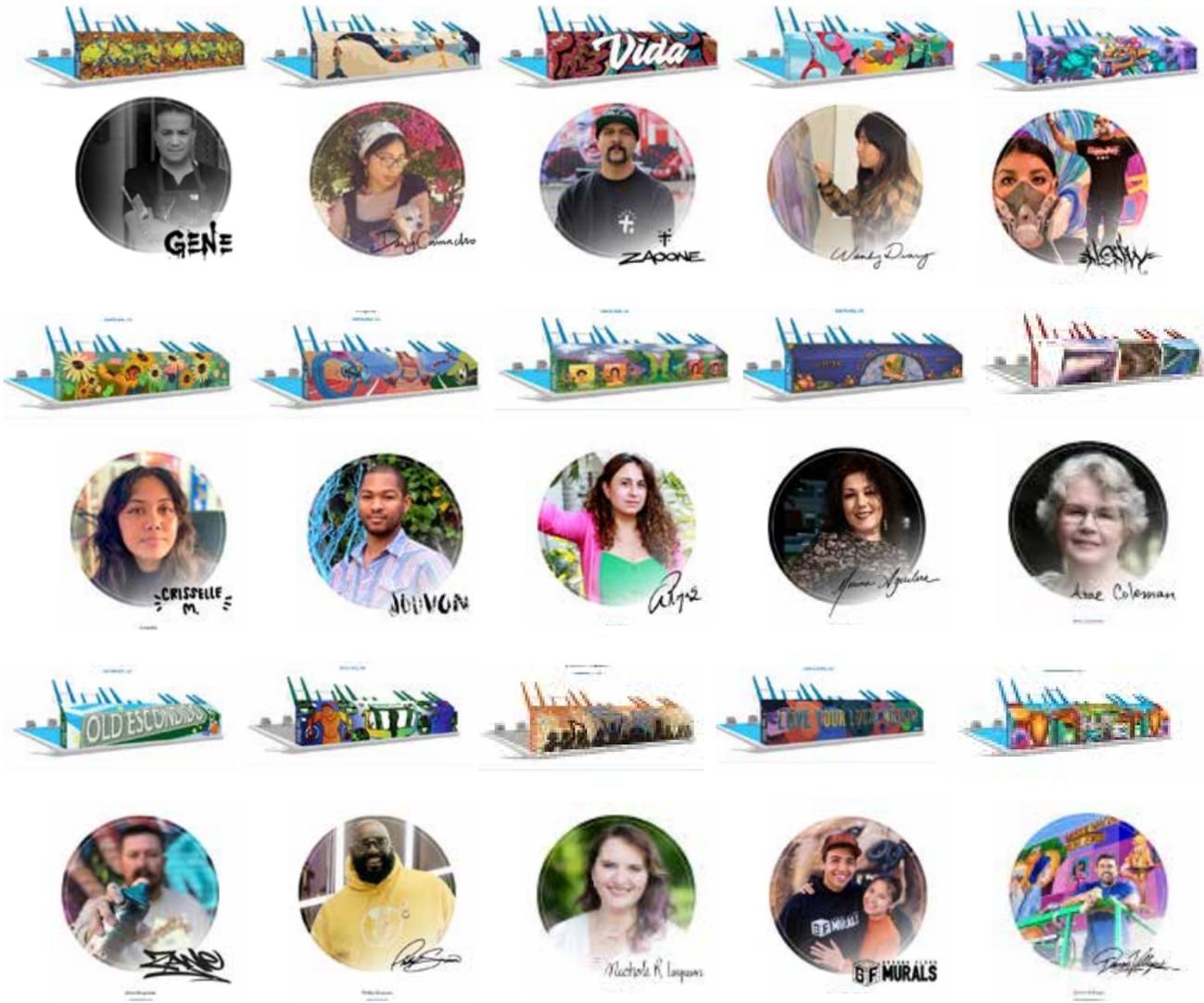
Fitness Court® App



WE BUILD HEALTHY COMMUNITIES!

Fitness Court® Public Art

Inspiration Meets Wellness



ARTISTS FROM ACROSS THE COUNTRY

Fitness Court® Public Art



FITNESS COURTS®



BCBSMN Art Gallery

Gallery details made available to grant awardees for selection

Special consideration for local BIPOC Artist when available

Fully Funded Local Artist Program Supported by BCBSMN

Supporting BIPOC Artist across Minnesota



**Fully Supported as part of Minnesota Campaign
for 10 Leading Partners**

\$25,000 Grant Included from 

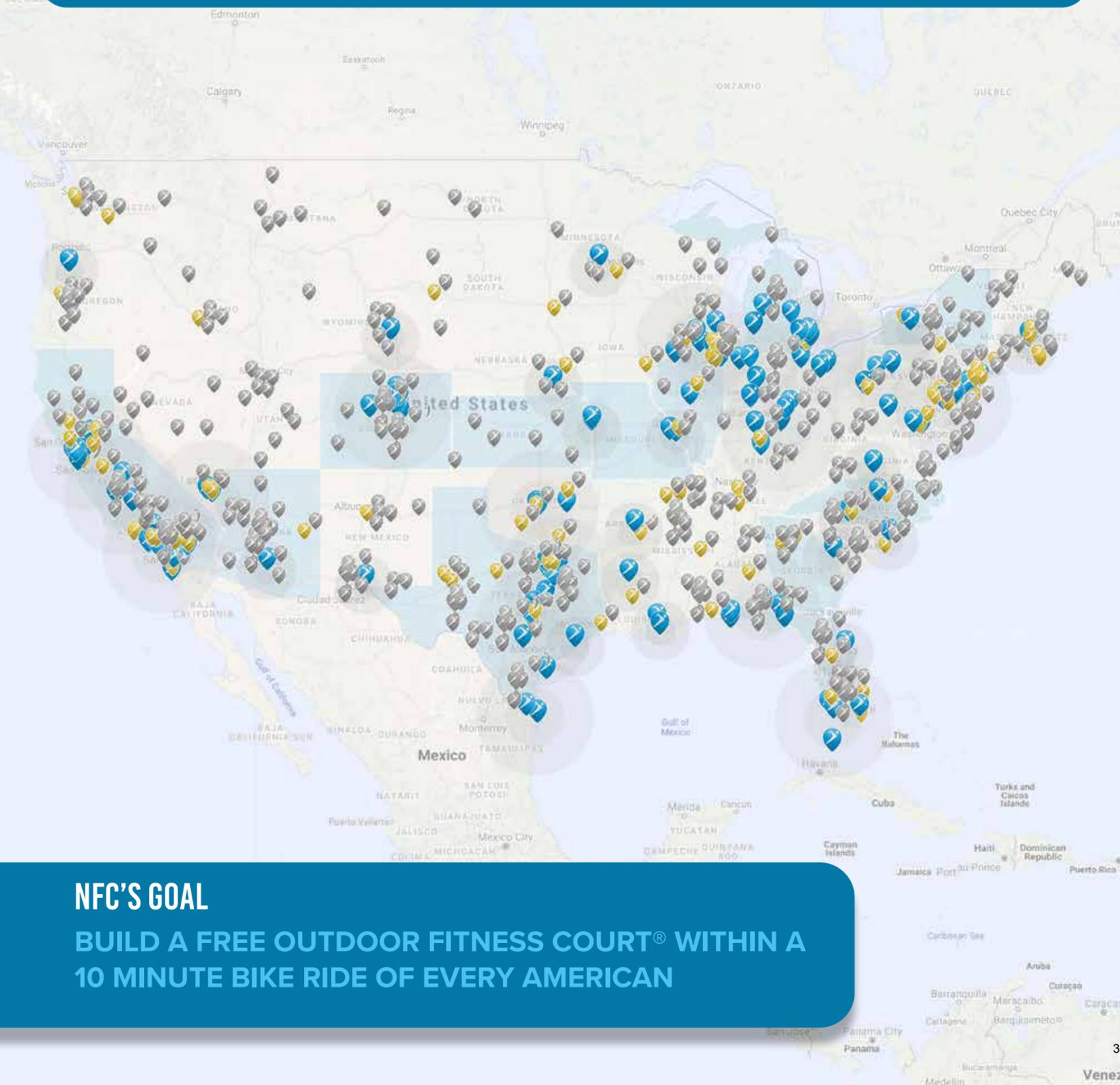
Campaign Overview

National Fitness Campaign

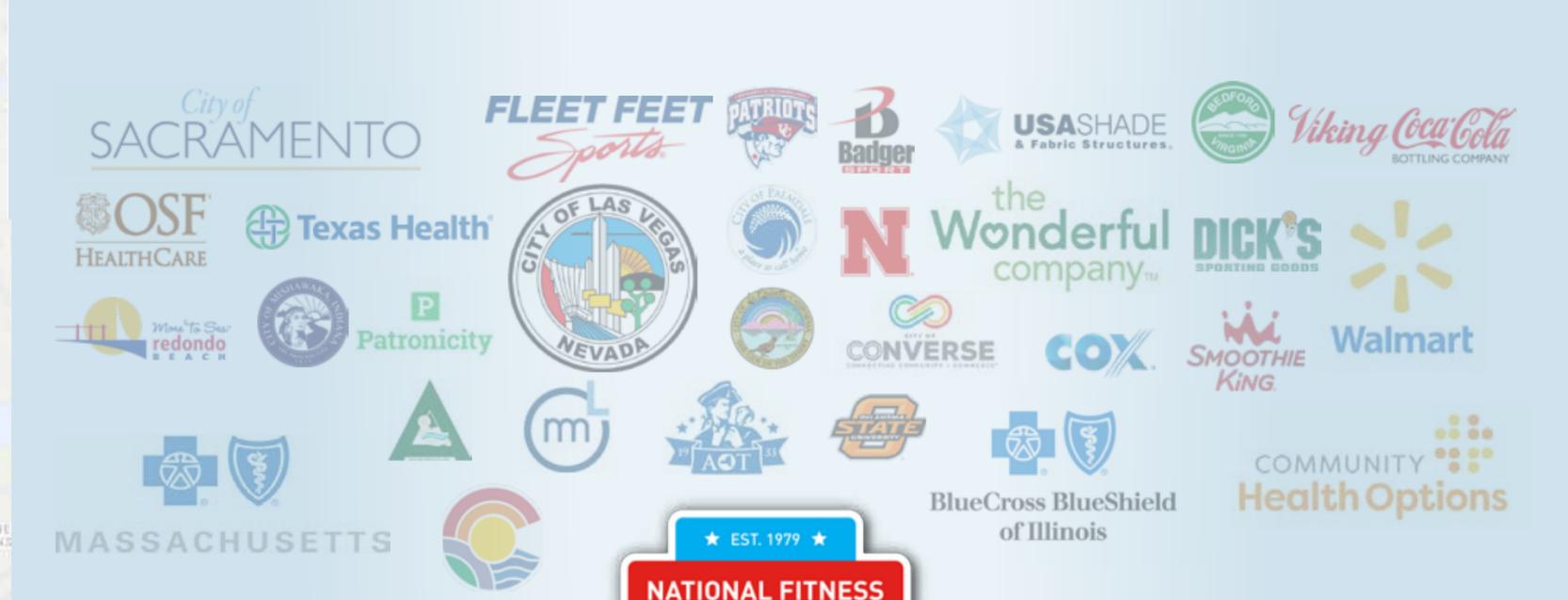


**A COMPREHENSIVE
COMMUNITY WELLNESS
PROGRAM**

National Fitness Campaign Grows to 5000 Cities & Schools by 2030



NFC'S GOAL
BUILD A FREE OUTDOOR FITNESS COURT® WITHIN A 10 MINUTE BIKE RIDE OF EVERY AMERICAN



AMERICA'S LARGEST PUBLIC-PRIVATE WELLNESS PARTNERSHIP

**MAJOR HEALTHCARE PROVIDERS
 MUNICIPALITIES • SCHOOLS
 INDUSTRY AFFILIATES • CORPORATIONS & LOCAL SPONSORS**





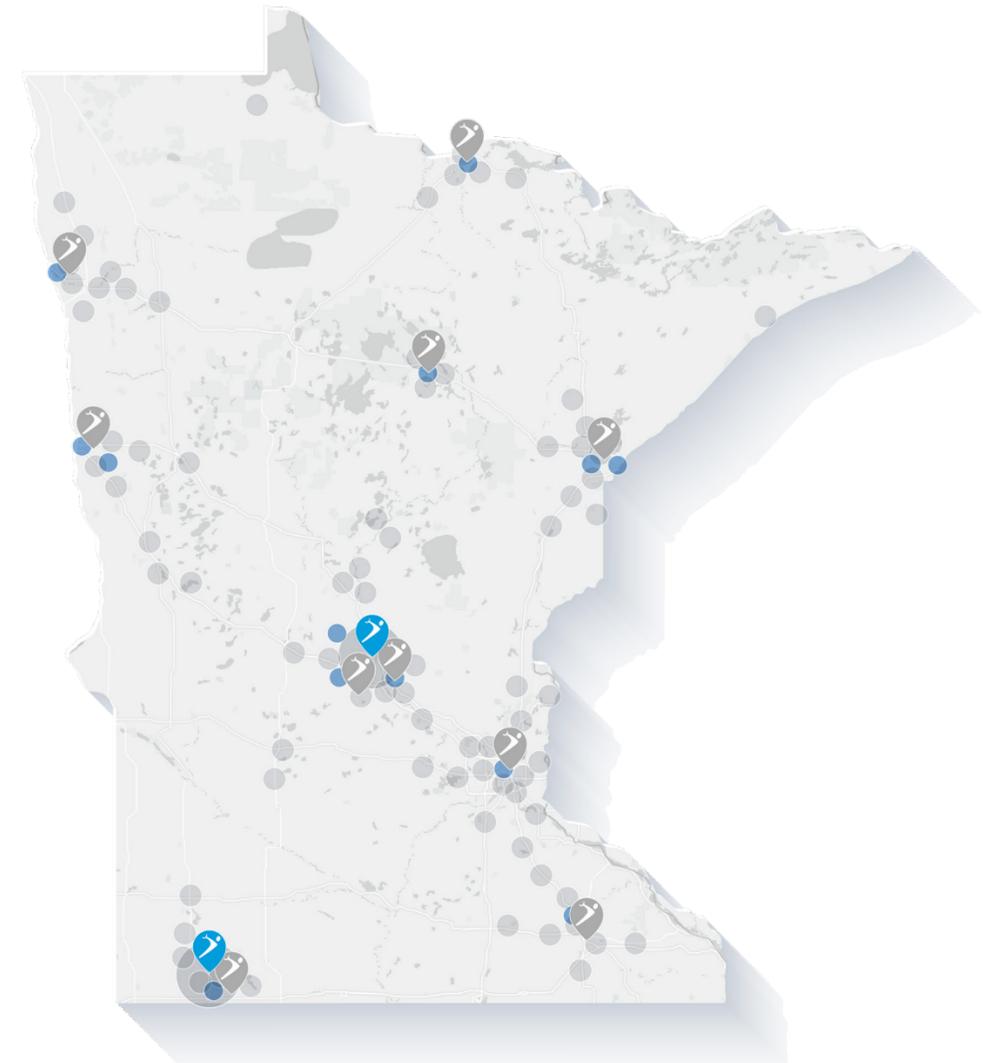
2023 MINNESOTA CAMPAIGN

PRESENTED BY



Strategic Plan Adopted for Health Impact Across State

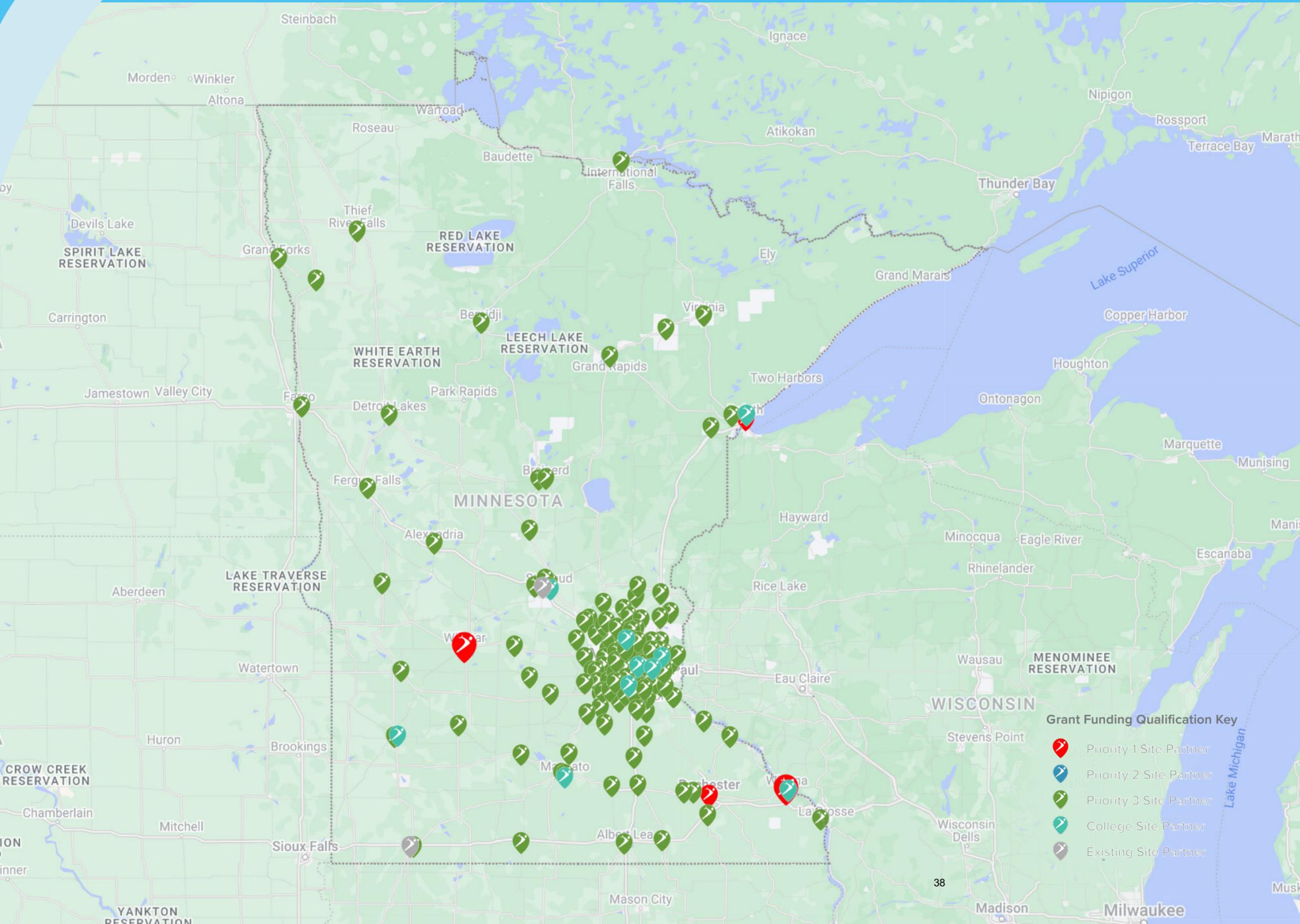
Limited funding for 10 communities in 2023



**\$500,000 in Funding Now Available
for Qualified Site Partners**

2030 Minnesota State Health Impact Plan

Version 1.1 Adopted Oct 2022



2030 Minnesota State Health Impact Plan

In coordination with a statewide analysis of pedestrian infrastructure, communities and open space, and a public health needs assessment, NFC and BCBSMN have adopted a 2030 Partnership Master Plan to build healthy communities across the state of Minnesota.

- 200 Site partners coming to Minnesota by 2030
- Funding for first 50 site partners being distributed by 2025
- Multi-year grant funding and partnership applications now available for all qualification tiers
- All municipalities and schools identified are now being encouraged to qualify their community for partnership and funding

Grant Funding Qualification Key

- Priority 1 Site Partner
- Priority 2 Site Partner
- Priority 3 Site Partner
- College Site Partner
- Existing Site Partner



NFC Grant Requirements

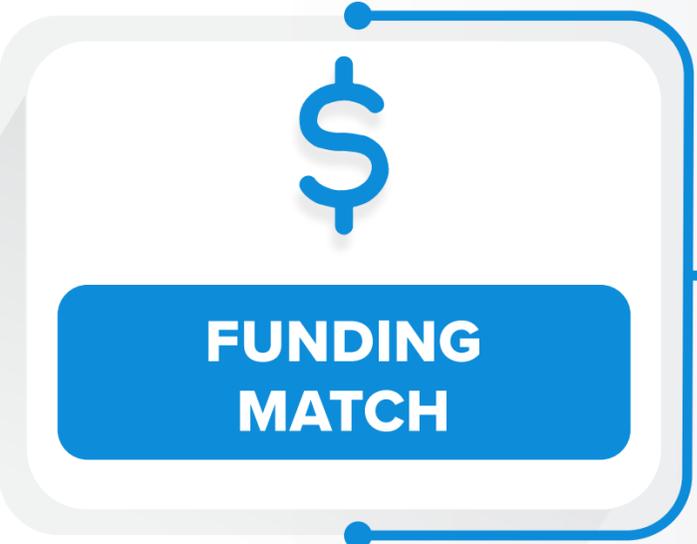
Program Qualification



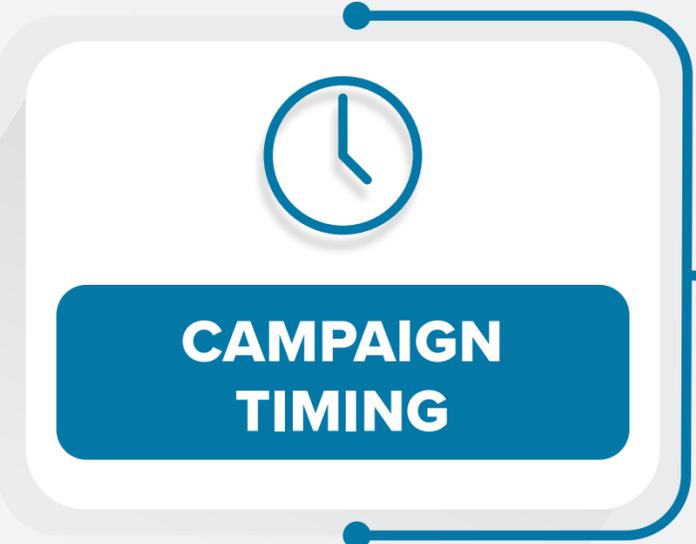
STEP 1



STEP 2



STEP 3



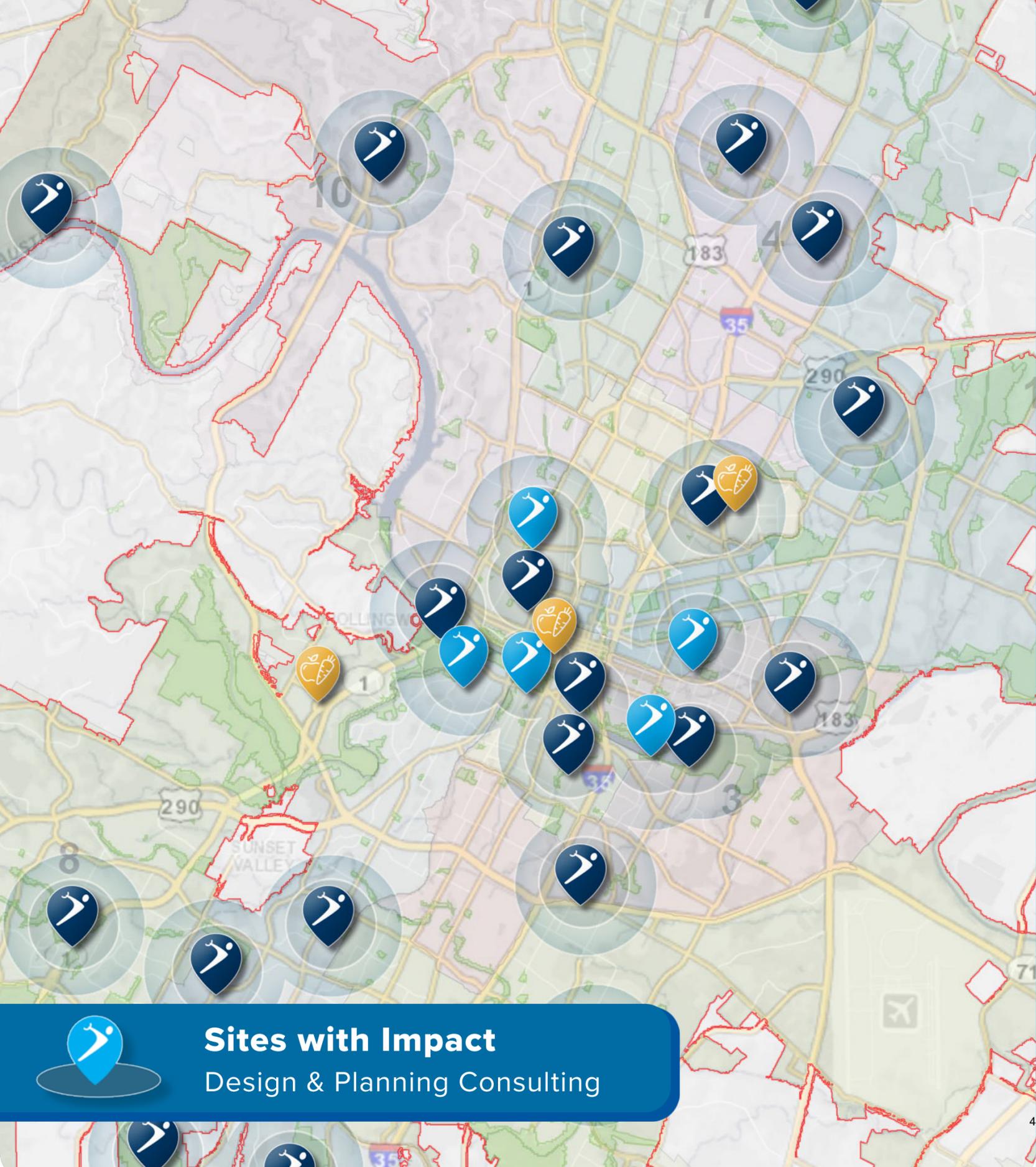
STEP 4

NFC GRANT PROGRAM QUALIFICATION REQUIREMENTS



STEP 2

Qualify site locations for Funding



1

VISIBLE

Site locations must be recognizable with high visibility.



2

ACTIVE

Site locations must be heavily trafficked and centrally located.



3

CONNECTED

Site locations must be integrated with pedestrian infrastructure.



Sites with Impact

Design & Planning Consulting

STEP 3

2023 CAMPAIGN FUNDING REQUIREMENT

NFC PROGRAM FUNDING

The Fitness Court® and National Campaign Services

\$ 155,000

NFC & Blue Cross Blue Shield of Minnesota Grant Funding Award (Variable Grants Available)



(\$30,000-\$50,000)

\$30,000 FOR AREAS OUTSIDE OF STATE SPONSOR REGION

Art & Custom Color Options



Local Artist
\$25,000

Blue Cross Blue Shield of Minnesota Local Artist Grant

(\$25,000)

NFC PROGRAM TOTAL \$ 105,000-125,000

CONCRETE SLAB

Can be performed in-house or in-kind

est. \$ 0-20,000

NFC APPROVED INSTALLER NETWORK - INSTALLATION TEAM

Turn Key Fitness Court Assembly

Art & Graphic Installation

Installation Partner (separate agreement)

\$ 25,000

With Prevailing Wage Rates: \$27,000

Fitness Court installation is a specialized installation that requires expertise, proper certifications, and proven field experience

INSTALLATION & CONCRETE TOTAL ESTIMATE \$ 25,000-47,000



**AWARDEE TOTAL
REMAINING
FUNDING
REQUIREMENT**

PROGRAM + INSTALLATION

**\$130,000-
\$170,000**

Includes standard art collection

Alternate Funding Pathways

Federal | State | Local | Regional



OVER **1000** SPONSORS NATIONWIDE

ALTERNATE FUNDING PATHWAYS NFC CONSULTATIVE SUPPORT

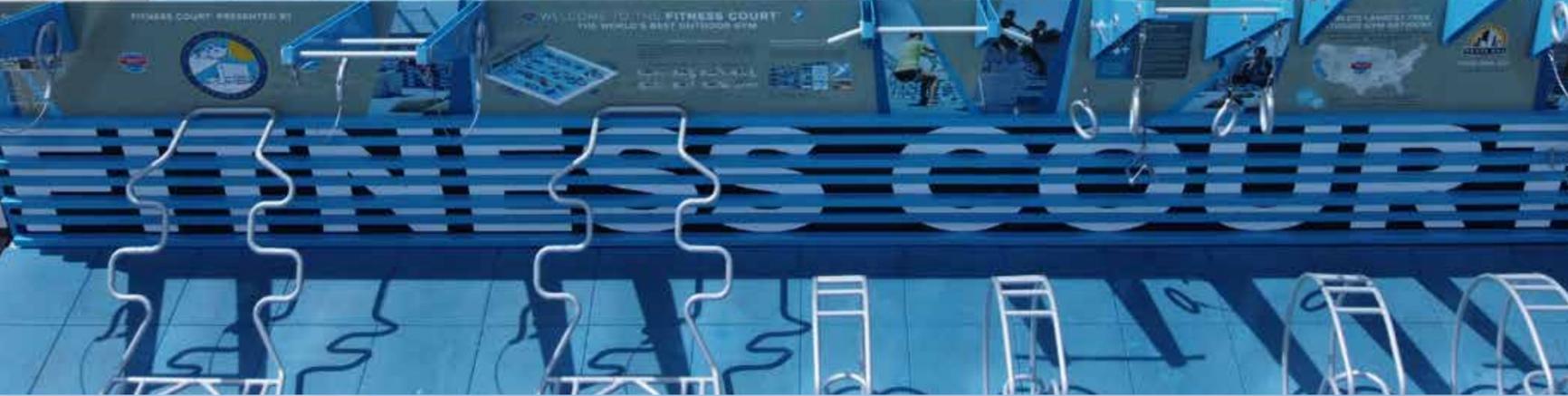
STEP 4

FEDERAL AND STATE FUNDING

Expert funding consulting for eligible partners

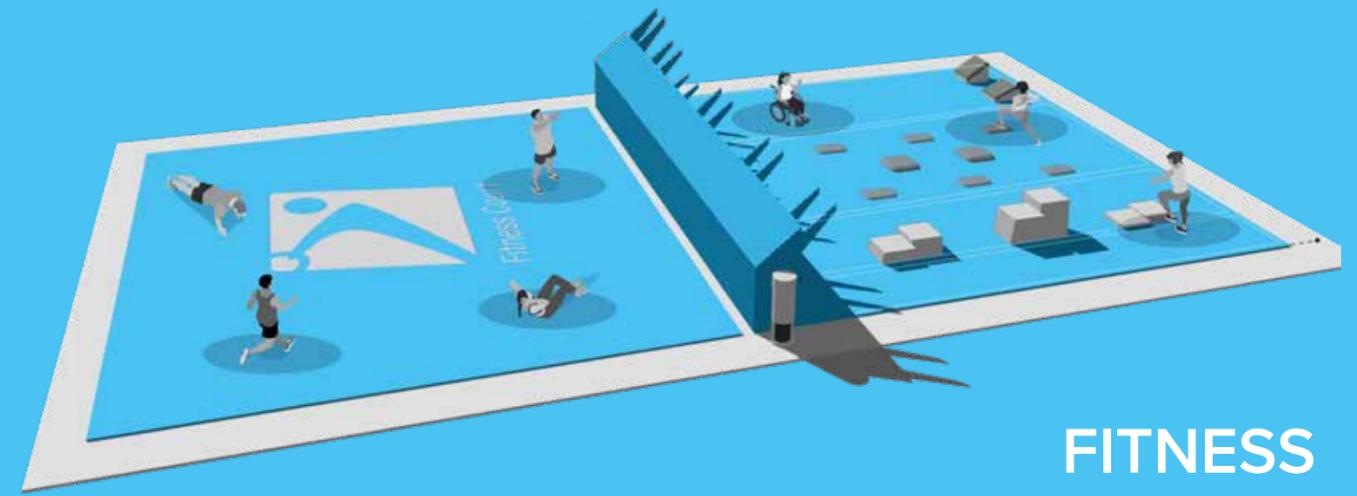
TRAVEL, TOURISM AND OUTDOOR RECREATION EDA
CDBG COMMUNITY DEVELOPMENT BLOCK GRANT
THE AMERICAN RESCUE PLAN

LOCAL AND REGIONAL SPONSORS



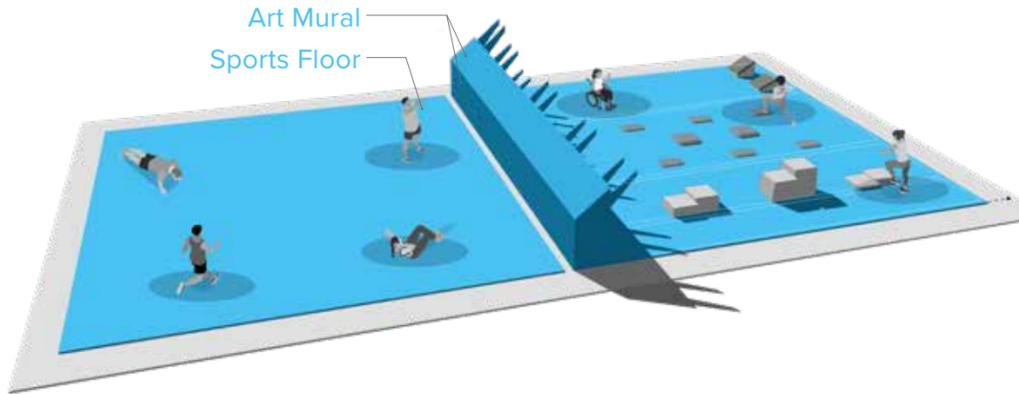
Fitness Court® Studio

Launching Nationwide 2023



- FITNESS
- ART
- DANCE
- YOGA
- ZUMBA
- PILATES
- STRETCH





- World's first integrated outdoor gym experience with two programmable class rooms
- Over **2,000 square feet** of wellness infrastructure
- Includes **edge to edge art mural as studio** classroom backdrop
- Compatible with existing Fitness Courts® and your Fitness Court® network

**ADDITIONAL
FUNDING REQUIRED**

\$35,000

***Limited Fitness Court Studio® programs available in each state in 2023*

INSTALLATION

Typically coordinated with Fitness Court Installation Partner (separate agreement)

est. **\$7,500**

CONCRETE SLAB ADDITION

Can be performed in-house or in-kind

est. **\$0-20,000**

ESTIMATE TOTAL WITH INSTALL

\$42,500-62,500



2023 GRANT APPLICATION PERIOD NOW OPEN



Campaign seeking qualified applicants able to meet the 2023 time frame for adoption and local funding match.

Partnership Qualification Process Campaign Overview

PRE APPLICATION PHASE

- 1 Feasibility Review
- 2 Evaluation Call
- 3 Non-Binding Grant Application

AWARD PHASE

- 4 Award of Grant Eligibility *(First Come, First Served for Qualified Applicants)*
- 5 Local Adoption by Governing Body
- 6 Develop and Confirm Funding Match

LAUNCH PHASE

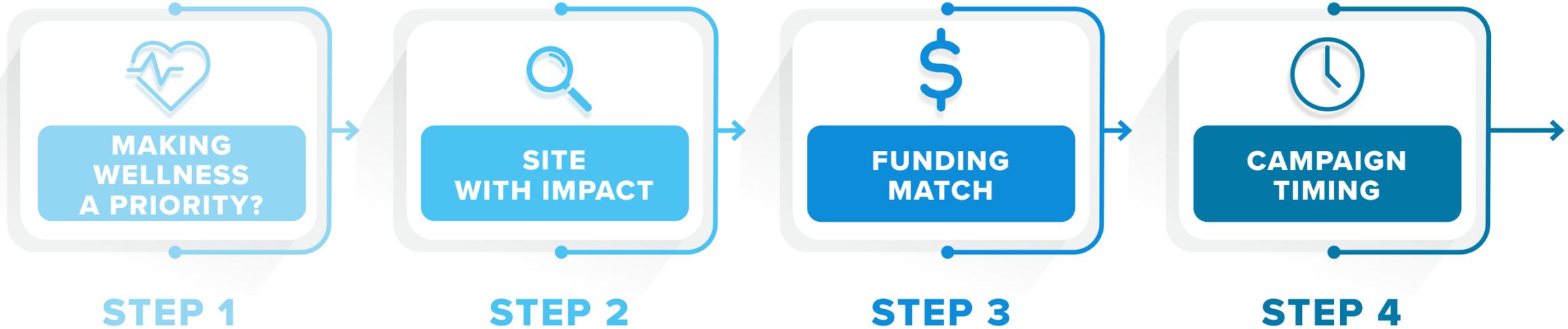
- 7 Shipment for Storage
- 8 Install Concrete Slab and Art Approval
- 9 Fitness Court Assembly
- 10 Press Launch Ceremony

FITNESS COURT OPEN!



Discussion - Q&A

National Fitness Campaign



SCHEDULE EVALUATION CALL

NEXT STEP



Request for Council Action

Date: 04/06/23

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.

From: Ad Hoc Finance Committee

RE: Update from Ad Hoc Finance Committee

The Ad Hoc Finance Committee was tasked with finding ways to reduce expenses and possible ways to increase revenues, the following items were reviewed during this process:

- ❖ Capital Improvement Plan
- ❖ Building Maintenance Fund
- ❖ List of Assets including land, buildings, and big ticket equipment
- ❖ Contracted Services
 - This included reviewing pest control, lawn care, copier contracts, cleaning services, maintenance contracts, and fire alarm services.
 - Department Heads reviewed services, what was contracted, what was being done by the City, and if there were items could be taken on by departments or get assistance from other departments.
 - Staff was also looking into contracts to see if items could be bundled to cut down on costs
 - Attorney and Engineering fees/expenses were also discussed and if it should be considered to bring these in-house
- ❖ Other Items Suggested or Reviewed
 - Keeping current level of services or cutting services
 - If the Library should join the regional library system
 - If Polk County could provide dispatching services for the city
 - They are not able to at this time without additional staff
 - Different positions that could be cut and job duties absorbed by others
 - If Clubs should run programs instead of Parks staff
 - Staff also looked at ways to increase revenues
 - This included the review of building permits and considering changing to the current standard of the MN Department of Labor and Industry

Classification & Compensation Services Study – the timeline for this to be completed is in May 2023, the process has started with union members reviewing their job descriptions.

Direction is needed from Council on priorities and where they would like to see the levy set.