

**AGENDA
OF THE SPECIAL MEETING
CITY OF EAST GRAND FORKS
TUESDAY, JULY 11, 2023 – 5:00 PM**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

1. Consider declaring the list of vehicles, power chair, bicycles, and sonar equipment as surplus and authorize them to be sold at auction.

ADJOURN:

**AGENDA
OF THE WORK SESSION
CITY OF EAST GRAND FORKS
TUESDAY, JULY 11, 2023 – FOLLOWING THE SPECIAL MEETING**

CALL TO ORDER:

CALL OF ROLL:

DETERMINATION OF A QUORUM:

1. **Update on Recycling from Countrywide Sanitation – Jason Stordahl**
2. **Request to Re-apply for Additional LaFave Park Funding – Reid Huttunen**
3. **Request to Being Promotional Process for Rank of Corporal – Michael Hedlund**
4. **Request to Begin Selection Process for Position of Police Investigations Position Assigned to the Pine to Prairie Drug Task Force – Michael Hedlund**

ADJOURN:

Upcoming Meetings

Council Meeting – Tuesday, July 18, 2023 – Council Chambers – 5:00 PM
Work Session – Tuesday, July 25, 2023 – Training Room – 5:00 PM
Council Meeting – Tuesday, August 1, 2023 – Council Chambers – 5:00 PM
Work Session – Tuesday, August 8, 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: July 6, 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:

RE: Request to Declare Vehicles and Other Items as Surplus Property

Background: The East Grand Forks Police Department has acquired a significant number of vehicles through asset forfeiture which occurs on some DWI's and other types of arrests. The vehicles on the attached list have cleared the court process and are now the property of the City of East Grand Forks and/or the Pine to Prairie Drug Task Force (The proceeds of the sale of the Task Force vehicles go to the Task Force less any expenses). It is our wish to have these vehicles declared surplus property so that they may be sold at auction.

We also have a motorized power chair and a number of bicycles that we would like to have declared surplus property. I will provide a list of the bicycles at the time of the City Council meeting. These items will also be sold at auction.

Recommendation: Declare the vehicles (see attached list) and other items as surplus property with the intention of selling them at auction.

Enclosures: List of seized vehicles to be declared surplus property.

East Grand Forks Police Department – 2023 Police Auction – Items To Be Declared Surplus Property

1. 2005 GMC SIERRA VIN: 2GTEK63N551150255
2. 2005 DODGE RAM 1500 VIN: 1D7HU18D85S174372
3. 2005 CHEVORLET TRAILBLAZER VIN: 1GNDDT13S252144356
4. 2000 FORD EXPLORER VIN: 1FMZU83P4YZA09192
5. 2007 FORD 500 VIN: 1FAHP24147G142601
6. 2002 CHEVORLET CAMERO VIN: 2G1FP22G622109245
7. 2003 SATURN L200 VIN: 1G8JU54F03Y537052
8. 2015 KIA SEDONA VIN: KNDMB5C16F6028551
9. 2011 TOYOTA TUNDRA VIN: 5TFDW5F14BX179148
10. 2012 AUDI A6 3.0T VIN: WAUGGAF7CN120948
11. 2009 CHEVORLET SILVERADO VIN: 1GCEK390X9Z140764
12. 1999 PONTIAC GRAND PRIX VIN: 1G2WP52K3XF324766
13. 2003 CHEVORLET IMPALA VIN: 2G1WF52E739274748
14. 2005 FORD EXPLORER VIN: 1FMZU73EX5UA04208
15. 2002 GMC SIERRA VIN: 2GTEK19T321228150
16. 1996 CHEVROLET MONTE CARLO VIN: 2G1WW12M7T9203386 (From last year's auction)
17. 2003 CHRYSLER 300 VIN: 2C3HE66G53H566929 (No Lien)
18. 1995 HONDA ACCORD VIN: 1HGCE666XSA002656
19. 2005 HYUNDAI ELANTRA VIN: KMHDN46D45U037570 (No Lien)
20. 2012 HONDA CIVIC VIN: 2HGFB2F57CH584594
21. 2011 FORD F150 KING RANCH VIN: 1FTFW1ET43RD76001
22. 2016 CHEVORLET EQUINOX VIN: 2GNFLGEK0G6139154
23. 2001 BUICK LESABRE VIN: 1G4HP54K214284745
24. 2008 AUDI QUATTRO VIN: WA1BY74LX8D031964
25. 2009 TOYOTA SCION XD VIN: JTKKU10419J046099
26. MOTORIZED POWER CHAIR
27. MISCELLANOUS BICYCLES
28. HUMMINGBIRD 998c – GPS – FISHING SYSTEM - SIDE IMAGING

Request for Council Action

Date: 07/07/23

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.

Cc: File

From: Administration Office

RE: Update from Countrywide Sanitation on Recycling

Countrywide Sanitation will be giving an update about some changes happening with recycling glass in the City. They will also be giving reminders on best practices when it comes to recycling. Included is a postcard that will be sent out to residents to inform them about the upcoming change regarding glass and reminders on what is accepted in the recycling container.

Effective Immediately -

Countrywide Sanitation Company
PO Box 5551
Grand Forks, ND 58206-5551

Glass will NO longer be accepted in your recycling bin.

Containers may be available in your community for glass recycling.

All other recycling programs will continue unchanged.

Please contact Countrywide with questions.
(701) 772 - 3344

Items For Recycling:

Aluminum/Tin/Steel Cans

Plastic #1-#7 Bottles, Jugs and Tubs

Newspapers, Magazines, Flyers/Mail and Office Paper

Flattened Cardboard, Beverage Cartons & Cases, Egg Cartons and Paper Tubes

NO Yard Waste (Branches, Grass or Garden Waste)

Contaminated Containers May Not Be Picked Up!

Request for Council Action

Date: July 11, 2023

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

Cc: File

From: Reid Huttunen

RE: Request to re-apply for LaFave Park funding through Greater MN Parks and Trails Commission

Background:

The deadline to re-apply for additional funds for the LaFave Park project is July 31st. We will need to approve a new resolution of support for the project, committing to our project scope and agreed upon local match percent.

Included in the RCA enclosure is the GMRPTC Funding Guidelines and Scoring Criteria. Projects are scored out of 100 pts, and a 25% match receives 15 points. A 20-24% Match scores 12 points, and a 15-19% match scores 9 points.

- In our 2021 application, we committed to a 25% local match, which totaled \$290,193.41 in eligible funds.
- The City also planned on covering an additional \$52,975.13 in engineering/construction services above the grant eligible 10%.
- This brought the City's total dollar amount planned to commit to the project to \$343,168.53
- Total project cost of the low bid from our May bid opening, including engineering is \$2,213,974.70
- A 25% Local Match of this project total is \$553,493.68
- A 20% Local Match of the new project total is \$442,794.94
- A 15% Local Match would be \$332,096.21

If we choose to bring no additional local funds to the application, our new local match would fall in the 15% match scoring range, meaning 6 points less in the overall scoring.

At the June GMRPTC meeting, there was some discussion about these grant applications for funding shortfalls. The general feeling from the commission, is they would like to see communities have the ability to come with additional local funds, but they understand that each city/county is in a different position/situation. It ultimately is up to us to determine our level of local funding and go through the grant scoring process. The commission does feel

strongly that they want to see projects which were already awarded funds be able to complete the full scope of the initial project request.

Budget Impact:

Recommendation:

Seeking discussion from City Council on the application for additional funds, and any additional local match funding.

Enclosure:

Project guidelines and scoring criteria

Project Budget Comparison 2021 Application to 2023 May low bid opening

Funding Guidelines and Criteria



For Fiscal Year 2025/Application Year 2023

Introduction: The following document outlines the Commission’s funding goals/considerations, application requirements, criteria, and eligibility lists. Only facilities designated as Regionally Significant by the Commission are eligible for funding. Applications must be completed online at <http://www.gmrptcommission.org/applications.html>. Applicants are encouraged to contact the System Plan Coordinator at coordinator@gmrptcommission.org.

Considerations for Funding

The following application guidance outlines the Commission’s goals for funded facility projects. Applicants should address the following in their application.

1. Requests are evaluated based on their ability to provide a high-quality experience, serve a regional population or visitor destination, enhance connectivity, fill a critical gap in a recreational opportunity and complete a regionally substantial component of the Master Plan. Requests are further evaluated based on the applicant’s response to the funding application requirements.
2. Takes advantage of one-time opportunities to expand or enhance an existing park or trail, or opportunities for a critical rehabilitation of an existing facility.
3. The 25-Year Parks and Trails Legacy Plan (Legacy Plan) four strategic directions (Pillars) are given high consideration: Connect People to the Outdoors; Acquire Land, Create Opportunities; Take Care of What We Have; Coordinate Among Partners, i.e. funding matches, cooperative projects. Applications must align and clearly articulate their tie to one or more Pillars.
4. Funding is further evaluated with regard to: Completeness of preliminary design, implementation plan, budget, and sustainability plan
5. Project components that are ineligible costs will not be considered as a part of the funding request or local match.
6. At the Commission’s discretion, projects may be approved for grant funding that do not fit within current grant guidelines; innovation and exploring the potential to expand outdoor recreational user groups will be considered.

APPLICATION NOTES FOR 2023: Applicants should review this entire packet for changes, including:

- **Archeological surveys, SHPO, THPO and other pre-project environmental work is now fundable as a separate application.**
- **Contingency funds are now allowable as a part of the local match.**
- **Development/infrastructure projects have a minimum grant request of \$25,000.**
- **Connecting People to the Outdoors projects are encouraged as a part of the regular funding pool. All barriers to access should be considered in *all* projects.**
- **Project descriptions must include current site photos as well as preliminary designs and descriptions.**
- **Sustainability plans for the life cycle of the funded project must be included.**

Application Guidance for Connecting People to the Outdoors Programming and Accessibility Projects

Connecting People to the Outdoors (CPO) funding is available to cities and counties with regionally designated parks and trails. Funds may be used for agencies or contracts to deliver programming and/or improved accessibility to outdoor recreation based out of the regional park or trail. Applicants should address the following items in their CPO application:

1. Has clearly defined, attainable goals and objectives and geographic scope similar to the level of planning detail required for a park or trail project, accompanied by a well-developed outreach and marketing plan.
2. Is deliberate and intentional in inviting, welcoming, and engaging diverse populations, and has a well-developed plan to do so.
3. Utilizes existing program models with a proven record of effectiveness and best practices, or melds successful models into new, innovative, or unique approaches with reasoned justification. Provides for tracking of quantitative and qualitative user data during events or programs for sharing with the Commission.
4. Enlists partners among community groups and recreation industry sectors for mutual benefit, to advance delivery strategies, and to maximize return on public investments.
5. Scale and magnitude is sufficient to affect a significant number of active and potential program participants, park visitors and/or trail users; identifies projected number of active and potential program participants.
6. Identifies all barriers to access, such as cultural, auditory, sight, mobility, and language, and has specific strategies to address the ones viable to this project.
7. Able to provide trained and effective leadership with the proven ability to deliver high-quality outdoor recreation experiences.
8. Demonstrates an enduring impact through short-term, intensive interventions, or has a sustainability plan for ongoing implementation of events or programs (at least 5 years) or maintenance of recreation equipment (at least the first life cycle, typically 10 years) outside of Legacy funding.
9. Does not supplant existing local funding for existing programming.

Refer to the GMRPTC Funded Non-Infrastructure Management Policy for additional guidance. Programming-based CPO projects will require a final design/work plan to be submitted upon contract execution and is subject to the ongoing management/reporting, data collection and project reviews as defined in policy.

Application Requirements

Applicants must address the following general requirements in their online funding application, as fully detailed in the [GMRPTC Funding Application Portal Instructions](https://www.gmrptc.commission.org/application-toolbox.html).

<https://www.gmrptc.commission.org/application-toolbox.html>

- I. Describe how the project completes a regionally substantial or impactful component of the Master Plan, including addressing each of the appropriate scoring criteria for the project classification. The project description must include pictures of the proposed project site along with descriptions of what is going to change in those pictures, supported by the required site designs.
- II. Explain how the project fulfills any relevant Pillars from the Legacy Plan. See tutorial for further definition.
 - a. Connect People to the Outdoors
 - b. Acquire Land, Create Opportunities
 - c. Take Care of What We Have
 - d. Coordinate Among Partners
- III. The project budget must detail:
 - a. The full cost of the project
 - b. Grant request funds and where they will be applied
 - c. Grant match funds and where they will be applied
 - d. Non-eligible project expenses
 - e. Feasibility
 - f. Design and accessibility that meets or exceeds all standards
 - g. Availability for public use
 - h. Implementation
 - i. Sustainability *See pg 4 for details
 - j. Project Lead
- IV. Applicants must evaluate the outcomes of the project. What are the specific deliverables? How will the project be evaluated compared to the deliverables, i.e. the number of users who will benefit from this project, the quality of the facility, the impact of the repair or rehabilitation.

Required Attachments

- ✓ All funding applications must include an officially adopted resolution that meets Commission qualifications by their governing body. A qualified resolution template that must be followed is provided in the application toolbox.
- ✓ For acquisitions, appraisals are required and must be performed by a qualified licensed appraiser and meet the Uniform Standards of Professional Appraisal Practice (USPAP) and the DNR Supplemental Appraisal and Appraisal Review Guidelines located at https://www.dnr.state.mn.us/lands_minerals/appraisal_mgmt.html
- ✓ A completed budget worksheet, using the template provided in the online application.
- ✓ A site design for the project must be completed and submitted with the application, per directions included under “Map Requirements” and “Site Plan Requirements” in the online application. This includes naturescape playgrounds.

Americans with Disabilities Act

Grantees must comply with the Americans with Disability Act (ADA) and the standards and guidelines listed below. The Commission encourages applicants to exceed the minimum ADA standards in design and intent. In addition, all critical components must be made accessible even if they are not part of this proposal. Critical components include parking, restroom, drinking fountains and accessible routes to all facilities. This program requires all facility access routes to be a minimum of 5 feet wide.

The following design standards documents are available at <https://www.access-board.gov/>:
ADA Standards for Accessible Design, 2010 (For local government facilities and certain recreation facilities including playgrounds, recreational boating facilities, and fishing piers)
Final Guidelines for Outdoor Developed Areas, 2013 (For outdoor developed areas such as campgrounds, picnic areas, trails, and beaches).

****Project Contract Deliverables Note****

Depending on the project, the following may be required:

If funded, the grant contract will be executed by the Department of Natural Resources (DNR) on behalf of the Commission. Therefore, all DNR contract requirements must be fulfilled and include (but not limited to) the following:

- ✓ Completion of an Environmental Assessment Statement (EAS). Review of the project by the DNR's Endangered Species Environmental Review Coordinator.
- ✓ Compliance with water and wetlands regulations.
- ✓ Compliance with Minnesota Environmental Quality Board (EQB) Environmental Review rules.
- ✓ Pre-approval of the project from the Minnesota State Historical Preservation Office (SHPO).
- ✓ Consultation with relevant Tribal Historic Preservation Offices (THPO) to assess cultural resources on site is recommended.

The above items should be initiated upon notification of award, prior to the execution of the grant contract in order to allow for long review times. Check with your DNR contract manager for additional guidance.

- ✓ For trails projects, a completed long term or permanent lease on land not owned by applicant.
- ✓ Provide twice per year project status and final project reports (with photos) to the GMRPTC.
- ✓ NO funds may be expended until there is a fully executed contract. Work on the SHPO and Environmental Review must be completed prior to contract execution.

More information on post-award requirements can be found at https://www.dnr.state.mn.us/grants/recreation/pt_legacy.html

Sustainability Plans

Each application for infrastructure or development must include the applicant's plan for sustaining the facility through its full life cycle, including how and when maintenance and refurbishment will be funded. Mountain Bike and other natural surface trails must consider trail reconstruction/refresh needs on a 5-7 year basis to ensure trails are kept in best possible condition. The Commission does not typically fund early-life cycle repair and rehabilitation costs of that nature, particularly if original construction was Legacy funded.

Connecting People to the Outdoors projects are required to submit development and sustainability plans per the GMRPTC Non-Infrastructure Policy, as noted on page 2.

Scoring Criteria

Each application will be evaluated and scored based on the following criteria. Parks, Trails and Programming applications will be evaluated based on their respective criteria and guidance. For projects that contain components of more than one category, the most relevant category will be selected for evaluation of specific project components.

Park Facility Scoring Criteria

Each project funding application for a park-type facility will be evaluated and scored based on the following criteria.

1. Completes a regionally substantial component in the applicants Master Plan.
10 points
2. Fills a gap and provides an outdoor recreation benefit of regional significance.
20 points
3. Provides access to quality natural and cultural resources within the district.
10 points
4. Is a critical acquisition or critical rehabilitation and repair of a park facility or feature.
15 points
5. Is significantly linked to one or more of the four Pillars in the Legacy Plan.
20 points
6. Has a financial match. A higher match will receive greater point awards.
0 – 4% match = 0 points
5 – 9% match = 3 points
10 – 14% match = 6 points
15 – 19% match = 9 points
20 – 24% match = 12 points
25% and up match = 15 points
Maximum of 15 points
7. Includes a fully detailed budget, implementation, and sustainability plan.
10 points

Each item is a maximum of points and may be less depending upon the quality of the application. Top score is 100 points

Trails Scoring Criteria

Each project funding application will be evaluated and scored based on the following criteria.

1. Completes a regionally substantial component in the applicants Master Plan.
10 points
2. Fills a gap and provides connectivity to users. Could also provide connectivity to a larger trail system or provides an outdoor recreation benefit of regional significance.
20 points
3. Provides access to quality natural and cultural resources within the district. Examples are scenic views, wildlife viewing areas, viewshed and natural areas. Take into consideration the differences between districts, i.e. prairie views, tree/woodland views, lakes and streams. What is the expected ridership?
15 points
4. Is a critical acquisition or critical rehabilitation and repair of a trail, trailhead facility or trail feature.

- 10 points
- 5. Is significantly linked to one or more of the four Pillars in the Legacy Plan.
20 points (up to 5 points per Pillar)
- 6. Has a financial match. A higher match will receive greater point awards.
 - 0 – 4% match = 0 points
 - 5 – 9% match = 3 points
 - 10 – 14% match = 6 points
 - 15 – 19% match = 9 points
 - 20 – 24% match = 12 points
 - 25% and up match = 15 points
 Maximum of 15 points
- 7. Includes a fully detailed budget, implementation, and sustainability plan.
10 points

Each item is a maximum of points and may be less depending upon the quality of the application. Top score is 100 points

Connecting People to the Outdoors Scoring Criteria

Each project funding application for Connecting People to the Outdoors qualified programming and accessibility projects will be evaluated and scored based on the following criteria. Be sure to address the specific Connecting People to the Outdoors Application Guidance.

- 1. Supports the programming and marketing components in the applicants Master Plan.
10 points
- 2. Fills a gap and provides a proven outdoor recreation benefit of regional significance.
10 points
- 3. Provides significant and locally sustainable recruitment, retention or reactivation of outdoor recreation participation.
25 points
- 4. Provides access for underserved populations to quality natural and cultural resources within the district.
10 points
- 5. Is significantly linked to the Connecting People to the Outdoors Pillar objectives as well as additional Pillars in the Legacy Plan.
15 points
- 6. Has a financial match. A higher match will receive greater point awards.
 - 0 – 4% match = 0 points
 - 5 – 9% match = 3 points
 - 10 – 14% match = 6 points
 - 15 – 19% match = 9 points
 - 20 – 24% match = 12 points
 - 25% and up match = 15 points
 Maximum of 15 points
- 7. Includes a fully detailed budget, implementation, and sustainability plan.
15 points

Each item is a maximum of points and may be less depending upon the quality of the application. Top score is 100 points

Project Eligibility Guidelines

The following list of eligible and ineligible project components should guide all project requests. Only eligible components can apply for funding or be included as a match for the project budget. List is subject to change at any time. Contact staff if clarification on any component is needed.

Special Eligibility Notes

- All infrastructure or physical development projects must have a minimum \$25,000 grant request. CPO or Environmental Review projects may be less.
- Archeological Survey, Phase I and II Environmental or other SHPO or state Review, and Tribal Historic Preservation Office collaboration projects are now eligible as a stand-alone, pre-development Environmental Project application. A minimum 20% match is required, with a maximum grant request of \$50,000. All other contract restrictions apply. Contact Commission staff for details.
- Contingency funds are now allowable in project budgets up to 10% of development costs. The contingency must be included in the local match and will not be funded by Legacy. If the proposed project does not use the contingency, the funds must still be spent under the grant contract as mutually agreed to by the applicant and GMRPTC.

Eligible Park Funding Projects

Including, but not limited to:

- Acquisition of land for future development of recreation facilities, protection/preservation of high value land for public use, critical park inholding
- Rehabilitation and redevelopment of existing facilities
- Development of outdoor recreation facilities – except those noted below as ineligible
- Accessibility enhancement
- Connect People to the Outdoors programming, accessibility upgrades, signage and equipment

Eligible Recreation Facilities

Including, but not limited to:

- Water access sites
- Campgrounds and sewer to campsites within park boundaries
- Fishing piers and shore fishing areas
- Nature study, visitor center and observations areas
- Picnic shelters
- Nature scape playgrounds
- Swimming beaches, natural surfaced swimming ponds and splash parks with a regional setting
- Trails within park boundaries
- Shooting ranges

Eligible Recreation Support Facilities

These facilities are eligible for funding as a part of a grant application that includes at least one facility from the above list. Including, but not limited to:

- Changing rooms, restrooms, shower buildings and warming houses
- Fencing, lighting, interpretive signage both cultural and natural, and directional signage, not including monument signs and off-site directional signs on roadways
- Landscaping within project construction zones
- Park roads and parking areas, but this may not exceed 40% of the total project cost
- Permanent benches, seats, drinking fountains, grills and picnic tables
- Trash receptacles and fire pits
- Walkways

Eligible Trail Funding Projects

Including, but not limited to:

- Land acquisition *refer to acquisition requirements
- Trail development and connections
- Trailhead improvements
- Accessibility enhancement
- Motorized trail development
- Construction of trails on public or private lands where a minimum of a 20-year easement must be obtained
- Restoration of existing trail facilities; resurfacing and trail repair or trailhead restoration
- Construction or restoration of trail bridges
- Landscaping within trail construction zones

Eligible Park and Trail Reimbursement Expenses

Including, but not limited to:

- Materials and supplies
- Design, engineering and construction management costs, provided they do not exceed 20% of the total cost of the trail project or 10% of the cost of the park project
- Construction labor
- Equipment costs related to rental, not purchase of equipment for construction
- Land acquisition, including permanent easements and long-term lease agreements

Eligible Connecting People to the Outdoors Programming Expenses

Including, but not limited to:

- Program instructors and contractors
- Equipment rentals
- Equipment for programming use
- Program materials and supplies
- Advertising and promotion
- User transportation to and from recreation facilities
- Track wheelchairs

Ineligible Park and Trail Projects and Reimbursement Expenses

Ineligible park facilities, amenities and costs are items that may not be funded by a GMRPTC grant or included as part of a local match. Including, but not limited to:

- ❖ Construction of any facility on land not owned. Construction of a trail not having a minimum 20-year lease agreement
- ❖ Construction of ballfields, rinks, pools, courts or soccer fields
- ❖ Construction projects within state parks, state recreation areas and state trails
- ❖ Administration expenses – examples include:
 - Appraisals
 - Closing Costs
 - Boundary Surveys
 - Wetland surveys and wetland credits
- ❖ Design and engineering expense in excess of 10% for park projects and 20% for trail projects
- ❖ Concession only buildings
- ❖ Decorative fountains, statues and plaques
- ❖ Facilities not available for public use
- ❖ Dredging, water impoundments and dams

- ❖ Golf courses
- ❖ Indoor recreational facilities
- ❖ Acquisition of land already in public ownership
- ❖ Legal fees
- ❖ Non-permanent skate park ramps and equipment
- ❖ Press boxes
- ❖ Hard structure playground
- ❖ Memberships
- ❖ Overhead
- ❖ Insurance
- ❖ Fund raising
- ❖ Volunteer or donated labor
- ❖ Bad debt or interest
- ❖ Lobbyists or political contributions
- ❖ Condemnation costs
- ❖ Wages and expenses of grant recipient's employees
- ❖ Entertainment or gifts
- ❖ Advertising expenses for bids and project management
- ❖ Office rental costs and overhead
- ❖ Any expenditure that occurs outside the dates of the grant contract
- ❖ Maintenance equipment
- ❖ Non-permanent infrastructure (i.e. portable snow guns)
- ❖ Improvements to highways or roadways, including but not limited to lighting, striping on street/road routing and shoulder work
- ❖ Invasive species removal, woodland management, or prairie restoration unless incidental to another project component

*Adopted 2/22/2017
 Revised 1/24/2018
 Revised 1/23/2019
 Revised 3/27/2019
 Revised 1/22/2020
 Revised 2/24/2021
 Revised 1/26/2022
 Revised 3/22/2023*

Project Name	LaFave Park Improvements				App #	Date		
Applicant Organization	Red Lake River Joint Powers Board/City of East Grand Forks				23-Jul	7-Jul-23		
	2021 Application & Grant Award Estimates				2023 Construction Low Bid/Estimates			
Description	Quantity	Unit	Unit Price	Total Cost Estimate	Quantity	Unit	Unit Price	Total Cost Estimate
Aggregate Base Course	313	CY	\$ 55.00	\$ 17,215.00	2546	CY	\$ 60.00	\$ 152,760.00
Common Borrow (LV)	395	CY	\$ 15.00	\$ 5,925.00	1300	CY	\$ 25.00	\$ 32,500.00
Common Excavation	313	CY	\$ 12.00	\$ 3,756.00	4361	SY	\$ 22.00	\$ 95,942.00
Topsoil Borrow	3800	CY	\$ 25.00	\$ 95,000.00	4122	CY	\$ 55.00	\$ 226,710.00
6" Wood Posts	30	EA	\$ 115.00	\$ 3,450.00	250	EA	\$ 300.00	\$ 75,000.00
Manhole Adjusting Rings	3	EA	\$ 325.00	\$ 975.00	5	EA	\$ 350.00	\$ 1,750.00
Manhole Casting Assembly	2	EA	\$ 1,500.00	\$ 3,000.00	2	EA	\$ 2,400.00	\$ 4,800.00
Storm Drain Inlet Protection	4	EA	\$ 215.00	\$ 860.00	11	EA	\$ 400.00	\$ 4,400.00
Concrete Curb & Gutter Design B624	1040	LF	\$ 55.00	\$ 57,200.00	1274	LF	\$ 75.00	\$ 95,550.00
Remove Concrete Curb & Gutter	350	LF	\$ 11.00	\$ 3,850.00	763	LF	\$ 12.00	\$ 9,156.00
Silt Fence	650	LF	\$ 3.00	\$ 1,950.00	1295	LF	\$ 12.00	\$ 15,540.00
20'x40' Picnic Shelter w/ concrete pad	1	LS	\$ 55,000.00	\$ 55,000.00	1	LS	\$ 80,000.00	\$ 80,000.00
Mobilization	1	LS	\$ 70,000.00	\$ 70,000.00	1	LS	\$ 145,000.00	\$ 145,000.00
Remove Existing Boat Ramp	1	LS	\$ 10,000.00	\$ 10,000.00	1	LS	\$ 25,000.00	\$ 25,000.00
Traffic Control	1	LS	\$ 5,000.00	\$ 5,000.00	1	LS	\$ 15,000.00	\$ 15,000.00
4" Concrete Sidewalk	800	SF	\$ 13.50	\$ 10,800.00	2214	SF	\$ 16.00	\$ 35,424.00
Geotextile Fabric	940	SY	\$ 3.75	\$ 3,525.00	755	SY	\$ 5.00	\$ 3,775.00
Mill Bituminous Surface	6595	SY	\$ 3.85	\$ 25,390.75	7209	SY	\$ 2.75	\$ 19,824.75
Remove Pavement	3257	SY	\$ 11.00	\$ 35,827.00	1514	SY	\$ 23.00	\$ 34,822.00
Seeding (Meadow Grass)	25000	SY	\$ 3.00	\$ 75,000.00	18291	SY	\$ 2.80	\$ 51,214.80
Turf Establishment	1500	SY	\$ 4.25	\$ 6,375.00	12609	SY	\$ 2.85	\$ 35,935.65
Type SP 9.5 Wearing Course Mixture	1010	Ton	\$ 110.00	\$ 111,100.00	928	TON	\$ 160.00	\$ 148,480.00
Seeding (Turf Grass)	7500	SY	\$ 3.50	\$ 26,250.00				\$ -
Gravel Parking Lot (12")	6350	SY	\$ 28.00	\$ 177,800.00				\$ -
ADA/Sidewalk Improvements	1	LS	\$ 12,500.00	\$ 12,500.00				\$ -
Trees	5	EA	\$ 350.00	\$ 1,750.00				\$ -
Bituminous Access Road (mill & Overlay)	350	LF	\$ 67.00	\$ 23,450.00				\$ -
Construct Boat Ramp (Two)	2	EA	\$ 110,000.00	\$ 220,000.00				\$ -
Site Amenities (trash cans, benches, signage)	4	EA	\$ 1,200.00	\$ 4,800.00				\$ -
12" CMP Culvert					38	LF	\$ 220.00	\$ 8,360.00
12" CMP Flared End Suctions					2	EA	\$ 500.00	\$ 1,000.00
6" concrete Sidewalk					152	SF	\$ 18.00	\$ 2,736.00
6" Concrete Underlayment					210	SY	\$ 170.00	\$ 35,700.00
6" Reinforced Concrete Driveway Pavement					12	SY	\$ 180.00	\$ 2,160.00
7" Reinforced Concrete Pavement					215	SY	\$ 200.00	\$ 43,000.00
Abandon Valve Box (water)					2	EA	\$ 1,500.00	\$ 3,000.00
Aggregate surfacing					1813	SY	\$ 16.50	\$ 29,914.50
Catch Basin Assembly, Type A					5	EA	\$ 2,400.00	\$ 12,000.00
Catch Basin Assembly, Type b					6	EA	\$ 2,300.00	\$ 13,800.00
Compaction Tests					20	EA	\$ 100.00	\$ 2,000.00
Concrete Curb & Gutter Design D418					201	LF	\$ 75.00	\$ 15,075.00
Concrete Dumpster Pad					11	SY	\$ 220.00	\$ 2,420.00
Construct Bituminous bikepath					323	SY	\$ 60.00	\$ 19,380.00
Detectable Warning Panels					36	SF	\$ 85.00	\$ 3,060.00
Dock Anchoring System					4	EA	\$ 9,500.00	\$ 38,000.00
Floating Silt Fence					285	LF	\$ 65.00	\$ 18,525.00
Furnish & Install Rip Rap (Class IV)					503	CY	\$ 150.00	\$ 75,450.00
Furnish & Install Sign Panel & Post (bikepath)					4	EA	\$ 255.00	\$ 1,020.00
Geogrid Fabric					5878	SY	\$ 3.50	\$ 20,573.00
Pre-Cast Concrete Planks					252	SY	\$ 520.00	\$ 131,040.00
Remove Bituminous Pavement					3769	SY	\$ 13.00	\$ 48,997.00
Remove Casting Assembly					13	EA	\$ 500.00	\$ 6,500.00
Remove Concrete Driveway Pavement					97	SY	\$ 25.00	\$ 2,425.00
Remove Concrete Pavement					19	SY	\$ 50.00	\$ 950.00
Remove concrete sidewalk					179	SF	\$ 5.00	\$ 895.00
Remove Rip Rap					297	SY	\$ 45.00	\$ 13,365.00
Salvage Sign Panel & Post					8	EA	\$ 500.00	\$ 4,000.00
Site Grading					18291	SY	\$ 1.50	\$ 27,436.50
Solar Powered Light Foundation					2	EA	\$ 6,500.00	\$ 13,000.00
Subgrade Preparation					6265	SY	\$ 2.75	\$ 17,228.75
Type SP 4.75 Leveling Course Mixture					200	TON	\$ 180.00	\$ 36,000.00
Construction Subtotal				\$ 1,067,748.75				Construction Subtotal \$ 1,957,594.95

Grant Eligible Project Component Total				\$ 1,055,248.75			Plans/Specifications	95000
Engineering/Soft Costs Eligible (10%)				\$ 105,524.88			Staking/Inspection	63,500
Total Project Costs Paid by Grant				\$ 1,160,773.63			Contingencies	97,879.75
							Project Total	\$ 2,213,974.70
GMRPTC Share (75%)				\$ 870,580.22				
City of EGF Match (25%)				\$ 290,193.41			25% Local Match	\$ 553,493.68
							20% Local Match	\$ 442,794.94
Expenses that are Not Grant Eligible							15% Local Match	\$ 332,096.21
City's responsibility of engineering				\$ 52,975.13				
ADA sidewalks at Softball Fields				\$12,500.00				
Total Planned City Contribution Eligible as a Match				\$ 343,168.53				
25% Local Match by City Funding Source							Total City Contribution	
Excess Swimming Pool Sales Tax Fund				\$ 160,674.00				
Local Street Improvement/Infrastructure/Building Maintenance Fund				\$ 182,494.53				
Total City of East Grand Forks Contribution				\$ 343,168.53				

Request for Council Action

Date: June 27, 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: Request to Begin a Promotional Process for the Rank of Corporal

History: In 2019 the City of East Grand Forks/East Grand Forks Police Department established the rank of Police Corporal within the East Grand Forks Police Department. The primary purpose of this rank was to establish a true second in command to assist with the supervision of each of our four Patrol shifts. Police corporals can also serve in the role of School Resource Officer (SRO) or as an Investigator. The EGFPD currently has Cpl. Nick Gunderson, who is the SRO for the department, serving as the corporal on our “B” Shift. Our plan is for Cpl. Gunderson to return to the SRO position at some point in the Fall of 2023. At that time, we will need a Corporal on “B” Shift, so I am requesting permission to begin a promotional process. Officers would be eligible for promotion to the rank of corporal if they have at least two years of experience as an officer with the EGFPD or three years of experience as a police officer with at least one year at the EGFPD.

Financial Impact: This position is in the EGFPD 2023 Budget.

Recommendations: That the EGF City Council authorize a promotional process for the rank of corporal for the EGFPD.

Enclosures: None

Request for Council Action

Date: July 6, 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 Hedlund – Chief of Police

RE: Request to Begin a Selection Process for the Position of a Police Investigations Position Assigned to the Pine to Prairie Drug Task Force

Background: The East Grand Forks Police Department currently has three Police Investigator positions. One of those positions is assigned to the Pine to Prairie Drug Task Force. The Police Department is currently in the process of making several personnel moves, one of which would involve having a new officer assigned to the Pine to Prairie Drug Task Force. We are requesting that the East Grand Forks City Council authorize the East Grand Forks Police Department and the East Grand Forks Human Resources Department to develop a selection process for the purposes of selecting a new narcotics task force officer. Employees who would be eligible for this selection process would include all sergeants, all corporals and any officer who has at least three years of experience as a police officer (with at least one year at the EGFPD).

Recommendation: That the East Grand Forks City Council authorize a process to select a new narcotics task force officer for the East Grand Forks Police Department.

Financial Impact: Sgt. Aeiiso Schrage is currently the EGFPD officer that is assigned to the Pine to Prairie Drug Task Force and he serves as the Task Force Commander. This process will be discussed with the PTPDTF Board but the tentative plan would be for Sgt. Schrage to continue serving as the Task Force Commander at this time but he would be stepping back from any active narcotics investigations as the new narcotics task force officer would step into the investigatory role. Per the LELS contract, officers who serve in the position of Police Investigator will be paid at the level of a Police Sergeant (Grade 17). The exact financial impact would not be able to be determined until the new investigator is selected.

Enclosures: None