

**AGENDA  
OF THE WORK SESSION  
CITY OF EAST GRAND FORKS  
TUESDAY, OCTOBER 10, 2023 – 5:00 PM**

**CALL TO ORDER:**

**CALL OF ROLL:**

**DETERMINATION OF A QUORUM:**

- 1. Discussion on Demers Professional Building Fund – Reid Huttunen**
- 2. Discussion on 5<sup>th</sup> Ave NW & 20<sup>th</sup> Street Partial Reconstruction Plan – Mayor Gander**
- 3. Indigenous Peoples’ Day and Columbus Day – Mayor Gander**

**ADJOURN:**

**Upcoming Meetings**

Council Meeting – Tuesday, October 17, 2023 – Council Chambers – 5:00 PM

Work Session – Tuesday, October 24, 2023 – Training Room – 5:00 PM

Council Meeting – Tuesday, November 7, 2023 – Council Chambers – 5:00 PM

Work Session - Tuesday, November 14, 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: October 10, 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

RE: DeMers Professional Building fund

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**Background:**

In our cash accounts, fund 681 titled DeMers Professional Building, is an inactive account with funds remaining from the contract for deed sale of the building on the corner of Demers Ave and 4<sup>th</sup> St to Palmisco Financial Services. This account and these funds have been inactive since the deed became paid in full some time ago.

Since this fund has remained inactive, it is worth a City Council discussion on how to best use the funds.

These funds can be transferred to the General Fund for any use you see fit. Staff recommendation is to transfer to the General Fund and allocate the account balance for use to cover the cost of a planned project or equipment purchase within our 2024 budget.

**Budget Impact:**

Total account balance of \$73,034.68

**Recommendation:**

Seeking discussion and direction on how to use the funds in this account.

**Enclosures:**

August 2023 Monthly Cash Report

General Ledger  
Council Monthly Cash Report



# City of East Grand Forks

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(218) 773-2483

User: kanderson  
Printed: 09/26/23 14:06:24  
Period 01 - 08  
Fiscal Year 2023

Fund	Description	Beg Bal	Debits	Credits	End Bal
101	General	6,469,967.04	17,791,829.99	18,769,650.29	5,492,146.74
201	ARPA	795,139.90	0.00	90,700.00	704,439.90
204	Community & Economic Growth	72,490.97	0.00	1,475.00	71,015.97
209	State Aid Street	389,800.74	183,804.37	2,160.00	571,445.11
210	Transit	-120,000.00	298,794.00	569,659.13	-390,865.13
212	Sales Tax Pool	399,743.93	0.00	39,863.27	359,880.66
214	Resurrection Cemetery	0.00	26,825.00	44,174.91	-17,349.91
215	Insect	279,501.38	31,580.93	2,393.95	308,688.36
217	Greenway Maint	4,848.73	65,906.33	0.00	70,755.06
222	PoliceForfeiture Fund	23,231.78	0.00	0.00	23,231.78
280	HousingLot Sale	59,859.93	335,042.20	196,540.36	198,361.77
400	Grants	235,108.46	59,971.54	80,726.25	214,353.75
401	Infrastructure Projects	944,793.64	110,303.18	0.00	1,055,096.82
405	Parks Grants	0.00	3,000.00	0.00	3,000.00
414	City AJ Projects	467,153.46	189,790.43	614,600.45	42,343.44
415	City Capital Projects	-283,748.71	952,509.62	367,220.07	301,540.84
419	CP's 23rd St NW Construction	171,691.18	156,539.53	200,079.06	128,151.65
425	Building Improvements	64,101.40	355,023.01	146,474.59	272,649.82
434	Dwntwn CDBG Close 493496	18,262.58	795.00	5,977.50	13,080.08
527	04-01-04 Refunding '95 Bond	256,044.77	0.00	0.00	256,044.77
531	12-01-01 Improvement Bond	521,910.33	8,528.81	0.00	530,439.14
532	12-01-03 Improvement Bond	382,927.15	27,050.02	0.00	409,977.17
533	12-01-04 Improvement Bond	158,113.58	153,684.12	209,814.14	101,983.56
534	03-01-06 Improvement Bond	186,034.84	22,816.82	46,575.00	162,276.66
535	12-1-07 Improvement Bond	969,044.47	136,207.81	219,558.56	885,693.72
537	2012 Imp Bond	310,921.12	29,462.60	40,257.50	300,126.22
538	2015 Improvement Bond	108,947.11	62,222.61	153,150.00	18,019.72
539	2017 Improvement Bond	186,229.29	120,343.20	366,280.00	-59,707.51
601	Electric	17,384,282.77	22,677,639.20	22,351,715.20	17,710,206.77
602	Water	987,752.04	2,337,436.73	2,331,208.39	993,980.38
603	Refuse	358,164.06	753,874.43	745,141.37	366,897.12
605	Sewage	2,222,364.60	1,321,636.71	1,318,741.79	2,225,259.52
609	Storm Water	947,888.91	748,655.74	420,212.41	1,276,332.24
620	EDA General	0.00	16,820.05	138,373.67	-121,553.62
623	EDA TIF 1-2 E of BN Tri	371,350.29	12,290.55	0.00	383,640.84
625	EDA IRP Loan Subfund	286,533.97	39,883.76	0.00	326,417.73
626	MIF (DRLF-97-0003-V-FY98)	1,677,917.08	203,022.87	152,528.12	1,728,411.83

<b>Fund</b>	<b>Description</b>	<b>Beg Bal</b>	<b>Debits</b>	<b>Credits</b>	<b>End Bal</b>
627	MN DEED MIF	16,294.22	9,198.42	6,307.52	19,185.12
630	Sunshine Terrace	1,487,399.83	536,045.81	325,300.51	1,698,145.13
633	Downpayment Assistance	237,129.77	8,700.00	34,800.00	211,029.77
635	Town Square	185,392.05	0.00	185,392.05	0.00
681	DeMers Professional Building	73,034.68	0.00	0.00	73,034.68
682	Infill Building	474,590.64	52,507.50	34,924.89	492,173.25
703	Central Equipment	431,069.43	167,810.00	460,970.96	137,908.47
705	Benefit Accrual	672,699.58	0.00	29,939.00	642,760.58
849	Perpetual Care Cemetery	278,618.68	0.00	0.00	278,618.68
851	Campbell-Olson	80,978.23	0.00	671.40	80,306.83
852	Employee Flex Benefits	11,684.13	0.00	0.00	11,684.13

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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: Mayor Gander

RE: 5<sup>th</sup> Ave & 20<sup>th</sup> St Partial Reconstruction plan

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**Background:**

Mayor Gander and City Staff have been discussing an approach to plan for potential street improvements along 20<sup>th</sup> St NW and 5<sup>th</sup> Ave NW. We want to update the City Council on our planning efforts and discussion points in an effort to find a street improvement solution that will be supported by residents along these streets.

We'd like to consider a "partial reconstruction" of the street. Project Scope of this nature would include:

- Replacement of failed curb & gutter
- Replacement of failed Storm-sewer catch basins
- Replacement and repair of sanitary manhole covers within the street
- Replacement of driveway aprons that are tied to sections of failed curb & gutter
- Sidewalk replacements or removal that are tied to sections of failed curb & gutter
- Street repair sections of Overlay, Mill & Overlay or complete replacement; based on degree of dis-repair/asphalt condition.

As a first step in this project plan, Mayor Gander plans to work with City Staff on creating an initial "Opinion of Cost," which would estimate a total project cost, as well as the portions that could be Special Assessed and those portions that could be funded by City enterprise funds.

Once the Opinion of Cost is created and shared with residents along these streets, they would be asked to bring forward a Letter of Support requesting the project move into the next step of Engineering.

We view this approach to be a good faith effort to discuss a potential street improvement with the residents, while also controlling and minimizing the total cost invested by the City in engineering and planning.

**Recommendation:**

No recommendation at this time.

**Enclosures: None**