

**AGENDA  
OF THE WORK SESSION  
CITY OF EAST GRAND FORKS  
TUESDAY, JULY 9, 2024 – 5:00 PM**

**CALL TO ORDER:**

**CALL OF ROLL:**

**DETERMINATION OF A QUORUM:**

- 1. Review of the Safe Streets for All Action Plan – Stephanie Halford**
- 2. Consider Approval of the 2025 Fixed Route and Dial-A-Ride Applications – Nancy Ellis**
- 3. Consider Approving the Hiring of a New Police Officer – Mike Hedlund**
- 4. Discussion on Sales Tax Ballot Questions – Jeremy King**

**ADJOURN:**

**Upcoming Meetings**

Council Meeting – Tuesday, July 16, 2024 – Council Chambers – 5:00 PM

Work Session – Tuesday, July 23, 2024 – Training Room – 5:00 PM

Council Meeting – Tuesday, August 6, 2024 – Council Chambers – 5:00 PM

Work Session – Tuesday, August 13, 2024 – Council Chambers – 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.

# Safe Streets for All Action Plan

## East Grand Forks City Council

July 9, 2024



# Agenda

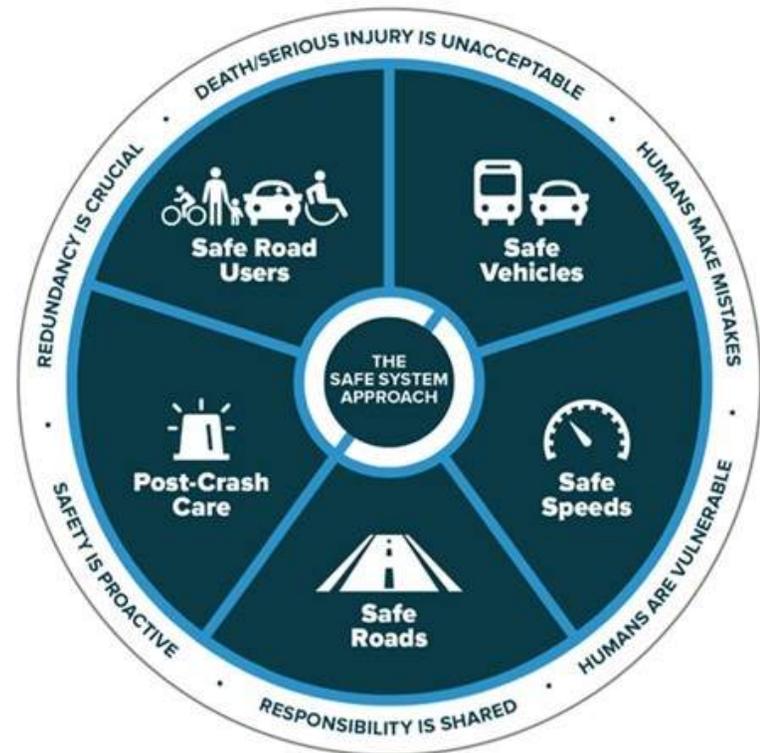
- What is Safe Streets for All?
- Schedule
- Engagement Update
- High Injury Network
- Peer Review
- Next Steps

# What is Safe Streets for All (SS4A)?

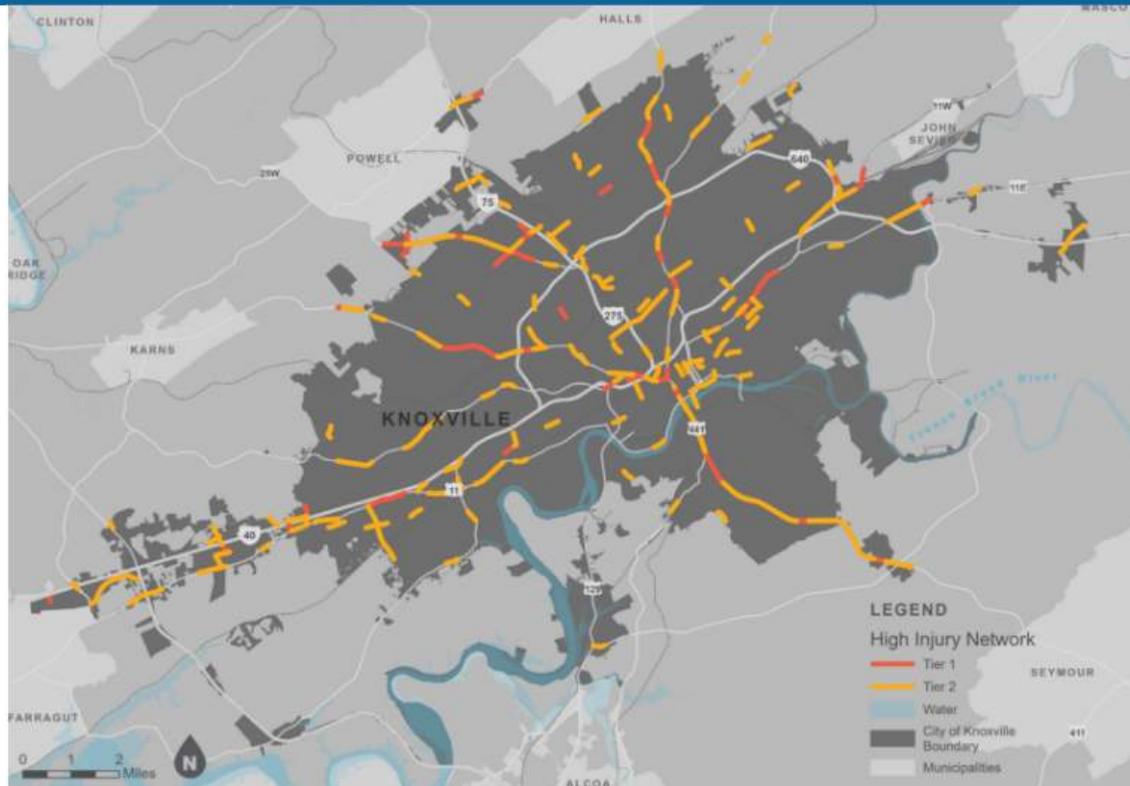
- Provides **federal funding support** for planning, infrastructure, behavioral, and operational initiatives **to prevent death and serious injury on roads and streets** involving all roadway users based on the Safe Systems Approach.
- Supports the development of **comprehensive safety action plans** that identify the most significant roadway safety concerns in a community.

# What is the Safe Systems Approach?

- Five elements supported by six principles.
- Elements need to be integrated and strengthened to achieve zero deaths.



# What does this look like?



5% OF NON-INTERSTATE ROADWAYS IN THE CITY OF KNOXVILLE  
ACCOUNT FOR 63% OF SEVERE INJURY CRASHES



# What does this look like?

## Crash Profiles

Through an examination of crash characteristics and contextual factors, the most pertinent crash trends were identified for further analysis. "Crash profiles" highlight specific conditions that account for a large share of fatal and serious injury crashes in the Knoxville region. These crash profiles are paired with potential countermeasures to identify system-wide safety interventions, in addition to the corridor interventions identified in the HIN.

The following crash profiles were identified and more detail is provided on the following pages per profile:

- **Crash Profile 1:** Motor Vehicle Crashes in Commercial Areas
- **Crash Profile 2:** Left Turn/U-Turn-Related Motor Vehicle Crashes at Signalized Intersections
- **Crash Profile 3:** Pedestrian/Bicyclist-related Crashes in Commercial Areas along Arterials
- **Crash Profile 4:** Motor Vehicle Crashes at Nighttime on Arterials
- **Crash Profile 5:** Motor Vehicle Roadway Departure Crashes on Slopes and Hill Crests
- **Crash Profile 6:** Crashes Involving Motorcycles



### CRASH PROFILE 1: MOTOR VEHICLE CRASHES IN COMMERCIAL AREAS

This factor analyzes crashes that resulted in death or serious injury that occurred within 200 feet of an area with commercial land use in the City of Knoxville.

#### OWNERSHIP



46% on local roads

54% on TDOT maintained roads

#### MODE: MOTOR VEHICLES



#### SERIOUS AND FATAL CRASHES

357

#### POTENTIAL COUNTERMEASURES

- Access management
- Driveway improvements, including sight distance improvements
- Lane narrowing
- Controlled pedestrian crossings



Clinton Highway & Callahan Drive / Schaad Road



Strawberry Plains Pike & Region Lane

# What does this look like?

## City of Knoxville Priority Actions

We are committed to reducing deaths and serious injuries on our streets. The strategies outlined in this action plan were developed to help guide the implementation efforts of the City and its partners to improve safety in Knoxville.

### ACTION ITEMS

The following immediate action items are intended to be the priority steps the City will take toward implementing the Vision Zero Action Plan. While this is an aggressive approach, we're committed to making Knoxville safer for all users, and we will update these action steps annually based on performance and progress.

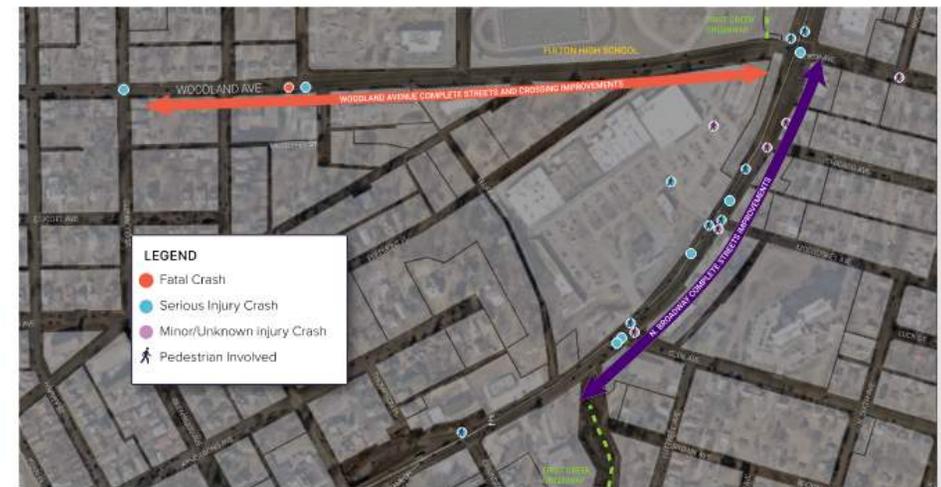
### PRIORITY PROJECTS

Priority projects will be identified using the HIN and predictive analysis. These will be detailed with planning-level cost estimates, and implementation will be pursued over time in accordance with the Action Plan Framework and through the various funding sources listed in Table 4.

### PRIORITY ACTIONS

- Apply for Safe Streets and Roads for All Implementation Grant for priority projects.
- Support the Knoxville Vision Zero Steering Committee.
- Collaborate with TDOT to prioritize, design, and fund safety projects on the HIN that are state maintained.
- Implement safety improvements along the HIN prioritizing Tier 1 project segments.
- Conduct demonstration projects to test new design ideas, engage the public, and implement safety improvements faster.
- Evaluate success towards the goal of zero traffic deaths and severe injuries.
- Launch a transparent data dashboard.

### PRIORITY ACTION: NORTH BROADWAY / WOODLAND AVENUE



#### PRIORITY ACTIONS

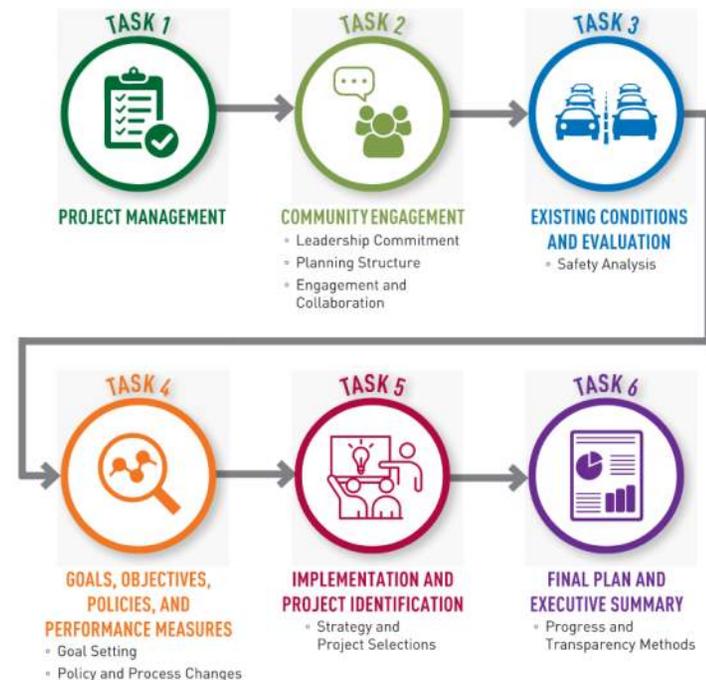
Both Broadway and Woodland Avenue present opportunities for targeted investments in high-crash corridors. Improvements

on N Broadway include adding a shared-use path. This would also provide a valuable connection to the First Creek Greenway trail. On E Woodland Avenue,

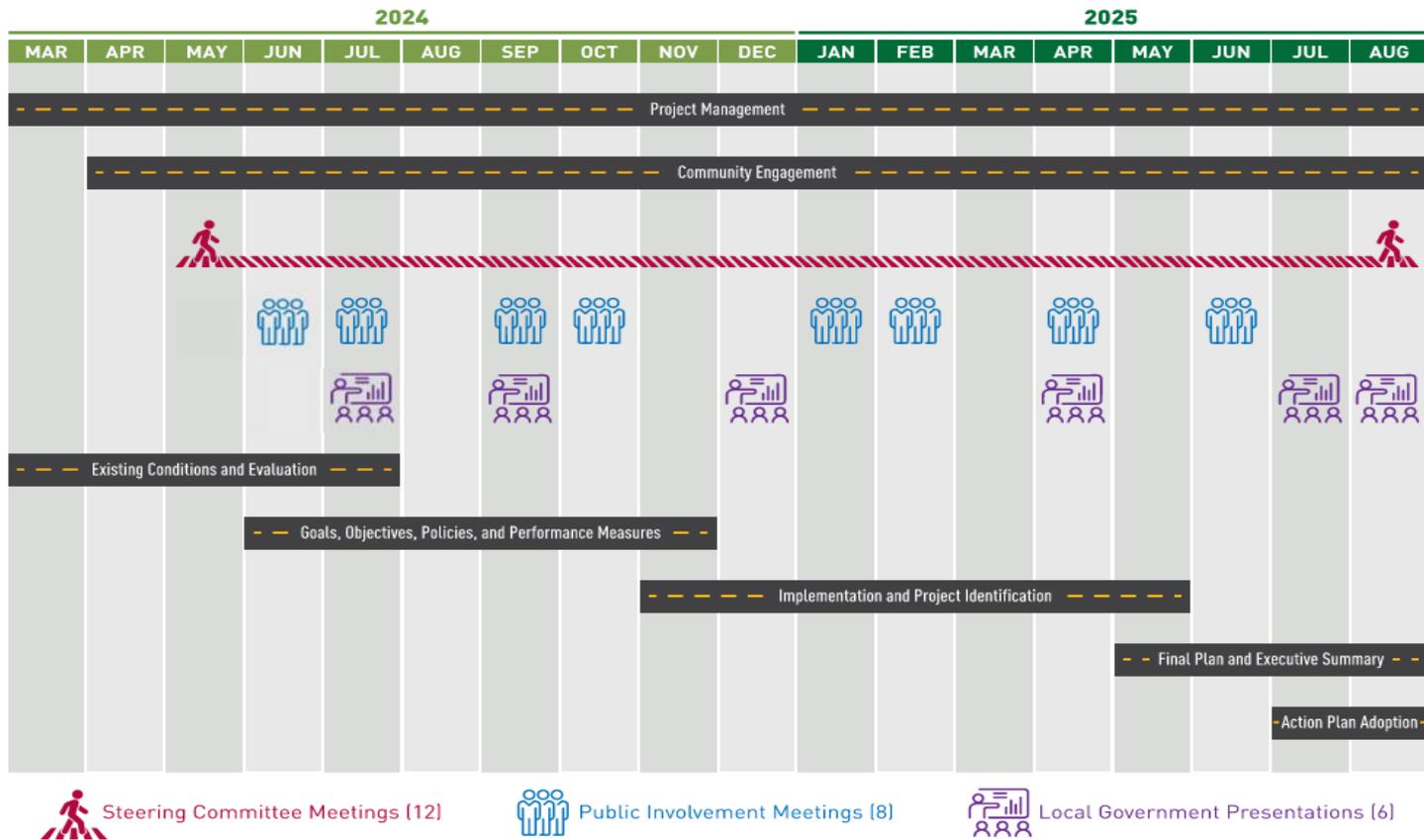
improvements include a shared-use path, reducing travel lanes from four to two, an on-road bike lane, and a refuge island at Fulton High School.

# Comprehensive Safety Action Plan Components

1. Leadership commitment and goal setting
2. Planning structure
3. Safety analysis
4. Engagement and collaboration
5. Equity
6. Policy and process changes
7. Strategy and project selections
8. Progress and transparency



# Project Schedule



# Public Engagement

Grand Forks - East Grand Forks Metropolitan Planning Organization

## SAFE STREETS FOR ALL



The Grand Forks - East Grand Forks Metropolitan Planning Organization (MPO) has embarked on an ambitious and crucial project: the Safe Streets For All Plan. This plan will identify potential safety projects, programs, and strategies to improve safety for the people who live, work, and play in the Grand Forks and East Grand Forks region.

### Get Involved!

Your voice is crucial to the success of the Safe Streets For All Project. Together, we can make a significant impact on the safety and accessibility of your streets.

### Learn More!

Scan the QR code



OR visit: <https://bit.ly/GGFSS4A>



Grand Forks - East Grand Forks Metropolitan Planning Organization Safe Streets For All

# COMMUNITY ENGAGEMENT OPPORTUNITIES!

Your voice is crucial to the success of the Safe Streets For All Project. Together, we can make a significant impact on the safety and accessibility of your streets.

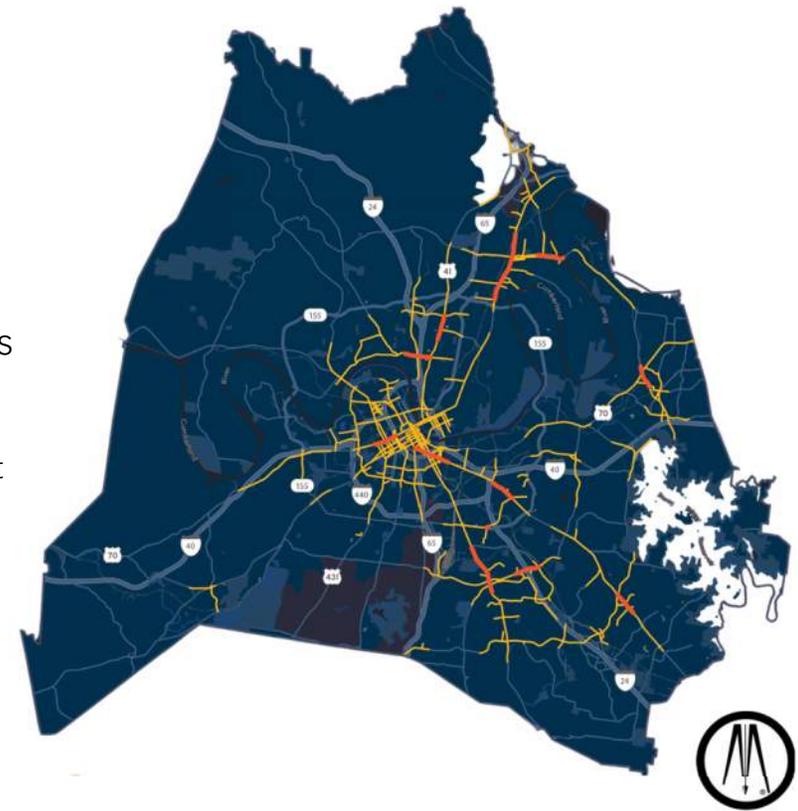
**Community Pop Up:** June 8 | 10 AM - 5 PM  
ArtFest, University Park, 320 N 25th St,  
Grand Forks, ND 58203

**Public Open House:** June 11 | 4 - 6 PM  
Empire Art Center, 415 Demers Ave,  
Grand Forks, ND 58201



# High Injury Network Development

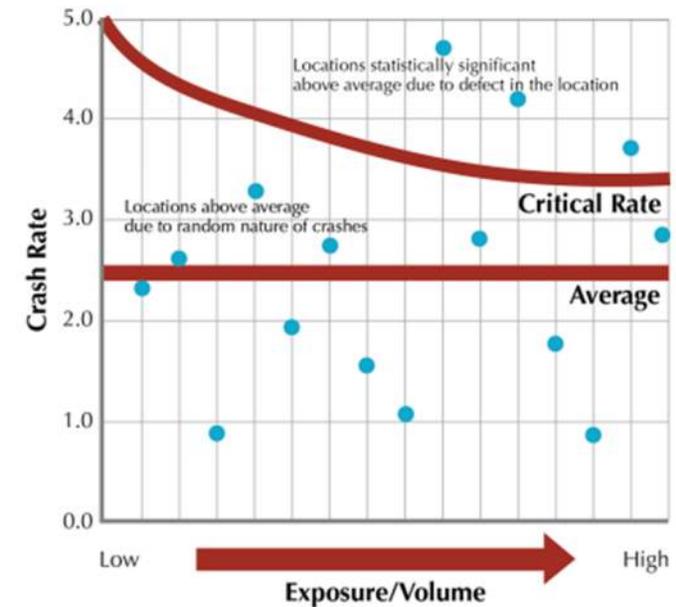
- Builds on Bolton & Menk's Critical Rate analysis
- Identifies and prioritizes HIN segments and intersections
- Uses a **severity index point system**, based on Critical Crash Rates and Average Rates for KSI, VRU, and all collisions
- Includes qualitative exposure evaluations through heat maps and geographic equity scores
  - Ensures balanced project prioritization across the Grand Forks-East Grand Forks area



# High Injury Network

## Critical Crash Rate

- Analysis determines an average crash rate for the city per million vehicle miles
- Determines the extent to which each segment in the city is above or below the average
- Identifies Critical Segments that have a much higher rate than average
- Accounts for key variables that affect safety, including:
  - Facility design
  - Intersection control
  - Amount of exposure
  - Random nature of crashes



# High Injury Network

## Combining the Critical Crash Rate

- Every crash in the city is assigned a point score based on the collision type and the road segment on which it occurred
- Use average frequency (collisions per mile) for the VRU collisions
  - No exposure variable for bicyclists and pedestrians integrated into the results

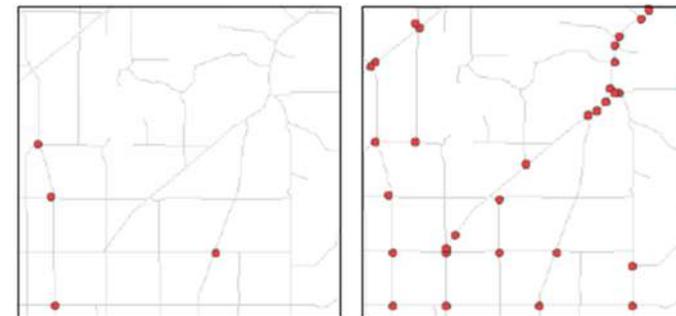
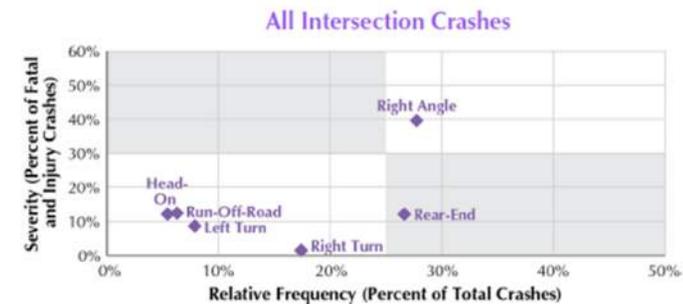
### HIN Severity Point Allocation

Threshold	Collision Type	Points
Critical Segment	KSI	20 Points
Critical Segment	Non-KSI Collisions (Minor Injury and Property Damage Only)	15 Points
Above Average Frequency (Per Mile)	Vulnerable Road User	15 Points
Above Average Rate	KSI	10 Points
Above Average Rate	All Collisions	5 Points
Vulnerable Road User Collisions but Below Average Rate	Vulnerable Road User	5 Points

# High Injury Network

## Intersection Analysis

- Intersection-related crashes account for more than 50% of all crashes and about one-third of fatal crashes
- Rates are expressed as the number of crashes per million entering vehicles rather than million vehicle miles of travel



Intersections with multiple severe crashes in 5-year period.

Intersections considered high priority based on risk assessment.

Traffic Safety Fundamentals Handbook, Minnesota Department of Transportation. Revised June 2015



# High Injury Network

## Geographic Parity

- Grand Forks and East Grand Forks scores will be based on percentile ranking of segments relative to values within each city

Crash Summary by Facility Types – Greater Minnesota Districts								
Facility Type	Miles	Crashes		Crash Rate	Severity Rate	Fatal Rate	Crash Density	
		Fatal	Serious Injury					
Freeway	742.8	62	141	0.54	0.61	0.27	3.39	
4-Lane Expressway	735.8	99	169	0.65	1.12	0.66	2.68	
4-Lane Undivided	27.5	2	3	0.63	0.80	0.53	1.73	
4-Lane Divided Conventional (Non-Expressway)	103.6	13	27	0.82	1.40	0.67	3.06	
2-Lane	ADT < 1,500	3,953.2	99	171	0.64	2.59	1.50	0.21
	1,500 ≤ ADT < 5,000	3,744.3	184	299	0.54	1.56	0.96	0.56
	5,000 ≤ ADT < 8,000	556.4	54	96	0.59	1.51	0.85	1.35
	ADT ≥ 8,000	126.4	17	30	0.56	1.18	0.67	2.23
<b>Sub Total</b>	<b>9,990</b>	<b>530</b>	<b>936</b>					
Freeway	20.6	4	16	1.33	1.00	0.25	20.73	
4-Lane Expressway	44.1	7	30	2.16	2.35	0.55	12.52	
4-Lane Undivided	42.7	4	18	3.05	2.06	0.46	12.46	
4-Lane Divided Conventional (Non-Expressway)	55.3	8	31	2.43	1.80	0.47	15.12	
3-Lane	26.3	6	4	2.02	0.87	1.31	7.05	
5-Lane	16.9	0	8	2.39	1.84	0.00	12.34	
2-Lane	ADT < 1,500	77.2	5	10	1.91	7.74	3.87	0.64
	1,500 ≤ ADT < 5,000	266.9	12	25	1.35	1.78	0.85	1.43
	5,000 ≤ ADT < 8,000	96.5	4	33	1.80	2.95	0.36	4.17
	ADT ≥ 8,000	51.7	2	24	2.29	2.41	0.20	8.80
<b>Sub Total</b>	<b>698</b>	<b>52</b>	<b>199</b>					

Crash Summary by Facility Types – Metro District							
Facility Type	Miles	Crashes		Crash Rate	Severity Rate	Fatal Rate	Crash Density
		Fatal	Serious Injury				
Freeway	122	22	24	0.6	0.9	0.5	11.1
4-Lane Expressway	111	17	65	1.0	1.5	0.7	10.3
4-Lane Undivided	0	0	0	2.5	3.1	0.0	14.8
4-Lane Divided Conventional (Non expressway)	1	0	0	1.3	2.0	0.0	9.2
2-Lane	ADT < 1,500	13	0	2	0.0	0.0	0.5
	1,500 ≤ ADT < 5,000	89	5	8	1.0	1.5	2.0
	5,000 ≤ ADT < 8,000	98	8	18	1.2	2.0	1.8
	ADT ≥ 8,000	137	17	33	1.3	2.0	1.2
<b>Sub Total</b>	<b>571</b>	<b>69</b>	<b>150</b>				
Freeway	267	43	128	1.2	1.6	0.2	41.7
4-Lane Expressway	124	17	81	1.9	2.7	0.5	23.9
4-Lane Undivided	20	2	25	5.8	7.8	0.7	41.3
4-Lane Divided Conventional (Non expressway)	21	3	19	5.0	6.8	0.9	38.6
3-Lane	9	0	2	3.1	4.3	0.0	16.8
5-Lane	2	0	3	5.6	8.8	0.0	52.4
2-Lane	ADT < 1,500	1	0	0	4.0	6.3	0.0
	1,500 ≤ ADT < 5,000	9	0	0	2.8	3.9	0.0
	5,000 ≤ ADT < 8,000	26	2	2	2.3	3.3	1.6
	ADT ≥ 8,000	54	6	20	3.0	4.2	1.1
<b>Sub Total</b>	<b>533</b>	<b>73</b>	<b>280</b>				

Traffic Safety Fundamentals Handbook, Minnesota Department of Transportation, Revised June 2015



# Peer Review

## Goals

- Identify best practices in the Safe Systems Approach
- Keep findings relevant for Grand Forks - East Grand Forks contexts - urban, suburban, rural
- Focus on implementation

# Peer Review

## Peer Selection

Selected 4 cities/region based on:

- Climate
- Population distribution around the region
- Quality of analysis
- Countermeasure selection and communication
- Plan outcomes



### CRASH PROFILE 2: LEFT TURN/U-TURN-RELATED MOTOR VEHICLE CRASHES AT SIGNALIZED INTERSECTIONS

This factor analyzes crashes that resulted in death or serious injury involving a motor vehicle making a left turn or U-turn at a signalized intersection in the City of Knoxville.

#### OWNERSHIP



27% on local roads

74% on TDOT maintained roads

#### MODE: MOTOR VEHICLES



#### SERIOUS AND FATAL CRASHES

83

#### POTENTIAL COUNTERMEASURES

- Reduced conflict intersections or other alternative intersections
- Protected left turn movements
- Flashing yellow arrow traffic signals (when protected left turn is not feasible)
- Retroreflective backplates
- One-lane roundabouts on lower volume roads
- Red light cameras
- Prohibit right turn on red
- Sight distance enhancements



Henley Street & Cumberland Avenue



Chapman Highway & Green Road

Knoxville crash profiles

# Peer Review

## Peer Communities

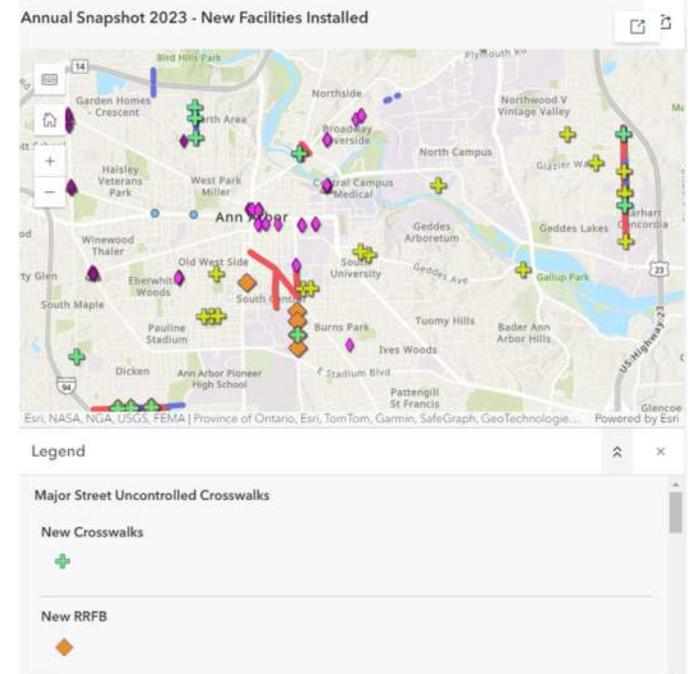
- Greater Madison MPO (WI)
- Knoxville Regional TPO (TN)
- Southeast Michigan COG (MI)
- Ann Arbor (MI)

### Pedestrian Enhancements

Safety enhancements for the pedestrian network included filled sidewalk gaps, new crosswalks, audible pedestrian signals (APS), and enhanced improvements at existing uncontrolled crosswalks.

### Sidewalk Gaps, Crosswalks, and APS

*1.39 miles of sidewalk gaps were filled, 13 new crosswalks installed, and 2 new APS devices were installed*



Ann Arbor, MI Annual Snapshot 2023

# Next Steps

- Virtual public engagement
  - Online comment mapping tool
- Pop-up engagement – University Park Neighborhood Event
  - July 13<sup>th</sup> Event at Skidmore Park
- Refinement of High Injury Network
- Continued Peer Review

# Request for Council Action

Date: July 3, 2024

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: Nancy Ellis, Transit Manager

RE: 2025 Fixed Route and Dial a Ride MnDOT applications

---

## RECOMMENDATION:

Staff recommends approval for the City of East Grand Forks to enter into an agreement with MnDOT for FY2025 transit funding.

## BACKGROUND INFORMATION:

This is an annual application and contract with MnDOT to receive operating funds for the Fixed Route and Paratransit/Senior Rider (DAR) service. MnDOT has been given additional funds from the state's budget surplus and are again providing a 95/5 split for 2025. As well, MnDOT allows us to use 75% of our Federal appropriated dollars for operating instead of the past where Fed dollars were a 50/50 split between operating and capital.

When we approve our final City budget in November or December, I will have the State's approved cost share of each transit service for the year of service, 2025. At this time, the cost of services is an estimate; and the funds from the State, the amount of our federal allocation used toward the operating expenses, and our local share is still a work in progress. Our costs for fixed route purchase of service are a percentage of the total cost to operate Cities Area Transit split between GF, EGF and UND. Dial-a Ride with Grand Forks will go up because operations for DAR/SR service is increasing and the total cost to run the service is now separated from the Fixed Route billing. We now have Cost Allocation Models for both services that break out direct and indirect costs using past years total charges with a modest increase. Both are used for our MnDOT operating applications and for our use to budget transit.

I am preparing the applications for the estimated costs we currently have available to us. We will know more after the application is reviewed from the State and can make changes to the fund requests.

SUPPORT MATERIALS:

Resolutions for both Fixed Route and DAR contracts  
Cost allocation for Fixed Route \_ updated as of 6/27/2024

FUNDING SOURCES:

Fixed Route cost estimate with salary and incidentals: **\$519510**  
Federal funds: **-\$208,059**  
Contract and Farebox revenue: **\$4700**  
State Funding estimated: **\$285,475 (total minus fares and 75% of 2023 Fed allocation at 95%)**  
Local share: - **\$25976 plus travel, trainings, and any overages that exceeds the contract**

DAR cost estimate with salary: **\$195713**  
Farebox Revenue: **\$14100(\$3 per passenger)**  
State Funding estimated: **\$185,406 (95%)**  
Local share: **-\$23858 (with admin and incidentals)**

TOTAL LOCAL SHARE ESTIMATE: **\$50000** for operating based on Cost Allocation Model. I expect additional local share costs from maintenance charges, increase in fuel or overages on billing.

**CITY OF EAST GRAND FORKS  
RESOLUTION NO. 24-**

**YEAR 2025 (Regular Route/Fixed Route Services)**

Council member \_\_\_\_\_, supported by Council member \_\_\_\_\_, introduced the following resolution and moved its adoption:

The City of East Grand Forks has resolved to apply for the 2025 Greater Minnesota Transit Operating Grant and enter into an Agreement with the State of Minnesota to provide public transit service.

FURTHER RESOLVED that the City of East Grand Forks agrees to provide a local share of up to 15 percent of the total operating costs and up to 20 percent of the total capital costs.

FURTHER RESOLVED that the City of East Grand Forks agrees to provide 100 percent of the local share necessary for expenses that exceed funds available from the State.

FURTHER RESOLVED that the City of East Grand Forks authorizes the City Administrator and Mayor to execute the aforementioned Agreement and any amendments.

*Voting Aye:*

*Voting Nay:*

*Absent:*

The President declared the resolution passed.

Passed:

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of the Council

I hereby approve the foregoing resolution this \_\_\_ day \_\_\_\_\_ of 2024.

\_\_\_\_\_  
Mayor

**CERTIFICATION**

I hereby certify that the foregoing resolution is a true and correct copy of the resolution presented to and adopted by the City of East Grand Forks, Minnesota, at a duly authorized meeting thereof held on the \_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Notary

**CITY OF EAST GRAND FORKS  
RESOLUTION NO. 24-**

**YEAR 2025 (Paratransit)**

Council member \_\_\_\_\_, supported by Council member \_\_\_\_\_, introduced the following resolution and moved its adoption:

The City of East Grand Forks has resolved to apply for the 2025 Greater Minnesota Transit Operating Grant and enter into an Agreement with the State of Minnesota to provide public transit service.

FURTHER RESOLVED that the City of East Grand Forks agrees to provide a local share of up to 15 percent of the total operating costs and up to 20 percent of the total capital costs.

FURTHER RESOLVED that the City of East Grand Forks agrees to provide 100 percent of the local share necessary for expenses that exceed funds available from the State.

FURTHER RESOLVED that the City of East Grand Forks authorizes the City Administrator and Mayor to execute the aforementioned Agreement and any amendments.

*Voting Aye:*

*Voting Nay:*

*Absent:*

The President declared the resolution passed.

Passed:

Attest:

\_\_\_\_\_  
City Administrator/Clerk-Treasurer

\_\_\_\_\_  
President of the Council

I hereby approve the foregoing resolution this \_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor

**CERTIFICATION**

I hereby certify that the foregoing resolution is a true and correct copy of the resolution presented to and adopted by the City of East Grand Forks, Minnesota, at a duly authorized meeting thereof held on the \_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Notary

**COST ALLOCATION MODEL - OPERATING BUDGET DAR**

<b>Basis of Assignment</b>	<b>Total Expenses Assigned</b>	<b>Percentage of Total Cost</b>	<b>Total Operating Statistics</b>	<b>Unit Cost</b>	<b>Grand Forks cost at 91%</b>	<b>EGF cost at 9%</b>
Vehicle Hours	\$1,093,527	62.58%	27,713	\$39.4590 (a)	25,219	2,494
Vehicle Miles	\$346,764	19.84%	264,936	\$1.30886 (b)	241,092	23,844
Peak Vehicle	\$307,151	17.58%	12	\$25,596 (c)	10.00	2.00
	<b>\$1,747,442</b>					

**\*Annual Cost - Grand Forks =** (39.4590 x 25,219) = 995,116.52 (1.30886 x 241092) = 315,555.68  
 (\$25,596 x 10) = 255,960 {995,116.52+ \$315,555.68 + \$255,960.00} = **\$1,566,632.20**

**\*Annual Cost - East Grand Forks =** (\$39.4590 x 2,494) = 98,410.75 (1.30886 x 23,844) = 31,208.46  
 (\$25,596 x 2) = 51,192.00 {\$98,410.75 + \$31,208.46+ \$51,192.00 = **\$180,811.21\***

*\*Some slight differences will occur due to rounding throughout.*

(a) From 2023 Yearly NTD Report

(b) From actual Distance Measuring Meter reading (on-board vehicle computer).

(c) Cities Area Transit, including service to East Grand Forks and UND.

**OPERATING BUDGET**

	<b>TOTAL COST</b>	<b>G.F. SHARE</b>	<b>EGF SHARE</b>
1. Vehicle Hours (Drivers)	\$1,093,527	\$995,117	\$98,411
2. Vehicle Miles	\$346,764	\$315,556	\$31,208
3. Peak Vehicle	\$307,151	\$255,960	\$51,192
<b><u>GRAND TOTAL</u></b>	<b>\$1,747,442</b>	<b>\$1,566,632</b>	<b>\$180,811</b>
<b>Percentages assigned each area:</b>	<b><u>G.F. Share</u></b>	<b><u>E.G.F. Share</u></b>	<b><u>TOTAL %</u></b>
Vehicle Hours	91.001%	8.999%	100.00%
Vehicle Miles	91.000%	9.000%	100.00%
Peak Vehicle	83.334%	16.667%	100.00%

*\* Some slight differences will occur due to rounding throughout.*

**COST ALLOCATION MODEL - OPERATING BUDGET**

<b>Basis of Assignment</b>	<b>Total Expenses Assigned</b>	<b>Percentage of Total Cost</b>	<b>Total Operating Statistics</b>	<b>Unit Cost</b>
Vehicle Hours	\$2,288,490	59.89%	35,665	\$64.1667 (a)
Vehicle Miles	\$676,597	17.71%	399,509	\$1.69357 (b)
Peak Vehicle	\$856,120	22.40%	12	\$71,343 (c)
	<b>\$3,821,208</b>			

**\*Annual Cost - Grand Forks =** (64.1667 x 26,440) = 1,696,567.55 (1.69357 x 297,755) = 504,268.94  
 (\$71,343 x 7) = 499,401.00 { \$1,696,567.55 + \$504,268.94 + \$499,401.00 } = **\$2,700,237.49**

**\*Annual Cost - East Grand Forks =** (\$64.1667 x 4,297) = 275,724.31 (1.69357 x 52,956) = 89,684.69  
 (\$71,343 x 2) = 142,686.00 { \$275,724.31 + \$89,684.69 + \$142,686.00 } = **\$508,094.83\***

**\*Annual Cost - UND =** (\$64.1667 x 4928) = 316,213.50 (1.69357 x 48,799) = 82,644.52  
 (\$71,343 x 3) = 214,029.00 { \$316,213.50 + \$82,644.52 + \$214,029.00 } = **\$612,887.02\***

*\*Some slight differences will occur due to rounding throughout.*

- (a) From 2023 bus schedules
- (b) From actual Distance Measuring Meter reading (on-board vehicle computer).
- (c) Cities Area Transit, including service to East Grand Forks and UND.

**OPERATING BUDGET**

	<b>TOTAL COST</b>	<b>G.F. SHARE</b>	<b>EGF SHARE</b>	<b>UND SHARE</b>
1. Vehicle Hours (Drivers)	\$2,288,490	\$1,696,568	\$275,724	\$316,199
2. Vehicle Miles	\$676,597	\$504,269	\$89,685	\$82,644
3. Peak Vehicle	\$856,120	\$499,401	\$142,686	\$214,033
<b><u>GRAND TOTAL</u></b>	<b>\$3,821,208</b>	<b>\$2,700,237</b>	<b>\$508,095</b>	<b>\$612,876</b>
<b>Percentages assigned each area:</b>	<b><u>G.F. Share</u></b>	<b><u>E.G.F. Share</u></b>	<b><u>UND Share</u></b>	<b><u>TOTAL %</u></b>
Vehicle Hours	74.135%	12.048%	13.817%	100.00%
Vehicle Miles	74.530%	13.255%	12.215%	100.00%
Peak Vehicle	58.333%	16.667%	25.000%	100.00%

**\* Some slight differences will occur due to rounding throughout.**

<b>GF Total System Cost</b>	<b>\$2,700,237</b>	
		<b>All Routes</b>
Fixed Cost Factor (TFC as % of TVC)	22.7%	28.9%
Fixed Cost as % of Total Costs	18.5%	13.1%
<b>EGF Total System Cost</b>	<b>\$508,095</b>	
Fixed Cost Factor (TFC as % of TVC)	39.0%	
Fixed Cost as % of Total Costs	28.1%	
<b>UND Total System Cost</b>	<b>\$612,876</b>	
Fixed Cost Factor (TFC as % of TVC)	53.7%	
Fixed Cost as % of Total Costs	34.9%	

# Request for Council Action

Date: 7/2/2024

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 Hire Herman Gray for the Position of Police Officer

---

**Background:** The East Grand Forks Police Department has conducted a hiring process and we are requesting the approval to hire Herman Gray for the position of Police Officer. The Department is currently one officer short, and Mr. Gray will fill that position. Mr. Gray has completed all phases of the Background. His start date is still being determined but will be late July or early August, 2024 pending Council approval. Mr. Gray has four years of experience with the South Lake Minnetonka Police Department. Based upon his experience and current salary we are requesting that Mr. Gray be hired at Step 4 of the 2024 Wage Scale. He would also be eligible for the \$5,000.00 hiring bonus.

**Recommendation:** That the East Grand Forks City Council authorize the hiring of Herman Gray as a Police Officer at Grade 15 Step 4 of the 2024 Wage Scale at a date to be determined.

**Enclosures:** None.

# Request for Council Action

Date: July 9, 2024

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: Jeremy King, Parks & Recreation

RE: Request for sales tax ballot questions

## **Background:**

The final approved ballot questions for the proposed facility improvement project must be submitted to the county auditor at least 74 days before Election Day. For the 2024 general election, the deadline is Friday, August 23. City staff have been working together with Kennedy & Graven to draft the ballot questions and ensure they comply with all State requirements. There will be two different questions on the ballot regarding the proposed sales tax, as the improvement plan involves two separate project sites.

East Grand Forks Sales Tax Ballot Questions

### **Imposition of Sales and Use Tax for Civic Center Sports Complex Project**

Shall the City of East Grand Forks be authorized to impose a temporary sales and use tax of one percent (1%) to finance all or a portion of the costs of the reconstruction and remodeling of, and upgrades and additions to, the Civic Center Sports Complex, for a period of 20 years or until approximately \$6,745,000 plus the costs of collecting and administering the tax and the costs of issuing any bonds including interest is collected, whichever comes first?

The total sales and use tax approved by voters at this election to finance this project and any other project will not exceed one percent (1%).

### **Imposition of Sales and Use Tax for VFW Memorial Arena Project**

Shall the City of East Grand Forks impose a temporary sales and use tax of one percent (1%) to finance all or a portion of the costs of the reconstruction and remodeling of, and upgrades and additions to, the VFW Memorial Arena for a period of 20 years or until approximately \$8,000,000 plus the costs of collecting and administering the tax and the costs of issuing any bonds including interest is collected, whichever comes first?

The total sales and use tax approved by voters at this election to finance this project and any other project will not exceed one percent (1%).

Items proposed to be funded by the sales tax include:

**Civic Center Arena**

- Building enhancements including mechanical and electrical system replacement and upgrades
- Overall safety and access improvements to all areas of the facility
- Site and parking improvements promoting accessibility, safety, and building maintainability
- New and reconfigured ballfields to support program development and expanded offerings

**VFW Arena**

- Refrigeration system and ice slab replacement
- Interior environment enhancements through building system replacements and upgrades including dehumidification unit for all-year ice availability at the VFW Memorial Arena
- Spectator enhancements through improved viewing and seating areas
- Improved community access to arena spaces for year-round health and wellness programming

**Budget Impact:**

None

**Recommendation:**

Approval ballot questions as provided by Kennedy & Graven.

**Enclosures:**

None