

SPECIAL CITY COMMISSION MEETING VALLEY CITY, NORTH DAKOTA

Friday, March 21, 2025
12:00 PM

The City Commission Meeting will begin on Friday, March 21, 2025 at 12:00 PM CT, at City Commission Chambers, 254 2nd Avenue NE, Valley City, ND.

The meeting is also available to view online <https://us06web.zoom.us/j/87414383111> or listen by calling (1 346 248 7799) Webinar ID: 874 1438 3111

| Board of City Commissioners Member | Role | Department Supervisor | Role |
|---|--------------|------------------------------|-------------------------|
| Dave Carlsrud | President | Gwen Crawford | City Administrator |
| Michael Bishop | Commissioner | Carl Martineck | City Attorney |
| Duane Magnuson | Commissioner | Brenda Klein | Finance Director |
| Jeff Erickson | Commissioner | Brandy Johnson | Deputy Auditor |
| Dick Gulmon | Commissioner | Tina Current | City Assessor |
| | | Gary Jacobson | Public Works Accountant |
| | | Scott Magnuson | Fire Chief |
| | | Nick Horner | Police Chief |
| | | KLJ/Moore | City Engineers |

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE (PLEASE STAND)

NEW BUSINESS

NB1. Approve Raffle for Valley City Lions Club on 4.22.2025 at the Eagles, Valley City.

Roll Call: Erickson Gulmon Bishop Magnuson Carlsrud

ADJOURN

**LOCAL PERMIT OR RESTRICTED EVENT PERMIT**

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL

GAMING DIVISION

SFN 17926 (4-2023)

Permit Number

1543

Permit Type (check one)

☒ Local Permit ☐ Restricted Event Permit*

Games Authorized

☐ Raffle by a Political or Legislative District Party☐ Bingo ☒ Raffle ☐ Raffle Board ☐ Calendar Raffle ☐ Sports Pool ☐ Poker* ☐ Twenty-One* ☐ Paddlewheels*

*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.

LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS**ORGANIZATION INFO**

| | | | |
|--|------------------------------------|---|--------------------------|
| Name of Organization or Group Valley City Lions Club | | Dates Authorized (Read Instruction 2) 4.22.2025 | |
| Organization or Group Contact Person Paul McDonald | E-mail pmas566@gmail.com | Telephone Number 320-287-3931 | |
| Mailing Address PO Box 127 | City Valley City | State ND | ZIP Code 58072 |

SITE INFO

| | | | |
|---|----------------------------|-------------------------|--------------------------|
| Site Name Valley City Eagles Club | | County Barnes | |
| Site Address 345 12th Ave NE | City Valley City | State ND | ZIP Code 58072 |
| If the city or county is placing restrictions on the permit, please explain | | | |
| Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.) 4.22.2025 Meat Raffles | | | |

Permits must be issued prior to the 1st event date.

Local governing bodies please see the instructions on the backside of this form on how to complete the permit. Be certain to provide the organization or group with the "Information Required to be Preprinted on a Standard Raffle Ticket" found on the backside of this forms if a raffle is being conducted. If a "Restricted Event Permit" is being issued, either provide organization or group with SFN 52880 "Report on a Restricted Event Permit" or make them aware that the report must be filed with the city or county and the Office of Attorney General within 30 days after the event. Before approving a site location, ensure compliance with the gaming law below

Before approving a local permit or restricted event permit the local governing body should review North Dakota Century Code 53-06.1-03(3)(a) which states:

3. A licensed organization or organization that has a permit shall conduct games as follows:

a. Only one licensed organization or organization that has a permit may conduct games at an authorized site on a day, except that a raffle may be conducted for a special occasion by another licensed organization or organization that has a permit when one of these conditions is met:

(1) When the area for the raffle is physically separated from the area where games are conducted by the regular organization.

(2) Upon request of the regular organization and with the approval of the alcoholic beverage establishment, the regular organization's license or permit is suspended for that specific time of day by the Attorney General.

Local governing bodies should also review North Dakota Administrative Code 99-01.3-01-05 (Permits) for the administrative rules governing permits. These rules may be viewed on the North Dakota Attorney General's website at <https://attorneygeneral.nd.gov/licensing-and-gaming/gaming/gaming-laws-rules-and-publications>

CITY OR COUNTY CONTACT PERSON

| | | | |
|--------------------------------------|----------------------------------|---|--|
| Name Brenda Klein | Title Finance Director | Telephone Number 701-845-1700 | E-mail Address bklein@Valleycity.us |
| Signature of City or County Official | | Date 3.21.2025 | Issuing Governing Body <input checked="" type="checkbox"/> City <input type="checkbox"/> County |

City or County must submit a copy of the permit above to the Office of Attorney General within 14 days of issuance.

Paid \$10.00 Cash 2-27-25



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL

GAMING DIVISION

SFN 9338 (4-2023)

Permit #1543

| | | | | | | | |
|--|---|---------------------------------------|--|--------------------------------------|---------------------------------|--------------------------------------|--|
| Applying for (check one) | | | | | | | |
| <input checked="" type="checkbox"/> Local Permit | <input type="checkbox"/> Restricted Event Permit* | | | | | | |
| Games to be conducted | | | | | | | |
| <input type="checkbox"/> Bingo | <input checked="" type="checkbox"/> Raffle | <input type="checkbox"/> Raffle Board | <input type="checkbox"/> Calendar Raffle | <input type="checkbox"/> Sports Pool | <input type="checkbox"/> Poker* | <input type="checkbox"/> Twenty-One* | <input type="checkbox"/> Paddlewheels* |

*See Instruction 2 (f) on Page 2. Poker, Twenty-One, and Paddlewheels may be conducted Only with a Restricted Event Permit. Only one permit per year.

LOCAL PERMIT RAFFLES MAY NOT BE CONDUCTED ONLINE AND CREDIT CARDS MAY NOT BE USED FOR WAGERS

ORGANIZATION INFO

| | | | |
|--------------------------------------|-------------------|---|----------|
| Name of Organization or Group | | Dates of Activity (Does not include dates for the sales of tickets) | |
| Valley City Lions Club | | April 22, 2025 | |
| Organization or Group Contact Person | E-mail | Telephone Number | |
| Paul McDonald | pmac566@gmail.com | 320-287-3931 | |
| Business Address | City | State | ZIP Code |
| 1015 6th St SE Apt 204 | Valley City | ND | 58072 |
| Mailing Address (if different) | City | State | ZIP Code |
| PO Box 127 | Valley City | ND | 58072 |

SITE INFO

| | |
|--|-------------|
| Site Name | County |
| Valley City Eagles Club | Barnes |
| Site Physical Address | City |
| 345 12th Ave NE | Valley City |
| State | ZIP Code |
| ND | 58072 |
| Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.) | |
| Raffle 4/22/25 | |

PRIZE / AWARD INFO (If More Prizes, Attach An Additional Sheet)

| Game Type | Description of Prize | Exact Retail Value of Prize |
|------------------------------------|-----------------------------|-----------------------------|
| Raffle | See Attached (Meat Bundles) | 350.00 |
| | | |
| | | |
| Total (limit \$40,000 per year) | | \$ 350.00 |

| |
|--|
| Intended Uses of Gaming Proceeds |
| Funds Divided among charitable organizations in Barnes County |
| Does the organization presently have a state gaming license? (If yes, the organization is not eligible for a local permit or restricted event permit and should call the Office of Attorney General at 1-800-326-9240) |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Has the organization or group received a restricted event permit from any city or county for the fiscal year July 1 - June 30 (If yes, the organization or group does not qualify for a local permit or restricted event permit) |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Has the organization or group received a local permit from an city or county for the fiscal year July 1 - June 30 (If yes, indicate the total retail value of all prizes previously awarded) |
| <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes - Total Retail Value: \$350 (This amount is part of the total prize limit for \$40,000 per fiscal year) |
| Is the organization or group a state political party or legislative district party? (If yes, the organization or group may only conduct a raffle and must complete SFN 52880 "Report on a Restricted Event Permit" within 30 days of the event. Net proceeds may be for political purposes.) |
| <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |

| | | | |
|---|----------------|------------------|-------------------|
| Name | Title | Telephone Number | E-mail Address |
| Paul McDonald | President | 320-287-3931 | pmac566@gmail.com |
| Signature of Organization or Group's Top Official | Title | Date | |
| Paul McDonald | Club President | 2/28/25 | |

Lions Club Meat Raffle at Ham and Beef Supper

1. \$10.00 Ham
2. \$10.00 Bacon
3. \$10.00 Ham
4. \$10.00 Bacon
5. \$10.00 Ham
6. \$10.00 Bacon
7. \$10.00 Ham
8. \$10.00 Bacon
9. \$10.00 Ham
10. \$10.00 Bacon
11. \$10.00 Ham
12. \$10.00 Bacon
13. \$10.00 Ham
14. \$10.00 Bacon
15. \$10.00 Ham
16. \$10.00 Bacon
17. \$10.00 Ham
18. \$10.00 Bacon
19. \$10.00 Ham
20. \$10.00 Bacon
21. \$10.00 Ham
22. \$10.00 Bacon
23. \$10.00 Ham
24. \$10.00 Bacon
25. \$10.00 Ham
26. \$10.00 Bacon
27. \$10.00 Ham
28. \$10.00 Bacon

- 29. \$10.00 Ham
- 30. \$10.00 Bacon
- 31. \$10.00 Bacon
- 32. \$10.00 Bacon
- 33. \$10.00 Bacon
- 34. \$10.00 Bacon
- 35. \$10.00 Bacon

\$350.00 totla value

Valley Meat will charge the Lion's \$10 for each Ham and Bacon

Tickets will be \$1.00 for each ticket and \$5.00 for 6 tickets.

35 tickets will be sold for each raffle.