

# **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 2<sup>nd</sup> 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

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<b>Board of City Commissioners</b>	<b>Role</b>	<b>Department Supervisor</b>	<b>Role</b>
<b>Member</b>			
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

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

## SITE INFO

Site Name <b>Valley City Eagles Club</b>		County <b>Barnes</b>	
Site Address <b>345 12th Ave NE</b>	City <b>Valley City</b>	State <b>ND</b>	ZIP Code <b>58072</b>
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.)			
<b>4.22.2025 Meat Raffles</b>			

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 form 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 <b>Brenda Klein</b>	Title <b>Finance Director</b>	Telephone Number <b>701-845-1700</b>	E-mail Address <b>bklein@Valleycity.us</b>
Signature of City or County Official		Date <b>3.21.2025</b>	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"/> Raffle by a Political or Legislative District Party
<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 <b>Valley City Lions Club</b>	Dates of Activity (Does not include dates for the sales of tickets) <b>April 22, 2025</b>		
Organization or Group Contact Person <b>Paul McDonald</b>	E-mail <b>pmac566@gmail.com</b>	Telephone Number <b>320-287-3931</b>	
Business Address <b>1015 6th St. SE Apt 204</b>	City <b>Valley City</b>	State <b>ND</b>	ZIP Code <b>58072</b>
Mailing Address (if different) <b>PO Box 127</b>	City <b>Valley City</b>	State <b>ND</b>	ZIP Code <b>58072</b>

### SITE INFO

Site Name <b>Valley City Eagles Club</b>	County <b>Barnes</b>		
Site Physical Address <b>345 12th Ave NE</b>	City <b>Valley City</b>	State <b>ND</b>	ZIP Code <b>58072</b>
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.) <b>Raffle 4/22/25</b>			

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

Game Type	Description of Prize	Exact Retail Value of Prize
<b>Raffle</b>	<b>See Attached (Meat Bundles)</b>	<b>350.00</b>

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)

Yes  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)

Yes  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)

No  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.)

Yes  No

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

## **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 total value

Valley Meat will charge the Lions \$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.