

CITY COMMISSION MEETING

VALLEY CITY, NORTH DAKOTA

Tuesday, April 1, 2025
5:00 PM

The City Commission Meeting will begin on Tuesday, April 1, 2025 at 5:00 PM CT, at the City Commission Chambers, 254 2nd Avenue NE, Valley City, ND.

The meeting is also available to view online <https://us06web.zoom.us/j/85302825658> or listen by calling (1 346 248 7799) Webinar ID: 853 0282 5658.

Board of City Commissioners	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
Jeffrey Erickson	Commissioner	Brandy Johnson	Deputy Auditor
Dick Gulmon	Commissioner	Tina Current	City Assessor
		Scott Magnuson	Fire Chief
		Nick Horner	Police Chief
		KLJ/Moore	City Engineers

NEXT RESOLUTION No. 2478

NEXT ORDINANCE No. 1171

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE (PLEASE STAND)

APPROVAL OF AGENDA (ROLL CALL VOTE NEEDED WHEN CHANGES MADE TO THE AGENDA)

Roll Call: Gulmon Bishop Magnuson Erickson Carlsrud

APPROVAL OF CONSENT AGENDA

- A. Approve Minutes from the 3.18.2025 Finance and Commission Meetings and the 3.21.2025 Special Commission Meeting. Page 3
- B. Approve the Raffle Permit requests for:
 - Education Foundation for VCPS on 4.10.2025 at VCHS Cafeteria
 - Sheyenne Red River Rodeo Club on 4.26 and 4.27.2025 at the ND Winter Show Building
 - VCSU Viking Booster Board on 4.30.2025 at the VC Eagles Club
 - VCSU Foundation/VCSU Scholarship Auction Fundraiser on 4.11.2025 at the VC Eagles ClubPage 8
- C. Approve 2024-25 Contractor License for:
 - Karma Enterprises LLC dba Asset Services LLC of Fargo NDPage 20

Roll Call: Bishop Magnuson Erickson Gulmon Carlsrud

PUBLIC COMMENTS

Attorney General's "A Citizen's Guide to North Dakota Open Records & Open Meetings Laws" *A member of the public does not have the right to speak to the governing body at an open meeting. The public is only entitled to see and hear what happens at a meeting, and to record or broadcast those observations.

- ✓ No personal attacks to persons present or not
- ✓ No inflammatory language used during time that you have the platform
- ✓ 5-minute maximum or as directed by the chair
- ✓ Thank you for participating in City Government.

PUBLIC HEARING

ORDINANCE

RESOLUTION

RES 2475 Approving Engineer's Report and Directing Preparation of Detailed Plans and Specs - Paving 132.
Page 23

Roll Call: Magnuson Erickson Gulmon Bishop Carlsrud

RES 2476 Declaring Necessity of Improvements in Paving Improvement District No. 132.

Page 32

Roll Call: Erickson Gulmon Bishop Magnuson Carlsrud

RES 2477 Creating Sanitary Sewer Improvement District No. 72.

Page 36

Roll Call: Gulmon Bishop Magnuson Erickson Carlsrud

NEW BUSINESS

NB1. Remove Gary Jacobson and add Joy Kiefert as an Authorized Signer on the City of Valley City's Accounts at Dacotah Bank Effective April 1, 2025 (*Finance Director Klein*)

Roll Call: Bishop Magnuson Erickson Gulmon Carlsrud

NB2. Approve Award - PROJECT: TAU-2-990(066), PCN 23917 - BARNES CO; WINTERSHOW ROAD SHARED-USE PATH, JCT 8TH AVE SW TO NEAR 2ND AVE SW - VALLEY CITY.

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Roll Call: Magnuson Erickson Gulmon Bishop Carlsrud

CITY ADMINISTRATOR'S REPORT

CITY UPDATES & COMMISSION REPORTS

ADJOURN

CITY COMMISSION FINANCE MEETING

VALLEY CITY, NORTH DAKOTA

Tuesday, March 18, 2025
2:30 PM

Called to Order

President Carlsrud called the meeting to order at 2:30 PM.

Roll Call

Members present: President Carlsrud, Commissioner Bishop, Commissioner Magnuson, Commissioner Erickson, Commissioner Gulmon.

Other present: City Administrator Crawford, City Attorney Martineck, Finance Director Klein, Chief Horner, Administrative Assistant Hintz

Agenda Items

Review Monthly Bills/Reports. Finance Director Klein reviewed the monthly bills and reports.

Discuss Hotel Liquor License. City Attorney Martineck shared with the Commissioners that this is a possibility if needed in the future but there is no request currently. The consensus of Commission was to put this on hold for now.

Discussion Regarding Downtown Property Snow Removal. City Administrator Crawford shared that this topic was brought up by Commissioner Erickson at the reading of Ordinance 1169 at the last meeting. Crawford feels that more discussion is needed on this topic. If there are changes to be made to the proposed ordinance, they need to be discussed as that Ordinance is scheduled for a third reading at tonight's commission meeting. Operations Supervisor Klemisch joined via Zoom and explained his concern over the increase in time for snow removal to 48 hours. It is currently set at 24 hours. The consensus of the Commissioners was to leave the time at the 24 hours for snow removal now. Vote on the ordinance as is. Then, in the future, revisit this concern and possibly make a change at that time. There was also discussion on the sidewalk requirements in the Ordinance. Currently the Ordinance reads that a permit from the City is required and that a Contractor must do the work to the required City Specs. Some Residents take it upon themselves to fix their sidewalks, when this occurs, they need to follow the City Guidelines and the City will cover 25% of the cost. Clint must review the request first, before work begins and then again when the project is completed. Martineck will confirm if a permit is currently required in Code. If changes are needed, this will be discussed at a future meeting. Discussion on boulevards was also discussed.

Discuss Truck Quotes for Replacement Unit. Electrical Superintendent Senf shared the estimates for a new Unit with the Commissioners. Discussion was had on what the estimates covered and included. His request was for approval to purchase the Dodge Ram that included the truck box with the side built-in tool boxes. Senf feels that this will be the most useful and work best for their needs. The consensus of the Commissioners was to move forward with the purchase of the Dodge.

Department Reports

March Highlighted the Electrical Department Employees.

Sanitation Department Supervisor Swart reported the container count is going up steadily. Please recycle if and when possible to keep costs down. E-recycling was a great success. Special thanks to a couple of her Team Members for going above and beyond. They were approved for the Workforce Safety Technology Grant and now they will be installing a Camera out by the scales to view the loads.

Water Department Water Superintendent Hesch talked about the new cameras being installed at the Water Treatment Plant as part of a Department of Justice Grant that was awarded. They are currently doing their own pilot study for surface water and ground water. They are just running river water to test the aquifer levels. When temperatures start to warm up, they will go back to their normal process. They are planning to dredge the silt off next year.

Electrical Department Electrical Superintendent Senf advised that there were no outages for February. The guys have been working on tree removal & clearing the lines. Spending a little time with cleaning up the Winter Show line and removing the platform currently used. Removing a 3phase line near the Fish Hatchery as well.

Fire Department Fire Chief Magnuson shared last months report with only 8 general calls for service however, there were 22 pages of Chief calls. Saturday night is the annual fundraiser for the Fire Department.

Police Department Police Chief Horner explained that they had more calls this past month then previously. They also had the honor of running the torch for Special Olympics and the pleasure of escorting the Hi-Liner Girls Basketball Team out of town on their way to State. Provided ID scanners to the Winter Show Concert and around town during the event. Compliance Check Training was held here in Valley City on the 4th. This is the first in their series of training throughout the State. Cameras and door fobs have all been updated. Working with the VCSU Communications Class to have social media posts to put out about 2 times a week. A new officer was hired and will begin shortly.

Street Department Operations Supervisor Klemisch via Zoom reported his crews are working on filling potholes and the street sweeper is out and busy. The quotes are back for the repairs at the damaged lift station. Valley Plains site demo will start as soon as it opens up. The cost to fix the soils were figured into the total budget and the dirt will be able to be “farmed: and used elsewhere as needed.

City Administer Crawford shared a topic of parking downtown, and a request for a loading and unloading zone. Crawford asked that the Commissioners think about this and it will be added to the agenda for the April Finance meeting.

City Administrator Crawford asked City Engineer Peterson to discuss upcoming construction projects for the City. The Seal Coat will be going out for bids on Friday. Reline should be going out this week as well. As for the PFP, we are still working on some permits but that will also go out this spring. Planned construction will be in 2025 and 2026. As for 2nd St project, the first step will be to recreate the Improvement Districts. The next step will be to define the Resolution of Necessity and then to define the Benefit to the Properties. That has been discussed and they are using benefit analysis that has been used throughout the State. As for the 2025 funding, we will need to have the final documents submitted to the D.O.T. by the first part of August. The Grant is still available but is slated for 2025 and the funds must be bid and allocated in 2025.

Adjourn

The meeting was adjourned at 4:28PM.

CITY COMMISSION MEETING VALLEY CITY, NORTH DAKOTA

Tuesday, March 18, 2025

President Carlsrud called the meeting to order at 5:00 PM.

Members present: President Carlsrud, Commissioner Gulmon, Commissioner Bishop, Commissioner Erickson, Commissioner Magnuson

Others: City Administrator Crawford, City Attorney Martineck, Finance Director Klein, Police Chief Horner, Administrative Assistant Hintz.

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

No Changes

APPROVAL OF CONSENT AGENDA

- A. Approve Minutes from the 3.4.2025 Commission Meeting.**
- B. Approve Raffle for Valley City High School DECA on April 23, 2025 at Valley City High School.**

Commissioner Bishop moved to approve, seconded by Commissioner Magnuson.
Motion passed unanimously.

ORDINANCE

Third and Final Reading of Ordinance 1169, an ordinance to amend and reenact Title 7, create and enact title 7.1, and repeal chapter 15-06 and section 17-04-23 of the Valley City Municipal Code related to use of the public rights of way.

Commissioner Magnuson moved to approve the ordinance with all changes except the time for compliance in subsection 1 of section 7.1-01-05 will remain at 24 hours until the law can be further reviewed, seconded by Commissioner Erickson.
Motion passed unanimously.

RESOLUTION

Approve Resolution 2474, a Resolution Creating Paving Improvement District No. 132.

Commissioner Gulmon moved to approve, seconded by Commissioner Bishop.
Motion passed unanimously.

NEW BUSINESS

Approve Monthly Bills for the City and Public Works in the Amount of \$1,573,274.

Commissioner Bishop moved to approve, seconded by Commissioner Gulmon.
Motion passed unanimously.

Hear and Determine Sufficiency of Written Protests and Approve Annexation as Described in Resolution 2473.

Commissioner Erickson moved to approve, seconded by Commissioner Magnuson.
Roll Call Vote: Commissioner Gulmon acknowledged a conflict of interest and abstained. Commissioner Bishop – Aye, Commissioner Magnuson – Aye, Commissioner Erickson – Aye, President Carlsrud – Aye. Motion passed unanimously.

CITY ADMINISTRATOR'S REPORT

City Administrator Crawford STATED THAT President Carlsrud, Commissioners, I have nothing for tonight.

CITY UPDATES & COMMISSION REPORTS

Finance Director Klein stated, “Commissioners, in front of you is a Municipal Infrastructure worksheet as we did receive in our payment for municipal infrastructure funds just this week. So that was what we were expecting in 2025. The December payment in 2024 was the 2.5 million and then the 930 thousand plus was our 2025 payment that was projected. Just wanted to let you know we received those funds this week.”

President Carlsrud shared “Just a quick shout out to all our employees for the great job that you do. Those of you who weren't here for the finance meeting, we had introductions and little background of the people who work in our electrical department, it was appreciated. Thank you all for what you do.

And I would be remiss if I did not mention that George Gaukler died. George was a businessman, Developer, and Politician involved in everything Valley City. He was a generous man who loved Valley City and I could go on for a long time, but I would just say thank you to George and his family. We're grateful for the wonderful things that you've done for Valley City.”

ADJOURN

Meeting was adjourned at 5:08 P.M.

Attested to by:

Brenda Klein, Finance Director
City of Valley City

Dave Carlsrud, President of the
City of Valley City Commission

CITY COMMISSION MEETING VALLEY CITY, NORTH DAKOTA

Friday, March 21, 2025

President Carlsrud called the meeting to order at 12:00 PM.

Members present: President Carlsrud, Commissioner Gulmon, Commissioner Magnuson, City Administrator Crawford, City Attorney Martineck, Finance Director Klein, Police Chief Horner and Administrative Assistant Hintz

Members absent: Commissioner Erickson, Commissioner Bishop

PLEDGE OF ALLEGIANCE

NEW BUSINESS

Approve Raffle for Valley City Lions Club on 4.22.2025 at the Eagles, Valley City.
Commissioner Magnuson moved to approve, seconded by Commissioner Gulmon.
Motion passed unanimously.

ADJOURN

Meeting was adjourned at 12:01 PM.

Attested to by:

Brenda Klein, Finance Director
City of Valley City

Dave Carlsrud, President of the
City of Valley City Commission



LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 17926 (4-2023)

Permit Number

1545

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 Education Foundation for VCPS		Dates Authorized (Read Instruction 2) 4.10.2025	
Organization or Group Contact Person Wendi Wilmes	E-mail wendi.wilmes@k12.nd.us	Telephone Number 701-840-3911	
Mailing Address 460 Central Ave N	City Valley City	State ND	ZIP Code 58072

SITE INFO

Site Name VCHS Cafeteria		County Barnes	
Site Address 493 Central Ave N	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.)

4.10.2025 20 Bingo Games and a 50/50 Raffle

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 Brenda Klein	Title Finance Director	Telephone Number 701-845-1700	E-mail Address bklein@valleycity.us
Signature of City or County Official		Date 4.2.2025	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.- Cash
3-20-25



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 9338 (4-2023)

Permit 1545

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 checked="" 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)		
Education Foundation for VCPS	April 10, 2025		
Organization or Group Contact Person	E-mail	Telephone Number	
Wendi Wilmes	wendi.wilmes@k12.nd.us	701-840-3911	
Business Address	City	State	ZIP Code
4160 Central Ave N	Valley City	ND	58072
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name	County		
VCHS Cafeteria	Barnes		
Site Physical Address	City	State	ZIP Code
493 Central Ave N	Valley City	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.)			
April 10. Bingo & Raffle exact day			

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

Game Type	Description of Prize	Exact Retail Value of Prize
50/50 Raffle	Cash (50% of proceeds not exceed \$8000)	\$8000
BINGO	15- \$5.00 kids toys + \$5 treats 20- \$10 gift cards to local businesses or \$10 games	\$350
*will call with total after		Total (limit \$40,000 per year)
		\$ 600

Intended Uses of Gaming Proceeds

Proceeds find "Access for All" program

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: \$600 (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	Title	Telephone Number	E-mail Address
Wendi Wilmes	Director	701-840-3911	wendi.wilmes@k12.nd.us
Signature of Organization or Group's Top Official	Title	Date	
Wendi Wilmes	Director	3/20/25	



LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL

GAMING DIVISION

SFN 17926 (4-2023)

Permit Number

1546

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 Sheyenne Red River Rodeo Club (SRRRC)		Dates Authorized (Read Instruction 2) 4.26.25 & 4.27.25	
Organization or Group Contact Person Kathy Piehl	E-mail plefish5@msn.com	Telephone Number 701-261-8206	
Mailing Address 202 Park Dr	City Harwood	State ND	ZIP Code 58042

SITE INFO

Site Name Valley City Winter Show Building		County Barnes	
Site Address 700 7th St SE	City Valley City	State ND	ZIP Code 58072
If the city or county is placing restrictions on the permit, please explain 2.26.2025 and 2.27.2025 50/50 Raffle Each Day			
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.)			

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-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 4.2.2025	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 Credit Card 3-25-25



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 9338 (9-2023)

Permit #1546

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 Sheyenne Red River Rodeo Club (SRRRC)	Dates of Activity (Does not include dates for the sales of tickets) 4/26/2025 & 4/27/2025		
Organization or Group Contact Person Kathy Plehal	E-mail plefish5@msn.com	Telephone Number 701-261-8206	
Business Address 202 Park Dr	City Harwood	State ND	ZIP Code 58042
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name Valley City Winter Show	County Barnes		
Site Physical Address 700 7th St SE	City Valley City	State ND	ZIP Code 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.)			
2/26/2025 - 50/50 Raffle			
2/27/2025 - 50/50 Raffle			

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

Game Type	Description of Prize	Exact Retail Value of Prize
50/50 Raffle	50% of Proceeds not to exceed \$8000.00	
		Total (limit \$40,000 per year)
		\$

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds	
Medical Expenses	
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 checked="" type="checkbox"/> No	<input type="checkbox"/> Yes - Total Retail Value: <input type="text"/> (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

Printed Name of Organization Group's Permit Organizer Kathy J Plehal	Telephone Number 701-261-8206	E-mail Address plefish5@msn.com
Signature of Organization Group's Permit Organizer <i>Kathy J Plehal</i>	Title SRRRC Club Member	Date 3/25/25



LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 17926 (4-2023)

Permit Number

1547

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 VCSU Viking Booster Board		Dates Authorized (Read Instruction 2) 4.30.2025	
Organization or Group Contact Person Kim Hesch	E-mail kim.hesch@vcsu.edu	Telephone Number 701-845-7403	
Mailing Address 101 College St SW	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.)

4.30.2025 Meat Raffle

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 Brenda Klein	Title Finance Director	Telephone Number 701-845-1700	E-mail Address bklein@valleycity.us
Signature of City or County Official		Date 4.2.2025	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.

Information required to be preprinted on a standard raffle ticket:

1. Name of Organization;
2. Ticket Number;
3. Price of the ticket, including any discounted price;
4. Prize, description of an optional prize selectable by a winning player or option to convert a **merchandise** prize to a cash prize that is limited to the lesser of the value of the merchandise prize or six thousand dollars. However, if there is insufficient space on a ticket to list each minor prize that has a retail price not exceeding twenty-five dollars, an organization may state the total number of minor prizes and their total retail price;
5. Print the authorizing city or county and permit number
6. A statement that a person is or is not required to be present at a drawing to win;
7. Date and time of the drawing or drawings and, if the winning player is to be announced later, date and time of that announcement. For a calendar raffle, if the drawings are on the same day of the week or month, print the day and time of the drawing;
8. Location and street address of the drawing;
9. If a merchandise prize requires a title transfer involving the Department of Transportation, a statement that a winning player is or is not liable for sales or use tax;
10. If a purchase of ticket or winning prize is restricted to a person of a minimum age, a statement that a person must be at least "-" years of age to buy a ticket or win a prize;
11. A statement that a purchase of the ticket is not a charitable donation;
12. If a secondary prize is an non-guaranteed cash or merchandise prize, a statement that the prize is not guaranteed to be won and odds of winning the prize based on numbers of chances; and
13. If a prize is live beef or dairy cattle, horse, bison, sheep, or pig, a statement that the winning player may convert the prize to a cash prize that is limited to the lesser of the market value of the animal or six thousand dollars.

North Dakota Administrative Code 99-01.3-05-02(4) states that an employee may not sell a ticket on a site where another organization is licensed or has a permit unless the employee is granted permission by the lessor and other organization.

North Dakota Administrative Code 99-01.3-05-01 through 99-01.3-05-05 (Raffles) in its entirety can be reviewed on the North Dakota Attorney General's website at <https://attorneygeneral.nd.gov/licensing-and-gaming/gaming/gaming-laws-rules-and-publications>

INSTRUCTIONS:

After a city or county governing board has authorized an organization to receive a local permit or restricted event permit, the city or county must complete the form.

1. Enter the city or county assigned "Permit Number".
2. Enter the beginning and ending date(s) for which the permit is authorized. **Note: Unexact blanket dates will not be accepted**
 - a. A permit must be on a fiscal year basis from July first to June thirtieth or on a calendar year basis.
 - b. A local permit can be issued for one or more events per fiscal year.
 - c. The "Dates Authorized" must only be the actual dates of the event(s) and does not include the dates the organization is selling tickets.
 - d. For a "one time" event permit, the beginning and ending date for "Dates Authorized" is the date of the event date.
 - e. If a local permit is issued for more than one event, enter the date of the first event as the beginning date and the date of the last event as the ending date.
 - f. A permit may not be issued more than twelve months prior to the first raffle drawing date.
 - g. A restricted event permit may be issued for only one event per year. If the organization has received a local permit during a fiscal year, it may not receive a restricted event permit. If the organization received a restricted event permit during the fiscal year, it may not receive a local permit.
3. Permits must provide the specific dates of event(s), site name, and site physical address. If there are multiple event dates that do not fit on the permit, a separate sheet must be submitted with the permit that provides a list of all event dates.
4. Enter any restriction place on the organization or group, such as days of the week or designation of an area at a site where games may be conducted.
5. When a restricted event permit is issued, provide a "Report on a Restricted Event Permit (SFn 52880)" form to the organization or be sure they know the form is available at <https://attorneygeneral.nd.gov/licensing-and-gaming/licensing/charitable-gaming> by scrolling to the bottom of the page.
6. Give the organization or group the completed permit form, keep a copy for your records, and **send a copy within 14 days** by email to nibehm@nd.gov, fax to (701) 328-3535 or by mail to:

Office of Attorney General
Gaming Division
600 E Blvd Ave, Dept. 125
Bismarck, ND 58505-0040

If you have questions on the local permit or restricted event permit process, please call: 1-800-326-9240



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 9338 (4-2023)

Paid CK# 12089 3-25-25

\$10.00

Permit #1547

Applying for (check one)

Local Permit Restricted Event Permit*

Games to be conducted 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 State University / Viking Booster Board		Dates of Activity (Does not include dates for the sales of tickets) April 30, 2025	
Organization or Group Contact Person Kim Hesch	E-mail kim.hesch@vcsu.edu	Telephone Number 701-845-7403	
Business Address 101 College St SW	City Valley City	State ND	ZIP Code 58072
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name Valley City Eagles Club	County Barnes		
Site Physical Address 345 12th Ave NE	City Valley City	State ND	ZIP Code 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.) April 30, 2025 / Meat Raffles (see backside for list of raffles and prizes amounts)			

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

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle	25 Meat Raffles	\$410.00
	Selling 30 chances @ \$2 each for each raffle	
		Total (limit \$40,000 per year)
		\$ 410 -

Intended Uses of Gaming Proceeds

0

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: **5,500** (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 Kim Hesch	Title Assistant Director	Telephone Number 701-845-7403	E-mail Address kim.hesch@vcsu.edu
Signature of Organization or Group's Top Official 		Title Executive Director	Date March 24, 2025

VCSU Meat Raffle at Fish Fry

1. \$10.00 Bacon

2. \$20.00 Turkey

3. \$20.00 Ham

4. \$10.00 Bacon

5. \$20.00 Turkey

6. \$20.00 Ham

7. \$10.00 Bacon

8. \$20.00 Turkey

9. \$20.00 Ham

10. \$10.00 Bacon

11. \$20.00 Turkey

12. \$20.00 Ham

13. \$10.00 Bacon

14. \$20.00 Turkey

15. \$20.00 Ham

16. \$10.00 Bacon

17. \$20.00 Turkey

18. \$20.00 Ham

19. \$10.00 Bacon

20. \$20.00 Turkey

21. \$20.00 Ham

22. \$10.00 Bacon

23. \$20.00 Turkey

24. \$20.00 Ham

25. \$10 Bacon

\$410.00 Total Value

*Will order & request "bundles" at the above values. Prices may vary.

Bacon..... \$6.59 lb

Turkey..... \$2.36 lb

Ham..... \$5.50 lb



LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL

GAMING DIVISION

SFN 17926 (4-2023)

Permit Number

1548

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 VCSU Foundation-Scholarship Auction Fundraiser		Dates Authorized (Read Instruction 2) 4.11.2025	
Organization or Group Contact Person Kim Hesch	E-mail kim.hesch@vcsu.edu	Telephone Number 701-845-7403	
Mailing Address 101 College St SW	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.)

4.11.2025 Raffle

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 4.2.2025	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.

Information required to be preprinted on a standard raffle ticket:

1. Name of Organization;
2. Ticket Number;
3. Price of the ticket, including any discounted price;
4. Prize, description of an optional prize selectable by a winning player or option to convert a **merchandise** prize to a cash prize that is limited to the lesser of the value of the merchandise prize or six thousand dollars. However, if there is insufficient space on a ticket to list each minor prize that has a retail price not exceeding twenty-five dollars, an organization may state the total number of minor prizes and their total retail price;
5. Print the authorizing city or county and permit number
6. A statement that a person is or is not required to be present at a drawing to win;
7. Date and time of the drawing or drawings and, if the winning player is to be announced later, date and time of that announcement. For a calendar raffle, if the drawings are on the same day of the week or month, print the day and time of the drawing;
8. Location and street address of the drawing;
9. If a merchandise prize requires a title transfer involving the Department of Transportation, a statement that a winning player is or is not liable for sales or use tax;
10. If a purchase of ticket or winning prize is restricted to a person of a minimum age, a statement that a person must be at least "-" years of age to buy a ticket or win a prize;
11. A statement that a purchase of the ticket is not a charitable donation;
12. If a secondary prize is an non-guaranteed cash or merchandise prize, a statement that the prize is not guaranteed to be won and odds of winning the prize based on numbers of chances; and
13. If a prize is live beef or dairy cattle, horse, bison, sheep, or pig, a statement that the winning player may convert the prize to a cash prize that is limited to the lesser of the market value of the animal or six thousand dollars.

North Dakota Administrative Code 99-01.3-05-02(4) states that an employee may not sell a ticket on a site where another organization is licensed or has a permit unless the employee is granted permission by the lessor and other organization.

North Dakota Administrative Code 99-01.3-05-01 through 99-01.3-05-05 (Raffles) in its entirety can be reviewed on the North Dakota Attorney General's website at <https://attorneygeneral.nd.gov/licensing-and-gaming/gaming/gaming-laws-rules-and-publications>

INSTRUCTIONS:

After a city or county governing board has authorized an organization to receive a local permit or restricted event permit, the city or county must complete the form.

1. Enter the city or county assigned "Permit Number".
2. Enter the beginning and ending date(s) for which the permit is authorized. **Note: Unexact blanket dates will not be accepted**
 - a. A permit must be on a fiscal year basis from July first to June thirtieth or on a calendar year basis.
 - b. A local permit can be issued for one or more events per fiscal year.
 - c. The "Dates Authorized" must only be the actual dates of the event(s) and does not include the dates the organization is selling tickets.
 - d. For a "one time" event permit, the beginning and ending date for "Dates Authorized" is the date of the event date.
 - e. If a local permit is issued for more than one event, enter the date of the first event as the beginning date and the date of the last event as the ending date.
 - f. A permit may not be issued more than twelve months prior to the first raffle drawing date.
 - g. A restricted event permit may be issued for only one event per year. If the organization has received a local permit during a fiscal year, it may not receive a restricted event permit. If the organization received a restricted event permit during the fiscal year, it may not receive a local permit.
3. Permits must provide the specific dates of event(s), site name, and site physical address. If there are multiple event dates that do not fit on the permit, a separate sheet must be submitted with the permit that provides a list of all event dates.
4. Enter any restriction place on the organization or group, such as days of the week or designation of an area at a site where games may be conducted.
5. When a restricted event permit is issued, provide a "Report on a Restricted Event Permit (SFn 52880)" form to the organization or be sure they know the form is available at <https://attorneygeneral.nd.gov/licensing-and-gaming/licensing/charitable-gaming> by scrolling to the bottom of the page.
6. Give the organization or group the completed permit form, keep a copy for your records, and **send a copy within 14 days** by email to nibehm@nd.gov, fax to (701) 328-3535 or by mail to:

Office of Attorney General
Gaming Division
600 E Blvd Ave, Dept. 125
Bismarck, ND 58505-0040

If you have questions on the local permit or restricted event permit process, please call: 1-800-326-9240



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 9338 (9-2023)

Paid CK#12088 on 3-25-25 \$10.-

Permit #1548

Applying for (check one)

Local Permit Restricted Event Permit*

Games to be conducted 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 VCSU Foundation / VCSU Scholarship Auction Fundraiser		Dates of Activity (Does not include dates for the sales of tickets) April 11, 2025	
Organization or Group Contact Person Kim Hesch	E-mail kim.hesch@vcsu.edu	Telephone Number 701-845-7403	
Business Address 101 College St SW	City Valley City	State ND	ZIP Code 58072
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name Valley City Eagles Club	County Barnes		
Site Physical Address 345 12th Ave NE	City Valley City	State ND	ZIP Code 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.) April 11, 2025			

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

Game Type	Description of Prize	Exact Retail Value of Prize
Norwegian Raffles	Sell tickets for \$2 each	740.00
	5 prizes to win - you choose which bucket to put your tickets	
	Prizes list on the backside	
	Total (limit \$40,000 per year)	\$ 740.00

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds

This is a scholarship fundraiser for Valley City State University.

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: **5,500.00** (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

Printed Name of Organization Group's Permit Organizer Kim Hesch, Assistant Director	Telephone Number 701-845-7403	E-mail Address kim.hesch@vcsu.edu
Signature of Organization Group's Permit Organizer 	Title Executive Director	Date March 24, 2025

Norwegian Raffle Prizes:

Expresso machine (\$130)

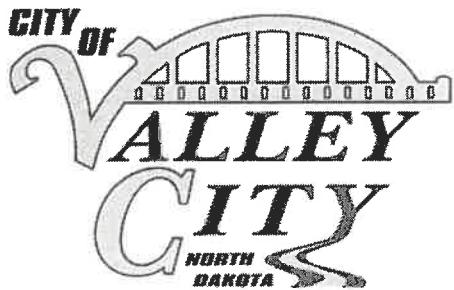
Beats Headphones (\$110)

Collapsible Wagon, beach towels with small electric crockpot (\$125)

Blackstone Tabletop Grill & Accessories pack (\$175)

Pop-up Tent with camping chairs & Mystery Bag (\$200)

Total of prizes (\$740)



City of Valley City, North Dakota
 Application for
 Contractor, Electrician, Plumber and/or
 Mechanical Contractor License(s)

FOR PERIOD: June 1, 2024 – May 31, 2025

The undersigned hereby makes application for a license to the City of Valley City, North Dakota, and agrees to comply with the requirements of City Ordinances pertaining thereto.

Name of Business:

Karma Enterprises LLC DBA Asset Services LLC

Owner:

Jonathan Dahlgren

Mailing Address:

3523 45th St S Ste 100

City, State Zip Code:

Fargo, ND 58104

Phone Number:

855-527-6211

Email Address:

Jon@assetservicesllc.net

Today's Date:

March 11th, 2025

Type of License Applying For (check all that apply):



Contractor

Electrician

Plumber

Mechanical

State License Numbers (provide all that apply):

Electrician

Plumber

40839 Contractor

Licenses will only be issued to master electricians (NDCC 43-09-20) and master plumbers (NDCC 43-18-10).

A copy of the following must be filed with the City Auditor as part of this application:



Certificate of Liability Insurance, City of Valley City as certificate holder → *Insurance agent will email the certificate.*

Received 3-18-25

Current copy of State Electrician and/or Plumber License



Current copy of State Contractor License,

No person may engage in the business nor act in the capacity of a contractor within this city when the cost, value, or price per job exceeds the sum of \$1,000 without first having a license.

If applicant does not provide state contractor license and states that it is not required please sign here:

_____.

LICENSE FEE:

\$100 if initial application, make checks payable to City of Valley City
 \$50 if renewal application *Paid Ch# 2446 3-17-25*

RETURN TO:

Valley City Auditor
 254 2nd Ave NE
 Valley City, ND 58072

Phone: (701) 845 – 1700
Email: jhintz@valleycity.us

State of North Dakota

SECRETARY OF STATE



CONTRACTOR LICENSE

NO: 40839
CLASS: C

The undersigned, as Secretary of State of the state of North Dakota and Registrar of Contractors, certifies that **KARMA ENTERPRISES LLC** whose address is in FARGO, ND, has filed in this office proper documents for a Contractor License valid until March 1, 2026, and has complied with all requirements of North Dakota Century Code, chapter 43-07.

KARMA ENTERPRISES LLC is entitled to bid on and accept contracts as authorized by law under this license provided that any single contract project may not exceed \$300,000 in value.

Dated: January 23, 2025

A handwritten signature in black ink that reads "Michael Howe".

Michael Howe
Secretary of State



CERTIFICATE OF LIABILITY INSURANCE

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER HUB International Great Plains, LLC 3220 4th Street East Suite 201 West Fargo, ND 58708	CONTACT NAME: Deb Brunsvold	
	PHONE (A/C, No, Ext):	FAX (A/C, No):
	E-MAIL ADDRESS: deb.brunsvold1@hubinternational.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Atlantic Casualty Insurance Company	42846
	INSURER B: ACUITY, A Mutual Insurance Company	14184
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/>		M194002334	4/1/2025	4/1/2026	EACH OCCURRENCE \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO- JECT <input type="checkbox"/> LOC					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
B	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/>		Z42255	4/1/2025	4/1/2026	5,000
	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000					
	UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/>					BODILY INJURY (Per person) \$
	AGGREGATE \$					
	DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/>					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> Y / N <input checked="" type="checkbox"/> N / A					PER STATUTE
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> (Mandatory in NH)					E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$
	DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)					E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)	
--	--

CERTIFICATE HOLDER		CANCELLATION	
City of Valley City 254 2nd Ave NE Valley City, ND 58072		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.	
		AUTHORIZED REPRESENTATIVE 	

RESOLUTION NO. 2475

RESOLUTION APPROVING ENGINEER'S REPORT AND DIRECTING PREPARATION OF DETAILED PLANS, SPECIFICATIONS, AND ESTIMATE OF PROBABLE COSTS FOR PAVING IMPROVEMENT DISTRICT NO. 132

BE IT RESOLVED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF VALLEY CITY, BARNES COUNTY, NORTH DAKOTA:

- (1) That the report and estimate of probable costs of the work proposed to be done for Paving Improvement District No. 132, prepared by KLJ Engineering LLC & Moore Engineering, Inc., City Engineers, Valley City, North Dakota, is approved and is ordered to be placed on file in the City Auditor's Office where it will remain on file, subject to inspection by anyone interested in it, as authorized by North Dakota Century Code section 40-22-14.
- (2) That the City Engineers are directed to prepare detailed plans, specifications, and estimates of probable costs for said improvement districts, as authorized by North Dakota Century Code section 40-22-11.
- (3) This resolution is in full force and effect as of its passage on this 1st day of April, 2025.

Dave Carlsrud, President of the Board of
Commissioners of the City of
Valley City, North Dakota

ATTEST:

Brenda Klein, Finance Director



ENGINEERING, REIMAGINED

PRELIMINARY ENGINEERING REPORT

City of Valley City
Paving Improvement District 132

2025 Seal Coat

March 2025

Prepared for:

City of Valley City

Background, Proposed Improvements and Project Areas

The proposed project is identified as City of Valley City Paving Improvement District No. 132. The project is included in the City's 2025 budget and is part of the recommended priority street improvements. The primary objective is pavement maintenance to extend the lifespan of the pavement.

Hot mix asphalt streets require routine maintenance. Part of this maintenance is the required seal coat. Seal coats are typically installed within 1-3 years of surfacing. In addition, a seal coat is also required every 7-10 years after that to extend the life of the pavement.

The proposed improvements are split into three areas. The first area is located on 5th Ave SW and 10th St SW. This area was originally constructed in 1998 and received a seal coat in 2004. The pavement is in fair to good condition and will require some minor patching and leveling prior to the application of the seal coat. The second area is located on 12th St N from approximately 9th Ave NW to 5th Ave NE. This area received a mill & overlay in 2022. The pavement is in good, and no pavement repair will be required prior to the seal coat.

In all areas, prior to the application of the seal coat, Valley City Public Works will seal existing cracks, as required.

Justification

The primary objective of Paving Improvement District No. 132 is to extend the life of existing asphalt streets through maintenance. The design criteria meet the City's objectives for typical pavement maintenance.

Schedule and Opinion of Cost

Construction is scheduled for summer of 2025, with the bid opening anticipated for April 2025.

Following is a summary of the total project costs for the work to be completed in conjunction with Paving Improvement District 132:

Location	Project Cost	Special Assessment	R&R Fund
Paving Imp. Dist. 129 (Special Assessment)	\$542,250.00	\$361,500.00	\$180,750.00
Paving Imp. Dist. 129 (Non-Special Assessment)	\$101,250.00	-	\$101,250.00
Paving 129 – Parking Lots	\$57,750.00	\$38,500.00	\$19,250.00
Shared-Use Path (Non-Special Assessment)	\$21,750.00	-	\$21,750.00
Paving Imp. Dist. 132 (Special Assessment)	\$82,500.00	\$55,000.00	\$27,500.00
Paving Imp. Dist. 132 (Non-Special Assessment)	\$5,500.00	-	\$5,500.00
Total Project Cost	\$811,000.00	\$455,000.00	\$356,000.00

The preliminary opinion of cost for the street improvements within the two referenced Paving Improvement Districts are summarized in Appendix 1 while the project map is shown in Appendix 2.

Benefits to the Public

Roadway pavement is essential to ensuring safe and efficient transportation within urban communities. A well-maintained paved road network improves vehicle and pedestrian safety by providing a smooth, stable surface that reduces the risk of accidents and vehicle damage caused by uneven or unpaved roads. Proper pavement also improves traffic flow, reducing congestion and travel time for residents and businesses, thereby enhancing overall quality of life. Additionally, paved roads are more durable and resilient to weather conditions, preventing issues like erosion, dust, and water pooling, which can degrade unpaved surfaces over time and lead to costly repairs.

Unpaved roads, while potentially less costly to install initially, are impractical in urban environments due to their high long-term maintenance costs, susceptibility to weather damage, and poor durability under heavy traffic. Unpaved roads require frequent grading to remain passable, and they deteriorate quickly in adverse weather, leading to erosion, dust, and potholes. These factors not only increase ongoing maintenance costs but also result in poor road conditions that can negatively impact property values, vehicle repair costs, and public safety. While unpaved roads are not a practical solution for urban areas, they serve as the only feasible alternative for comparison in evaluating the costs and benefits of paved road improvements within urban improvement districts.

Unpaved roads require significant ongoing maintenance to keep them functional. Over a 25-year period, the costs of maintaining an unpaved roadway include regular grading, dust control, erosion management, and resurfacing.

Below is a breakdown of key expenses:

- Initial Installation Costs
- Routine Maintenance: Grading, Dust Control, Resurfacing
- Vehicle Damage and Safety Implications
- Additional costs to consider are related to delay time to the average user

Pavement preservation is a proactive approach that involves a series of low-cost, preventative maintenance treatments aimed at protecting our roadway network, extending pavement life, and meeting the needs of our citizens. While no pavement lasts forever, the timely application of these treatments can significantly extend the lifespan of the pavement, resulting in substantial cost savings.

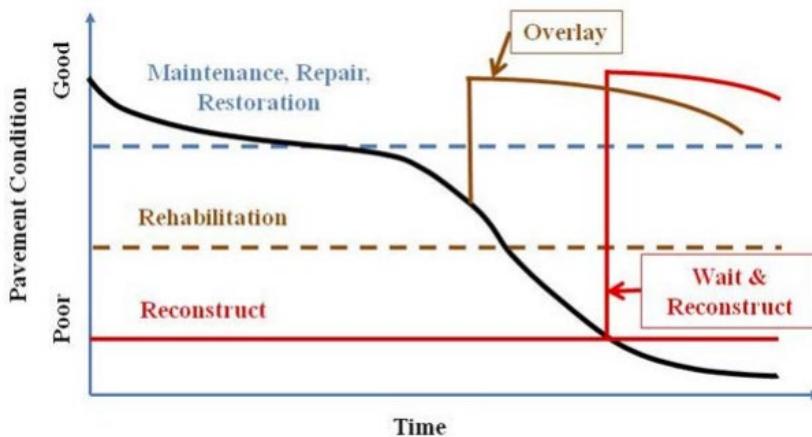


Figure 1. Graph. Three treatment zones as a function of pavement condition.

Reference: Reformulated Pavement Remaining Service Life Framework, Publication No. FHWA-HRT-13-038, November 2013

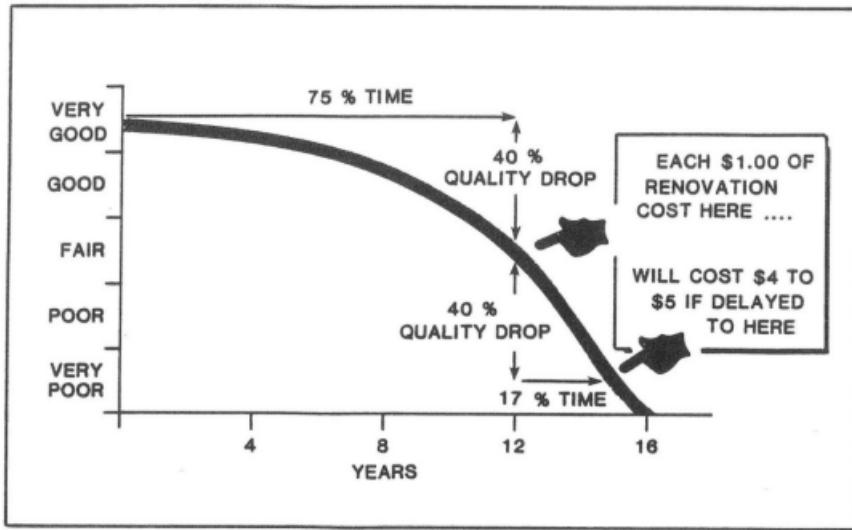


Figure 2. Graph. Concept of increasing repair cost as a function of pavement deterioration.
 Reference: Reformulated Pavement Remaining Service Life Framework, Publication No. FHWA-HRT-13-038, November 2013

A failed roadway system not only requires costly repairs but also lead to indirect expenses for road users, including vehicle damage, increased fuel consumption, and more frequent maintenance needs. By implementing timely pavement preservation projects, smoother road surfaces are maintained, reducing these additional costs for the adjacent landowners.

APPENDIX 1

Engineer's Opinion of Cost

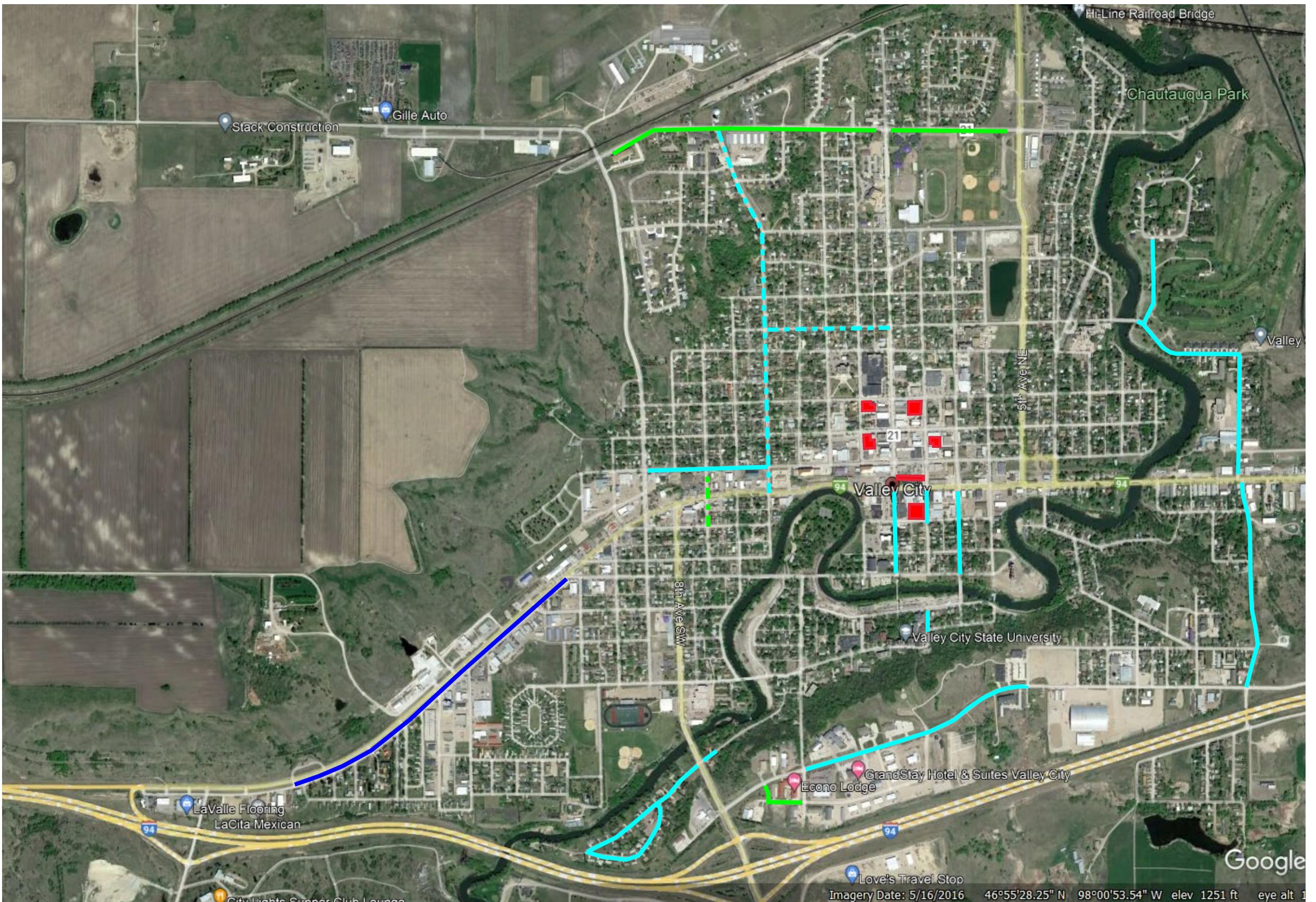
**OPINION OF COST
PAVING IMPROVEMENT DISTRICT 129 & 132
CITY OF VALLEY CITY**

SPEC	CODE	ITEM DESCRIPTION	UNIT	UNIT PRICE	PAVING 129		PAVING 132		SUBTOTAL		SUBTOTAL		TOTAL
					PAVING 129	PAVING 132	PAVING 129	PAVING 132	PAVING 129	PAVING 132	PAVING 129	PAVING 132	
103	0100	CONTRACT BOND	L SUM	\$ 5,000.00	0.9	0.1	\$ 4,500.00	\$ 500.00	\$ 4,500.00	\$ 500.00	\$ 4,500.00	\$ 500.00	\$ 5,000.00
203	0138	COMMON EXCAVATION-SUBCUT	CY	\$ 75.00	470	0	\$ 35,250.00	\$ -	\$ 35,250.00	\$ -	\$ 35,250.00	\$ -	\$ 35,250.00
302	0000	SALVAGED BASE COURSE	TON	\$ 50.00	587	0	\$ 29,350.00	\$ -	\$ 29,350.00	\$ -	\$ 29,350.00	\$ -	\$ 29,350.00
401	0070	FOG SEAL	GAL	\$ 6.00	1601	934	\$ 9,606.00	\$ 5,604.00	\$ 9,606.00	\$ 5,604.00	\$ 9,606.00	\$ 5,604.00	\$ 15,210.00
411	0105	MILLING PAVEMENT SURFACE	SY	\$ 15.00	1140	25	\$ 17,100.00	\$ 375.00	\$ 17,100.00	\$ 375.00	\$ 17,100.00	\$ 375.00	\$ 17,475.00
420	0111	CRS2P EMULSIFIED ASPHALT	GAL	\$ 3.50	43851	9463	\$ 153,478.50	\$ 33,120.50	\$ 153,478.50	\$ 33,120.50	\$ 153,478.50	\$ 33,120.50	\$ 186,599.00
420	0125	COVER COAT MATERIAL CL 41	TON	\$ 50.00	1247	274	\$ 62,350.00	\$ 13,700.00	\$ 62,350.00	\$ 13,700.00	\$ 62,350.00	\$ 13,700.00	\$ 76,050.00
420	0146	COVER COAT MATERIAL CL 45	TON	\$ 65.00	46	0	\$ 2,990.00	\$ -	\$ 2,990.00	\$ -	\$ 2,990.00	\$ -	\$ 2,990.00
430	0500	COMMERCIAL GRADE HOT MIX ASPHALT	TON	\$ 250.00	440	4	\$ 110,000.00	\$ 1,000.00	\$ 110,000.00	\$ 1,000.00	\$ 110,000.00	\$ 1,000.00	\$ 111,000.00
702	0100	MOBILIZATION	L SUM	\$ 100,000.00	0.9	0.1	\$ 90,000.00	\$ 10,000.00	\$ 90,000.00	\$ 10,000.00	\$ 90,000.00	\$ 10,000.00	\$ 100,000.00
709	0151	GEOSYNTHETIC MATERIAL TYPE R1	SY	\$ 5.00	1407	0	\$ 7,035.00	\$ -	\$ 7,035.00	\$ -	\$ 7,035.00	\$ -	\$ 7,035.00
762	0103	PVMT MK PAINTED-MESSAGE	SF	\$ 18.00	96	193	\$ 1,728.00	\$ 3,474.00	\$ 1,728.00	\$ 3,474.00	\$ 1,728.00	\$ 3,474.00	\$ 5,202.00
762	1104	PVMT MK PAINTED 4IN LINE	LF	\$ 0.80	2510	1324	\$ 2,008.00	\$ 1,059.20	\$ 2,008.00	\$ 1,059.20	\$ 2,008.00	\$ 1,059.20	\$ 3,067.20
762	1106	PVMT MK PAINTED 6IN LINE	LF	\$ 4.50	4079	261	\$ 18,355.50	\$ 1,174.50	\$ 18,355.50	\$ 1,174.50	\$ 18,355.50	\$ 1,174.50	\$ 19,530.00
762	1108	PVMT MK PAINTED 8IN LINE	LF	\$ 3.00	175	545	\$ 525.00	\$ 1,635.00	\$ 525.00	\$ 1,635.00	\$ 525.00	\$ 1,635.00	\$ 2,160.00
762	1124	PVMT MK PAINTED 24IN LINE	LF	\$ 12.00	809	44	\$ 9,708.00	\$ 528.00	\$ 9,708.00	\$ 528.00	\$ 9,708.00	\$ 528.00	\$ 10,236.00
762	1140	PVMT MK PAINTED CURB TOP & FACE	LF	\$ 8.00	393	0	\$ 3,144.00	\$ -	\$ 3,144.00	\$ -	\$ 3,144.00	\$ -	\$ 3,144.00
762	1360	PAVEMENT MARKING 4IN LINE-MASKING	LF	\$ 6.00	5918	0	\$ 35,508.00	\$ -	\$ 35,508.00	\$ -	\$ 35,508.00	\$ -	\$ 35,508.00
										SUBTOTAL =	\$ 592,636.00	\$ 72,170.20	\$ 664,806.20
										ENGINEERING & CONTINGENCY =	\$ 130,379.92	\$ 15,877.44	\$ 146,257.36
										TOTAL =	\$ 723,015.92	\$ 88,047.64	\$ 811,063.56
										USE =	\$ 723,000.00	\$ 88,000.00	\$ 811,000.00

APPENDIX 2

Location Map

Seal Coat Locations



2024 Seal Coat (Special Assess)
2024 Seal Coat (No Specials - New)

- 2025 Seal Coat (Special Assess)
- 2025 Seal Coat (No Specials - New)

RESOLUTION NO. 2476

RESOLUTION DECLARING NECESSITY OF IMPROVEMENTS IN PAVING IMPROVEMENT DISTRICT NO. 132

IT IS RESOLVED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF VALLEY CITY, BARNES COUNTY, NORTH DAKOTA,

- (1) It is necessary and expedient for the City of Valley City, North Dakota, to approve street seal coating, and work incidental thereto, upon and along the streets and avenues contained within Paving Improvement District No. 132 ("the District"), which was created by Resolution No. 2474 on March 18, 2025, as set forth in the Preliminary Engineer's Report for Paving Improvement District No. 132.
- (2) According to the Preliminary Engineer's Report for Paving Improvement District No. 132, which was approved by Resolution 2475 on April 1, 2025, the City of Valley City, North Dakota, calls for seal coating of the following streets and avenues in the district:

12th Street North from 9th Avenue NW to 5th Avenue NE; 5th Avenue SW from Winter Show Drive to 10th Street SW; 10th Street SW from 5th Avenue SW to 4th Avenue SW.

- (3) The cost of improvements to the City will be paid from special assessments, which will be levied against the property within the District benefitted by the improvements in amounts proportionate to and not exceeding the benefits, except that, as authorized by N.D.C.C. § 40-24-10, the City of Valley City reserves its option to provide for the payment by general taxation of all the taxable property in the municipality of not more than one-fifth of this cost. The District contains the streets and avenues as described in this Resolution and includes the following land and territory within the corporate limits of the City of Valley City, North Dakota, to wit:

Parcel #	House #	Address	Legal
63-0820072	1212	3RD AVE NW	LOT 1 LESS S 10' OF W 10' BLOCK 2 COUNTRYSIDE 1ST. ADD.
63-0830005	1227	2ND AVE NW	LOTS 1 - 2 AND LOT 3 LESS N49' BLOCK 1 COUNTRYSIDE 2ND ADDN
63-2260010	1150	CENTRAL AVE N	LOT 1 HANNA FIELD ADDITION - 6.43 ACRES
63-2260030	205	9TH ST NE	LOT 3 HANNA FIELD ADDITION - 11.47 ACRES
63-2260040	330	12TH ST NE	LOT 4 HANNA FIELD ADDITION - 13.26 ACRES
63-2260050	1059	5TH AVE NE	LOT 5 HANNA FIELD ADDITION - 2.24 ACRES
63-2480016	724	12TH ST NW	LOT 1 LESS EAST 201.1' LAUGHLIN'S SUBDIVISION
63-2480025	704	12TH ST NW	EAST 201.1' LOT 1 LAUGHLIN'S SUBDIVISION
63-2480034	610	12TH ST NW	LOT 2 LAUGHLIN'S SUBDIVISION

63-2560010			FOR SPECIAL ASSESSMENTS
63-2560250	440	12 1/2 ST NE	LOT 5 OF AMENDMENT #1 LEGACY WEST TOWNHOMES
63-2560260	460	12 1/2 ST NE	LOT 6 OF AMENDMENT #1 LEGACY WEST TOWNHOMES
63-2660060	1154	2ND AVE NW	LOTS 11 AND 12 BLOCK 1 MAIER'S ADDITION
63-2660069	215	12TH ST NW	LOT 1 & N 12 1/2' OF LOT 2 BLOCK 2 MAIER'S ADDITION
63-2660159	241	12TH ST NW	LOT 12 BLOCK 2 MAIER'S ADDITION
63-2660165	325	12TH ST NW	W 92' LOTS 1 & 2 BLK 3 MAIER'S ADDITION
63-2660168	1147	3RD AVE NW	LOTS 1 & 2 BLK 3 LESS W92' MAIER'S ADDITION
63-3020036	150	12TH ST NW	16--2 .40 A & .36 A OF SW 1/4 SE1/4 .76 ACRES METES AND BOUNDS
63-3020045	145	12TH ST NE	16--3 150' X 366' OF SW 1/4 SE 1/4 1.30 ACRES METES AND BOUNDS
63-3020340	463	12TH ST NW	21--28 & 29 N 212.5' OF N 1/2 NE 1/4 NW 1/4 (PART OF 2.54 ACRES & 2.43 ACRES) 2.68 ACRES LESS RD R/W
63-3780105	1221	5TH AVE NW	LOT 2A BLK 1 PRAIRIE VIEW ADDITION
63-3780110	1227	5TH AVE NW	LOT 2B BLK 1 PRAIRIE VIEW ADDITION
63-3780190	1208	4TH AVE NW	LOT 20 BLK 1 PRAIRIE VIEW ADDITION
63-3780201	1210	5TH AVE NW	LOT 1 BLK 2 PRAIRIE VIEW ADDITION
63-3780240	1211	4TH AVE NW	LOT 9 BLK 2 PRAIRIE VIEW ADDITION
63-3790101	1215	5TH AVE NW	LOT 1A BLK 1 REPLAT OF PRAIRIEVIEW ADDITION
63-4360045	1212	CENTRAL AVE N	LOT 5 BLK 1 ROSSELAND & THOMPSON ADD
63-4360342	120	12TH ST NW	S10' LOT 10 & ALL LOTS 11, 12 & 13 BLK 5 ROSSELAND & THOMPSON ADD
63-4450018	645	12TH ST NW	LOT 2 BLK 1 REPLAT SCHERRS ADDITION
63-4450027	715	12TH ST NW	LOT 3 BLK 1 REPLAT SCHERRS ADDITION
63-4530013	245	SECARSE DR	LOT 1 & N 25.5' LOT 2 BLK 1 SECAR'SE ADDITION
63-4530121	430	SECARSE DR	LOT 1 BLK 2 SECAR'SE ADDITION
63-4530130	416	11 1/2 ST NW	LOT 2 BLK 2 SECAR'SE ADDITION
63-4530139	402	11 1/2 ST NW	LOT 3 BLK 2 SECAR'SE ADDITION
63-5510252	1213	2ND AVE NE	LOT 15 BLK 2 REPLAT VALLEY VIEW ADDN
63-5510774	332	13TH ST NE	A TRACT TO THE E 9' ON THE N & 23' ON THE S OF SW 25' LOT 4 & ALL LOT 5 BLK 7 REPLAT VALLEY VIEW ADDITION

63-5510792	324	13TH ST NE	LOT 6 & E 20' LOT 7 BLK 7 REPLAT VALLEY VIEW ADDN
63-5510801	310	13TH ST NE	W 38.4' LOT 7 & E 29.6' LOT 8 BLK 7 REPLAT VALLEY VIEW ADDN
63-5510810	246	13TH ST NE	W 28.8' LOT 8 & E 39.2' LOT 9 BLK 7 REPLAT VALLEY VIEW ADDN
63-5510819	240	13TH ST NE	W 19.20' LOT 9 & E 48.8' LOT 10 BLK 7 REPLAT VALLEY VIEW ADDN
63-5510828	222	13TH ST NE	W9.60' LOT 10 & ALL LOT 11 BLK 7 REPLAT VALLEY VIEW ADDN
63-5510837	1212	2ND AVE NE	LOT 12 BLK 7 REPLAT VALLEY VIEW ADDN
63-6130022	837	12TH ST NW	ZETTERBERG'S PLAT TO VC 165' X 140.5' OF TRACT #2 LESS RD R/W .50 ACRE
63-6130049	855	12TH ST NW	PT OF TRACT 2 MARY M ZETTERBERG'S PLAT OF THE NW1/4 -21-140-58 - CONTAINING 2.86A OR MORE
63-6130125	837	12TH ST NW	ZETTERBERG'S PLAT TO VC 21--39 .7A IN NW1/4 SEC 21 PRT OF TR #2 LESS ROAD R/W .70 ACRE
63-6130155	749	12TH ST NW	21--36 132' X 165' LESS E 50' OF TRACT 2 .35 ACRES METES AND BOUNDS
63-6130160	819	12TH ST NW	21--37 .44 ACRES OF TRACT 2 .44ACRES LESS RD R/W METES AND BOUNDS
63-6130170	1100	8TH AVE NW	21--40 TRACT #2 LESS .12-ACRE .84 ACRES METES AND BOUNDS
63-6130175	741	12TH ST NW	21--41 TRACT #2 132' X 50'.15 ACRES METES AND BOUNDS
63-9010011		12TH ST NW	DEPOT AREA SECTION 26 METES AND BOUNDS
63-3021078	455	WINTER SHOW RD	28--15 NW 1/4 S & E OF RIVER (PARCEL A) INCLUDING VAC ROAD 1.74A METES AND BOUNDS
63-1920010	575	10TH ST SW	LOT 1 REPLAT OF LOTS 1-5, BLOCK 1 GRAY SUBDIVISION
63-1920020	485	10TH ST SW	LOT 2 REPLAT OF LOTS 1-5, BLOCK 1 GRAY SUBDIVISION
63-1900064	1010	4TH AVE SW	NORTH 235' LOT 6 BLOCK 1 GRAYS SUB DIVISION

(4) The City Finance Director is directed as required by N.D.C.C. § 40-22-15 to publish this resolution, together with a map of the proposed district, once each week for two consecutive weeks in the official newspaper of the City. Also, in accordance with North Dakota Century Code section 40-22-17, the owners of the property within the district may file written protests with the City Auditor's Office at any time within thirty (30) days after the first publication of this resolution. Therefore, any written protests must be filed with the City Finance Director **on or before Thursday, May 8, 2025**. At the commission meeting immediately following the expiration of the protest period, that is, at 5:00 p.m. on May 20, 2025, the City Commission must hear and determine the sufficiency of any protest filed in accordance with this Resolution and may take any further action the Commission deems necessary and expedient.

Passed, adopted and approved this 1st day of April, 2025.

Dave Carlsrud, President of the Board of
Commissioners of the City of
Valley City, North Dakota

ATTEST:

Brenda Klein, Finance Director

RESOLUTION NO. 2477

**RESOLUTION CREATING SANITARY SEWER
IMPROVEMENT DISTRICT NO. 72**

BE IT RESOLVED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF VALLEY CITY, BARNES COUNTY, NORTH DAKOTA:

- (1) That Sanitary Sewer Improvement District No. 72 is created and established in the City of Valley City, Barnes County, North Dakota, for the purpose of constructing sanitary sewer mains, and any additional incidental work as deemed necessary, upon and along the streets and avenues contained within the district, as follows:

15th Street NE from 2nd Avenue NE to 3rd Avenue NE; 14th Street NE from 2nd Avenue NE to 3rd Avenue NE; 13th Street NE from 2nd Avenue NE to 4th Avenue NE; 2nd Avenue NE from 15th Street NE to 12th Street NE; 3rd Avenue NE from 15th Street NE to 14th Street NE; 4th Avenue NE from 14th Street NE to 13th Street NE and then south to 12th Street NE along the property line between 332 and 342 13th Street NE; 12th Street NE from 5th Avenue NE to 6th Avenue NE; 6th Avenue NE south from 12th Street NE approx. 860' and then east along the alley approx. 145'; 6th Avenue NE from 7th Street NE to the south side of 6th Street NE; 7th Street NE west from 6th Avenue NE to the alley between 6th Avenue NE and 5th Avenue NE, then north along the alley to 8th Street NE; Central Avenue N from 6th Street N to 2nd Street N; the alley between 2nd Street NE and 3rd Street NE from Central Avenue N to 5th Avenue NE including lateral spurs approx. one half block north in the 100 and 200 blocks of 3rd Street NE; Main Street E from 13th Avenue SE east approx. 900'.

- (2) As a result of consultation with KLJ Engineering LLC & Moore Engineering, Inc., City Engineers, Valley City, North Dakota, the City Commission determines the following size and form to be most practicable for serving the portions of the municipality included in Sanitary Sewer Improvement District No. 72 of the City of Valley City, Barnes County, North Dakota, and that the District contains the streets and avenues designated above and includes the following land and territory within the corporate limits of the City of Valley City, Barnes County, North Dakota:

[INSERT ADDRESSES]

- (3) The City of Valley City exercises its right under North Dakota Century Code section 40-24-10 to provide for the payment by general taxation of all the taxable property in the municipality of not more than one-fifth of the cost of Sanitary Sewer Improvement District No. 72.
- (4) This resolution is in full force and effect as of its passage on this 1st day of April, 2025.

Dave Carlsrud, President
Board of City Commissioners

ATTEST:

Brenda Klein, Finance Director



March 21, 2025

Chad Petersen
City Engineer
254 2nd Avenue
Valley City, ND 58072

**PROJECT: TAU-2-990(066), PCN 23917 - BARNES CO; WINTERSHOW ROAD, JCT 8TH AVE SW
TO NEAR 2ND AVE SW - VALLEY CITY**

Dear Mr. Petersen;

Bids for the construction on the above noted project were taken at our bid opening of March 21, 2025. A copy of the Contract Detail Estimate and Abstract of Bids are enclosed.

The low bid for SHARED USE PATH AND ADA RAMPS was submitted by Strata Corporation of Grand Forks, ND in the amount of \$438,611.13. According to the agreement with the City of Minot, the City's share for **TAU-2-990(066)** is estimated to be \$83,643.14. Federal Funds obligated for this project shall not exceed 80.93 percent of the total eligible project cost. The balance of the project cost is the obligation of the City.

The Department will review the low bidder's proposal to assure that the Disadvantaged Business Enterprise Program requirements have been met. Upon review of the contractor's Disadvantaged Business Enterprise Program, the Department will advise you via email whether this project may be awarded. The City must award the contract before the Department will concur in the award; therefore, the City must notify the Department in writing as soon as possible after the award is made. Contracts cannot be executed prior to the date of the Department's concurrence.

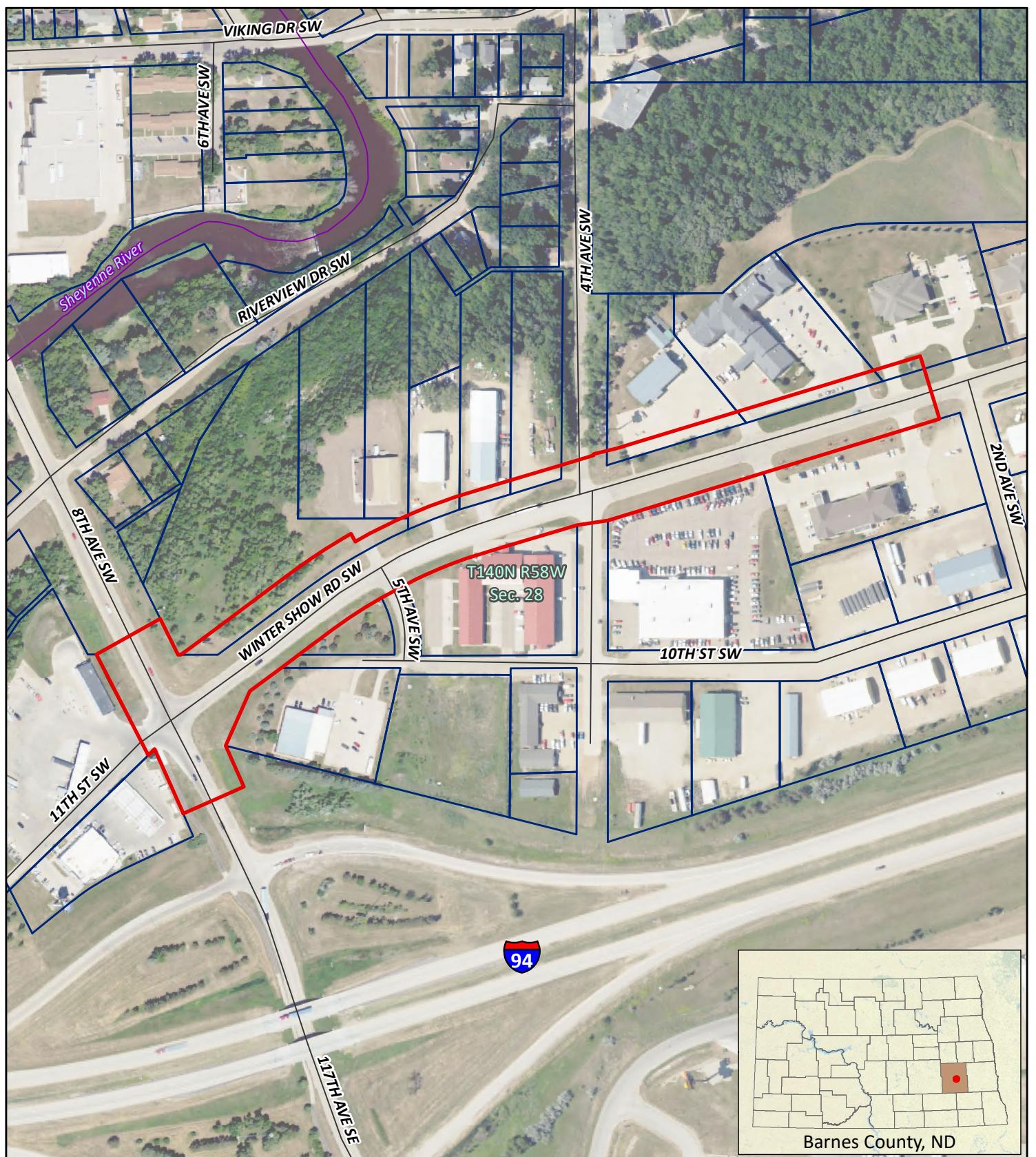
Questions should be addressed to the Construction Services Division at 701-328-2566.

Sincerely,

Phillip Murdoff, PE
Construction Services Engineer

80/pm/jmm
Enclosure

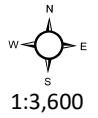
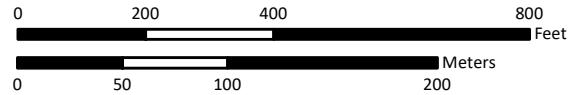
ND DEPARTMENT OF TRANSPORTATION				ABSTRACT OF BIDS RECEIVED					
PROJECT NO. TAU-2-990(066)			SHEET NO. 1 OF 1	BIDDER ENGINEERS ESTIMATE		BIDDER STRATA CORPORATION		BIDDER TI-ZACK CONCRETE LLC	
COUNTY & DATE BARNES (003) MAR 21, 2025 09:30AM				C.C. CHECK RANK 00		C.C. BOND RANK 01		C.C. BOND RANK 02	
COMPLETION TIME LENGTH & TYPE	VALLEY CITY, WINTERSHOW ROAD 09/13/25 SHARED USE PATH AND ADA RAMPS								
SPEC. NO.	ITEM DESCRIPTION	UNIT	QUANTITY	BID PRICE	AMOUNT	BID PRICE	AMOUNT	BID PRICE	AMOUNT
103	CONTRACT BOND	L SUM	1.000	5000000	5000000	2190000	2190000	1150000	1150000
202	REMOVAL OF CURB & GUTTER	LF	128000	18000	230400	33750	432000	12470	159616
203	TOPSOIL	CY	783000	50000	3915000	47300	3703590	42520	3329316
203	COMMON EXCAVATION-WASTE	CY	1865000	25000	4662500	18450	3440925	42790	7980335
230	SUBGRADE PREPARATION-TYPE A	STA	15750	10000000	1575000	350000	551250	2533330	3989995
251	SEEDING CLASS III	ACRE	1600	6000000	360000	2950000	177000	3392500	203550
253	HYDRAULIC MULCH	ACRE	1600	6000000	360000	4450000	267000	5117500	307050
261	FIBER ROLLS 12IN	LF	500000	5000	250000	5850	292500	6730	336500
261	REMOVE FIBER ROLLS 12IN	LF	500000	1000	50000	2000	100000	2300	115000
302	AGGREGATE BASE COURSE CL 5	CY	218000	100000	2180000	93400	2036120	108210	2358978
702	MOBILIZATION	L SUM	1.000	50000000	50000000	93220000	93220000	39520390	3952039
704	TRAFFIC CONTROL SIGNS	UNIT	284000	2500	71000	2620	74408	3010	85484
704	SIDEWALK BARRICADE	EA	4000	75000	30000	52000	20800	59800	23920
704	DELINEATOR DRUMS	EA	20000	30000	60000	16000	32000	18400	36800
704	TUBULAR MARKERS	EA	44000	6000	264000	5000	22000	5750	25300
708	INLET PROTECTION-SPECIAL	EA	6000	400000	240000	550000	330000	172500	103500
708	REMOVE INLET PROTECTION-SPECIAL	EA	6000	75000	45000	85000	51000	28750	17250
722	ADJUST MANHOLE	EA	5000	1000000	500000	1100000	550000	798000	399000
722	ADJUST MANHOLE SPECIAL	EA	6000	3000000	1800000	4800000	2880000	1330000	798000
748	CURB & GUTTER	LF	128000	7500	960000	82000	1049600	64300	823040
750	SIDEWALK CONCRETE REINF	SY	92000	180000	1656000	145000	1334000	99240	913008
750	SIDEWALK CONCRETE 4IN	SY	1670000	115000	19205000	87000	14529000	99240	16573080
750	DETECTABLE WARNING PANELS	SF	160000	85000	1360000	90000	1440000	57750	924000
754	RESET SIGN PANEL	EA	6000	100000	60000	110000	66000	126500	75900
754	RESET SIGN SUPPORT	EA	6000	175000	105000	120000	72000	138000	82800
762	PVMT MK PAINTED 6IN LINE	LF	177000	10000	177000	4600	81420	5280	93456
970	HERBICIDE WEED CONTROL	LF	1575000	1500	236250	5000	787500	1150	181125
TOTAL				45614550		43861113		44003042	
ACTION TAKEN BY DEPARTMENT OF TRANSPORTATION				AWARD TO: STRATA CORPORATION			WHEN PRELIMINARY ARRANGEMENTS ARE COMPLETED.		
Deputy Director For Engineering:									
17				DATE OF AWARD			DEPARTMENT OF TRANSPORTATION Deputy Director For Engineering		



**Wintershow Road Shared-Use Path
TAU-2-990(066), PCN 23917
Valley City, Barnes County, ND**

Imagery Source: © 2023, USDA-FSA-APFO

KLI Project Number: 2104-01627
Date Created: 1/25/2024
Created By: jeffprice



- Project Area
- Parcels
- NHD Flowline