

CITY COMMISSION MEETING
VALLEY CITY, NORTH DAKOTA

Tuesday, April 15, 2025
5:00 PM

The City Commission Meeting will begin on Tuesday, April 15, 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/82857636849> or listen by calling (1 346 248 7799) Webinar ID: 828 5763 6849.

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. 2480NEXT ORDINANCE NO. 1171

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE (PLEASE STAND)

MAYOR FOR THE DAY – TREYSON BRANT

Congratulations to Mr. Treyson Brant on his winning essay titled “Mayor for A Day.” Treyson is a 3rd Grade Student in Ms. McDaniel’s Class at Jefferson Elementary. Treyson is the son of Karla Wind.

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ARBOR DAY PROCLAMATION

Proclaim April 25, 2025 as Arbor Day in Valley City

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

Roll Call: Magnuson Erickson Gulmon Bishop Carlsrud

APPROVAL OF CONSENT AGENDA

- A. Approve Minutes from the 4.1.2025 Commission Meeting, the 4.8.2025 Special Commission Meeting and the 4.8.2025 Board of Equalization Meeting.

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- B. Approve the Raffle Permit requests for:

St Catherine’s Knights of Columbus #6438 on 5.21.25 at the VC Eagles

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Avalynn’s Fly High Foundation on 8.23.2025 at the Bjornson Park Municipal Golf Course
- Barnes County Wildlife Federation on 11.1.25, 11.24.25, & 4.11.26 at the VC Eagles

C. Approve 2025-26 Contractor License Renewal for:

Kjelland Excavation of Valley City ND

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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.

RESOLUTION

RES 2478 - Resolution Approving Final Plans and Specifications for Paving Improvement District No. 132.

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Roll Call: Gulmon Bishop Magnuson Erickson Carlsrud

Roll Call: Erickson Gulmon Bishop Magnuson Carlsrud

NEW BUSINESS

N1. Approve Monthly Bills for the City and Public Works in the Amount of \$2,661,119.

Roll Call: Magnuson Erickson Gulmon Bishop Carlsrud

N2. Approve the Renewal of Paul Dahlberg to the Valley City Special Assessment Commission. *(Finance Director Klein)*

Roll Call: Bishop Magnuson Erickson Gulmon Carlsrud

N3. Appoint and Approve Tom Glandt to the Renaissance Zone Committee to fill a vacant seat. *(City Administrator Crawford)*

Roll Call: Gulmon Bishop Magnuson Erickson Carlsrud

CITY ADMINISTRATOR’S REPORT

CITY UPDATES & COMMISSION REPORTS

ADJOURN

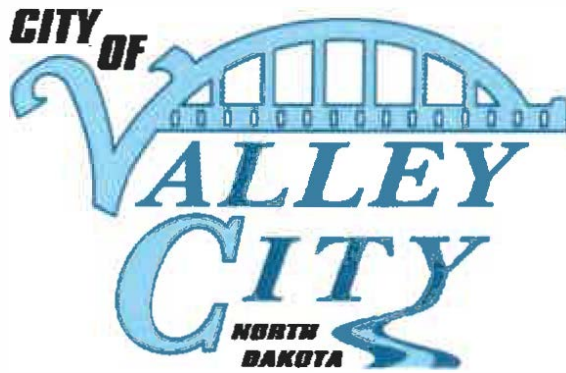
Mayor for a Day

Hi my name is Trayson. I'm in third grade at Jefferson Elementary. I live in Valley City.

These are the reasons I love Valley City. First of all I love the parks here in Valley City. My favorite park is City Park. I love the schools too. I also love that Valley City is small so its easy to get around.

These are improvements I would make. If I was mayor I would fix the broken roads. I would put up signs that says "Drive Safe to be Safe"! I would tear down buildings that aren't being used anymore. I would also bring more jobs that would bring more people that would mean the city would expand.

If I was Mayor for a day I would be excited and thankful.



ARBOR DAY PROCLAMATION

WHEREAS, ARBOR DAY IS OBSERVED THROUGHOUT THE NATION AND THE WORLD, AND

WHEREAS, TREES CAN REDUCE THE EROSION OF OUR PRECIOUS TOPSOIL BY WIND AND WATER, CUT HEATING AND COOLING COSTS, MODERATE THE TEMPERATURE, CLEAN THE AIR, PRODUCE OXYGEN AND PROVIDE HABITAT FOR WILD-LIFE, AND

WHEREAS, TREES IN OUR CITY INCREASE PROPERTY VALUES, ENHANCE THE ECONOMIC VITALITY AT BUSI-NESS AREAS, AND BEAUTIFY OUR COMMUNITY, AND

WHEREAS, TREES, WHEREVER THEY ARE PLANTED, ARE A SOURCE OF JOY AND SPIRITUAL RENEWAL, AND

WHEREAS, VALLEY CITY HAS BEEN RECOGNIZED AS A TREE CITY USA BY THE NATIONAL ARBOR DAY FOUNDATION AND DESIRES TO CONTINUE ITS TREE-PLANTING WAYS,

Now, **THEREFORE,** I, DAVE CARLSRUD, PRESIDENT OF THE CITY OF VALLEY CITY COMMISSION, VALLEY CITY, NORTH DAKOTA, DO HEREBY PROCLAIM APRIL 25TH, 2025, AS

ARBOR DAY

IN THE CITY OF VALLEY CITY AND I URGE ALL CITIZENS TO SUPPORT EFFORTS TO PROTECT OUR TEES AND WOODLANDS AND TO SUPPORT OUR CITY'S URBAN FORESTRY PROGRAM, AND

FURTHER, I URGE ALL CITIZENS TO PLANT TREES TO GLADDEN THE HEARTS AND PROMOTE THE WELL-BEING OF PRESENT AND FUTURE GENERATIONS.

DAVE CARLSRUD, MAYOR
APRIL 15TH, 2025

CITY COMMISSION MEETING VALLEY CITY, NORTH DAKOTA

Tuesday, April 1, 2025

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

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

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

PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

Add to Consent Agenda: VCPS Music Booster Raffle for 4.28.2025 at the HAC

Commissioner Bishop moved to approve, seconded by Commissioner Magnuson.

Motion passed unanimously.

APPROVAL OF CONSENT AGENDA

A. Approve Minutes from the 3.18.2025 Finance and Commission Meetings and the 3.21.2025 Special Commission Meeting.

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 Club

VCPS Music Booster Raffle for 4.28.2025 at the HAC

C. Approve 2024-25 Contractor License for:

Karma Enterprises LLC dba Asset Services LLC of Fargo ND

Commissioner Gulmon moved to approve, seconded by Commissioner Magnuson.

Motion passed unanimously.

PUBLIC COMMENTS

Keith Neuberger shared why he would like the Commission to revisit on ordinance allowing Chickens in city limits. Kenneth Johnson spoke in favor of this as well.

RESOLUTION

RES 2475 Approving Engineer's Report and Directing Preparation of Detailed Plans and Specs - Paving 132. City Engineers are directed to prepare detailed plans, specifications, and estimates of probable costs for said improvement districts.

Commissioner Bishop moved to approve, seconded by Commissioner Magnuson.

Motion passed unanimously.

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

Commissioner Gulmon moved to approve, seconded by Commissioner Bishop.

Motion passed unanimously.

RES 2477 Creating Sanitary Sewer Improvement District No. 72. Sanitary Sewer Improvement District No. 72 is created and established in the City of Valley City.

Commissioner Magnuson moved to approve, seconded by Commissioner Gulmon.

Motion passed unanimously.

NEW BUSINESS

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.

Commissioner Gulmon moved to approve, seconded by Commissioner Bishop.

Motion passed unanimously.

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.

Commissioner Magnuson moved to approve, seconded by Commissioner Gulmon.

Motion passed unanimously.

CITY ADMINISTRATOR’S REPORT

City Administrator Crawford shared her discussion with David Wick on proposed areas of repair for this summer. Crawford shared the passing of Public Works Accountant Gary Jacobson and shared the loss that will be felt by his coworkers as well as the City.

City Assessor Current reminded all that the Equalization Meeting will be held on Tuesday, April 8 at 4:00PM in the City Chambers.

Police Chief Horner alerted all to an influx of scam calls. Please know that no Police Officer or Police Staff member will ask you for money in lieu of charges.

Commissioner Gulmon reiterated the hole left with the loss of Gary Jacobson. He shared about the great, kind man that Gary was. Gulmon also shared that the City County Health of Valley City was awarded the North Dakota Public Health Association Award of the Year. This award recognizes a Team that has worked collaboratively on a unique, creative or simply outstanding public health efforts this past year. Katie Beyer and her staff just do a great job and congratulations to them.

Mayor Carlsrud a special shout out to our staff. With the passing of Gary, our people have had to pick up extra duties and so forth and it has been a real team effort. Thanks to all who have gone the extra mile. Please recycle. Valley City pays to haul our garbage to Fargo’s Landfill. This cost so much money per ton and this fee keeps increasing. Every thing that we haul costs money. Please give some special thought to recycling, especially your cardboard as it is heavy. Mayor Carlsrud then share some stories and special memories about Gary Jacobson. He will be missed as he was a very special guy. Blessings to all.

ADJOURN

Meeting was adjourned at 5:22 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
Tuesday, April 8, 2025

President Carlsrud called the meeting to order at 3:45 PM.

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

PLEDGE OF ALLEGIANCE

NEW BUSINESS

RES 2478. A Resolution Approving Engineers Report & Directing Preparation of Detailed Plans, Specifications & Estimates of Probable Cost for Sanitary Sewer Reline Project No. 72. Mike Strom, KLJ, shared that this is a reline project. The city has not done a reline since 2018. Most of the areas covered are areas where there are a lot of trees and a lot of infiltration from the roots. This plan will finish up areas that are a bit tougher to reach.

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

ADJOURN

Meeting was adjourned at 3:48 PM.

Attested to by:

Brenda Klein, Finance Director
City of Valley City

Dave Carlsrud, President of the
City of Valley City Commission

2025 BOARD OF EQUALIZATION PROCEEDINGS

April 8, 2025
4:00 PM City Hall

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

Others Present: City Attorney Martineck via Zoom, City Administrator Crawford, Finance Director Klein, Police Chief Horner, Administrative Assistant Hintz, City Assessor Current.

Finance Director Klein read North Dakota Century Code sections 57-11-01, 03 and 07 pertaining to the duties of the Board of Equalization.

Vice President Bishop declared the hearing open at 4:05 P.M. City Assessor Current reported the changes in property values within the city for 2025. An overall summary was read and submitted. One property owner was present for a request. Ms. Genevieve Goven asked that the 2024 valuation of the property at 1482 Chautauqua Blvd, Parcel# 63-3020020 remain at current assessment with no increase for 2025. City Assessor Current agreed with Ms. Goven. Mr. Kevin Rohde discussed the property just west of 11th St NW. Mr. Rohde will return to discuss his concerns at the Planning and Zoning Meeting. The Commissioners consensus was to leave it at the 2024 valuation. There were no written requests received in the Auditor’s Department.

PROPERTY TYPE	CERTIFIED VALUES 2024	PROJECTED TOTALS 2025	\$ CHANGE	% CHANGE
RESIDENTIAL LAND	\$41,836,650	\$43,334,750	\$1,498,100	3.58%
RESIDENTIAL STRUCTURE	\$275,418,200	\$302,269,650	\$26,851,450	9.75%
GRAND TOTAL RESIDENTIAL	\$317,254,850	\$345,604,400	\$28,349,550	8.94%
COMMERCIAL LAND	\$41,698,250	\$42,143,350	\$445,100.	1.07%
COMMERCIAL STRUCTURE	\$148,217,981	\$160,473,942	\$12,255,961	8.27 %
GRAND TOTAL COMMERCIAL	\$189,916,231	\$202,617,292	\$12,701,061	6.69%
AGRICULTURAL LAND	\$101,500	\$110,700	\$9,200	9.06%
GRAND TOTAL AGRICULTURAL LAND	\$101,500	\$110,700	\$9,200	9.06%
TOTAL MARKET VALUE	\$507,272,581	\$548,332,392	\$41,059,811	8.09%

City Assessor Current stated 286 Notices of Increase were sent out. 7 property owners contacted City Assessor Current regarding the notice of increase for 2025.

Commissioner Bishop moved to close the hearing, seconded by Commissioner Gulmon. The motion passed unanimously.

Commissioner Bishop moved to approve the assessment book as prepared by the City Assessor, seconded by Commissioner Gulmon. The motion passed unanimously.

ADJOURN
The meeting was adjourned at 4:24 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
1551

Permit Type (check one)

☒ Local Permit ☐ Restricted Event Permit*

Games Authorized

☐ 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 St Catherine's Knights of Columbus #6438		Dates Authorized (Read Instruction 2) 5.21.2025	
Organization or Group Contact Person Joe Sykora	E-mail jhsykora@gmail.com	Telephone Number 701-890-7178	
Mailing Address 540 3rd Ave NE	City Valley City	State ND	ZIP Code 58072

SITE INFO

Site Name Eagles		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.) 5.21.2025 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 4.16.2025	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.



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT
NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 9338 (9-2023)

Paid \$10.- Cash 4.3.25

Permit #1551

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* ☐ Paddlewheel

*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 St. Catherine's Knights of Columbus - #6438		Dates of Activity (Does not include dates for the sales of tickets) May 21, 2025	
Organization or Group Contact Person Joe Sykora	E-mail jhsykora@gmail.com	Telephone Number 701-890-7178	
Business Address 540 3rd Avenue NE	City Valley City	State ND	ZIP Code 58072
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name Eagles		County	
Site Physical Address 345 12th Avenue 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.)

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

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle Drawing	Five drawings, each drawing is \$500 cash prize.	\$2,500.00
	See attached	
Total (limit \$40,000 per year)		\$ 2,500.00

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds
To support St. Catherine's parish mission and the activities of the church.

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: **\$2,500.00** (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 Curt Marshall	Telephone Number 701-490-2861	E-mail Address curtm701@gmail.com
Signature of Organization Group's Permit Organizer <i>Curt Marshall</i>	Title Grand Knight	Date

St. Catherine's Knights of Columbus #6438 Raffle

Drawing Date: 5.21.2025

Cash Prizes:

- 1. \$500.00**
- 2. \$500.00**
- 3. \$500.00**
- 4. \$500.00**
- 5. \$500.00**

Total: \$ 2,500.00



LOCAL PERMIT OR RESTRICTED EVENT PERMIT
NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 17926 (4-2023)

Permit Number
1552

Permit Type (check one)	
<input checked="" type="checkbox"/> Local Permit	<input type="checkbox"/> Restricted Event Permit*
Games Authorized	
<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 Avalynn's Fly High Foundation		Dates Authorized (Read Instruction 2) 8.23.2025	
Organization or Group Contact Person Paige Fischer	E-mail avalynnsflyhighfoundation@gmail.com	Telephone Number 701-840-9862	
Mailing Address 3556 Eagles Run Dr	City West Fargo	State ND	ZIP Code 58078

SITE INFO

Site Name Bjornson Park Municipal Golf Course		County Barnes	
Site Address 3473 Woodland Park	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.)

8.23.2025 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 4.16.2025	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 4-7-25



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT
NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
 SFN 9338 (4-2023)

Permit 1552

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 Avalynns Fly High Foundation		Dates of Activity (Does not include dates for the sales of tickets) 8/23/25	
Organization or Group Contact Person Paige Fischer	E-mail avalynnsflyhighfoundation@gmail.com	Telephone Number 701-840-9862	
Business Address 3556 Eagle Run Dr	City West Fargo	State ND	ZIP Code 58078
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name Bjornson Park Municipal Golf Course		County Barnes	
Site Physical Address 3473 Woodland Park	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.) One time Raffle drawing done Saturday August 23, 2025			

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

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle	Blackstone Griddle	\$650
Raffle	\$500 Scheels Gift Card	\$500
Raffle	Apple Ipad	\$400
Total (limit \$40,000 per year)		\$ 2250.00

Intended Uses of Gaming Proceeds
Donate to Charities in the Name of Avalynns Fly High Foundation

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: _____ (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 Paige Fischer	Title President	Telephone Number 701-840-9862	E-mail Address avalynnsflyhighfoundation@gmail.com
Signature of Organization or Group's Top Official <i>Paige Fischer</i>		Title President	Date 4/7/25

Additional Prizes:

3. \$100.00

4. \$100.00

5. \$100.00

6. \$100.00

7. \$100.00

8. \$100.00

9. \$100.00

10. \$100.00

11. \$100.00

12. \$100.00

Total Addl Prizes \$1000.00



LOCAL PERMIT OR RESTRICTED EVENT PERMIT
NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 17926 (4-2023)

Permit Number

1553

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 Barnes County Wildlife Federation		Dates Authorized (Read Instruction 2) 11.1.25, 11.24.25, 4.11.26	
Organization or Group Contact Person Perry Kapaun	E-mail pskapaun@msn.com	Telephone Number 701-490-1797	
Mailing Address PO Box 148	City Valley City	State ND	ZIP Code 58072

SITE INFO

Site Name Valley City Eagles		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.)

11.2.2025 Raffle, 11.24.2025 Raffle Board, 4.1.2026 Raffle Board

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 4.16.2025	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 CK# 6267 4-7-25
\$25.00



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT
NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 9338 (9-2023)

Permit #1553

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 type="checkbox"/> Raffle
<input checked="" 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 Barnes Co. Wildlife Federation		Dates of Activity (Does not include dates for the sales of tickets) 11-1-25 + 11-24-25 + 4-11-26	
Organization or Group Contact Person Perry Kapaun	E-mail PSKapaun@msn.com	Telephone Number 4901797	
Business Address P.O. Box 149	City UC	State ND	ZIP Code 58072
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name UC Eagles		County Barnes	
Site Physical Address 345 12th Ave NE	City UC	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.) 11-1-25 + 11-24-25 + 4-11-26			

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

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle Board	Rifle Savage	\$523.00
Raffle Board	Rifle Savage	523.00
Sub Total		1046.00
Total (limit \$40,000 per year)		\$ 7239.00

addl page for Boards.

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds Youth Activities + Education + Safety	
Does the organization presently have a state gaming license? (If yes, the organization is not eligible for a local permit or restricted event permit and should call the Office of Attorney General at 1-800-326-9240) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Has the organization or group received a restricted event permit from any city or county for the fiscal year July 1 - June 30 (If yes, the organization or group does not qualify for a local permit or restricted event permit) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Has the organization or group received a local permit from an city or county for the fiscal year July 1 - June 30 (If yes, indicate the total retail value of all prizes previously awarded) <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes - Total Retail Value: 6836.00 (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.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Printed Name of Organization Group's Permit Organizer Perry Kapaun	Telephone Number 4901797	E-mail Address PSKapaun@msn.com
Signature of Organization Group's Permit Organizer Perry Kapaun	Title President	Date 4-8-25

11-1-25

Total (limit \$40,000 per year)	7239.00
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4-11-26

4-11-26

Total (limit \$40,000 per year)	\$ 7239.00
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LOCAL PERMIT OR RESTRICTED EVENT PERMIT
NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 17926 (4-2023)

Permit Number
1554

Permit Type (check one)

<input checked="" type="checkbox"/> Local Permit	<input type="checkbox"/> Restricted Event Permit*
Games Authorized	<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 Bridge City Cruisers		Dates Authorized (Read Instruction 2) 6.13.25 & 6.14.25	
Organization or Group Contact Person Larinda Velure	E-mail larindarae@hotmail.com	Telephone Number 701-840-5080	
Mailing Address PO Box 791	City Valley City	State ND	ZIP Code 58072

SITE INFO

Site Name Central Ave (Northern Pacific Park - Parking Lot)		County Barnes	
Site Address 100 Central Ave	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.) 6.13.25 and 6.14.25 50/50 Raffle each Day			

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 4.16.2025	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 CK# 1523 \$10.00 4-8-21



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT
 NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
 GAMING DIVISION
 SFN 9338 (9-2023)

Permit # 1554

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 Bridge City Cruisers		Dates of Activity (Does not include dates for the sales of tickets) 6/13/25 and 6/14/25	
Organization or Group Contact Person Larinda Velure, Treas.		E-mail larindarac@hotmail.com	Telephone Number 701-840-5080
Business Address		City	State ZIP Code
Mailing Address (if different) PO Box 791		City Valley City	State ND ZIP Code 58072

SITE INFO

Site Name Central Ave (WP Park - Parking Lot)		County Barnes	
Site Physical Address 100 Central Ave		City Valley City	State ZIP Code ND 58072
Provide the exact date(s) & frequency of each event & type (Ex. Bingo every Friday 10/1-12/31, Raffle - 10/30, 11/30, 12/31, etc.) BCC Car Show Events 6/13/25 and 6/14/25			

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

Game Type	Description of Prize	Exact Retail Value of Prize
50/50 Raffle	1/2 of cash collected from ticket sales	
Total (limit \$40,000 per year)		\$

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds NDWS building repair and Scholarships	
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 any city or county for the fiscal year July 1 - June 30 (If yes, indicate the total retail value of all prizes previously awarded) <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes - Total Retail Value: 450.00 (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.) <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Printed Name of Organization Group's Permit Organizer Larinda Velure	Telephone Number 701-840-5080	E-mail Address larindarac@hotmail.com
Signature of Organization Group's Permit Organizer <i>Larinda R. Velure</i>	Title Treasurer	Date 4/4/25



LOCAL PERMIT OR RESTRICTED EVENT PERMIT
NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 17926 (4-2023)

Permit Number

1556

Permit Type (check one)

☒ Local Permit ☐ Restricted Event Permit*

Games Authorized

☐ Raffle by a Political or Legislative District Party

☐ Bingo ☒ Raffle ☐ Raffle Board ☐ Calendar Raffle ☐ Sports Pool ☐ Poker* ☐ Twenty-One* ☐ Paddlewheels*

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

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

ORGANIZATION INFO

Name of Organization or Group Valley City Kiwanis		Dates Authorized (Read Instruction 2) 4.28.2025	
Organization or Group Contact Person Allison Swenson	E-mail aswenson2013@gmail.com	Telephone Number 701-367-5117	
Mailing Address PO Box 623	City Valley City	State ND	ZIP Code 58072

SITE INFO

Site Name Valley City Eagles Club 2192		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.) 4.28.2025 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 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:
- 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 4.16.2025	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.



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL

GAMING DIVISION

SFN 9338 (4-2023)

Pd \$10
cash
4-14-25
Permit # 1556

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 Kiwanis		Dates of Activity (Does not include dates for the sales of tickets) 4/28/2025	
Organization or Group Contact Person Allison Swenson	E-mail aswenson2013@gmail.com	Telephone Number 7013675117	
Business Address PO Box 623	City Valley City	State ND	ZIP Code 58072
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name The Eagles Aerie 2192		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.) Meat Raffle April 28th, 2025.			

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

Game Type	Description of Prize	Exact Retail Value of Prize
Meat Raffle	Meat variety \$5-\$10 prizes. 4 per round, 10 rounds	\$5-\$10 per prize
	See Attached.	
Total (limit \$40,000 per year)		\$ 300⁰⁰

Intended Uses of Gaming Proceeds

Giving back to Youth Programs in the Community

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: (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

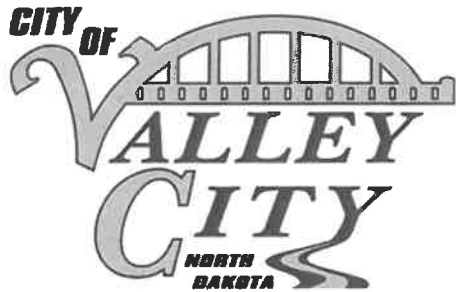
Name Debbie Eggert	Title VC Kiwanis President	Telephone Number 701-490-0989	E-mail Address debeggert1@gmail.com
Signature of Organization or Group's Top Official 		Title Club President	Date 4/2/2025

Kiwanis Meat Raffle 4/28/2025

Round Prizes

1. Beef sticks, bacon, summer sausage, pork chops
2. Beef sticks, bacon, summer sausage, pork chops
3. Beef sticks, bacon, summer sausage, pork chops
4. Beef sticks, bacon, summer sausage, pork chops
5. Beef sticks, bacon, summer sausage, pork chops
6. Beef sticks, bacon, summer sausage, pork chops
7. Beef sticks, bacon, summer sausage, pork chops
8. Beef sticks, bacon, summer sausage, pork chops
9. Beef sticks, bacon, summer sausage, pork chops
10. Beef sticks, bacon, summer sausage, pork chops

\$ 30.00 each Bundle



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

FOR PERIOD: June 1, 2025 – May 31, 2026

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: Kjelland Excavation
Owner: Chad Kjelland
Mailing Address: 12800 147th ST SE
City, State Zip Code: Valley City N.D. 58031
Phone Number: 701-490 2808
Email Address: kexcavation@ictr.com
Today's Date: March 21 2025

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

☒ Contractor ☐ Electrician ☐ Plumber ☐ Mechanical

State License Numbers (provide all that apply):

☐ Electrician ☐ Plumber ☒ 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**

☐ **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**

RETURN TO: Valley City Auditor
254 2nd Ave NE
Valley City, ND 58072

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

Home

Search

Forms

Lists

Data List Requests

Contractor Search

Kjelland



Advanced ▾

Results: 1

Form Info	SOS Control ID#	Status	Standing	Filing Date
Kjelland Excavation Class B - 42463	> 0002172222	Active	Good Standing	09/09/2011

Kjelland Excavation Class B - 42463



Request Certificate

Class Type	Class B
License Num	42463
Status	Active
Renewal Date	3/1/2026
Inactive Date	N/A
Mailing Address	12800 47TH ST SE CHAD KJELLAND FINGAL, ND 58031-9782
Standing - Other	Good
Standing - WSI	Good
Standing - Job Service	Good
Standing - Business	Good
Business Phone	(701) 490-2808
Registration Date	09/09/2011
Certification of Liability Insurance Expiration Date	04/28/2025

Contractor

Lobbyist

Charitable Organizations

Notary

Login

Contractor Search

Kjelland

Advanced

Results: 1

SOS Control ID#	Status	Standing	Filing Date
> 0002172222	Active	Good Standing	09/09/2011

Kjelland Excavation

Class B - 42463

Request Certificate

Class Type	Class B
License Num	42463
Status	Active
Renewal Date	3/1/2026
Inactive Date	N/A
Mailing Address	12800 47TH ST SE CHAD KJELLAND FARGO, ND 58031-9782
Standing - Other	Good
Standing - WSI	Good
Standing - Job Service	Good
Standing - Business	Good
Business Phone	(701) 490-2808
Registration Date	09/09/2011
Certification of Liability Insurance Expiration Date	04/28/2025

NORTH DAKOTA STATE PLUMBING BOARD

License Holder: Chad Kjelland


License Type: Sewer and Water

License Level: Contractor

License Number: 13957

Issue Date: 6/6/2012

Valid Until: 6/30/2025





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/21/2025

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
Ihry Insurance Agency, Inc.
1291 13th Ave E
West Fargo ND 58078

CONTACT NAME: Ihry CL Service

PHONE
(A/C No. Ext): 701-492-2228FAX
(A/C No): 701-532-0570E-MAIL
ADDRESS: IhryCLService@ihryins.com

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: United Fire & Casualty Company

13021

INSURER B:

INSURER C:

INSURER D:

INSURER E:

INSURER F:

INSURED
Chad Kjelland
dba Kjelland Excavation
12800 47th St. SE
Fingal ND 58031

License#: 16098953
KJELLACH01**COVERAGES****CERTIFICATE NUMBER: 728638552****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	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		60538769	4/28/2024	4/28/2025	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 300,000 PERSONAL & ADV INJURY \$ 5,000 GENERAL AGGREGATE \$ 1,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		60538769	4/28/2024	4/28/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0		60538769	4/28/2024	4/28/2025	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A				PER STATUTE E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Employers Liability/ND Stop Gap		60538769	4/28/2024	4/28/2025	\$1M / \$1M / \$1M

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
PO Box 240
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

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RESOLUTION NO. 2478

A RESOLUTION APPROVING FINAL 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:

That the Final Plans, Specifications, and Estimate of Probable Costs for Paving Improvement District No. 132 submitted by the office of KLJ Engineering LLC & Moore Engineering, Inc., Engineers for the City of Valley City, North Dakota, now on file in the office of the City Finance Director, are approved.

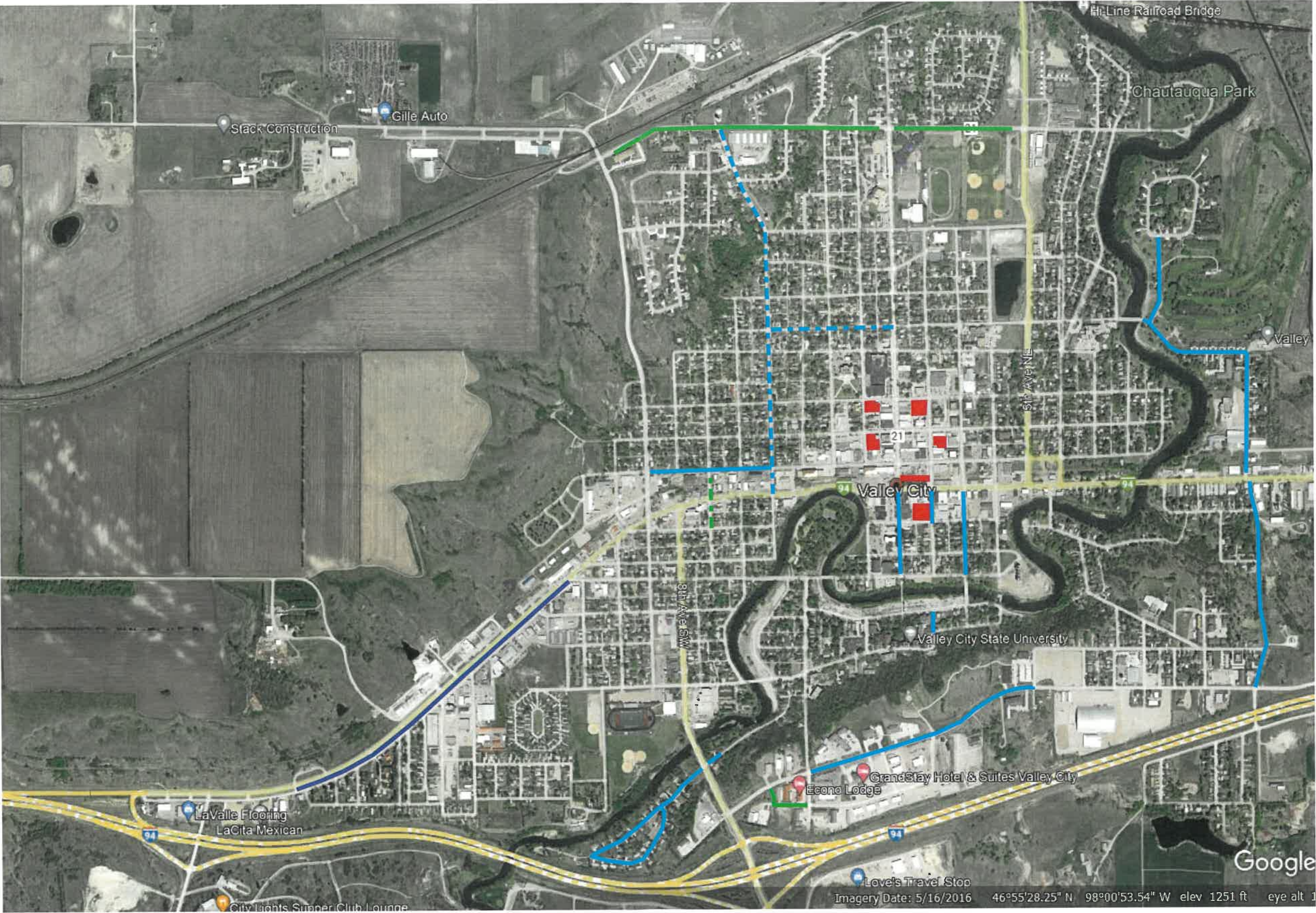
Passed, adopted and approved this 15th day of April, 2025.

Dave Carlsrud, President
Board of City Commissioners

ATTEST:

Brenda Klein, Finance Director

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. 2479

A RESOLUTION APPROVING FINAL PLANS, SPECIFICATIONS, AND ESTIMATE OF PROBABLE COSTS FOR 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:

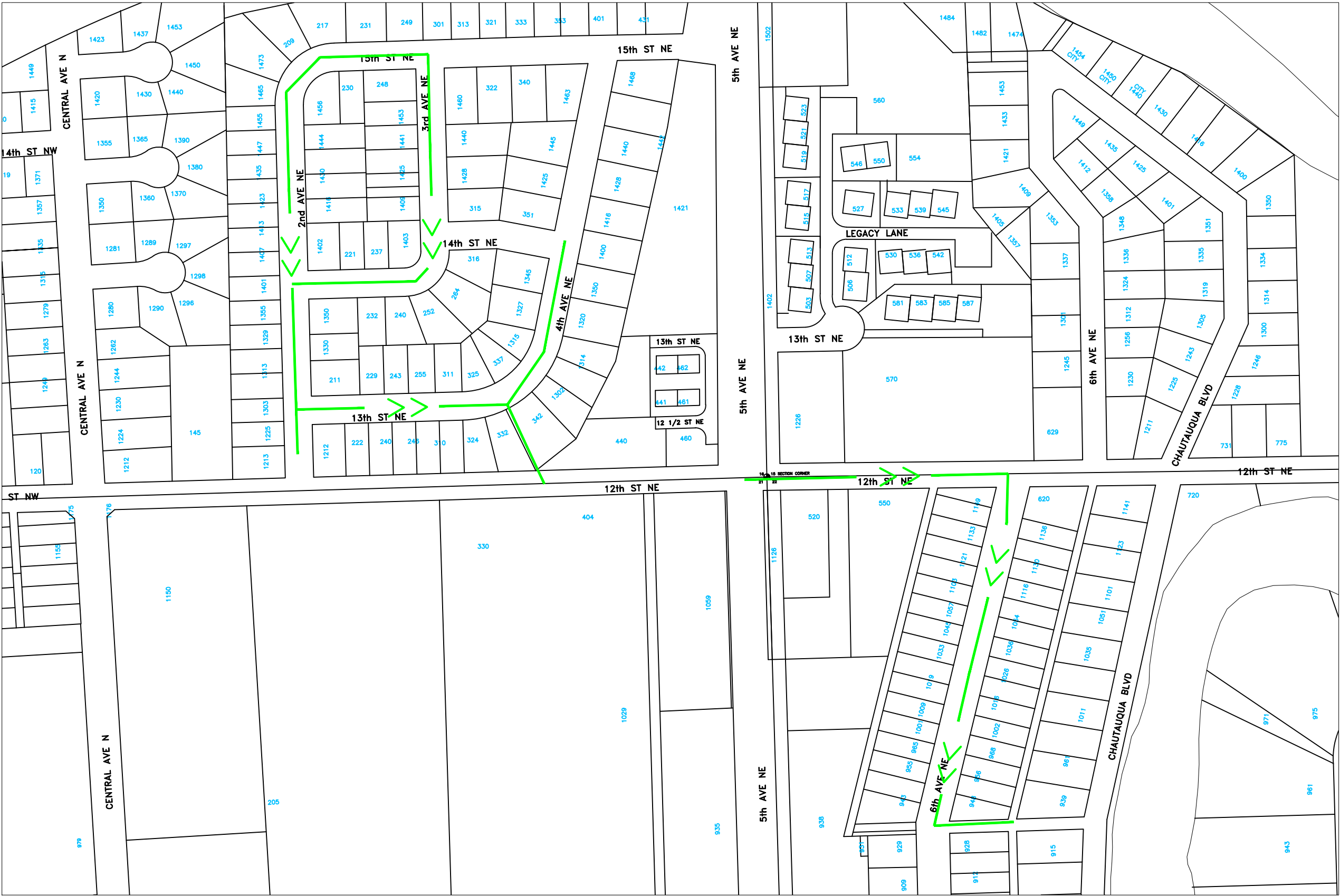
That the Final Plans, Specifications, and Estimate of Probable Costs for Sanitary Sewer Improvement District No. 72 submitted by the office of KLJ Engineering LLC & Moore Engineering, Inc., Engineers for the City of Valley City, North Dakota, now on file in the office of the City Finance Director, are approved.

Passed, adopted and approved this 15th day of April, 2025.

Dave Carlsrud, President
Board of City Commissioners

ATTEST:

Brenda Klein, Finance Director









March 2025 Expenditures

Monthly Expenses:	\$2,661,119
<i>Includes:</i>	
Debt Service	\$804,482
Construction Projs	\$95,131
PW Capital Projects	\$6,511
PD Vehicle Interior/Laptop	\$19,066
VCBCDC-Fund 240	\$58,957
MRES- Purchased Power	\$463,367
Payroll & Benefits	\$309,887
PW Service Center	\$213,197
PFP Buyout/Engineering	\$34,136
VCBC Public Library-Property Tax	\$73,448
VC Park District	\$58,876
<i>Subtotal:</i>	<i>\$2,137,058</i>
Balance for operations	\$524,061

2025 NDLC Municipal Calendar

Yearly – Cities with less than \$2 million of annual receipts, excluding any funds passed through the political subdivision to another entity, can submit an annual financial report to the ND Office of the State Auditor in lieu of a financial audit. The report is available online at www.nd.gov/auditor/forms. (NDCC 54-10-14)

✓ **Every Two Years** – Cities with more than \$2 million in annual receipts, excluding any federal funds passed through the political subdivision to another entity, must have an audit performed by the ND Office of the State Auditor or by a certified public accountant or a licensed public accountant. (NDCC 54-10-14)

✓ **Monthly** – City auditor submits to the governing body of the city a monthly financial statement showing revenues, expenditures, transfers, and fund balances. (NDCC 40-16-04)

JANUARY 2025

✓ **January 1** – All real and personal property taxes and yearly installments of special assessments levied in the preceding year become due. (NDCC 57-20-01)

✓ **January 1 – New Year's Day** – State holiday (NDCC 1-03-01)

✓ **January 20 – Third Monday in January – Martin Luther King Day** – State holiday (NDCC 1-03-01)

✓ FEBRUARY 2025

February 1 – All real property subject to taxation must be assessed every year with reference to its value on February first. (NDCC 57-02-11)

✓ **February 17** – Third Monday in February – Recognition of George Washington's Birthday – State holiday (NDCC 1-03-01)

MARCH 2025

✓ **By March 1** – City auditor shall cause to be published in the official newspaper the financial statement showing receipts and disbursements on account of each fund for the preceding year. (NDCC 40-16-05)

✓ **By March 1** – In cities with a renaissance zone, a renaissance zone annual progress report must be submitted to the ND Department of Commerce. The form is available online at www.commerce.nd.gov/community-services/community-development/renaissance-zone-program. (NDCC 40-63-03)

• **On or before March 1** – City auditor submits to the governing board an annual financial statement showing revenues, expenditures, transfers, and fund balances of the city for the year ended December 31. (NDCC 40-16-04)

• **March 1** – First installment of real estate taxes and yearly installments of special assessment taxes become delinquent. (NDCC 57-20-01)

• **On or before March 15** – At the discretion of the governing body, the city auditor of each city may advertise in the official newspaper once each week for two consecutive weeks for bids for the furnishing of gravel in place for gravel surfacing of highways within the city, upon a cubic yard basis. (NDCC 40-54-01)

• **By March 31** – An annual report on transportation project funding and expenditures shall be submitted to the tax commissioner within 90 days of the close of the calendar year. The form is available online at www.tax.nd.gov/local-government/transportation-funding-reporting. (NDCC 54-27-26)

APRIL 2025

• **Within the first 15 days in April** – If assessor only serves one city, city governing board meets as board of equalization. Meeting may adjourn from day to day. (NDCC 57-11-01)

~~Any day in April~~ – If assessor serves two or more cities or townships, city governing board meets as board of equalization. Meeting may adjourn from day to day. (NDCC 57-11-01)

1 **First meeting in April (odd-numbered years)** – The city executive officer (mayor or commission president), when it shall be found necessary, shall appoint a member of the special assessment commission. The appointment is subject to the approval of the city governing board. If the special assessment commission is just being established, one member shall be appointed for two years, one for four years, and one for six years. Thereafter, each appointment shall be for a term of six years. (NDCC 40-23-01 and 40-23-02)

• **April 18 – Good Friday** – State holiday (NDCC 1-03-01)

By April 30 – Cities that accepted a grant from the State and Local Fiscal Recovery Fund in the American Rescue Plan Act (ARPA) must log into the US Department of the Treasury's portal and submit their project and expenditure report.

**City of Valley City
Boards and Committees
updated 9/2/2024**

Valley City Renaissance Zone Board | 3 Year Term

Individual	Role	Term	Address	Preferred Phone Number	Email Address	Column1
Dana Rustebakke	Member	2022 - 2025	Yes	(701) 709-0809	drustebakke@valleycity.us	
Bill Corwin	Member	2022 - 2025			billcorwin@hotmail.com	
Paul McDonald	Member	2024 - 2027	1015 6th St SE #20	(320) 287-3931	pmac566@gmail.com	Need to determine chair at next meeting
Jeff Nathan	Member	2024 - 2027		(701)840-1742	nathan1742@yahoo.com	
JP Jones	Member	2024 - 2027		(832)250-6148	jpjones350@hotmail.com	
John Hill	Member	2022 - 2025	Yes		johnh9470@gmail.com	
Shannon Little Dog	Member	2024 - 2027		(701) 840-1421	shannonio1979@gmail.com	

Special Assessment Commission | 6 Year Term

Individual	Role	Term	Address	Preferred Phone Number	Email Address
Jim Knutson	Member	2021 - 2027	P.O. Box 446	(701) 840-0232	jim@dakotareit.com
Paul Dahlberg	Member	2019 - 2025	255 4th St NW	(701) 490-1890	dahlberg@csicable.net
Jeremy Wiebe	Member	2023 - 2029		(701) 490-1390	jeremy.wiebe@kw.com

3-31-25 Bkkin emailing

Valley City Library Board | 3 Year Term

Individual	Role	Term	Address	Preferred Phone Number	Email Address
Kelsey Ihry	Member - City	2023 - 2025	1059 2nd Ave NW	479-381-0022	knihry@live.com
Annie Beauchman	Member - City	2022 - 2025		(701)840-8780	andrea.beauchman@k12.us
Duane Magnuson	City Commissioner	2024 - 2027	660 6th Ave SW	(701)845-8796	dmagnuson@valleycity.us

Visitors Committee | 4 Year Term

Individual	Role	Term	Address	Preferred Phone Number	Email Address	Column1
Cal Lee	Member - At Large	2024 - 2028	1123 2nd Ave NW	(701) 721-5107	calrlylee50@gmail.com	
Mary Lee Nielson	Member - CVB	2024 - 2028		(701) 840-1580	vcmarylee@gmail.com	Need to determine chair at next meeting
Tina Olson	Member - Chamber	2022 - 2026		(701) 840-8879	trpub@times-online.com	
Tammy Jo Taft	Member - VCSU	2022 - 2026		(701) 371-8441	Tammyjo.taft@vcsu.edu	
Tyler Marthaler	Member - Dacotah Bank	2024 - 2028		(701)845-2712	tyler.marthaler@dacotahbank.com	

ND Municipal Power Agency

Individual	Role	Term	Address	Preferred Phone Number	Email Address
Gary Jacobson					gjacobson@valleycity.us
Marshall Senf					msenf@valleycity.us
Gwen Crawford					gcrawford@valleycity.us

ND Association of Municipal Power Systems

Individual	Role	Term	Address	Preferred Phone Number	Email Address
Gary Jacobson					gjacobson@valleycity.us
Marshall Senf					msenf@valleycity.us
Gwen Crawford					gcrawford@valleycity.us

Missouri River Energy Services

Individual	Role	Term	Address	Preferred Phone Number	Email Address
Dave Carlsrud	Representative				dcarlsrud@valleycity.us
Gwen Crawford	Alternative Representative				gcrawford@valleycity.us