

CITY COMMISSION MEETING VALLEY CITY, NORTH DAKOTA

Tuesday, April 21, 2026
5:00 PM

The City Commission Meeting will begin on Tuesday, April 21, 2026 at 5:00 PM CT, at the City Commission Chambers, 220 3rd St. NE, Valley City, ND.

The meeting is also available to view online <https://us06web.zoom.us/j/89171636009> or listen by calling (1 346 248 7799) Webinar ID: 891 7163 6009

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 Drabus	City Assessor
		Scott Magnuson	Fire Chief
		Nick Horner	Police Chief
		KLJ/Moore	City Engineers

NEXT RESOLUTION NO. 2525

NEXT ORDINANCE NO. 1189

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: Magnuson Erickson Gulmon Bishop Carlsrud

APPROVAL OF CONSENT AGENDA

- A. Approve Minutes from the 04.07.2026 Commission Meeting
- B. Approve Monthly Reports from the Fire Chief, Electrical Superintendent, Building Inspector, Finance Director and Municipal Judge.
- C. Approve local permit
 - a. BC Wildlife Federation – 3 raffle permits for the 2026-2027 year
 - b. Avalynn’s Fly High Foundation - Raffle
- D. Approve Gaming site permit
 - a. Valley City Hockey and Figure Skating Club @ North 9 Bar and Grill
 - b. Valley City Hockey and Figure Skating Club @ The Captains Pub
 - c. Valley City Hockey and Figure Skating Club @ Youth Sports Complex for a Raffle
- E. Approve Contractor’s License
 - a. Vita Roofing

Roll Call: Erickson Gulmon Bishop Magnuson Carlsrud

PUBLIC COMMENTS

This portion of the meeting provides a limited public forum for Valley City residents, property owners and business owners to address the Board of City Commissioners on topics related to City business. Interested persons must submit a comment card with the individual’s name, address, and the topic to be commented upon. Non-residents must provide the address of the City of Valley City business the individual operates or works at or the address of real property which the individual owns within the City of Valley City. Comments cards must be provided to the meeting secretary and approved prior to speaking. Public comments are limited solely to business matters and concerns pertinent to the City.

The following rules apply to Public Comments:

- Limited to five minutes per speaker.
- Must not interfere with the orderly conduct of the meeting.
- Must not be defamatory, abusive, harassing, or unlawful.
- May be prohibited if an alternative procedure exists to bring that particular type of public comment before the City, the public comment includes confidential or exempt information, or the public comment is otherwise prohibited by law.

Submission of written comments: In lieu of speaking, a written comment may be delivered to the meeting secretary prior to the start of the meeting. Written comments are limited to two pages. Any member of the public seeking to comment without attending in person may submit written comments to tplecity@valleycity.us. Written comments hand delivered at the time of the meeting or emailed prior to 4:00 pm on the date of the meeting will be distributed to the Board for their information and maintained in City files. Written comments are not read aloud at the meeting.

ORDINANCE

ORD 1187. First Reading of Ordinance 1187, An ordinance to amend and reenact section 4-01-04 of the Valley City Municipal Code related to license fees for retail sale of alcoholic beverages. (City Attorney Martineck)

Roll Call: Gulmon Bishop Magnuson Erickson Carlsrud

ORD 1188. First Reading of Ordinance 1188, An Ordinance to amend and reenact sections 08-04-05 and 7-04-20 of the Valley City Municipal Code related to the sale and use of tobacco. (City Attorney Martineck)

Roll Call: Bishop Magnuson Erickson Gulmon Carlsrud

RESOLUTION

RES 2524. Approve Final Plans & Specifications for Permanent Flood Protection Phase 4 and Authorization Advertising for Bids. (City Engineer)

Roll Call: Magnuson Erickson Gulmon Bishop Carlsrud

NEW BUSINESS

NB1. Approve Monthly Bills for the City and Public Works in the Amount of \$2,598,616.00. (Finance Director Klein)

Roll Call: Erickson Gulmon Bishop Magnuson Carlsrud

NB2. Request from the North Dakota Department of Water Resources the separation of 1,500 acre-feet from Valley City's existing perfected water permit no. 1096 for the purpose of adding the same volume to a new perfected water permit from the Sheyenne River for Valley City's municipal water uses. (City Administrator Crawford)

Roll Call: Gulmon Bishop Magnuson Erickson Carlsrud

NB3. Approve Amendment to Employee Policy and Procedure Manual – Holiday Pay. (City Attorney Martineck)

Roll Call: Bishop Magnuson Erickson Gulmon Carlsrud

NB4. Consider recommendation for NDDOT Urban Grant Funding for Fiscal Year 2026. (City Engineer)

Roll Call: Magnuson Erickson Gulmon Bishop Carlsrud

NB5. Approve Request for Concurrence of Award of Project No. NHU-2-SU-2-094(206)928 with an estimated City share of \$21,788.83. (City Engineer)

Roll Call: Erickson Gulmon Bishop Magnuson Carlsrud

NB6. Approve Valley City Image Enhancement Grant for \$300.00 for TLChildcare for a new sign. (Mary Lee Nielson)

Roll Call: Gulmon Bishop Magnuson Erickson Carlsrud

NB7. Approve Cost-Sharing Agreement Between City of Valley City and Barnes County (8th Avenue SW/ Kathryn Road – NDDOT Project No. H-CP-2-999(81). (City Administrator Crawford)

Roll Call: Bishop Magnuson Erickson Gulmon Carlsrud

CITY ADMINISTRATOR'S REPORT

CITY UPDATES & COMMISSION REPORTS

ADJOURN

**CITY COMMISSION MEETING
VALLEY CITY, NORTH DAKOTA**

Tuesday, April 07, 2026

5:00 PM

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

Members present: President Carlsrud, Commissioner Gulmon, Commissioner Bishop, Commissioner Erickson, Commissioner Magnuson, City Administrator Crawford, City Attorney Martineck, Finance Director Klein

Pledge of Allegiance

MAYOR FOR THE DAY – Elsie Jorissen

Congratulations to Ms. Elsie Jorissen on her winning essay for Mayor for a Day Contest. Elsie is a 3rd Grade Student in Mrs. Breckheimer's Class at Jefferson Elementary.

GOVERNMENT WEEK PROCLAMATION

Proclaim April 6 – 10, 2026 as City Government Week in Valley City

Department of Water Resources Presentation (Director of DWR, Reice Haase)

Approval of Agenda

No Changes

APPROVAL OF CONSENT AGENDA

Approve Minutes from the 03.16.2026 Finance and Commission Meetings.

Approve Contractors License

- a. Valley Lawn & Landscaping LLC
- b. All States Flooring INC
- c. TMI Corporation
- d. Carpco INC/Carpenter Homes

Approve Local Raffle Permit

- a. Kiwanis Valley City
- b. St Kates Knights of Columbus #6438
- c. Valley City Lions Club Raffle
- d. VCSU Foundation – Track & Cross-Country Raffle & Scholarship Auction Raffle
- e. VCPS Music Boosters

Motion to approve by Commissioner Bishop, seconded by Commissioner Gulmon.

Roll Call: Magnuson-Yes; Erickson-Yes; Gulmon-Yes; Bishop-Yes; Carlsrud-Yes Motion Passed

Resolution

Approve amendment to Resolution 2523, A resolution establishing rates and fees for solid waste services.

Motion to approve by Commissioner Gulmon, seconded by Commissioner Magnuson.

Roll Call: Erickson-Yes; Gulmon-Yes; Bishop-Yes; Magnuson-Yes; Carlsrud-Yes Motion Passed

New Business

Approve Valley City Tourism Grant for City of Valley City for \$93,000 for shared use walking path to be paid \$46,500 in 2026 and \$46,500 in 2027.

Mary Lee Nielson reported to commissioners the visitors committee approved this request at the 03.26.2026 meeting and recommends approving funds for the project.

Motion to approve by Commissioner Bishop, seconded Commissioner Magnuson.

Roll Call: Gulmon-Yes; Bishop-Yes; Magnuson-Yes; Erickson-Yes; Carlsrud-Yes Motion Passed

Approve Valley City Image Enhancement Grant for \$5,800.00 for Mobility Plus Rehab LTD for signage (\$2,000) and fencing (\$3,800).

Mary Lee Nielson reported to commissioners the visitors committee approved this request at the 03.26.2026 visitors committee meeting and recommend approving funds for the project.

Motion to approve by Commissioner Magnuson, seconded by Commissioner Bishop.

Roll Call: Bishop-Yes; Magnuson-Yes; Erickson-Yes; Gulmon-Yes; Carlsrud-Yes Motion passed

Approve Request for Funds for the Single-Family Home Buyer Assistance Program by the VCBC Development Corporation in the amount of \$60,000 from City Sales Tax dedicated to Economic Development.

Jennifer Feist reported on the impact this has made on growth in community.

Motion to approve by Commissioner Magnuson, seconded by Commissioner Gulmon.

Roll Call: Magnuson-Yes; Erickson-Yes; Gulmon-Yes; Bishop-Yes; Carlsrud-Yes Motion Passed

Approve Request for Funds for Single Family Home Buyer Assistance Program by the VCBC Development Corporation in the amount of \$20,000 from the City's Enterprise Fund.

Jennifer Feist reported on the impact of this program.

Motion to approve by Commissioner Bishop, seconded by Commissioner Gulmon.

Roll Call: Erickson-Yes; Gulmon-Yes; Bishop-Yes; Magnuson-Yes; Carlsrud-Yes Motion Passed

Approve Changes to Employee Policy and Procedure Manual Regarding Overtime and Holiday Pay.

Motion to approve by Commissioner Magnuson, seconded Commissioner Gulmon.

Roll Call: Gulmon-Yes; Bishop-Yes; Magnuson-Yes; Erickson-Yes; Carlsrud-Yes Motion Passed

City Administrator's Report

City Administrator Crawford reported that the Public Works Service Center project is progressing as planned and remains within budget

City Updates & Commission Reports

Commissioner Gulmon reported on sales, food & beverage, and occupancy taxes.

City Assessor Drabus reminded of the board of equalization meeting for April 14, 2026 at 4pm in the commission chambers.

Adjourn

Meeting was adjourned at 5:39pm

Attested to by:

Brenda Klein, Finance Director
City of Valley City

Dave Carlsrud, President of the
City of Valley City Commission



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT
NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
 SFN 9338 (8-2025)

04.13.2026
 Pd #10 ck 6443
 1 of 3 permits

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 Barnes County Wildlife Federation		Dates of Activity (Does not include dates for the sales of tickets) October 30, 2026	
Organization or Group Contact Person Perry Kapaun	E-mail pskapaun@msn.com	Telephone Number 701-490-1797	
Business Address P.O. Box 148	City Valley City	State ND	ZIP Code 58072
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name Valley City Eagles	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.)
October 29, 2026 Raffle Board

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

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle Board	Savage Rifle	482.00
Raffle Board	Henry Golden Boy	529.00
Raffle Board	Rifle Ruger	582.00
Total (limit \$50,000 per year)		\$ 1,593.00

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds

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 \$50,000 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	Telephone Number	E-mail Address
Signature of Organization Group's Permit Organizer	Title	Date

Description and Retail Value of Prizes to be Awarded

Game Type	Description of Prize	Retail Value of Prize
Raffle Board	Pistol Ruger	529.00
Raffle Board	Pistol Browning 22	389.00

Add Row Delete Row

Grand total 2511.00



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NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
 SFN 9338 (8-2025)

04.13.2026
 Pa 810 ck 6443
 2 of 3 permits

Applying for (check one)
 Local Permit Restricted Event Permit*

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ORGANIZATION INFO

Name of Organization or Group Barnes County Wildlife Federation		Dates of Activity (Does not include dates for the sales of tickets) November 23, 2026	
Organization or Group Contact Person Perry Kapaun	E-mail pskapaun@msn.com	Telephone Number 701-490-1797	
Business Address P.O. Box 148	City Valley City	State ND	ZIP Code 58072
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name Valley City Eagles	County Barnes
Site Physical Address 345 12th Ave NE	City Valley City
	State ND
	ZIP Code 58072

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October 29, 2026 Raffle Board

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

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle Board	Savage Rifle	482.00
Raffle Board	Savage Rifle	482.00
Total (limit \$50,000 per year)		\$ 964.00

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 Yes No

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 Yes No

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 No Yes - Total Retail Value: _____ (This amount is part of the total prize limit for \$50,000 per fiscal year)

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 Yes No

Printed Name of Organization Group's Permit Organizer	Telephone Number	E-mail Address
Signature of Organization Group's Permit Organizer	Title	Date



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 SFN 9338 (8-2025)

04.13.2026
 Pd #10 ck 6443
 3 of 3 permit

Applying for (check one)
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Games to be conducted Raffle by a Political or Legislative District Party

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ORGANIZATION INFO

Name of Organization or Group Barnes County Wildlife Federation		Dates of Activity (Does not include dates for the sales of tickets) April 10, 2027	
Organization or Group Contact Person Perry Kapaun	E-mail pskapaun@msn.com	Telephone Number 701-490-1797	
Business Address P.O. Box 148	City Valley City	State ND	ZIP Code 58072
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

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October 29, 2026 Raffle Board

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

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle Board	Savage Rifle	482.00
Raffle Board	RurgerRifle	594.00
Raffle Board	Henry Goldon Boy	529.00
Total (limit \$50,000 per year)		\$ 1,605.00

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds

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 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 \$50,000 per fiscal year)

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 Yes No

Printed Name of Organization Group's Permit Organizer	Telephone Number	E-mail Address
Signature of Organization Group's Permit Organizer	Title	Date

Description and Retail Value of Prizes to be Awarded

Game Type	Description of Prize	Retail Value of Prize
Raffle Board	Shotgun Stroager	\$489.00
Raffle Board	Pistol Smith & Wesson	459.00
Raffle Board	Pistol Ruger	479.00

Add Row

Delete Row

Grand total	\$2990.00
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APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT
 NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
 GAMING DIVISION
 SFN 9338 (8-2025)

*Pl 04.08.2026
#10 CA*

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*

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ORGANIZATION INFO

Name of Organization or Group Avalynns Fly High Foundation		Dates of Activity (Does not include dates for the sales of tickets) August 29, 2026	
Organization or Group Contact Person Paige Fischer	E-mail avalynnsflyhighfoundation@gmail.com	Telephone Number 701-840-9862	
Business Address 1247 Jill Dr. W	City West Fargo	State ND	ZIP Code 58078
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

Site Name Valley City Town and Country Club		County Barnes	
Site Physical Address 500 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.)			

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

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle Prize	\$1,000 Cash Prize	\$1,000
Raffle Prize	\$800 Cash Prize	\$800
Raffle Prize	\$500 Cash Prize	\$500
Total (limit \$50,000 per year)		\$ 2,800

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds
All proceeds from raffle prizes get donated to various charities under Avalynns Fly High Foundation name.

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 \$50,000 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 Paige Fischer	Telephone Number 701-840-9862	E-mail Address avalynnsflyhighfoundation@gmail.com
Signature of Organization Group's Permit Organizer 	Title Founder/Board President	Date 4/8/26



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 9338 (8-2025)

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*

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Business Address 1247 Jill Dr. W	City West Fargo	State ND	ZIP Code 58078
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PRIZE / AWARD INFO (If More Prizes, Attach An Additional Sheet)

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle Prize	\$100 Cash Prize	\$100
Raffle Prize	\$100 Cash Prize	\$100
Raffle Prize	\$100 Cash Prize	\$100
Total (limit \$50,000 per year)		\$

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds
All proceeds from raffle prizes get donated to various charities under Avalynns Fly High Foundation name.

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 \$50,000 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

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Signature of Organization Group's Permit Organizer	Title Founder/Board President	Date 4/8/26



APPLICATION FOR A LOCAL PERMIT OR RESTRICTED EVENT PERMIT

NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
GAMING DIVISION
SFN 9338 (8-2025)

Applying for (check one)

Local Permit Restricted Event Permit*

Games to be conducted

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

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Organization or Group Contact Person Paige Fischer	E-mail avalynnsflyhighfoundation@gmail.com	Telephone Number 701-840-9862	
Business Address 1247 Jill Dr. W	City West Fargo	State ND	ZIP Code 58078
Mailing Address (if different)	City	State	ZIP Code

SITE INFO

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Site Physical Address 500 12th Ave NE	City Valley City
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PRIZE / AWARD INFO (If More Prizes, Attach An Additional Sheet)

Game Type	Description of Prize	Exact Retail Value of Prize
Raffle Prize	\$100 Cash Prize	\$100
Raffle Prize	\$100 Cash Prize	\$100
Total (limit \$50,000 per year)		\$

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds
All proceeds from raffle prizes get donated to various charities under Avalynns Fly High Foundation name.

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 \$50,000 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 Paige Fischer	Telephone Number 701-840-9862	E-mail Address avalynnsflyhighfoundation@gmail.com
Signature of Organization Group's Permit Organizer	Title Founder/Board President	Date 4/8/26



GAMING SITE AUTHORIZATION
 ND OFFICE OF ATTORNEY GENERAL
 SFN 17996 (4-2023)

G - _____ (_____) _____
 Site License Number
 (Attorney General Use Only)

Full, Legal Name of Gaming Organization
Valley City Hockey and Figure Skating Club

This organization is authorized to conduct games of chance under the license granted by the North Dakota Attorney General at the following location

Name of Location
North 9 Bar and Grille

Street 500 12th Ave NE	City Valley City	ZIP Code 58072	County Barnes
----------------------------------	----------------------------	--------------------------	-------------------------

Beginning Date(s) Authorized 7/1/2026	Ending Date(s) Authorized 6/30/2027	Number of Twenty-One tables, if zero, enter "0" 1
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Specific location where games of chance will be conducted and played at the site (required)
East side of bar area

If conducting Raffle or Poker activity provide date(s) or month(s) of the event(s) if known
Not scheduled yet

RESTRICTIONS FOR CITY/COUNTY USE ONLY

The organization **must** provide the City/County a list of game types included in their Internal Control Manual and have the manual available upon request. The manual must thoroughly explain each game type to be conducted. The City/County can only approve these games at the site.

ACTIVITY TO BE CONDUCTED Please check all applicable games to be conducted at site (required)

- | | | |
|---|---|---|
| <input checked="" type="checkbox"/> Bingo | <input type="checkbox"/> Club Special | <input checked="" type="checkbox"/> Sports Pools |
| <input type="checkbox"/> ELECTRONIC Quick Shot Bingo | <input type="checkbox"/> Tip Board | <input checked="" type="checkbox"/> Twenty-One |
| <input checked="" type="checkbox"/> Raffles | <input type="checkbox"/> Seal Board | <input checked="" type="checkbox"/> Poker |
| <input type="checkbox"/> ELECTRONIC 50/50 Raffle | <input type="checkbox"/> Punchboard | <input checked="" type="checkbox"/> Calcuttas |
| <input type="checkbox"/> Pull Tab Jar | <input type="checkbox"/> Prize Board | <input type="checkbox"/> Paddlewheel with Tickets |
| <input checked="" type="checkbox"/> Pull Tab Dispensing Device | <input checked="" type="checkbox"/> Prize Board Dispensing Device | <input type="checkbox"/> Paddlewheel Table |
| <input checked="" type="checkbox"/> ELECTRONIC Pull Tab Device | | |

Days of week of gaming operations (if restricted)	Hours of gaming (if restricted)
---	---------------------------------

If any information above is false, it is subject to administrative action on behalf of the State of North Dakota Office of Attorney General

APPROVALS

Attorney General	Date
Signature of City/County Official	Date
PRINT Name and official position of person signing on behalf of city/county above	

INSTRUCTIONS:

1. City/County - Retain a **copy** of the Site Authorization for your files.
2. City/County - Return the **original** Site Authorization form to the Organization.
3. Organizations - Send the **original, signed**, Site Authorization to the Office of Attorney General with any other applicable licensing forms for final approval

RETURN ALL DOCUMENTS TO:

Office of Attorney General
 Licensing Section
 600 E Boulevard Ave, Dept. 125
 Bismarck, ND 58505-0040
 Telephone: 701-328-2329 OR 800-326-9240



GAMING SITE AUTHORIZATION
 ND OFFICE OF ATTORNEY GENERAL
 SFN 17996 (4-2023)

G - _____ (_____) _____
 Site License Number
 (Attorney General Use Only)

Full, Legal Name of Gaming Organization
Valley City Hockey and Figure Skating Club

This organization is authorized to conduct games of chance under the license granted by the North Dakota Attorney General at the following location

Name of Location
The Captain's Pub

Street 160 Main Street East	City Valley City	ZIP Code 58072	County Barnes
---------------------------------------	----------------------------	--------------------------	-------------------------

Beginning Date(s) Authorized 7/1/2026	Ending Date(s) Authorized 6/30/2027	Number of Twenty-One tables, if zero, enter "0" 1
---	---	---

Specific location where games of chance will be conducted and played at the site (required)
Front and middle of bar

If conducting Raffle or Poker activity provide date(s) or month(s) of the event(s) if known

RESTRICTIONS FOR CITY/COUNTY USE ONLY

The organization **must** provide the City/County a list of game types included in their Internal Control Manual and have the manual available upon request. The manual must thoroughly explain each game type to be conducted. The City/County can only approve these games at the site.

ACTIVITY TO BE CONDUCTED Please check all applicable games to be conducted at site (required)

<input type="checkbox"/> Bingo	<input type="checkbox"/> Club Special	<input type="checkbox"/> Sports Pools
<input type="checkbox"/> ELECTRONIC Quick Shot Bingo	<input type="checkbox"/> Tip Board	<input checked="" type="checkbox"/> Twenty-One
<input checked="" type="checkbox"/> Raffles	<input type="checkbox"/> Seal Board	<input type="checkbox"/> Poker
<input type="checkbox"/> ELECTRONIC 50/50 Raffle	<input type="checkbox"/> Punchboard	<input type="checkbox"/> Calcuttas
<input type="checkbox"/> Pull Tab Jar	<input type="checkbox"/> Prize Board	<input type="checkbox"/> Paddlewheel with Tickets
<input checked="" type="checkbox"/> Pull Tab Dispensing Device	<input type="checkbox"/> Prize Board Dispensing Device	<input type="checkbox"/> Paddlewheel Table
<input checked="" type="checkbox"/> ELECTRONIC Pull Tab Device		

Days of week of gaming operations (if restricted)	Hours of gaming (if restricted)
---	---------------------------------

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APPROVALS

Attorney General	Date
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GAMING SITE AUTHORIZATION
 ND OFFICE OF ATTORNEY GENERAL
 SFN 17996 (4-2023)

G - _____ (_____) _____
 Site License Number
 (Attorney General Use Only)

Full, Legal Name of Gaming Organization
Valley City Hockey and Figure Skating Club

This organization is authorized to conduct games of chance under the license granted by the North Dakota Attorney General at the following location

Name of Location
Youth Sports Complex

Street 940 Central Avenue North	City Valley City	ZIP Code 58072	County Barnes
---	----------------------------	--------------------------	-------------------------

Beginning Date(s) Authorized 7/1/2026	Ending Date(s) Authorized 6/30/2027	Number of Twenty-One tables, if zero, enter "0" 0
---	---	---

Specific location where games of chance will be conducted and played at the site (required)
Raffle tickets sold in the downstairs lobby, Upstairs lobby and in the ice arena. Drawing in concessions stand.

If conducting **Raffle** or **Poker** activity provide date(s) or month(s) of the event(s) if known
Start selling raffle tickets October. Complete drawing in December

RESTRICTIONS FOR CITY/COUNTY USE ONLY

The organization **must** provide the City/County a list of game types included in their Internal Control Manual and have the manual available upon request. The manual must thoroughly explain each game type to be conducted. The City/County can only approve these games at the site.

ACTIVITY TO BE CONDUCTED Please check all applicable games to be conducted at site (required)

- | | | |
|---|--|---|
| <input type="checkbox"/> Bingo | <input type="checkbox"/> Club Special | <input type="checkbox"/> Sports Pools |
| <input type="checkbox"/> ELECTRONIC Quick Shot Bingo | <input type="checkbox"/> Tip Board | <input type="checkbox"/> Twenty-One |
| <input checked="" type="checkbox"/> Raffles | <input type="checkbox"/> Seal Board | <input type="checkbox"/> Poker |
| <input type="checkbox"/> ELECTRONIC 50/50 Raffle | <input type="checkbox"/> Punchboard | <input type="checkbox"/> Calcuttas |
| <input type="checkbox"/> Pull Tab Jar | <input type="checkbox"/> Prize Board | <input type="checkbox"/> Paddlewheel with Tickets |
| <input type="checkbox"/> Pull Tab Dispensing Device | <input type="checkbox"/> Prize Board Dispensing Device | <input type="checkbox"/> Paddlewheel Table |
| <input type="checkbox"/> ELECTRONIC Pull Tab Device | | |

Days of week of gaming operations (if restricted)	Hours of gaming (if restricted)
---	---------------------------------

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APPROVALS

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Signature of City/County Official	Date

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 Telephone: 701-328-2329 OR 800-326-9240

State of North Dakota

SECRETARY OF STATE



Certificate of Good Standing of Vita Roofing LLP

SOS Control ID#: 0006638730

Certificate #: 028919031-1

The undersigned, as Secretary of State of the state of North Dakota, hereby certifies that, according to the records of this office,

Vita Roofing LLP

a Contractor - Limited Liability Partnership was formed under the laws of North Dakota and filed with this office effective April 16, 2024. This contractor has, as of the date set forth below, complied with all applicable North Dakota laws.

ACCORDINGLY, the undersigned, as such Secretary of State, and by virtue of the authority vested in him by law, hereby issues this Certificate of Good Standing.

DATE: April 16, 2026

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

Michael Howe
Secretary of State

State of North Dakota

SECRETARY OF STATE



CONTRACTOR LICENSE

NO: 000050292

CLASS: C

The undersigned, as Secretary of State of the state of North Dakota and Registrar of Contractors, certifies that **Vita Roofing LLP** 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.

Vita Roofing LLP 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: March 11, 2025

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

Michael Howe
Secretary of State

The North Dakota Secretary of State verifies that:

Vita Roofing LLP

is the holder of a North Dakota Class C Contractor License which is in force until March 1, 2026 unless sooner suspended or revoked as provided by NDCC 43-07.

License # 000050292

ORDINANCE NO. 1187

An ordinance to amend and reenact section 4-01-04 of the Valley City Municipal Code related to license fees for retail sale of alcoholic beverages

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF VALLEY CITY, BARNES COUNTY, NORTH DAKOTA, PURSUANT TO THE HOME RULE CHARTER OF THE CITY OF VALLEY CITY, NORTH DAKOTA:

Section 1. Section 4-01-04 of the Valley City Municipal Code is amended and reenacted as follows:

Section 4-01-04. License—Transfers—Legal status—Effective dates—Fees.

1. License transfers. The following conditions must be met in order to transfer a license. Except as provided otherwise, a license issued under this title is transferable to any licensee who meets the qualifications set forth in section 4-01-05. The applicant must file the appropriate application, signed by both the transferee and the transferor, along with a written request for transfer with the City Auditor. ~~A transfer fee of one half of the annual fee associated with the class of the license to be transferred must accompany the application.~~ All license transfers and changes of locations must be approved by the Board of City Commissioners.
2. A license is not a property right, which means that no one has the absolute right to a license. The city may decline to issue a license in its discretion, as long as the denial does not violate applicable laws. Transferees must comply with all other provisions of state and local laws before a license under the terms of this chapter may be issued.
3. The licenses for the sale of alcoholic beverages, ~~as described in section 4-01-03, set out above~~ shall be in effect for a period of one year commencing July 1 of each year and terminating June 30 of the following year. If an application is made for ~~a license~~s during the licensing year, the license that is granted shall only be for the unexpired portion of such year ending June 30, at which time an application for a renewal of the license must be made. The license fee for the partial year shall be prorated so that it equals one-twelfth of the ~~annual~~ licensing fee ~~set out determined pursuant to subsection 4 above~~ times the number of months the license will be in effect. The entire license fee for the portion of the year shall be paid at the time of the issuance of the license. If a transfer of a license will occur within 60 days after July 1, the current license holder and intended transferee ~~can~~ may file a joint application for a new license along with the required annual fee. The current licensee will receive a new license effective July 1, and upon written confirmation within 60 days of July 1, the Auditor shall issue a new license to the transferee without ~~the need of additional further license~~ fees.
4. ~~Annual license F~~ees ~~required by this title~~ shall be established by resolution of the Board of City Commissioners in the City ~~of Valley City~~ Master Fee Schedule and revised periodically, as necessary. If an application is for a new license or a transfer of an existing license, in addition to the annual license fee ~~(or prorated portion thereof) set forth above~~, an initial application fee, ~~payable to the City of Valley City~~, must accompany the license application fee. The amount of the initial application fee shall be 25 percent of the annual license fee ~~set out above~~ for the license or licenses for which application is being made. Such initial application fee is not refundable, whether or not a license is granted by the city, and the initial application fee is not prorated, even if the initial application is for a portion of a year. If a transfer of a license is to a person who already holds a beer or liquor license in Valley City, or to an entity whose owner, shareholders, or partners have all had background checks by the Valley City Police Department, the Auditor may waive the initial application fee.
5. License fees ~~and transfer fees~~ are refundable only upon denial of an initial, renewal, or transfer application, and under no circumstances will a licensee be entitled to any return of any portion of the fee after the license

has been issued.

Section 2. Any ordinances of the City of Valley City which are in conflict with this ordinance are hereby repealed.

Section 3. Should any part of this ordinance be declared unconstitutional or invalid, the remaining portion thereof will remain in full force and effect.

Section 4. Effective Date. This ordinance shall be in full force and effect from and after its final passage and approval.

Dave Carlsrud, President
Board of City Commissioners

ATTEST:

Brenda Klein, Finance Director

Introduction and First Reading:

Second Reading, Final Passage, and Effective Date:

ORDINANCE NO. 1188

An ordinance to amend and reenact sections 8-04-05 and 17-04-20 of the Valley City Municipal Code related to the sale and use of tobacco

BE IT ORDAINED BY THE BOARD OF CITY COMMISSIONERS OF THE CITY OF VALLEY CITY, BARNES COUNTY, NORTH DAKOTA, PURSUANT TO THE HOME RULE CHARTER OF THE CITY OF VALLEY CITY, NORTH DAKOTA:

Section 1. Section 8-04-05 of the Valley City Municipal Code is amended and reenacted as follows:

Section 8-04-05. Prohibited sales.

1. No person or entity shall sell, offer for sale, give away or deliver any tobacco product, electronic smoking device, or alternative nicotine product, to an individual under 21 years of age, as set forth in section 17-04-20.
2. No person shall sell or dispense any tobacco product through the use of a vending machine, [except as provided in section 17-04-19](#).
3. No person operating a place of business wherein tobacco products are sold or offered for sale shall sell, permit to be sold, offer for sale, or display for sale any tobacco product in any manner, unless such products and cigarettes are stored for sale behind a counter in an area that is accessible only to the employees of such business. This restriction shall not apply to a tobacco specialty store, as defined by N.D.C.C. § 12.1-31-03.
4. No person shall sell or dispense any electronic smoking device or liquid or other materials or components involved in the use or consumption of electronic cigarettes containing, as a constituent or additive, an artificial or natural flavor or an herb or spice, that is a characterizing flavor of the tobacco product or vapor produced by the tobacco product.

Section 2. Section 17-40-20 of the Valley City Municipal Code is amended and reenacted as follows:

Section 17-04-20. Sale of tobacco, electronic smoking devices, or alternative nicotine products to an individual under 21 years of age and use by an individual under 21 years of age prohibited.

1. a. It is an infraction for any person to sell to, furnish to, distribute to, or procure for an individual under 21 years of age, cigarettes, cigars, cigarette papers, snuff, or tobacco products in any other form in which they may be utilized for smoking or chewing, electronic smoking devices, or alternative nicotine products. As used in this section, sell includes dispensing from a vending machine under the control of the actor.
 - b. It is an infraction for any person to display or offer for sale cigarettes, cigarette papers, cigars, snuff or tobacco in any other form in which it may be utilized for smoking or chewing, electronic smoking devices, or alternative nicotine products through a self-service display. This subdivision does not apply to:
 - i. Vending machine or other coin-operated machine that is permitted under section 17-04-19; or
 - ii. Self-service display that is located in a tobacco specialty store.
2. It is a noncriminal offense for an individual [18 to 20 years of age, and an infraction for an individual 14 to 17 ~~under 21~~](#) years of age to purchase, possess, smoke, or use cigarettes, cigars, cigarette papers, snuff, or tobacco in any other form in which it may be utilized for smoking or chewing, electronic smoking devices, or alternative nicotine products. However, an individual under 21 years of age may purchase and possess

tobacco, electronic smoking devices, or alternative nicotine products as part of a compliance survey program when acting with the permission of the individual's parent or guardian and while acting under the supervision of any law enforcement authority. A state agency, city, county, board of health, tobacco, electronic smoking devices, or alternative nicotine products retailer, or association of tobacco, electronic smoking devices, or alternative nicotine products retailers may also conduct compliance surveys, after coordination with the appropriate local law enforcement authority.

3. Subsections 1. and 2. do not apply to an individual under 21 years of age who possesses cigarettes, cigarette papers, cigars, snuff, tobacco in any other form in which it may be used for smoking or chewing, electronic smoking devices, or alternative nicotine products when required in the performance of the individual's duties as an employee.
4. It is a noncriminal offense for an individual under 21 years of age to present or offer to another individual a purported proof of age which is false, fraudulent, or not actually that individual's own proof of age, for the purpose of attempting to purchase or possess cigarettes, cigars, cigarette papers, snuff, or tobacco in any other form in which it may be utilized for smoking or chewing, electronic smoking devices, or alternative nicotine products.
5. An individual 14 years of age or older but under 18 years of age found to have violated subsection 2- or 4- has committed an infraction and must be referred to juvenile court. An individual 18 years of age or older found to have violated subsection 2 or 4 must pay a fee of ~~\$25.00~~50.00, in accordance with the provisions of section 1-01-11.2.
6. As used in this section, alternative nicotine product, electronic smoking device, self-service display, tobacco specialty store, and vending machine and have the same meaning as in N.D.C.C. § 12.1-31-03.

Section 3. Any ordinances of the City of Valley City which are in conflict with this ordinance are hereby repealed.

Section 4. Should any part of this ordinance be declared unconstitutional or invalid, the remaining portion thereof will remain in full force and effect.

Section 5. Effective Date. This ordinance shall be in full force and effect from and after its final passage, approval, and publication.

Dave Carlsrud, President
Board of City Commissioners

ATTEST:

Brenda Klein, Finance Director

Introduction and First Reading:
Second Reading and Final Passage:
Publication and Effective Date:

Section 17-04-19. Sale of tobacco products through vending machines restricted.

1. It is an infraction for any person to sell or furnish cigarettes, cigarette papers, cigars, snuff, or tobacco in any other form in which it may be utilized for smoking or chewing, electronic smoking devices, or alternative nicotine products through a vending machine, except as provided in subsection 2.
2. Subsection 1. does not apply to:
 - a. A vending machine that is located in an area in which individuals under 21 years of age are not permitted access; or
 - b. A vending machine that dispenses cigarettes, cigarette papers, cigars, snuff, or tobacco in any other form in which it may be utilized for smoking or chewing, electronic smoking devices, or alternative nicotine products through the operation of a device that requires a salesperson to control the dispensation of such product.
3. It is an infraction for any person to sell or furnish cigarettes, cigarette papers, cigars, snuff, or tobacco in any other form in which it may be utilized for smoking or chewing, electronic smoking devices, or alternative nicotine products through any vending machine, if those products are placed together with any nontobacco product, other than matches, in the vending machine.
4. As used in this section, vending machine, electronic smoking devices and alternative nicotine products have the same meaning as in N.D.C.C. § 12.1-31-03.

(Section 17-25, Revised Ordinances; Ord. No. 971, 6-3-2014; Ord. No. 1047, § 31, 8-6-2019; Ord. No. 1092, § 44, 3-15-2022)

RESOLUTION NO. 2524

**A RESOLUTION APPROVING FINAL PLANS AND SPECIFICATIONS,
AND AUTHORIZING ENGINEER TO ADVERTISE FOR BIDS FOR
PERMANENT FLOOD PROTECTION PHASE 4 – 4TH STREET**

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

That the Final Plans and Specifications for City of Valley City Permanent Flood Protection Phase 4 – 4th Street, 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.

That the City Engineer is authorized to advertise for bids for the purpose of permanent flood protection infrastructure, and all other work necessary or incidental thereto, within the project area, in conformity with the Final Plans and Specifications.

That the City Engineer will receive bids at the earliest advisable opportunity.

That the Board of City Commissioners reserves the right to reject any and all bids, to waive informalities in any bid, and to hold all bids for 30 days from date of opening.

Passed, adopted and approved this 21st day of April, 2026.

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

ATTEST:

Brenda Klein, Finance Director

CITY OF VALLEY CITY, NORTH DAKOTA
PERMANENT FLOOD PROTECTION
PHASE 4 – 4TH STREET

**PLEASE REVIEW FULL PLANS AND SPECS
AVAILABLE IN OFFICE OF CITY FINANCE DIRECTOR AS OF APRIL 17, 2026**

March 2026 Expenditures

Monthly Expenses:	\$2,598,616
<i>Includes:</i>	
Debt Service	\$36,082
Construction Projs	\$44,173
PW Capital Projects	\$811,568
Retail Image/Tourism Grants	\$14,948
VCBCDC-Fund 240	\$112,000
MRES- Purchased Power-Feb.	\$414,302
MRES- Purchased Power-March	\$370,412
Payroll & Benefits	\$317,208
PFP Buyout/Engineering	\$18,887
VCBC Public Library-Property Tax	\$106,790
VC Park District	\$47,666
<i>Subtotal:</i>	<i>\$2,294,036</i>
Balance for operations	\$304,579

**Department of Water Resources
Recommended Decision**

To: Reice Haase, Director, Department of Water Resources
John A. Paczkowski, P.E., State Engineer
Approved by: Andrew Nygren, Director, Water Appropriation Division
From: Joe Nett, Hydrologist Manager
Subject: Perfected Water Permit No. 1096 – Split and Renumber
Date: January 8, 2026

Perfected Water Permit No. 1096

Perfected Water Permit (PWP) No. 1096 was issued to the City of Valley City on March 4, 1968, as follows:

PWP No.	Priority Date	Requested Source	Use Type	Authorized Use (acre-feet)	Requested Rate (gallons per minute)	Point of Diversion	Period of Use
1096	07/01/1963	Sheyenne River	Municipal	6,686.0	13,464	14005822BC 14005832A	Jan 1 – Dec 31

The PWP No. 1096 source is the Sheyenne River. However, a footnote on the conditional water permit application states it “is for storage of 6,686 Acre feet of water in Lake Ashtabula. The water will be released through Baldhill Dam and diverted out of Sheyenne River for Municipal use as needed.” Conditional Water Permit Application No. 1096 approval recorded in the August 20, 1963, State Water Conservation Commission meeting minutes state the “request is in accordance with the Acker-Thompson (sic) formula devised for determining the amount of water to be distributed from the Baldhill Dam waters.” Therefore, there is ambiguity related to Valley City’s authorization for Sheyenne River flows or only stored water behind Baldhill Dam.

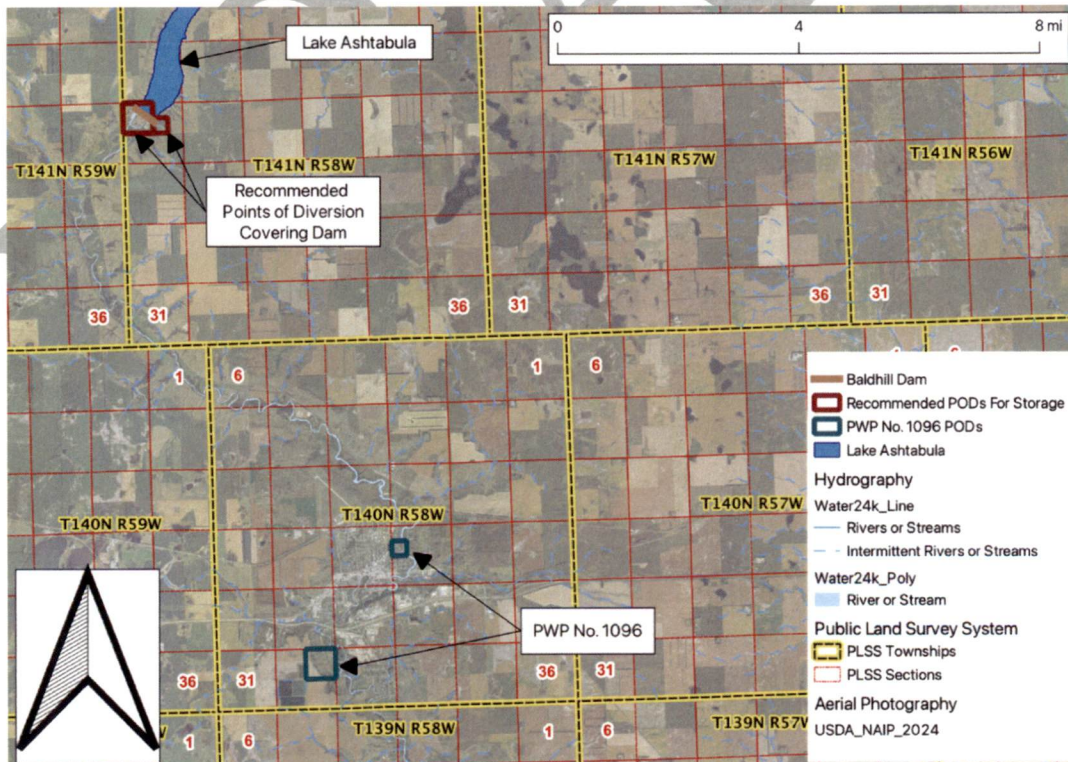


Figure 1. PWP No. 1096 existing points of diversion and location of Baldhill Dam and Lake Ashtabula.

Discussion

In a May 30, 1989, letter from the State Water Commission to Leroy Neubauer, Superintendent of Municipal Utilities for the City of Valley City, the City was notified it was not submitting requests for stored water from Baldhill Dam. Mr. Neubauer responded that the City’s permit and their files contained no reference to such a request process and expressed concern that Valley City was being singled out compared to other eastern North Dakota cities. While this was not the case, no formal process existed at the time for requesting stored water from Baldhill Dam. Since then, the permit has operated without formal requests, with usage debited from stored water. However, Valley City holds a junior priority for storage and refill behind Baldhill Dam and could face shortages if the reservoir fails to refill in a given year. Note this is unique to Valley City, since other permitholders of stored water behind Baldhill Dam also have permits authorizing use from other sources (e.g., Sheyenne and Red Rivers).

To remove any ambiguity to the authorized source under PWP No. 1096, while not changing the authorized annual use, it is recommended the permit be split to clearly identify Sheyenne River use and also use from stored water behind Baldhill Dam. Valley City’s maximum reported use was 1,225 acre-feet in 1988 (Figure 2). Splitting 1,500 acre-feet from PWP No. 1096 to authorize withdrawals from the Sheyenne River would authorize and allow about 25% growth compared to maximum use. The remaining 5,186 acre-feet would remain in storage behind Baldhill Dam and be able to be requested from the US Army Corps of Engineers through the Department of Water Resources.

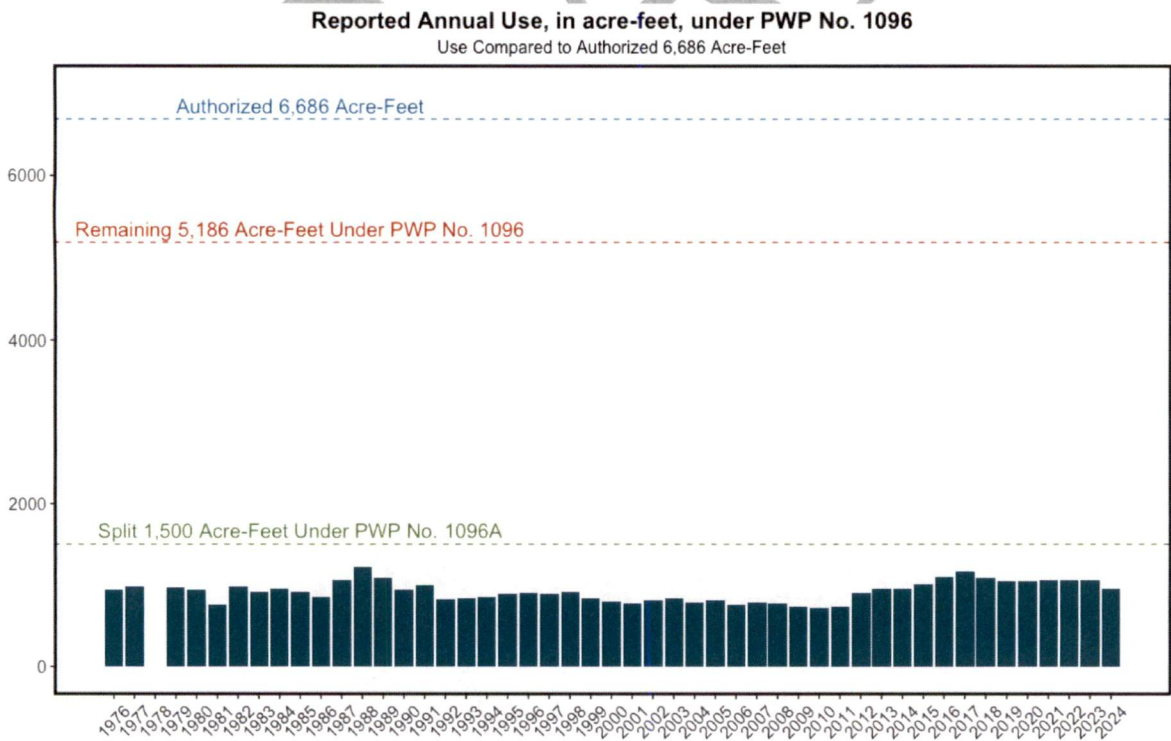


Figure 2. Reported annual use under PWP No. 1096 since 1976, with horizontal lines representing a proposed split for PWP No. 1096A and the remaining portion under PWP No. 1096.

Water Permit Correction

North Dakota Century Code (N.D.C.C.) § 61-04-28 states:

61-04-28. Correction of application or water right by department of water resources.

Upon proof satisfactory to the department of water resources that a water permit application or water permit contains a nonmaterial error, the department, by written notice to the holder of the affected water permit or application, may correct the error without publication of notice.

Baldhill Dam is in the NW1/4 and SW1/4NE1/4 of Section 18, T141N, R58W and therefore is the PWP No. 1096 POD. The POD for the split portions authorizing use from the Sheyenne River will be associated with PODs in Sections 22 and 32, T140N, R58W. Additionally, the rate will be 13,464 gallons per minute for each permit since withdrawals occur under Valley City's established works.

N.D.C.C. § 61-01-05 states:

61-01-05. Reclaiming waters turned into natural or artificial watercourse.

Water turned into any natural or artificial watercourse by any party entitled to the use of the water may be reclaimed below and diverted from the watercourse by the party, subject to existing rights, due allowance for losses being made, as determined by the department of water resources.

Therefore, authorized PODs in Sections 22 and 32, T140N, R58W under PWP No. 1096 are not needed.

Recommendation

It is recommended Perfected Water Permit No. 1096 be split as follows:

Perfected Water Permit No. 1096

Annual Use: 5,186.0 acre-feet
Rate: 13,464 gallons per minute
Source Name: Stored Water in Lake Ashtabula
Nature of Use: Municipal
Point of Diversion: SW1/4NE1/4 of Section 18, Township 141 North, Range 58 West
NW1/4 of Section 18, Township 141 North, Range 58 West
Period of Use: from January 1 to December 31 inclusive

Previous conditions will be waived, and the following conditions should be added in Attachment A:

- 1) Releases from stored water in Lake Ashtabula must be requested, in writing, to the U.S. Army Corps of Engineers through the North Dakota Department of Water Resources.
- 2) An in-line, continuous recording, totalizing water flowmeter must be installed on the pump discharge line to measure the water quantity pumped from the water source. The water flowmeter must:
 - a. Be certified by the manufacturer to record between 98 to 102 percent of the actual water volume passing the water flowmeter when installed according to the manufacturer's instructions.

- b. Have a display that is readable at all times, whether the system is operating or not.
 - c. Have a totalizer that meets the following criteria:
 - i. Is continuously updated to read directly only in acre-feet, acre-inches, gallons, cubic feet, or barrels (42 U.S. gallons),
 - ii. Has sufficient capacity, without cycling past zero more than once each year, to record the water quantity diverted in any one calendar year,
 - iii. Has a dial or counter that can be timed with a stopwatch over not more than a 10-minute period to accurately determine the flow rate under normal operating conditions, and
 - iv. Has a nonvolatile memory if the meter is equipped with an electronic totalizer.
 - d. Be installed according to manufacturer's specifications and must be properly maintained according to manufacturer's recommendations including proper winterization such as removal during the winter.
 - e. Be available for inspection by the Department of Water Resources.
- 3) Failure to comply with any order of the Department of Water Resources may result in water permit forfeiture.

Perfected Water Permit No. 1096A

Annual Use: 1,500.0 acre-feet
Rate: 13,464 gallons per minute
Source Name: Sheyenne River
Nature of Use: Municipal
Point of Diversion: SW1/4NW1/4 of Section 22, Township 140 North, Range 58 West
 NE1/4 of Section 32, Township 140 North, Range 58 West
Period of Use: from January 1 to December 31 inclusive

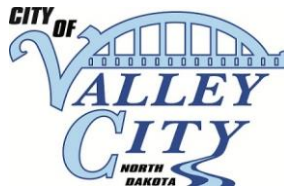
The following conditions, limitations, and restrictions will be attached to Perfected Water Permit No. 1096A:

- 1) The permitholder must not cause streamflow to cease.
- 2) Sufficient water for downstream superior water rights must flow past the point of diversion while water is being withdrawn under this water permit.
- 3) An in-line, continuous recording, totalizing water flowmeter must be installed on the pump discharge line to measure the water quantity pumped from the water source. The water flowmeter must:
 - a. Be certified by the manufacturer to record between 98 to 102 percent of the actual water volume passing the water flowmeter when installed according to the manufacturer's instructions.

- b. Have a display that is readable at all times, whether the system is operating or not.
 - c. Have a totalizer that meets the following criteria:
 - i. Is continuously updated to read directly only in acre-feet, acre-inches, gallons, cubic feet, or barrels (42 U.S. gallons),
 - ii. Has sufficient capacity, without cycling past zero more than once each year, to record the water quantity diverted in any one calendar year,
 - iii. Has a dial or counter that can be timed with a stopwatch over not more than a 10-minute period to accurately determine the flow rate under normal operating conditions, and
 - iv. Has a nonvolatile memory if the meter is equipped with an electronic totalizer.
 - d. Be installed according to manufacturer's specifications and must be properly maintained according to manufacturer's recommendations including proper winterization such as removal during the winter.
 - e. Be available for inspection by the Department of Water Resources.
- 4) Failure to comply with any order of the Department of Water Resources may result in water permit forfeiture.

Joe Nett

City Attorney
220 3rd Street NE
Valley City, ND 58072



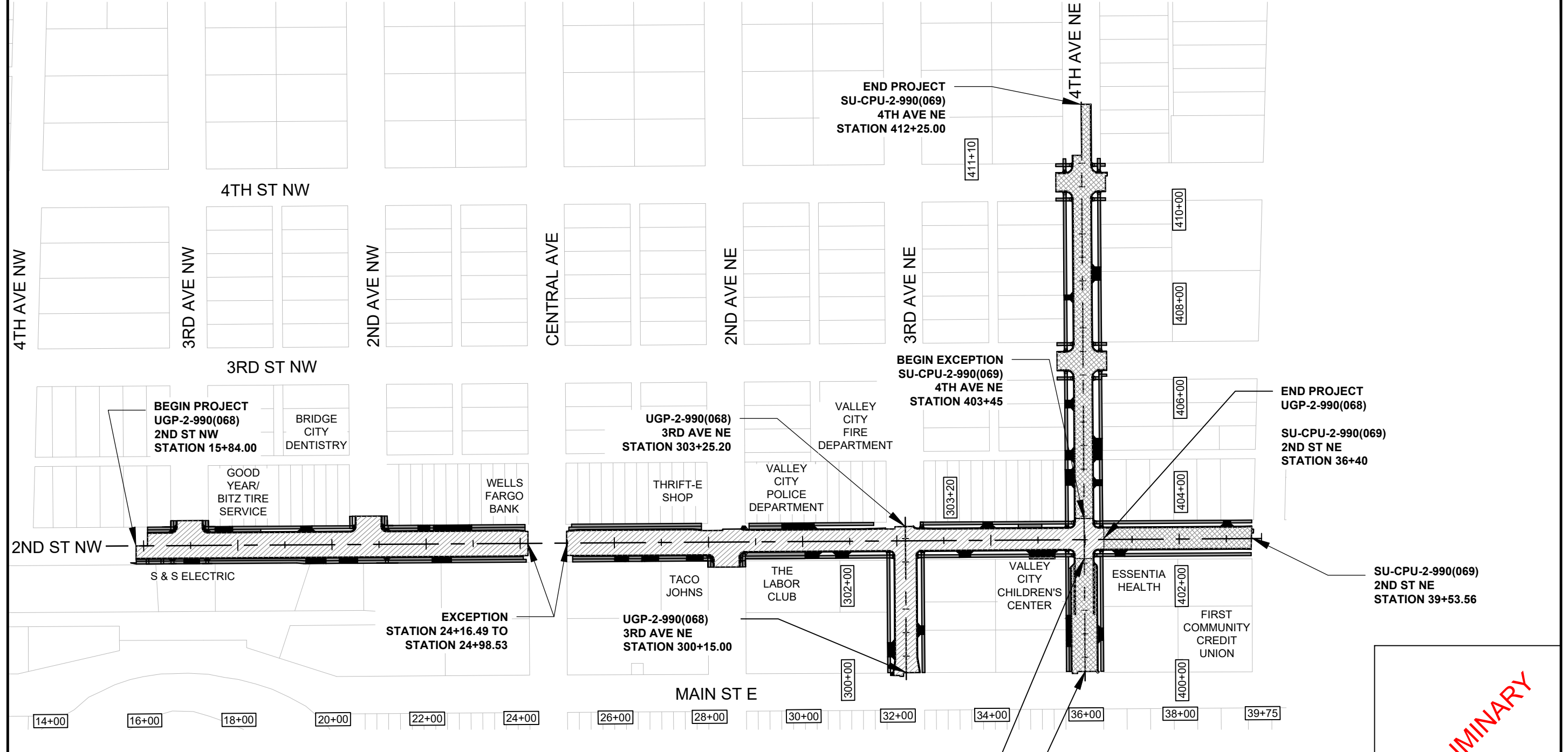
Phone: 701-845-1700
cmartineck@valleycity.us
www.valleycity.us

TO: Board of City Commissioners
FROM: City Attorney
DATE: April 15, 2026
RE: Holiday pay policy amendment

City staff request approval of the following update to Section 8.9 the Employee Policy and Procedure Manual:

4. Actual hours worked during a shift that begins on a holiday or designated Monday or Friday will be calculated at one and one-half times the employee's regular rate of pay. However, in the event an employee works both the holiday and the designated Monday or Friday, the employee will be paid time and one-half only for hours worked on the actual holiday. An employee is not entitled to receive more than time and one-half of the employee's regular rate of pay even if working on the holiday results in more than 40 hours of actual time worked during the work week. This provision does not affect an employee's right to receive Holiday Pay pursuant to Section 2.9; nor does this provision apply to additional days declared to be floating holidays.

STATE	PROJECT NO.	SECTION NO.	SHEET NO.
ND	UGP-2-990(068)	4	1
SU-CPU-2-990(069)			

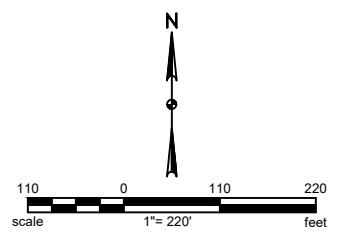


LEGEND

	SIDEWALK CONCRETE, PIGMENTED SIDEWALK CONCRETE & SALVAGED BASE COURSE
	SUPERPAVE FAA 43 & SALVAGED BASE COURSE - UGP
	SUPERPAVE FAA 43 & SALVAGED BASE COURSE - SU-CPU
	DRIVEWAY CONCRETE & SALVAGED BASE COURSE

BEGIN EXCEPTION
SU-CPU-2-990(069)
4TH AVE NE
STATION 402+60

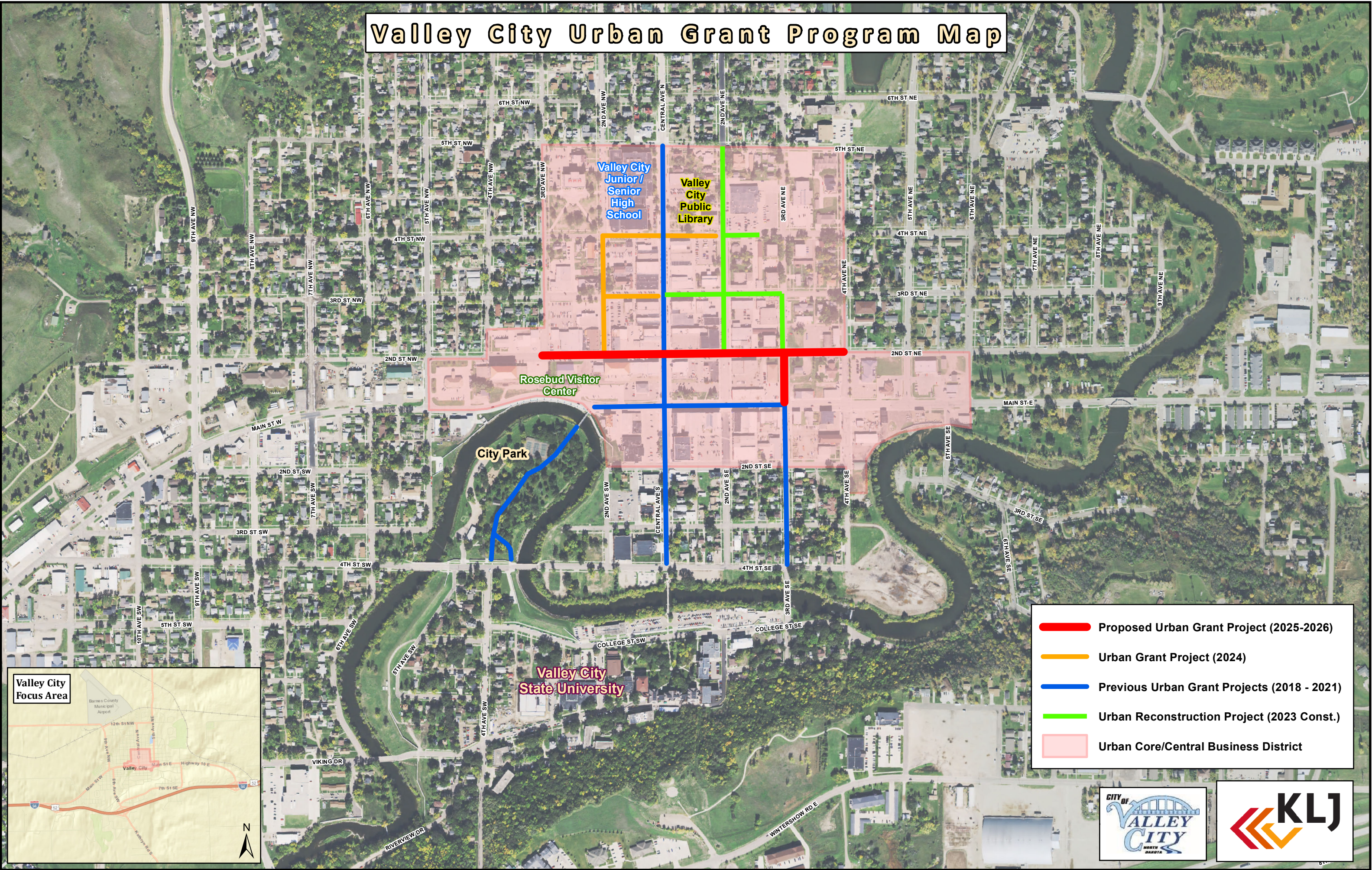
BEGIN PROJECT
SU-CPU-2-990(069)
4TH AVE NE
STATION 400+20.00



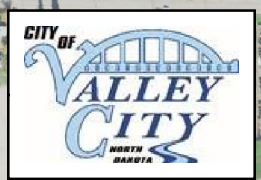
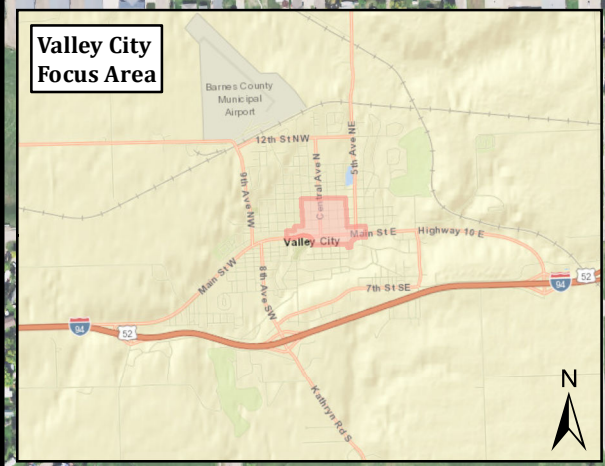
PRELIMINARY

STREET RECONSTRUCTION CITY OF VALLEY CITY, NORTH DAKOTA			
	SCOPE OF WORK		
	<table border="0"> <tr> <td>DRAWN BY TW</td> <td>CHKD BY KH</td> <td>PROJECT NO. 2304-01676</td> </tr> </table>	DRAWN BY TW	CHKD BY KH
DRAWN BY TW	CHKD BY KH	PROJECT NO. 2304-01676	

Valley City Urban Grant Program Map



- █ Proposed Urban Grant Project (2025-2026)
- █ Urban Grant Project (2024)
- █ Previous Urban Grant Projects (2018 - 2021)
- █ Urban Reconstruction Project (2023 Const.)
- Urban Core/Central Business District



NORTH
Dakota | Transportation
Be Legendary.™

April 13, 2026

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

PROJECTS: NHU-SU-2-094(206)928; SS-2-011(089)035; SS-2-036(014)062, PCN 24233, 24758, 24759 – VALLEY CITY, 194B (WB I-94 RAMP TO 3RD STREET SW

Bids for the construction on the above noted project were taken at our bid opening of April 10, 2026. A copy of the Contract Detail Estimate and Abstract of Bids are enclosed.

The low bid for Chip Seal and Pavement Marking was submitted by Morris Sealcoat & Trucking Inc of Morris, MN in the amount of \$2,162,015.17. According to the agreement with the City of Valley City, the City's share of project **NHU-SU-2-094(206)928** is estimated to be \$21,788.83. The City does not have any cost for tied projects **SS-2-011(089)035 & SS-2-036(014)062**. See contract detail estimates for cost breakdown and limits.

Before we can award to the low bidder, we need the City of Valley City to **concur**, in writing, in the estimated amount before April 21, 2026, if possible.

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

Sincerely,



Phillip Murdoff, PE
Construction Services Engineer

80/pm/jmm
Enclosure

North Dakota **FEDERAL AID**

Bid Opening Date: **4/10/2026**

Project Number: **NHU-SU-2-094(206)928**

PCN: **24233**

Job Number: **24233**

English/Metric: **ENGLISH**

Contract with **MORRIS SEALCOAT & TRUCKING INC MORRIS, MN**

Signed Date:

County(s): **BARNES**

Location: **I-94 BUSINESS, NEAR WEST I-94 INTERCHANGE (EXIT 290) E TO 3RD ST SW - VALLEY CITY**

Roadway: **URBAN**

S94E000B290.803_01 928.460 (0.2127) TO RP 929.643 (1.1779)

S94W000B290.803_01 928.460 (0.3474) TO RP 929.600 (1.4924)

Type: **CHIP SEAL**

Participating: **Y**

Spec Code	Item Description	Quantity	Unit	Unit Price	Amount
103 0100	CONTRACT BOND	0.060	L SUM	\$10,760.00	\$645.60
420 0405	SEAL COAT	32,949.000	SY	\$2.164	\$71,301.64
702 0100	MOBILIZATION	0.060	L SUM	\$103,040.00	\$6,182.40
704 1000	TRAFFIC CONTROL SIGNS	1,442.000	UNIT	\$2.42	\$3,489.64
704 1048	PORTABLE RUMBLE STRIPS	4.000	EA	\$1.00	\$4.00
762 0110	EPOXY PVMT MK 4IN LINE-GROOVED	14,587.000	LF	\$0.95	\$13,857.65
762 0131	EPOXY PVMT MK 6IN LINE-GROOVED	619.000	LF	\$5.40	\$3,342.60
762 0135	EPOXY PVMT MK 24IN LINE-GROOVED	289.000	LF	\$22.10	\$6,386.90
762 0136	EPOXY PVMT MK MESSAGE-GROOVED	9.500	SF	\$18.88	\$179.36
762 0430	SHORT TERM 4IN LINE-TYPE NR	28,074.000	LF	\$0.134	\$3,761.92
Subtotal					\$109,151.71
Eng and Contg					\$10,915.17
Total					\$120,066.88

Length **1.1830 Miles**

Estimated Cost		<u>Construction</u>
		\$120,066.88
NHU FEDERAL FUNDS	80.93%	\$97,170.12
NHU STATE FUNDS	9.07%	\$10,890.07
NHU VALLEY CITY FUNDS	10.00%	\$12,006.69

North Dakota **FEDERAL AID**

Bid Opening Date: **4/10/2026**

Project Number: **NHU-SU-2-094(206)928**

PCN: **24233**

Job Number: **24233**

English/Metric: **ENGLISH**

Roadway: **URBAN**

FRONTAGE ROAD LRS_ID L16_003M FROM MEASURE 0.0001 TO MEASURE 1.0207

Type: **CHIP SEAL**

Participating: **Y**

Spec Code	Item Description	Quantity	Unit	Unit Price	Amount
103 0100	CONTRACT BOND	0.020	L SUM	\$10,760.00	\$215.20
420 0405	SEAL COAT	18,383.000	SY	\$2.164	\$39,780.81
702 0100	MOBILIZATION	0.020	L SUM	\$103,040.00	\$2,060.80
762 0110	EPOXY PVMT MK 4IN LINE-GROOVED	1,848.000	LF	\$0.95	\$1,755.60
762 0135	EPOXY PVMT MK 24IN LINE-GROOVED	107.000	LF	\$22.10	\$2,364.70
762 0430	SHORT TERM 4IN LINE-TYPE NR	3,400.000	LF	\$0.134	\$455.60
Subtotal					\$46,632.71
Eng and Contg					\$4,663.27
Total					\$51,295.98

Length **1.0209 Miles**

Estimated Cost		Construction
		\$51,295.98
SU FEDERAL FUNDS	80.93%	\$41,513.84
SU VALLEY CITY FUNDS	19.07%	\$9,782.14

Summary for Project

Length **1.1830 Miles** **BARNES** **1.1830 Miles**

Estimated Total Construction Cost: **\$155,784.42**

Estimated Total Eng and Contg: **\$15,578.44**

Estimated Cost	Construction	Total
	\$171,362.86	\$171,362.86
NHU FEDERAL FUNDS	\$97,170.12	\$97,170.12
NHU STATE FUNDS	\$10,890.07	\$10,890.07
NHU VALLEY CITY FUNDS	\$12,006.69	\$12,006.69
SU FEDERAL FUNDS	\$41,513.84	\$41,513.84
SU VALLEY CITY FUNDS	\$9,782.14	\$9,782.14

North Dakota **FEDERAL AID**

Bid Opening Date: **4/10/2026**

Project Number: **SS-2-011(089)035**

PCN: **24758**

Job Number: **24233**

English/Metric: **ENGLISH**

Contract with **MORRIS SEALCOAT & TRUCKING INC MORRIS, MN**

Signed Date:

County(s): **MCINTOSH**

Location: **ND 11, E JCT ND 3 (ASHLEY) E TO MCINTOSH / DICKEY COUNTY LINE**

Roadway: **RURAL**

ND 11, LRS_ID S11E000M RP 35.168 (26.7774) TO RP 53.233 (44.8453)

Type: **CHIP SEAL**

Participating: **Y**

Spec Code	Item Description	Quantity	Unit	Unit Price	Amount
103 0100	CONTRACT BOND	0.380	L SUM	\$10,760.00	\$4,088.80
420 0405	SEAL COAT	327,808.000	SY	\$2.164	\$709,376.51
702 0100	MOBILIZATION	0.380	L SUM	\$103,040.00	\$39,155.20
704 1000	TRAFFIC CONTROL SIGNS	2,239.000	UNIT	\$2.42	\$5,418.38
762 0430	SHORT TERM 4IN LINE-TYPE NR	170,978.000	LF	\$0.134	\$22,911.05
762 1104	PVMT MK PAINTED 4IN LINE	2,862.000	LF	\$1.24	\$3,548.88
762 1106	PVMT MK PAINTED 6IN LINE	272,579.000	LF	\$0.122	\$33,254.64
762 1108	PVMT MK PAINTED 8IN LINE	107.000	LF	\$2.34	\$250.38
762 1124	PVMT MK PAINTED 24IN LINE	225.000	LF	\$12.61	\$2,837.25
Subtotal					\$820,841.09
Eng and Contg					\$82,084.11
Total					\$902,925.20

Length **18.0650 Miles**

Estimated Cost	Construction
	\$902,925.20
SS FEDERAL FUNDS	80.93% \$730,737.36
SS STATE FUNDS	19.07% \$172,187.84

Summary for Project

Length **18.0650 Miles** **MCINTOSH** **18.0650 Miles**

Estimated Total Construction Cost: **\$820,841.09**

Estimated Total Eng and Contg: **\$82,084.11**

Estimated Cost	Construction	Total
	\$902,925.20	\$902,925.20
SS FEDERAL FUNDS	\$730,737.36	\$730,737.36
SS STATE FUNDS	\$172,187.84	\$172,187.84

North Dakota **FEDERAL AID**

Bid Opening Date: **4/10/2026**

Project Number: **SS-2-036(014)062**

PCN: **24759**

Job Number: **24233**

English/Metric: **ENGLISH**

Contract with **MORRIS SEALCOAT & TRUCKING INC MORRIS, MN**

Signed Date:

County(s): **STUTSMAN**

Location: **ND 36, KIDDER / STUTSMAN COUNTY LINE E TO JCT US 52 (PINGREE)**

Roadway: **RURAL**

ND 36, LRS_ID S36E000M RP 62.182 (62.1714) TO RP 90.317 (90.2828)

Type: **CHIP SEAL**

Participating: **Y**

Spec Code	Item Description	Quantity	Unit	Unit Price	Amount
103 0100	CONTRACT BOND	0.540	L SUM	\$10,760.00	\$5,810.40
107 0100	RAILWAY PROTECTION INSURANCE	1.000	L SUM	\$1,500.00	\$1,500.00
107 0140	RAILROAD COORDINATION	1.000	L SUM	\$500.00	\$500.00
420 0405	SEAL COAT	481,884.000	SY	\$2.164	\$1,042,796.98
702 0100	MOBILIZATION	0.540	L SUM	\$103,040.00	\$55,641.60
704 1000	TRAFFIC CONTROL SIGNS	1,938.000	UNIT	\$2.42	\$4,689.96
762 0103	PVMT MK PAINTED-MESSAGE	397.500	SF	\$7.32	\$2,909.70
762 0430	SHORT TERM 4IN LINE-TYPE NR	174,948.000	LF	\$0.134	\$23,443.03
762 1106	PVMT MK PAINTED 6IN LINE	387,424.000	LF	\$0.122	\$47,265.73
762 1124	PVMT MK PAINTED 24IN LINE	66.000	LF	\$12.61	\$832.26
Subtotal					\$1,185,389.66
Eng and Contg					\$118,538.97
Total					\$1,303,928.63

Length **28.0860 Miles**

	Construction
Estimated Cost	\$1,303,928.63
SS FEDERAL FUNDS	80.93% \$1,055,269.44
SS STATE FUNDS	19.07% \$248,659.19

Summary for Project

Length **28.0860 Miles** **STUTSMAN** **28.0860 Miles**

Estimated Total Construction Cost: **\$1,185,389.66**

Estimated Total Eng and Contg: **\$118,538.97**

	Construction	Total
Estimated Cost	\$1,303,928.63	\$1,303,928.63
SS FEDERAL FUNDS	\$1,055,269.44	\$1,055,269.44
SS STATE FUNDS	\$248,659.19	\$248,659.19

ND DEPARTMENT OF TRANSPORTATION

SHEET NO **1** OF **1**

ABSTRACT OF BIDS RECEIVED

PROJECT NO. NHU-SU-2-094(206)928 SS-2-011(089)035 SS-2-036(014)062	NO. 24233	BIDDER ENGINEERS ESTIMATE	BIDDER MORRIS SEALCOAT & TRUCKING INC	BIDDER ASPHALT SURFACE TECHNOLOGIES CORPORATION
COUNTY & DATE BARNES (003), MCINTOSH (05 APR 10, 2026 09:30AM)			MORRIS, MN	SAINT CLOUD, MN
LENGTH & TYPE 47.334 94 BUS, W INTER TO 3RD ST - VALLEY CITY				
COMPLETION TIME 09/30/26 CHIP SEAL		c.c. CHECK RANK 00	c.c. BOND RANK 01	c.c. BOND RANK 02

SPEC. NO.	ITEM DESCRIPTION	UNIT	QUANTITY	BID PRICE	AMOUNT	BID PRICE	AMOUNT	BID PRICE	AMOUNT
103	CONTRACT BOND	L SUM	1000	16280000	16280000	10760000	10760000	6000000	6000000
107	RAILWAY PROTECTION INSURANCE	L SUM	1000	5759000	5759000	1500000	1500000	2500000	2500000
107	RAILROAD COORDINATION	L SUM	1000	13771000	13771000	5000000	5000000	1500000	1500000
420	SEAL COAT	SY	861024000	2000	1722048000	2164	186325594	2470	212672928
702	MOBILIZATION	L SUM	1000	65000000	65000000	103040000	103040000	50000000	50000000
704	TRAFFIC CONTROL SIGNS	UNIT	5619000	2500	14047500	2420	1359798	2420	1359798
704	PORTABLE RUMBLE STRIPS	EA	4000	1000000	4000000	1000	400	367000	146800
762	PVMT MK PAINTED-MESSAGE	SF	397500	6300	2504250	7320	2909700	7690	3056780
762	EPOXY PVMT MK 4IN LINE-GROOVED	LF	16435000	2750	45196250	950	15613250	1000	16435000
762	EPOXY PVMT MK 6IN LINE-GROOVED	LF	619000	4000	2476000	5400	3342600	5670	3509730
762	EPOXY PVMT MK 24IN LINE-GROOVED	LF	396000	27000	10692000	22100	8751600	23210	9191160
762	EPOXY PVMT MK MESSAGE-GROOVED	SF	9500	30000	285000	18880	179360	19820	188290
762	SHORT TERM 4IN LINE-TYPE NR	LF	377400000	200	75480000	134	5057160	150	5661000
762	PVMT MK PAINTED 4IN LINE	LF	2862000	1000	2862000	1240	3548880	1300	3720600
762	PVMT MK PAINTED 6IN LINE	LF	660003000	200	132000600	122	80520370	130	85800390
762	PVMT MK PAINTED 8IN LINE	LF	107000	800	856000	2340	2503800	2460	2632200
762	PVMT MK PAINTED 24IN LINE	LF	291000	7000	2037000	12610	3669510	13240	3852840
	TOTAL				211452420		216201517		238442327

NO LIMIT

NO LIMIT

ACTION TAKEN BY DEPARTMENT OF TRANSPORTATION
Deputy Director For Engineering:

AWARD TO: **MORRIS SEALCOAT & TRUCKING INC**

WHEN PRELIMINARY ARRANGEMENTS ARE COMPLETED.

DESIGN DATA				
Traffic		Average Daily		
Current	2024	Pass: 1750	Trucks: 125	Total: 1875
Preventive Maintenance				

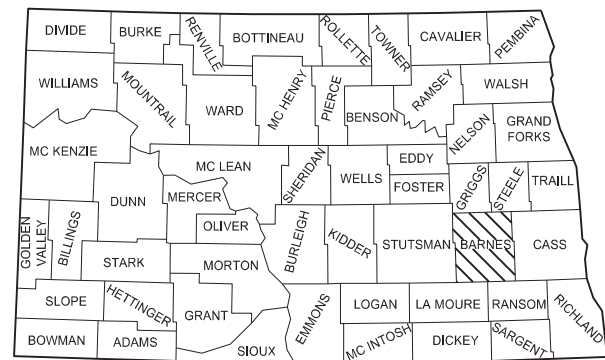
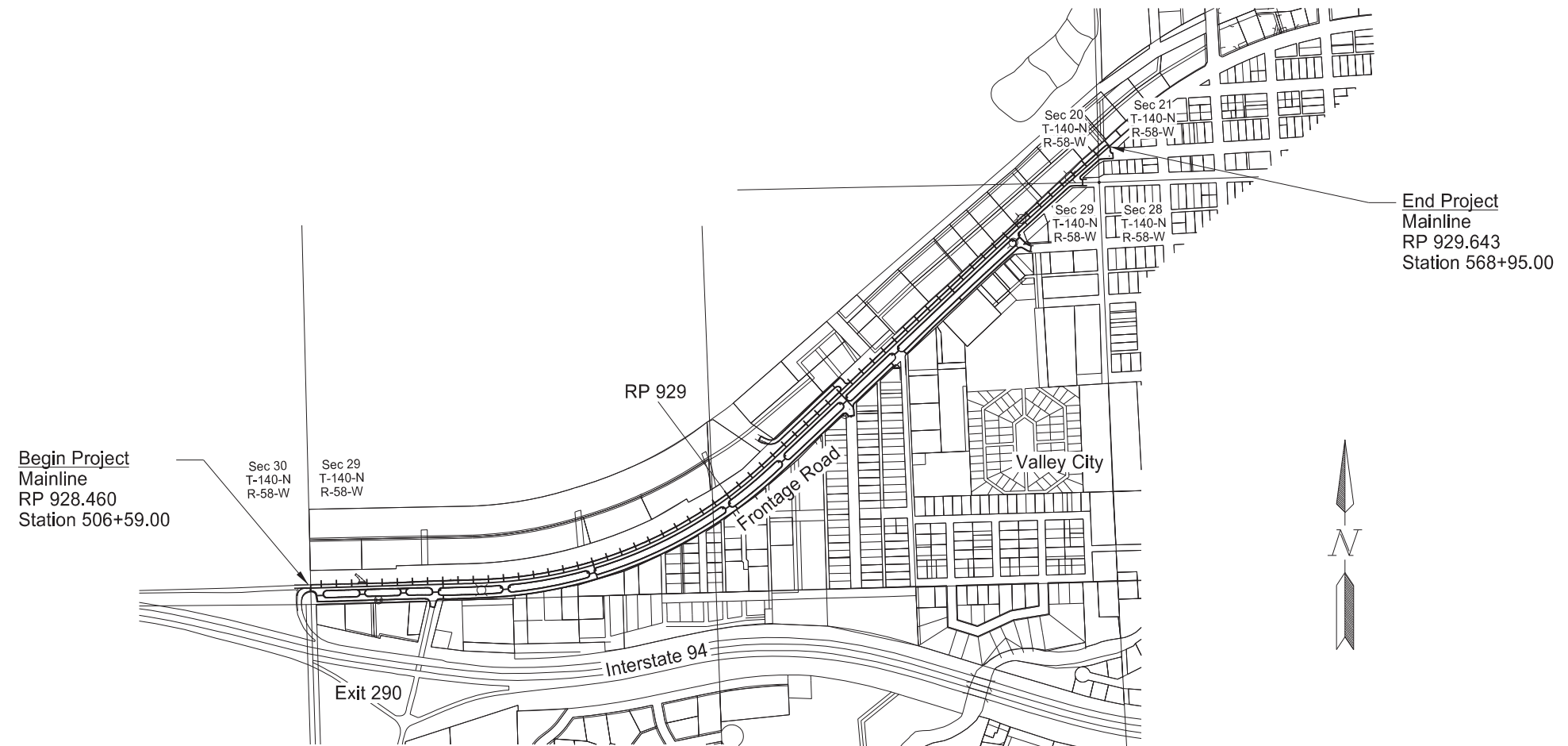
STATE	PROJECT NO.	PCN	SECTION NO.	SHEET NO.
ND	NHU-SU-2-094(206)928	24233	1	1

NORTH DAKOTA DEPARTMENT OF TRANSPORTATION

NHU-SU-2-094(206)928
BARNES COUNTY
Valley City, I-94 Buisness Loop
WB I-94 Ramp to 3rd St SW
CHIP SEAL COAT

GOVERNING SPECIFICATIONS	Date Published and Adopted by the North Dakota Department of Transportation
Standard Specifications	7/1/2025
Supplemental Specifications	NONE

PROJECT NUMBER \ DESCRIPTION	NET MILES	GROSS MILES
NHU-SU-2-094(206)928 \ Chip Seal Coat	1.183	1.183



STATE COUNTY MAP

DESIGNER Harrison Philipp
DESIGNER
DESIGNER

ND DEPARTMENT OF TRANSPORTATION
Valley City District

Nathan Haaland
DATE 02/09/26

NDDOT Valley City District

NATHAN A. HAALAND
PE-7116
DATE 02/09/26
NORTH DAKOTA

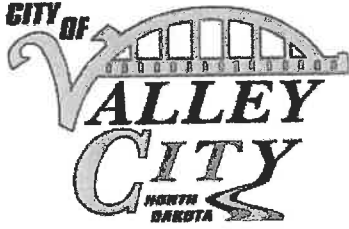


Image Enhancement Grant Review Checklist

FUNDED BY THE IMAGE ENHANCEMENT SALES TAX AND IMPLEMENTED BY VALLEY CITY MUNICIPAL CODE CHAPTER 20-01.1

GRANT PURPOSE

To assist qualified businesses with improvements that enhance the overall image of the community.

APPLICATION TYPES & MAXIMUM GRANT AMOUNTS (Select 1)

- EXISTING BUSINESS
 - Up to 50% of project cost
 - Max of \$7,500 (\$2,000 limit for sign replacement)
- NEW BUSINESS
 - Up to 50% of project cost
 - Max of \$7,500
- HISTORICAL BUILDING
 - Up to 50% of project cost
 - Max of \$30,000

APPROVAL PROCESS

- Application submitted to the City prior to start of project.*
- Checklists prepared for Visitor Committee review.
- Visitor Committee reviews application, supporting documentation and checklists. Applicant is encouraged to attend meeting to offer information.
- Application recommended to Valley City Commission for final action.
- Grant money distributed via reimbursement.

* Valley City-Barnes County Development Corporation may assist applicants, (701)-490-9012.

APPLICATION CONTACT INFORMATION	
<u>TLChildcare</u> Business Name	<u>Christina Norrie</u> Contact Name
<u>913 Riverview Dr</u> Business Address <u>Valley City ND</u>	<u>913 Riverview Dr valley city</u> Mailing Address <u>ND 58012</u>
<u>701-760-0351</u> Business Phone Number	<u>701-760-0351</u> Contact Phone Number
<u>tlchildcare2013@gmail.com</u> Email	<u>45-0405906</u> EIN
Has this business applied for an Image Enhancement Grant before: Yes _____ No <u>X</u> If yes, what was the year? _____	

TYPE AND PROJECT INFORMATION	
Project Type: <input checked="" type="checkbox"/> Existing Business <input checked="" type="checkbox"/> New Business <input type="checkbox"/> Historical Building	
Total Project Cost <u>\$1600.00</u>	Amount Requested <u>\$1600</u>

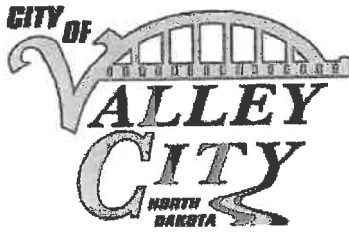


Image Enhancement Grant Application

FUNDED BY THE IMAGE ENHANCEMENT SALES TAX AND IMPLEMENTED BY VALLEY CITY MUNICIPAL CODE CHAPTER 20-01.1

PROJECT INFORMATION AND HOW FUNDS WILL BE USED

Please describe the project in detail. Additional documents should be submitted with the application including photos, drawings, quotes, sketches and other materials that help describe the project.

Funds will be use to get a new sign made for our new location on Riverview drive. Tlc will be using BridgeTown Imprints to create the double sided sign. BridgeTown Imprints did our Van decals and we would like to support our other local businesses.

Estimated Project Timeline: Start Date ASAP Completion Date 2 weeks from start date

Is the building owned by the same business requesting the grant? Yes. No**
**Written permission for the project from the building owner must be submitted with application

Have you requested, or will you request another grant funding? Yes. No***
***Applicants are highly encouraged to work with the Valley City-Barnes County Development Corporation to understand all grant or funding programs that may assist to ensure project success.

CMN I acknowledge that it is the responsibility of grantee to use and report all funds appropriately.
CMN I acknowledge no funds will be used for any purpose that violates federal, state, or local laws.

[Signature]
Signature

4/7/20
Date

Complete Application and Return to:
The City of Valley City
220 3rd Street NE
Valley City, ND 58072

or Email: tlpcity@valleycity.us
Subject: Image Enhancement Grant



Cost: \$600 - \$300 per Side
a deposit of \$300 is need to
Start.

Tana Plecty

From: TL CHILDCARE Director <tlchildcare2013@gmail.com>
Sent: Tuesday, April 7, 2026 1:39 PM
To: Tana Plecty
Subject: [EXTERNAL] TLChildcare image Enhancement Grant
Attachments: tlcsignproof4.jpg; Handwritten_2026-04-07_132713.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good afternoon,

I am writing to follow up on our application for the Image Enhancement Grant. I understand that our new location falls outside of the designated enhancement area according to the current map. However, I respectfully ask that you reconsider our application.

TLC has proudly served our community as a nonprofit organization since 1988, and we remain deeply committed to supporting local families. As we settle into our new location, we are hoping to improve our visibility and overall appearance. Currently, we only have a vinyl sign out front, which makes it challenging to attract the attention of potential new families.

Receiving support for a new, more prominent sign would greatly enhance our curb appeal and help us continue our mission by reaching more members of the community.

Below you will see I have attached our application and a color mock up of our new sign created by BridgeTown Imprints.

Thank you very much for your time and consideration. I look forward to hearing from you soon.

-Christina Norrie

Director of TLChildcare
Valley City, ND
701-760-0351

COST-SHARING AGREEMENT

Between City of Valley City, North Dakota and Barnes County, North Dakota
(8th Avenue SW/ Kathryn Road – NDDOT Project No. H-CP-2-999(81))

This Cost-Sharing Agreement (Agreement) is entered into as of the date last signed below (Effective Date) by and between the City of Valley City, North Dakota (City) and Barnes County, North Dakota (County). The City and the County are each a “Party” and collectively the “Parties.”

1. Purpose and Project

1.1 Purpose. The Parties enter this Agreement to allocate costs and set forth responsibilities between the City and the County for the local share of costs associated with the mill and overlay improvements located along 8th Avenue SW/Kathryn Road from the I-94 south ramps 515 feet through the 14th Street SW intersection within and adjacent to Valley City (Project), and for any related local work items and maintenance cost shares specified herein.

1.2 Related State Agreement. The North Dakota Department of Transportation (NDDOT) has entered into a Cost Participation and Maintenance Agreement for Project No. H-CP-2-999(081), PCN 24891, identifying work on NDDOT right of way to be funded by NDDOT and work on local right of way to be funded by Barnes County . The preliminary total project cost estimate referenced therein is \$85,858.30, with Barnes County’s estimated share stated as \$13,845.00 for work on local right of way. This Agreement allocates, as between the City and the County, the local share and any other costs identified herein on a 50/50 basis.

2. Cost Share; Eligible Costs; Invoicing and Payment

2.1 Equal Cost Share. As between the Parties, all Eligible Costs (defined below) of the Project that are not paid by NDDOT or by other third-party funding sources shall be shared 50 percent by the City and 50 percent by the County.

2.2 Eligible Costs. “Eligible Costs” means: (a) the local share of construction costs attributable to work located on local public right of way within the Project limits; and (b) any other direct costs that the Parties mutually agree in writing are local, project-related, and not paid by NDDOT or other third-party funding sources. NDDOT is responsible for construction costs on NDDOT right of way and such costs are not Eligible Costs under this Agreement. Eligible Costs do not include future seal coats, which are subject to provision 2.2(b), directly above.

2.3 Estimates Not Binding. Any cost estimates are for budgeting and planning purposes only and do not limit the Parties’ 50/50 obligations with respect to actual Eligible Costs.

2.4 Invoicing Mechanics. The County will serve as the primary liaison for receiving billings from NDDOT and/or the prime contractor relating to Eligible Costs unless

otherwise agreed in writing. Within 30 days of receipt of an invoice for Eligible Costs, the County shall provide the City a copy and an itemization identifying Eligible Costs and non-eligible components, if any. Within 30 days after receipt of the County's itemized statement, the City shall remit to the County 50 percent of the Eligible Costs identified therein.

2.5 Final Reconciliation. Within 90 days after substantial completion and receipt of all final billings associated with Eligible Costs, the Parties shall reconcile all payments made under this Agreement and make any true-up payment within 30 days thereafter.

2.6 Late Payments. Any payment not made within 30 days of the due date shall accrue interest at seven percent per annum until paid. The Parties shall first confer in good faith to resolve any bona fide dispute over an invoice; undisputed portions shall be paid when due.

3. Project Administration; Roles and Responsibilities

3.1 State Contracting and Standards. The Project will be constructed in accordance with NDDOT's current Standard Specifications for Road and Bridge Construction and applicable plans referenced in the NDDOT agreement .

3.2 Local Right of Way. All existing local public right of way within the Project limits shall be provided by the local public agency with clear title and available for use in the Project . As between the Parties, each shall cooperate to confirm any right-of-way needs within its jurisdiction and support timely access for the Project.

3.3 Post-Construction Controls. Post-construction, curb openings, speed limits, and parking controls within the Project limits must be managed in a manner consistent with approvals referenced in the NDDOT agreement and in conformity with the Manual on Uniform Traffic Control Devices . The Parties shall coordinate on any such traffic control decisions affecting both jurisdictions.

3.4 Maintenance. The local public agency is responsible for maintenance on portions of the Project located on local right of way, and NDDOT is responsible for maintenance on NDDOT right of way.

4. Title VI; Risk Management; Compliance

4.1 Title VI and Non-Discrimination. The Parties agree to administer their respective roles in the Project in compliance with applicable non-discrimination requirements referenced in the NDDOT agreement's Title VI appendices to the extent applicable to local administration.

4.2 Risk Management; Insurance. For purposes of cooperating in the Project and any local procurement or contracting, each Party shall be responsible for its own acts and omissions and agrees to maintain liability coverage or self-insurance consistent with North Dakota law and customary public-entity practices in the state. To the extent either Party contracts with non-public subcontractors for work associated with Eligible

Costs, such Party shall require commercially reasonable indemnity, additional insured status, waiver of subrogation, and minimum insurance limits customary for similar municipal roadway work in North Dakota, and ensure such requirements are flowed down to lower tiers.

5. Records; Audit; Reporting

5.1 Records. Each Party shall maintain complete and accurate records of Eligible Costs, payments, and supporting documentation for a period of at least six years after final reconciliation, or longer if required by applicable law.

5.2 Inspection. Upon reasonable notice, each Party shall allow the other to inspect and copy records relating to Eligible Costs, invoices, payments, and reconciliation under this Agreement.

6. Term; Termination

6.1 Term. This Agreement becomes effective on the Effective Date and remains in effect until final reconciliation is completed and all payments are made.

6.2 Early Termination. Either Party may terminate for material breach not cured within 30 days after written notice. Termination does not relieve either Party of its obligation to pay its 50-percent share of Eligible Costs incurred prior to the effective date of termination.

7. Dispute Resolution

7.1 Good-Faith Conference. The Parties shall attempt in good faith to resolve any dispute arising under this Agreement through prompt senior-level conference between the City Administrator and the Barnes County Highway Director.

7.2 Venue. If unresolved, disputes shall be brought in a court of competent jurisdiction located in Barnes County, North Dakota.

8. Miscellaneous

8.1 No Third-Party Beneficiaries. This Agreement is solely for the benefit of the Parties and creates no rights in any third party.

8.2 Notices. Notices shall be in writing and delivered to the contacts below, or to such other contacts as a Party may designate by notice: (a) City: Carl Martineck, City Attorney, 220 3rd Street NE, Valley City, ND, 58072, cmartineck@valleycity.us (b) County: Tonya Duffy, State's Attorney, 230 4th Street NW, Valley City, ND, 58072, states_attorney@barnescounty.us.

8.3 Amendments. Any amendment must be in writing and signed by both Parties.

8.4 Assignment. Neither Party may assign this Agreement without the other Party's written consent, except to a successor governmental entity by operation of law.

8.5 Entire Agreement. This Agreement constitutes the entire agreement between the Parties regarding the subject matter and supersedes prior discussions limited to the subject matter herein.

8.6 Counterparts; Electronic Signatures. This Agreement may be executed in counterparts, each of which is deemed an original, and by electronic signatures to the fullest extent permitted by law.

8.7 Authority. Each signatory represents that they are duly authorized to execute this Agreement on behalf of their respective Party.

8.8 Non-appropriation. The obligations of each Party are contingent upon lawful appropriation of funds. If funds are not appropriated, the affected Party shall promptly notify the other Party, and the Parties shall confer to address continuation, modification, or wind-down; provided that amounts previously incurred and payable as Eligible Costs remain subject to Section 6.2.

8.9 Severability. If any provision is held invalid, the remainder shall remain in effect.

8.10 No Waiver. Failure to enforce any provision is not a waiver of that provision or any other.

IN WITNESS WHEREOF, the Parties execute this Agreement as of the Effective Date.

CITY OF VALLEY CITY

Gwen Crawford, City Administrator

Date: _____

Attest:

Brenda Klein, Finance Director

Date: _____

[Additional signature page follows]

BARNES COUNTY

Bill Carlblom, President
Board of County Commissioners

Date: _____

Attest:

Julie Mindt, Auditor

Date: _____

NORTH
Dakota | Transportation
Be Legendary.

MEMO TO: Chad Orn
Deputy Director for Planning

FROM: Kent Leben
Local Government Division

DATE: 3/13/2026

SUBJECT: Cost Participation & Maintenance Agreement H-CP-2-999(081)
PCN 24891 VALLEY CITY 8TH AVE SW FROM I-94 S

This agreement is for a State funded mill and overlay project that includes work outside of NDDOT ROW. Barnes County has agreed to pay for the work on their ROW.

The preliminary cost estimate is \$85,858.30 and the County's estimated share is \$13,845.00

38/khl

**North Dakota Department of Transportation
COST PARTICIPATION AND MAINTENANCE AGREEMENT**

Federal Award Information – to be provided by NDDOT

Assistance Listing No: 20.205	Assistance Listing Title: Highway Planning & Construction
Award Name: Federal Aid Highway Program	Awarding Fed. Agency: Federal Highway Admin
NDDOT Program Mgr: Leben, Kent H.	Telephone: 701-328-3482

Notice to LPA: Federal awards may have specific compliance requirements. If you are not aware of the specific requirements for this award, please contact your NDDOT Program Manager.

Project No.H-CP-2-999(081) **PCN:** 24891
Location: Valley City; 8th Ave SW/Kathryn Road from I-94 South Ramps 515' through 14th St SW Intersection
Type of Improvement: Mill & Overlay
Point of Beginning: 0+00; I-94 South Ramps
Point of Ending: 5+15, 515' through 14th St SW Intersection

In consideration of the mutual benefits to be derived therefrom, it is agreed between the state of North Dakota, acting by and through its Director of Transportation, hereinafter referred to as NDDOT, whose address is 608 East Boulevard Avenue, Bismarck, North Dakota 58505-0700, and the Local Public Agency (LPA) of Barnes County, North Dakota, hereinafter referred to as the LPA, the project will be constructed in accordance with the current edition of NDDOT's *Standard Specifications for Road and Bridge Construction* and with the plans incorporated into this agreement by reference.

The LPA

- a. Will pay 100 percent of the actual construction costs for all work located on LPA right of way.

The NDDOT

- b. Will pay 100 percent of the actual construction costs for all work located on NDDOT right of way.

PART I

LPA Obligation:

1. The LPA will pay to NDDOT as the work progresses or when completed its share of the total cost of the project as defined above.
2. It is specifically agreed that if at any time the LPA fails to pay the amount billed to NDDOT within 60 days after billings, this document shall constitute an assignment of funds derived from the State Highway Tax Distribution Fund now or hereafter coming into the hands of the State Treasurer to the credit of the LPA, and the State Treasurer is hereby directed to deliver and pay over to NDDOT all funds credited to the LPA until the total thereof equals the sum billed pursuant to this agreement.



The preliminary cost estimate of the project is \$85,858.30, with the LPA's estimated share being \$13,845.00.

3. All existing LPA right of way within the project limits will be provided by the LPA with clear title and available for use in the project.

PART II

Post Construction

After the project is completed the LPA agrees to:

1. The LPA will control the length and location of curb openings for future entrances and will not permit the length of curb openings for entrances to exceed the length shown on the plans or as shown on a sketch of typical entrances for similar entrances; and will prohibit the construction or use of any entrances along the project within the LPA other than those shown on the plans, without prior approval of NDDOT.
2. The LPA will not change any speed limit signs as shown on the plans without prior approval of NDDOT.
3. The LPA will prohibit double and diagonal parking and will control all parallel parking where allowed within the limits of the project in a manner satisfactory to NDDOT and to the Federal Highway Administration (FHWA), or both.
4. All signs, signals, markings, and other protective structures erected on or in connection with the project, including those installed at the sole cost and expense of the LPA or by others, shall be approved by NDDOT. All traffic control devices will be in conformance with the latest edition of the Manual on Uniform Traffic Control Devices for Streets and Highways.
5. All right of way for the project will be maintained free of all encroachments except utilities and others in accordance with the current edition of NDDOT's "A Policy for Accommodation of Utilities on State Highway Right-of-Way". All obstructions to, interference with, or hazards to traffic flow will be removed by the LPA at the request of NDDOT. The LPA will be responsible for any consideration, avoidance, and minimization of impacts upon real property related to this project, such as changes in the grades of the streets, inconveniences to property or business, and any loss of light, air, view, access, egress, drainage, support, or nuisance.

PART III

Maintenance

1. The LPA is responsible for all maintenance and maintenance activities on the portion of the project located on LPA right of way.
2. The LPA will be responsible for providing a local match for the cost of the initial seal following this project, and any future seals. The local match percentage will be the same as identified in this agreement.
3. The NDDOT is responsible for all maintenance and maintenance activities on the portion of the project located on NDDOT right of way.



PART IV

General:

1. Appendices A and E of the Title VI Assurances, attached, are hereby incorporated into and made a part of this agreement.
2. The Risk Management Appendix, attached, is hereby incorporated and made a part of this agreement.
3. Entities that receive federal funds through NDDOT may be required to obtain an audit in accordance with 2 C.F.R. Part 200, Subpart F. A copy of such audit shall be submitted to NDDOT. Entities that spend less than \$1,000,000 of federal funds from all sources may be subject to reviews by NDDOT at its discretion. Additionally, all entities receiving federal funds through NDDOT shall certify whether a Single Audit has been completed as part of the annual Federal award process. These requirements are applicable to counties, cities, state agencies, Indian tribes, colleges, hospitals, and non profit businesses.
4. The LPA is advised that its signature on this contract or agreement certifies that any person associated therewith is not currently under suspension, debarment, voluntary exclusion, or determination of ineligibility by any federal agency within the past three years; and has not been indicted, convicted, or had a civil judgment rendered against it by a court of competent jurisdiction on any matter involving fraud or official misconduct within the past three years.
5. NDDOT is not responsible for any Property Taxes or Special Assessments on property which has been acquired as part of the roadway reconstruction project. The LPA is responsible to make arrangements for deferral or payment of such Taxes and/or Special Assessments.



Executed by the LPA of _____, at _____,
North Dakota, the last date below signed.

APPROVED:

LPA of _____

Julie Mindt

Bill Carlblom

LPA ATTORNEY (TYPE OR PRINT)

NAME (TYPE OR PRINT)

Julie Mindt

Bill Carlblom

SIGNATURE

SIGNATURE

03/19/26

* Chairman

DATE

TITLE

03/24/26

DATE

ATTEST:

Julie Mindt

AUDITOR (TYPE OR PRINT)

Julie Mindt

SIGNATURE
03/24/26

DATE

Executed for the North Dakota Department of Transportation by the Director at Bismarck, North Dakota,
the last date below signed.

APPROVED as to substance by:

NORTH DAKOTA DEPARTMENT OF
TRANSPORTATION

Derek Pfeifer

DIVISION DIRECTOR(TYPE OR PRINT)

Derek Pfeifer

SIGNATURE
03/19/26

DATE

DIRECTOR (TYPE OR PRINT)

SIGNATURE

DATE

M

*Mayor or President of Commission

CLA 17058 (Div. 38)
L.D. Approved 10-17, 11-24; C.M. 02/26/2026



Project H-CP-2-999(081)

CERTIFICATION OF LOCAL MATCH

It is hereby certified that the LPA of Barnes County will provide non-federal funds, whose source is identified below, as match for the amount the LPA is obligated to pay under the terms of the attached agreement with the North Dakota Department of Transportation. The certified amount does not duplicate any federal claims for reimbursement, nor are the funds used to match other federal funds, unless expressly allowed by federal regulation.

Non-Federal Match Funds provided by LPA. Please designate the source(s) of funds in the LPA budget that will be used to match the federal funds obligated for this project through the North Dakota Department of Transportation.

Source:

Local funds

Executed at Valley City, North Dakota, the last date below signed.

ATTEST:

Julie Mindt

AUDITOR (TYPE OR PRINT)

Julie Mindt

SIGNATURE

03/24/26

DATE

APPROVED:

LPA of _____

Bill Carlblom

NAME (TYPE OR PRINT)

Bill Carlblom

SIGNATURE

*Chairman

TITLE

03/24/26

DATE

*Mayor or President of Commission

CLA 17058 (Div. 38)

L.D. Approved 02-18; Rev. 1-23; C.M. 02/26/2026



**NORTH DAKOTA DEPARTMENT OF TRANSPORTATION
APPENDIX A OF THE TITLE VI ASSURANCES**

During the performance of this contract, the Contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the Contractor) agrees as follows:

1. Compliance with Regulations: The Contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, the Federal Highway Administration, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. Non-discrimination: The Contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The Contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. Solicitations for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations, either by competitive bidding, or negotiation made by the Contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the Contractor of the Contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. Information and Reports: The Contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Federal Highway Administration to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a Contractor is in the exclusive possession of another who fails or refuses to furnish the information, the Contractor will so certify to the Recipient or the Federal Highway Administration as appropriate, and will set forth what efforts it has made to obtain the information.
5. Sanctions for Noncompliance: In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the Contractor under the contract until the Contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. Incorporation of Provisions: The Contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The Contractor will take action with respect to any subcontract or procurement as the Recipient or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the Contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the Contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.



**NORTH DAKOTA DEPARTMENT OF TRANSPORTATION
APPENDIX E OF THE TITLE VI ASSURANCES**

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the Contractor) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).



Risk Management Appendix

Routine* Professional Service Agreements With Political Subdivisions of the State of North Dakota:

Each party agrees to assume its own liability for any and all claims of any nature including all costs, expenses and attorney's fees which may in any manner result from or arise out of this agreement.

Each party shall secure and keep in force during the term of this agreement and **for at least twelve months thereafter** from an insurance company, government self-insurance pool or government self-retention fund authorized to do business in North Dakota, **professional liability** and **automobile liability** coverage for its liability for acts, errors, or omissions in providing or failing to provide professional services. The minimum limits of liability required are **\$500,000 per person** and **\$2,000,000 per occurrence**.

Each party that hires subcontractors shall require any non-public subcontractors, prior to commencement of work set out under an agreement between that party and the non-public subcontractor, to:

Defend, indemnify, and hold harmless the Governments, its agencies, officers and employees, from and against claims based on the vicarious liability of the Governments or its agents, but not against claims based on the Government's comparative and/or contributory negligence or fault, sole negligence, or intentional misconduct. The legal defense provided by the Subcontractor to the Governments under this provision must be free of any conflicts of interest, even if retention of separate legal counsel for the Governments is necessary. Subcontractor also agrees to defend, indemnify, and hold the Governments harmless for all costs, expenses and attorneys' fees incurred if the Governments prevail in an action against the Subcontractor in establishing and litigating the indemnification coverage provided herein. Subcontractor also agrees to defend, indemnify, and hold the Governments harmless for all costs, expenses and attorneys' fees incurred if the Governments prevail in an action against the Subcontractor in establishing and litigating the indemnification coverage provided herein. This obligation shall continue after the termination of this agreement.

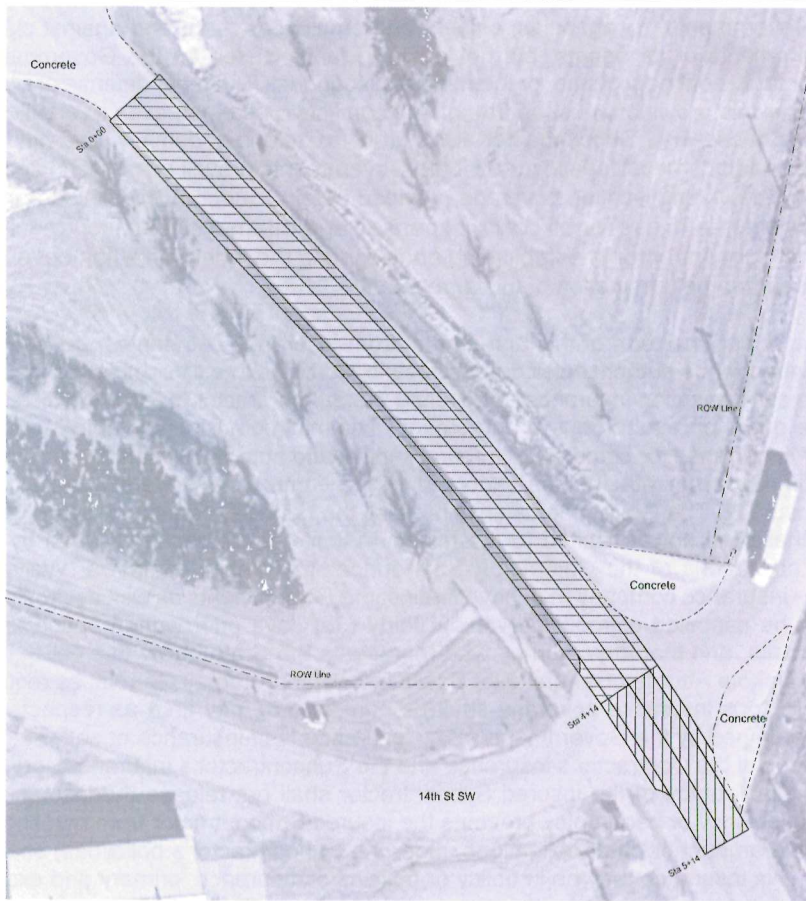
Subcontractor shall secure and keep in force during the term of this agreement, from insurance companies, government self-insurance pools or government self-retention funds authorized to do business in North Dakota: 1) commercial general liability; 2) automobile liability; and 3) workers compensation insurance all covering the Subcontractor for any and all claims of any nature which may in any manner arise out of or result from this agreement. The minimum limits of liability required are \$500,000 per person and \$2,000,000 per occurrence for commercial general liability and automobile liability coverages, and statutory limits for workers compensation. Governments shall be endorsed on the commercial general liability policy and automobile liability policy as additional insureds. The Governments shall have all the benefits, rights and coverages of an additional insured under these policies that shall not be limited to the minimum limits of insurance required by this agreement or by the contractual indemnity obligations of the Contractor. Said endorsement shall contain a "Waiver of Subrogation" waiving any right of recovery the insurance company may have against the Governments as well as provisions that the policy and/or endorsement may not be canceled or modified without thirty (30) days prior written notice to the undersigned representatives of the Governments, and that any attorney who represents the State under this policy must first qualify as and be appointed by the North Dakota Attorney General as a Special Assistant Attorney General as required under N.D.C.C. Section 54-12-08. Subcontractor's insurance coverage shall be primary (i.e., pay first) as respects any insurance, self-insurance or self-retention maintained by the Governments. Any insurance, self-insurance or self-retention maintained by the Governments shall be excess of the Contractor's insurance and the Subcontractor's insurance and shall not contribute with them. The insolvency or bankruptcy of the insured Subcontractor shall not release the insurer from payment under the policy, even when such insolvency or bankruptcy prevents the insured Subcontractor from meeting the retention limit under the policy. Any deductible amount or other obligations under the Subcontractor's policy(ies) shall be the sole responsibility of the Subcontractor. This insurance may be in policy or policies of insurance, primary and excess, including the so-called umbrella or catastrophe form and be placed with insurers rated "A-" or better by A.M. Best Company, Inc. The Governments will be indemnified, saved, and held harmless to the full extent of any coverage actually secured by the Subcontractor in excess of the minimum requirements set forth above. The Government Entity that hired the Subcontractor shall be held responsible for ensuring compliance with the above requirements by all Subcontractors. The Governments reserve the right to obtain complete, certified copies of all required insurance documents, policies, or endorsements at any time.

*See *North Dakota Risk Management Manual*, section 5.1 for discussion of "unique" and "routine" agreements.

RM Consulted 2007
Revised 07-23

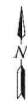


STATE	PROJECT NO.	SECTION NO.	SHEET NO.
ND	H-CP-2-999(081)	4	1



 NDDOT Cost Participation

 LPA Cost Participation



Scope of Work
 Mill & Overlay
 Valley City - 8th Ave SW / County Road 21
 J-94 EB Exit 292 - South 514



Certificate Of Completion

Envelope Id: 5E9A9518-0174-4600-9970-31DD616917A6

Status: Sent

Subject: Contract #38260137: Please DocuSign: Construction & Maintenance Agreement for LPA State Aid Project

Contract Number: 38260137

PCN: 24891

Source Envelope:

Document Pages: 10

Signatures: 6

Envelope Originator:

Certificate Pages: 4

Initials: 1

Kent Leben

AutoNav: Enabled

608 E Boulevard Ave

Envelope Stamping: Enabled

Bismarck, ND 58505

Time Zone: (UTC-06:00) Central Time (US & Canada)

khleben@nd.gov

IP Address: 165.234.92.126

Record Tracking

Status: Original

Holder: Kent Leben

Location: DocuSign

3/13/2026 11:57:51 AM

khleben@nd.gov

Security Appliance Status: Connected

Pool: StateLocal

Signer Events

Derek Pfeifer

ddpfeifer@nd.gov

Local Gov Eng

Security Level: Email, Account Authentication (None), Authentication

Signature

Signature Adoption: Pre-selected Style

Using IP Address: 165.234.253.12

Timestamp

Sent: 3/13/2026 11:59:06 AM

Viewed: 3/18/2026 2:55:50 PM

Signed: 3/19/2026 9:02:29 AM

Authentication Details

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Result: passed

Vendor ID: TeleSign

Type: SMSAuth

Performed: 3/18/2026 2:55:42 PM

Phone: +1 701-471-5516

SMS Auth:

Transaction: 6ddb82e8-9509-4a29-a76d-b4461b2af262

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Vendor ID: TeleSign

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Phone: +1 701-471-5516

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Result: passed

Vendor ID: TeleSign

Type: SMSAuth

Performed: 3/19/2026 9:01:47 AM

Phone: +1 701-471-5516

Electronic Record and Signature Disclosure:

Not Offered via DocuSign

Nicole Lagasse

nmlagasse@nd.gov

Assistant CFO

Carahsoft OBO North Dakota Department of

Transportation CLOUD

Security Level: Email, Account Authentication (None), Authentication

Signature Adoption: Pre-selected Style




Using IP Address: 165.234.253.12

Sent: 3/19/2026 9:02:31 AM

Viewed: 3/19/2026 9:50:55 AM

Signed: 3/19/2026 9:52:19 AM

Authentication Details

Signer Events	Signature	Timestamp
<p>SMS Auth: Transaction: fd3d1f50-c439-4d75-8e42-97f2dbf71a7d Result: passed Vendor ID: TeleSign Type: SMSAuth Performed: 3/19/2026 9:50:49 AM Phone: +1 701-954-8712</p> <p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		
<p>Julie Mindt jmindt@barnescounty.us Security Level: Email, Account Authentication (None)</p>	 Signature Adoption: Pre-selected Style Using IP Address: 165.234.248.136	<p>Sent: 3/19/2026 10:24:31 AM Viewed: 3/19/2026 10:25:01 AM Signed: 3/19/2026 10:25:31 AM</p>
<p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		
<p>Bill Carlblom bcarlblom@barnescounty.us Chairman Barnes Security Level: Email, Account Authentication (None)</p>	 Signature Adoption: Drawn on Device Using IP Address: 69.84.77.230 Signed using mobile	<p>Sent: 3/19/2026 10:25:35 AM Viewed: 3/24/2026 11:31:06 AM Signed: 3/24/2026 11:40:53 AM</p>
<p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		
<p>Julie Mindt jmindt@barnescounty.us Security Level: Email, Account Authentication (None)</p>	 Signature Adoption: Pre-selected Style Using IP Address: 165.234.248.136	<p>Sent: 3/24/2026 11:40:55 AM Viewed: 3/24/2026 1:47:17 PM Signed: 3/24/2026 1:48:10 PM</p>
<p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		
<p>Clint Morgenstern cdmorgenstern@nd.gov Security Level: Email, Account Authentication (None), Authentication</p>		
<p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		
<p>Chad Orn corn@nd.gov Security Level: Email, Account Authentication (None), Authentication</p>		
<p>Electronic Record and Signature Disclosure: Not Offered via DocuSign</p>		
In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp

Editor Delivery Events**Status****Timestamp**

Kent Leben
 khleben@nd.gov
 Title Here

VIEWED

Sent: 3/13/2026 11:58:05 AM
 Viewed: 3/13/2026 11:58:28 AM
 Completed: 3/13/2026 11:59:06 AM

Carahsoft OBO North Dakota Department of
 Transportation CLOUD

Using IP Address: 165.234.253.12

Security Level: Email, Account Authentication
 (None), Login with SSO

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Agent Delivery Events**Status****Timestamp**

Julie Mindt
 jmindt@barnescounty.us

VIEWED

Sent: 3/19/2026 9:52:21 AM
 Viewed: 3/19/2026 10:20:14 AM
 Completed: 3/19/2026 10:24:31 AM

Security Level: Email, Account Authentication
 (None)

Using IP Address: 165.234.248.136

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Intermediary Delivery Events**Status****Timestamp****Certified Delivery Events****Status****Timestamp**

Sara Susie
 ssusie@nd.gov

Sent: 3/24/2026 1:48:13 PM

Chief Financial Officer
 Carahsoft OBO North Dakota Department of
 Transportation CLOUD

Security Level: Email, Account Authentication
 (None)

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Carbon Copy Events**Status****Timestamp**

Legal Admin
 dotlegaladmin@nd.gov
 Security Level: Email, Account Authentication
 (None)

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Legal Admin
 dotlegaladmin@nd.gov
 Security Level: Email, Account Authentication
 (None)

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

District Engineer
 jpraska@nd.gov
 Security Level: Email, Account Authentication
 (None)

Electronic Record and Signature Disclosure:
 Not Offered via DocuSign

Witness Events**Signature****Timestamp****Notary Events****Signature****Timestamp**

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/13/2026 11:58:05 AM
Envelope Updated	Security Checked	3/18/2026 3:24:44 PM
Envelope Updated	Security Checked	3/18/2026 3:24:44 PM
Envelope Updated	Security Checked	3/18/2026 3:24:44 PM
Envelope Updated	Security Checked	3/18/2026 3:24:44 PM
Envelope Updated	Security Checked	3/18/2026 3:24:44 PM
Envelope Updated	Security Checked	3/18/2026 3:24:44 PM
Envelope Updated	Security Checked	3/19/2026 8:57:55 AM
Envelope Updated	Security Checked	3/19/2026 10:24:30 AM
Envelope Updated	Security Checked	3/19/2026 10:24:30 AM
Envelope Updated	Security Checked	3/19/2026 10:24:30 AM
Envelope Updated	Security Checked	3/19/2026 10:24:31 AM
Envelope Updated	Security Checked	3/19/2026 10:24:31 AM
Envelope Updated	Security Checked	3/19/2026 10:24:31 AM
Payment Events	Status	Timestamps



Fri 4/10/2026 5:21 PM

Gwen Crawford

Fwd: [EXTERNAL] Kathryn Road - Exit 292 - Mill & Overlay

To Carl Martineck; Clint Klemisch



Gwen Crawford

Begin forwarded message:

From: Bryan Tykwinski <bryan.tykwinski@kljeng.com>

Date: April 10, 2026 at 10:13:22 AM CDT

To: Chad Petersen <Chad.Petersen@kljeng.com>, Gwen Crawford <gcrowford@valleycity.us>, Jamie Smith <jsmith@barnescounty.us>

Subject: [EXTERNAL] Kathryn Road - Exit 292 - Mill & Overlay

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Bid for the mill and overlay was just under the engineers estimate, so local costs should be right in line with original estimates.

Call 24891 2026041024891 BARNES

Project ID: H-CP-2-999(081) Hwy: 9999

MILL & OVERLAY

Bidder	Apparent bids	Bidder ID	Alt or Opt	Bid Limitation	Total Discount	DBE %	Total
BITUMINOUS PAVING INC		66				0.00%	\$ 76,573.00
ENGINEERS ESTIMATE		9048				0.00%	\$ 78,053.00
BORDER STATES PAVING INC		195				0.00%	\$ 94,043.00

Thanks, and have a good weekend everyone.

Bryan Tykwinski, PE



701-845-9422 Direct

701-490-1639 Cell

1010 4th Ave SW

Valley City, ND 58072-0937

kljeng.com

Valley City Assessment Notices Details

This is the first year for the required assessment notice. The notice will replace the estimated tax statement that is typically distributed in August. Previously, the county prepared the estimated tax statements on behalf of the City of Valley City issuing assessment notices is the responsibility of the City of Valley City Assessor's Office.

I have listed the cost the noticed cost and will be added to the assessor budget each year going forward.

Notices created – 2,846

Postage cost - \$1,533.92

Paper cost - \$30

Envelope cost - \$220

Total - \$1,784

Hand delivered or emailed 331 notices

- A savings of \$245



LOCAL PERMIT OR RESTRICTED EVENT PERMIT
 NORTH DAKOTA OFFICE OF ATTORNEY GENERAL
 GAMING DIVISION
 SFN 17926 (8-2025)

Permit Number
1608

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 TLChildcare		Dates Authorized (Read Instruction 2) May 22, 2026	
Organization or Group Contact Person Christina Norrie	E-mail tlchildcare2013@gmail.com	Telephone Number 701-760-0351	
Mailing Address 913 Riverview Dr	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.) May 22, 2026			

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

Printed Name of City or County Official Brenda Klein	Title of City or County Official Finance Director	Telephone Number 701-845-1700	E-mail Address bklein@valleycity.us
Signature of City or County Official <i>Brenda Klein</i>		Date 4-22-26	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 (8-2025)

p) 04.17.2026
 \$10 cash

1608

Applying for (check one)

Local Permit Restricted Event Permit*

Games to be conducted

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 TLChildcare		Dates of Activity (Does not include dates for the sales of tickets) 5/22/2026	
Organization or Group Contact Person Christina Norrie	E-mail tchildcare2013@gmail.com	Telephone Number 7017600351	
Business Address 913 Riverview Dr.	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.)
one time date of May 22nd at 530-10pm

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

Game Type	Description of Prize	Exact Retail Value of Prize
<u>Silent Auction</u>	<u>Highest bidder takes home the gift basket</u>	
Bingo	20% of the sales of bingo card sales per game	
0		
Total (limit \$50,000 per year)		\$

ADDITIONAL REQUIRED INFORMATION

Intended Uses of Gaming Proceeds
All funds raised will go towards new flooring through out our building

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 any 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 \$50,000 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 Christina Norrie	Telephone Number 701-760-0351	E-mail Address tchildcare2013@gmail.com
Signature of Organization Group's Permit Organizer 	Title Director	Date 4/12/2026

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 fifteen 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. For an organization that has a permit, 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 for each drawing 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 physical 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 a 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 unguaranteed 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 fifteen thousand dollars.

PRIZE RESTRICTIONS:

A single cash prize cannot exceed \$15,000

The retail value of a merchandise prize cannot exceed \$15,000.

The total of all cash prizes and retail value of all merchandise prizes for all games cannot exceed \$50,000 per year.

If the value of the planned cash and merchandise prizes exceed \$50,000, the organization or group must reduce the prizes to this limit or a nonprofit corporation may apply for a state gaming license with the Office of Attorney General.

LOCAL PERMIT AND RESTRICTED EVENT PERMIT DIFFERENCES:

	<u>Local Permit</u>	<u>Restricted Event Permit</u>
Number of events per year	Limited by prizes	One
Must file an information report	Yes, if political party	Yes
May pay employees compensation	Yes	No
Must use chips as wagers	No	Yes
Use of net income	Unrestricted	Restricted
Games allowed	Bingo Raffles Sports Pools	Bingo Raffles Sports Pools Poker Twenty-One Paddlewheels

Compared to a "Local Permit," an organization or group with a "Restricted Event Permit" may conduct three more game types, but is restricted to one event per year, must file a "Report on a Restricted Event Permit" with the city or county and Office of Attorney General, and disburse net income to eligible uses. These uses are described by North Dakota Century Code 53-06.1-11.1(2) and North Dakota Administrative Code 99-01.3-14-02. Refer to the backside of the "Report on a Restricted Event Permit" form for a general list of eligible uses.

For a Restricted Event Permit, one method to ensure that the total of all cash prizes and retail value of all merchandise prizes do not exceed \$50,000 is to charge each player a standard amount at the start of the event for a certain number or value of chips. If a player loses all of the player's chips, the player may re-buy chips. The player would play games and, at the end of the event, the organization would auction merchandise prizes to the players. The player who bid the highest number or value of chips for a prize would win that prize. For those players who have chips but did not successfully bid on a prize, the organization may redeem the chips for a predetermined cash value per chip. For this method, the value of the players' chips redeemed for cash is no a prize.