



Monday, February 3, 2025
5:30PM CST

Jobs Development Authority Meeting Agenda
Devils Lake City Hall Commission Chambers
423 6th St NE, Devils Lake, 58301

Meeting Items

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Approval of Minutes – January 06, 2024
- 4) Ramsey County Fair Board Update and Release of Funds (\$25,000)

City Commission Meeting Agenda
Devils Lake City Hall Commission Chambers
423 6th St NE, Devils Lake, 58301

Meeting Items

- 1) Call to Order
- 2) Approval of Minutes – January 21, 2024

Awards and Proclamations

Public Hearings – 5:30 PM

Bid Openings – 5:30 PM

Visitors or Delegations

**Limited to five minutes per guest, unless extended by presiding officer*

Commission Portfolios

Old Business

- 1) Downtown Safety Task Force Status Update

Consent Agenda

New Business

- 1) North Dakota Parks & Recreation Department Snowmobile Trail Lease Agreement
- 2) City Facility Long Term Planning & Consideration of Funding Options

Citizen Comment

Informational Items

Motion to approve payment of the list of bills as submitted.

The City of Devils Lake may convene in an executive session as provided by NDCC 44-04-19.2 to consider and discuss closed or confidential records and information, negotiating strategy or negotiating instructions as provided by NDCC 44-04-19.1, 44-04-19.2, 44-04-18.4.

**MEETING MINUTES OF THE JOBS DEVELOPMENT AUTHORITY
OF THE CITY OF DEVILS LAKE, ND
JANUARY 06, 2025**

The regular meeting of the Devils Lake Jobs Development Authority was held on January 06, 2025 with the following members present: Jim Moe, Jason Pierce, Joe Knowski, Lisa Uhlenkamp, and Rob Hach.

MEETING ITEMS

1) Approval of Minutes – December 02, 2024

Commissioner Pierce made a motion to approve the meeting minutes from the December 02, 2024 meeting of the Jobs Development Authority. Commissioner Knowski seconded the motion, and the motion was carried unanimously.

2) Façade Loan – Timbers Lumber and Supply

The City Administrator said the Façade Loan request is to improve signage at the noted business and that the business is outside City limits along Highway 2. President Moe said he did receive on comment opposed to the application. He added that applications have been approved for property investments that occur outside City limits. The City Administrator said most of the façade loans in particular have been in the downtown district within City limits. The City Administrator suggested referring the application for recommendation from the Forward Devils Lake Board. Commissioner Pierce made a motion to refer the request to the Forward Devils Lake Board of Directors for a recommended action. Commissioner Hach seconded the motion, and the motion was approved unanimously.

3) Retention and Attraction RWIP Grant Update

Suzie Kenner with the Devils Lake Chamber of Commerce and Tourism gave an update on the RWIP grants and programming related to the grants they've received. For the Retention Grant, she said there was a career fair in October that was well attended. Ms. Kenner added that Ann Pollert has met with students at the high school to gauge their career interests and that 85 students are taking advantage of the job shadow program. She added that 11 of the 20 local business video promotions have been completed. She said the biggest challenge with completing those has been the weather. Ms. Kenner said 25% of the business meetings they have planned as part of the grant are completed.

For the Attraction Grant, they said they have Odney Advertising on board to assist with branding and promotion efforts. She said the campaign will include email, social media, and digital advertising in target tourism markets outside the region. She said most of the work with the branding will be completed in the February and March timeline. Ms. Kenner their website and relocation section will be enhanced and improved as part of the grant.

Commissioner Pierce asked how the career exploration lab has been used. Ms. Pollert said it has been successful and she has gotten around to all of the area schools twice since the fall.

Commissioner Pierce thanked Ms. Kenner and the Chamber for all their work putting the holiday celebration together.

SPENCER HALVORSON
CITY ADMINISTRATOR/AUDITOR

JIM MOE
PRESIDENT OF JOBS DEV. AUTHORITY

**MEETING MINUTES OF THE CITY COMMISSION
OF THE CITY OF DEVILS LAKE, ND
JANUARY 21, 2025**

The regular meeting of the Devils Lake City Commission was held on January 21 2025 with the following members present: President Moe and Commissioners Hach, Knowski, Pierce, and Uhlenkamp.

MEETING ITEMS

- 1) Call to Order
- 2) Approval of Minutes – January 06, 2024

Commissioner Knowski made a motion to approve the meeting minutes from the January 06, 2025, regular meeting. Commissioner Pierce seconded the motion, and the motion was carried unanimously.

AWARDS AND PROCLAMATIONS

PUBLIC HEARINGS – 5:30 PM

BID OPENINGS

VISITORS OR DELEGATIONS

- 1) Devils Lake Regional Airport – Introduction of New Manager – Dominic Eritano

The Chairman of the Devils Lake Municipal Airport Authority introduced the new Airport Manager, Dominic Eritano.

- 2) Forward Devils Lake – Introduction of New Executive Director – Brady Ash

Brady Ash introduced himself as the new Executive Director for Forward Devils Lake.

- 3) Sean Roed – Lake Region Joint Training Center

Sean Roed gave an update on the Lake Region Joint Training Center. He said the old building has been completed gutted out and new plumbing has been installed. They have a lot of equipment that is ready to be installed and primarily they are waiting on an electrician to needed electrical work completed before they can proceed further.

He also provided an update on some bills at the ND Legislature impacting ambulance services in the state.

COMMISSION PORTFOLIOS

Commissioner Knowski – The City Engineer said everything was going well in the Utilities Department.

Commissioner Hach – the City Engineer said he was engaged by the Lake Region Snowmobile Club. He said they have proposed some adjustments to the current trail alignment along the flood protection. He said the Snowmobile Club is working on amending their agreement. The City Engineer said everything was going well in the Sanitation Department.

Commissioner Uhlenkamp – the City Engineer said everything was going well in the Public Ways Department.

Commissioner Pierce – The Fire Chief said they are just waiting for the FAA to sign off on the changes to the airport's plans for them to assume the ARFF mission.

Commissioner Pierce said he testified at the state legislature regarding concerns about the financial burden that will be placed on the local UAS team if they must replace their Chinese Manufactured Drones. He said he advocated additional state funding for their replacement.

Commissioner Pierce said they are inquiring about multiple plots of land east of town for a potential future location of the Lake Region Law Enforcement Center. He said he is discussing with the City Engineer the pros and cons of each location from a development and infrastructure need standpoint. He said they have the architect working on two plans for a design of a new LRLEC, one with all current parties included and one without the Devils Lake Police Department.

President Moe – The Police Chief said everything was going well in their department.

The City Administrator said that they will provide a presentation to the Commission for their consideration regarding the overall city facility plans, to include the budgeted renovation for City Hall. He added that it appears property tax caps coming out of the ND Legislative session appear to be eminent, and it is just really in what form they will come in. The City Administrator added that they will need to have a conversation regarding City policy for greenfield development. He said the City had traditionally placed the land into a Tax Increment Finance (TIF) district to help finance the project, but that is no longer permitted do to changes in state law a decade ago.

The City Attorney said he sent a letter to an owner of a liquor establishment downtown relating to a couple violations from October and the owner agreed to a two day voluntary suspension. He said he sent a follow-up letter to the owner as well.

OLD BUSINESS

CONSENT AGENDA

NEW BUSINESS

1) Sale of City Property to Ryan and Allison Yoder

The City Engineer gave an overview of the property and the portion to be soled to Ryan and Allison Yoder. Commissioner Uhlenkamp made a motion to approve the Sale of City Property. Commissioner Pierce seconded the motion, and the motion was approved unanimously on a roll call vote.

2) City Revitalization – 2025

Commissioner Hach made a motion to approve the changes to the City Revitalization program with Gate City Bank for 2025. Commissioner Pierce seconded the motion, and the motion was approved with Commissioners Moe, Hach, Pierce, and Uhlenkamp voting aye. Commissioner Knowski was not present to vote.

3) Lighting Agreement with ND Department of Transportation

Commissioner Pierce made a motion to approve the lighting agreement with the ND Department of Transportation. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

4) Ottertail Power Company Utility Easement

Commissioner Knowski made a motion to approve the utility easement for Otter Tail Power Company. Commissioner Hach seconded the motion, and the motion was approved unanimously.

5) Resolution Declaring the Necessity of an Improvement – Str. Improvement 81-25

Commissioner Pierce made a motion to approve the Resolution Declaring the Necessity of an Improvement for Str. Improvement 81-25. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

6) Resolution Declaring the Necessity of an Improvement – Str. Improvement 82-25

Commissioner Pierce made a motion to approve the Resolution Declaring the Necessity of an Improvement for Str. Improvement 82-25. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

7) Resolution Declaring the Necessity of an Improvement – Str. Improvement 83-25

Commissioner Pierce made a motion to approve the Resolution Declaring the Necessity of an Improvement for Str. Improvement 83-25. Commissioner Knowski seconded the motion, and the motion was approved unanimously.

8) Resolution Declaring the Necessity of an Improvement – Str. Improvement 84-25

Commissioner Pierce made a motion to approve the Resolution Declaring the Necessity of an Improvement for Str. Improvement 84-25. Commissioner Hach seconded the motion, and the motion was approved unanimously.

9) Resolution Declaring the Necessity of an Improvement – Str. Improvement 85-25

Commissioner Uhlenkamp made a motion to approve the Resolution Declaring the Necessity of an Improvement for Str. Improvement 85-25. Commissioner Pierce seconded the motion, and the motion was approved unanimously.

10) Task Force on Downtown Safety

The City Administrator said the City administrative team reviewed calls for service data in the downtown area. He said that the location with the liquor license establishment that has disproportionally been in violation of the terms of their license and subject to a high level of calls for service was notified their liquor license will be under scrutiny and distinct review by the City Commission near renewal time, or before if circumstances warrant.

The City Administrator reviewed ideas for the creation of a Downtown Safety Task Force and members of the Task Force. Commissioner Pierce said he wants to improve the coordination between mental health professionals and other service providers. He apologized to the shelter for some misleading things he communicated at the last City Commission meeting.

Commissioner Pierce made a motion to establish the Task Force on Downtown Safety. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

LIST OF BILLS

Commissioner Hach made a motion to approve the List of Bills. Commissioner Pierce seconded the motion, and the motion was carried unanimously on a roll call vote.

SPENCER HALVORSON
CITY ADMINISTRATOR/AUDITOR

JIM MOE
PRESIDENT OF CITY COMMISSION

**NORTH DAKOTA PARKS & RECREATION DEPARTMENT
SNOWMOBILE TRAIL LEASE AGREEMENT**

This lease is entered into City of Devils Lake, (LANDLORD) and the State of North Dakota acting through its Parks and Recreation Department (STATE).

LANDLORD, in consideration of the **\$1.00** rent to be paid **for the term of the lease** and the covenants to be performed by STATE, hereby leases to STATE the following described real property ("the Trail"), which is approximately 3.0 miles long, situated in the county of Ramsey, North Dakota:

Twenty (20) foot strip lying outside of and immediately adjacent to the toe of the Devils Lake City Embankment as generally shown on the attached map

TERMS

1. TERM OF LEASE. This lease shall begin on February 3, 2025 and **(select one)**:

- ☐ Automatically renew annually, unless terminated earlier as provided in paragraphs 6 and 12. _____ (LANDLORD'S initials)
- ☐ Expire on _____, unless terminated earlier as provided in paragraphs 6 and 12. _____ (LANDLORD'S initials)

2. USE BY PUBLIC. From December 1st to April 1st of each year, STATE shall have the right to allow the public to operate snowmobiles on the Trail. STATE shall mark the Trail with signs showing the Trail's location. STATE may only open the Trail to the public when, in its sole discretion, it determines that adequate snow cover exists under Snowmobile North Dakota's Trail Guidelines.

3. MAINTENANCE OF TRAIL. From October 1st to April 30th of each year, STATE shall have the right to enter the Trail to perform maintenance on the Trail, including grubbing the Trail and installing and removing signs.

4. LANDLORD'S OBLIGATIONS. From December 1st to April 1st of each year, LANDLORD shall not make any physical changes on the Trail that would interfere with the use of the Trail for snowmobiling and shall not post any signs prohibiting snowmobile use along the Trail.

5. YEAR ROUND SIGNAGE. Subject to LANDLORD'S agreement, STATE shall have the right to leave snowmobile trail signs on the Trail year-round.

- ☐ Yes, I will allow year round signage. _____ (LANDLORD'S initials)
- ☐ No, I will not allow year round signage. _____ (LANDLORD'S initials)

6. TERMINATION OF LEASE. This lease may be terminated by mutual consent of both parties, by either party upon 30 days written notice, or under the provisions of paragraph 12.

7. MERGER AND MODIFICATION. This lease is the entire agreement between the parties. STATE may modify the terms of this lease at any time. STATE shall provide LANDLORD written notice of any modification no less than 60 days prior to the effective date of the modification.

8. SEVERABILITY. If any term or provision of this lease is declared by a court of competent jurisdiction to be invalid, the validity of the remaining terms will not be affected, and the rights and obligations of the parties will be construed and enforced as if the lease did not contain the term or provision held to be invalid.

9. RELATIONSHIP. LANDLORD is not the agent of STATE. There is to be no employer- employee relationship between STATE and LANDLORD or LANDLORD'S employees.

10. SPOILIATION – NOTICE OF POTENTIAL CLAIMS. LANDLORD agrees to promptly notify STATE of all potential claims that arise from or result from this lease. LANDLORD shall also take all reasonable steps to preserve all physical evidence and information that may be relevant to the circumstances surrounding a potential claim, while maintaining public safety, and grants to STATE the opportunity to review and inspect the evidence, including the scene of an accident.

11. LIABILITY. The parties do not intend for this lease to modify the protection provided to LANDLORD in North Dakota Century Code Chapter 53-08, which says that an owner of land leased to the state for recreational purposes owes no duty of care to keep that land safe for entry or use by others or to give any warning of a dangerous condition on the land. STATE and LANDLORD each agrees to assume its own liability for any and all claims of any nature including all costs, expenses, and attorneys' fees which may in any manner result from or arise out of this lease.

12. INSURANCE. STATE shall require any third party with whom STATE enters into an agreement for maintenance of the Trail to obtain liability insurance for its maintenance operations. LANDLORD shall be named as an additional insured on this policy. Failure of the third party to obtain this insurance immediately terminates this lease, and STATE shall promptly send to LANDLORD a written notice of the lease's termination.

13. ASSIGNMENT AND SUBCONTRACTS. STATE may assign or otherwise transfer or delegate any right or duty without LANDLORD'S written consent.

14. APPLICABLE LAW. This lease is governed by and construed in accordance with the laws of the State of North Dakota. Any action commenced to enforce this lease must be brought and solely litigated in the District Court of Burleigh County, North Dakota

Landlord

Signature:_____Date:_____

Name:

Address:

City:_____Zip: _____

Telephone:_____

**North Dakota Parks & Recreation
Department**

Signature:_____Date:_____

Anthony Hillig
North Dakota Parks & Recreation Department
Trail :

**DEVILS LAKE
SNOWMOBILE TRAIL
2025**



Agenda Item: City Facility Long Term Planning & Consideration of Funding Options

Submitted By: Spencer Halvorson, City Administrator/Auditor

Staff Recommended Action: Provide feedback and guidance on City facility long term planning and proposed funding plan as described in the staff report

BACKGROUND

The City Offices Remodel Working Group has met a handful of times in the past two months. After receiving feedback from employees at City Offices and reviewing potential scopes for a remodel, the working group has submitted concepts for the City Commission's consideration (Attachment #1).

In discussing plans for remodeling the existing City Offices, the working group felt it necessary to consider the entire organization's facility needs to ensure a remodel of the City Offices building for continued City Offices purposes is most appropriate as the City considers its long-term strategic facility needs. The working group took consideration of other potential uses for the City Offices facility that could be in the overall best interest of the organization for consideration by the full City Commission.

Given the current conversations surrounding the Lake Region Law Enforcement Center (LRLEC), its current circumstances and inevitable relocation or restructure, along with the community conversations surrounding safety downtown, it was the view of the group that the City Commission should consider relocating the Police Department downtown to the current City Offices location and relocating City Offices to another area in the downtown (Attachment #2).

To make such a capital investment in relocating both City Offices and the Police Department, the City would need to consider raising additional funding beyond its current revenue streams. The working group has come up with a proposal that could accomplish such relocations and provide further long term support for future City facility needs while also being considerate of the costs to City residents and keeping their current and future fees/taxes in line with what they currently are today. ***The working group would like the full City Commission's feedback on the funding concepts laid out in the following pages.***

ANALYSIS

Property Tax – Sales Tax and the Regional Economy

It would be timely for the City of Devils Lake to have a larger and broader discussion on how the City holistically finances its operations. The City has increased its contribution of sales tax revenues over time to the general fund to offset the burden on property taxes and is allocating 42.75% of the city's sales tax revenue to the General Fund for the 2025 budget. The maximum that can be allocated currently, given the City's ordinances, is 44%. The City is nearing its maximum capability to offset property taxes via sales tax and already transfers the maximum of 20% of revenue generated in its Enterprise Funds.

The City of Devils Lake has a sales tax of 2.5% and is broken out the following ways:

Percentage Breakdown	2024 Dollar Equivalent
1.00% → Economic Development, Infrastructure, Property Tax Relief, Debt Service, Sewage Treatment	\$ 1,920,000
0.75% → Infrastructure and financing of infrastructure	\$ 1,440,000
0.50% → Flood Protection Project Debt Repayment, Water Treatment, Water Source, Storm Water, Community Development, Public Facilities	\$ 960,000
0.25% → Park District Facilities and Infrastructure	\$ 480,000
TOTAL → 2.50%	\$ 4,800,000

Devils Lake is a regional hub, providing the needed public services and public infrastructure utilized by many area residents that do not necessarily live within City limits. As shown in the following table, the proportion of City residents vs total regional residents are heavily lopsided compared to other communities.

<u>City</u>	<u>Population</u>	<u>County</u>	<u>Population</u>	<u>Percent City</u>
Devils Lake	7,200	Ramsey County & Spirit Lake Nation	15,600	46%
Valley City	6,550	Barnes	10,730	61%
Grand Forks/EGF	68,000	Grand Forks/Clay	103,000	66%
Dickinson	25,130	Stark	33,000	76%

Minot	47,370	Ward	68,330	69%
Jamestown	15,690	Stutsman	21,390	73%
Wahpeton*	8,000	Richland	16,560	48%
Bismarck/Mandan	100,000	Burleigh/Morton	134,000	75%

**14 incorporated towns in Richland County vs 7 in Ramsey*

Devils Lake's most prominent economic drivers are undoubtedly agriculture and tourism, both of which thrive on the regional assets outside of the City's boundaries. The City of Devils Lake serves as the regional hub for economic activity necessary to support both of those economic drivers. As depicted above, the City's population compared to the regional population (with the inclusion of Spirit Lake Nation) is uniquely disproportionate compared to other North Dakota communities – being under 50%. Devils Lake does heavily depend on sales tax for its funding of infrastructure and general fund operations currently. Devils Lake has the tools available through its sales tax levy authority to fully embrace its identity as an outdoor and agricultural epicenter. The City could utilize the reality of its regional economy to the benefit of City residents – which will in turn reduce the burden on property tax for the funding of City operations. Regional and transient populations that benefit from City services may not necessarily pay City property tax and will further help financially support the City.

Public Safety Operations and Police Department Facility Needs

The City provides a high level of public safety services for the residents of Devils Lake, including a 24 hour staffed Fire Department and a Police Department operating with four more officers than it did 20 years ago (and two more than it did 10 years ago), all while the population of the City has remained the same. The Police Department has also created a School Resource Program and has expanded that to two sworn officers. Currently, the City levies just over \$2,075,000 in property tax yet spends over \$3.8 million to operate the Police and Fire Departments (\$4.55 million if you include half of city attorney services, 911, and LRLEC).

2025 Budget	Amount
Fire Department	\$ 1,043,442
Police Department	\$ 2,763,490
½ Legal Services	\$ 55,000
911 & LEC	\$692,750
TOTAL	\$ 4,554,682

The Police Department is currently in a cramped office footprint at the LRLEC and has no garage space for any of its squad cars. The LRLEC facility and organization is likely to undergo significant reforms in the very near future, which will impact the Police Department. If a relocation of the Police Department is necessary, which is evident from current discussions and circumstances at

the LRLEC, then downtown would be a prime location given recent conversations surrounding concerns of safety downtown.

It is proposed for the Commission's consideration and feedback whether it would be appropriate to pursue a 0.5% sales tax to fund a long-term debt issuance for public facilities and public safety, where the City would relocate the Police Department from the current LRLEC to downtown, and relocate City Offices to another location downtown. It is suggested the City Commission consider making these policy decisions in the near to immediate future and use such a sales tax to the maximum benefit for residents of the City of Devils Lake. It may be prudent to explore now rather than wait four to five years when funding for public safety operations become a concern/unsustainable and the Police Department is in urgent need of a new location.

Offsetting costs to City Residents

The citizens of the Lake Region have recently approved a few referendums increasing revenues to other political subdivisions. They include:

- 1) School Bond Referendum
- 2) Sales Tax for Park District Infrastructure Projects
- 3) Ambulance Service Mill Levy

The working group felt it important that any proposed initiative to raise revenue for these needs come along with minimal financial impact to the residents of the City of Devils Lake. As noted above, a .5% sales tax in 2024 would have brought in \$960,000. The City would need to issue a 15 year bond for around \$5 million to fund the relocation of the Police Department to the current City Offices building (with the addition of a garage to the west side) and relocate City Offices to another location downtown. With SRF Bond 2015 (Fund 5481) set to expire in 2026 or 2027, some sales tax revenue will become available, the City would need to utilize around \$400,000 per year in new revenue to fund such a project.

In the effort to offset costs to city residents, the group reviewed the potential of pairing the proposed facility and operational purposes of the sales tax with property tax relief. With the changes at the state level and likelihood of property tax credit for primary residence, property tax relief would not have the same effect to property owners as it would have in the previous decade. The working group reviewed areas where it would make sense to subsidize current expenses to City residents with additional sales tax revenue and identified the \$9 Water Source Replacement Fee as a current income source that could be reduced and offset by additional sales tax revenue. Currently the fee is charged on nearly every utility account with the City and brings in roughly \$275,000 per year. In review of the Water Source Replacement Fund (Attachment #4), the City could meet its needs through a revenue replacement in the amount of \$235,000 via sales tax and save every household and business with a water utility account \$108 per year. The City currently has relatively low water and sewer rates and the elimination of this fee could offset likely increases needed in other departments and help ensure the long-term affordability of household utility bills.

Being Sales Tax Dependent Responsibly & Having a Plan with Flexibility for Future Commissions

The proposed .5% sales tax would bring the city's sales tax to 3%. If the City is to transition towards financing a community with reasonable City property tax, low utility rates, while being exposed to the market via significant sales tax dependency, it is imperative the City do so responsibly. It is proposed that the City create a fund (Attachment #5 & #6) that can serve as the financing vehicle for the above proposals, while gradually growing over time to a balance of \$3 million over the course of an estimated 10 years. This would provide the City with an emergency reserve so when market environments are undesirable, immediate hardship would not upend the City's finances.

It is also proposed that if such a fund be created, that it be capped at a dollar amount determined by the Commission to ensure the City does not simply bank the money and that city residents would see the return on investment for their tax dollars. The current proposal shows a cap on the fund of \$3 million. Once the fund grew to maturity, it would be future City Commissions' determination to use the excess income stream to further offset costs to City residents or undertake additional projects on behalf of the people of the Lake Region.

The fund as it is currently shown would provide the citizens of Devils Lake a defined plan of what additional sales tax revenues would be spent on for the next 10 years, as well as provide future City Commissions the flexibility to address future undefined needs of City residents – all while responsibly increasing the community's dependence on sales tax through the funds gradual growth to its determined limit.

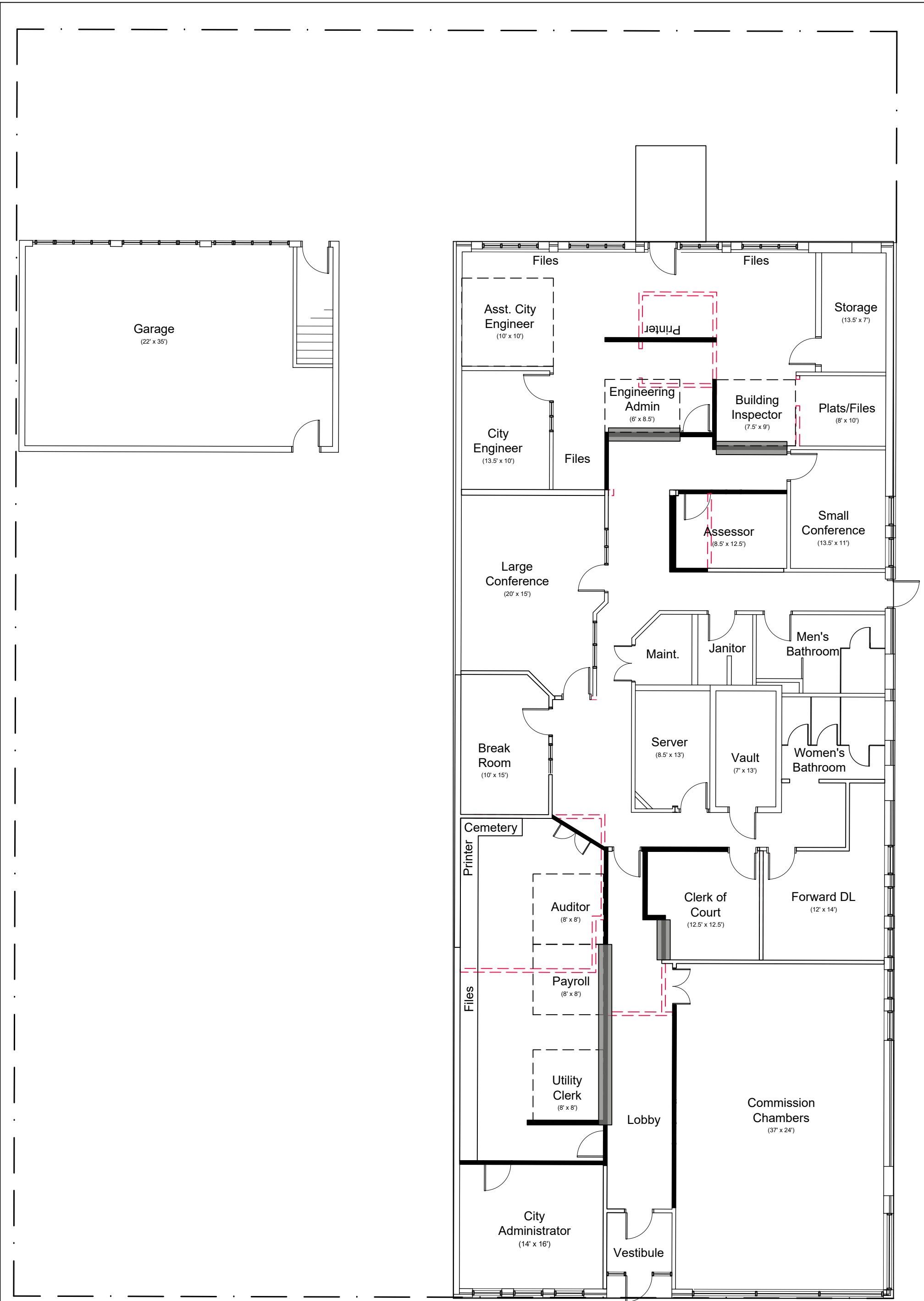
Summary

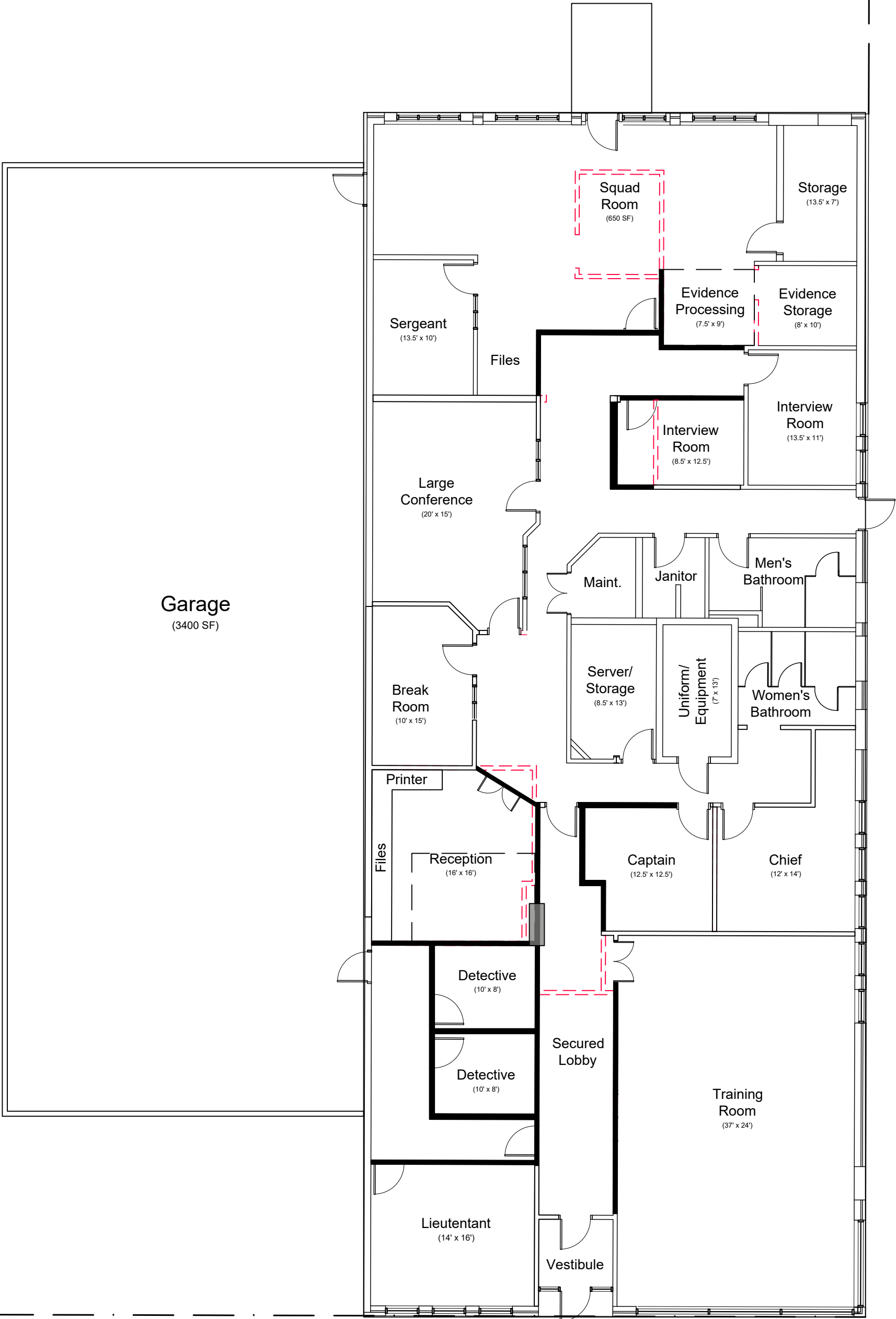
The City has a defined concept to remodel the current City Offices facility for the Commission's review. The working group is not convinced the City Offices building in its current use is necessarily the best long-term purpose of the facility for the organization and is inquiring the full Commission's perspective on the City's facility needs and the alternative proposal.

Future City facility and public safety operational needs offer an opportunity to rethink how the City finances its operations. If done strategically now, the City could provide a consistent funding source for City facility needs, ensure the long-term financial security of its public safety service delivery level, offset current and future costs to City residents, and responsibly reduce its current dependency on property taxes in favor of sales tax. The alternative proposal is put forward for the City Commission's consideration and feedback.

ATTACHMENTS

- #1 – City Hall Remodel Proposed Layout and Scope
- #2 – City Hall Remodel as Potential Future Police Department
- #3 – Water Source Replacement Fund
- #4 – Strategic Investments Fund Years 1-10
- #5 – Strategic Investments Fund Years 11-20
- #6 – Summary One-Pager





[illegible]

700 TRANSFER IN/OUT

[illegible][illegible][illegible][illegible][illegible]

	Yr. 1	Yr. 2	Yr. 3	Yr. 4	Yr. 5	Yr. 6	Yr. 7	Yr. 8	Yr. 9	Yr. 10
STRATEGIC INVESTMENTS FUND	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Sales Tax Revenue (2.0% Increase/Yr)	925,000	943,500	962,370	981,617	1,001,250	1,021,275	1,041,700	1,062,534	1,083,785	1,105,461
Interest Earnings (3.0% return)*		10,950	19,229	27,755	36,538	45,584	54,902	64,499	74,384	84,565
TRANSFER IN/OUT										
TRANSFER IN/OUT	0	0	0	0	0	0	0	0	0	0
TOTAL REVENUE	925,000	954,450	981,599	1,009,373	1,037,788	1,066,859	1,096,602	1,127,033	1,158,169	1,190,026
TRANSFER IN/OUT										
CITY FACILITY BOND PAYMENT	300,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000	400,000
Eliminate Water Source Replacement	180,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000	180,000
Gen Fund Transer (20% WSR)	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000	55,000
GEN FUND TRANSFER Actual - 900K (discretionary)	25,000	43,500	62,370	81,617	101,250	121,275	141,700	162,534	183,785	205,461
Discretionary										168,405
TOTAL EXPENDITURES	560,000	678,500	697,370	716,617	736,250	756,275	776,700	797,534	818,785	1,008,866
REVENUE OVER (UNDER) EXPENSE	365,000	275,950	284,229	292,755	301,538	310,584	319,902	329,499	339,384	181,160
BEGINNING BALANCE	0	365,000	640,950	925,179	1,217,934	1,519,472	1,830,056	2,149,958	2,479,456	2,818,840
REVENUE	925,000	954,450	981,599	1,009,373	1,037,788	1,066,859	1,096,602	1,127,033	1,158,169	1,190,026
EXPENDITURES	560,000	678,500	697,370	716,617	736,250	756,275	776,700	797,534	818,785	1,008,866
END OF YEAR BALANCE	365,000	640,950	925,179	1,217,934	1,519,472	1,830,056	2,149,958	2,479,456	2,818,840	3,000,000
1st 10 Years										
37%	Public Facilities (Relocation of PD to DT & move City Hall)									
22%	Reduce Cost to DL Residents (Eliminate WS Replacement Fee)									
11%	Public Safety Operations (Transfer to offset pressure on GF)									
30%	Discretionary/Gradual Growth (Sales Tax Dependent but responsible)									
100%										

Assumptions:

Sales tax revenue is estimated at a conservative \$925,000 with 2% growth per year.

Invest balance of the fund into 10-year US Treasuries (current yield over 4.5% - conservatively estimated at 3.0% over long-term)

[illegible]

STRATEGIC INVESTMENTS FUND SUMMARY (DRAFT)

What would the citizens of Devils Lake receive with a .5% sales tax referendum?

1. Downtown Police Department and a City doubling down on their presence in the downtown district.
 - a. This will also provide the City with a defined revenue source to address future facility needs beyond the Police Department and City Offices without creating additional revenue sources.
2. Sustained assurance the City will have the resources to provide the same level of public safety services now and long into the future.
3. Reduced current and future utility bills of over \$100 per year for nearly every household & business with a utility account with the elimination of the \$9 Water Source Replacement Fee
 - a. This will offset the burden of rising utility bills that are impending given the changes to Sanitation Department service delivery and Water and Sewer Department equipment needs, regardless if such a referendum were to be approved.
4. A City with less burden on property tax to fund operations and a City government financial structure that aligns with the realities of the regional economy.
 - a. The City of Devils Lake would utilize the assets and economy of the region to the maximum benefit to City residents while doing so responsibly though the gradual growth of a rainy-day fund up to but not beyond \$3,000,000.

If a 0.5% sales tax increase is implemented and the \$9 Water Source Replacement Fee is removed, a household in the City of Devils Lake would have to spend more than \$21,500 on taxable items in a calendar year to contribute more money to fund City operations than they currently do.

LIST OF BILLS FOR THE CITY OF DEVILS LAKE
3-Feb-25

VENDOR	AMOUNT DUE
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AIRPORT

Capital One-Walmart	\$22.88
Capital One-Mac's	\$112.74
Dominic Eritano	\$111.51
JB Vending	\$29.38
MB Companies	\$2,352.31
Mead & Hunt	\$27,561.50
Midco	\$164.61
ND Aviation Association	\$825.00
Resource Auction	\$900.15

CITY

A & C Tire & Truck Repair Towing	\$659.50
Advanced Business Methods	\$115.30
Advanced Engineering & Enviromental	\$9,402.30
Alex Air Apparatus	\$540.00
AT & T	\$1,592.75
Capital One-Walmart	\$277.79
Capital One Trade Credit-Mac's	\$1,420.49
Corporate Technologies	\$23,055.06
Creative Impressions	\$115.48
Decorated Wearables	\$21.49
DL Chamber of Commerce/Tourism	\$46,276.22
Devils Lake Park Board	\$51,362.87
Gessner Iron Works	\$89.06
Grand Forks Fraternal Order of Police	\$270.00
HACH	\$150.88
Harold's Auto Marine & Electric Motor	\$327.00
Hawkins	\$415.15

LIST OF BILLS FOR THE CITY OF DEVILS LAKE
3-Feb-25

VENDOR	AMOUNT DUE
International Association of Fire Chiefs	\$143.33
JB Vending	\$84.58
Jones Law Firm	\$900.00
Lakeside Surveillance Lock & Key	\$65.00
Mack Plumbing	\$247.93
Motorola Solutions	\$325.00
NDACo Resources Group	\$5,885.34
ND Building Officials Association	\$265.00
ND Dept of Enviromental Quality	\$100.00
ND Dept of Transportation	\$48,686.33
ND Fraternal Order of Police	\$1,215.00
Newby's Ace Hardware	\$939.08
Ottertail Power	\$22,290.31
Prairie Truck & Tractor Repair	\$350.00
PS Doors	\$348.30
Quill	\$188.70
Schwan Wholesale	\$64.80
Service Tire	\$4,860.52
SoftChoice Corporation	\$639.93
Stone's Mobile	\$169.95
Tanya Weiler	\$1,250.00
Tractor Supply Credit Plan	\$1,716.04
Usable Life	\$668.04
USPS-NeoPost	\$4,200.00
United States Postmaster	\$3,600.00
Vestis-Aramark	\$879.28
TOTAL LIST OF BILLS	\$268,253.88