

Jobs Development Authority Agenda

Monday, March 16, 2026

5:30pm CST

Meeting Items

- 1) Call to Order
- 2) Pledge of Allegiance
- 3) Approval of Minutes – February 02, 2026
- 4) Approval of Minutes – February 17, 2026
- 5) HIF Homes Development – Extension of Offer Due Date to May 04, 2026 and Authorize for Staff to Amend Listing Agreements with Local Agents

City Commission Agenda

Meeting Items

- 1) Call to Order
- 2) Approval of Minutes – March 02, 2026

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*

- 1) Altru Health System – Memorandum of Understanding Regarding 340B Program
- 2) Lisa Crosby – Lake Region Heritage Center

Commission Portfolios

- 1) Lake Region Narcotics Task Force Annual Report

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.

Old Business

Consent Agenda

New Business

- 1) Budget Amendment 26-02 Insurance Expense Allocation
- 2) Release of Request for Qualifications for Construction of New Police Department
- 3) Resolution of Members or Stockholders – USDA Rural Development Loan for Automated Sanitation Truck
- 4) Resolution Authorizing the Incurrence of Indebtedness – USDA Rural Development Loan for Automated Sanitation Truck
- 5) Resolution Determining Insufficient Protests were Filed in Project 260101 – Street Improvement District No. 86-26 Highway 2 Frontage Roads
- 6) Resolution Determining Insufficient Protests were Filed in Project 260102 – Street Improvement District No. 87-26 3rd St SE, 4th St SE, 6th St SE, 7th St SE, Miscellaneous
- 7) Resolution Approving Plans and Specifications and Directing Advertisement for Bids for Project 260101 – Street Improvement District No. 86-26 Highway 2 Frontage Roads

Citizen Comment

Executive Session

The Devils Lake City Commission will convene in Executive Session this meeting on March 16, 2026 to discuss pending legal matters related to the Mortgage between the City of Devils Lake Building Authority and CoJack Snack and Pack, LLC at the property with the legal description of: Outlot 39-0014 of Lot 1, Pasta Acres Subdivision, Block 2, Replat of Devils Lake Industrial Park, Devils Lake, Ramsey County, North Dakota.

The City Commission may convene into executive session for attorney consultation regarding this legal matter pursuant to NDCC §§ 44-04- 19.1 and 44-04-19.2.

Informational Items

- 1) January 2026 Financial Detail Report

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

**MEETING MINUTES OF THE JOBS DEVELOPMENT AUTHORITY
OF THE CITY OF DEVILS LAKE, ND
FEBRUARY 2, 2026**

The regular meeting of the Devils Lake Jobs Development Authority was held on February 2, 2026 with the following members present: Jim Moe, Jason Pierce, Joe Knowski, Lisa Uhlenkamp and Rob Hach.

MEETING ITEMS

1) Approval of Minutes – January 20, 2026

Commissioner Knowski made a motion to approve the minutes from January 20, 2026. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

2) Release of Sponsorship Funds (\$25,000) – Ramsey County Event Center

Paul Becker, Ramsey County Fair Board, gave an update on the project. He said that the building was completed in June and that there has been a lot of activity going on there. He said that he has been working with the National Guard on a project to build up a road on the east side and do parking lot work on both sides. They are also going to cut down part of the slope on the west side to level off so that water does not run towards the building. They are also looking into putting up a few spots for campers. He gave an update on events that will be going on and things that are continuously happening. Commissioner Uhlenkamp made a motion to approve the release of sponsorship funds in the amount of \$25,000. Commissioner Hach seconded the motion, and the motion was approved unanimously on a roll call vote.

3) 20x20 Program 2025 Review and Projections

The City Administrator gave a brief update on the 20x20 program.

4) JDA and Growth Fund 2025 Financial Performance Review

The City Administrator gave a brief update on the JDA and Growth Fund.

SPENCER HALVORSON
CITY ADMINISTRATOR/AUDITOR

JIM MOE
PRESIDENT OF JOBS DEV. AUTHORITY

**MEETING MINUTES OF THE JOBS DEVELOPMENT AUTHORITY
OF THE CITY OF DEVILS LAKE, ND
FEBRUARY 17, 2026**

The regular meeting of the Devils Lake Jobs Development Authority was held on February 17, 2026 with the following members present: Jim Moe, Jason Pierce, Joe Knowski, Lisa Uhlenkamp and Rob Hach.

MEETING ITEMS

1) Pay Application #6 – Housing Incentive Project – Gleason Construction

Commissioner Uhlenkamp made a motion to approve pay application #6 – Housing Incentive Project – Gleason Construction. Commissioner Knowski seconded the motion, and the motion was approved unanimously on a roll call vote.

2) Cash Farm Leason on JDA Land

Brady Ash, Forward Devils Lake Director, said that a farmer has requested to lease the land owned by JDA for agricultural purposes. The lease begins March 1, 2026 and will expire December 31, 2026. Commissioner Pierce made a motion to approve the cash farm lease on JDA land. Commissioner Hach seconded the motion, and the motion was approved unanimously on a roll call vote.

3) Devils Lake Doughnuts FlexPACE Interest Buydown

Brady Ash, Forward Devils Lake Director, said that the current owners of Devils Lake Doughnuts have agreed to sell to another Devils Lake resident. The amount approved by the Forward Devils Lake Board was \$25,444.18 for a Flex-Pace Interest Buydown. Angela Sainsbury, purchaser, said that she is looking forward to this new journey and will continue this service for our community. She went through some improvements that she would like to see done in the future. A few of them are the parking lot, kitchen improvements, uplift of the exterior, and opportunities for different services. Commissioner Knowski made a motion to approve the interest buydown. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously on a roll call vote.

**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
MARCH 02, 2026**

The regular meeting of the Devils Lake City Commission was held on March 02, 2026, with the following members present: President Moe and Commissioners Hach, Pierce, Knowski and Uhlenkamp.

MEETING ITEMS

- 1) Call to Order
- 2) Approval of Minutes – February 02, 2026

Commissioner Pierce made a motion to approve the minutes of the February 02, 2026 City Commissioner meeting. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

- 3) Approval of Minutes – February 17, 2026

Commissioner Hach made a motion to approve the minutes of the February 17, 2026 City Commission meeting. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

AWARDS AND PROCLAMATIONS

- 1) Alex Schwab (5 Years – Devils Lake Police Department)

President Moe thanked Alex for his 5 years with the City of Devils Lake.

PUBLIC HEARINGS – 5:30 PM

- 1) Change in Zoning from Agricultural to Planned Unit Development

The City Assessor recommended there be no action taken at this time.

BID OPENINGS – 5:30 PM

VISITORS OR DELEGATIONS

- 1) Lake Region District Health Unit – Opioid Settlement Fund Usage

Cindy Schmidt, Prevention Specialist with Lake Region District Health Unit, said that our state has identified prevention as something that needs to be promoted. She mentioned the Opioid Settlement money will be used for a prevention program called Prevention Plus Wellness. The program encourages participants to adopt positive behavior, while discouraging the use of drugs and alcohol. There have been a few different ways of using this within the schools, but she has not had conversations with schools yet. They currently have \$13,390.91 left of the Opioid dollars. About \$900 of this money was used to purchase two (2) Narcan dispensing boxes – one is in the Lake Region Public Library and the other is in the City Plaza. Lake Region

Public Health maintains them and fills them with Narcan. She went to the County Commission and discussed another prevention program that she would like to implement. Commissioner Uhlenkamp made a motion to concur with the strategy contingent upon attorney approval. Commissioner Pierce seconded the motion, and the motion was approved unanimously on a roll call vote.

COMMISSION PORTFOLIOS

Commissioner Knowski – The City Engineer said there is nothing to report for the Utility Department.

Commissioner Hach – The City Engineer said there is nothing to report for the Sanitation Department. He said that probable assessment letters have been sent out to property owners that are impacted with the Highway 2 Frontage Roads and the South Side Mill & Overlay project.

The City Assessor said that assessment notices will be going out at the end of next week. He also said that the primary residence application closes on April 1st and can save a homeowner up to \$1,600 on their property taxes.

The Airport Manager said that they had over 800 passengers in February. He also said they received new furniture at the airport. He also stated that the Devils Lake Airport brings in \$26 million annually, according to an economic impact survey that was done by the State.

Commissioner Uhlenkamp – The City Engineer said that the Street Department is still working on cleanup around the community. The City Engineer said that for the amount of snowfall received, cleanup has gone very well. It was communicated that some people have an unrealistic expectation related to snow gates. Snow gates are ineffective when we get this amount of snow and property owners are responsible for the snow that ends up in their driveways.

Commissioner Pierce said that he received emails from people quoting things from the snow removal guidelines. He said that nothing seems to match up, and he believes that the policies should mirror each other so that the ordinance and maintenance/emergency mode are clearer.

Commissioner Pierce – The Fire Chief said that they had state fire school this past weekend and they had two staff members attend. He said that the kids fishing tournament went well and thanked the volunteers that helped. He also said they are looking to open a position this week. He provided a report on nuisances from 2025. He said there were 106 nuisances in 2025, and they were able to resolve about 89% of those. There are around 12 that they are actively monitoring right now.

Commissioner Pierce said he will be out of state for the April 6th meeting. He said that he is still working with the architect on a veteran's memorial that will best fit our community. He said that every branch of the military will be represented. The plan is to have this in Roosevelt Park, so they will meet with the Park Board Director.

President Moe said that there were 84 participants for the youth fishing tournament and it was great to see that turnout.

The Police Chief said they have some training going on. Sergeant Rodriguez is in Bismarck for the last part of her training. He also said they are doing their rewards ceremony on March 31st. They are working on switching out the protective dome covers on the cameras. He also thanked Mayor Moe, the Commissioner, and the City Administrator for all of their support to the Devils Lake Police Department.

The City Administrator said that the 2025 year-end financials are attached. He went through a quick overview of the financials.

The City Attorney said that he has nothing to report.

OLD BUSINESS

CONSENT AGENDA

NEW BUSINESS

- 1) 2nd Reading – Ordinance 1036 – Chapter 15.28 Floodplain Regulations

Commissioner Knowski made a motion to approve the second reading of Ordinance 1036 – Chapter 15.28 Floodplain Regulations. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

- 2) Resolution to Designate Polling Location for Primary Election

Commissioner Pierce made a motion to approve the resolution designating the polling location for the primary election. Commissioner Knowski seconded the motion, and the motion was approved unanimously.

- 3) Award of Bids for \$960,000 CD's – Bravera Bank and Western State Bank

Commissioner Knowski made a motion to approve the award of bids for \$960,000 CD's each to Bravera Bank and Western State Bank. Commissioner Hach seconded the motion, and the motion was approved on a roll call vote.

- 4) Budget Amendment 25-06 – Year-End Budget to Actual

Commissioner Pierce made a motion to approve budget amendment 25-06 year-end budget to actual. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously on a roll call vote.

- 5) Request to Purchase Property in Roundhouse Subdivision

The City Assessor said that Ramsey Brown is interested in purchasing this lot for \$2,000. If there is no construction in two years, it will be taken back by the city and the \$2,000 will be forfeited. Commissioner Knowski made a motion to approve the purchase of property in roundhouse subdivision. Commissioner Hach seconded the motion, and the motion was approved on a roll call vote.

- 6) Authorization to Enter into Contract with Dumont & Associates Architects for Architectural Services for City Hall Remodel

Commissioner Uhlenkamp made a motion to approve the authorization to enter into contract with Dumont & Associated Architects for architectural services for the city hall remodel and to have Commissioner Hach and Knowski on the committee. Commissioner Pierce seconded the motion, and the motion was approved unanimously.

- 7) Release of Request for Qualifications for Construction of New Police Department

Commissioner Knowski made a motion to table the release of request for qualification for construction of a new police department. Commissioner Uhlenkamp seconded the motion, and the motion was approved unanimously.

CITIZEN COMMENT

INFORMATIONAL ITEMS

- 1) December 2025 Financial Detail Report

LIST OF BILLS

Commissioner Knowski made a motion to approve the list of bills as submitted. Commissioner Hach seconded the motion, and the motion was approved unanimously on a roll call vote.

SPENCER HALVORSON
CITY ADMINISTRATOR/AUDITOR

JIM MOE
PRESIDENT OF CITY COMMISSION

Dear Mayor Moe, City Commissioners and Administrator Halvorson,

We are reaching out to invite you to take part in a special project that will help preserve and strengthen the cultural heritage of our community.

Our organization is dedicated to providing citizens and visitors with the art and history of the Lake Region to strengthen North Central North Dakota's culture and heritage for current and future generations. Every visitor who comes through our doors begins their experience at our front entrance, our steps that have welcomed thousands of people since its opening in **April of 1910**.

These front steps have served us well for years, but now they require restoration to ensure they remain safe and welcoming for our community and visitors. The cost of this project is **\$33,500**, and we are launching a special campaign called:

Step Up for the Lake Region: Sponsor a Step and Preserve Our Heritage

We are inviting community members, families, and businesses to sponsor one of the steps for **\$3,000**. Your sponsorship will directly support the reconstruction of the entrance that welcomes visitors to experience the history, art, and stories of the Lake Region.

Sponsors may choose to receive **name recognition** as part of this project. Recognition may include:

- Sponsored by your family or business
- In honor of someone special
- In memory of a loved one.

Your support will help ensure that our organization can continue sharing the Lake Region's rich history and culture with residents and visitors for generations to come.

We hope you will consider partnering with us on this meaningful project. Together, we can restore the steps that welcome our community and preserve our heritage—one step at a time.

If you are interested in sponsoring a step or would like more information, please contact **Lisa Crosby at 701-662-3701, 701-351-5132 or lrhc@gondtc.com**.

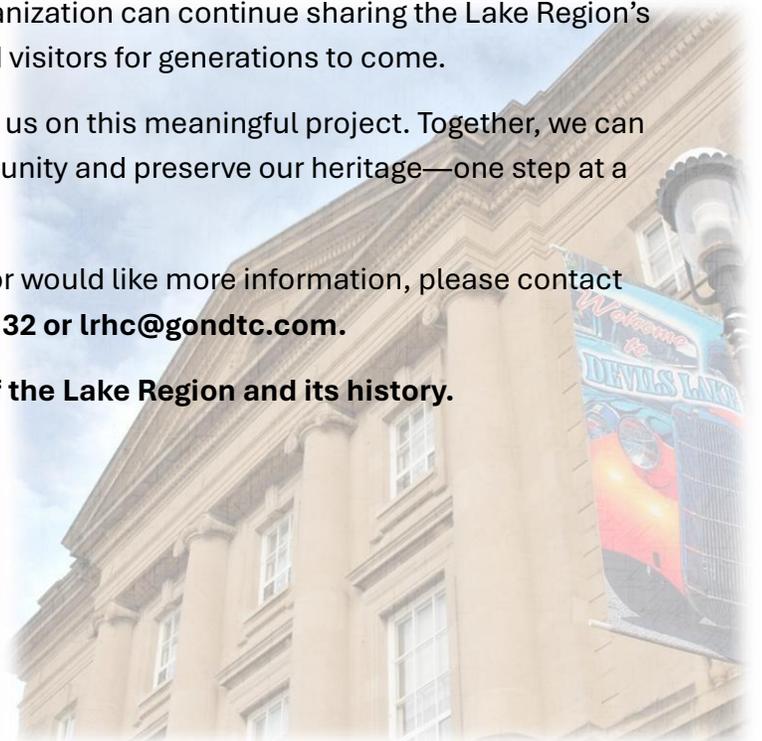
Thank you for your continued support of the Lake Region and its history.

Sincerely,

Lisa Crosby, Director

Lake Region Heritage Center

lrhc@gondtc.com





March 1, 2026

Spencer Halvorson
spencerh@dvlnd.com

Dear Mr. Halvorson,

On behalf of Altru Health System, I am contacting you to request your support for a Memorandum of Understanding on the 340B Drug Pricing Program with the City of Devils Lake.

In 2010, Altru Health System established our 340B Program and became a recognized covered entity. The 340B program enables Altru Hospital to purchase certain outpatient drugs at discounted prices as part of our commitment to the provision of free and reduced cost healthcare services to indigent, uninsured and underinsured residents of Grand Forks and we wish to continue and maintain this level of programming in Devils Lake and the surrounding communities. The 340B program provided savings will allow Altru Hospital to provide a range of health services to patients and the community and does not come from or impact tax dollars in any way.

In 2019, Altru Health System's 340B-participating hospital or covered entity signed on in support of the American Hospital Association's Commitment to Good Stewardship Principles. As part of its re-enrollment into the 340B program, Altru Hospital will also commit to the principles, namely:

- Communicate the Value of the 340B Program
- Disclose Hospital's 340B Estimated Savings
- Continue Rigorous Internal Oversight

To demonstrate standing as a good steward of the 340B programs, the multidisciplinary Altru 340B Compliance Committee has committed to use 340B program savings for purposes of patient financial assistance, community health improvement and cash and in-kind contributions, as well as to continue to fund programs powered by 340B dollars such as regional dialysis and home health, to name a few. Each year, Altru puts out a community benefit and engagement report. In 2023, the report outlined financial impact of \$33.5 million in community benefits.

With our partnership in Devils Lake and purchase of the Devils Lake Hospital, Altru wishes to extend our 340B coverage and serve the citizens of Devils Lake. To participate in the 340B program, we are required to have a Memorandum of Understanding (MOU) between the hospital/covered entity and the local government. We would appreciate the partnership with the City of Devils Lake. We have enclosed materials about the 340B Program as well as a proposed MOU for your review. Thank you for your attention to this request. We look forward to working with you. Please do not hesitate to contact me at enavarro@altru.org with any questions.

Sincerely,

Erin Navarro, PharmD, MBA, RPh
Director of Pharmacy, Altru Health System
Enclosures

340B Drug Pricing Program and Altru Health System

340B Drug Pricing Program

The 340B Drug Pricing Program is critical to helping hospitals and health systems expand access to prescription drugs and comprehensive health care services. The 340B program allows participating hospitals that meet criteria as a safety-net hospital or provide vital services in rural areas to receive discounts from drug companies to support charitable purposes in their communities.

340B Program Funding Provided by Pharmaceutical Manufacturers

Under the federal 340B program, pharmaceutical manufacturers participating in Medicaid are required to sell outpatient drugs at discounted prices to eligible health care organizations that care for a sizable percentage of uninsured and low-income patients. According to the Health Resources and Services Administration (HRSA), the federal agency responsible for administering the 340B program, enrolled hospitals and other covered entities can achieve average savings of 25 to 50% on pharmaceutical purchases.

340B Program Eligible Entities

Only entities that serve specialized communities of need or uninsured and underinsured populations are eligible to participate. If the hospital's overall patient population meets the 340B requirements, discounts are available for all eligible drug purchases. The health care status or income of an individual patient does not affect the ability of a hospital to access 340B discounts.

Hospitals may use 340B savings to provide free care for uninsured patients, offer free vaccines, provide services in mental health clinics, and implement medication management programs and community health programs. 340B savings help hospitals and health systems provide services that are not covered by reimbursements.

Altru Health and the 340B Program

340B Program Savings

Altru Health System qualified to participate in the 340B program since 2010 based on the number of uninsured and underinsured patients who received care at the hospital and Altru's status at a sole community hospital. The savings from the program allow Altru to provide an expanded range of health services to the community.

The multidisciplinary Altru 340B Compliance Committee has committed to using 340B program savings to fund programs that operate at a loss but would be detrimental to loss in our community. Work continues to be done to draw a direct connection of how Altru uses 340B savings to add new services in support of patients.

Commitment to Compliance

To demonstrate Altru's commitment to the 340B program and its congressional intent, Altru enrolls annually in the 340B program, meet quarterly track compliance, and are committed to:

- Communicate the Value of the 340B Program
- Continue Rigorous Internal Oversight
- Partner with local pharmacies to extend the benefit throughout the community

Altru's Commitment to the Community

Altru provides many health care services and programs which are needed to meet the health care needs of the community, but which do not generate revenue. For example, the hospital maintains emergency rooms on a 24-hour, 365-day basis, a variety of educational programs for the community, and participates in community emergency preparedness. With the purchase of the Devils Lake Hospital, Altru will also be extending this service into the Devils Lake area.

Altru provides full financial assistance to patients who are not eligible for Medicare or Medicaid if they earn at or below 250% of the Federal Poverty Level. Patients with health insurance but whose insurance does not cover a particular item are service are eligible for a similar underinsured discount.

In 2023, Altru provided financial assistance to more than 1000 individuals. Altru provided over \$4.8 million in free care to indigent persons and over \$3.1 million in discounted care provided to uninsured persons.

Altru providers see patients every day who rely on prescription medicines to manage chronic diseases, such as diabetes and heart disease. But for patients who have low income, are uninsured or underinsured, the cost of medications is too high. The Altru Prescription Assistance Program works to bridge this gap so patients can focus on getting better and not worry about how to pay for the medicine they need. Prescription Assistance Program staff members can help individuals apply to pharmaceutical companies for free or reduced-cost medications.

**MEMORANDUM OF
UNDERSTANDING BETWEEN
THE CITY OF DEVILS LAKE,
NORTH DAKOTA AND
ALTRU HEALTH SYSTEM**

This Memorandum of Understanding is made this 1st day of March 2026, by and between the undersigned officials of the City of Devils Lake, North Dakota (the “City”), and Altru Health System, doing business as the Altru Hospital – Devils Lake (“ALTRU”), a non-profit corporation organized and existing under the laws of the State of North Dakota.

RECITALS:

WHEREAS ALTRU is a North Dakota, non-profit hospital which provides a disproportionate share of health care services to the Medicare and Medicaid population in addition to supporting many programs that benefit indigent, uninsured or underinsured patients;

WHEREAS ALTRU participates in the drug discount program established under Section 340B of the Public Health Service Act (the “340B Program”);

WHEREAS, in order to participate in the 340B Program, ALTRU must enter into an agreement with a unit of the state government pursuant to which ALTRU commits to provide healthcare services to low-income individuals who are not entitled to Medicare or Medicaid benefits at no reimbursement or considerably less than full reimbursement from these patients;

WHEREAS ALTRU desires to make such a formal commitment to
the City; and

WHEREAS the City agrees to accept such commitments on behalf of the citizens of Devils Lake, North Dakota.

NOW, THEREFORE, in consideration of the mutual agreements and covenants contained herein and for other good and valuable consideration, the receipt and sufficiency of which hereby are acknowledged, it is mutually agreed and covenanted, under seal, by and between the parties to this Agreement, as follows:

1. **ALTRU Commitment to Provide Indigent, Uninsured and Underinsured Care.**

(a) During the term of this MOU, ALTRU agrees to continue its

historical commitment to the provision of healthcare to indigent, uninsured and underinsured residents of Devils Lake City, North Dakota, and the surrounding communities. ALTRU provides many health care services and programs which are needed to meet the health care needs of a community, but which do not generate revenue. For example, ALTRU will maintain an emergency room on a 24-hour, 365-day basis, a variety of educational programs for the community, and participates in community emergency preparedness. ALTRU provides full and partial financial assistance to all qualified patients. A patient will receive 100% financial assistance if their household income is at or below 250% the federal poverty level and will receive a sliding scale discount for any patient who is between 251-400% of the federal poverty level. In 2023, ALTRU provided approximately \$33.5 million in community health improvement services and free and discounted care to indigent, uninsured, and underinsured patients. ALTRU will continue to provide these services and will ensure that all patients will receive necessary care, as required by law, in its Emergency Department, regardless of ability to pay.

2. **Acceptance and Acknowledgments of the City.**

- (a) The City accepts the commitment of ALTRU set forth above;
- (b) The City hereby acknowledges that the healthcare services provided by ALTRU hereunder are in the public interest and are being provided to individuals who are not entitled to benefits under Title VIII or eligible for assistance under any State plan pursuant to Title XIX of the Social Security Act; and
- (c) The City acknowledges that ALTRU is providing a significant amount of free and discounted services to indigent, uninsured and underinsured.

5. **Term and Termination.**

The term of this MOU shall commence on the date first above written and shall continue until terminated by either party upon not less than sixty (60) days prior written notice to the other.

4. **Notice.**

All notices required or permitted to be given under this MOU shall be deemed given when delivered by hand or sent by registered or certified mail, return receipt requested, addressed as follows:

Sent to the City:
423 6th St NE, PO Box 1048

Devils Lake, ND 58301
Attn: City Administrator

Sent to ALTRU:

1200 Columbia Rd
Grand Forks, ND 58206
Attn: Erin Navarro
With Copy to Legal Department

5. **Governing Law.**

This MOU shall be governed by and construed in accordance with the laws of the State of North Dakota (excepting any conflict of laws provisions which would serve to defeat application of North Dakota substantive law).

IN WITNESS WHEREOF, County and ALTRU have executed this Agreement as of the day and year first written above by their duly authorized representatives.

ALTRU HEALTH SYSTEM

By:
Name: Erin Navarro
Title: Director of Pharmacy

CITY OF DEVILS LAKE, NORTH DAKOTA

By:
Name:
Title:

TO: City of Devils Lake

FROM: Altru Health System

PURPOSE: Memorandum of Understanding between the City of Devils Lake and Altru Health System

DATE: March 1, 2026

BACKGROUND:

The City received a request from Erin Navarro, Director of Pharmacy Services at Altru Health System, to support their participation in the drug discount program established under Section 340B of the Public Health Service Act. This program enables purchase of certain outpatient drugs at discounted prices. **This program does not impact or come from tax dollars in any way.** To qualify, the attached Memorandum of Understanding (MOU) with the local government is required. This MOU requires Altru Health System to continue their historical commitment to provide health care to indigent, uninsured and underinsured residents of Devils Lake and the surrounding areas.

BUDGET IMPACT:

City or County impact none. Significant potential savings for Altru Health System and Hospital in drug costs for indigent, uninsured and underinsured patients.

RECOMMENDATION:

_____.



2025 Lake Region Narcotics Task Force Annual Report

In 2025 the LRNTF had 47 total cases. The LRNTF dealt with 82 total suspects in 2025. The 82 suspects were charged with a variety of state charges. The LRNTF had 13 suspects federally indicted on various narcotics and firearm charges.

Charged in 2025

1. 14- Possession of a controlled substance with intent to deliver.
2. 19- Possession of drug paraphernalia.
3. 27 – Possession of a controlled substance.
4. 1 - Conspiracy to deliver a controlled substance.
5. 7 – Delivery of a controlled substance.
6. 3 – Ingestion of a controlled substance.
7. 1 – False information.
8. 8 - Outstanding Warrants.
9. 2 – DUS
10. 1 – Fleeing in a Motor Vehicle.
11. 2- Possession of Stolen Property
12. 4- Felon with a Firearm
13. 13- Federal Indictments
14. 3-Possession of a Firearm W/Altered Serial Number
15. 1- Accomplice to Delivery
16. 2- Driving under the influence
17. 2-DUI
18. 1- Possession of Certain Materials Prohibited
19. 1-Terrorizing
20. 1-Homicide (assist)
21. 2 – Suicide (assist)
22. 2- Nonfatal Overdose
23. 1- Fatal Overdose

Narcotics Seized in 2025

1. Marijuana – 1816 grams.



2. THC Wax/Oil – 10 grams.
2. Methamphetamine – 4,121 grams
3. Fentanyl – 73 pills.
5. Other pills – 48 pills.
6. Cocaine – 31 grams

Asset Seized in 2025

1. 2 - vehicles seized.
2. 46- Firearms.
3. \$6,099.00 Currency

Significant 2025 Cases

The LRNTF conducted 7 controlled deliveries in 2025 utilizing undercover officers, or confidential informants.

The LRNTF has numerous open Federal Cases which put a major dent in drug trafficking from other states. The defendants are local and out of state.

The LRNTF assisted with 1 fatal and 2 non-fatal overdose cases in 2025.

The LRNTF assisted the Benson County Sheriff's Department with a traffic stop and search of a vehicle in rural Benson County. From the search of the vehicle officers found approximately 24 grams of suspected methamphetamine and 11 grams of marijuana. Two suspects were arrested for possession of a controlled substance with intent to deliver and possession of drug paraphernalia.

The LRNTF conducted a search warrant in a motel room in Devils Lake on a known drug trafficker. From the search of the motel room LRNTF officers found suspected methamphetamine, items for the sale, ingestion and packaging of methamphetamine and approximately \$5,607. Two suspects were arrested for possession of a controlled substance and possession of drug paraphernalia.

The LRNTF assisted the Devils Lake Police Department with a search warrant at an apartment in Devils Lake looking for narcotics. From the search of the apartment officers located numerous marijuana vape pens, THC oils and items for the sale and



packaging of THC oils and marijuana vape pens. One suspect was arrested for possession of marijuana with intent to deliver because of the investigation.

The LRNTF assisted the Bureau of Indian Affairs Drug Unit and FBI with a controlled deliver on the Spirit Lake Nation. Approximately 60 grams of methamphetamine were purchased from a suspect which was federally indicted.

The LRNTF assisted the Ramsey County Sheriff's Department with a search warrant at a residence in rural Ramsey County. From the search of the residence officers found approximately 1,683 grams of suspected marijuana, 35 firearms and numerous items for the ingestion of marijuana. One suspect was charged with reckless endangerment, possession of marijuana with intent to deliver and possession of drug paraphernalia.

The LRNTF executed a search warrant on a known drug trafficker's vehicle in Ramsey County. From the search of the vehicle and suspect officer found approximately 64 grams of suspected methamphetamine. One suspect was arrested for possession of methamphetamine with intent to deliver. The suspects' vehicle was seized because of the investigation.

The LRNTF and NDBCI assisted the Cavalier County Sheriff's Department with a stolen property investigation. A search warrant was obtained for a residence in Devils Lake to look for stolen property taken in Cavalier County. From the search of the residence officer found numerous items of stolen property, suspected methamphetamine and drug paraphernalia. One suspect was arrested for possession of stolen property, possession of a substance controlled and possession of drug paraphernalia. One other suspect was charged with possession of methamphetamine and possession of drug paraphernalia.

The LRNTF used technology to track several suspected narcotics traffickers in 2025. As a result, the LRNTF were able to stop the suspects and locate narcotics on several occasions. These types of investigations have led to several federal indictments in 2025.

The LRNTF assisted the BIADEU with an investigation into a possible drug trafficker from the Belcourt area. The suspect was stopped and search of the vehicle conducted. From the search of the vehicle officer found 691 grams of methamphetamine and approximately \$10,000. The suspect was federally indicted by the BIADEU.

The LRNTF assisted BIA and FBI with a suspect traveling from out of the area with a large quantity of narcotics. When the suspect arrived in Devils Lake officer found



approximately 466 grams of methamphetamine, 116 grams of marijuana, and 100 suspected fentanyl pills.

The LRNTF continues to investigate fatal and non-fatal overdoses in the LRNTF area. The LRNTF assisted the Devils Lake Police Department and the Benson County Sheriff's Department with two non-fatal overdoses. The LRNTF also assisted the Devils Lake Police Department with a fatal overdose death in 2025.

The LRNTF assisted the North Dakota Highway Patrol at a traffic stop and search of a vehicle. From the search of the vehicle officer found 56 grams of methamphetamine and 28 grams of cocaine. On suspect was arrested for possession of methamphetamine and cocaine with intent to deliver. The suspects vehicle may be seized because of the investigation.

The LRNTF conducted several controlled deliveries on a suspected purchasing methamphetamine and a firearm. The suspect was later charged in Benson and Ramsey County with delivery of a controlled substance with a firearm.

The LRNTF has assisted with numerous investigations out of the LRNTF coverage area. This assistance is from information received from informants, intelligence and investigations. This information has led to several high-profile arrests and several large narcotics seizures. These seizures don't get counted towards the year end statistics.

The LRNTF aided in locating several wanted suspects in the area. The LRNTF aided BIA and FBI in locating a murder suspect on the Spirit Lake Nation. The LRNTF also a assisted local agencies and US Marshall with locating wanted suspects in the task force area. The LRNTF continues to provide support to local agencies on numerous criminal investigations.



Insurance			Insurance			Insurance						TOTAL	Budgeted	Change
Auto			GL Code	Liability		GL Code	Public Assets		GL Code					
General Fund	Assessing \$ 844.00			General Fund			General Fund							
	Engineering \$ 360.00													
	Fire \$ 5,643.00													
	General \$ 349.00													
	Mosquito \$ 188.00													
	Police \$ 10,918.00													
	Streets \$ 5,630.00				Governance \$ 6,916.00									
	Other Fees \$ 1,023.00				50% Liability \$ 19,926.50									
		\$ 24,955.00	1000.000.43220			\$ 26,842.50	1000.000.43220			\$ 13,679.00	1000.000.43220	\$ 65,476.50	\$ 100,000.00	\$ (34,523.50)
Water Fund	Water Distr \$ 1,469.00		6001.340.43220	Water Fund	Water Distr (16.67% Liability) \$ 2,214.06		Water Fund							
	Hamar/Weslls \$ 1,469.00		6001.342.43220		Hamar/Weslls (16.67% Liability) \$ 2,214.06									
	WTP \$ 1,469.00		6001.343.43220		WTP (16.67% Liability) \$ 2,214.06									
		\$ 4,407.00				\$ 6,642.17				\$ -		\$ 11,049.17	\$ -	\$ 11,049.17
Sewer Fund	Sewer \$ 5,326.00		6002.320.43220	Sewer Fund			Sewer Fund							
	Lemna \$ 206.00		6002.220.43220		16.67% Liability \$ 6,642.17									
		\$ 5,532.00				\$ 6,642.17				\$ -		\$ 12,174.17	\$ -	\$ 12,174.17
Sanitation Fund	Sanitation \$ 4,675.00		6003.330.43220	Sanitation Fund			Sanitation Fund							
	Transer \$ 1,048.00		6003.336.43220		16.67% Liability \$ 6,642.17									
		\$ 5,723.00				\$ 6,642.17				\$ -		\$ 12,365.17	\$ -	\$ 12,365.17
Cemetery Fund	Cemetery \$ 202.00		2008.000.43220	Cemetery Fund			Cemetery Fund							
		\$ 202.00				\$ -				\$ -		\$ 202.00	\$ -	\$ 202.00
Shade Tree	Shade Tree \$ 454.00		2048.000.43220	Shade Tree			Shade Tree							
		\$ 454.00				\$ -				\$ -		\$ 454.00	\$ -	\$ 454.00
TOTAL		\$ 41,273.00				\$ 46,769.00				\$ 13,679.00		\$ 101,721.00	\$ 100,000.00	



NORTH DAKOTA INSURANCE RESERVE FUND
 PO BOX 2258
 Bismarck, ND 58502

	Memorandum Number	Coverage Period	
	BA-0000261-41	From 3/6/2026	To 3/6/2027
Named Member	Agent 6625027 .12500		
DEVILS LAKE, CITY OF SPENCER HALVORSON, AUDITOR PO BOX 1048 DEVILS LAKE, ND 58301	IHRY INSURANCE INC-DEVILS LAKE 1291 EAST 13TH AVE WEST FARGO, ND 58078 Telephone: (701) 492-2228		

**MEMORANDUM OF COVERAGE
 AUTOMOBILE COVERAGE DECLARATIONS**

The Named Member is a member of the North Dakota Insurance Reserve Fund (NDIRF) with all rights and responsibilities set forth in the by-laws.

This Memorandum of Coverage provides only the coverage indicated by a contribution. Coverage applies to only those autos shown as covered auto(s).

This Memorandum of Coverage does not constitute an insurance policy or insurance contract within the meaning of Chapter 32-12.1 of the North Dakota Century Code. The limit of liability afforded to the Named Member under this Memorandum is that specified by Chapter 32-12.1-03(2) of the North Dakota Century Code, for any number of claims arising from any single "occurrence" regardless of the number of political subdivisions, or employees of such political subdivisions, which are involved in that "occurrence". A political subdivision may not be held liable, or be ordered to indemnify an employee held liable, for punitive or exemplary damages. The limit of coverage shown below applies in the event of a judicial determination that the statutory limit of liability is not applicable to a specific "occurrence". The NDIRF is a self-insurance pool within the meaning of Chapter 26.1-23.1-02 of the North Dakota Century Code. Membership in the NDIRF does not constitute any form of waiver, modification, or limitation of your right to any immunity or limitation of liability that is available with respect to a particular claim or "suit".

COVERAGES	Covered Auto(s) Section 1 symbol(s) that apply to each coverage	LIMIT OF COVERAGE The most we will pay for any one accident or loss	CONTRIBUTION
LIABILITY COVERAGE	1 7	\$5,000,000 PER ACCIDENT	\$13,325
PERSONAL INJURY PROTECTION COVERAGE	2	SEE SECTION VI.F.	\$710
UNINSURED/UNDERINSURED MOTORISTS COVERAGE	3	\$100,000 PER PERSON / \$300,000 PER OCCURRENCE	\$1,539
PHYSICAL DAMAGE: COMPREHENSIVE COVERAGE	4	ACTUAL CASH VALUE OR COST OF REPAIR, WHICHEVER IS LESS, MINUS THE DEDUCTIBLE SHOWN FOR THE COVERED AUTO IN THE SCHEDULE OF COVERED AUTOS	\$13,789
PHYSICAL DAMAGE: SPECIFIED CAUSES OF LOSS COVERAGE	4	ACTUAL CASH VALUE OR COST OF REPAIR, WHICHEVER IS LESS, MINUS \$25 DEDUCTIBLE FOR EACH COVERED AUTO FOR LOSS CAUSED BY MISCHIEF OR VANDALISM	Not Covered
PHYSICAL DAMAGE: COLLISION COVERAGE	4	ACTUAL CASH VALUE OR COST OF REPAIR, WHICHEVER IS LESS, MINUS THE DEDUCTIBLE SHOWN FOR THE COVERED AUTO IN THE SCHEDULE OF COVERED AUTOS	\$11,910
CONTRIBUTION			\$ 41,273

Forms and Endorsements contained in this Memorandum of Coverage at inception:

BA 10 01 (07/22)	BA 20 02 (07/07)	BA 30 03 (09/11)	BA 50 01 (01/91)	IL 80 01 (07/22)
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 Authorized Representative



Named Member DEVILS LAKE, CITY OF
Memorandum Number BA-0000261-41
Effective Date 3/6/2026 to 3/6/2027

STATED AMOUNT COVERAGE

For a covered "auto" described below, SECTION III-PHYSICAL DAMAGE COVERAGE, C, Limit of coverage is changed as follows:

- I. At our option we may
 - A. Pay for or repair damaged or stolen property
 - B. For theft, return the stolen property, at our expense. We will pay for any damage that results to the "auto" from a theft.
- II. The most we will pay for loss is the smallest of the following amounts:
 - A. The cost of repairing damaged property, without deduction for depreciation; or
 - B. The amount shown in the Schedule.

SCHEDULE

VEHICLE #	VEHICLE DESCRIPTION	VIN #	STATED AMOUNT
26	2008 SPARTAN FIRE TRUCK	57560	696,739
47	2013 SPARTAN STAR PUMPER	77827	428,739
60	2015 CHEV G4500 AMBULANCE	21992	38,739
61	2018 SPARTAN METRO STAR FIRE TRUCK	83627	588,529
81	2022 SPARTAN ER CUSTOM PUMPER FIRE TRUCK	59498	621,159



Named Member DEVILS LAKE, CITY OF
Memorandum Number BA-0000261-41
Effective Date 3/6/2026 to 3/6/2027

ADDITIONAL COVERED PARTY

SCHEDULE

Name of Individual or Entity:

BNSF RAILWAY COMPANY & STAUBACH GLOBAL SERVICES, INC.
PO BOX 140528
KANSAS CITY, MO 64114

SECTION II – LIABILITY COVERAGE, 1. WHO IS A COVERED PARTY, d. includes as a covered party the individual(s) or entity(s) shown in the schedule. Coverage is afforded to the extent indemnity is required under a "covered contract," but only to the extent such indemnity is allowed under North Dakota law.



Named Member DEVILS LAKE, CITY OF
Memorandum Number BA-0000261-41
Effective Date 3/6/2026 to 3/6/2027

SCHEDULE OF COVERED AUTOMOBILES

LIMITS: LIABILITY - \$5,000,000

PIP - \$30,000

UIM - \$100,000/\$300,000

UNIT#	YEAR	MAKE/MODEL	VIN	LIABILITY COST	PIP COST	UM/UIM COST	COMPREHENSIVE DEDUCTIBLE	COMPREHENSIVE COST	SPECIFIED PERILS	COLLISION DEDUCTIBLE	COLLISION COST	AUTO TOTAL
1	1987	GMC .75T PICKUP	16665	116	6	19						141
2	1991	INTERNATIONAL 2.5T TRUCK	87371	149	7	19	2,000	35		2,000	37	247
3	1988	INTERNATIONAL 3.5T TRUCK	17558	149	7	19	2,000	35				210
4	1997	VOLVO GARBAGE 3.5T W/PACKER	57170	149	7	19	2,000	35		2,000	55	265
5	1997	H.D. 14' TRAILER	99739	29	2		2,000	10				41
6	1948	SEAGRAVE 1.5T FIRE TRUCK	D8565	93	5	19						117
7	1991	HART 3 IN 1 TRAILER	B1001	29	2		2,000	72				103
8	1991	HART 3 IN 1 TRAILER	B1002	29	2		2,000	72				103
9	1999	PRAIRIE 5X8 UTILITY TRAILER	99066	29	2							31
10	1985	INTERNATIONAL PICKUP	38870	116	6	19						141
11	1988	INTL TRUCK W/SEWER JETTER	26895	149	7	19	2,000	63		2,000	64	302
12	2002	PETERBILT TRANSFER TRUCK	79163	202	10	19	2,000	273		2,000	270	774
13	2003	FORD F150 4X4 PICKUP	32901	116	6	19	2,000	47				188
14	1995	FORD AMBULANCE	28249	93	5	19	2,000	38				155
15	2004	PACE AMERICAN 8.5'X42' TRAILER	07272	29	2		2,000	72				103
16	2004	CARRY-ON 5X8 UTILITY TRAILER	13313	29	2							31
17	2005	CHEV SILVERADO 1500 PICKUP	62851	116	6	19						141
18	2006	FORD F150 PICKUP	15132	116	6	19						141
19	2006	FORD F350 XLT PICKUP	65190	116	6	19						141
20	2006	UTILITY TRAILER 7X12	23086	29	2							31
21	2007	STERLING JETTER CLEANER	53300	149	7	19	2,000	402		2,000	333	910
22	2005	ROAD M TANDEM ENCLOSED TRAILER	51458	29	2							31
23	1995	INTL 3.5T TRANSFER TRUCK	26621	202	10	19	2,000	49		2,000	51	331
24	2008	FORD F250 PICKUP	86583	116	6	19	2,000	59				200
25	2008	FORD F150 PICKUP	15121	116	6	19	2,000	59				200
26	2008	SPARTAN FIRE TRUCK	57560	108	5	19	2,000	455		2,000	709	1,296
27	2008	ABU 14' TRAILER	16430	29	2		2,000	10				41
28	2009	FORD F150 SUPERCAB PICKUP	49128	116	6	19						141
29	2006	FORD EXPEDITION	72657	150	11	19						180
30	2006	FORD EXPEDITION	72659	150	11	19						180
31	2009	FORD F250 PICKUP	05070	116	6	19						141
32	2009	FORD CREWCAB PICKUP	12819	116	6	19						141
33	2009	INTL GARBAGE TRUCK	91742	149	7	19	2,000	234		2,000	347	756
34	2003	DODGE DAKOTA PICKUP	46395	116	6	19	2,000	47				188
35	2003	CHEV BLAZER	37041	150	11	19	2,000	57				237
36	2010	GMC YUKON XL (FIRE)	73361	150	11	19	2,000	54		2,000	31	265
37	2005	CHEV BLAZER	20474	150	11	19	2,000	78				258
38	2011	FORD F150 PICKUP (STREET)	64906	116	6	19	2,000	84		2,000	86	311
39	2011	FORD F250 PICKUP	71643	116	6	19	2,000	84		2,000	86	311



Named Member DEVILS LAKE, CITY OF
Memorandum Number BA-0000261-41
Effective Date 3/6/2026 to 3/6/2027

SCHEDULE OF COVERED AUTOMOBILES

LIMITS: LIABILITY - \$5,000,000

PIP - \$30,000

UIM - \$100,000/\$300,000

UNIT#	YEAR	MAKE/MODEL	VIN	LIABILITY COST	PIP COST	UM/UIM COST	COMPREHENSIVE DEDUCTIBLE	COST	SPECIFIED PERILS	COLLISION DEDUCTIBLE	COST	AUTO TOTAL
40	2012	UTILITY TRAILER 6X10	19035	29	2							31
41	2013	DODGE RAM PICKUP	37083	116	6	19	2,000	84		2,000	86	311
42	2013	FORD F150 PICKUP	06391	116	6	19	2,000	84		2,000	86	311
43	2014	GREAT LAKE PUP TRAILER	39274	29	16		2,000	114		2,000	115	274
44	2012	UTILITY TRAILER 40X48 (WATER)	83222	29	2		2,000	10				41
45	1998	INTL DUMP TRUCK	45445	149	7	19	2,000	35		2,000	55	265
46	2014	ABU 15' TRAILER	25619	29	2		2,000	14		2,000	16	61
47	2013	SPARTAN STAR PUMPER	77827	108	5	19	2,000	280		2,000	436	848
48	2015	FORD EXPLORER (ASSESSING)	07934	150	11	19	2,000	107		2,000	62	349
49	2002	GMC BUCKET TRUCK	08070	149	7	19	2,000	101		2,000	101	377
50	2015	DODGE RAM 1500 PICKUP	31246	116	6	19	2,000	84		2,000	86	311
51	2015	DODGE CARAVAN	13889	150	11	19	2,000	107		2,000	62	349
52	2016	FORD EXPLORER (POLICE)	88930	150	11	19	2,000	164		2,000	73	417
53	2016	FORD F150 PICKUP	71331	116	6	19	2,000	84		2,000	86	311
54	2001	INTL DUMP TRUCK	41183	149	7	19	2,000	101		2,000	152	428
55	2017	FORD EXPLORER (POLICE)	82789	150	11	19	2,000	164		2,000	73	417
56	2017	FORD EXPLORER (POLICE)	82788	150	11	19	2,000	164		2,000	73	417
57	2017	DODGE RAM PICKUP	13533	116	6	19	2,000	84		2,000	86	311
58	2017	FORD F150 PICKUP	06291	116	6	19	2,000	84		2,000	86	311
59	2018	CHEV SILVERADO PICKUP	65718	116	6	19	2,000	84		2,000	86	311
60	2015	CHEV G4500 AMBULANCE	21992	93	5	19	2,000	25				142
61	2018	SPARTAN METRO STAR FIRE TRUCK	83627	108	5	19	2,000	385		2,000	599	1,116
62	2019	ABU 16' TRAILER	32730	29	2		2,000	22		2,000	24	77
63	2018	RAM 1500 PICKUP (FIRE)	94728	93	5	19	2,000	38		2,000	34	189
64	2019	DODGE DURANGO (POLICE)	26565	150	11	19	2,000	237		2,000	81	498
65	2019	PETERBILT GARBAGE TRUCK	28787	149	7	19	2,000	234		2,000	347	756
66	1982	CHEV STEP VAN (WATER)	27841	116	6	19						141
67	2020	ABU TRAILER	34376	29	2		2,000	14		2,000	16	61
68	2018	FORCE PROTECTION COUGAR MRAP-SWAT (PHOTO ON FILE)	39782	351	16	19	2,000	616		2,000	613	1,615
69	2001	FORD F250 PICKUP (CEMETERY)	20507	116	6	19						141
70	2014	JEEP GRAND CHEROKEE (NARCOTICS TASK FORCE)	01535	150	11	19	2,000	107		2,000	62	349
71	2019	CARRY-ON TRAILER	03063	29	2		2,000	14		2,000	16	61
72	2004	2004 STERLING DUMP TRUCK	32829	354	16	19	2,000	155		2,000	232	776
73	2020	RAM 1500 PICKUP (WATER DEPT)	46580	116	6	19	2,000	84		2,000	86	311
74	2020	RAM PICKUP (WATER DEPT)	46579	116	6	19	2,000	84		2,000	86	311
75	2001	IH DUMP TRUCK W/PLOW	66291	149	7	19	2,000	101		2,000	152	428
76	2021	DRC FLATBED TRAILER	01966	29	2		2,000	14		2,000	16	61



Named Member DEVILS LAKE, CITY OF
Memorandum Number BA-0000261-41
Effective Date 3/6/2026 to 3/6/2027

SCHEDULE OF COVERED AUTOMOBILES

LIMITS: LIABILITY - \$5,000,000

PIP - \$30,000

UIM - \$100,000/\$300,000

UNIT#	YEAR	MAKE/MODEL	VIN	LIABILITY COST	PIP COST	UM/UIM COST	COMPREHENSIVE DEDUCTIBLE	COMPREHENSIVE COST	SPECIFIED PERILS	COLLISION DEDUCTIBLE	COLLISION COST	AUTO TOTAL									
77	2003	STERLING L8511 PLOW W/SANDER & BLADE	72350	354	16	19	2,000	299		2,000	444	1,132									
78	2018	TOYOTA RAV4 (POLICE)	80706	150	11	19	2,000	164		2,000	73	417									
79	2018	TOYOTA RAV4 (POLICE)	34620	150	11	19	2,000	164		2,000	73	417									
80	2021	CHEV TAHOE (POLICE)	13117	150	11	19	2,000	237		2,000	81	498									
81	2022	SPARTAN ER CUSTOM PUMPER FIRE TRUCK	59498	114	5	19	2,000	406		2,000	632	1,176									
82	2022	ABU TRAILER	39423	29	2		2,000	33		2,000	36	100									
83	2015	FORD TRUCK (DRONE TRANSPORT)	32880	122	7	19	2,000	114		2,000	115	377									
84	2022	FORD EXPLORER (POLICE)	93223	150	11	19	2,000	324		2,000	110	614									
85	2022	FORD F150 PICKUP	32115	116	6	19	2,000	97		2,000	99	337									
86	2022	FORD F150 PICKUP	49183	116	6	19	2,000	97		2,000	99	337									
87	2023	FORD EXPLORER (POLICE)	38248	150	11	19	2,000	405		2,000	123	708									
88	2023	FORD EXPLORER (POLICE)	38236	150	11	19	2,000	405		2,000	123	708									
89	2023	FORD TRANSIT VAN (UTILITY)	70186	116	6	19	2,000	176		2,000	176	493									
90	2023	GMC SIERRA PICKUP	13932	116	6	19	2,000	176		2,000	176	493									
91	2024	FORD EXPLORER (POLICE)	50044	150	11	19	2,000	459		2,000	140	779									
92	2023	TRAILING TRAILER	01936	29	2		2,000	94		2,000	95	220									
93	2024	GMC SIERRA PICKUP	90602	116	6	19	2,000	207		2,000	207	555									
94	2025	FREIGHTLINER W/SEWER EQUIPMENT	L2792	351	16	19	2,000	948		2,000	944	2,278									
95	2025	FORD EXPLORER (POLICE)	05846	150	11	19	2,000	459		2,000	140	779									
96	2025	FORD EXPLORER (POLICE)	06422	150	11	19	2,000	459		2,000	140	779									
97	2026	CHEV SILVERADO PICKUP (STREET)	41752	116	6	19	2,000	207		2,000	207	555									
98	2023	FORD F150 PICKUP	41728	116	6	19	2,000	110		2,000	112	363									
99	2026	FORD EXPLORER	33871	150	11	19	2,000	298		2,000	133	611									
100	2024	PETERBILT GARBAGE TRUCK	05358	354	16	19	2,000	948		2,000	1,179	2,516									
Totals:				12,302	710	1,539		13,789			11,910	40,250									
<table border="0" style="width: 100%;"> <tr> <td style="text-align: right;">ADDITIONAL COVERED PARTY</td> <td style="text-align: right;">74</td> </tr> <tr> <td style="text-align: right;">INCREASED LIABILITY LIMITS</td> <td style="text-align: right;">929</td> </tr> <tr> <td style="text-align: right;">HIRED AUTO</td> <td style="text-align: right;">10</td> </tr> <tr> <td style="text-align: right;">NON-OWNED AUTO</td> <td style="text-align: right;">10</td> </tr> <tr> <td style="text-align: right;">TOTAL</td> <td style="text-align: right;">41,273</td> </tr> </table>												ADDITIONAL COVERED PARTY	74	INCREASED LIABILITY LIMITS	929	HIRED AUTO	10	NON-OWNED AUTO	10	TOTAL	41,273
ADDITIONAL COVERED PARTY	74																				
INCREASED LIABILITY LIMITS	929																				
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NON-OWNED AUTO	10																				
TOTAL	41,273																				



NORTH DAKOTA INSURANCE RESERVE FUND

PO BOX 2258
Bismarck, ND 58502

Named Member	Agent 6625027
DEVILS LAKE, CITY OF SPENCER HALVORSON, AUDITOR PO BOX 1048 DEVILS LAKE, ND 58301	IHRY INSURANCE INC-DEVILS LAKE 1291 EAST 13TH AVE WEST FARGO, ND 58078 Telephone: (701) 492-2228

CONFIRMATION OF COVERAGE

This confirmation of coverage is issued as a matter of information only and confers no rights upon the confirmation of coverage holder.

This confirmation of coverage does not amend, extend, or alter the coverage afforded the named member.

This is to certify that the memorandum of coverage listed below has been issued to the named member shown above. If any memorandum of coverage listed below is cancelled during the coverage period, the North Dakota Insurance Reserve Fund will provide the confirmation of coverage holder a thirty (30) day notice of cancellation.

Memorandum Number	Coverage Period	Limit of Liability
BA-0000261-41	3/6/2026 to 3/6/2027	5,000,000

Coverage

- Any Auto
- Hired and Non-Owned Autos

This Confirmation of Coverage Holder is an added covered party under Additional Covered Party Endorsement BA 30 03 (09/11).

Descriptions of operations, locations, autos, or special items:

Confirmation of Coverage Holder

BNSF RAILWAY COMPANY & STAUBACH GLOBAL SERVICES
PO BOX 140528
KANSAS CITY, MO 64114

Authorized Signature

Issue Date

3/6/2026



NORTH DAKOTA INSURANCE RESERVE FUND

PO BOX 2258
Bismarck, ND 58502

Named Member	Agent 6625027
DEVILS LAKE, CITY OF SPENCER HALVORSON, AUDITOR PO BOX 1048 DEVILS LAKE, ND 58301	IHRY INSURANCE INC-DEVILS LAKE 1291 EAST 13TH AVE WEST FARGO, ND 58078 Telephone: (701) 492-2228

CONFIRMATION OF COVERAGE

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Memorandum Number	Coverage Period	Limit of Liability
BA-0000261-41	3/6/2026 to 3/6/2027	5,000,000

Coverage

Any Auto
Hired and Non-Owned Autos

Descriptions of operations, locations, autos, or special items:

Confirmation of Coverage Holder

MORTON BUILDINGS, INC.
252 W ADAMS ST
PO BOX 399
MORTON, IL 61550-0399

Authorized Signature

Issue Date

3/6/2026



NORTH DAKOTA INSURANCE RESERVE FUND

PO BOX 2258
Bismarck, ND 58502

Named Member	Memorandum Number	Coverage Period	
		From	To
	GL-0000499-41	3/6/2026	3/6/2027
	Agent 6625027	.12500	
DEVILS LAKE, CITY OF SPENCER HALVORSON, AUDITOR PO BOX 1048 DEVILS LAKE, ND 58301	IHRV INSURANCE INC-DEVILS LAKE 1291 EAST 13TH AVE WEST FARGO, ND 58078 Telephone: (701) 492-2228		

**MEMORANDUM OF COVERAGE
LIABILITY COVERAGE DECLARATIONS**

The Named Member is a member of the North Dakota Insurance Reserve Fund (NDIRF) with all rights and responsibilities set forth in the by-laws.

Coverage does not apply to loss under a coverage part which occurs prior to the Retroactive Date, if any, shown below. Coverage is provided only for those coverage parts indicated by a contribution in the contribution section below.

This Memorandum of Coverage does not constitute an insurance policy or insurance contract within the meaning of Chapter 32-12.1 of the North Dakota Century Code. The limit of liability afforded to the Named Member under this Memorandum is that specified by Chapter 32-12.1-03(2) of the North Dakota Century Code, for any number of claims arising from any single "occurrence" regardless of the number of political subdivisions, or employees of such political subdivisions, which are involved in that "occurrence". A political subdivision may not be held liable, or be ordered to indemnify an employee held liable, for punitive or exemplary damages. The limit of coverage shown below applies in the event of a judicial determination that the statutory limit of liability is not applicable to a specific "occurrence". The NDIRF is a self-insurance pool within the meaning of Chapter 26.1-23.1-02 of the North Dakota Century Code. Membership in the NDIRF does not constitute any form of waiver, modification, or limitation of your right to any immunity or limitation of liability that is available with respect to a particular claim or "suit".

COVERAGES	RETROACTIVE DATE	LIMIT OF LIABILITY PER OCCURRENCE	CONTRIBUTION
A) Personal Injury and Property Damage Liability		\$5,000,000	\$39,853
B) Medical Payments	Not Applicable	\$2,500	Included
C) Governance Liability		\$5,000,000	\$6,916
CONTRIBUTION			\$ 46,769

Forms and Endorsements contained in this Memorandum of Coverage at inception:

GL 10 01 (08/25)	GL 20 02 (01/12)	GL 20 25 (04/13)	GL 20 30 (08/22)	GL 30 01 (01/91)	GL 30 03 (09/11)
IL 80 01 (07/22)					

Authorized Representative



Named Member DEVILS LAKE, CITY OF
Memorandum Number GL-0000499-41
Effective Date 3/6/2026 to 3/6/2027

SCHEDULE OF COVERED PROFESSIONAL SERVICES

Coverage is provided only for those professional services, furnished by a "Covered Party," indicated by an "X" below.

If coverage is required for additional professional services, contact your agent listed in the declarations.

- Attorneys
- Coroners
- Emergency Medical Technicians
- Engineers
- Firefighters
- Judges
- Law Enforcement Officers
- Nurses (CRNA, FNP, RN, LPN)
- Paramedics
- Physicians
- Physicians - Acting as volunteers in accordance with North Dakota Century Code Chapter 23-27-04.1.
- Physicians - Acting in accordance with duties under North Dakota Century Code Chapter 23-35-12 Local Health Officers.
- Psychologists
- Sanitarians
- Social Workers
- Surveyors
- Therapists (OT, PT, RT, & RC)
- Teachers



Named Member DEVILS LAKE, CITY OF
Memorandum Number GL-0000499-41
Effective Date 3/6/2026 to 3/6/2027

UNMANNED AIRCRAFT SYSTEM ENDORSEMENT

Exclusion E. does not apply to the ownership, maintenance or operation of the Unmanned Aircraft Systems(s) described in the following schedule.

SCHEDULE

Description	Serial Number
2019 DJI MAVIC ENTERPRIZE DUAL DRONE	298DG3E001J2HG
2022 DJI M300	1ZNB7P00C00N5



Named Member DEVILS LAKE, CITY OF
Memorandum Number GL-0000499-41
Effective Date 3/6/2026 to 3/6/2027

ADDITIONAL COVERED PARTY

The individual(s), organization(s), or corporation(s) listed below, including their employees, are a "covered party" for the coverages and operations shown.

ADDITIONAL COVERED PARTY:	OPERATIONS:	COVERAGES:
DEVILS LAKE PARKING AUTHORITY PO BOX 1048 DEVILS LAKE, ND 58301	ALL OPERATIONS	A & C
LAKE REGION PUBLIC LIBRARY DEVILS LAKE, ND 58301	ALL OPERATIONS	A, B & C



Named Member DEVILS LAKE, CITY OF
Memorandum Number GL-0000499-41
Effective Date 3/6/2026 to 3/6/2027

ADDITIONAL COVERED PARTY

WHO IS A COVERED PARTY (Section III) is amended to include as a covered party the individual(s) or entity(s) shown in the schedule to the extent indemnification is provided under VI. SUPPLEMENTARY PAYMENTS – COVERAGE A. AND C.

SCHEDULE

LEAF, ISAOA, C/O INSURANCE SERVICE CENTER PO BOX 979127 MIAMI, FL 33197-9127	COVERAGES: A ONLY
DEERE CREDIT INC ISAOA JOHNSTON, IA 50131-6600	COVERAGES: A ONLY
DEERE CREDIT, INC., ISAOA 6400 NW 86TH ST. JOHNSTON, IA 50131-6600	COVERAGES: A ONLY
RDO EQUIPMENT CO. PO BOX 7160 FARGO, ND 58106-7160	COVERAGES: A ONLY
MORTON BUILDINGS INC 1500 29TH AVE S MOORHEAD, MN 56560-5128	COVERAGES: A ONLY



NORTH DAKOTA INSURANCE RESERVE FUND

PO BOX 2258
Bismarck, ND 58502

Named Member	Agent 6625027
DEVILS LAKE, CITY OF SPENCER HALVORSON, AUDITOR PO BOX 1048 DEVILS LAKE, ND 58301	IHRY INSURANCE INC-DEVILS LAKE 1291 EAST 13TH AVE WEST FARGO, ND 58078 Telephone: (701) 492-2228

CONFIRMATION OF COVERAGE

This confirmation of coverage is issued as a matter of information only and confers no rights upon the confirmation of coverage holder.

This confirmation of coverage does not amend, extend, or alter the coverage afforded the named member.

This is to certify that the memorandum of coverage listed below has been issued to the named member shown above. If any memorandum of coverage listed below is cancelled during the coverage period, the North Dakota Insurance Reserve Fund will provide the confirmation of coverage holder a thirty (30) day notice of cancellation.

Memorandum Number	Coverage Period	Limit of Liability
GL-0000499-41	3/6/2026 to 3/6/2027	5,000,000

Coverage
Premises / Operations

Descriptions of operations, locations, autos, or special items:

Confirmation of Coverage Holder
STATE OF NORTH DAKOTA
ND DEPARTMENT OF TRANSPORTATION
608 E BOULEVARD AVE
BISMARCK, ND 58505

Authorized Signature

Issue Date
3/6/2026



NORTH DAKOTA INSURANCE RESERVE FUND

PO BOX 2258
Bismarck, ND 58502

Table with 2 columns: Named Member and Agent. Named Member: DEVILS LAKE, CITY OF, SPENCER HALVORSON, AUDITOR, PO BOX 1048, DEVILS LAKE, ND 58301. Agent: IHRY INSURANCE INC-DEVILS LAKE, 1291 EAST 13TH AVE, WEST FARGO, ND 58078, Telephone: (701) 492-2228.

CONFIRMATION OF COVERAGE

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Table with 3 columns: Memorandum Number (GL-0000499-41), Coverage Period (3/6/2026 to 3/6/2027), Limit of Liability (5,000,000).

Coverage

Premises / Operations

This Confirmation of Coverage Holder is an added covered party under Additional Covered Party Endorsement GL 30 03 (09/11).

Descriptions of operations, locations, autos, or special items:

Confirmation of Coverage Holder

DEERE CREDIT, INC ISAOA
6400 NW 86TH ST
JOHNSTON, IA 50131

Authorized Signature

[Handwritten Signature]

Issue Date

3/6/2026



NORTH DAKOTA INSURANCE RESERVE FUND

PO BOX 2258
Bismarck, ND 58502

Table with 2 columns: Named Member and Agent. Named Member: DEVILS LAKE, CITY OF SPENCER HALVORSON, AUDITOR... Agent: IHRY INSURANCE INC-DEVILS LAKE... Telephone: (701) 492-2228

CONFIRMATION OF COVERAGE

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Table with 3 columns: Memorandum Number (GL-0000499-41), Coverage Period (3/6/2026 to 3/6/2027), Limit of Liability (5,000,000)

Coverage
Premises / Operations

Descriptions of operations, locations, autos, or special items:

Confirmation of Coverage Holder
ND Secretary of State
600 E Boulevard Ave Dept 108
Bismarck, ND 58505

Authorized Signature Issue Date
3/6/2026

Handwritten signature



NORTH DAKOTA INSURANCE RESERVE FUND

PO BOX 2258
Bismarck, ND 58502

Table with 2 columns: Named Member and Agent. Named Member: DEVILS LAKE, CITY OF, SPENCER HALVORSON, AUDITOR, PO BOX 1048, DEVILS LAKE, ND 58301. Agent: IHRY INSURANCE INC-DEVILS LAKE, 1291 EAST 13TH AVE, WEST FARGO, ND 58078, Telephone: (701) 492-2228.

CONFIRMATION OF COVERAGE

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This is to certify that the memorandum of coverage listed below has been issued to the named member shown above. If any memorandum of coverage listed below is cancelled during the coverage period, the North Dakota Insurance Reserve Fund will provide the confirmation of coverage holder a thirty (30) day notice of cancellation.

Table with 3 columns: Memorandum Number (GL-0000499-41), Coverage Period (3/6/2026 to 3/6/2027), Limit of Liability (5,000,000).

Coverage

Premises / Operations

This Confirmation of Coverage Holder is an added covered party under Additional Covered Party Endorsement GL 30 03 (09/11).

Descriptions of operations, locations, autos, or special items:

Confirmation of Coverage Holder

Morton Buildings Inc
1500 29TH AVE S
MOORHEAD, MN 56560-5128

Authorized Signature

Issue Date

3/6/2026



NORTH DAKOTA INSURANCE RESERVE FUND

PO BOX 2258
Bismarck, ND 58502

Table with 2 columns: Named Member and Agent. Named Member: DEVILS LAKE, CITY OF, SPENCER HALVORSON, AUDITOR, PO BOX 1048, DEVILS LAKE, ND 58301. Agent: IHRY INSURANCE INC-DEVILS LAKE, 1291 EAST 13TH AVE, WEST FARGO, ND 58078, Telephone: (701) 492-2228.

CONFIRMATION OF COVERAGE

This confirmation of coverage is issued as a matter of information only and confers no rights upon the confirmation of coverage holder.

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This is to certify that the memorandum of coverage listed below has been issued to the named member shown above. If any memorandum of coverage listed below is cancelled during the coverage period, the North Dakota Insurance Reserve Fund will provide the confirmation of coverage holder a thirty (30) day notice of cancellation.

Table with 3 columns: Memorandum Number (GL-0000499-41), Coverage Period (3/6/2026 to 3/6/2027), Limit of Liability (5,000,000).

Coverage

Premises / Operations

This Confirmation of Coverage Holder is an added covered party under Additional Covered Party Endorsement GL 30 03 (09/11).

Descriptions of operations, locations, autos, or special items:

Confirmation of Coverage Holder

SC DRILLING INC
3801 MEMORIAL HWY SUITE A
MANDAN, ND 58554

Authorized Signature

[Handwritten Signature]

Issue Date

3/6/2026



NORTH DAKOTA INSURANCE RESERVE FUND
PO BOX 2258
Bismarck, ND 58502

	Memorandum Number	Coverage Period	
		From	To
	IM-0000143-41	3/6/2026	3/6/2027
Named Member	Agent 6625027 .12500		
DEVILS LAKE, CITY OF SPENCER HALVORSON, AUDITOR PO BOX 1048 DEVILS LAKE, ND 58301	IHRY INSURANCE INC-DEVILS LAKE 1291 EAST 13TH AVE WEST FARGO, ND 58078 Telephone: (701) 492-2228		

**MEMORANDUM OF COVERAGE
PUBLIC ASSETS COVERAGE DECLARATIONS**

The Named Member is a member of the North Dakota Insurance Reserve Fund (NDIRF) with all rights and responsibilities set forth in the by-laws.

This Memorandum of Coverage provides only the coverage where a contribution is shown. The NDIRF agrees to provide the coverage to an amount not exceeding the amount(s) specified, in accordance with the property described in the schedule(s) attached.

SCHEDULE

COVERAGES	DEDUCTIBLE	LIMIT OF COVERAGE	CONTRIBUTION
MOBILE EQUIPMENT & PORTABLE PROPERTY			
A: Computers & Software Blanket	\$1,000	\$301,321	\$659
B: Mobile Equipment & Trailers Blanket	\$1,000	\$6,139,437	\$12,224
C: Personal Property: All Owned Blanket	\$1,000	\$37,704	\$82
D: Personal Property: Emergency Services Equipment	\$1,000	\$198,612	\$259
E: Personal Property: Scheduled	SEE SCHEDULE	\$56,000	\$455
MONEY & SECURITIES:			Not Covered
ADDED OPERATIONS EXPENSE:			Not Covered
ELECTRONIC DATA PROCESSING: Extra Expense			Not Covered
VALUABLE PAPERS AND RECORDS:			Not Covered
OPERATIONS INCOME: COINSURANCE: MONTHLY LIMIT OF INDEMNITY: MAXIMUM PERIOD OF INDEMNITY:			Not Covered
CONTRIBUTION			\$ 13,679

Forms and Endorsements contained in this Memorandum of Coverage at inception:

IL 80 01 (07/22)	IM 20 01 (01/91)	PA 10 06 (02/18)	PA 20 25 (04/15)	PA 50 01 (01/05)	PA 80 01 (01/05)
------------------	------------------	------------------	------------------	------------------	------------------

Authorized Representative



Named Member DEVILS LAKE, CITY OF
Memorandum Number IM-0000143-41
Effective Date 3/6/2026 to 3/6/2027

LOSS PAYABLE CLAUSE

1. We will pay you and the loss payee listed below for "loss" to described property, as interest may appear.
2. The coverage provided covers the interest of the loss payee unless the "loss" results from conversion, secretion or embezzlement on your part.
3. We may cancel the memorandum as allowed by the CANCELLATION Common Policy Condition. Cancellation ends this agreement as to the loss payee's interest. If we cancel the memorandum we will mail you and the loss payee the same notice.
4. If we make any payments to the loss payee, we will obtain his or her rights against any other party.

LOSS PAYEE

DESCRIBED PROPERTY

NATIONAL MUSEUM OF US AIR FORCE
1100 SPAATZ STREET
WRIGHT-PATTERSON AFB, OH 45433-7102

AIRCRAFT (SHELL) F-101F,58-311
SERIAL #:
COVERAGE: MISCEQ
SEQ #: 001



Named Member DEVILS LAKE, CITY OF
Memorandum Number IM-0000143-41
Effective Date 3/6/2026 to 3/6/2027

UNMANNED AIRCRAFT SYSTEM ENDORSEMENT

This endorsement modifies the following:

MOBILE EQUIPMENT AND PERSONAL PROPERTY COVERAGE FORM

B. PROPERTY NOT COVERED, Item 2. Aircraft, does not apply to the Unmanned Aircraft System(s) described in the following schedule.

SCHEDULE

Description	Serial Number
2019 DJI MAVIC 2 ENTERPRISE DUAL DRONE	01J2HG
2022 DJI M300 DRONE	0C00N5



Named Member DEVILS LAKE, CITY OF
Memorandum Number IM-0000143-41
Effective Date 3/6/2026 to 3/6/2027

EQUIPMENT SCHEDULE

COV	SEQ	QTY	DESCRIPTION OF ITEM	SERIAL NUMBER	VALUATION	DEDUCTIBLE	MAXIMUM PER ITEM	TOTAL
MISCEQ	001		AIRCRAFT (SHELL) F-101F,58-311		ACV	1000		21,000
			> Loss Payee: NATIONAL MUSEUM OF US AIR FORCE					
MISCEQ	001		2019 DJI MAVIC 2 ENTERPRISE DUAL DRONE	01J2HG	ACV	1000		5,000
MISCEQ	002		2022 DJI M300 DRONE	0C00N5	ACV	1000		30,000
							TOTAL COVERAGE VALUE	\$56,000



NORTH DAKOTA INSURANCE RESERVE FUND

PO BOX 2258
Bismarck, ND 58502

Named Member	Agent 6625027
DEVILS LAKE, CITY OF SPENCER HALVORSON, AUDITOR PO BOX 1048 DEVILS LAKE, ND 58301	IHRY INSURANCE INC-DEVILS LAKE 1291 EAST 13TH AVE WEST FARGO, ND 58078 Telephone: (701) 492-2228

CONFIRMATION OF COVERAGE

This confirmation of coverage is issued as a matter of information only and confers no rights upon the confirmation of coverage holder.

This confirmation of coverage does not amend, extend, or alter the coverage afforded the named member.

This is to certify that the memorandum of coverage listed below has been issued to the named member shown above. If any memorandum of coverage listed below is cancelled during the coverage period, the North Dakota Insurance Reserve Fund will provide the confirmation of coverage holder a thirty (30) day notice of cancellation.

Memorandum Number	Coverage Period
IM-0000143-41	3/6/2026 to 3/6/2027

Coverage
Public Assets

Descriptions of operations, locations, autos, or special items:
PER THE TERMS AND CONDITIONS OF THE MEMORANDUM OF COVERAGE, THE CITY OF DEVILS LAKE CARRIES BLANKET COVERAGE ON THEIR PUBLIC ASSETS MEMORANDUM OF COVERAGE (IM).

Confirmation of Coverage Holder
RDO EQUIPMENT CO.
PO BOX 7160
FARGO, ND 58106-7160

Authorized Signature

Issue Date
3/6/2026



REQUEST FOR QUALIFICATIONS

**ARCHITECTURAL & ENGINEERING SERVICES
FOR CONSTRUCTION OF A NEW POLICE
HEADQUARTERS**

**City of Devils Lake
423 6th St NE
Devils Lake, ND 58301**

**Date Released: April 07, 2026
Submission Deadline: June 05, 2026**

INTRODUCTION

The City of Devils Lake (City) is inviting qualified Architectural and/or Engineering firms (Firm) to respond to a Request for Qualifications for the construction of a new Police Headquarters in downtown Devils Lake. The Firm will work with a committee of City representatives (Police Headquarters Construction Committee) to identify layout needs and functions of the proposed new building. It is envisioned that the Firm will be able to provide options to create a cost efficient, modern, safe, and respectable Police Department Headquarters. Construction cost estimates and timelines for completing the proposed improvements will be developed by the selected Firm. The current budget for the project is \$4.0 - 5.0 million.

BACKGROUND

The Devils Lake Police Department (DLPD) has been in their current location, the Lake Region Law Enforcement Center (LRLEC), for 52 years. The DLPD has outgrown the space provided to them at this location. The LRLEC is reaching the end of its useful life, and community efforts to build a new Center are underway. It is the assessment of the City Commission that it is in the best interest of the City and DLPD to relocate its Police Headquarters outside the legal and physical structure of the LRLEC and into the downtown district. The Police Department currently employs 22 full time staff that operate in two – twelve hour shifts.

The City owns a parking lot near the County Courthouse and WWII Memorial Building in the downtown district (Parcel 39-0000-00121-000). This lot is the leading prospect for the location of a new DLPD Headquarters. The selected Firm will need to assist the City in determining space needs that will appropriately accommodate prospective DLPD needs for the next 50 years. Once space needs are determined, the selected Firm will obtain soil suitability information, design the facility, develop specifications, assist in bidding the project, and perform necessary construction oversight.

INFORMATION ON FILE

The City worked with Dumont and Associates and EAPC Architects Engineers to develop Order of Magnitude Cost Estimate reports for the relocation of the DLPD. Considerations on purchasing/renovating existing buildings, City/County public safety partnerships, greenfield new construction, and urban new construction were analyzed by the two firms. After the information provided, the City Commission determined that a new construction in the downtown district was in the best interest of the City. These reports are available and will be provided to the selected Firm.

BIDDING METHOD

Depending on the cost of the project, we will either utilize the design, bid, build (DBB) process or a Construction Manager at Risk (CMAR) method where the CMAR would oversee the construction of this project. The Firm selected will have input on which method of bidding would be best for this type of project to ensure the facility is designed and constructed in the most efficient way possible. If the CMAR method is selected, the selected Firm will need to work closely with the

selected CMAR. The City Commission will make the final determination if a DBB process or CMAR will be used and will select either the most qualified responsible bidders or CMAR.

SCOPE OF WORK

The selected Firm will conduct interviews with appropriate staff in individual and group meetings and work with a Design Committee to determine exact needs and requirements for the new Police Headquarters.

Items that shall be studied to make appropriate recommendations include but aren't limited to:

- Conduct a thorough evaluation of the DLPD's operations, and identify areas where the current facility is not meeting DLPD's needs
- Evaluate the routine operations of the DLPD to achieve a thorough understanding of the various operations and/or services
- Identify and determine operational space needs for both current and long-term operations
- Provide approximate construction and furnishings costs for a new facility.
- Conduct a soil analysis to determine if the site is suitable for construction of a Police Department Headquarters (portion of site was previously occupied by a building)
- Building security and access
- Employee and public parking, to include garage space for department vehicles
- Office and common workspace needs
- Records and evidence storage for both active work and archiving purposes
- IT and Communications Technology
- Weapons storage
- Compliance with federal ADA requirements
- Mechanical and janitorial space considerations

Final layout options, renderings, exterior designs, and cost estimates shall be presented to the Design Committee for final review and approval prior to being put forth for the City Commission. All work products developed from this planning effort shall be owned by the City and may be used by the City while working with any architect in the future.

SELECTION & CONSTRUCTION TENTATIVE SCHEDULE

The City intends to proceed with the following tentative schedule for the selection of a Firm, awarding of a contract, bidding, and construction:

Request for Qualifications Advertised	April 06, 2026
Statement of Qualifications Due Date	June 05, 2026 (5:00pm CST)
Review of Proposals, Interviews, Selection and Negotiation	June 2026
City Commission Awarding of Contract	July 2026
Bid Project	February/March 2027
Begin Construction	Spring/Summer2027

STATEMENT OF QUALIFICATIONS

Written proposals shall address the Firm's experience with the construction of other Police Headquarters or facilities of a similar nature, and ability to perform the defined services in the identified timeframe. Written proposals shall be limited to a maximum of 20 single-sided or 10 double-sided pages on standard letter (8-1/2x11) paper using size 11–12 point fonts. Proposals should contain the following information:

1) Firm's Capabilities

- a. Resume of key personnel proposed to be associated with this project, with particular references to similar project experience.
- b. In-house architecture and engineering expertise and/or need for outside consultants.
- c. Ability to meet project schedule and budget

2) Record and Performance

- a. Submit brochure of firm if available.
- b. Submit list of similar projects completed by current personnel.
- c. Submit references of three clients and/or individuals with proposal.

3) General Information

- a. Firm's headquarters where work would be performed.
- b. Name and phone number of the consultant's contact person(s).
- c. Firms current and projected workloads

A selection committee will rank the proposals based on the scoring criteria provided in Appendix A. City staff will work with the top ranked Firm to develop an acceptable contract that will be presented to the City Commission for approval. Failure to reach an agreement acceptable to the City will result in negotiation with the second most qualified Firm. The scoring rubric that will be used to select the most qualified Firm is attached as Appendix A.

Proposals are due by 5:00 pm on Friday June 05, 2026. The proposal shall be submitted to Devils Lake City Offices at 423 6th St NE, Devils Lake, ND 58301. Six (6) hard copies and one digital copy of Statement of Qualifications are requested.

The City reserves the right to reject any or all proposals or inquiries, waive any informality in the process or to accept any response it may deem to be in the best interest of the City.

Contact for the Statement of Qualifications is Spencer Halvorson, City Administrator/Auditor.
Email: spencerh@dvln.com
Phone: (701) 662-7600 ext: 222

APPENDIX A – SCORING RUBRIC

Selection of Firm will be on the basis of the following weighted criteria. Maximum total weight is 100 points.

<u>Category</u>	<u>Weight</u>
Firm qualifications and relevant experience with design and construction of similar Police Headquarters	25%
Project understanding and willingness to meet time & budget requirements	25%
Project team and key personnel	15%
Reference review of past performance	15%
Recent, current and projected workloads	10%
Firm location where work will be performed	10%

LOAN RESOLUTION
(Public Bodies)

A RESOLUTION OF THE _____
OF THE _____
AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING
A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS

FACILITY TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE.

WHEREAS, it is necessary for the _____
(Public Body)
(herein after called Association) to raise a portion of the cost of such undertaking by issuance of its bonds in the principal amount of _____
pursuant to the provisions of _____; and

WHEREAS, the Association intends to obtain assistance from the Rural Housing Service, Rural Business - Cooperative Service, Rural Utilities Service, or their successor Agencies with the United States Department of Agriculture, (herein called the Government) acting under the provisions of the Consolidated Farm and Rural Development Act (7 U.S.C. 1921 et seq.) in the planning, financing, and supervision of such undertaking and the purchasing of bonds lawfully issued, in the event that no other acceptable purchaser for such bonds is found by the Association:

NOW THEREFORE in consideration of the premises the Association hereby resolves:

1. To have prepared on its behalf and to adopt an ordinance or resolution for the issuance of its bonds containing such items and in such forms as are required by State statutes and as are agreeable and acceptable to the Government.
2. To refinance the unpaid balance, in whole or in part, of its bonds upon the request of the Government if at any time it shall appear to the Government that the Association is able to refinance its bonds by obtaining a loan for such purposes from responsible cooperative or private sources at reasonable rates and terms for loans for similar purposes and periods of time as required by section 333(c) of said Consolidated Farm and Rural Development Act (7 U. S. C. 1983 (c)).
3. To provide for, execute, and comply with Form RD 400-4, "Assurance Agreement," and Form RD 400-1, "Equal Opportunity Agreement," including an "Equal Opportunity Clause," which clause is to be incorporated in, or attached as a rider to, each construction contract and subcontract involving in excess of \$ 10,000.
4. To indemnify the Government for any payments made or losses suffered by the Government on behalf of the Association. Such indemnification shall be payable from the same source of funds pledged to pay the bonds or any other legal permissible source.
5. That upon default in the payments of any principal and accrued interest on the bonds or in the performance of any covenant or agreement contained herein or in the instruments incident to making or insuring the loan, the Government at its option may (a) declare the entire principal amount then outstanding and accrued interest immediately due and payable, (b) for the account of the Association (payable from the source of funds pledged to pay the bonds or any other legally permissible source), incur and pay reasonable expenses for repair, maintenance, and operation of the facility and such other reasonable expenses as may be necessary to cure the cause of default, and/or (c) take possession of the facility, repair, maintain, and operate or rent it. Default under the provisions of this resolution or any instrument incident to the making or insuring of the loan may be construed by the Government to constitute default under any other instrument held by the Government and executed or assumed by the Association, and default under any such instrument may be construed by the Government to constitute default hereunder.
6. Not to sell, transfer, lease, or otherwise encumber the facility or any portion thereof, or interest therein, or permit others to do so without the prior written consent of the Government.
7. Not to defease the bonds, or to borrow money, enter into any contract or agreement, or otherwise incur any liabilities for any purpose in connection with the facility (exclusive of normal maintenance) without the prior written consent of the Government if such undertaking would involve the source of funds pledged to pay the bonds.
8. To place the proceeds of the bonds on deposit in an account and in a manner approved by the Government. Funds may be deposited in institutions insured by the State or Federal Government or invested in readily marketable securities backed by the full faith and credit of the United States. Any income from these accounts will be considered as revenues of the system.
9. To comply with all applicable State and Federal laws and regulations and to continually operate and maintain the facility in good condition.
10. To provide for the receipt of adequate revenues to meet the requirements of debt service, operation and maintenance, and the establishment of adequate reserves. Revenue accumulated over and above that needed to pay operating and maintenance, debt service and reserves may only be retained or used to make prepayments on the loan. Revenue cannot be used to pay any expenses which are not directly incurred for the facility financed by the Government. No free service or use of the facility will be permitted.

**Resolution Determining Insufficient Protests Were Filed in
Project 260101 - Street Improvement District No 86-26
Highway 2 Frontage Roads**

WHEREAS, the City Auditor presented an affidavit showing publication in the official newspaper of the City of the Resolution of Necessity heretofore adopted for the improvement proposed to be made in Street Improvement District 86-26 as directed by the provisions of said Resolution which affidavit was examined, found to be satisfactory and ordered to be placed on file.

WHEREAS, the City Auditor reported that no less than 30 days having expired since the first publication of said Resolution, there were property owners liable to be specially assessed for said improvement who filed protests against the making thereof in the office of said City Auditor within the said 30 day period as provided by law but that the protests were insufficient to bar proceeding with the improvements.

BE IT RESOLVED by the Board of City Commissioners of the City of Devils Lake, North Dakota, as follows:

1. Said City Commission has heretofore by Resolution determined and declared it necessary to construct an improvement in Street Improvement District 86-26 of the City of Devils Lake, consisting of installing asphalt surface and miscellaneous items, in connection with the above specified improvements and that said Resolution has been duly published as required by law, and that not less than 30 days have expired since the first publication thereof.
2. The opportunity having been afforded as provided by law for the property owners liable to be specially assessed for said improvement to file protests against the making thereof, and this Commission having duly met to consider all protests so filed, and being fully advised in the premises, it is hereby determined that insufficient protests were filed within the time and manner provided by law against the making of said improvement.
3. The Commission and this City are authorized to proceed with the construction of the same and to pay a portion of the cost thereof by the levy of special assessments.

Voting aye were Commissioners _____
Voting nay were Commissioners _____
Absent and not voting were Commissioners _____

Dated this 16th day of March, 2026.

Attest:

City of Devils Lake

Spencer Halvorson, Auditor/Administrator

Jim Moe, President of Commission



March 3, 2026

Robert and Christy Remmick
PO Box 673
310 4th St NW
Deville Lake, ND 58301

TO: Deville Lake City Engineers

RE: Special Assessment for Street Improvement District No 86-26

We are opposed to the proposed frontage road project. In our opinion the small length of rarely used frontage road along our property is just fine as is.

Two handwritten signatures in black ink. The top signature is "R. Remmick" and the bottom signature is "C. Remmick".

**Resolution Determining Insufficient Protests Were Filed in
Project 260102 - Street Improvement District No 87-26
3rd St SE, 4th St SE, 6th St SE, 7th St SE, Misc**

WHEREAS, the City Auditor presented an affidavit showing publication in the official newspaper of the City of the Resolution of Necessity heretofore adopted for the improvement proposed to be made in Street Improvement District 87-26 as directed by the provisions of said Resolution which affidavit was examined, found to be satisfactory and ordered to be placed on file.

WHEREAS, the City Auditor reported that no less than 30 days having expired since the first publication of said Resolution, there were property owners liable to be specially assessed for said improvement who filed protests against the making thereof in the office of said City Auditor within the said 30 day period as provided by law but that the protests were insufficient to bar proceeding with the improvements.

BE IT RESOLVED by the Board of City Commissioners of the City of Devils Lake, North Dakota, as follows:

1. Said City Commission has heretofore by Resolution determined and declared it necessary to construct an improvement in Street Improvement District 87-26 of the City of Devils Lake, consisting of installing asphalt surface and miscellaneous items, in connection with the above specified improvements and that said Resolution has been duly published as required by law, and that not less than 30 days have expired since the first publication thereof.
2. The opportunity having been afforded as provided by law for the property owners liable to be specially assessed for said improvement to file protests against the making thereof, and this Commission having duly met to consider all protests so filed, and being fully advised in the premises, it is hereby determined that insufficient protests were filed within the time and manner provided by law against the making of said improvement.
3. The Commission and this City are authorized to proceed with the construction of the same and to pay a portion of the cost thereof by the levy of special assessments.

Voting aye were Commissioners _____

Voting nay were Commissioners _____

Absent and not voting were Commissioners _____

Dated this 16th day of March, 2026.

Attest:

City of Devils Lake

Spencer Halvorson, Auditor/Administrator

Jim Moe, President of Commission

From: Mike Veer <mveer@gondtc.com>
Sent: Wednesday, March 4, 2026 4:30 PM
To: Helen Carlson <helenc@dvlnd.com>
Subject: Objection to Street Improvement District No 87-26

Devils Lake City Engineer
City of Devils Lake
423 6th Street NE
Devils Lake, ND 58301

Subject: Objection to Proposed Street Project Near My Property

Dear City Engineer,

I am writing to formally express my concerns and objections regarding the street project currently being planned near my property.

While I understand the importance of maintaining and improving city infrastructure, I believe this particular project is not the best use of taxpayer funds at this time. There are numerous streets throughout Devils Lake that are in significantly worse condition and appear to require repair or reconstruction more urgently than the roadway included in this proposal.

As a property owner and taxpayer, I am increasingly concerned about the continued financial burden placed on residents. Real estate taxes and special assessments have already reached levels that many homeowners find difficult to sustain. Moving forward with additional projects that may lead to further assessments or tax increases only adds to that strain.

I respectfully request that the City reconsider the prioritization of this project and conduct a broader evaluation of street conditions citywide to ensure that limited public resources are directed toward areas with the greatest need.

I appreciate the work the City performs on behalf of residents and ask that my objections and concerns be entered into the public record as part of the decision-making process.

Thank you for your consideration.

Sincerely,
Michael James Veer
CMV Properties, LLC

:Please acknowledge receipt of this email.
Thank you.

From: Michael Grafsgaard
Sent: Friday, March 6, 2026 11:23 AM
To: 'mveer@gondtc.com' <mveer@gondtc.com>
Subject: RE: Objection to Street Improvement District No 87-26

Mike,

We appreciate the feedback you provided and will be sure to forward on your concerns regarding the current financial burden of taxes and special assessments. We will also include your objection and concerns into the official project record.

The City develops a Capital Improvement Plan (CIP) that identifies, evaluates and proposes infrastructure improvement projects over a 5-year timeframe with the intention of scheduling and prioritizing projects based on need while fitting the timelines of funding availability and other project demands. The CIP lays out the roadway projects that have been completed in the past and those that will be completed in the future. It gives a good idea of when and where roadway maintenance has been completed. Based on past roadway construction projects, the City Project that is proposed for 2026 includes some of the last of the roadways that have yet to have work completed on them within the last 15 years. Many roads in this area have not seen significant improvements in nearly 30 years.

The CIP can be found here: <https://www.dvlnd.com/departments/engineering>.

The CIP is ever evolving, and adjustments are constantly made as road conditions, funding and City Commission goals change. If there are specific roadways that need additional work that may not be identified, we would appreciate any feedback.

As a reminder, all roadway projects that are special assessed can be put on hold or cancelled if the owners of a majority of the property in the improvement district protest the project. If any more information is needed on that process or the proposed project, please feel free to reach out to us.

Thank you.
Mike

Michael Grafsgaard, PE
City Engineer/Public Works Director
Phone 701-662-7600 Ext. 2

**Resolution Approving Plans and Specifications
and Directing Advertisement for Bids for
Project 260101 - Street Improvement District No 86-26
Highway 2 Frontage Roads**

BE IT RESOLVED by the City Commissioners of the City of Devils Lake, North Dakota, as follows:

1. The plans and specifications and estimates of cost for improvements in Street Improvement District No 86-26 of the City of Devils Lake, heretofore prepared by the City Engineer, be and the same hereby are approved, ratified and confirmed as the plans and specifications and estimates of cost in accordance with which said improvements shall be constructed and the City Auditor shall file the same in his office open to public inspection.

2. Proposals for the work of making the improvement in said district, according to the plans and specifications heretofore approved by this Board, shall be received by the Board of City Commissioners. Advertisement for such proposals shall be published as required by Section 40-22-19 of the North Dakota Century Code.

Voting aye were Commissioners _____
Voting nay were Commissioners _____
Absent and not voting were Commissioners _____

Dated this 16th day of March, 2026.

Attest:

City of Devils Lake

Spencer Halvorson, City Administrator/Auditor

Jim Moe, President of Commission

LIST OF BILLS FOR THE CITY OF DEVILS LAKE
16-Mar-26

VENDOR	AMOUNT DUE
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AIRPORT

Armstrong Transport Group	\$2,475.00
Double Z Broadcasting	\$500.00
Evectio Consulting Partners	\$3,500.00
Farmer's Union Oil	\$1,893.19
Gilbertson's	\$301.00
HE Everson	\$429.85
Interstate Billing-Ironhide Equipment	\$326.27
Jamestown Communications	\$180.00
Lee Smith	\$50.00
Mac's Hardware	\$48.11
MDU	\$1,727.50
Nodak Electric	\$3,065.28
NDTC	\$320.30
Sara Plemel	\$50.00
Sparklight Advertising	\$2,215.00
Stone's Mobile	\$1,894.18
Wade Halvorson	\$50.00

CITY

4K Mobile DJ	\$300.00
A & J Fun Jumps Rentals	\$225.00
Advanced Business Methods	\$1,514.18
Advanced Engineering & Enviromental Services	\$5,195.43
Amazon	\$3,105.69
Balco Uniform Co	\$1,352.30
Bergstrom Electric	\$2,171.82
Brian Frost	\$25.00
Butler Machinery Co	\$871.65

LIST OF BILLS FOR THE CITY OF DEVILS LAKE
16-Mar-26

VENDOR	AMOUNT DUE
Caselle	\$1,740.00
Creative Impressions	\$32.99
David Rader	\$652.45
Devils Lake Hardware	\$416.21
Devils Lake Journal	\$753.06
Ecolab	\$225.98
Entenmann-Rovin Co	\$2,784.70
Everspring Suites	\$110.00
Exhaust Pros	\$111.95
Farmers Union Oil	\$19,533.36
Ferguson Waterworks	\$6,479.73
General Traffic Controls	\$48.00
Grand Forks Fire Equipment	\$280.00
Grand Forks Utility Billing	\$20,778.28
HE Everson Co	\$4.08
Harold's Auto Marine & Electric Motor	\$335.00
Hawkins	\$955.80
Ihry Insurance	\$101,721.00
IIA Lifting Service	\$1,195.42
Information Technology	\$319.00
Interstate Billing Service-Ironhide Equipment	\$150.96
Ironhide Equipment	\$5,700.00
James Moe	\$75.00
Jason Toso	\$300.00
JB Vending	\$78.60
John Deere Financial	\$326,409.00
Karl's TV & Appliance	\$747.76
Keller's Briteway	\$111.00
Lake Chevrolet Buick GMC	\$307.59
Lake Region E-911 Authority	\$81,500.75
Lake Region Budokan	\$250.00

LIST OF BILLS FOR THE CITY OF DEVILS LAKE
16-Mar-26

VENDOR	AMOUNT DUE
Lake Region Corporation	\$12,875.01
Lake Region Law Enforcement Center	\$52,769.81
Lake Region Sheet Metal	\$9,205.43
Lakeside Surveillance	\$314.46
LEAF	\$194.00
Leevers	\$68.86
Leon's Building Center	\$32.67
Mac's Hardware	\$926.22
Michael Grafsgaard	\$450.00
Minnie H Express Car Wash	\$225.00
MDU	\$4,684.08
Motorola Solutions	\$920.00
Nathan Bennett	\$450.00
ND Rural Water Systems	\$625.00
Newman Signs	\$678.09
North Dakota One Call	\$21.00
NDTC	\$514.81
O'Reilly's Automotive	\$295.51
Ottertail Power Co	\$26,790.97
Pomp's Tire Service	\$8.84
Powerplan-RDO Equipment	\$8,286.97
Quadient Leasing	\$333.39
Razor Tracking	\$75.00
Reslock Printing	\$100.00
Robert Johnson	\$75.00
Running Supply	\$1,011.36
Samantha Bischof	\$100.00
Samantha Rodriguez-Flores	\$44.00
Service Tire	\$1,260.83
Spencer Halvorson	\$525.00
St. Michel Furniture	\$298.00

LIST OF BILLS FOR THE CITY OF DEVILS LAKE
16-Mar-26

VENDOR	AMOUNT DUE
Stone's Mobile Radio	\$77.32
The Village Family Service Center	\$2,010.00
Thompson's DL Glass & Paint	\$100.00
Toshiba Business Solutions	\$17.70
Traynor Law Firm	9166.67
Ultimate Safety Concepts	\$433.92
Wang's Welding & Machining	\$3,850.56
PREPAID EXPENSES	
Xpress Bill Pay	\$682.80
TOTAL LIST OF BILLS	\$748,392.70