

The Committee of the Whole met on Monday, December 8, 2025, at 5:30 p.m. President Sande called the meeting to order. Present at roll call were Osowski, Berg, Weigel, Lunski, Fridolfs, Vein, & Sande: absent none.

INFORMATIONAL ITEMS

2026 Streets Projects Update

The City of Grand Forks Engineering Department provides for the construction, maintenance, and repair of city streets to ensure safe and efficient transportation. This is accomplished through projects funded by the Street and Infrastructure Fund (Fund 4815), establishment of special assessment districts, and strategic project partnerships. In April 2018, an additional 0.5% City sales tax was approved, from which a portion of the revenue generated is transferred to Fund 4815 to improve the condition, safety, and capacity of city streets. The City 2026 adopted budget for Fund 4815 provides \$19.3M for the accomplishment of street projects. This report provides a summary of the street projects proposed to be accomplished in 2026 using various local, state, and federal funds.

DISCUSSION ITEMS

Approval of Precinct Boundaries for 2026 Elections

City staff presented to committee members the staff recommendation to review and approve the precinct boundaries for 2026. ND Century Code 16.1-04-01 assigns the duties and responsibilities for setting precinct boundaries within an incorporated city to the governing body of the city. For the 2026 elections, the designation of precinct boundaries must be completed before December 31, 2025. Precinct Boundaries were last adjusted for the 2022 elections following the 2020 census and redistricting process. Once established, the City has maintained those precinct boundaries until the next census, with the only change being to add any newly annexed land into the appropriate precinct. Staff are recommending approving the same precinct boundaries as adopted for the 2022 and 2024 elections.

The City is also required to seek input from the representatives of the political parties prior to establishing the precinct boundaries. A letter and map of the existing precinct boundaries have been mailed and emailed to the district chair for each party, informing them of the existing precinct boundaries, advising them of the recommended action to not make any changes for 2026, and informing them of the Committee of the Whole and city Council dates at which this item will be discussed and providing them information on submitting comments. No comments have been received.

Motion by Osowski, seconded by Berg, to move the staff recommendation to City Council with a recommendation to approve. Motion carried unanimously.

Committee Appointments to Special Assessment Commission and Growth Fund Committee

Mayor Bochenski presented to the committee members his recommendation for approval of David Dunham to the Special Assessment Commission for a term expiring December 31, 2031. Per ND Century Code 40-23-01, the executive officer of each municipality, when it shall be found necessary, shall appoint three reputable residents and freeholders of the municipality as members of the special assessment commission. These appointments are subject to confirmation by the governing body of the municipality. Commissioners serve a six-year term. Commission Brian Poykko has resigned from his position, which expired in November 2025. The position was advertised, with one applicant responding. Upon review and consideration of the staff, a recommendation to appoint David Dunham to replace Mr. Poykko has been forwarded to Mayor Bochenski.

Moyor Bochenski also brought forward to the committee members his recommendation to approve Matt Walkowiak to the Growth Fund Committee for a three(3) year term to begin January 1, 2026, and expire December 31, 2028. The Growth Fund Committee is composed of three Grand Forks City Council representatives and four representatives nominated by the Board of the Grand Forks Region Economic Development Corporation (EDC). Johnathan Holth, who has served on the Committee since 2018, intends to retire from the Committee at the expiration of his current term on December 31, 2025. The EDC recommends appointing Matt Walkowiak to the Growth Fund Committee for a three-year term to fill Mr. Holth's seat. Mr. Walkowiak is a local business owner with a strong understanding of the needs of the small business community. He also has served on and chaired various boards in the community, including the Alerus Center Commission and Grand Forks-East Grand Forks

Chamber board of directors. This combination of experience provides a valuable perspective to the Growth Fund Committee.

Motion by Osowski, seconded by Berg, to move these two staff recommendations to City Council, with a recommendation to approve. Motion carried unanimously.

2026 Arts Regrant Program

City staff presented to committee members the staff recommendation to approve funding recommendations and disbursement of funds. The Planning & Community Development Department administers the Arts Regrant Program, which is budgeted at \$159,135 (Fund 2163) for the 2026 program year. The deadline for applications was November 14th; 18 requests totaling \$283,600 were received. These were reviewed and ranked by a review committee consisting of; Dave Badman, Tricia Lunski, Bret Weber, Mayor Bochenski, Shilo Preiti, Bridget West, & Hamzat Koriko. The review committee members ranked the applications in priority order. Similar to last year, the committee prioritized applications involving new organizations and new or substantially expanded projects. The committee met on November 24th. Reviewed their overall rankings and made the funding recommendations.

Motion by Berg, seconded by Lunski, to move the staff recommendation to City Council with a recommendation to approve. Motion carried 6-1 with Osowski dissenting.

2026 CSG Program

City staff presented to committee members the staff recommendation to review and approve the 2026 Community Services Grant (CSG) Program funding recommendations and approve any necessary budget amendments. On October 6, 2025, the City Council authorized proceeding with a competitive application process for the 2026 Community Services Grant (CSG) funding. Historically, the CSG and CDBG allocation process were run at the same time. However, HUD staff recommended that the CDBG allocation process begin earlier to allow more time for project planning, resulting in the 2026 CDBG process beginning before final city budget approval for FY2026. A notice of funding availability was published in the Grand Forks Herald and the City website on October 8, 2025.

Motion by Berg, seconded by Lunski, to move the staff recommendation to City Council with a recommendation to approve. Motion carried 6-1 with Osowski dissenting.

2025 Holiday Bonus Hours

City staff presented to committee members the staff recommendation of approval for four (4) holiday hours for City Employees, pro-rated for contracted, classified, and benefitted non-classified employees to be taken between Council approval date and July 1, 2026. Time off is to be scheduled and approved by Department Heads.

Motion by Osowski, seconded by Berg, to move the staff recommendation to City Council with a recommendation to approve. Motion carried unanimously.

Letter of No Objection for Project #9074–UND Campus Fiber Network Redundancy Plan

City staff presented to committee members the staff recommendation of approval of the Letter of No Objection for UND Campus Fiber Network Redundancy Plan. The University of North Dakota (UND) is proposing to run a new fiber optic cable from the UND campus to the Grand Forks International Airport. The proposed alignment crosses the English Coulee Diversion. For this reason, UND will need to apply for a 408 permit from the Army Corps of Engineers. As part of the 408 process, they are looking for a letter of no objection from the City of Grand Forks. The English Coulee Diversion (ECD) is a part of the City of Grand Forks' flood protection system. The ECD functions as both a water diversion and a levee for the runoff from the surrounding agricultural land. Any modifications to the system must be reviewed by the United States Army Corps of Engineers (USACE). Before the USACE can move forward with their review of this project, they require that a letter of No Objection be submitted by the non-federal sponsor of the flood protection system (The City of Grand Forks). This letter states that the City does not object to the USACE moving forward with its review of the project. The letter does not waive any of the City's rights to be involved with or contest any part of the project as it develops. City Engineering staff will continue to be involved in the review of this project as it moves forward.

Motion by Osowski, seconded by Vein, to move the staff recommendation to City Council with a recommendation to approve. Motion carried unanimously.

Budget Amendments and Bid Awards - Various Departments

City staff presented to committee members the staff recommendation to approve the purchase of a Street Maintenance Division Request to Purchase Tandem Truck (Chassis) from North Central International for \$149,621.57 via North Dakota State Bid and trucks box, hoist, hydraulics and tarp system from Northern Truck Equipment for \$79,980. Funding source to be the reallocation of General Fund Cash previously set aside. Approval of reallocation and associated budget amendments upon review and approval of the Finance Director. The tandem truck will be used for ongoing street maintenance activities like hauling snow, spring cleanup, sweeping storm debris, and other various items. The chassis is provided by North Central International, and the truck box, hoist, hydraulics, and tarp system will be provided by Northern Truck Equipment using the North Dakota state bid.

Street Maintenance Division 1500 Pickup Purchase staff recommend the approval for the purchase of a 1500 4-wheel drive pickup from Rydell Chevrolet for \$39,749. Funding source to be the reallocation of General fund cash previously set aside. Approval of the reallocation and associated budget amendments upon review and approval of the Finance Director. The pickup will be used for ongoing street maintenance activities for the sign shop. It will be used for making sign repairs and for striping activities.

Street Maintenance Division 2500 Pickup Purchase staff recommend the approval for the purchase of a 2500 4-wheel drive pickup from Rydell Chevrolet for \$47,590. Funding source to be the reallocation of General Fund cash previously set aside. Approval of the reallocation and associated budget amendments upon review and approval of the Finance Director. The pickup will be used for ongoing street maintenance activities for the sign shop. It will be used to plow bike paths, make sign repairs, and perform striping activities.

Motion by Osowski, seconded by Berg, to move staff recommendations to the City Council with a recommendation to approve these purchases. Motion carried unanimously.

City staff presented to committee members the recommendation to award the Sourcewell bid for the purchase of the Sanitation Collections Request to Purchase Two Front-Load Sanitation Trucks from Northland Truck Sales, Inc. of West Fargo, ND in the amount of \$347,855 and approve the surplus of units #5342 from the 2026 Budget, subject to review by the Finance Department and to include any necessary budget amendments. The Sanitation Collections Division is replacing a front-load refuse truck, as included in the 2026 budget. Operators utilize this equipment to provide single-operator solid waste collection for the City of Grand Forks. Unit #5342 will be offered for sale.

Motion by Osowski, seconded by Berg, to move the staff recommendation to City Council with a recommendation to approve. Motion carried unanimously.

Police Department Overtime; city staff are recommending approval of any necessary budget amendments for 2025 PD overtime expenses. In 2025, the Grand Forks Police Department experienced multiple issues that greatly increased our use of overtime compensation. These included enhanced patrols of the downtown area, criminal investigations requiring deployment of detectives, high-risk calls requiring the activation of our special operations group, and increased police presence during outdoor community events. In addition to these, the department also saw reduced deployable staffing that also increased their overtime usage. These included retirements and resignations, FMLA, medical leave, and work-related injuries resulting in officers being temporarily removed from their regular duties. To function safely and provide the service expected by our citizens, each patrol shift has a minimum staffing requirement of six officers and one supervisor. Maintaining these shift minimums under reduced staffing required significantly more overtime than typically utilized by our department. Recognizing the budgetary impact, the department took several measures to minimize overtime. These include officers not assigned to patrol (detectives, outreach, school officers) who flexed their schedules to fill patrol shifts. Corporals received additional supervisory training and are authorized to oversee a shift if a sergeant from another shift or a command staff member is available to help provide overall patrol supervision. Members of the command staff supervised shifts and, in some cases, worked patrol areas.

Motion by Osowski, seconded by Berg, to move the staff recommendation to City Council with a recommendation to approve. Motion carried unanimously.

Police Department Vehicle Maintenance; the city staff is recommending approval of any necessary budget amendments for 2025 Police Department vehicle maintenance expenses. In 2025, the Grand Forks Police Department saw significantly higher expenditures associated with maintaining its fleet of police vehicles. Though increases in the cost of labor and materials contributed, we also had several costly maintenance requirements on our commercial-grade Special Operations Group vehicles.

Motion by Osowski, second by Berg, to move the staff recommendation to City Council with a recommendation to approve. Motion carried unanimously.

Police Department Approve Sole Source Purchase of Axon Taser Energy; city staff is recommending approval of the upgrade and replacement of the department's existing TASER system, and any associated budget amendments. The Police Department has deployed TASER Electronic Weapon systems since 2004 as a less-lethal use of force option. The TASER weapons are shared by sworn staff. TASER warrants their product for 5 years. Normal use/warranty for the TASER is approximately 5-7 years. The current X26-P TASER systems carried by Officers are reaching the end-of-life cycle, and we are experiencing device/software failures that are unrepairable. The department is looking to purchase the TASER 10, which is the most user-friendly platform. The TASER10 allows for a greater standoff distance up to 45 feet, multi-probe shot/placement, and a rechargeable battery. The purchase is for (30) TASERS, (90) Holsters, training and duty cartridges, and instructor training. We are utilizing TASER's 5-year annual payment plan of \$49,529.00, which is a cost saving of \$82,697.68 for the city. Total cost is \$247,645 for the equipment. Funding source will be from the General Fund Cash previously set aside in prior budget cycles.

Motion by Osowski, seconded by Berg, to move the staff recommendation to City Council with a recommendation to approve. Motion carried unanimously.

Hotel/Motel Lodging Tax; the city staff is recommending approval of budget amendments for excess collections. Each month, the City collects the 3% Lodging tax charged on hotel and motel room/stays within the City and remits the collections to Visit Greater Grand Forks. Collections are coming in strong and are projected to exceed 2025's budgeted revenues of 1.25M (Collections to date – 1.0M). As a result, the pass-through remittance to Visit Greater Grand Forks is also expected to exceed the budget. Staff are requesting approval of budget amendments to collect and remit any excess in Lodging Tax received. Both revenue and expenses will be amended to reflect actual collections and remittances once we receive the final two months' collections for 2025.

Motion by Lunski, seconded by Berg, to move the staff recommendation to City Council with a recommendation to approve. Motion carried 6-1 with Osowski dissenting.

Award Contract for Project No. 8984, Police Department Renovation – Phase 1

City staff presented to committee members the staff recommendation to approve the low bidders and associated budget amendment for Project No. 8984 Police Department Renovation Phase-1 to include both add alternates to Diversified Contractors (General Contractor) \$481,400.00, Custom Aire (Mechanical Contractors) \$402,790.00, and Ideal Power Solution (Electrical Contractor) \$117,000.00 for a total of \$1,001,190.00. On September 2nd, the city council approved EAPC as the architects of record for the police department remodel. Immediately following the approval, stakeholder meetings were held, and design began to meet the required turnaround time of 60 days. Design and development were completed at the end of October, and bidding was advertised on November 5th, 2025, with a bid opening of December 4th, 2025. Throughout the bid process, we received a substantial amount of interest in the project, and at bid opening, we received bids from 7 general contractors, 2 mechanical contractors, 3 electrical contractors, as well as 4 of the 7 general contractors placing additional bids as a prime contractor to include electrical and mechanical. Based on the bids received, the team is recommending awards to these bidders. The combination of these separate bids constitutes the apparent low bid. The companies are in good standing professionally, with no concerns regarding their understanding of the project.

Motion by Osowski, seconded by Berg, to move the staff recommendation to City Council with a recommendation to approve. Motion carried unanimously.

Public Works Surplus Equipment

City staff presented to committee members the staff recommendation to declare the following equipment surplus and authorize staff to proceed with the sale, scrap, or disposal of equipment according to established policies and procedures in coordination with the Finance Department. The Public Works Department plans to declare surplus and see outdated or obsolete equipment and parts. Public Works staff will research similar equipment, set a reserve or minimum bid, and create an auction for each/group of items in the best interest of the City.

Sanitation Landfill Division has the following surplus items:

- Unit #3011 – 2009 F250 Pickup
- Unit #5061 – 2008 Ford F150 Pickup

Sanitation Collections Division has the following surplus items:

- Unit #5201 – 2011 Peterbilt Side Load
- Unit #5231 – 2011 Peterbilt Side Load

Streets Division has the following surplus items:

- Unit #6011 – 2007 Chevy 1500 Pickup
- Unit #6071 – 2006 Chevy 2500 Pickup
- Unit #6090 – Chevy Boom Truck
- Unit #6450 – 2004 International 7400 Sander
- Unit #6640 – 1976 GMC Flusher
- Bobcat 3570 Jackhammer
- Bobcat SB200X72 Snow Blower
- Two-way Radios
- Veritech Slide-in Frame with Tank

Motion by Osowski, seconded by Berg, to move the staff recommendation to City Council with a recommendation to approve. Motion carried unanimously.

Northern Plains Nitrogen, LLP (NPN), Update and Letter of Intent Agreement Extension

City staff presented to committee members the staff recommendation to approve extending the Letter of Intent (LOI) Agreement with the Northern Plains Nitrogen, LLP (NPN) related to Industrial Water Supply and Discharge Permitting from December 31, 2025, to June 30, 2026, subject to the City Attorney's Office final review and approval. According to NPN COO Larry Mackie, the NPN Project has continued to be worked on by the NPN Project sponsors over the last six (6) months. Specifically, NPN officials continue to work on the investment component of the project and remain cautiously optimistic regarding this important component of the project, especially considering the significant progress that has been made to "derisk" the project, specifically related to environmental and engineering perspectives and the current geopolitical and economic drivers of the need for the project in the region. Based on the discussion with Mr. Mackie, the estimated \$2 billion plus NPN Project has become a more economically viable and sustainable project due to long term access to low-cost and uninterrupted natural gas supply, region is in the middle of the highest priced nitrogen fertilizer market in the USA, regional market is underserved and reliant on imported fertilizer, growing regional corn belt, and competitive and supportive state and local communities and governments. Until a successful financial close is more imminent, City staff have paused regarding moving forward with a final draft development agreement on serving NPN related to such matters as infrastructure development, design and construction requirements, and health and safety considerations. In addition, the City of Grand Forks would plan to further involve the State of North Dakota regarding the NPN project and related funding support and partnership as the NPN project becomes closer to reality. City staff would re-engage with the third-party consultant, Black & Veatch, regarding updating the agreement related to the noted follow-up matters in advance and in case the NPN project moves forward.

Motion by Osowski, seconded by Berg, to move the staff recommendation to City Council with a recommendation to approve moving to yearly updates rather than every six (6) months. Motion carried unanimously.

Pre-Application for Tax Incentive from Enclave Companies

City staff presented to committee members the staff recommendation to invite Enclave Development, LLC (Latitude Phase 2) Tax incentive Pre-Application for a full tax incentive application. The proposed Latitude Phase 2 development by Enclave Development LLC is a market-based, multi-family development at 3909 South 38th Street,

east of Furniture Row and south of Target. The development is four (4) stories and includes approximately 76 market-based residential rental units with tuck-under and surface parking. The residential rental unit types break down as follows: 7 studios, 30 one bedrooms, 32 two bedrooms, and 7 three bedrooms. The start of the development is proposed for February 2026 with an April 2027 completion.

The development project is an estimated \$13.5 million investment to include land and improvements. The property is already annexed into the City of Grand Forks (City) and is scheduled to be rezoned at the City Council meeting on December 15, 2025. The current value of the land is \$401,000, and with a corresponding property tax of approximately \$7,000 annually. With an estimated value of the land and improvements of \$12.5 million, the corresponding property tax would be approximately \$205,000 annually. The development project will not require significant public infrastructure development, as it is an infill development and already served by public infrastructure. The developer is requesting consideration of a PILOT incentive of up to 100% and five (5) years. The development will meet the Grand Forks community's strategic interest in growing the tax and economic base and provide further and needed housing opportunities. The encouragement of developing housing, home ownership, and rental units is a priority of the City and is why the City is exploring reasonable ways to help incentivize housing starts due to the current housing unit construction slowdown, due to higher interest rates, construction costs, and other development factors. The City continues to be a stable and growing economy, as recognized most recently by Moody's during this year's rating review.

Motion by Berg, seconded by Fridolfs, to move the staff recommendation to City Council with a recommendation to approve. Motion carried 6-1 with Osowski dissenting.

Water Treatment Plant Redevelopment

City staff presented to committee members the staff recommendation to authorize staff to proceed with Phase 2 of the redevelopment of the former Water Treatment (WTP) Plant site.

Motion by Berg, seconded by Fridolfs, to move the staff recommendation to City Council with a recommendation to approve. Motion carried unanimously.

Cancellation of December 22, 2025, Committee of the Whole (COW)

City staff presented to committee members the staff recommendation to cancel the Committee of the Whole meeting for December 22, 2025.

Motion by Osowski, seconded by Fridolfs, to move the staff recommendation to City Council with a recommendation to approve. Motion carried unanimously.

CITY COUNCIL MEMBER DISCUSSION MATTERS

None

ADJOURNMENT

Motion by Osowski, seconded by Berg, to adjourn the meeting at 6:28 p.m. Motion carried unanimously.