



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council

Monday, April 12, 2021

5:00 PM

City Hall Council Chambers

BE ADVISED: Pursuant to Minnesota Statute 13D.021, Subdivision 1, some or all members may appear by telephone or other electronic means.

CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council will be held on Monday, April 12, 2021 at 5:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

PRESENTATIONS/PROCLAMATIONS

21-1774 Proclamations establishing April as Military Child Month

Attachments: [Military Child Month Proclamations](#)

MEETING PROTOCOL POLICY

Please be aware that the Council has adopted a Meeting Protocol Policy which informs attendees of the Council's desire to conduct meetings in an orderly manner which welcomes all civil input from citizens and interested parties. If you are unaware of the policy, copies (orange color) are available in the wall file by the Council entrance.

PUBLIC FORUM - PLEASE NOTE: If you wish to address the Council under public forum, please call 218-327-8833 during the meeting.

COUNCIL REPORTS

APPROVAL OF MINUTES

21-1770 Consider approving Council minutes for Monday, March 22, 2021 Regular meeting

Attachments: [March 22, 2021 Regular Meeting](#)

VERIFIED CLAIMS

21-1780 Consider approving the verified claims for the period March 16, 2021 to April 5, 2021 in the total amount of \$1,247,009.21.

Attachments: [04-12-21 City Council Bill List.pdf](#)

CONSENT AGENDA

Any item on the consent agenda shall be removed for consideration by request of any one Councilmember, City staff, or the public and put on the regular agenda for discussion and consideration.

1. 21-1764 Consider approving Itasca County classification of tax-forfeited land.
Attachments: Tax-forfeited Lot Classification Letter from Itasca County
 Tax-forfeited Property: Lot Area Maps
 Tax-forfeited Lot Classification Approval Forms

2. 21-1765 Consider adopting two resolutions requesting conveyance of tax-forfeited parcels for public use
Attachments: 4-12-2021 Resolution 3109 0230
 4-12-2021 Resolution 4106

3. 21-1769 Consider authorizing the Public Works Department to hire from the PW Part-Time Eligibility List for the 2021 Spring/Summer Maintenance Season.
Attachments: 2021 4-12 PW Spring-Summer PT Eligibility List

4. 21-1771 Consider accepting Grand Rapids EDA Annual Report for the year 2020.
Attachments: GREDA Annual Report 2020

5. 21-1773 Consider approving an amendment with the State of Minnesota to the LUP for the Highway 2 West Trail
Attachments: STATE OF MINNESOTA
 Revised ExhibitA

6. 21-1775 Consider adopting a resolution awarding a contract for CP 2021-2, 5th Street SW Reconstruction.
Attachments: 4-12-21 Resolution Award CP 2021-2
 Recommend ltr

7. 21-1778 Consider adopting changes to City Council By-Laws
Attachments: Draft Changes - Council By-Laws

8. 21-1779 Consider adopting a resolution calling for a Public Hearing on Capital Improvement Plan and Tax Abatements and issuance of General Obligation Bonds.
Attachments: Grand Rapids 2021 GO CIP & Abatement RESOLUTION CALLING A PU

9. 21-1781 Consider approving Seasonal Golf Employee

10. 21-1783 Consider approving temporary liquor application for IEDC

11. [21-1784](#) Consider approving TNT Construction Group, LLC Phase 1 New Fire Hall Change Order #004 in the amount of \$1200.
Attachments: [GR Firehall TNT CE 014 - Propane Barricades](#)
12. [21-1785](#) Consider adopting a resolution amending the City Wide Fee Schedule
Attachments: [21 - Fee Schedule](#)
13. [21-1787](#) Consider a contract with Crossover Touring for the performance of Charlie Parr at the Grand Rapids Riverfest on September 10, 2021.
Attachments: [CHARLIE PARR Combined Rider SOLO](#)
[Charlie-Parr at Grand-Rapids-Riverfest 2021-09-10 Contract 19748 v1](#)
14. [21-1788](#) Consider authorizing staff to solicit bids to dispose of old bleachers.
15. [21-1789](#) Consider approving Limited Season On-sale Liquor License application and approve limited season license for Grand Rapids Speedway
Attachments: [Limited Season Application](#)

SETTING OF REGULAR AGENDA

This is an opportunity to approve the regular agenda as presented or add/delete by a majority vote of the Council members present an agenda item.

ACKNOWLEDGE BOARDS & COMMISSIONS

15. [21-1790](#) Review and acknowledge minutes for Boards & Commissions
Attachments: [February 2, 2021 PUC Minutes](#)
[February 17, 2021 PUC Minutes](#)
[March 2, 2021 Arts & Culture Minutes](#)

FIRE DEPARTMENT

16. [21-1772](#) Consider adopting a resolution accepting a donation of pallet rack material to the Fire Department.
Attachments: [Fire MN Power donation](#)
[GRFD Pallet Rack Material](#)

GOLF COURSE

17. [21-1782](#) Consider approving Golf Course Asphalt Proposal

Attachments: [GR Golf Course Bid Form](#)
[Pokegama Lake Golf Course 1](#)
[Pokegama Lake Golf Course 2](#)

ADMINISTRATION DEPARTMENT

18. [21-1786](#) Consider accepting the resignation from Debra Moebakken, Library Public Services Clerk, from the Grand Rapids Area Library.

ADJOURNMENT

NEXT REGULAR MEETING IS SCHEDULED FOR APRIL 26, 2021, AT 5:00 P.M.

NOTE: These times are approximate only and are subject to change. If you are interested in a topic of discussion you should appear at least 10 minutes before its scheduled time.

Hearing Assistance Available: This facility is equipped with a hearing assistance system.

Attest: Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1774 **Version:** 1 **Name:** Military Child Month Proclamations
Type: Agenda Item **Status:** PRESENTATIONS/PROCLAMATIONS
File created: 4/5/2021 **In control:** City Council
On agenda: 4/12/2021 **Final action:**
Title: Proclamations establishing April as Military Child Month
Sponsors:
Indexes:
Code sections:
Attachments: [Military Child Month Proclamations](#)

Date	Ver.	Action By	Action	Result
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Proclamations establishing April as Military Child Month

Background Information:

April is considered the month of the Military Child. The Grand Rapids Yellow Ribbon Citizen's Committee, along with the National Guard and the American Legion Auxiliary, Unit #60 are requesting proclamations in support of military children.

Requested City Council Action

Acknowledge and proclaim April as Month of the Military Child



APRIL is the MONTH of the MILITARY CHILD

Whereas: Defense Secretary Caspar Weinberger was responsible for establishing April as the Month of The Military Child in 1986, and the Department of Defense has honored his initiative ever since.

Whereas: The month of April is an important one for children who have one or both parents serving in uniform; since 1986 there have been an increasing number of awareness campaigns aimed at recognizing the needs of military children in all areas from coping with the deployment of parents to war zones to education of military dependents.

Whereas: Since the debut of the original Month of The Military Child, there are a growing number of activities both on military bases and in local military communities. Approximately 2 million military children have experienced a parental deployment since 9/11. The average military family moves three times more often than their civilian counterpart.

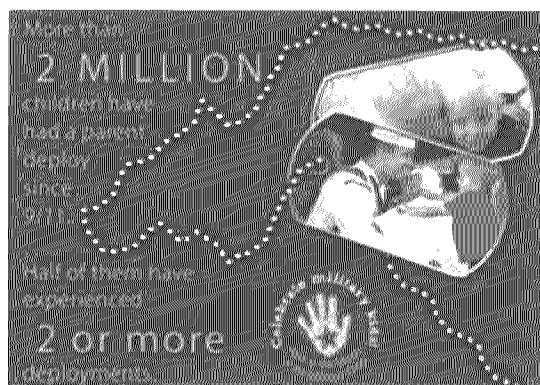
Whereas: “Purple Up! For Military Kids” is a day for Communities to wear purple to show support and thank military children for their strength and sacrifices. Purple indicates that all branches of the military are supported. Air Force blue, Army green, Navy blue, Marine red, and Coast Guard blue all are thought to combine together as a single color, purple.

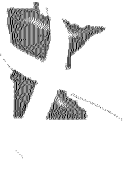
Whereas: Grand Rapids, Minnesota was designated a Yellow Ribbon Community in 2011 and that The American Legion Auxiliary, Unit #60 along with the Grand Rapids Yellow Ribbon Citizen’s Committee supports our local National Guard and their families. We wish to carry on this program of honoring our Military Children in our community.

Whereas: Local Businesses, City Council Members, State and County Employees, and any community member who wishes to acknowledge our Military Children can show their support by wearing Purple on Thursday, April 15, 2021.

Now Therefore, I _____ Mayor of the City of Grand Rapids, Minnesota do
Hereby Proclaim April 15, 2021 in our city to be “PURPLE-UP for MILITARY KIDS” signed this day

“PURPLE-UP for MILITARY KIDS”





April is the Month of the Military Child

Whereas: Defense Secretary Caspar Weinberger was responsible for establishing April as the Month of The Military Child in 1986, and the Department of Defense has honored his initiative ever since.

Whereas: The month of April is an important one for children who have one or both parents serving in uniform; since 1986 there have been an increasing number of awareness campaigns aimed at recognizing the needs of military children in all areas from coping with the deployment of parents to war zones to education of military dependents.

Whereas: Since the debut of the original Month of The Military Child, there are a growing number of activities both on military bases and in local military communities. Approximately 2 million military children have experienced a parental deployment since 9/11. The average military family moves three times more often than their civilian counterpart.

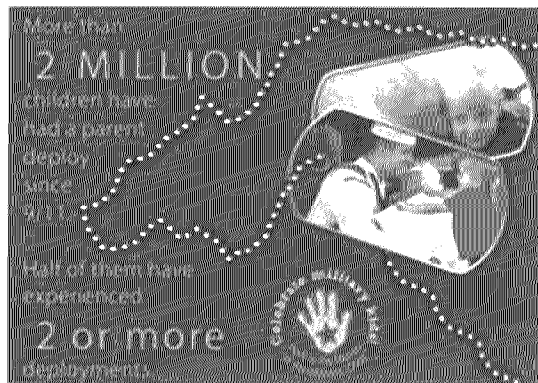
Whereas: “Purple Up! For Military Kids” is a day for Communities to wear purple to show support and thank military children for their strength and sacrifices. Purple indicates that all branches of the military are supported. Air Force blue, Army green, Navy blue, Marine red, and Coast Guard blue all are thought to combine together as a single color, purple.

Whereas: Grand Rapids, Minnesota was designated a Yellow Ribbon Community in 2011 and that The Grand Rapids Yellow Ribbon Citizen’s Committee supports our local National Guard and their families. We wish to carry on this program of honoring our Military Children in our community.

Whereas: Local Businesses, City Council Members, State and County Employees, and any community member who wishes to acknowledge our Military Children can show their support by wearing Purple on Thursday, April 15, 2021.

Now Therefore, I _____ Mayor of the City of Grand Rapids, Minnesota do
Hereby Proclaim April 15, 2021 in our city to be “PURPLE-UP for MILITARY KIDS” Signed this
day _____.

“PURPLE-UP for MILITARY KIDS”





CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1770 **Version:** 1 **Name:** Council Minutes
Type: Agenda Item **Status:** Approval of Minutes
File created: 4/2/2021 **In control:** City Council
On agenda: 4/12/2021 **Final action:**
Title: Consider approving Council minutes for Monday, March 22, 2021 Regular meeting
Sponsors:
Indexes:
Code sections:
Attachments: [March 22, 2021 Regular Meeting](#)

Date	Ver.	Action By	Action	Result
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Consider approving Council minutes for Monday, March 22, 2021 Regular meeting



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, March 22, 2021

5:00 PM

City Hall Council Chambers

BE ADVISED: Pursuant to Minnesota Statute 13D.021, Subdivision 1, some or all members may appear by telephone or other electronic means.

CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council was held on Monday, March 22, 2021 at 5:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Present 5 - Mayor Dale Christy
Councilor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

Staff Present:

Tom Pagel, Chad Sterle, Eric Trast Rob Mattei, Lasha Karels, Bob Cahill

MEETING PROTOCOL POLICY

PUBLIC FORUM

None.

COUNCIL REPORTS

None.

APPROVAL OF MINUTES

Consider approving Council minutes for Monday, March 8, 2021 Regular meeting.

A motion was made by Councilor Dale Adams, second by Councilor Michelle Toven, to approve Council minutes as presented. The motion PASSED by unanimous vote.

VERIFIED CLAIMS

Consider approving the verified claims for the period March 2, 2021 to March 15, 2021 in the total amount of \$1,544,113.13 of which \$380,753.75 are debt service

payments.

A motion was made by Councilor Rick Blake, second by Councilor Tasha Connelly, to approve the verified claims as presented. The motion carried by the following vote.

Aye 5 - Mayor Dale Christy
Councilor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

CONSENT AGENDA

1. Consider entering into a Trade Agreement with Mediacom Minnesota LLC for cable and internet services at the IRA Civic Center.
Approved by consent roll call
2. Consider approving Seasonal Golf Employees
Approved by consent roll call
3. Consider request by the Fire Department to apply for a 2021 Enbridge Safe Community First Responder Grant.
Approved by consent roll call
4. Consider accepting the resignation from Bradley Timm, Part-time Hospital Security Officer.
Approved by consent roll call
5. Consider adopting a resolution accepting a donation of \$100.00 from Robert and Linda Stein of Grand Rapids to the Police Department.
Adopted Resolution 21-19 by consent roll call
6. Consider accepting the resignation of April Chance from the position of Public Services Clerk - Circulation.
Approved by consent roll call
7. Consider an agreement with Blandin Paper Company to utilize two parking lots during the Grand Rapids Riverfest event.
Approved by consent roll call
8. Consider an amendment to an agreement with ICS eliminating the civil engineering services and approve SLA No. 2021/P&R IRA Civic Center Improvements with SEH for civic engineering services on IRA Civic Center project.
Approved by consent roll call

- 9. Consider acknowledging notice of intent to amend City Council By-laws

Approved by consent roll call

Approval of the Consent Agenda

A motion was made by Councilor Michelle Toven, second by Councilor Tasha Connelly, to approve the Consent agenda as presented. The motion carried by the following vote

- Aye** 5 - Mayor Dale Christy
- Councilor Dale Adams
- Councilor Rick Blake
- Councilor Tasha Connelly
- Councilor Michelle Toven

SETTING OF REGULAR AGENDA

A motion was made by Councilor Tasha Connelly, second by Councilor Rick Blake, to approve the Regular agenda as presented. The motion PASSED by unanimous vote.

ACKNOWLEDGE BOARDS & COMMISSIONS

- 10. Review and acknowledge minutes for Boards & Commissions

Acknowledge Boards and Commissions

DEPARTMENT HEAD REPORT

- 11. Community Development Department Report

Mr. Mattei presents semi-annual report on Community Development activities, including building permits, residential development, construction highlights, pandemic response activity, economic development, etc. A full report is on file and available to the public upon request.

Received and Filed

PUBLIC HEARINGS - PLEASE NOTE: If you wish to address the Council under public hearing, please call 218-327-8833 during the meeting.

- 17. Conduct a public hearing to consider the vacation of platted street and alley right-of-way within Grand Rapids First Division.

Mayor Christy noted the reason for the public hearing and the City Clerk confirmed that all required notices have been made and there has been no correspondence received in the Clerk's office.

Mr. Mattei presents background information in reference to vacation petition submitted by Itasca County.

A motion was made by Councilor Dale Adams, second by Councilor Tasha

Connelly, to open the public hearing. The motion PASSED by unanimous vote.
Brett Skyles, County Administrator, is present for any questions by the Council or public.

No one else wished to speak, therefore the following motion was made.

A motion was made by Councilor Dale Adams, second by Councilor Michelle Toven, to close the public hearing. The motion PASSED by unanimous vote.

COMMUNITY DEVELOPMENT

18. Consider the adoption of a resolution either approving or denying the vacation of platted street and alley right-of-way within Grand Rapids First Division.

A motion was made by Councilor Rick Blake, second by Councilor Tasha Connelly, to adopt Resolution 21-20, approving vacation as requested. The motion carried by the following vote.

Aye 5 - Mayor Dale Christy
Councilor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

PUBLIC HEARINGS - PLEASE NOTE: If you wish to address the Council under public hearing, please call 218-327-8833 during the meeting.

19. Conduct a public hearing to consider the vacation of a public utility easement acquired by the City of Grand Rapids in July of 2002 through recorded document number 543974.

Mayor Christy states the reason for the public hearing. The City Clerk states that all required notices have been made and no correspondence has been received in the clerk's office.

Mr. Mattei provides background for the requested vacation.

A motion was made by Councilor Tasha Connelly, second by Councilor Michelle Toven, to open the public hearing. The motion PASSED by unanimous vote.

No one wished to speak, therefore the following motion was made.

A motion was made by Councilor Tasha Connelly, second by Councilor Dale Adams, to close the public hearing. The motion PASSED by unanimous vote.

COMMUNITY DEVELOPMENT

20. Consider the adoption of a resolution either approving or denying the vacation of a public utility easement acquired by the City of Grand Rapids in July of 2002 through recorded document number 543974.

A motion was made by Councilor Dale Adams, second by Councilor Tasha Connelly, to adopt Resolution 21-21, approving vacation as requested. The motion carried by the following vote.

Aye 5 - Mayor Dale Christy
Councilor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

21. Consider approval work under Subproject 1 of a proposal from The Plum Catalyst.

A motion was made by Councilor Michelle Toven, second by Councilor Rick Blake, approving work for Plum Catalyst. The motion carried by the following vote.

Aye 5 - Mayor Dale Christy
Councilor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

GOLF COURSE

Recess at 5:35 PM

12. Consider adopting a Resolution to accept Gesme Golf Donation

A motion was made by Councilor Dale Adams, second by Councilor Rick Blake, to adopt Resolution 21-22, accepting donation from Mr. & Mrs. Gesme. The motion carried by the following vote.

Aye 5 - Mayor Dale Christy
Councilor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

13. Consider purchase of Golf Launch Monitor

A motion was made by Councilor Michelle Toven, second by Councilor Dale Adams, approving purchase of golf launch monitor. The motion carried by the following vote.

Aye 5 - Mayor Dale Christy
Councilor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

LIBRARY

14. Consider entering into an agreement with Mueller Studio LLC for functional public art at the Library.

A motion was made by Councilor Tasha Connelly, second by Councilor Dale Adams, to approve agreement with Mueller Studio for public art at library. The motion carried by the following vote.

Aye 5 - Mayor Dale Christy
Councilor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly
Councilor Michelle Toven

ADMINISTRATION DEPARTMENT

15. Consider the appointment of Steve Anderson to the position of ROW Leadperson.

A motion was made by Councilor Rick Blake, second by Councilor Tasha Connelly, appointing Steve Anderson to the position of ROW Lead Person. The motion PASSED by unanimous vote.

16. Consider appointing Brielle Carlson to the Human Rights Commission.

A motion was made by Councilor Tasha Connelly, second by Councilor Michelle Toven, appointing Brielle Carlson to the Human Rights Commission with a term to expire March 1, 2024. The motion PASSED by unanimous vote.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:14 PM.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1780 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Verified Claims
File created: 4/6/2021 **In control:** City Council
On agenda: 4/12/2021 **Final action:**
Title: Consider approving the verified claims for the period March 16, 2021 to April 5, 2021 in the total amount of \$1,247,009.21.
Sponsors:
Indexes:
Code sections:
Attachments: [04-12-21 City Council Bill List.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the verified claims for the period March 16, 2021 to April 5, 2021 in the total amount of \$1,247,009.21.

Requested City Council Action

Make a motion approving the verified claims for the period March 16, 2021 to April 5, 2021 in the total amount of \$1,247,009.21.

DATE: 04/06/2021
 TIME: 15:52:56
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 04/12/2021

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
0500050	E3 CONSULTING SERVICES	-97.50
1309335	MINNESOTA REVENUE	97.50
1920650	STRATEGIC INSIGHTS INC	625.00
	TOTAL	625.00
CITY WIDE		
0126725	AZTECA SYSTEMS LLC	13,800.00
0718060	GRAND RAPIDS HERALD REVIEW	189.00
0914690	INSIGHT PUBLIC SECTOR SLED	67.41
1920650	STRATEGIC INSIGHTS INC	875.00
T001222	GREG MUELLER	3,500.00
	TOTAL CITY WIDE	18,431.41
ADMINISTRATION		
1301020	MADDEN GALANTER HANSEN, LLP	1,830.84
1415377	NORTHERN BUSINESS PRODUCTS INC	18.99
	TOTAL ADMINISTRATION	1,849.83
BUILDING MAINTENANCE-CITY HALL		
0118100	ARAMARK UNIFORM & CAREER	52.90
0221650	BURGGRAF'S ACE HARDWARE	13.18
1901535	SANDSTROM'S INC	80.36
	TOTAL BUILDING MAINTENANCE-CITY HALL	146.44
COMMUNITY DEVELOPMENT		
0718060	GRAND RAPIDS HERALD REVIEW	316.25
1915248	SHI INTERNATIONAL CORP	603.00
	TOTAL COMMUNITY DEVELOPMENT	919.25
FINANCE		
0809436	HILDI INC	2,360.00
1309495	MINUTEMAN PRESS	14.85
1415377	NORTHERN BUSINESS PRODUCTS INC	112.27
	TOTAL FINANCE	2,487.12

DATE: 04/06/2021
 TIME: 15:52:56
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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 04/12/2021

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
FIRE		
0205725	BETZ EXTINGUISHER COMPANY	20.00
0218350	BRIER CLOTHING	29.85
0718060	GRAND RAPIDS HERALD REVIEW	69.00
0920057	ITASCA COUNTY SHERIFFS DEPT	3,288.24
1200500	L&M SUPPLY	20.89
1301015	MACQUEEN EQUIPMENT INC	1,343.90
1309090	SUPERONE FOODS NORTH	83.76
1415030	NAPA SUPPLY OF GRAND RAPIDS	2,472.33
1815720	ROTH RV & MARINE	1,446.93
	TOTAL FIRE	8,774.90
INFORMATION TECHNOLOGY		
0500050	E3 CONSULTING SERVICES	390.00
1915248	SHI INTERNATIONAL CORP	750.00
	TOTAL INFORMATION TECHNOLOGY	1,140.00
PUBLIC WORKS		
0104799	ADVANCED SERVICES INC	252.00
0121721	AUTO VALUE - GRAND RAPIDS	377.14
0221650	BURGGRAF'S ACE HARDWARE	36.01
0301685	CARQUEST AUTO PARTS	477.47
0315455	COLE HARDWARE INC	402.14
0401420	DAKOTA FLUID POWER, INC	3.10
0409715	DISPLAY SALES COMPANY	4,690.00
0501650	EARL F ANDERSEN	2,258.60
0601690	FASTENAL COMPANY	116.07
0612083	FLAGSHIP RECREATION	1,027.00
0800040	H & L MESABI	1,182.90
0801836	HAWKINSON SAND & GRAVEL	570.24
1200500	L&M SUPPLY	167.96
1303039	MCCOY CONSTRUCTION & FORESTRY	399.60
1415030	NAPA SUPPLY OF GRAND RAPIDS	38.29
1415484	NORTHERN LIGHTS TRUCK	2,063.68
1421155	NUCH'S IN THE CORNER	15.00
1421700	NUSS TRUCK GROUP INC	243.09
	TOTAL PUBLIC WORKS	14,320.29
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	745.81
0315455	COLE HARDWARE INC	10.03

DATE: 04/06/2021
 TIME: 15:52:56
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 04/12/2021

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
FLEET MAINTENANCE		
1301720	MATCO TOOLS	70.78
1415030	NAPA SUPPLY OF GRAND RAPIDS	74.94
1415484	NORTHERN LIGHTS TRUCK	33.32
1605740	PETROCHOICE HOLDINGS INC	588.12
	TOTAL FLEET MAINTENANCE	1,523.00
POLICE		
0215755	BOUND TREE MEDICAL LLC	341.98
0221650	BURGGRAF'S ACE HARDWARE	9.99
0301685	CARQUEST AUTO PARTS	39.62
0409501	JOHN P. DIMICH	4,583.33
0712225	GLEN'S ARMY NAVY STORE INC	540.00
1001530	JANSSEN FABRICATING ENTRP LLC	67.00
1200500	L&M SUPPLY	288.94
1309167	MN BUREAU OF CRIMINAL	390.00
1309495	MINUTEMAN PRESS	1,984.75
1415015	NORTH ATTLEBORO JEWELRY CO INC	510.00
1415377	NORTHERN BUSINESS PRODUCTS INC	74.99
1920233	STREICHER'S INC	500.86
	TOTAL POLICE	9,331.46
CENTRAL SCHOOL		
0218745	ASHLEY BRUBAKER	117.07
0221650	BURGGRAF'S ACE HARDWARE	49.02
1908248	SHERWIN-WILLIAMS	231.20
	TOTAL	397.29
AIRPORT		
0221650	BURGGRAF'S ACE HARDWARE	20.76
0315455	COLE HARDWARE INC	91.86
0415529	DONDELINGER FORD	360.37
1209735	LITTLE FALLS MACHINE INC	808.56
2015825	MONROE TOWMASTER LLC	811.90
2018680	TRU NORTH ELECTRIC LLC	779.99
2209421	VIKING ELECTRIC SUPPLY INC	19.08
	TOTAL	2,892.52

DATE: 04/06/2021
 TIME: 15:52:56
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 04/12/2021

VENDOR #	NAME	AMOUNT DUE

CIVIC CENTER		
GENERAL ADMINISTRATION		
0114200	ANDERSON GLASS	4,656.51
0118230	ARENA WAREHOUSE, LLC	2,884.00
0221650	BURGGRAF'S ACE HARDWARE	29.95
0315495	COMMERCIAL REFRIGERATION	46,852.29
0601690	FASTENAL COMPANY	5.82
1200500	L&M SUPPLY	80.69
1901535	SANDSTROM'S INC	374.42
TOTAL GENERAL ADMINISTRATION		54,883.68
STATE HAZ-MAT RESPONSE TEAM		
0601690	FASTENAL COMPANY	146.34
TOTAL		146.34
CEMETERY		
0100046	ASV HOLDINGS INC	82,584.72
1200500	L&M SUPPLY	32.01
1415590	NORTHWEST GAS	987.73
TOTAL		83,604.46
GENERAL CAPITAL IMPRV PROJECTS		
MAY MOBILITY		
1612745	PLUMB CATALYST LLC, THE	2,500.00
TOTAL MAY MOBILITY		2,500.00
2021 INFRASTRUCTURE BONDS		
CP2020/FD-1 NEW FIRE HALL		
0100024	A-Z ELECTRIC INC	65,550.00
0102697	ABSOLUTE FIRE PROTECTION INC	16,417.90
0218115	BRAUN INTERTEC CORPORATION	7,855.00
0900055	ICS CONSULTING INC	76,808.86
1105530	KENNEDY & GRAVEN, CHARTERED	623.00
1301850	MAX GRAY CONSTRUCTION	64,825.08
1303050	MCDOWALL COMPANY	101,343.52
1908090	SHANNON'S INC	124,775.27
2000522	TNT CONSTRUCTION GROUP, LLC	166,979.38
TOTAL CP2020/FD-1 NEW FIRE HALL		625,178.01

DATE: 04/06/2021
 TIME: 15:52:56
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 5

INVOICES DUE ON/BEFORE 04/12/2021

VENDOR #	NAME	AMOUNT DUE

2021	INFRASTRUCTURE BONDS	
	CP 2021-2 5TH STREET SW	
0718060	GRAND RAPIDS HERALD REVIEW	349.60
	TOTAL CP 2021-2 5TH STREET SW	349.60
2015-3	HIGHWAY 2 WEST TRAIL	
2000522	TNT CONSTRUCTION GROUP, LLC	73,969.99
	TOTAL 2015-3 HIGHWAY 2 WEST TRAIL	73,969.99
	DACF/PD EXPANSION	
0900055	ICS CONSULTING INC	2,905.60
1915248	SHI INTERNATIONAL CORP	1,140.00
2000522	TNT CONSTRUCTION GROUP, LLC	15,200.01
	TOTAL DACF/PD EXPANSION	19,245.61
	STORM WATER UTILITY	
0126725	AZTECA SYSTEMS LLC	9,200.00
1415484	NORTHERN LIGHTS TRUCK	50.32
1621125	PUBLIC UTILITIES COMMISSION	2,842.96
	TOTAL	12,093.28
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$ 934,809.48
	CHECKS ISSUED-PRIOR APPROVAL	
	PRIOR APPROVAL	
0113105	AMAZON CAPITAL SERVICES	13.89
0201354	B. BAIRD-PETTY CASH FUND	15.55
0305530	CENTURYLINK QC	59.51
0315543	CONSTELLATION NEWENERGY -GAS	6,316.87
0605191	FIDELITY SECURITY LIFE	60.99
0609699	FIRSTNET LEARNING, INC	20.00
0718015	GRAND RAPIDS CITY PAYROLL	248,368.10
0718070	GRAND RAPIDS STATE BANK	311.55
0914295	JEFFREY INGLE	207.28
1015342	SCOTT JOHNSON	638.40
1201402	LAKE COUNTRY POWER	43.98
1209516	LINCOLN NATIONAL LIFE	1,955.72
1309167	MN BUREAU OF CRIMINAL	15.00
1309199	MINNESOTA ENERGY RESOURCES	3,534.09
1309266	MN DEPT OF LABOR & INDUSTRY	100.00
1309335	MINNESOTA REVENUE	557.28

DATE: 04/06/2021
 TIME: 15:52:56
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 6

INVOICES DUE ON/BEFORE 04/12/2021

VENDOR #	NAME	AMOUNT DUE

CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
1415479	NORTHERN DRUG SCREENING INC	25.00
1601305	THOMAS J. PAGEL	1,023.09
1601750	PAUL BUNYAN COMMUNICATIONS	280.20
1621130	P.U.C.	45,473.31
2000100	TASC	30.60
2000490	TDS Metrocom	577.37
2001141	TACTICAL & TECHNICAL	800.00
2114360	UNITED PARCEL SERVICE	87.78
2114750	UNUM LIFE INSURANCE CO OF AMER	266.17
2209455	VILLEANEUVE DEMOLITION AND	1,000.00
2305300	MATTHEW WEGWERTH	168.00
T001357	WEST METRO FIRE-RESCUE DIST	250.00
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$		312,199.73
TOTAL ALL DEPARTMENTS		1,247,009.21



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1764 **Version:** 1 **Name:** Consider approving Itasca County classification of tax-forfeited land.

Type: Agenda Item **Status:** Consent Agenda

File created: 3/24/2021 **In control:** City Council

On agenda: 4/12/2021 **Final action:**

Title: Consider approving Itasca County classification of tax-forfeited land.

Sponsors:

Indexes:

Code sections:

Attachments: [Tax-forfeited Lot Classification Letter from Itasca County](#)
[Tax-forfeited Property: Lot Area Maps](#)
[Tax-forfeited Lot Classification Approval Forms](#)

Date	Ver.	Action By	Action	Result
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Consider approving Itasca County classification of tax-forfeited land.

Background Information:

Itasca County has recently either classified or re-classified the tax-forfeited status of four undeveloped parcels, and two developed parcels within the city. It is as follows (see attached map for parcel locations):

- 91-725-0730 as Non-Conservation (*SR-2 Zoning - only developable by adjacent land owner*)
- 91-725-1040 as Non-Conservation (*SR-2 Zoning - only developable by adjacent land owner*)
- 91-725-1520 as Non-Conservation (*R-2 Zoning - only developable by adjacent land owner*)

The Non-Conservation classification would allow the County to sell the parcel, as opposed to a Conservation classification which would be retained and open for public use.

The subject three, undeveloped properties, excluding unknown factors, such as the parcel’s underlying soil condition, appear to be suitable for development, only by adjacent land owners, and as such, will be offered for sale by the County at an “adjacent landowner sale”.

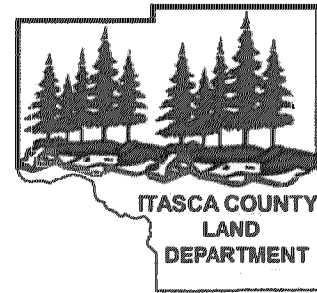
Itasca County has requested the City’s approval of the non-conservation classification within the attached form to be executed by the Mayor and City Clerk.

Requested City Council Action

Pass a motion approving Itasca County’s tax-forfeited classification of Non-Conservation for Parcel No’s: 91-725-0730, 91-725-1040, and 91-725-1520 and authorize the Mayor and City Clerk’s execution of the attached approval forms.

ITASCA COUNTY LAND DEPARTMENT

**1177 LaPrairie Avenue
Grand Rapids, MN 55744-3322
218-327-2855 * Fax: 218-327-4160**



March 11, 2021

Clerk Kim Johnson-Gibeau
City of Grand Rapids
420 N Pokegama Ave.
Grand Rapids, MN 55744

Please be notified that the Itasca County Board of Commissioners recently classified or re-classified certain tax-forfeited trust lands. Lands classified as non-conservation can be sold, whereas lands classified as conservation will be retained and withdrawn from sale. Enclosed is a list of tax-forfeited properties and their classification for your information and review.

Tract 30, 31 and 32 in the City of Grand Rapids meets the statutory definition for a parcel that will be sold at an adjacent landowner sale. Said parcel cannot be improved because of noncompliance with local ordinances regarding minimum area, shape, frontage or access. As required under Minnesota Statute 282.01, the private sale to adjacent landowners require the approval of the city or township in which the parcel is located. We request that you indicate whether you approve or do not approve of the non-conservation classification and potential sale of Tract 30, 31 and 32 as shown on the attached list and return the document(s) to me in the enclosed envelope. Please be advised that if the council fails to respond within sixty (60) days of the date of this letter the classification and sale will be deemed to be approved. The County also requires a certified copy of any action taken.

Please be aware, special assessments levied before the forfeiture, were cancelled at forfeiture and will not be collected if the parcel is sold. However, the assessments which are canceled at forfeiture can be reinstated upon transfer of the property back into private ownership. Special assessments that are levied after the forfeiture should be certified to this office where they will be added to the value and paid back to upon sale of the parcel.

The Notice and Terms of Sale for each sale event discloses the assessment amount and recommends that interested persons contact the local jurisdiction for more information. When the property is sold, the County informs the jurisdiction so that they may work with the Itasca County Auditor/Treasurer's office to get the assessments reinstated. For more information on the reinstatement process, please Contact Chief Deputy Auditor Debra Davis at 218-327-2887.

Equal Opportunity Employer

Please review the parcels in your jurisdiction shown on the attached List for any special assessments you levied prior to forfeiture. Let me know if any of the parcels shown have assessments that were cancelled at forfeiture and the balance due. A response by April 30, 2021 would be greatly appreciated.

If you have any questions, please feel free to contact me at (218) 327-7397 or by email at cindy.shevich@co.itasca.mn.us.

Sincerely,

Cindy Shevich

Cindy Shevich
Real Estate Specialist

Equal Opportunity Employer



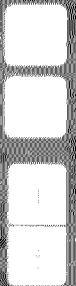
General Map

Find address or place



#30

Acres	0.80
TWP_CITY	91
Plat Number	725
Parcel Number	91-725-0730
Tax District Name	GRAND RAPIDS CITY
MP_NBR	91-725-0730
Homestead Choice	0
Tax Payer Number	25213
TAO_NAME	TAX FORFEIT
ADDR_1	
ADDR_2	
ADDR_3	
ADDR_4	
Zoom to	



100ft

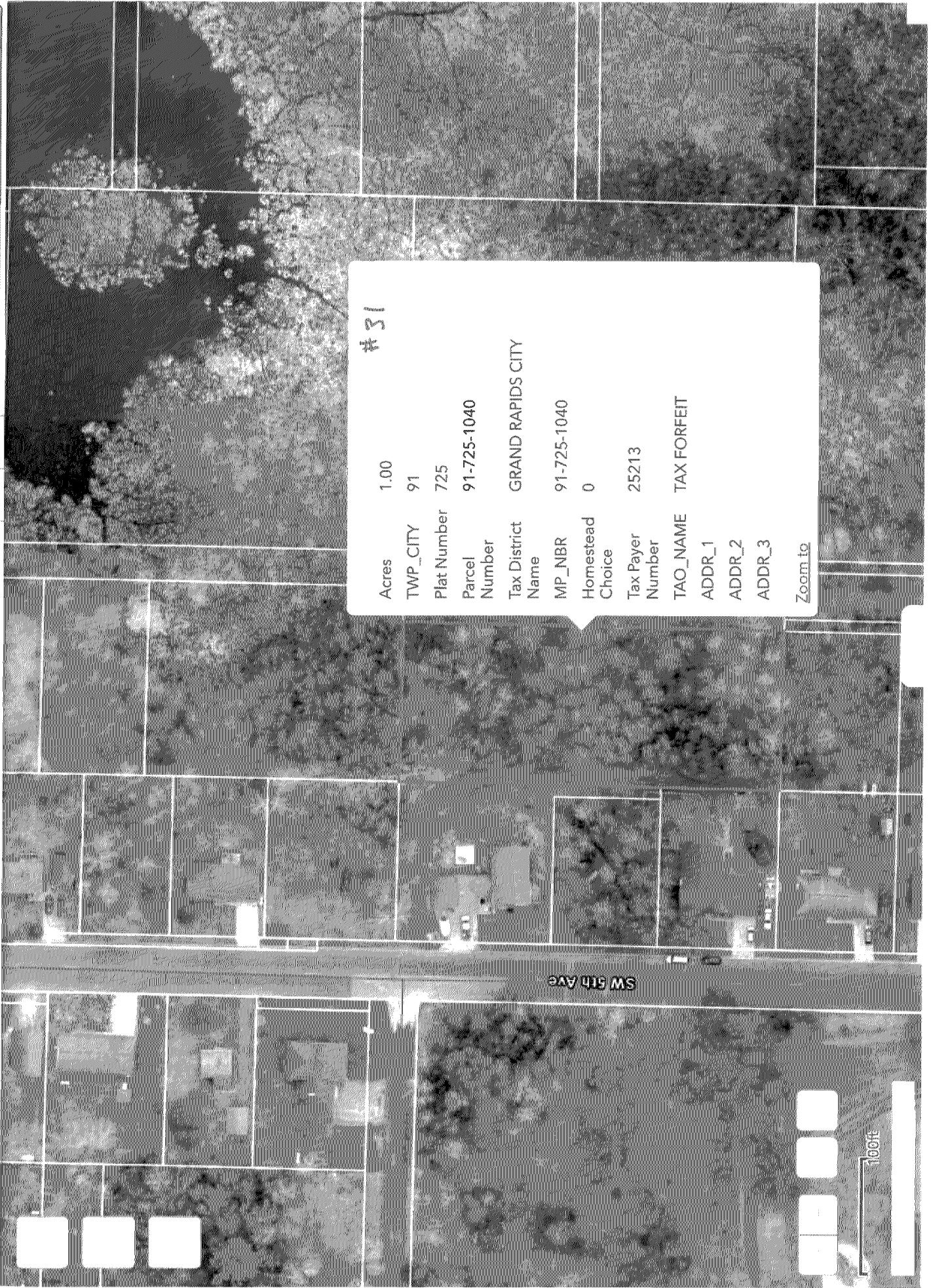




General Map

City of Grand Rapids, Michigan

Find address or place



31

Acres	1.00
TWP_CITY	91
Plat Number	725
Parcel Number	91-725-1040
Tax District Name	GRAND RAPIDS CITY
MP_NBR	91-725-1040
Homestead Choice	0
Tax Payer Number	25213
TAXO_NAME	TAX FORFEIT
ADDR_1	
ADDR_2	
ADDR_3	

[Zoom to](#)

100ft



General Map

Find address or place



Acres	0.30	# 32
TWP_CITY	91	
Plat Number	725	
Parcel Number	91-725-1520	
Tax District Name	GRAND RAPIDS CITY	
MP_NBR	91-725-1520	
Homestead Choice	0	
Tax Payer Number	25213	
TAO_NAME	TAX FORFEIT	
ADDR_1		
ADDR_2		
ADDR_3		
Zoom to		

100ft

CITY OF GRAND RAPIDS
2021 Classification: **Non-Conservation**

LEGAL DESCRIPTION:

SEC:
20

TWP:
55

RGE:
25

All of Lots Six (6) thru Thirteen (13), Block Seven (7) & West Half of vacated Fourth Avenue Southwest lying adjacent thereto & that part of the North half of vacated Fifth Street SW lying South and adjacent to Lot 13 WOODLAND ADDITION TO GRAND RAPIDS

PARCEL ID #91-725-0730

APPROVED

NOT APPROVED

STATE OF MINNESOTA)
COUNTY OF ITASCA)ss
CITY OF GRAND RAPIDS

The classification or reclassification and sale of lands described above lying within the boundaries of the **CITY OF GRAND RAPIDS** in said County and State is hereby approved or disapproved as indicated above.

Dated this _____ day of _____, 2021

Attest: _____
Clerk, **CITY OF GRAND RAPIDS**

Chairperson, **CITY OF GRAND RAPIDS**

CITY OF GRAND RAPIDS
2021 Classification: **Non-Conservation**

LEGAL DESCRIPTION:

SEC:
20

TWP:
55

RGE:
25

Block Ten (10) LESS East Ten feet (10') and LESS the West Ten feet (10') and LESS Lots 13-24 and the South Half of vacated Fifth Street SW lying adjacent to Lot 1 WOODLAND ADDITION TO GRAND RAPIDS

PARCEL ID #91-725-1040

APPROVED

NOT APPROVED

STATE OF MINNESOTA)
COUNTY OF ITASCA)ss
CITY OF GRAND RAPIDS

The classification or reclassification and sale of lands described above lying within the boundaries of the **CITY OF GRAND RAPIDS** in said County and State is hereby approved or disapproved as indicated above.

Dated this _____ day of _____, 2021

Attest: _____
Clerk, **CITY OF GRAND RAPIDS**

Chairperson, **CITY OF GRAND RAPIDS**

CITY OF GRAND RAPIDS
2021 Classification: **Non-Conservation**

LEGAL DESCRIPTION:

SEC:
20

TWP:
55

RGE:
25

Lots One (1) thru Four (4), LESS the East Ten feet (E. 10'), Block Fifteen (15) WOODLAND
ADDITION TO GRAND RAPIDS

PARCEL ID #91-725-1520

APPROVED

NOT APPROVED

STATE OF MINNESOTA)
COUNTY OF ITASCA)ss
CITY OF GRAND RAPIDS

The classification or reclassification and sale of lands described above lying within the boundaries of the **CITY OF GRAND RAPIDS** in said County and State is hereby approved or disapproved as indicated above.

Dated this _____ day of _____, 2021

Attest: _____
Clerk, **CITY OF GRAND RAPIDS**

Chairperson, **CITY OF GRAND RAPIDS**



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1765 **Version:** 1 **Name:** Tax forfeit parcels - stormwater
Type: Agenda Item **Status:** Consent Agenda
File created: 3/29/2021 **In control:** City Council
On agenda: 4/12/2021 **Final action:**
Title: Consider adopting two resolutions requesting conveyance of tax-forfeited parcels for public use
Sponsors:
Indexes:
Code sections:
Attachments: [4-12-2021 Resolution 3109 0230](#)
[4-12-2021 Resolution 4106](#)

Date	Ver.	Action By	Action	Result
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Consider adopting two resolutions requesting conveyance of tax-forfeited parcels for public use

Background Information:

Three parcels within the City of Grand Rapids have been forfeited to the State of Minnesota for non-payment of taxes. Parcels are managed by Itasca County. Minnesota Statute 282.01 allows for the acquisition of tax forfeit trust parcels for public purposes. Below is the summary of the parcels and the intended use:

Parcel ID	Use	Fee	Covenant
91-585-4106	roadway and utilities	\$4,450.00	no
91-028-3109	stormwater	no charge	30 yr
91-620-0230	stormwater	\$4,000.00	30 yr

The attached resolutions request that the Itasca County Board consider approving the conveyance of said parcels. Parcels will be purchased with stormwater utility funds.

Staff Recommendation:

Matt Wegwerth, Public Works Director/City Engineer, recommends approving two resolutions requesting conveyance of tax-forfeited parcels for public use

Requested City Council Action

A motion approving two resolutions requesting conveyance of tax-forfeited parcels for public use

Council member _____ introduced the following resolution and moved for its adoption:

RESOLUTION NO. 21-__

**A RESOLUTION REQUESTING CONVEYANCE
OF TAX-FORFEITED TRUST PARCELS 91-028-3109 AND 91-620-0230**

WHEREAS, parcels 91-028-3109 and 91-620-0230 have been forfeited to the State of Minnesota for non-payment of taxes and are managed by Itasca County; and

WHEREAS, parcel 91-028-3109 is legally described as:

That part of the Northeast Quarter of the Southwest Quarter of Section 28, Township 55 North, Range 25 West of the Fourth Principal Meridian, described as follows: Commencing at the northeast corner of said Northeast Quarter of the Southwest Quarter; thence South 89 degrees 45 minutes 26 seconds West, assumed bearing along the north line of said Northeast Quarter of the Southwest Quarter, a distance of 20.00 feet; thence South 0 degrees 04 minutes 49 seconds East, 40.00 feet along a line that is parallel with the east line of said Northeast Quarter of the Southwest Quarter; thence South 89 degrees 45 minutes 26 seconds West, 390.61 feet to intersect the easterly right of way line of proposed 2nd Avenue; thence South 0 degrees 30 minutes 17 seconds West, 395.00 feet along said easterly right of way line; thence North 89 degrees 45 minutes 26 seconds East 110.00 feet; thence North 56 degrees 47 minutes 18 seconds East, 339.90 feet; thence North 0 degrees 04 minutes 49 seconds West, 210.00 feet to the point of beginning. Containing 2.96 acres; and

WHEREAS, parcel 91-620-0230 is legally described as:

Lot 23 and Lot 24 less part laying west of east 18 feet and west half of vacated north/south avenue laying adjacent to Lot 23 and less Highway 38 right of way of McKinney Lake Addition to Grand Rapids; and

WHEREAS, Minnesota Statute 282.01, Subd. 1A, para. (h) allows for the acquisition of tax forfeit trust parcels for drainage or stormwater purposes; and

WHEREAS, a 30 year covenant will be placed on both parcels restricting the property to stormwater use only; and

WHEREAS, the sale price for parcel 91-620-0230 shall be \$4,000.00 and parcel 91-028-3109 will be at no charge plus costs associated with the transfer; and

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Minnesota hereby respectfully requests that the Itasca County Board consider approving conveyance of tax-forfeited trust parcels 91-028-3109 and 91-620-0230 for stormwater purposes.

Adopted by the Council this 12th day of April, 2021.

Dale Christy, Mayor

ATTEST:

Kim Johnson-Gibeau, City Clerk

Council member _____ seconded the foregoing resolution and the following voted in favor thereof: _____; and the following voted against same: _____; whereby the resolution was declared duly passed and adopted.

Council member _____ introduced the following resolution and moved for its adoption:

RESOLUTION NO. 21-__

**A RESOLUTION REQUESTING CONVEYANCE
OF TAX-FORFEITED TRUST PARCEL 91-585-4106**

WHEREAS, parcel 91-585-4106 has been forfeited to the State of Minnesota for non-payment of taxes and is managed by Itasca County; and

WHEREAS, parcel 91-585-4106 is legally described as:

North 75 feet of Lot 2 and North 75 feet of West 25 feet of Lot 3 of Kearneys 1st Addition to Grand Rapids; and

WHEREAS, Minnesota Statute 282.01, Subd. 1A, para. (b) allows for the acquisition of tax forfeit trust parcels for public purposes; and

WHEREAS, the City of Grand Rapids intends to use the property for future roadway and utility purposes; and

WHEREAS, no restrictive covenants will be placed on said parcel; and

WHEREAS, the sale price for parcel 91-585-4106 shall be \$4,450.00 plus costs associated with the transfer; and

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Minnesota hereby respectfully requests that the Itasca County Board consider approving conveyance of parcel 91-585-4106 for roadway and utility purposes.

Adopted by the Council this 12th day of April, 2021.

Dale Christy, Mayor

ATTEST:

Kim Johnson-Gibeau, City Clerk

Council member _____ seconded the foregoing resolution and the following voted in favor thereof: _____; and the following voted against same: _____; whereby the resolution was declared duly passed and adopted.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	21-1769	Version:	1	Name:	PW Part-Time Eligibility List for Spring/Summer Maintenance Season
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	4/2/2021	In control:		In control:	City Council
On agenda:	4/12/2021	Final action:		Final action:	
Title:	Consider authorizing the Public Works Department to hire from the PW Part-Time Eligibility List for the 2021 Spring/Summer Maintenance Season.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	2021 4-12 PW Spring-Summer PT Eligibility List				

Date	Ver.	Action By	Action	Result
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Consider authorizing the Public Works Department to hire from the PW Part-Time Eligibility List for the 2021 Spring/Summer Maintenance Season.

Background Information:

The Public Works Department hires part-time workers for the Spring/Summer Maintenance Season to work on all city owned property, such as parks, athletic fields, right-of-ways, Itasca Calvary Cemetery and the Itasca County Airport. Ratification for the start of employment for this list will be April 13th, 2021 and continue until October 30th, 2021.

All of the employees on this eligibility list would be eligible for employment at the Public Works Department. Their wage rates per hour will be as follows; 1st year hires \$12.00, 2nd year return hires \$12.25, 3rd year return hires \$12.50 and a 4th year return hires will receive \$12.75. Joy Gould will be returning at a wage rate of \$16.50 per hour. The cost of these part-time employees is included in the 2021 Budget.

Staff Recommendation:

Matt Wegwerth, Public Works Director/City Engineer, approves hiring from the attached PW Part-Time Eligibility List for the 2021 Spring/Summer Maintenance Season.

Requested City Council Action

Make a motion to approve and authorize the Public Works Department to hire part-time maintenance workers from the PW Part-Time Eligibility List for the 2021 Spring/Summer Maintenance Season.

PW 4-12-21 Spring/Summer PT Eligibility List:

New Hires: \$12.00

Erica Benolken
Mia Jensen
Marlon Lewandowski

2nd Year Hires: \$12.25

Kimberly Forster
Evan Mischke

3rd Year Hires: \$12.50

Madison Lathrop
Brady Wagner
Al Waller

4th Year Hires: \$12.75

Tanner Shepard

4th Year +: \$13.00



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1771 **Version:** 1 **Name:** Consider accepting Grand Rapids EDA Annual Report for the year 2020.
Type: Agenda Item **Status:** Consent Agenda
File created: 4/5/2021 **In control:** City Council
On agenda: 4/12/2021 **Final action:**
Title: Consider accepting Grand Rapids EDA Annual Report for the year 2020.
Sponsors:
Indexes:
Code sections:
Attachments: [GREDA Annual Report 2020](#)

Date	Ver.	Action By	Action	Result
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Consider accepting Grand Rapids EDA Annual Report for the year 2020.

Background Information:

The Bylaws of the Grand Rapids Economic Development Authority establish that: "GREDA shall prepare an annual report describing its activities and providing an accurate statement of its financial condition, together with additional matters and recommendations it deems advisable for the economic development of the City of Grand Rapids".

The attached GREDA 2020 Annual Report is provided to fulfill that obligation.

Requested City Council Action

Consider accepting Grand Rapids EDA Annual Report for the year 2020.

G R E D A Grand Rapids Economic Development Authority

2020 Annual Report



Prepared by:

Rob Mattei
Director of Community Development
GREDA Executive Director

Table of Contents

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Additional Project Funding	9
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GREDA Financial Summary - Capital Projects Budget	15
2021 GREDA Work Plan	16-20



Mission

The Mission of the Grand Rapids Economic Development Authority (GREDA) is to advance the growth of our local economy through efforts focused on business recruitment, retention and expansion.

As the City's economic development agent, GREDA strives to provide a high level of service, in order to encourage economic investment and prosperity in the City of Grand Rapids and the surrounding region. GREDA works closely with businesses to: identify creative solutions to challenging problems, generate enhanced opportunities for growth, and help them achieve their short- and long-term goals.

Governance

The Grand Rapids Economic Development Authority is a public body governed by Minnesota Statute chapter 469, and Enabling Resolutions enacted by the City Council of the City of Grand Rapids.

The management of all of the affairs, property and business of GREDA is vested in a Board of Commissioners consisting of 7 persons, 2 of which must be members of the City Council. GREDA annually elects its Officers, which include a President, Vice President, Secretary/Treasurer, and Asst. Treasurer. Staff support is provided to GREDA primarily through the Community Development Department, with the Director of Community Development acting as the GREDA Executive Director, and with the Community Development Administrative Assistant acting as the Recorder.

The GREDA Board of Commissioners includes the following volunteers:

Member	Position	Affiliation/Occupation	Term Expires
Sholom Blake	President	Private Business Owner/CPA	3/1/25
Tasha Connelly	Commissioner	City Council/Student Support Specialist	12/31/22 Concurrent with Council Term
John O'Leary	Vice President	Ret. Economic Dev. Professional	3/1/25
Vacant	Commissioner		3/1/27
Cory Jackson	Secretary/Treas.	Business Financial Officer	3/1/23
Mike Korte	Commissioner	Economic Development Loan Officer	3/1/22
Rick Blake	Commissioner	City Council/Retired Elec. Engineer	12/31/22 Concurrent with Council Term

*The Director of City Finance serves as the Asst. Treasurer

Also providing valued service to the GREDA during 2020 was Mayor Dale Christy (serving on the GREDA from 2013-2020), and Mike Przytarski (serving on the GREDA from 2003-2020).

Article VII, Section 1, of the Bylaws of the Grand Rapids Economic Development Authority establishes that: "GREDA shall prepare an annual report describing its activities and providing an accurate statement of its financial condition, together with additional matters and recommendations it deems advisable for the economic development of the City of Grand Rapids."

This report summarizes GREDA's activities and financial condition for the year ending December 31, 2020.

Respectfully submitted,



Sholom Blake, Grand Rapids EDA President



Development Property and Leasable Assets

Beginning in 1969, GREDA and its predecessor organization, the Grand Rapids Industrial Park Commission, have invested in the creation of four industrial park areas in Grand Rapids. Those industrial parks have become the home for 24 businesses, providing over 1,000 jobs in our community.

The attraction and location of industrial business in our community is pursued by GREDA within a competitive environment. Communities in the Arrowhead Region, including Grand Rapids, have had to counterbalance weaknesses, such as our distance from major market areas, by providing incentives to businesses for locating in our community. A primary means of providing that incentive involves providing development sites for business location at a competitive rate, most often below actual cost.

In addition to assembling lands for industrial development, GREDA has also actively pursued the development of underutilized properties in the Downtown and Mississippi Riverfront areas. As examples, the GREDA has sold land, which has led to the development of the Glorvigen office building, KAXE Northern Public Radio station, and the Rapids Brewing project. The GREDA also exercised their authority to purchase and sell lands in support of the private redevelopment of Block 37, located at the corner of TH 2 and TH 169. The GREDA currently owns property in Blocks 20 & 21, immediately north of the Library, which they continue to market to developers interested in creating professional office, residential and other compatible uses. The GREDA also owns and markets for sale and development the former North Country Recycling property, a site referred to as the Block 5 Site. Additionally, GREDA recently completed the acquisition of VFW/Rose properties within Block 18 downtown, adjacent to the Wells Fargo building.

Land Inventory Summary:

<u>Site Description</u>	<u>Number of Developable Lots (GREDA Owned)</u>	<u>Acreage Total</u>
Industrial Park Two	1	2.38
Industrial Park East	6	8.30
Airport South Industrial Park — Phase 1 & 2	11	17.61
Airport Property (unplatted)	1	20.0
Blocks 20 & 21 Riverfront Dev. Site	1	1.46
Block 5 Riverfront Dev. Site	1	1.8
Block 18 — Downtown Site	1	0.16
Totals:	22	51.71

GPZ Hangar:

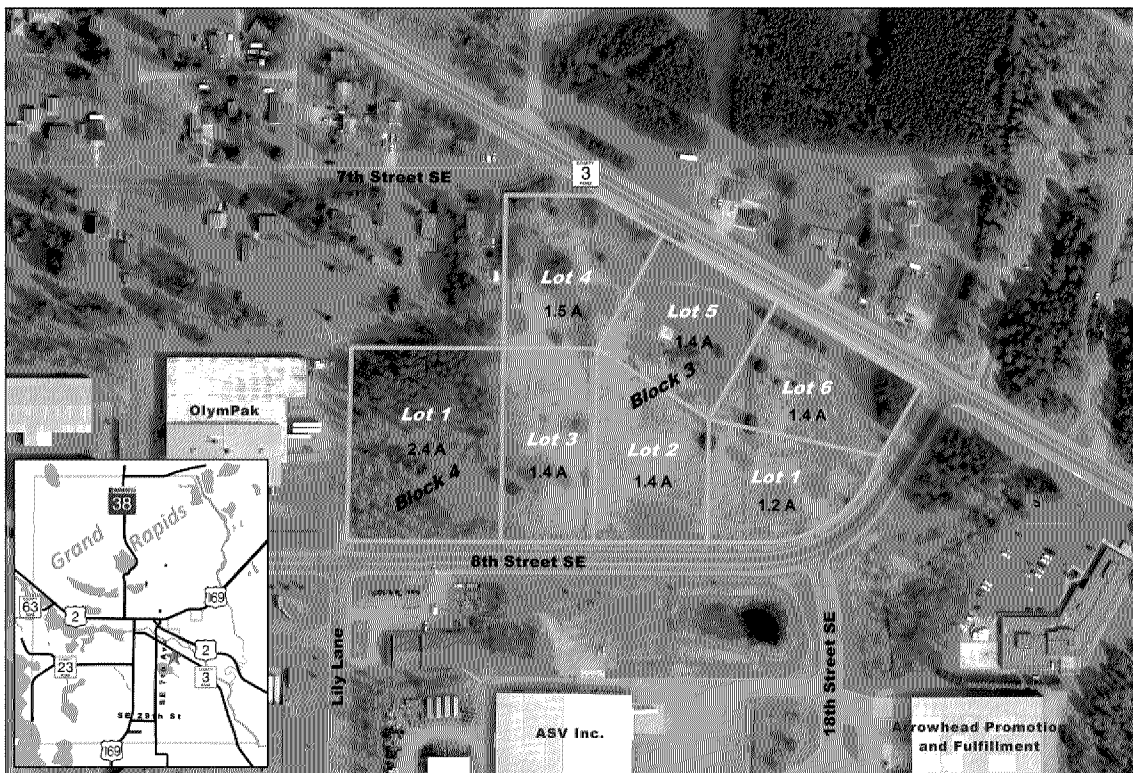
In addition to an inventory for industrial and commercial lands available for development, GREDA owns a 7,500 s.f. commercial hangar at the Grand Rapids/Itasca County Airport. This facility is available for lease or potential sale after the prior tenant, ACC Manufacturing, failed to emerge from Chapter 11 restructuring.

Central School:

The City redeveloped Central School in 1983 and has since operated it as a multi-tenant leased space for a mixture of commercial retail and office uses. Central School contains 15 suites totaling 10,250 square feet of leasable space. In 2014, the City Council tasked GREDA with the management of leasing. At the time of this report, 37% of the space is occupied.

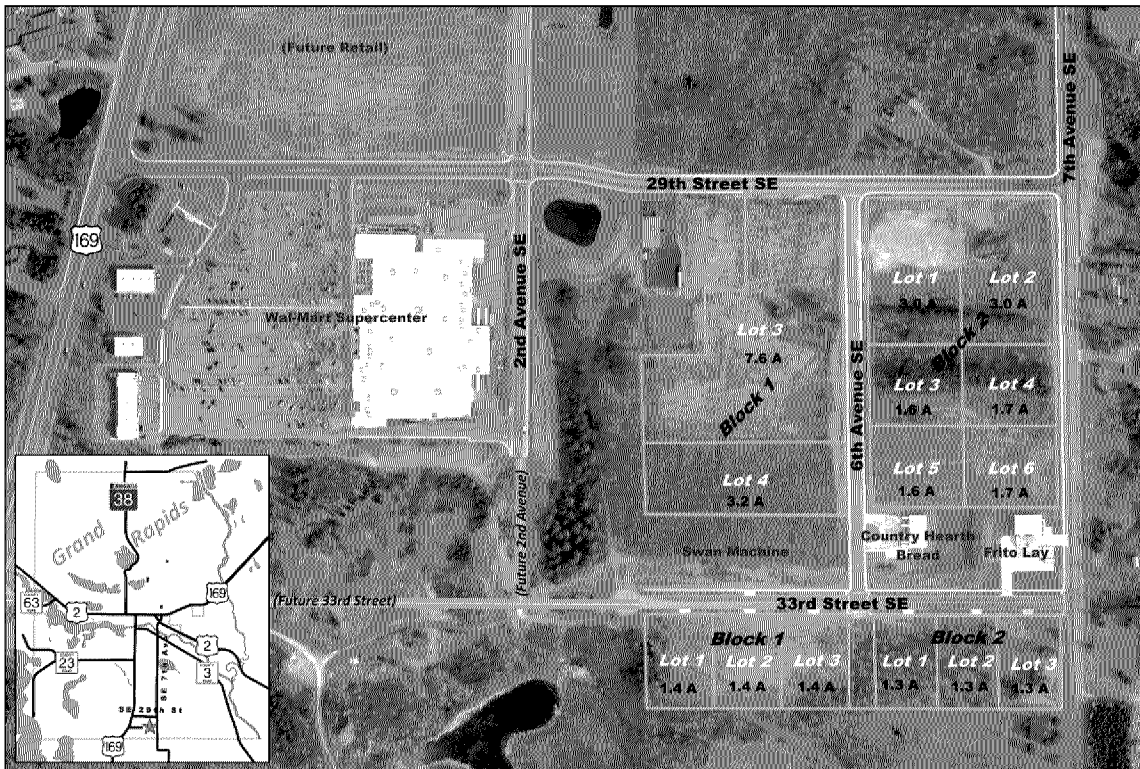


Grand Rapids Industrial Park East



Legend
 Available Lot(s)

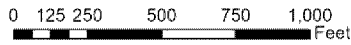
Grand Rapids Airport South Industrial Park: Phases I & II



Legend
 Available Lot(s)



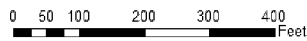
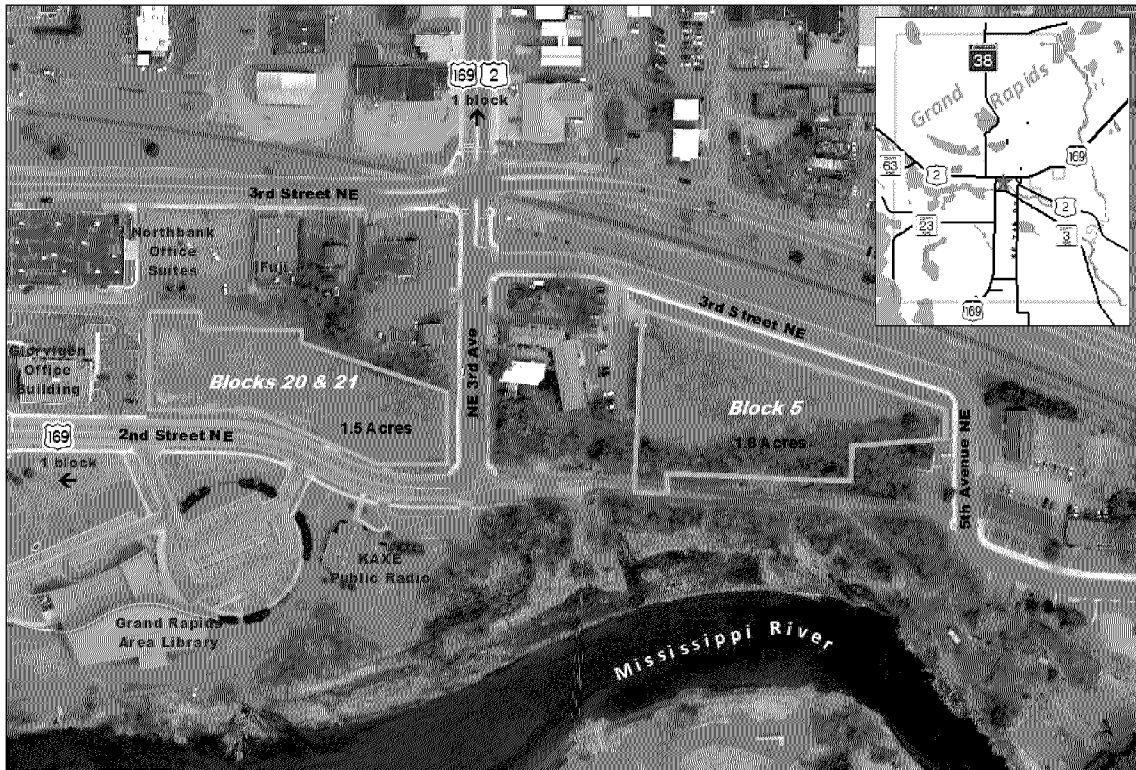
Grand Rapids Airport Property (unplatted)



Legend

Available Lot(s)

Grand Rapids "Blocks 20 & 21" and "Block 5" Commercial Sites

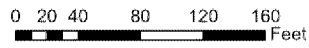
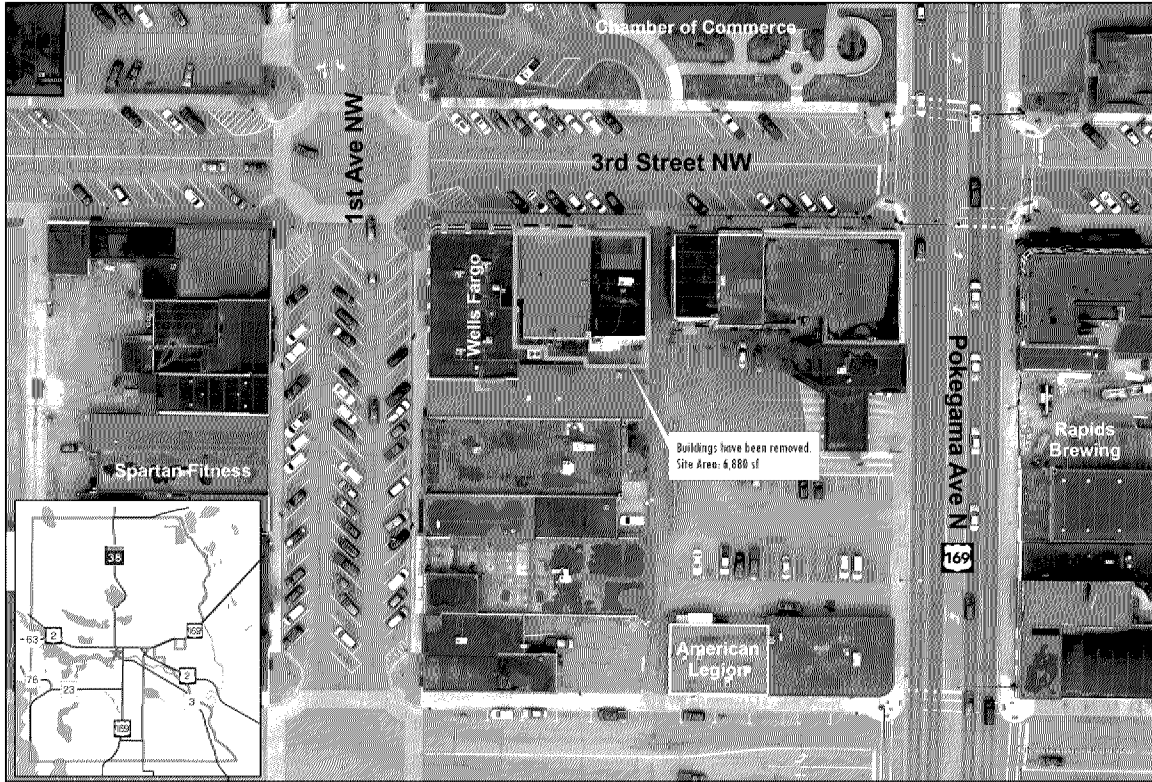


Legend

Available Lot(s)



Grand Rapids "Downtown Block 18"



Legend
Available Lot(s)



Business Assistance Programs

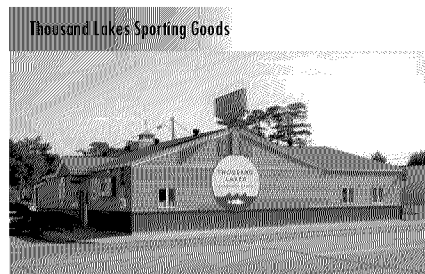
In order to meet business' needs, GREDA commonly pools their resources together with those of other local, state and federal economic development agencies. Examples of those business assistance programs are listed in the following table:

Source	Program
Federal EDA	<ul style="list-style-type: none"> ▪ Public Works Grant ▪ Economic Adjustment Grant ▪ Economic Development Planning Grant
Iron Range Resources and Rehabilitation Board	<ul style="list-style-type: none"> ▪ Commercial Redevelopment Program ▪ Development Infrastructure Program ▪ Business Financing
Department of Employment and Economic Development (DEED)	<ul style="list-style-type: none"> ▪ Business Development Public Infrastructure Grant ▪ Minnesota Investment Fund ▪ Small Cities Development Program ▪ Job Creation Fund ▪ Redevelopment Grant Program ▪ Contamination Investigation and Cleanup ▪ Job Skills Partnership Program
Itasca Economic Development Corporation (IEDC)	<ul style="list-style-type: none"> ▪ Building Development Loan Program
City of Grand Rapids	<ul style="list-style-type: none"> ▪ Tax Increment Financing ▪ Tax Abatement

Commercial Building Improvement Loan (CBIL) Program - In certain situations, the underwriting standards used by private financial institutions would constrain their willingness or ability to provide a complete, attractive, financing package to a small business seeking to invest in property improvements. The GREDA has created and maintains a revolving loan fund, named the Commercial Building Improvement Loan (CBIL) Program, which is intended to leverage private sector investment. The GREDA CBIL Program fills this capital market void by providing below market rate financing to eligible commercial enterprises within the City of Grand Rapids.

The CBIL is intended primarily to help building owners and tenants improve the appearance and function of their existing buildings. Secondary benefits include: the removal of blight, increased competitiveness, strengthening of the tax base and improved viability of small businesses in the Grand Rapids commercial districts.

Eligible improvements to any retail/commercial building or site are qualified for consideration under the CBIL, within the following business zones: (LB, GB, CBD, SGB, SLB, I-1, SI-1). Program funds may be used for: building construction and expansion, building renovation and remodeling, landscaping and parking lot improvements and signage.



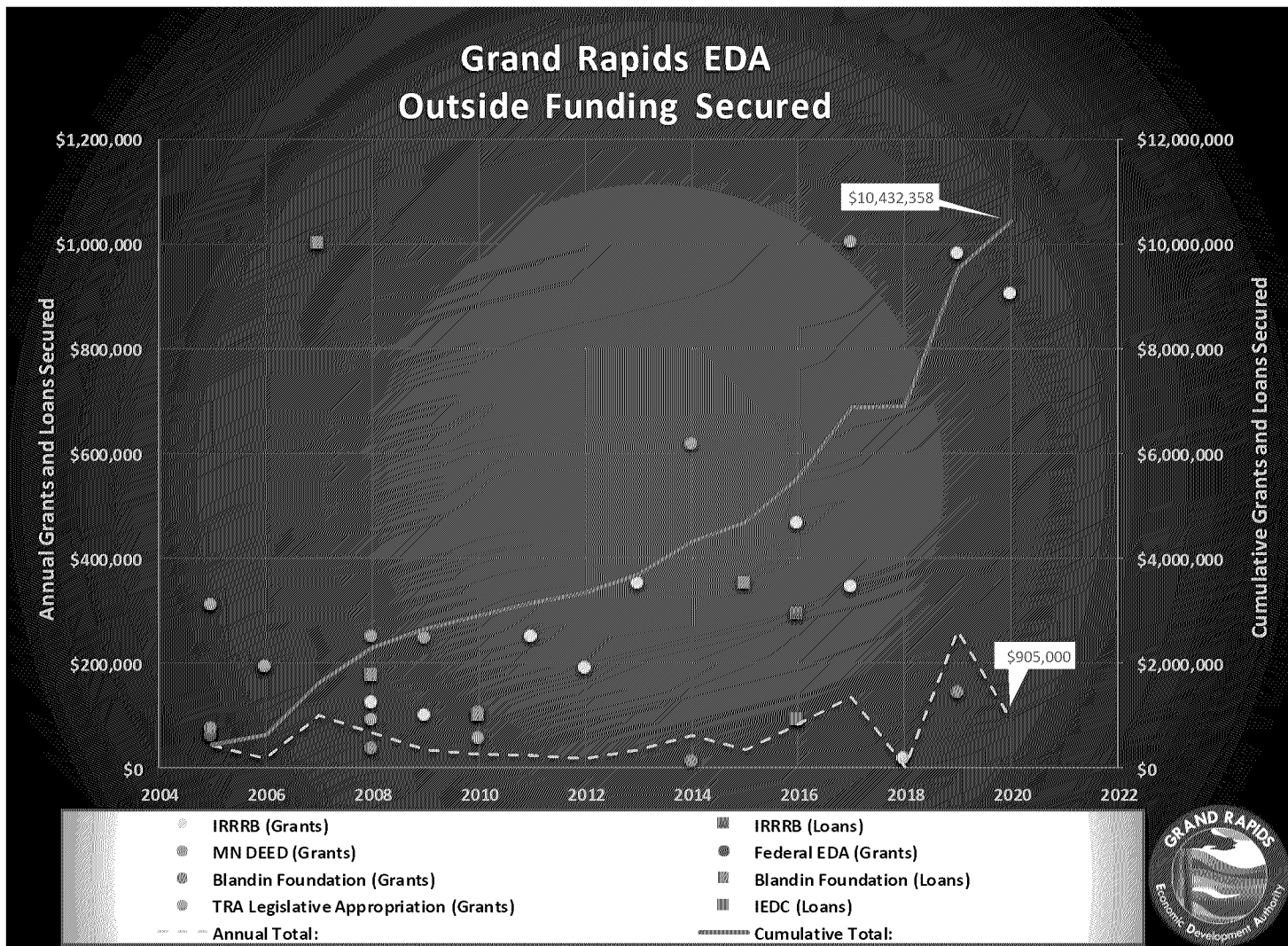
The Commercial Building Improvement Loan Program funds may finance up to 75% of the project cost, or \$40,000, which ever may be less. The interest rate for improvement loans is currently set at two percent (2%), with a maximum term of 5 years. Loans are amortized over a twenty year period with a balloon payment due at the end of the term, with no penalty for early payment.

There currently is a portfolio of sixteen loans with a combined principal loan amount of \$516,163.



Additional Project Funding

The following chart provides a fifteen year history of the outside funding secured by GREDA:



Business Retention and Attraction

GREDA views regular interaction with resident companies, such as through a Business Retention and Expansion (BRE) program of structured interviews, as an important component of the Grand Rapids area economic development action plan. The importance of BRE is highlighted by a well-known statistic: “up to 80 percent of new jobs and capital investment in any community is generated by existing businesses”.¹

GREDA supports and is directly involved in renewed efforts between the Grand Rapids Area Chamber of Commerce and Itasca Economic Development Corporation in the expanded implementation of their “Grow Itasca” BRE program. The information collected through the business interviews done by the Grow Itasca group, assist GREDA in better understanding and serving our local business’ needs.

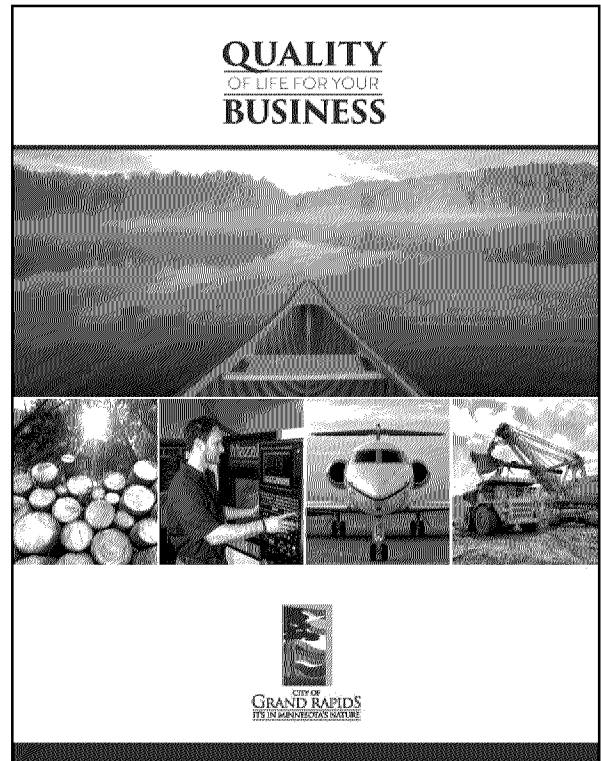
This is not to say, however, that GREDA disregards the value of business attraction efforts, as evidenced by their expanding industrial park areas. With a well-rounded inventory of sites to offer, GREDA has begun to dedicate additional resources to their marketing efforts, including:

- ❖ Updated electronic and printed brochures featuring their property
- ❖ An increased presence on the *northlandconnection.com* regional business portal



- ❖ The GREDA website launched in September 2011 at www.grandrapidseda.com with updated property listing/mapping functions added in 2018.
- ❖ GREDA twitter account launched October 2012: @GR_EconDevAuth

¹ “The Job Generation Process.” Dr. David Birch, MIT Economist



Summary of Activities - 2020

Emergency Working Capital Loan Program (EWCL)

- ❖ On March 30th GREDA launched a new program to provide working capital loans to businesses impacted by the pandemic.
- ❖ The first round of the EWCL program was funded with a \$500,000 Blandin Foundation loan to GREDA.
- ❖ The second round of the EWCL program, which was made available on August 20th, was funded with a \$200,000 IRRRB grant to GREDA and an additional \$150,000 loan from the Blandin Foundation.
- ❖ The EWCL provided zero interest loans of up to \$30,000/business. Payments on the loans are deferred for 6 months and amortized over a 5 year term.
- ❖ In all, GREDA provided 50 loans totaling \$880,000 to Grand Rapids businesses and nonprofit corporations following a social enterprise model.

Coronavirus Relief Fund Small Business Grant Program

- ❖ On August 20th, GREDA launched a new small business grant program funded with \$411,000 of the City of Grand Rapids' Federal CARES Act Coronavirus Relief Fund allotment.
- ❖ The grants were offered as matching funds to EWCL recipients.
- ❖ The grant amounts were based upon a percentage of the EWCL amount, ranging between 50% of loans \leq \$15K and 75% of \$30K loans
- ❖ Grants were provided to a total of 30 businesses.

DEED Small Cities Development Program (SCDP) Grant

- ❖ GREDA is in the final year of implementing the 3rd DEED Comprehensive SCDP grant awarded to the City in the last 10 years.
- ❖ In combination, these three SCDP grants have allowed GREDA to provide an additional \$665K of deferred/forgivable loans of up to \$32,000 to 23 commercial building rehabilitation projects in targeted areas of Grand Rapids.
- ❖ Thus far, the current SCDP program has assisted in the rehabilitation of 8 commercial buildings and 16 owner-occupied single-family homes.
- ❖ The term of the SCDP grant runs through September of 2021.

Redevelopment Loan Fund

- ❖ The Blandin Foundation has recently re-established a \$1,000,000 Program Related Investment (PRI) with GREDA for the Redevelopment Loan Fund.
- ❖ This fund allows timely access to short-term bridge and gap financing for commercial acquisitions and activities that lead the redevelopment of blighted/substandard/underutilized commercial property.
- ❖ The interest on each loan will be within a range of 0% to 0.25% over Prime, depending on project specifics and whether the loan is being made to GREDA or if GREDA is using the funds to make a loan to a private developer.

North Homes Expansion

- ❖ GREDA supported the City's successful application to IRRR for a \$350K Development Infrastructure Grant to support North Homes in their planned establishment of a new 52-bed psychiatric rehabilitation treatment facility for youth and young adults. The project would convert and expand their existing facility at 1920 River Rd.
- ❖ The North Home facility will be one of three in Minnesota and the only in the Northeast Region. This project involves approximately 45 new jobs with wages ranging from \$32,240 - \$75,000 annually, plus benefits.



Former Ainsworth Site Redevelopment

- ❖ We continue to work with the new owner of the site Voyageur Capital our partners at IEDC, APEX, IRRRB and the City of Cohasset to promote the redevelopment of this industrial site.
- ❖ The City and GREDA, anticipating the need to maximize the redevelopment of the site, with the extension of infrastructure (sanitary sewer and water), applied for a CARES Act infrastructure grant from the US Economic Development Administration (EDA), which offered 80% funding of this \$3.9 million project. Recently, the EDA provided a notice of preliminary approval of a grant funding 50% (\$1,900,600). A revised plan for funding the increased local match is being presented to funding partners.
- ❖ GREDA has coordinated on-site tours, and meetings with IRRR staff and Board members, other state legislators and representatives from the offices of Congressman Stauber, Senator Klobuchar and Senator Smith.
- ❖ GREDA supported legislation to establish a Minnesota wood pellet production incentive.

GREDA Commercial Building Improvement Loan Program

- ❖ The objective of the CBIL is to fill the financing gap between project costs and private debt financing and private equity by making direct, below market interest, loans to building owners and leaseholders improve the appearance and function of their buildings.
- ❖ Since the restructuring of the program in 2006, GREDA has provided \$844K loans to 26 projects.
- ❖ The CBIL program can provide up to \$40,000 per project. Loans are amortized over 20 years with a 5-year balloon.
- ❖ The interest rate has been lowered recently from 4% to 2% through the use of PRI funds from the Foundation.

GRPUC Wastewater Treatment Plant (WWTP) Improvements

- ❖ GREDA supported the City's successful application for a \$300,000 IRRR Development Infrastructure grant that partially funds the purchase and installation of infrastructure that will oxygenate the industrial effluent coming to the WWTP from Blandin Paper Mill to eliminate odors.
- ❖ This project will lower the wastewater treatment costs passed on to the Mill by \$600,000 annually. This project will also reduce impacts to the Mississippi River from the current use of chemicals to treat odor.
- ❖ This infrastructure is in the final stages of construction and testing at two locations along the 2-mile effluent line between the Mill and the WWTP. The most notable location is along the River Rd. directly east of the former Hospital.

ICC Student Center

- ❖ ICC broke ground last spring for a new student center. The project involves the reconstruction of approximately 5,000 square feet of existing space in the library and media center as well as the construction of an additional 5,000 square feet near Davies Hall.
- ❖ GREDA supported the City's successful application for a \$175,000 IRRRB Commercial Redevelopment grant for demolition associated with this \$5,475,000 project.

Minnesota Diversified Industries (MDI) Expansion Project.

- ❖ GREDA supported the City's successful application for a \$250,000 IRRRB grant, which will partially fund electrical service upgrades for the addition of a new hollow-core polypropylene extrusion line at the MDI facility in Grand Rapids.
- ❖ This project will expand MDI's market for their products. MDI projects that the new production line will provide 60 new FTE positions at the Grand Rapids and Cohasset facilities over the next ten years.

Unique Opportunities, LLC 21st St. SE Apartments

- ❖ Unique Opportunities, a Fergus Falls based multi-family housing developer, the City of Grand Rapids and GREDA entered into a Purchase and Development Contract that established Unique as the purchaser and developer of a 3-acre tract of City/GREDA property located at the SW corner of 21st St. SE & 7th Ave. E. (Airport Rd.)
- ❖ Unique, the City and GREDA completed the transaction and work has begun on their development of a \$4.9M, 48-unit apartment, with 20% of the units offered as affordable and the remainder market rate.



The Pillars of Grand Rapids Senior Housing Project

- ❖ In September, Excelsior, MN based developer Oppidan broke ground for the development of a 110-unit senior housing development project on land west of Grand Itasca Clinic and Hospital. When developed, the project will create approximate 68 independent senior apartments along with 30 assisted living and 20 memory care units. With GREDA's analysis and recommendation, the City approved the use of Tax Increment Financing to close a financial gap for this \$27M project.

Plat of Great River Acres

- ❖ GREDA continues to market the 14 remaining single-family home sites and one large multi-family site.
- ❖ One single-family home site sold last fall, and a purchase agreement on a second lot, and there has been interest in the multi-family site.
- ❖ Properties are listed on www.grandrapidseda.com

Downtown Block 18 Site

- ❖ GREDA completed the acquisition of the former site of the VFW and Rose properties, which were cleared after a fire destroyed the buildings.
- ❖ GREDA is marking for sale and development, as a single site, the combination of these adjacent properties.



GREDA Financial Summary – 2020 Operating Fund

COMBINING STATEMENT OF REVENUE, EXPENDITURES, AND CHANGES IN FUND BALANCE
 FOR THE TWELVE MONTHS ENDING DECEMBER 31, 2020
 With Comparative Totals for the Year Ending December 31, 2019

	2019 TOTAL	2020 YTD ACTUAL	2020 ANNUAL BUDGET
Fund Balance 1/1/XX:	\$30,968	\$17,096	\$17,096
REVENUES:			
Taxes			
Miscellaneous	427		
Interest - Investments		164	400
Interest - Loans	-	-	-
Mortgage Payment	-	-	-
Fund Balance Usage	-	-	15,050
TOTAL REVENUES	427	164	15,450
EXPENDITURES:			
Supplies/Materials	23	13	50
Other Services/Charges	14,275	14,367	15,400
TOTAL EXPENDITURES	14,298	14,380	15,450
REVENUES > EXPENDITURES	(13,871)	(14,216)	-
FUND BALANCE			
Fund Balance Usage	(13,871)	(14,216)	(15,050)
FUND BALANCE 12/31/XX	\$17,097	\$2,880	\$2,046



GREDA Financial Summary – 2020 Capital Projects Fund

**CITY OF GRAND RAPIDS
ECONOMIC DEVELOPMENT AUTHORITY**
SCHEDULE OF CHANGES IN REVENUE, EXPENDITURES, AND FUND BALANCE
FOR THE TWELVE MONTHS ENDING DECEMBER 31, 2020

Fund Balance 1/1/20 \$648,310

REVENUES:

Taxes	56,221
Supplemental Aid	2,860
ST/MN-DEED Grant	133,313
ST/MN-IRRRB Grant	200,000
Interest- Investments	9,445
Interest- Loans	5,221
Miscellaneous	34
Natural Gas CIAC Fee	11,817
Manufacturing Hanger Rent	18,880
Rent- EDA House	18,000
Payment from Govt Unit	411,000
Principal-Loan Payments	42,001
Program Related Investment	650,000
Sale of Land held in Inventory	175,000
Loan Proceeds- EW Cap Loan	220,700

TOTAL REVENUES \$1,954,492

EXPENDITURES:

Blandin Foundation PRI Loan	1,065,119
Legal	555
Ainsworth Facility Redevelopment	25,907
Miscellaneous Projects	10,114
Downtown Block 18-21	3,973
Airport South Industrial Parks	31,199
Comm. Building Improvement Loan Program	594
DEED Development Programs	133,313
Manufacturing Hanger Expenses	48,525
Great River Acres Development	11
CARES Grant Payments	411,000

TOTAL EXPENDITURES \$1,730,310

2019 REVENUES > EXPENDITURES \$224,182

FUND BALANCE 12/31/20 (1) \$872,492

Please Note:

(1) The Fund Balance includes designations for the Comm Bldg Imprv Loans of \$17,791



Work Plan – Overview of Process

The GREDA Board of Commissioners recently completed the development of their 2021 Work Plan. The work plan development process first involved a review of the unfinished business from the 2020 Work Plan, and a review of the goals stated within Economic Development Element of the Comprehensive Plan. From that exercise, the GREDA Commissioners identified a list of potential objectives for 2021. Those potential objectives were examined and ranked by the individual GREDA members, and, through additional group discussion, GREDA approved a list of priorities and a work approach for the issues they will take a lead role in completing and those that they will partner with others on.

In developing the list of priority issues, the GREDA considered the following criteria:

Community impact: If the goal is achieved, will the impact be substantial in the community?

Chances of success: Is the objective reasonably attainable?

Resource availability: Does EDA/City of Grand Rapids possess adequate resources to achieve this goal?

EDA ownership: But for the EDA, will any other entity, commission or department achieve this objective?

The resulting work plan can be found on the following four pages of this report.





Grand Rapids Economic Development Authority 2021 Work Plan

* Results of Issue Identification and Ranking		* Desired Outcomes/Work Approach/Schedule			
Issue/Task/Work Item	Role	Q1	Q2	Q3	Q4
Continue to support businesses during the COVID-19 Pandemic	Lead	<ul style="list-style-type: none"> Consider the most effective use of future relief funding and deploy to those resources efficiently. 			
Market GREDA Services	Lead	<ul style="list-style-type: none"> Continue: civic group presentations, business group presentations, press releases, City Facebook posts, Community Billboard messaging Website updates 	<ul style="list-style-type: none"> Update/replace Industrial Park Development Site Signage. 		
Support the re-establishment of industry at the former Ainsworth site.	Lead	<ul style="list-style-type: none"> Continue to pursue funding for infrastructure extensions from the Federal EDA, IRRR, DEED and the City of Cohasset. Communicate the positive regional impacts of the proposed redevelopment to state and federal legislators. 	<ul style="list-style-type: none"> Support State legislation that establishes a production incentive for wood pellet manufacturing. 		
Support continual investment in medical technology, training, and marketing to enhance Grand Rapids position as the regional center for medical services.	Partner			<ul style="list-style-type: none"> Visit with local medical representatives to gather input on actions that can support their growth. 	



* Results of Issue Identification and Ranking		* Desired Outcomes/Work Approach/Schedule			
Issue/Task/Work Item	Role	Q1	Q2	Q3	Q4
Maximize the benefit of broadband infrastructure	Lead			<ul style="list-style-type: none"> ▪ Promote the area as the preferred place for telecommuting. ▪ Investigate competitive opportunities to attract businesses that have a regional or national market, such as; insurance company back office, software maintenance and development services, and sales and consulting operations. 	
Support the growth and stability of existing businesses/entrepreneurs.	Partner	<ul style="list-style-type: none"> ▪ Participate in three BRE visits. 	<ul style="list-style-type: none"> ▪ Participate in cluster analysis study commissioned by IEDC under their Federal EDA grant. ▪ Present the Cluster Analysis findings to GREDA. ▪ Support the implementation of the IEDC Launch MN grant, if received. 	<ul style="list-style-type: none"> ▪ Continue to promote the CBIL program. 	
Continue to support the development of a thriving Downtown.	Lead	<ul style="list-style-type: none"> ▪ Pursue the redevelopment of the former VFW site. 	<ul style="list-style-type: none"> ▪ Continue to market and promote the redevelopment of GREDA Block 5 and Block 20/21 sites. 	<ul style="list-style-type: none"> ▪ Prepare an updated Downtown Revitalization Plan that includes the downtown riverfront 	



* Results of Issue Identification and Ranking		* Desired Outcomes/Work Approach/Schedule			
Issue/Task/Work Item	Role	Q1	Q2	Q3	Q4
Assist in redevelopment of strategic commercial sites, such as; Rebound (Sawmill), former Ray's Sport and Marine, Kremer's block and former K-Mart	Lead	<ul style="list-style-type: none"> Feature these locations in contacts with commercial brokers. Discuss City/GREDA assistance options with listing agents. Ensure the sites are featured on northlandconnection.com 			
Support the development of a variety of new housing options and investment in maintaining existing housing stock	Lead	<ul style="list-style-type: none"> Continue to market and complete sales of GREDA housing sites in Great River Acres. 		<ul style="list-style-type: none"> Complete the SCDP single family owner-occupied housing rehabilitation program. Discuss possible role in the redevelopment of the former Forest Lake School site. 	
Address the lack of industrial building inventory	Lead	<ul style="list-style-type: none"> Complete the industrial space demand analysis with Maxfield Research. Hire an architect to provide an estimate of building cost. Assemble a prototype-funding scenario that would generate a market ROI. 	<ul style="list-style-type: none"> Market the opportunity to private investors/developers. 		
Promote retail growth and development	Lead		<ul style="list-style-type: none"> Identify retail gaps and increase active recruitment of businesses that can meet market needs/opportunities 	<ul style="list-style-type: none"> Consider a collaboration with VGR to commission a study to assess demand for additional hotel and meeting space. 	
Work with county and regional partners to advocate for options that sustain tax base and address the long-term needs of important industrial power consumers in our region,	Support	<ul style="list-style-type: none"> Continue staff participation in the MP Integrated Resource Plan Stakeholder Process 	<ul style="list-style-type: none"> Collaborate with the County, City of Cohasset, regional industries, the Coalition of Utility Cities and MN Power. 		



* Results of Issue Identification and Ranking		* Desired Outcomes/Work Approach/Schedule			
Issue/Task/Work Item	Role	Q1	Q2	Q3	Q4
provided by the Clay Boswell MP site.					
Promote the use of the new turf field at GRHS to attract tourism and commerce	Support	<ul style="list-style-type: none"> Work with ISD 318 and other to support and market events 			
Engage with local/regional partners to explore GREDA's possible role in addressing the unmet need for additional childcare services.	Partner				<ul style="list-style-type: none"> Invite appropriate partners to present information and discuss with GREDA the challenges that impact/deter the childcare services sector.





CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1773 **Version:** 1 **Name:** CP 2015-3 LUP Amend 1
Type: Agenda Item **Status:** Consent Agenda
File created: 4/5/2021 **In control:** City Council
On agenda: 4/12/2021 **Final action:**
Title: Consider approving an amendment with the State of Minnesota to the LUP for the Highway 2 West Trail
Sponsors:
Indexes:
Code sections:
Attachments: [STATE OF MINNESOTA](#)
[Revised ExhibitA](#)

Date	Ver.	Action By	Action	Result
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Consider approving an amendment with the State of Minnesota to the LUP for the Highway 2 West Trail

Background Information:

The City of Grand Rapids and State of Minnesota entered into a Limited Use Permit (#3103-0027) for the construction of the Highway 2 West Trail. Amendment #1 includes the extension of the trail at the CR 63 intersection from the north side to the south side, that was not included in the original agreement.

Staff Recommendation:

Matt Wegwerth, Public Works Director, recommends approving an amendment with the State of Minnesota to the LUP for the Highway 2 West Trail

Requested City Council Action

A motion approving an amendment with the State of Minnesota to the LUP for the Highway 2 West Trail

**STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION
AMENDMENT OF LIMITED USE PERMIT
#1**

C.S. 3103 (T.H.2)
County of Itasca
LUP #3103-0027
City of Grand Rapids
Expiration Date: 03/13/2030

The State of Minnesota, Department of Transportation (“MnDOT”) and the City of Grand Rapids, (“Permittee”), entered into Limited Use Permit No. 3103-0027 (“LUP”) involving the construction, maintenance and operation of a Facility as further described in the LUP.

The parties desire to extend the existing trail permitted under the LUP and the parties deem certain amendments and additional terms and conditions is mutually beneficial for effective continuation of said LUP.

NOW THEREFORE

MnDOT and Permittee agree to amend the LUP with the substitution of the following terms and conditions which shall become part of the LUP.

1. Effective on May 1, 2021, Exhibit A is deleted, and the attached Exhibit A is substituted therefor.
2. Effective on May 1, 2021, the attached City Resolution is incorporated into the LUP.
3. Except as specifically provided herein, the terms and conditions of the LUP are confirmed and continued in full force and effect. By this Amendment the terms and conditions herein incorporated into the LUP.

**PERMITTEE
CITY OF GRAND RAPIDS**

Signature _____

Print Name _____

Title _____

Date _____

Signature _____

Print Name _____

Title _____

Date _____

By: _____
District
Engineer

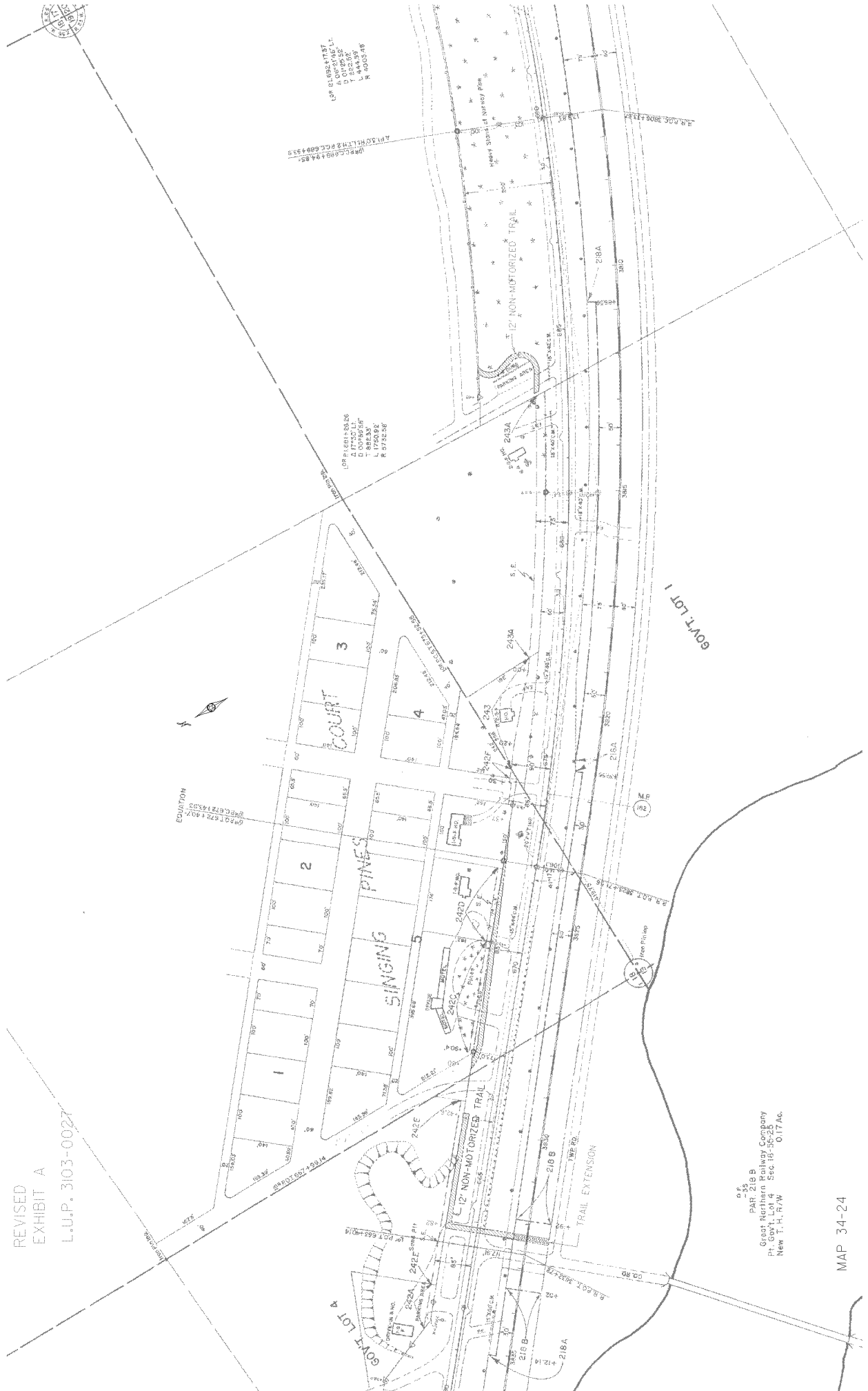
Date _____

**APPROVED BY:
COMMISSIONER OF TRANSPORTATION**

By: _____
Director, Office of Land Management

Date _____

REVISED
EXHIBIT A
L.U.P. 3103-0027



FOR REFERENCE:
A. 012055
L. 175098
R. 372538

FOR REFERENCE:
A. 012055
L. 175098
R. 372538

Part of
PAR 218-B
Great Northern Railway Company
Pl. Govt. Lot 4 Sec. 18-55-25
New T.H. R/W 0.17 Ac.

MAP 34-24



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1775 **Version:** 1 **Name:** CP 2021-2 Award Contract
Type: Agenda Item **Status:** Consent Agenda
File created: 4/5/2021 **In control:** City Council
On agenda: 4/12/2021 **Final action:**
Title: Consider adopting a resolution awarding a contract for CP 2021-2, 5th Street SW Reconstruction.
Sponsors:
Indexes:
Code sections:
Attachments: [4-12-21 Resolution Award CP 2021-2 Recommend ltr](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution awarding a contract for CP 2021-2, 5th Street SW Reconstruction.

Background Information:

On Tuesday, April 6, at 9:00 am, bids were opened electronically. The following bids were received:

Bidder	Base Bid
Engineers Estimate	\$331,576.80
TNT Construction Group	\$277,800.00
Casper Construction	\$314,000.00

The bids have been reviewed and TNT Construction Group had the low bid in the amount of \$277,000.00

Staff Recommendation:

City staff recommends adopting a resolution awarding a contract for CP 2021-2 5th Street SW Reconstruction, to TNT Construction Group in the amount of \$277,800.00.

Requested City Council Action

A motion adopting a resolution awarding a contract for CP 2021-2 5th Street SW Reconstruction, to TNT Construction Group in the amount of \$277,800.00.

Council member _____ introduced the following resolution and moved for its adoption:

RESOLUTION NO. 21-__

**A RESOLUTION ACCEPTING BID FOR
5th Street SW Reconstruction
City Project 2021-2**

WHEREAS, pursuant to an advertisement for 5th Street SW Reconstruction, which includes the reconstruction of one block of city street on 5th Street SW from 10th Avenue SW to 11th Avenue SW. Bids were received, opened, and tabulated according to law, and the following bids were received complying with the advertisement:

Bidder	Base Bid
TNT Construction Group	\$277,800.00
Casper Construction	\$314,000.00

WHEREAS, the City Engineer is recommending the Base Bid be awarded to TNT Construction Group.;

WHEREAS, it appears that Contractor is a responsible bidder, and;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRAND RAPIDS, MINNESOTA:

The Mayor and Administrator are hereby authorized and directed to enter into a contract with TNT Construction Group, in the name of the City of Grand Rapids for City Project 2021-2 for a total contract amount of \$277,800.00 and in accordance to the plans and specifications therefore approved by the City Council and on file in the Office of the City Clerk.

Adopted by the Council this 12th day of April, 2021.

Dale Adams, Mayor

ATTEST:

Kim Johnson-Gibeau, City Clerk

Councilmember _____ seconded the foregoing resolution and the following voted in favor thereof: _____ ; and the following voted against same: _____ ; whereby the resolution was declared duly passed and adopted.



Building a Better World
for All of Us®

April 12, 2021

RE: City of Grand Rapids
5th Street SW
SEH No. GRANR 158861
City Project No. 2021-2

Mayor and Council Members
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744

Dear Mayor and Council Members:

Bids on the referenced project were opened at the City of Grand Rapids City Council Chambers on April 6, 2021 at 9:00 a.m. The bids received are summarized with the Engineer's estimate, as follows:

<u>Contractor</u>	
TNT Construction Group, LLC	\$277,800.00
Casper Construction, Inc	\$314,000.00
Engineer's Estimate	\$331,576.80

SEH has reviewed the bids and recommends that the City award a contract to TNT construction Group, LLC in their low bid amount of \$277,800.00.

If you require further information or have any questions, please do not hesitate to call me at 218.322.4513.

Sincerely,
Short Elliott Hendrickson Inc.

A handwritten signature in black ink, appearing to read "Sara", written over a horizontal line.

Sara Christenson, PE (Lic. MN)
Project Engineer

X:\FJ\G\GRANR\158861\6-bid-const\Recommend ltr.docx



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1778 **Version:** 1 **Name:** Council By-Laws
Type: Agenda Item **Status:** Consent Agenda
File created: 4/6/2021 **In control:** City Council
On agenda: 4/12/2021 **Final action:**
Title: Consider adopting changes to City Council By-Laws
Sponsors:
Indexes:
Code sections:
Attachments: [Draft Changes - Council By-Laws](#)

Date	Ver.	Action By	Action	Result
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Consider adopting changes to City Council By-Laws

Background Information:

Recommended changes include adjustment to residency requirements for the Grand Rapids Economic Development Authority to include individuals who own property within the city limits and allow for three non-residents to serve.

Staff Recommendation:

Review and adopt changes to City Council By-laws.

Requested City Council Action

Make a motion approving changes to City Council By-Laws

PROCEDURE OF THE CITY COUNCIL
OF GRAND RAPIDS, MINNESOTA

(COUNCIL BY-LAWS)

Amended by City Council
Revised – 1/14/2019

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PROCEDURES OF THE CITY COUNCIL
OF GRAND RAPIDS, MINNESOTA

1. **MEETINGS:**

A. **OPEN MEETINGS:**

All Council and Council committee meetings, including special and adjourned meetings, with the exception of closed meetings as defined, shall be open to the public. All meetings and notices of meetings are subject to MN. STAT. 471.705 Minnesota Open Meeting Law.

B. **QUORUM:**

A simple majority (3) of the Council shall constitute a quorum for the valid transaction of any scheduled business to come before the Council.

C. **COUNCIL MEETINGS:**

1. **REGULAR MEETINGS:** The City Council shall meet on the 2nd and 4th Monday of each month at 5:00 p.m., except in December when the meetings will be on the 1st and 2nd Monday.
 - a. Meetings falling on a holiday will be scheduled for Tuesday of that week.
 - b. All meetings, including special, recessed, and continued meetings, shall be held in the City Hall Council Chambers unless otherwise designated.
2. **SPECIAL MEETINGS:** Special meetings of the Council may be called by the Mayor or by any two Council members by written request filed with the City Administrator at least three days before the meeting. The City Clerk shall notify each member of the time, place and purpose of the meeting by written notice, at least one day before the special meeting.
 - a. Special meetings may be held without prior written notice to Council members when:
 - 1) All Council members are present at the meeting that the date and time are set for the special meeting or;
 - 2) Consent in writing or by phone to the City Clerk (consent shall be filed with the Clerk prior to the beginning of the meeting).

3. **COUNCIL WORKSESSION:** A Council Worksession will be a special meeting regularly scheduled from 4:00 p.m. to 5:00 p.m. on the second and fourth Monday of each month unless otherwise scheduled.
4. **CLOSED MEETINGS:** The state open meeting law allows certain matters to be discussed by the Council in a closed meeting.
 - a. **RESOLUTION:** The meeting shall be closed by motion of the Council at a public meeting. The motion shall include the time, place and the nature of the subject to be discussed.
 - b. **NOTICE:** The City Clerk shall give advance notice of a closed meeting in the same manner as advance notice of other Council meetings.
 1. If the closed meeting is held during other meetings of the Council, the notice will state the approximate time that the closed meeting is scheduled.
 2. If a meeting must be held under urgent or emergency circumstances which make it impractical to give the customary advance notice, the City Clerk shall make a reasonable, good faith effort to give advance notice to the local news media by other means.
 - c. **SCHEDULE:** If the meeting is held on the same day as a regular Council meeting, it shall be scheduled prior to or immediately following the regular worksession or meeting, whichever is suitable at time of scheduling.
 - d. **ATTENDANCE:** Shall be limited to Council members, the City Attorney (s), City Administrator, and other resource persons designated by the Council, Administrator and/or City Attorney and approved by the Council. A written roll of all persons present at the closed meeting shall be made available to the public after the closed meeting.
 - e. **CLOSED MEETING TO DISCUSS LITIGATION:** The City Attorney shall make a reasonable effort to informally convey information to the news media regarding the subject matter of the meeting.
 - f. **CLOSED MEETING TO DISCUSS STRATEGY FOR LABOR NEGOTIATIONS:** The proceedings at the closed meetings shall be recorded at the expense of the governing body and shall be preserved for two years after the contract is signed and shall be made available to the public after all labor contracts are signed by the governing body.

a. **MINUTES OF CLOSED MEETINGS:**

1. Minutes for Litigation Matters. Minutes will be prepared, listing persons attending the meeting and the discussion during the meeting. The minutes shall be retained by the attorney for the City and available for Council member review until:

- a) The earliest date when the City Attorney determines that public disclosure would no longer impair the public interest;
- b) All matters discussed have become part of public record;
- c) The matter in controversy is concluded; or
- d) When a majority of the entire City Council approves release of the minutes.

2. Minutes to discuss strategy for labor negotiations. A closed meeting for labor negotiations can also be recorded, and be considered as private data until one of the above (a-d) has been determined. The recording will be kept on file by the Clerk.

5. **ORGANIZATIONAL MEETING:** The Council shall conduct an Organizational Meeting concurrent with the first Regular Council Meeting in January of each year, to:

- a. Adopt Council By-Laws.
- b. Appoint the Mayor Pro-Tem.
- c. Designate the depositories of City funds.
- d. Designate the official newspaper.
- e. Mayoral Appointment and Council approval (Appendix D)
 - Economic Development Authority
 - Civic Center/Park & Recreation Advisory Board
 - Housing and Redevelopment AuthorityCouncil appointments (Appendix C)
 - Public Utilities Commission
 - Grand Rapids Cable Commission
- f. Appoint Special Council representatives.
 - Coalition of Greater Minnesota Cities
 - City/County Committee
 - Western Mesabe Mine Pit Board
 - Range Association of Municipalities & Schools

 - League of Minnesota Cities
 - Natural Gas Joint Powers Board

D. PRESIDING OFFICER:

1. The Mayor shall preside at all meetings of the Council.
2. In the absence of the Mayor the Mayor Pro-Tem shall preside.
3. In the absence of the Mayor and the Mayor Pro-Tem the Clerk shall call the meeting to order. The first order of business shall be to select a presiding officer. The Clerk shall preside until the Council members present choose a member to act as presiding officer.
4. The presiding officer shall preserve order, enforce the rules of procedure and determine without debate all questions of procedure and order, subject to the final decision of the Council on an appeal.
5. The presiding officer may make motions, second motions or speak on any questions, except that on demand of any Council member he/she shall vacate the chair and designate a Council member to preside temporarily.
6. Any member may appeal to the full Council a ruling of the presiding officer.
 - a. If the appeal is seconded, the member may speak once solely on the question involved and the presiding officer may explain his/her ruling, but no other Council member shall participate in the discussion.
 - b. The appeal shall be sustained if it is approved by a majority of the members present exclusive of the presiding officer.

E. VOTING:

1. The votes of the Council will be taken by voice vote.
2. Votes will be considered unanimous unless otherwise noted.
3. Council members may ask for a roll call vote by the Clerk on any motion or resolution.
4. The Clerk shall ask for a verification roll call if the vote of a Council member is not clear on a voice vote.
5. A majority vote of all Council members shall be necessary for approval of any ordinance unless a larger majority is required by Minnesota State Statute. Except, as otherwise provided by Statutes, a majority vote of a quorum shall prevail in all other cases.

- F. **RULES OF ORDER:** The proceedings of the Council shall be conducted in accordance with Appendix A – Simplified Rules and Section 1 D-6.
- G. **MINUTES:**
1. Minutes are the official record of the City Council once approved.
 2.
 - a. The Clerk shall keep permanent electronic minute files to record at length all Ordinances passed by the Council.
 - b. Ordinances, resolutions, and claims need not be recorded in full in the minutes if they appear in other permanent records and can be accurately identified from the description given in the minutes.
 - c. The minutes of each Council meeting shall be kept by a recorder designated by the City Administrator or by the City Clerk in the absence of the City Administrator.
 3. The minute recorder shall not participate in Council discussions except when called upon by the presiding officer.
 4. The minutes of each meeting shall be typed, signed by the Clerk, and copies delivered to each Council member via Council agenda packet when the minutes are placed on the agenda for approval.
 - a. The proceedings of all Regular Council meetings may be recorded. The recording of each meeting shall be clearly marked denoting type of meeting (regular, special, joint for example), date and time. The recording shall be kept in a secure storage area in chronological order and maintained for the length of time required for data storage and maintenance. Access to recordings shall be open to the public but shall be under the supervision of the Administrator's Office and may not be played back on a machine with an erasure feature. Copies of recordings may be made available for a fee as set by the Administrator's Office. (This does not apply to tapes of closed meetings until they are made public as provided in Section I-C 3 subsections 1 & 2).
 - b. At the next regular meeting, following delivery, approval of the minutes shall be considered by the Council.
 - 1) The minutes need not be read aloud.
 - 2) The presiding officer shall call for any additions or corrections.
 - 3) If there is no objection to an addition or correction, it will be made without a vote of the Council.

- 4) If there is an objection, the Council shall vote upon the addition or correction by roll call vote.
 - 5) Council shall take formal action to approve the minutes as distributed and/or amended.
5. Publishing of Minutes. The City Clerk shall prepare a summary of the minutes of each Council meeting for publication after the official minutes are approved by Council with the exception of minutes of closed meetings. The summary shall include formal actions of the Council and at the City Clerk's discretion, Council discussion and department head reports.

H. MEETING SCHEDULE:

1. Each meeting of the Council shall convene at the time and place appointed.
2. Council business shall be conducted in the order of the prepared agenda, unless Council members agree to change the order to accommodate the public.
3. The first regular meeting of the month will typically be scheduled the second Monday of the month at 5:00 p.m.
4. If all business has not been completed the meeting may be continued to another date and time to complete the scheduled agenda without further notice being required.
5. The second regular meeting of the month will typically be scheduled the fourth Monday of the month at 5:00 p.m.
6. Working sessions of the Council will generally be scheduled at 4:00 p.m. on the day of Regular Council Meetings or as deemed necessary by the Council.
7. Public hearings will normally be scheduled at 6:00 p.m. at the Council's discretion.

I. ORDER OF BUSINESS:

1. Call to Order.
2. Call of Roll.
3. Presentations/Proclamations
4. Approval of Minutes.
 5. Approval of Verified Claims
6. Public Forum and Correspondence.
7. Council Reports
8. Consent Agenda.
9. Setting of Regular Agenda
10. Acknowledge receipt of Board/Commission minutes.

11. Civic Center/Park & Recreation
12. Community Development/Economic Development.
13. Engineer.
14. Finance Department
15. Fire Department
16. Grand Rapids Library.
17. Pokegama Golf Course
18. Police Department
19. Public Works.
20. Administration.
21. Public Hearings when scheduled.
22. Adjourn (or Recess)

Notes:

- a. The order of business may be varied by the presiding officer with the consent of the Council.
- b. All public hearings will be conducted at the times scheduled and advertised in the notice of the hearing.
- c. Only by majority approval, and when necessary, will business be acted upon by the Council unless scheduled on the agenda.
- d. Care will be taken to place items of general public concern on the evening agenda.

J. AGENDA:

1. An agenda will be prepared for all Council meetings and Council committee meetings in accordance with provisions of Minnesota Statute 471.705.
2. The agenda for special meetings will be set by the presiding officer, or by the Council members calling that meeting three days prior to the meeting at the time of notice and call or at the time of call for an emergency meeting of the Council.
3. The agenda will clearly describe the subject matter under consideration by the Council and any action required.
4. The City Clerk, City Administrator and/or Mayor shall prepare the agenda for all Council meetings.
5. Requests for action or consideration of an item must be presented to the City Administrator and/or Mayor, no later than noon of the business day Wednesday, prior to the Regular Council meeting.
- 6.. City Council members may place an item (items) on the agenda prior to any meeting, by following step five above.

7. The agenda, along with information material, will be delivered to each Council member, City Attorney and given to all media formally requesting such notice as provided by Minnesota Statute 471.705, on the Thursday preceding the Monday-meeting, or at least three (3) days prior to the Regular Council meeting.

K. CONSENT AGENDAS:

1. A consent agenda allows the Council to consider several items at one time.
2. Only one motion is needed to approve all of the items at one time.
3. An item on the consent agenda shall be removed for consideration by the request of any one Council member, City staff, or the public and put on the regular agenda for discussion and consideration. This statement shall precede the consent agenda on all printed agendas and shall be announced by the presiding officer prior to consideration of the consent agenda.
4. Consent Agendas may be used for approval of the following; except that the City Administrator has the discretion to place other items on the consent agenda if deemed appropriate.

ADMINISTRATION:

- Resolutions supporting projects from other communities when requested by municipal bodies.
- Resolutions to authorize Clerk to publish ordinances in summary.
- Appointment of election judges.
- Approve budgeted equipment purchases.
- Establish Public Hearings

FINANCE:

- Issuance of duplicate checks that have been lost; and waive bond requirements.
- Fund Transfers, as authorized through Budget process.
- Establish Public Hearings.

LICENSES/PERMITS/CONTRACTS:

- Licenses and permits, including temporary 3.2 beer license and special On-Sale liquor permits for events at the IRA Civic Center, Grand Rapids Sports Complex, and Central School.
- Gambling license applications requiring Council action
- Fire Contracts, recreation contracts, dog pound contracts, and miscellaneous yearly contracts.

PERSONNEL:

- Accept resignations and authorize advertisements for replacement of positions.
- Approval of job descriptions, except Department Heads, and authorize advertisement of positions when position has previously been approved by Council.
- Appointment (ratification) of part-time employees if these personnel costs have been included in the budget.

PROJECTS:

- Receive petitions and place on file.
- Establish dates for public hearings. (This includes, but not limited to: improvements, rezoning and vacation requests, bond issues, etc.)
- Approve plans and specifications.
- Authorize advertisement for bids/quotes.
- Award of bids and quotes when Council has previously approved solicitation.
- Receive and file project construction feasibility reports.
- Approve contract change orders.
- Accept projects and approve final estimate payments.

L. **AGENDA MATERIALS:** The Clerk shall make available to the public the agenda material that is presented to the Council. At least one copy of this material shall be available to the public in the Council Chambers and copies provided to the media as requested. Agenda material shall be available to the public by 8:00 a.m. on Friday preceding the regular scheduled meeting at no charge.

M. **ATTENDANCE:**

1. Department Heads may leave the Council Meetings upon completion of their portions of the agenda.
2. Department Heads may not need to attend Council Meetings if they are not requested to do so or if they have no relevant items on the agenda.
3. The Council may, at its discretion, excuse any staff member from attendance at a meeting during their regular working day.

2. **PUBLIC HEARINGS ON IMPROVEMENTS AND ASSESSMENTS:**

A. **GENERAL PROCEDURE:**

1. Opening comments by Mayor.
2. Clerk's statement regarding notices.
3. Mayor opens hearing on proposed improvement or assessment.
4. Engineer describes improvement and/or assessment procedures.
5. General statement of financing.
6. Public comments.
 - a. Those favoring improvements are heard.
 - b. Those opposing improvements are heard.
 - c. If public wishes to be heard, but does not want to speak, paper is to be provided at the Clerk's table which may be used to write their position. These will be read aloud at the conclusion of comments from the floor. Letters received before the hearing will be read by the presiding officer at this time.
7. Formal action by declaration of the presiding officer to close the hearing.
8. Council takes action ordering or abandoning the proposed improvement or in the case of assessments, takes action in regard to the assessments.
9. The Council may continue the public hearing to receive more information and action may then be taken.

B. **RULES FOR PUBLIC PROCEDURE:**

It is the Council's intention that everyone be heard on proposed improvements or assessment hearings. The following procedure will be used for receiving public input.

1. Individual will raise hand, and when recognized by the presiding officer, stand and state their name and address, using the microphone.
2. The person will then state their position and reason for the position. A time limit may be set by Council. No one will be allowed to speak a second time until everyone has been heard once.
3. The person should address all statements and questions to the presiding officer. The presiding officer will then refer any questions that are to be answered by staff, or project proposer.

3. **MAYOR AND COUNCIL APPOINTMENT PROCESS:**

Minnesota Statutes (various) authorize the City Council and Mayor to establish Boards and Commissions to advise the City Council and Mayor or to operate some programs and facilities. These Boards and Commissions are for the purpose of facilitating the orderly conduct of City business and to provide an opportunity to receive public input into the various functions and programs of the City.

The following Boards and Commissions created by the Council, require appointments to be approved by the Council according to Appendix C.

- A. Greater Grand Rapids Cable TV Commission, to provide oversight and review of the Cable TV franchise and to advise the City Council.
- B. Pokegama Golf Course Board, to operate Pokegama Golf Course and to advise the Council on the management of this municipal enterprise. (Municipal Code Chapter 2, Article V, Division 4, Sec. 2.241-2.247).
- C. Human Rights Commission, purpose is to secure for all citizens freedom from discrimination. (added 1-24-05) Municipal Code Chapter 2, Article V, Division 6, Sec. 2.301-2.304).
- D. Library Board, to provide library services to City residents. (Municipal Code Chapter 34, Mn. Statute Chapter 134.07).
- E. Planning Commission, to advise the Council on planning and zoning for the orderly development of Grand Rapids. (Municipal Code Chapter 30, Article II, Sec. 30.31-30.32, Mn. Statute 462.354).
- F. Police Community Advisory Board, to enhance communication between residents, Police Department and the City Council. (Municipal Code Chapter 2, Division 8, Sec. 2-351, Ordinance No. 15-02-02)

- G. Public Utilities Commission, to operate electric, water and sewer service enterprises and to operate certain public buildings. (MN Statute 412.341, and Minnesota Special Laws 1999, Chapter 195, Special Laws 2014, Chapter 224—S.F. No. 2609).
- H. Property Maintenance and Building Codes Board of Appeals to hear appeal's regarding a decision of the code official or notice or order issued under the Property Maintenance or Building Code (Ordinance No.'s 05-02-03 and 05-02-04).
- I. Arts & Culture Commission, to assist Grand Rapids in becoming a community in which arts and culture activities are recognized as vital components of community life; are valued and promoted for their economic benefits; represent an integral part of the communities' educational mission; and cooperate with other community organizations to enhance Grand Rapids' culture identity and quality of life in the community, the surrounding region and beyond.
- J. Joint Natural Gas Board, City Ordinance 12-08-10 authorized Gorhams' Incorporated to develop a natural gas distribution system within the City and a Rate Agreement dated August 13, 2012 formalized having rates regulated by the City under Mn Statutes 216B.02. A Joint Powers Agreement between the City and Harris Township, dated June 12, 2013, established a joint City/Township board to regulated natural gas rates.

APPOINTMENT POLICY: It will be the policy of the City Council to:

1. Offer appointment to the best-qualified citizens to our Boards and Commission.
2. Advertise all vacancies to Boards and Commissions: (This ad should include a brief description of the Board or Commission, time and days of meetings, how often meetings are held, the number of vacancies and any special requirements.)
3. Consider all appointments by the process presented in Appendix C. Board/Commission members who have completed their term are encouraged and eligible to reapply for appointment to their current Board or Commission or to apply for appointment on another Board or Commission to a vacancy on another Board or Commission.
4. ~~For residency requirements, see Appendix B. All members of the above-mentioned Boards and Commissions shall be residents of the City of Grand Rapids with the following exceptions. For any Board or Commission with a membership of five or less members, one such member may be a non-resident of the City of Grand Rapids unless prohibited by law. For any Board or Commission with a membership of six or more members, no more than two such members may be a non-resident of the City of Grand Rapids, unless otherwise prohibited by law.~~

~~(Note: City residency is required unless exempted by State Statutes, City Ordinance, or these by laws (Appendix B).~~

5. Provide training and encouragement for active participation in all Board/Commission business through the employment of high quality staff or consultants to support them and to facilitate open communication.
6. Keep all applications active during the year for appointment to vacancies should they occur. The Council reserves the right to appoint any qualified candidates even though they did not apply as a result of an advertisement. There is no implied guarantee of appointment or re-appointment to any Board or Commission.

4. **MAYOR BOARD/COMMISSION APPOINTMENT AND COUNCIL APPROVAL PROCESS:**

Minnesota Statutes (various) authorizes the Mayor to appoint and the Council to approve memberships on various Boards and Commissions created by the Mayor and Council. The following Boards and Commissions, created by the Mayor and Council, require a Mayoral appointment with approval of the Council according to Appendix D.

- A. Economic Development Authority (EDA), to provide a tool for economic stimulation in Grand Rapids. (GR Res. No. 93-130 Mn. Statute 469.090-469.108).
- B. Housing and Redevelopment Authority, to provide affordable housing for all residents. (Mn. Statute Chapter 469).
- C. Civic Center/Park & Recreation Advisory Board, to advise the Council on Recreation and Park programs and facility development. (Municipal Code Chapter 2, Division 3, Sec. 2-181-2.189; Mn. Statute 412.501; 471.15).

Appendix D provides the process by which these appointments will take place.

5. **COUNCIL COMMITTEES:**

- A. The Council may at any time appoint a special or standing committees consisting of no more than two Council members and support staff.
- B. Committee members, excluding staff, will be chosen by consensus of the Mayor and Council based upon interest expressed by individual members. Staff appointments will be made by the Mayor in consultation with the City Administrator.
- C. Council committees may be special (limited) or standing (on-going). Standing committees will be appointed at the annual/organizational meetings.
- D. Council committees are formed to provide Council review, oversight, clarification and information to staff members.
- E. Council committees provide a forum for staff and Council members to share information or new ideas.

- F. Council committees may carry out staff supervision as directed by Council.
- G. Council committees may be established to conduct specific tasks as directed by Council.
- H. Council committees are not to set policy but may make recommendations for policy or procedures to full Council.
- I. Council committee meetings may be called by the Council, committee members, the Mayor, the City Administrator, or at the request of a Department Head, commission, or board chairperson to discuss specific topics.
- J. Council committees shall have a prepared agenda and follow rules of public notification. Each committee will designate a presiding officer and have an agenda prepared at least three (3) days before the meeting.
- K. Council committees shall keep minutes of all meetings. The original shall be filed with the City Clerk. A copy is to be given to the City Administrator and distributed to all Council members. These minutes should include committee name, date, time, location, person calling the meeting, persons present, and a brief summary of topics discussed. City staff will be assigned to record minutes.

6. **COUNCIL REPRESENTATIVES:**

- A. Council representation on various City Boards and Commissions will be determined by consensus of the Mayor and Council based upon interest expressed by individual members.
- B. Council representatives will be determined at the organizational meeting of the Council or when a vacancy occurs.
- C. Council representatives will act as liaison between the Boards and Commissions and the Council.
- D. Council representatives may help interpret previous Council action or policy to the various Boards and Commissions.
- E. Council representatives should bring back to the Council concerns or issues as requested by the Board or Commission and are encouraged to bring issues to the Council's attention, which may be of interest to the Council as a whole.
- F. Council representatives shall be voting members of City Boards and Commissions.

7. **SPECIAL APPOINTMENTS:**

From time to time Councilmembers may be designated to serve as the official representative of the Council on community, regional or statewide boards. These will be determined by consensus of the Council and Mayor based upon interest expressed by individual members. Each appointee is expected to regularly inform the Council of activities and issues of concern to the City.

8. **CONFLICT OF INTEREST STATEMENT:**

With certain exceptions, Minnesota laws forbid any Mayor or Councilmember to have a personal financial interest in or to benefit from the making of any sale, lease or contract with the City.

Exceptions are:

- A. The designation of a bank in which the Mayor or Council member is interested as the official depository for city funds if the official discloses interest;
- B. The designation of an official newspaper in which a City official is interested when it is the only newspaper complying with statutory or charter requirements relating to official publications;
- C. A contract with a cooperative association in which a City official is a shareholder, but not an officer or manager;
- D. A contract for which competitive bids are not required.
- E. A contract with a volunteer fire department for the payment of compensation or retirement benefits to its members.

If however, a Mayor or Council member is simply an employee of a firm and receives no commission, bonuses, or other remuneration directly from its contracts, and is not a stockholder, the Council may enter into a contract with the organization for which the officer works regardless of the amount of the contract.

9. **SUSPENSION OR AMENDMENT OF THESE RULES:**

These rules, or any of them, may be temporarily suspended by a majority vote of all the Council members, (unless governed by Minnesota State Statute) and shall not be repealed or amended except by a majority vote of the whole Council after notice has been given at a preceding Council meeting.

10. **CITY COUNCIL SALARY INCREASES:**

In an even calendar year, prior to the general election, the City Council shall establish the salary of the Mayor and Councilmembers to be effective January 1st of the following odd calendar year. The method to determine the salary will be to take the existing salaries and increase them based on the Consumer Price Index (CPI) as published on the Federal Reserve Bank of Minneapolis website. Typically, this will require the CPI for the two previous years. If pay increases are missed, the salaries shall be increased according to the CPI index in all years of no increases.

Appendix A – Simplified Rules

Motions (In Precedence Order)	Motion Maker Needs Recognition?	Motion Needs A Second	Motion Is Debatable	Motion Is Amendable	Vote Required To Pass	Applies To What Other Motion?	Special Notes And Comments
10. Adjourn	Yes	Yes	No	No	Majority	None	Highest Precedence
9. Recess	Yes	Yes	No	Yes	Majority	None	
8. Appeal (1)	No	Yes	Yes	No	Majority	Decisions of Chair	Members can challenge decision by the chair
8. Point of Order	No	No	No	No	Chair Decides	None	To point out an error
8. Parliamentary Inquiry (1)	No Yes	No Yes	No No	No No	Chair Decides 2/3 rds	None None	To ask a question Cannot apply to minority rights
8. Division (1)	No	No	No	No	Chair Decides	All Votes	A second vote on votes that are close
7. Lay On Table	Yes	Yes	No	No	Majority	Main, amend, appeal	Also called postpone temporarily
6. Close Debate (1)	Yes	Yes	No	No	2/3 rds	All Debatable Motions	Also called previous questions & vote immediately
5. Limit Debate (1)	Yes	Yes	No	Yes (3)	2/3 rds	All Debatable Motions	To limit debate to a set period
4. Postpone Definitely	Yes	Yes	Yes (2)	Yes (3)	Majority	Main Motions	To set aside to next meeting
3. Refer to Committee	Yes	Yes	Yes (2)	Yes (3)	Majority	Main Motions	To allow a small group to study
2. Amend (1)	Yes	Yes	Yes	Yes	Majority	All amendable Motions	You may amend an amendment
1. Main	Yes	Yes	Yes	Yes	Majority	None	Lowest Precedence

(1) Indicates possible to precedence order.
exception

(2) Limited to the sense that debate is only on the merits of that specific motion.

(3) Restricted to the variable part of the motion.

APPENDIX A (Continued)
A BRIEF EXPLANATION OF COMMONLY USED MOTIONS AND TERMS

1. Main Motion – to bring business before the organization. “I move that the Student Government pay D.E. Sikkink \$100 for his speech.”
2. Amend – to change motions so they more closely express the will of the group. “I move to amend the motion by striking out the word \$100 and inserting \$10.”
3. Vote Immediately – to stop discussion and to get a vote. “I move to vote immediately on the amendments.” (Also called Close Debate and Previous questions.)
4. Parliamentary Inquiry – to let a member ask questions. “Mr. Or Ms. Chairperson, can we have a secret ballot on this amendment?”
5. Point of Order – to call attention to a mistake in procedure. “Mr. Or Ms. Chairperson, there was no second for that motion to amend.”
6. Division – a request for the chairperson to use a more accurate method of voting. “Mr. Or Ms. Chairperson, I call for a division on that last vote.”
7. Appeal – to get a vote by the group on some procedural decision made by the chairperson. “I appeal your decision on not allowing a secret ballot.”
8. Refer to Committee – to allow for study and investigation by a smaller group. “I move to refer the main motion to a committee of three appointed by the chair.”
9. Postpone Definitely – to consider at a definite future time. (No later than the next meeting.) “I move to postpone this main motion definitely to our next regular meeting.”
10. Postpone Temporarily – to consider at an unspecified time. “I move to postpone this main motion temporarily.”
11. A quorum is the minimum number of members who must be present in order to transact legal business.
12. Precedence refers to the rank of motions. When a motion has been made, any motion of higher order may be proposed but no motion of lower order may be proposed (there are a few exceptions).
Motions are discussed and acted upon in inverse order to their proposal (the last motion made will be acted on first, etc.) See Appendix A-1

Board/Commission	Independent	Advisory	Appointing Body	Number of Members	Term Length	Meeting Date/Time	Meeting Place	State Statute	Staff Rep.	City Ordinance	Residency Requirement
Arts & Culture Commission	X		Council	9	3 year 2 term rule	1 st Tuesday 3:15 p.m. 2 nd & 4 th Thursday 4:00 p.m.	City Hall		Asst. Library Director	13-02-04	No
Economic Development Authority	X		Council	7 (2 Council Reps.)	6 years		City Hall	358c	Community Development Director	Res. 93-130, 86- 82 and 94-164	4 residents of City property owners & up to 3 non- residents \$ residents & up to 2 non-residents
Golf Course Board	X		Council	5	3 years 2 term/6 year rule	3 rd Tuesday noon	City Hall	471.15- 71.19	Director of Golf	Chapter 2 of Municipal Code	4 City Res. & 1 may be non-res. - Ordinance 09-01- 01
Civic Center /Park & Recreation Advisory Board		X	Council	7	3 years	3 rd Wednesday 4:30 p.m.	Civic Center		Park & Rec/Civic Center Manager	5	5 residents & 2 non-residents
Cable Commission	X		1 Council		Council appointment	1 st Monday (every three months)	ICTV		None	Resolution Joint Powers	Yes
Housing & Redevelopment Authority	X		Council	7	5 years 2 term rule	3 rd Wednesday 4:00 p.m.	HRA	Mun. Hsg. Redev. Act 469	HRA Manager		State Statute 469.003 Yes
Library Board	X		Council	9	3 years 3 term rule	2 nd Wednesday 4:00 p.m.	Library	134	Library Director	2.02	4 non-res and 5 residents § 134.09
Planning Commission		X	Council	7	4 years	1 st Thursday 4:00 p.m.	City Hall		Community Development Director	23.18	Yes Planning Comm. By-Laws
International Property Maintenance and Building Codes Board of Appeals	X		Council	3 plus 2 alternates	4 years		City Hall	MN Rules 1300.0230 Building Code	Rob Mattei	05-02-03 and 05-02-04	No
Police Community Advisory Board		X	Council	9	3 years	1 st Friday on even months 7:30 a.m.	City Hall		Police Chief	15-02-02	7 residents & 2 non-residents
Public Utilities Commission	X		Council	5	4 years	2 nd Wednesday 4:00 p.m.	PUC Service Center	412.341	Public Utilities Manager		No
Human Rights Commission	X		Council	9	3 years	Last Wednesday Feb. – May- Aug. – Nov.	City Hall		Human Resources Director	Ordinance 04-05-09	No

APPENDIX D

MAYORAL BOARD/COMMISSION APPOINT AND COUNCIL APPROVAL PROCESS

DATE	ACTION	RESPONSIBILITY
By November 1	The Administrator's office shall present in writing to the Mayor and Council a prepared list of Board and Commission members whose terms expire the following March. This list shall identify Board, name, date first appointed and eligibility for reappointment (as defined in Council By-Laws)	Staff & Mayor/Council
In Mid-November	An informal Council review to consider offering reappointment to eligible Board/Commission members.	Mayor/Council
In Late November	Letters to eligible and ineligible Board/Commission member(s) will be prepared and sent.	Staff/Mayor
In Mid-December	The Administrator's office will prepare a Respondent's List for reappointment to help determine vacancies and present to Mayor and Council for approval to prepare a vacancy list and authorize position vacancy advertisement.	Staff/Mayor/Council
In Mid-January early February	Mayor and Council will review responses to position vacancy advertisement.	Mayor/Council
First Meeting in February	Mayor and Council discuss candidates for Board and Commission appointments and through consensus designate a candidate for consideration by the Mayor for appointment. Mayor may appoint or reject the designated candidate. The Council shall then vote upon approval of the candidate appointed by the Mayor.	Mayor/Council



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1779 **Version:** 1 **Name:** Call for Public Hearing May 10, 2021
Type: Agenda Item **Status:** Consent Agenda
File created: 4/6/2021 **In control:** City Council
On agenda: 4/12/2021 **Final action:**
Title: Consider adopting a resolution calling for a Public Hearing on Capital Improvement Plan and Tax Abatements and issuance of General Obligation Bonds.

Sponsors:

Indexes:

Code sections:

Attachments: [Grand Rapids 2021 GO CIP & Abatement RESOLUTION CALLING A PUBLIC HEARING](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution calling for a Public Hearing on Capital Improvement Plan and Tax Abatements and issuance of General Obligation Bonds.

Background Information:

Minnesota Statutes , Section 475.521, authorizes the City to issue general obligation bonds to finance capital improvements under a five-year capital improvement plan without an election, but subject to a reverse referendum, if the issuance of the bonds following a public hearing is approved by a unanimous vote of the members of the City Council present at the meeting. The City has determined to prepare a five-year capital improvement plan (the “Capital Improvement Plan”), pursuant to the CIP Act. The Capital Improvement Plan shall provide for the undertaking of certain capital improvements, including the construction of a fire station in the City. Under the Capital Improvement Plan, the City plans to issue general obligation capital improvement bonds in a principal amount not to exceed \$4,800,000, as more specifically set forth in the Capital Improvement Plan, to finance the Capital Improvements.

The City is authorized by Minnesota Statutes, Sections 469.1812 through 469.1815, as amended (the “Abatement Act”), to grant an abatement of all or a part of the taxes levied by the City on real property within its boundaries and to issue general obligation bonds to finance public improvements. The City proposes to issue Abatement Bonds in a principal amount not to exceed \$1,600,000 to finance public improvements, including the acquisition and construction of the Grand Rapids/Cohasset connection trail along County Road 63.

Staff Recommendation:

Staff recommends adopting a resolution calling for a Public Hearing on May 10, 2021 at 5:30 pm. to adopt the Amended Five-year Capital Improvement Plan, and issue General Obligation Bonds

Requested City Council Action

Make a motion adopting a resolution calling for a Public Hearing on May 10, 2021 at 5:30 pm. to adopt the Amended Five-year Capital Improvement Plan, and issue General Obligation Bonds.

CITY OF GRAND RAPIDS, MINNESOTA

RESOLUTION NO. _____

**RESOLUTION CALLING PUBLIC HEARINGS ON CAPITAL
IMPROVEMENT PLAN AND TAX ABATEMENTS AND
ISSUANCE OF GENERAL OBLIGATION BONDS**

BE IT RESOLVED By the City Council of the City of Grand Rapids, Itasca County, Minnesota (the "City") as follows:

Section 1. Background.

1.01. Pursuant to Minnesota Statutes, Section 475.521, as amended (the "CIP Act"), the City may issue general obligation bonds to finance capital improvements under a five-year capital improvement plan without an election provided that, among other things, prior to issuing the bonds the City holds a public hearing regarding adoption of the plan and the issuance of bonds thereunder.

1.02. Capital improvements include the acquisition or betterment of public lands, buildings, or other improvements for the purpose of a city hall, library, public safety facility, and public works facility. A capital improvement does not include light rail transit or any activity related to it, or a park, road, bridge, administrative building other than a city hall, or land for any of those facilities.

1.03. The City has determined to prepare a five-year capital improvement plan (the "Capital Improvement Plan"), pursuant to the CIP Act. The Capital Improvement Plan shall provide for the undertaking of certain capital improvements, including the construction of a fire station in the City (the "Capital Improvements"). Under the Capital Improvement Plan, the City plans to issue general obligation capital improvement bonds in a principal amount not to exceed \$4,800,000, as more specifically set forth in the Capital Improvement Plan, to finance the Capital Improvements (the "CIP Bonds").

1.04. The City is authorized by Minnesota Statutes, Sections 469.1812 through 469.1815, as amended (the "Abatement Act"), to grant an abatement of all or a part of the taxes levied by the City on real property within its boundaries (the "Abatement") and to issue general obligation bonds to finance public improvements (the "Abatement Bonds").

1.05. Pursuant to the Abatement Act, before approving a property tax abatement, the City Council is required to hold a public hearing regarding the Abatement.

1.06. The City proposes to issue Abatement Bonds in a principal amount not to exceed \$1,600,000 to finance public improvements, including the acquisition and construction of the Grand Rapids/Cohasset connection trail along County Road 63 (the "Abatement Improvements").

Section 2. Reimbursement.

2.01. The City may have incurred certain expenditures with respect to the Abatement Improvements and Capital Improvements that were financed temporarily from other sources but are expected to be reimbursed with proceeds of the Abatement Bonds and the Capital Improvement Bonds, respectively. The City hereby declares its intent to reimburse certain costs of from proceeds of the Abatement Bonds and the Capital Improvement Bonds, respectively (the "Declaration"). This

Declaration is intended to constitute a declaration of official intent for purposes of the Section 1.150-2 of the Treasury Regulations promulgated under the Internal Revenue Code of 1986, as amended.

Section 3. Hearings Scheduled.

3.01. The City Council will hold a public hearing regarding the Capital Improvement Plan and issuance of the Capital Improvement Bonds on Monday, May 10, 2021, at approximately 5:30 PM at City Hall. The City Clerk is authorized and directed to publish a notice substantially in the form attached hereto as EXHIBIT A in the official newspaper of the City or in a newspaper of general circulation in the City at least 14 days but not more than 28 days before the date of the public hearing.

3.02. The City Council will hold a public hearing regarding the approval of the Abatement on Monday, May 10, 2021 at approximately 5:30 PM at City Hall. The City Clerk is authorized and directed to publish a notice substantially the form attached as EXHIBIT B, to be published in a newspaper of general circulation in the City more than 10 days but less than 30 days before the date of the hearing.

3.03. City staff and consultants are authorized to take all other actions needed with respect to the Capital Improvement Plan and the proposed Abatement and the issuance of the Capital Improvement Bonds and Abatement Bonds before the City Council.

Approved this April 12, 2021 by the City Council of the City of Grand Rapids, Minnesota.

CITY OF GRAND RAPIDS, MINNESOTA

Mayor

Attest:

City Clerk

EXHIBIT A

NOTICE OF PUBLIC HEARING

**NOTICE OF PUBLIC HEARING
REGARDING THE ADOPTION OF A FIVE-YEAR CAPITAL IMPROVEMENT PLAN AND THE
ISSUANCE OF GENERAL OBLIGATION BONDS THEREUNDER**

NOTICE IS HEREBY GIVEN that the City Council of the City of Grand Rapids, Itasca County, State of Minnesota (the "City"), will hold a public hearing beginning at approximately 5:30 p.m., on Monday, May 10, 2021 at approximately 5:30 PM at City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota, on the proposals that the City: (1) the adopt a five-year capital improvement plan for the City prepared in compliance with Minnesota Statutes, Section 475.521, as amended (the "Plan"); and (2) issue general obligation bonds (the "Bonds") to finance certain capital projects described in the Plan, including the construction of a new fire station in the City (the "Project"). The maximum principal amount of the Bonds to be issued under the Plan to finance the Project is \$4,800,000. The City may accept an offer by a bidder to purchase the Bonds, and the City may sell the Bonds, at a price that results in the receipt by the City of an original issue premium (the portion of the price that exceeds the principal amount of the Bonds) in any amount.

If a petition requesting a vote on the issuance of the Bonds signed by voters equal to five percent (5%) of the votes cast in the City in the last municipal general election is filed with the City Clerk within thirty (30) days after the public hearing, the City may issue the Bonds only after obtaining approval of a majority of voters voting on the question of the issuance of the Bonds at an election.

At the time and place fixed for the public hearing, the City Council will give all persons who appear at the hearing an opportunity to express their views with respect to the proposal. In addition, interested persons may direct any questions or file written comments respecting the proposal with the City Clerk, at or prior to said public hearing.

PLEASE NOTE, due to COVID-19, the public hearing will be conducted via telephone as allowed under Minnesota Statutes, Section 13D.021. The public is invited attend the public hearing live via telephone instead of in person by calling 218-327-8833. In addition, members of the public may monitor this meeting remotely on local cable at ICTV or by visiting www.watchictv.org. You may also provide written comments to the City Clerk, 420 N. Pokegama Ave., Grand Rapids, MN 55744 or comments by phone at 218-326-7600, prior to the hearing. Please refer to the City's website at <https://www.cityofgrandrapidsmn.com/> or call City Hall at 218-326-7600 for more information.

Published: _____, 2021

BY ORDER OF THE CITY COUNCIL OF
THE CITY OF GRAND RAPIDS,
MINNESOTA

EXHIBIT B

NOTICE OF PUBLIC HEARING

**CITY OF GRAND RAPIDS, MINNESOTA
NOTICE OF PUBLIC HEARING
REGARDING PROPOSED PROPERTY TAX ABATEMENTS**

NOTICE IS HEREBY GIVEN that the City Council of the City of Grand Rapids, Minnesota (the “City”), will meet on Monday, May 10, 2021 at approximately 5:30 PM at City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota, to hold a public hearing on the proposal that the City abate property taxes levied by the City on the property identified as tax parcel number 91-029-2201 (the “Property”).

The total amount of the taxes proposed to be abated by the City on the Property is estimated to be not more than \$1,600,000. The City Council will consider the property tax abatement in connection with financing certain public improvements, including acquisition and construction of the Grand Rapids/Cohasset connection trail along County Road 63.

At the time and place fixed for the public hearing, the City Council will give all persons who appear at the hearing an opportunity to express their views with respect to the proposal. In addition, interested persons may direct any questions or file written comments respecting the proposal with the City Clerk, at or prior to said public hearing.

PLEASE NOTE, due to COVID-19, the public hearing will be conducted via telephone as allowed under Minnesota Statutes, Section 13D.021. The public is invited attend the public hearing live via telephone instead of in person by calling 218-327-8833. In addition, members of the public may monitor this meeting remotely on local cable at ICTV or by visiting www.watchictv.org. You may also provide written comments to the City Clerk, 420 N. Pokegama Ave., Grand Rapids, MN 55744 or comments by phone at 218-326-7600, prior to the hearing. Please refer to the City’s website at <https://www.cityofgrandrapidsmn.com/> or call City Hall at 218-326-7600 for more information.

Published: _____, 2021

BY ORDER OF THE CITY COUNCIL OF
THE CITY OF GRAND RAPIDS,
MINNESOTA



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1781 **Version:** 1 **Name:** Approve Seasonal Golf Course Employee
Type: Agenda Item **Status:** Consent Agenda
File created: 4/7/2021 **In control:** City Council
On agenda: 4/12/2021 **Final action:**
Title: Consider approving Seasonal Golf Employee
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Consider approving Seasonal Golf Employee

Background Information:

Requesting employment approval for Judith Taylor. Tom Pagel approved my request to start her employment prior to this meeting.

Judy's first day was April 2, and will end no later than October 3, 2021. Her hourly wage will be \$11.00 and will be funded within the 2021 Pokegama Golf Course operations budget.

Staff Recommendation:

Approve golf course cashier employment for seasonal employee Judith Taylor.

Requested City Council Action

Make a motion approving Seasonal Golf Employee



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1783 **Version:** 1 **Name:** IEDC Temp Liquor License
Type: Agenda Item **Status:** Consent Agenda
File created: 4/7/2021 **In control:** City Council
On agenda: 4/12/2021 **Final action:**
Title: Consider approving temporary liquor application for IEDC
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Consider approving temporary liquor application for IEDC

Background Information:

IEDC has submitted an application for a temporary 1-4 day on sale liquor license, event scheduled for Friday, May 7, 2021.

Staff Recommendation:

Review and approve application, authorizing submission to AGED for issuance

Requested City Council Action

Make a motion approving temporary liquor application for IEDC



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1784 **Version:** 1 **Name:** New Fire Hall TNT Change Order 4
Type: Agenda Item **Status:** Consent Agenda
File created: 4/8/2021 **In control:** City Council
On agenda: 4/12/2021 **Final action:**
Title: Consider approving TNT Construction Group, LLC Phase 1 New Fire Hall Change Order #004 in the amount of \$1200.
Sponsors:
Indexes:
Code sections:
Attachments: [GR Firehall TNT CE 014 - Propane Barricades](#)

Date	Ver.	Action By	Action	Result
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Consider approving TNT Construction Group, LLC Phase 1 New Fire Hall Change Order #004 in the amount of \$1200.

Background Information:

TNT Construction Group, LLC Phase 1 New Fire Hall Change Order #004 is related to installation of vehicle impact protection for propane tanks supplying temporary heaters.

Staff Recommendation:

Staff recommends council approve TNT Construction Group, LLC Phase 1 New Fire Hall Change Order #004 in the amount of \$1200.

Requested City Council Action

Make a motion approving TNT Construction Group, LLC Phase 1 New Fire Hall Change Order #004 in the amount of \$1200

**CCO #004**

ICS
1331 Tyler Street NE, Suite 101
Minneapolis, Minnesota 55413
Phone: (763) 354-2670
Fax: (763) 780-2866

Project: S20020C - Grand Rapids Fire Department
11th Street SE
Grand Rapids, Minnesota 55744

Contract Change Order #004: CE #014 - Propane Barricades

CONTRACT COMPANY: TNT Construction Group, LLC 40 County Road 63 Grand Rapids, Minnesota 55744	CONTRACT FOR: SC-S20020C-002:WS 001- Civil & Cast in Place Concrete - TNT
DATE CREATED: 2/26/2021	CREATED BY: Mark Cobb (ICS - Park Rapids, MN)
CONTRACT STATUS: Pending - In Review	REVISION: 0
REQUEST RECEIVED FROM:	LOCATION
DESIGNATED REVIEWER: Mark Cobb (ICS - Park Rapids, MN)	REVIEWED BY:
DUE DATE:	REVIEW DATE:
INVOICED DATE:	PAID DATE:
REFERENCE:	CHANGE REASON: Field Work Order
PAID IN FULL: No	EXECUTED: No
ACCOUNTING METHOD: Unit/Quantity Based	SCHEDULE IMPACT: 0 days
FIELD CHANGE: No	TOTAL AMOUNT: \$1,200.00

DESCRIPTION:

CE #014 - Propane Barricades

Please submit an itemized line proposal for the work to be performed for the provision of concrete barricades for the protection of the Propane tanks on site for construction duration.

ATTACHMENTS:

[Supplemental Agreement 3 Blocking Delivery.pdf](#)

CHANGE ORDER LINE ITEMS:**CCO #004**

#	Cost Code	Description	Type	Quantity	Units	Unit Cost	Subtotal
1	A.-5.04 - WS 01 Civil/Concrete	Propane Barricades	Other	0.0	ls	\$0.00	\$1,200.00
Subtotal:							\$1,200.00
Grand Total:							\$1,200.00

The original (Contract Sum)	\$ 1,698,000.00
Net change by previously authorized Change Orders	(\$136,631.60)
The contract sum prior to this Change Order was	\$ 1,561,368.40
The contract sum would be changed by this Change Order in the amount of	\$ 1,200.00
The new contract sum including this Change Order will be	\$ 1,562,568.40
The contract time will not be changed by this Change Order by 0 days	

ICS
1331 Tyler Street NE, Suite
101
Minneapolis, Minnesota 55413

TNT Construction Group,
LLC
40 County Road 63
Grand
Rapids Minnesota 55744

City of Grand Rapids
420 North Pokegama Ave
Grand Rapids Minnesota
55744

City of Grand Rapids
420 North Pokegama Ave
Grand Rapids Minnesota
55744

Mark Cobb

SIGNATURE DATE
4/7/2021

Dominic Ellison

SIGNATURE DATE
3/1/2021

SIGNATURE DATE

SIGNATURE DATE



SUPPLEMENTAL AGREEMENT

GENERAL CONTRACTOR: ICS

DATE: 1/15//2021

PROJECT: Grand Rapids Fire Hall Phase 1

PROJECT OWNER: City of Grand Rapids

AGGREEMENT #: Delivery & Return of Blocking for Tank Protection

DESCRIPTION:

Cost to load and deliver up to 6 concrete blocks to protect LP tanks from being struck. Pricing includes returning them back to TNT office after project completion.

Labor - \$600.00
Equipment - \$600.00

NET ADD OR DEDUCT: \$1,200.00

ORDERED BY: _____ DATE: _____
(Owner or Approved Representative)

ACCEPTED BY: Dominic Ellison DATE: 1/15/2021
(TNT Construction Group LLC.)



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1785 **Version:** 1 **Name:** Fee Schedule
Type: Agenda Item **Status:** Consent Agenda
File created: 4/8/2021 **In control:** City Council
On agenda: 4/12/2021 **Final action:**
Title: Consider adopting a resolution amending the City Wide Fee Schedule
Sponsors:
Indexes:
Code sections:
Attachments: [21 - Fee Schedule](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution amending the City Wide Fee Schedule

Background Information:

There are rare instances when a business meets the criteria for an on-sale liquor license, yet operates within a very limited season and operating days. Staff propose adopting a reduced fee and permit identified as Limited Season On-Sale defined as 'For licensees with service of less than thirty (30) days in a seasonal period less than six (6) months in duration.' The recommended fee for this license is \$100.00. Liquor liability insurance requirements remain the same as standard on-sale liquor license.

Staff Recommendation:

Staff recommends approval.

Requested City Council Action

Make a motion adopting a resolution amending the City Wide Fee Schedule

Councilor introduced the following resolution and moved for its adoption:

RESOLUTION NO. 21 -

**A RESOLUTION AMENDING THE GRAND RAPIDS CITY-WIDE FEE SCHEDULE
FOR CITY SERVICES**

WHEREAS, Minnesota Law establishes that all municipalities establish fees that are commensurate with service, and that they be fair, reasonable, and proportionate to the actual cost of the service for which the fee is imposed; and

WHEREAS, consistent with Minnesota Law, the Grand Rapids City Council establishes the rates to be applied, or charges for, specific areas of service, provided by the City, through the adoption and periodic amendment of a fee schedule; and

WHEREAS, from time to time, staff reviews the department fee schedule to ensure consistency with fees charged, for City services provided; and

NOW THEREFORE, BE IT RESOLVED, that the Grand Rapids City Council hereby amends the Grand Rapids' City Wide Fee Schedule for City Services as noted in "Exhibit A."

Adopted this 12th day of April, 2021.

Dale Christy, Mayor

Attest:

Kimberly Gibeau, City Clerk

Councilor seconded the foregoing resolution and the following voted in favor thereof: ; and the following voted against same: None, whereby the resolution was declared duly passed and adopted.

DEPARTMENTAL FEE SCHEDULE FOR CITY SERVICES

Effective Date: 03/24/2020

CITY WIDE FEES	
Photo copy – file material – 100 pages or less of black and white, letter or legal size government data.	\$.25 per page (copy)
Photo copy – file material – 101 pages or more of government data	\$.10 per copy and actual cost of searching for and retrieving government data, including the cost of employee time, certifying, compiling, and electronically transmitting the copies of the data.
Photo copy – material provided by the person making request	\$1.00 1 st page - .10 cents each additional
ADMINISTRATION DEPARTMENT	
Amusements (theatre) Circus	\$75.00 per screen per year \$75.00 event
Fortune Telling	\$35.00 per day
Intoxicating Liquor	
Consumption and Display	
Bottle Club	\$500.00 per year
Public Place	\$100.00 per year
Private On-Sale	
Investigation Fee	\$150.00
Annual License Fee	\$2,500.00
Annual On-Sale Wine	\$550.00
Sunday On-Sale	\$200.00
<u>Limited Season On-Sale</u>	<u>\$100.00 For licensees with service of less than thirty (30) days in a seasonal period less than six (6) months in duration.</u>
Club On-Sale	
Club with under 200 members	\$300.00
201- 500 members	\$500.00
501- 1,000 members	\$650.00
1,001 – 2,000 members	\$800.00
More than 2,000	\$1,000.00
Sunday On-Sale	\$150.00
Private Off-Sale	\$150.00
Temporary On-Sale	\$20.00
Convention Facilities On-Sale	
City issued on-sale license	\$25.00
Adjacent municipality	\$100.00
Non-intoxicating malt liquor 3.2	
Annual on-sale	\$275.00

Annual off-sale	\$100.00
Temporary on-sale	\$25.00
Rollerskating License	\$200.00 per year or fraction thereof
Brewer Taprooms/Brewpubs	
Taproom/Brewpub Annual On-Sale	\$350.00 includes Sunday sales
Brewer Annual Off-sale (Growlers)	\$200.00
Synthetic Drug Establishments	\$600.00 annually
Sidewalk Café	\$25.00
Taxicabs	\$25.00 each vehicle
Fireworks	350.00 – tents, etc.) 100.00 – retail buildings (in store)
Peddlers, Solicitors and Transient Merchant (Resolution No. 06-110)	\$150.00 per year
Permit to keep Chickens	\$20.00 per year
CENTRAL SCHOOL BUILDING	
Monthly Rental Fees	
Garden Level	\$11.02 *
1 st Floor	\$11.97 *
2 nd Floor	\$11.49 *
3 rd Floor	\$ 8.58 *
CIVIC CENTER	
Ice time	\$115.00 per hour – non prime
	\$168.00 per hour – prime
	\$200.00 per hour – tournament/competition
	\$75.00 per hour – Miner's Pavilion (non-GRAHA)
Dryfloor space East Venue	\$700.00 per day – receptions/parties
	\$1,300.00 per day - commercial
	\$1,850.00 – Wedding Receptions
West Venue	\$600.00 per day – receptions/parties
	\$1,200.00 per day – commercial
Miner's Pavilion	\$20.00 per hour – sports
	\$100.00 half day event
	\$200.00 full day event
Lobby space	\$30.00 per hour (minimum 2 hours)
Tables	\$9.00 each
Chairs	\$1.00 each
Linens	TBD
Staging	\$20.00 per 4' x 8' section
Skate Sharpening	\$5.00
Public Skating	\$2.00 children & seniors

	\$3.00 adults
Open Hockey	\$7.00
Wall Advertising	\$600.00 per year
In-Ice Advertising	\$1,250.00 per year
Resurfacers Advertising	\$300 - \$1,500.00 per year
Dasher Advertising	\$800.00 per year for 1, \$1,200.00 per year for 2
Scoreboard Advertising	\$700.00 per year
Banner Advertising	\$750.00 per year
Wall Sign & 1 Dasher	\$1,200.00 per year
Wall Sign & 2 Dashers	\$1,600.00 per year
COMMUNITY DEVELOPMENT	
Building Permits	
\$1.00 - \$500.00	\$23.50 *
\$501.00 - \$2,000.00	\$23.75 * for the first \$500.00 plus \$3.50 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2,001.00 - \$25,000.00	\$70.00 * for the first \$2,000.00 plus \$14.20* for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.65* for the first \$25,000.00 plus \$10.20* for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to 4100,000.00	\$650.20* for the first \$50,000.00 plus \$7.10* for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,003.70* for the first \$100,000.00 plus \$5.66* for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,266.10* for the first \$500,000.00 plus \$4.80* for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,664.85* for the first \$1,000,000.00 plus \$3.18* for each additional \$1,000.00 or fraction thereof
	Projects valued at greater than \$5,000,000.00 the City may, at its own discretion, negotiate this component of the building permit fee with the project owner/developer.
Annual building Permit (as per MN Rule 1300.0120, Subparts 2 and 3)	\$505.00*
Plan Review Fee	65% of the Permit fee
Plan Review Fee (Similar Plans)	25% of the Permit fee
State Surcharge	(As per MN Statute 16B.70)
Other Inspections and Fees:	
1. Outside of normal business hours	\$55.55/hour*
2. Re-inspection fees	\$55.55/hour*
3. Inspections for which no fee is specifically	\$55.55/hour*

indicated				
4. Additional plan review required by changes, additions, or revisions to plans	\$55.55/hour*			
5. Investigation Fee	\$55.55/hour*			
6. Work commencing without building permit.	Investigative Fee/Double building permit fee. (as per MN Rule 1300.0160, Subpart 8).			
7. For use of outside consultants for plan checking and inspections or both.	Actual costs, including administrative and overhead			
8. Investigating and resolving Property Maintenance Code violations	\$55.55/hour*			
Flat fees for small Residential projects	Base Permit Fee	Plan Check Fee	State Surcharge Fee	Total Fee
Re-roofing	\$60.00		\$1.00	\$61.00
Garage Door	\$40.00		\$1.00	\$41.00
Siding Replacement	\$60.00		\$1.00	\$61.00
All Regulated Signs-requiring structural review.	\$57.88	\$37.62	\$1.00	\$96.50
Detached Steps/Deck over 30" high (non-enclosed)	\$40.30	\$26.20	\$1.00	\$67.50
Attached Steps/Deck (non-enclosed)	\$79.70	\$51.80	\$1.00	\$132.50
Covered porch (non-enclosed)	\$113.03	\$73.47	\$1.00	\$186.50
Fence over 6 feet in height	\$57.88	\$37.62	\$1.00	\$96.50
Retaining Wall -Over 4 feet in height	\$57.88	\$37.62	\$1.00	\$67.50
Egress Windows (new)	\$40.30	\$26.20	\$1.00	\$67.50
Residential Window replacement	\$60.00		\$1.00	\$61.00
Furnace-Replacement	\$40.30	\$26.20	\$1.00	\$67.50
Water Heater/Softener	\$40.30	\$26.20	\$1.00	\$67.50
Replace sink, toilet, faucet, tub (minor repairs)	\$14.50		\$1.00	\$15.50
Residential & Commercial Demolitions	\$40.00*		\$1.00	\$41.00
Fireplaces -& free standing stoves (Gas or Wood)	\$54.85*	\$35.65	\$1.00	\$91.50
Emergency Number Sign	\$75.00 each			
Comprehensive Plan	\$15.15* each			
Comprehensive Plan Appendix	\$25.25* each			
Zoning Letter	\$35.35* each			
Zoning Map	\$15.15*each			
Zoning Ordinance	\$30.30* each			
Subdivision Ordinance	\$5.05* each			
Zoning Permit (Residential)	\$55.55*			
Zoning Permit (Commercial)	\$65.65*/hour (actual cost)			
Fill Permit	\$75.75*			
Sign permit (for signs not requiring structural review)	\$55.55*			

Conditional Use Permit	\$505.00*
Conditional Use Permit-General Sales and Service with a building footprint greater than 70,000 s.f. (Res. 07-35)	Total Actual Cost Incurred by the City (\$3,500 deposit required via escrow agreement)
Environmental Assessment Worksheet preparation, review and processing	Total Actual Cost Incurred by the City (\$10,000 deposit required via escrow agreement)
Subdivision	\$2,525.00*
Minor Subdivision (Res: 13-71)	\$1,200.00
Payment in Lieu of Commercial Land Dedication	\$135.00 per Worker
Planned Unit Development	\$2,525.00*
Rezoning or zoning Text Amendment	\$505.00*
Variance	\$252.50*
Right-of-Way/Easement	\$505.00*
ENGINEERING DEPARTMENT	
Right of Way Improvement permit	\$50.00
After-the-Fact ROW Permit	Two times original permit fee
Small Wireless Facility Fees	
Permit Application Fee	\$1,000/unit (new structure); \$500 (existing structure)
Co-location Rent	\$175.00 per year per site
Monthly Fee for Electrical Service per radio node less than or equal to 100 max watts	\$73.00 per radio node
Monthly Fee for Electrical Service per radio node over 100 max watts	\$182.00 per radio node
Stormwater Permit Application	
Residential	\$25.00
Commercial/Industrial (0 ac – 1 ac)	\$100.00
Commercial/Industrial (1 ac – 3+ ac)	\$175.00
Commercial/Industrial (3+ ac)	\$300.00
Stormwater Pollution Prevention Deposit	
Residential	\$500.00
Commercial/Industrial	\$1,000.00/\$100,000 or project cost
Stormwater Utility Rates	
	As of 5/1/2020 As of 1/1/2021 As of 1/1/2022
Single-Family	\$8.00 \$8.50 \$8.75
Multi-Family	\$29.24 \$31.07 \$31.98
Commercial	\$44.78 \$47.58 \$48.98
Industrial	\$44.78 \$47.58 \$48.98
Institutional	\$39.72 \$42.20 \$43.44
City Map	\$10.00
Prints:	

24/24	\$3.50 each
24/36	\$5.00 each
36x48	\$10.00

Aerials contours (hard copies)	\$40.00 first copy - \$5.00 additional copy of same
Aerial electronic photos (1 photo 160 acres)	\$150.00
Aerial prints 8 ½ x 11 with property and utility	\$10.00 per parcel
GIS Technician	\$32.47/Hour
FINANCE DEPARTMENT	
Assessment Certificates	\$15.00
Fax	\$2.00 first page each additional page 10 cents
Worthless Check	\$30.00
FIRE DEPARTMENT	
Fire report	See City wide fees relative to photo copies
It. County false alarm ordinance – 4 th false alarm and up	\$500.00
Yearly Day Care/Foster Care	\$50.00
Inspection fees	\$50.00
Inspection Fees: First Fire Inspection Second Inspection only if violation isn't fixed or substantial progress is not made on violations Each additional inspection Complaint based inspections (considered a first inspection) Requested fire inspection	.00 \$125.00 \$100.00 increments up to \$500.00 .00 \$50.00/hour (\$50.00 minimum)
Storage of Flammable Liquids: Bulk storage of flammable liquids Bulk storage of liquefied petroleum (LP) Each station dispensing liquefied petroleum (LP)	\$150.00/year \$150.00/year \$50.00/year
Above or underground fuel tank installation	\$50.00
Underground tank removal	\$50.00
Hotel Inspection Fees: Base fire inspection fee (includes one follow-up inspection) • Up to 35 rooms • 36 to 100 rooms • 101 or more rooms Follow-up inspection fee (if more than one)	\$435.00 \$6.00/room \$7.00/room \$8.00/room \$225.00
Fire Safety House	\$250.00/day if agency is within Itasca County (up to eight hour day). \$250.00/day if outside Itasca County , plus requesting agency additionally agrees to compensate the Grand Rapids Fire Departmental a rate of fifty cents per mile, as calculated by utilizing the Map Quest computer program.
PARKS AND RECREATION	
Picnic kits	\$5.00
User Fees (softball, baseball & soccer leagues)	\$5.00 (Kids)

	\$7.50 (Adults)
Softball Fields	\$5.00 per game for tournaments or user fees ***
Baseball Fields	\$25.00 per hour or user fees ***
Soccer Fields	User fees ***
Recreation programs	0 - \$60.00 dependent on programs
Pool Rental	\$7.75 - \$45.00 per hour
Family Activity Pass	\$35.00
Softball Field Advertising	\$150.00

*** Participants of private organizations (such as Northwoods Soccer) pay \$5.00 per player per year to use our fields. Adults pay \$15.00 per player.

POLICE DEPARTMENT

Dogs License	\$10.00/year
Cats License	\$10.00/year
Duplicate for dog/cat	\$2.00/year
Pound Fee	\$10.00/day
[KJ1]	
Disposal of Animals:	
Dog	100% of Vet Charges
Cat	100% of Vet Charges
Vehicle Tow Fees	Rate charged by towing company to the City.
Funeral Escort	\$50.00
[KJ2]	
[KJ3]	
CBD Parking Permits	\$25.00 annually
Golf Cart Permit Fee	\$25.00 annually
False Alarm	N/C 1 st through 3 rd false alarm \$50.00 4 th false alarm \$75.00 5 th false alarm \$100.00 6 th false alarm \$125.00 7 th false alarm \$150.00 8 th false alarm \$175.00 9 th false alarm \$500.00 10 th false alarm \$500.00 all calls after 10 th
POLICE ADMINISTRATIVE PENALTIES	
Alcohol – Consuming Alcohol in unauthorized places	\$60.00
Animals:	
Vicious animal	\$50.00
All other animal violations	\$25.00
Registration of a Dangerous Dog (Res. 06-61)	\$500.00

Fireworks:	
Illegal Use, Possession	\$250.00
Miscellaneous:	
[KJ4]	
Curfew	\$25.00
[KJ5]	
Failure to apply for license	\$100.00
Golf cart and all terrain vehicle violations	\$60.00
Illegal dumping	\$50.00
Noise complaints	\$50.00
Noise complaints second violation in 12 months	\$100.00
Park ordinance violations	\$25.00
Public nuisance	\$100.00
[KJ6]	
[KJ7]	
Snowmobile Violations	\$60.00
Skateboard violations	\$40.00
Trespassing	\$50.00
Display for sale vehicles (Ord. 23.7-D1)	\$50.00
Parking:	
Fire Lane	\$50.00
Blocking Fire Hydrant	\$50.00
Failure to pay all parking fines after 30 days	50.00
Traffic:	
Exhibition Driving	\$100.00
Speed (1-10 mph over posted limit)	\$60.00* (as required by State Statute 5-21-09)
Stop Signs	\$60.00* (as required by State Statute 5-21-09)
Unreasonable Acceleration	\$60.00* (as required by State Statute 5-21-09)
Mufflers 169.69 (Add)	\$60.00* (as allowed by State Statute 5-21-09)
Hitching 169.46 (Add)	\$60.00* (as allowed by State Statute 5-21-09)

Weapons:	
Discharge of Display of Pellet/Guns	\$50.00
PUBLIC WORKS	
Equipment Hourly rates: **	
Pickups	\$25.00
Trucks / Plows	\$45.00
Heavy equipment	\$80.00
Mowing Equipment	\$25.00
Chipper, compressor, steamer	\$25.00
Lawn movers/weed eaters	\$15.00
Ice Resurfacer (Zamboni)	\$175.00
Materials: **	
Cold Mix	\$130.00/ton
Sand	\$15.00/yard
Straight Salt	\$75.00/yard
Treated Salt	\$90.00/yard
Paint	\$13.37/gal.
Magnesium Chloride	\$1.50/gal.
Mailbox installation	\$275.00 (includes post and mailbox)
** Rates apply to contract services provided for Intergovernmental agencies such as Itasca County, MNDOT, ICC, School District 318, and the DNR. Hourly wage and benefits to be included in addition to listed hourly equipment rates. The only exception is the fee for the ice resurfacer	



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1787 **Version:** 1 **Name:** GR Riverfest Charlie Parr
Type: Agenda Item **Status:** Consent Agenda
File created: 4/9/2021 **In control:** City Council
On agenda: 4/12/2021 **Final action:**
Title: Consider a contract with Crossover Touring for the performance of Charlie Parr at the Grand Rapids Riverfest on September 10, 2021.

Sponsors:

Indexes:

Code sections:

Attachments: [CHARLIE PARR Combined Rider SOLO](#)
[Charlie-Parr at Grand-Rapids-Riverfest 2021-09-10 Contract 19748 v1](#)

Date	Ver.	Action By	Action	Result
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Consider a contract with Crossover Touring for the performance of Charlie Parr at the Grand Rapids Riverfest on September 10, 2021.

Background Information:

The City has partnered with KAXE, Reif Performing Arts, and Visit Grand Rapids to host a music festival September 10th and 11th this year. The City is responsible for booking the musicians. Attached is an agreement for Charlie Parr.

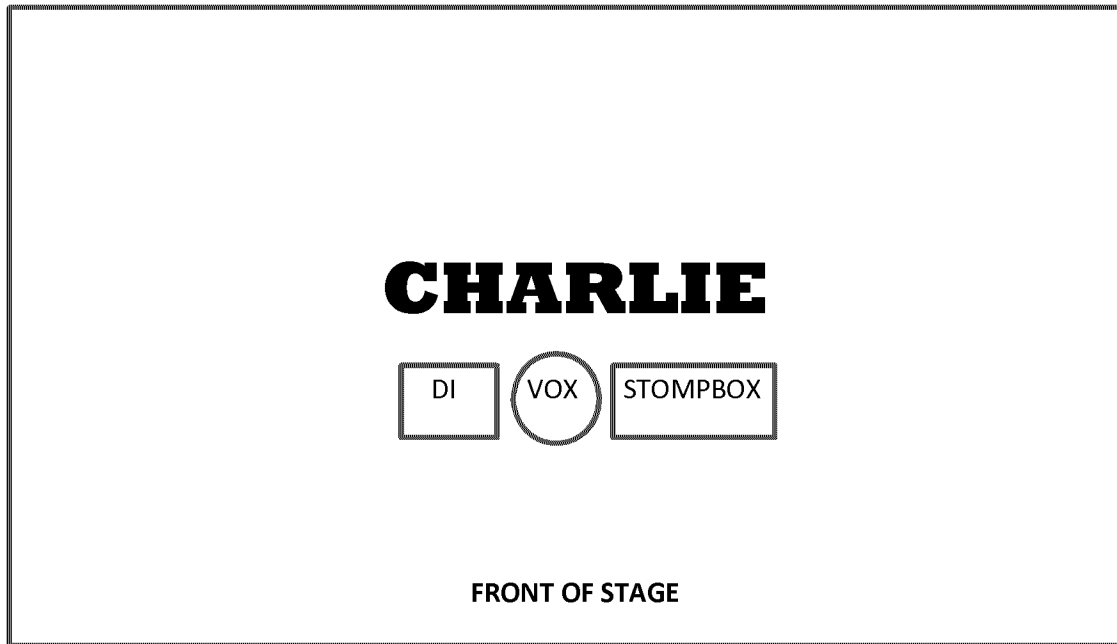
Staff Recommendation:

City staff is recommending the attached contract with Crossover Touring for the performance of Charlie Parr at the Grand Rapids Riverfest on September 10, 2021.

Requested City Council Action

A motion to approve a contract with Crossover Touring for the performance of Charlie Parr at the Grand Rapids Riverfest on September 10, 2021, and approve payment in accordance with contract.

CHARLIE PARR STAGE PLOT / INPUT LIST



VOCAL MIC

XLR LINE – DI

XLR LINE – STOMPBOX (A BUREAU DRAWER W/ A 58 MIC INSIDE)

CHAIR

ADVANCE CONTACT: JULIE ROBISON | 480-332-8765 | JULIE@PERISCOPEMGMT.COM

DOS CONTACT: CHARLIE PARR | 218-290-6003 | CHARLIE@CHARLIEPARR.COM

MANAGER: MARK GEHRING | 507-304-2939 | MARKG@PERISCOPEMGMT.COM

CHARLIE PARR RIDER (SOLO) 2021

- Coffee + tea service
- Water
- Veggie tray (small)
- Meal buyout (\$20) x 2 in traveling party

This Performance Contract is dated Friday, March 26, 2021 by and between Charlie Parr LLC f/s/o Charlie Parr (hereinafter referred to as "Artist") and City of Grand Rapids (hereinafter referred to as "Purchaser"). It is understood and mutually agreed that the PURCHASER engages the ARTIST to perform the following engagement upon all the terms and conditions hereinafter set forth in this agreement. This Performance Contract between ARTIST and PURCHASER consists of this principal agreement together with the Additional Terms and Conditions, ARTIST'S RIDER (if any) and any other exhibits and addenda which are attached hereto and incorporated herein by this reference (collectively, this "Agreement").

- 1. Artist:** Charlie Parr
- 2. Engagement Venue:** Grand Rapids Riverfest
City of Grand Rapids City Parking Lot
100 North Pokegama Avenue
Grand Rapids, MN 55744
- 3. Date of Engagement:** Friday, September 10, 2021 **No. Shows: One (1)**
- 4. Schedule:** Load In & Sound Check - Per Advance
2:00pm - Doors
6:30pm - Charlie Parr - 1 (60 min) set
8:00pm - Trampled By Turtles
10:00pm - Curfew
- 5. Announce Date:** Tuesday, June 1, 2021 **On-Sale Date:** Tuesday, June 1, 2021
Announce/on sale tentative; final dates are per advance and with Artist/Agent approval. All billing/admat/assets must be sent to and approved by Artist/Agent in writing, prior to announce/on sale.
- 6. Billing:** 75% Special Guest
- 7. Age Restriction:** All Ages
- 8. Other Acts(s):** Trampled By Turtles - 100% Headline
- 9. Merchandise:** 90/10% All merchandise (Artist sells)
80/20% All merchandise (Venue sells)
- 10. Compensation:** \$5,000.00 USD flat guarantee.
- 11. Additional Provisions:** Purchaser to provide and pay for high quality, nationally franchised, double occupancy hotel rooms, per advance and approved by Artist.
- 12. Deposits:** All payments shall be paid by PURCHASER in United States Dollar (unless otherwise mentioned) by ACH/Wire Transfer ONLY
- | Due Date | Amount |
|-----------|------------|
| 6/10/2021 | \$2,500.00 |
- 13. Deposit Remittance:** BANK INFO:
ACH, WIRE TRANSFER, CHECKS: PAYABLE TO Crossover Touring, LLC
Crossover Touring | P.O. Box 305172, DEPT 162 | Nashville, TN 37230-5172
First Horizon Bank | ACCT#: 220000506548 | RTN#: 084000026 | SWIFT Code: FTBMUS44
Wire Transfers fees are the responsibility of the sender.

FedEx & UPS SHIPMENTS ONLY: First Horizon Bank | Attention: Crossover Touring
511 Union St. 3rd Floor | Nashville, TN 37219
- 14. Balance Remittance:** The balance of the guarantee, and/or any and all overages, shall be paid per Artist W9, attached herewith.

15. Tickets:	<u>Tier</u>	<u>Quantity</u>	<u>Comps/Kills</u>	<u>Ticket Price</u>	<u>Total</u>
	General Admission	5000	0	\$40.00	\$200,000.00
	Totals	5000	--		
					\$200,000.00
				<i>Gross Potential:</i>	\$200,000.00
				<i>Net Potential:</i>	\$200,000.00

16. Additional Clauses: 1. Purchaser to provide and pay for production (sound/monitors/lights) and hospitality/catering, all per Artist rider. Alterations must be approved by Artist in writing.

17. Artist Assets: www.crossovertouring.com/charlie-parr

18. Buyer Signed Contract: Buyer signed contract and rider due to Crossover Touring no later than Thursday, June 10, 2021

19. Event Contacts:
Promoter Company: City of Grand Rapids
Production: John Miller; Email: jmillier@reifcenter.org; 218-259-8216
Marketing: Paul Gregersen; Email: pgregersen@reifcenter.org; 612-223-4579
Promoter: Shantel Dow; Email: sdow@reifcenter.org; 218-256-7366
Contracts: Shantel Dow; Email: sdow@reifcenter.org; 218-256-7366

Failure to present the engagement shall not relieve the PURCHASER of the obligation to pay ARTIST sellout potential in full. ARTIST to be paid in full, rain or shine.

PURCHASER TO PROVIDE AND PAY FOR SOUND, LIGHTS AND ARTIST RIDER REQUIREMENTS. Any additional provision(s), rider, addendum, and/or expense sheet annexed to The Agreement shall also constitute a part of this agreement and shall be signed by all parties to this contract and immediately returned to Crossover Touring.

ANY APPLICABLE EXPENSES OUTLINED ABOVE ARE ESTIMATED AMOUNTS FOR USE IN DEAL CALCULATIONS. SETTLEMENT WILL BE BASED ON ACTUAL DOCUMENTED EXPENSES.

No performance on the engagement shall be recorded, reproduced or transmitted from the place of performance, in any manner or by any means whatsoever, in the absence of a specific written agreement with the ARTIST.

It is understood by the PURCHASER(s) and the ARTIST who are parties to this contract that neither Crossover Touring, LLC nor its employees nor directors are parties to this contract in any capacity other than as Agent and, therefore, that neither Crossover Touring, LLC nor its employees nor directors shall be liable for the performance breach of any provision contained herein.

This agreement of the ARTIST to perform is subject to proven detention by sickness, accidents, riots, strikes epidemics, acts of God, or any other legitimate conditions beyond their control.

*****CORONAVIRUS (COVID-19) INDEMNIFICATION AND RELEASE OF ALL CLAIMS*****

The novel coronavirus, COVID-19, has been declared a worldwide pandemic by the World Health Organization. COVID-19 is reported to be extremely contagious. The state of medical knowledge is evolving, but the virus is believed to spread from person-to-person contact and/or by contact with contaminated surfaces and objects, and even possibly in the air. People reportedly can be infected and show no symptoms but still have the ability to spread the disease. The exact methods of spread and contraction are as yet not fully known, and there is no 100% effective treatment, cure, or vaccine for COVID-19. Evidence has shown that COVID-19 can cause serious and potentially life threatening illness and even death.

ASSUMPTION OF RISK: PURCHASER City of Grand Rapids has read and understands the above warning concerning COVID-19. PURCHASER accepts full and complete responsibility to ensure the federal, state and city of Grand Rapids COVID-19 guidelines are complied with during the presentation of Charlie Parr at Grand Rapids Riverfest City of Grand Rapids City Parking Lot 100 North Pokegama Avenue Grand Rapids, MN 55744.

WAIVER OF LAWSUIT/LIABILITY: PURCHASER hereby forever releases and waives the right to bring suit against Charlie Parr LLC and its owners, officers, directors, managers, officials, trustees, agents, employees, or other representatives in connection with exposure, infection, and/or spread of COVID-19 related to utilizing Charlie Parr LLC's services. PURCHASER understands that this waiver means City of Grand Rapids gives up any rights to bring any claims including for personal injuries, death, disease or property losses, or any other loss, including but not limited to claims of negligence and give up any claim PURCHASER may have to seek damages, whether known or unknown, foreseen or unforeseen provided that health concerns and considerations related to COVID-19 shall not be deemed cause for postponement or termination of The Agreement by ARTIST or PURCHASER.

PURCHASER HAS CAREFULLY READ AND FULLY UNDERSTANDS ALL PROVISIONS OF THIS RELEASE, IS FULLY AUTHORIZED TO UNDERTAKE ALL OBLIGATIONS, AND FREELY AND KNOWINGLY ASSUMES THE RISKS AND WAIVES ALL RIGHTS CONCERNING LIABILITY AS DESCRIBED ABOVE.

IN WITNESS WHEREOF, the parties have executed this Agreement on the date first above written.

By: X _____

SIGNATURE OF PURCHASER

Shantel Dow
City of Grand Rapids
420 N Pokegama Avenue
c/o Tom Pagel
Grand Rapids, MN 55744
Email: sdow@reifcenter.org
Phone: 218-256-7366

By: X _____

SIGNATURE OF ARTIST

Charlie Parr LLC
2017 East 4th Street
Duluth, MN 55812



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1788 **Version:** 1 **Name:** Show Boat Bleachers
Type: Agenda Item **Status:** Consent Agenda
File created: 4/9/2021 **In control:** City Council
On agenda: 4/12/2021 **Final action:**
Title: Consider authorizing staff to solicit bids to dispose of old bleachers.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Consider authorizing staff to solicit bids to dispose of old bleachers.

Background Information:

When the former Showboat Landing was demoed, city staff salvage the existing bleachers and relocated them to the airport for storage with the hopes of utilizing them at the Jerry and Shirley Miner Multi-Use Pavilion. Staff has determined that it is not cost effective to bring them into code compliance and it would be good to dispose of the bleachers.

Staff Recommendation:

City staff is recommending that the city solicit bids to sell the bleachers to a private party.

Requested City Council Action

Make a motion directing city staff to advertise and solicit bids to dispose of bleachers.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1789 **Version:** 1 **Name:** Grand Rapids Speedway License
Type: Agenda Item **Status:** Consent Agenda
File created: 4/9/2021 **In control:** City Council
On agenda: 4/12/2021 **Final action:**
Title: Consider approving Limited Season On-sale Liquor License application and approve limited season license for Grand Rapids Speedway
Sponsors:
Indexes:
Code sections:
Attachments: [Limited Season Application](#)

Date	Ver.	Action By	Action	Result
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Consider approving Limited Season On-sale Liquor License application and approve limited season license for Grand Rapids Speedway

Background Information:

Grand Rapids Speedway usually obtains a 3.2 beer license to serve at the race track throughout their season. However, Minnesota is currently the only state in the nation that still offers 3.2 and manufacturers have begun phasing out the production of 3.2 beer and distributors will no longer carry the product. Minnesota State Statute now qualifies Auto Racing facilities to obtain an on-sale liquor license. Based on their limited operation season and days of service, staff is recommending a limited season on-sale license. The application identifying the license as limited is attached for your review.

Staff Recommendation:

Review and approve attached application and approve license for Grand Rapids Speedway.

Requested City Council Action

Make a motion approving Limited Season On-sale Liquor License application and approve limited season license for Grand Rapids Speedway



CITY OF
GRAND RAPIDS
 IT'S IN MINNESOTA'S NATURE

City of Grand Rapids
 Administration Office
 420 N. Pokegama Avenue
 Grand Rapids, MN 55744
 Phone: 218-326-7600 - Fax: 218-326-7608
www.cityofgrandrapidsmn.com

LIMITED SEASON ON-SALE LIQUOR LICENSE
FEE: \$100.00

Licensee Name: _____ DBA or Trade Name: _____

Business Address: _____

Business Phone: _____ Home Phone: _____

Mailing Address: _____

(If different from business address.)

Season _____ Opening Date: _____ Closing Date: _____

Number of days of alcohol service: _____ (not to exceed 30 days)

The undersigned applicant hereby states that the information provided is true and correct to the best of their knowledge. Licensee agrees that if alcohol service is conducted outside of the specified season/number of days, limited season license will no longer apply and a prorated balance of the full year on-sale liquor license fee will be paid to the City of Grand Rapids.

Dated: _____ Applicant's Signature: _____

- FEE: PAYABLE TO THE CITY OF GRAND RAPIDS
- Worker's Compensation Form
- Statement of paid property taxes
- Authorization for Background Check
- Certificate of Liability Insurance: In accordance with Minnesota Statutes Section 340A-409. Minimum Liability: 50,000/100,000/50,000.
- Copy of State issued Manufacturers License



CITY OF
GRAND RAPIDS
 IT'S IN MINNESOTA'S NATURE

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1790 **Version:** 1 **Name:**

Type: Minutes **Status:** Approved

File created: 4/9/2021 **In control:** City Council

On agenda: 4/12/2021 **Final action:**

Title: Review and acknowledge minutes for Boards & Commissions

Sponsors:

Indexes:

Code sections:

Attachments: [February 2, 2021 PUC Minutes](#)
[February 17, 2021 PUC Minutes](#)
[March 2, 2021 Arts & Culture Minutes](#)

Date	Ver.	Action By	Action	Result
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Review and acknowledge minutes for Boards & Commissions



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Tuesday, February 2, 2021

8:00 AM

Conference Room of Public Utilities Service Center

CALL TO ORDER

Pursuant to due notice and call thereof, a Special meeting/work session of the Grand Rapids Public Utilities Commission was held on Tuesday, February 2, 2021 at 8:00 AM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

BE ADVISED: Pursuant to Minnesota Statute 13D.021, Subdivision 1, some or all members may appear by telephone or other electronic means.

COMMISSIONERS: To access the meeting by phone via Microsoft Teams: Dial in to 1-612-601-1964, when prompted for conference ID, enter 220 505 534#

CALL OF ROLL

President Tom Stanley announced the Roll Call, requesting members of the Commission present in the Meeting Room or participating by conference call to please indicate their presence by stating "here" as he called their names. Present in the meeting room were President Tom Stanley and Commissioners Rick Blake. Present via Microsoft Teams and/or conference call were Secretary Kathy Kooda and Commissioner Rick Smith. Commissioner Luke Francisco was absent with notice.

Present 4 - President Tom Stanley, Commissioner Rick Blake, Secretary Kathy Kooda, and Commissioner Rick Smith

Absent 1 - Commissioner Luke Francisco

Others Present in the meeting room: General Manager Kennedy and Administrative/HR Assistant Flannigan. Present via Microsoft Teams: Finance Manager Betts, Electric Department Manager Goodell, and Water/Wastewater Department Manager Mattson.

21-1645

Acknowledge the proper posting of the special meeting date, time, and purpose.

President Tom Stanley acknowledged the proper posting of the special meeting/work session date, time and purpose.

21-1647

Consider approving the Mid-month Accounts Payable list in the amount of \$215,398.81.

A motion was made by Secretary Kathy Kooda, seconded by Commissioner Rick Smith, to approve the Mid-month Accounts Payable list in the amount of \$215,398.81. The motion carried by the following vote.

Aye: 4 - President Tom Stanley, Commissioner Rick Blake, Secretary Kathy Kooda, and Commissioner Rick Smith

21-1650 Superoxygenation Project Update.

Water/Wastewater Department Manager Mattson updated the Commission on the progress of the Super-oxygenation Project.

21-1649 Northeastern Minnesota Municipal Power Agency (NEMMPA) Update.

General Manager Kennedy updated the Commission on recent NEMMPA board meetings.

21-1646 Governance discussion.

General Manager Kennedy reviewed technologies available for Commission meetings and topics for 2021 special meetings/work sessions. All Commissioners will attend the February 17, 2021 Regular Commission meeting virtually via Microsoft Teams.

ADJOURNMENT

BE ADVISED: Pursuant to Minnesota Statute 13D.021, Subdivision 1, some or all members may appear by telephone or other electronic means.

The next Regular Meeting of the Commission is Wednesday, February 17, 2021 at 4:00 p.m. in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The next Special Meeting/Work Session is scheduled for Tuesday, March 2, 2021 at 8:00 a.m. in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

By call of the chair, the regular meeting was declared adjourned at 8:56 AM.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.

PUBLIC UTILITIES COMMISSION
Accounts Payable
December 2020 #2 (Worksession) 2/2/21

NAME	AMOUNT
Amaril Uniform	2,467.95
American Public Power Association	9,419.47
Aramark	398.64
Badger State Inspection, LLC	1,600.00
Braun Intertec	1,270.00
City of Grand Rapids	30,341.68
Dakota Supply Group	151,842.08
Davis Oil Inc	1,891.12
Fairview Health Services	375.00
Fastenal	136.45
Grainger	42.65
Herald Review	71.95
Irby	2,400.65
Johnson, Killen, & Seiler P.A.	1,115.40
Mielke Electric Works	6,830.00
Nextera	618.77
Personnel Dynamics LLC	292.45
Railroad Management Company	284.85
S E H	1,320.00
Slipstream	631.96
Telemetry and Process Controls	847.32
Viking Electric	1,003.06
Xerox	197.36
TOTAL	<hr/> 215,398.81



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Wednesday, February 17, 2021

4:00 PM

Conference Room of Public Utilities Service Center

CALL TO ORDER

Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Public Utilities Commission was held on Wednesday, February 17, 2021 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, Minnesota.

BE ADVISED: Pursuant to Minnesota Statute 13D.021, Subdivision 1, some or all members may appear by telephone or other electronic means. Please note all members will be attending this meeting via Microsoft Teams, there will be no conference room attendance.

To access the meeting by phone via Microsoft Teams: Dial in to 1-612-601-1964, when prompted for conference ID, enter 552 156 74#

CALL OF ROLL

President Tom Stanley announced the Roll Call, requesting members of the Commission present in the Meeting Room or participating by conference call to please indicate their presence by stating "here" as he called their names. Present via Microsoft Teams video conference were President Tom Stanley, Secretary Kathy Kooda, Commissioner Rick Blake, Commissioner Luke Francisco and Commissioner Rick Smith. No members were present in the conference room.

Present 5 - President Tom Stanley, Commissioner Rick Blake, Secretary Kathy Kooda, Commissioner Luke Francisco, and Commissioner Rick Smith

Others Present via Microsoft Teams: General Manager Kennedy, Finance Manager Betts, Business Services Manager Lane, Electric Department Manager Goodell, Water/Wastewater Department Manager Mattson, and Administrative/HR Assistant Flannigan.

MEETING PROTOCOL POLICY

The GRPUC has adopted a Meeting Protocol Policy, which informs attendees of the GRPUC'S desire to conduct meetings in an orderly manner which welcomes all civil input from interested parties. If you are unaware of the policy, please contact our office at 218-326-7024 ext. 1 and we will provide you with a copy of the policy.

APPROVAL OF MINUTES

- 1 21-1636 Consider a motion to approve the minutes of the January 13, 2021 regular meeting.
- A motion was made by Commissioner Luke Francisco, seconded by Commissioner Rick Blake, to approve the minutes of the January 13, 2021 regular meeting. The motion carried by the following vote:**
- Aye: 5 -** President Tom Stanley, Commissioner Rick Blake, Secretary Kathy Kooda, Commissioner Luke Francisco, and Commissioner Rick Smith

PUBLIC FORUM

If you wish to address the Commission under the public forum, see above information to access the meeting via Teams by phone.

None present.

COMMISSION REPORTS

No items.

CONSENT AGENDA

Any item on the consent agenda shall be removed for consideration by request of any one Commission member, Utility staff, or the public and put on the regular agenda for discussion and consideration.

- 2 21-1685 Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for January 2021.
- Approved by consent roll call vote.**
- 3 21-1687 Consider a motion to approve the write off of January uncollectible accounts in the amount of \$391.74.
- Approved by consent roll call vote.**
- 4 21-1663 Consider a motion to authorize the sale and/or disposal of surplus property.
- Approved by consent roll call vote.**
- 5 20-1500 Consider a motion to approve the purchase of a Fork Truck from Hyundai for the CSC Warehouse capital project in the amount of \$48,069.48.
- Approved by consent roll call vote.**

- 6 21-1674 Consider a motion to approve the purchase of the Boss snow plow from Northland Off Road & 4WD in the amount of \$7,537.44.
Approved by consent roll call vote.
- 7 21-1681 Consider a motion to approve the purchase of the air compressor from Ingersoll Rand for the Water Treatment Plant Air Compressor capital project in the amount of \$11,489.00.
Approved by consent roll call vote.
- 8 21-1672 Consider a motion to approve the purchase of the Sonetics Wireless Headsets from MacQueen Equipment in the amount of \$8,095.40.
Approved by consent roll call vote.
- 9 21-1682 Consider a motion to approve the purchase of the pump from EPG Companies for the Leachate Phase Pump capital project in the amount of \$6,641.00.
Approved by consent roll call vote.

Approval of the Consent Agenda

A motion was made by Commissioner Rick Blake, seconded by Commissioner Rick Smith, to approve the consent agenda as presented. The motion carried by the following vote:

Aye: 5 - President Tom Stanley, Commissioner Rick Blake, Secretary Kathy Kooda, Commissioner Luke Francisco, and Commissioner Rick Smith

SETTING OF REGULAR AGENDA

This is an opportunity to approve the regular agenda as presented, or add/delete an agenda item by a majority vote of the Commission members present.

A motion was made by Commissioner Rick Smith, seconded by Secretary Kathy Kooda, to approve the regular agenda as presented. The motion carried by the following vote:

Aye: 5 - President Tom Stanley, Commissioner Rick Blake, Secretary Kathy Kooda, Commissioner Luke Francisco, and Commissioner Rick Smith

ADMINISTRATION DEPARTMENT

- 10 21-1677 Review the February Administration Department Report.

General Manager Kennedy reviewed the February Administration Department Report with the Commission.
Received and Filed

BUSINESS SERVICES DEPARTMENT

- 11 21-1686 Review the February Business Services Department Report.
- Finance Manager Betts reviewed the February Business Services Department Report with the Commission.*
- Received and Filed**

ELECTRIC DEPARTMENT

- 12 21-1689 Review the February Electric Department Report.
- Electric Department Manager Goodell reviewed the February Electric Department Report with the Commission.*
- Received and Filed**

- 13 21-1683 Consider a motion to approve an updated Security Lighting Rate Schedule with additional 40 and 70 watt lights.
- A motion was made by Commissioner Rick Blake, seconded by Commissioner Rick Smith, to approve an updated Security Lighting Rate Schedule with additional 40 and 70 watt lights as presented. The motion carried by the following vote:**
- Aye:** 5 - President Tom Stanley, Commissioner Rick Blake, Secretary Kathy Kooda, Commissioner Luke Francisco, and Commissioner Rick Smith

WATER AND WASTEWATER DEPARTMENT

- 14 21-1680 Review the February Water/Wastewater Department Report.
- Water/Wastewater Department Manager Mattson reviewed the February Water and Wastewater Department Report with the Commission.*
- Received and Filed**

SAFETY REPORT

- 15 21-1678 Review the February Safety Report.
- General Manager Kennedy reviewed the February Safety Report with the Commission.*
- Received and Filed**

VERIFIED CLAIMS

- 16 21-1688 Consider a motion to approve the verified claims for January in the amount of \$2,000,609.85.
Computer Check Register \$1,275,177.47
Manual Check Register \$725,432.38

A motion was made by Secretary Kathy Kooda, seconded by Commissioner Rick Blake, to approve the verified claims for January in the amount of \$2,000,609.85 (Computer Check Register \$1,275,177.47 and Manual Check Register \$725,432.38). The motion carried by the following vote:

Aye: 5 - President Tom Stanley, Commissioner Rick Blake, Secretary Kathy Kooda, Commissioner Luke Francisco, and Commissioner Rick Smith

ADJOURNMENT

The next Special Meeting/Work Session is scheduled for Tuesday, March 2, 2021 at 8:00 a.m. in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The next Regular Meeting of the Commission is Wednesday, March 17, 2021 at 4:00 p.m. in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

By call of the chair, the regular meeting was declared adjourned at 4:54 PM.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.

**Public Utilities Commission
Accounts Payable
January 2021
(Meeting Date: 02/17/21)**

NAME	AMOUNT	NAME	AMOUNT
Acheson Tire	170.00	Minnesota Power	1,033,429.15
Amaril Uniform	1,564.82	Minuteman Press	775.60
Aramark	137.68	NEMMPA	2,000.00
Arrow Embroidery	94.05	Nextera	1,232.13
Baker Tilly	3,250.00	North Central Laboratories	454.13
Border States	467.64	Northern Business Products	1,586.04
Burggrafs Ace Hardware	19.99	Northern Drug Screening, Inc	240.00
The Busy Bees QCS	1,991.64	Northwest Gas	123.36
CarQuest	51.78	NOS Automation LLC	1,631.60
City of Grand Rapids	851.31	Novaspect	12,666.97
Coles	262.33	Pace Analytical	960.18
Compass Minerals	7,568.16	Polydyne Inc	53,920.59
Cooperative Response Center	1,800.73	Power Process Equipment	1,323.85
Core & Main	3,266.21	Public Utilities Commission	8,571.73
CW Technology	8,711.20	RMB Environmental Lab	522.00
Davis Oil	1,110.31	James Radtke	4,464.48
Dig-Smart LLC	4,000.00	Rapids Welding	191.76
Fastenal	3,772.46	Sandstroms	653.80
Ferguson	296.94	Sherwin-Williams	232.72
Gopher State One Call	75.65	Solenis	19,598.00
Grainger	2,138.08	Stuart Irby	5,045.31
Graybar	1,675.67	Team Marinucci	44.00
Great Northern Equipment	835.62	Telcologix	139.00
Hach	371.95	Treasure Bay Printing	555.00
Hawkins	14,627.42	United Rentals	1,103.21
Herc-U-Lift	320.53	US Bank Equipment	315.73
Itasca Computer Resources	921.00	Viking Electric	2,055.60
Itasca County Treasurer	1,144.91	Waste Management	661.26
Kaman Industrial Technologies	1,216.05	Wells Fargo Business - Goodell	323.65
KOZY	1,342.50	Wells Fargo Business - Kennedy	609.50
L & M Supply	65.62	Wesco	8,296.85
Lano, Nelson & Bengtson	396.00	Xerox	123.61
Latvala Lumber Co	1,656.18		
League of Minnesota Cities	900.00	Appliance Rebates	
Steve Mattson	41.44	Brett & Karen Denzel	100.00
McMaster-Carr	6,273.94	Dave & Kathy Kooda	30.00
Mielke Electric Works	1,812.85	Michael Gaede	50.00
Minnesota Energy	18.00		
Minnesota Municipal Utilities Association	35,926.00		

TOTAL

1,275,177.47

January 2021 MANUAL CHECK REGISTER

<u>Date</u>	<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
1/5/2021	4305	Invoice Cloud	2,386.70
1/7/2021	4306	Further	144,200.00
1/15/2021	4307	Public Employees Retirement Association	14,654.34
1/15/2021	4308	Minnesota Dept. of Revenue	4,070.90
1/15/2021	4309	Wells Fargo Bank	24,342.69
1/15/2021	4310	Empower Retirement	8,664.17
1/20/2021	4311	Minnesota Department of Revenue	57,747.00
1/20/2021	4312	Further	138.45
1/20/2021	4313	Minnesota Department of Revenue	132.00
1/19/2021	4314	Further	2,030.94
1/22/2021	4315	Public Employees Retirement Association	519.12
1/22/2021	4316	Minnesota Dept. of Revenue	379.94
1/22/2021	4317	Empower Retirement	222.48
1/22/2021	4318	Wells Fargo Bank	2,321.39
1/29/2021	4321	Public Employees Retirement Association	14,694.18
1/29/2021	4322	Minnesota Dept. of Revenue	4,227.60
1/29/2021	4323	Wells Fargo Bank	25,013.41
1/29/2021	4324	Empower Retirement	8,776.93
1/4/2021	4325	Northeast Service Cooperative	3,636.00
1/27/2021	4326	Northeast Service Cooperative	57,226.50
1/7/2021	77557	RCB Collections, Inc	50.39
1/8/2021	77558	United Parcel Service	28.75
1/8/2021	77559	Minnesota Energy Resources Corp.	19.34
1/8/2021	77560	Grand Rapids Area Chamber of Commerce	3,700.00
1/14/2021	77561	Customer Refunds- Richard M Steele	17.36
1/14/2021	77562	Customer Refunds- Sharon Harrison	71.59
1/14/2021	77563	Customer Refunds- Nicolle E Scheper	9.96
1/14/2021	77564	Customer Refunds- Anthony R Carlson	133.84
1/14/2021	77565	Customer Refunds- Jonathan P Tracey	109.14
1/14/2021	77566	Customer Refunds- Pennymac Loan Services	107.43
1/14/2021	77567	Customer Refunds- Dylan C McManus	55.17
1/14/2021	77568	Customer Refunds- Nathasa L Maninga	101.31
1/15/2021	77645	NCPERS Group Life Ins	128.00
1/15/2021	77646	Casper Construction, Inc.	16,975.09 **
1/15/2021	77647	US Bank, N.A.	176,343.75
1/20/2021	77648	United Parcel Service	24.18
1/20/2021	77649	Minnesota Energy Resources Corp.	608.58
1/20/2021	77650	Grand Rapids Area Community Foundation	215.62
1/20/2021	77651	UNUM Life Insurance Co of America	2,604.89
1/25/2021	77652	Postage By Phone System	3,000.00
1/25/2021	77653	Wells Fargo Business Card -SM	124.45

1/25/2021	77654	Wells Fargo Business Card - JK	1,290.00
1/25/2021	77655	Customer Refunds- Utility Accounts	76.78
1/26/2021	77656	Customer Refunds- Utility Accounts	94.50
1/26/2021	77657	Customer Refunds- Utility Accounts	66.70
1/26/2021	77658	City of LaPrairie	13,268.25
1/27/2021	77659	City of Grand Rapids	8,345.93
1/28/2021	77660	City of Grand Rapids	273.00
1/28/2021	77661	City of Grand Rapids	64,778.63
1/28/2021	77664	NOS Automation	4,813.33 **
1/28/2021	77665	U S Bank Equipment Finance	315.73
1/29/2021	77666	City of Grand Rapids	72,333.37
1/29/2021	77667	Minnesota Council 65	1,731.00
1/29/2021	77668	AFSCME PEOPLE	20.00

Checks Previously Approved	<u>21,788.42</u> **
Manual Checks to be approved	<u>725,432.38</u>
Total Manual Checks	747,220.80



ARTS AND CULTURE COMMISSION MINUTES

CALL TO ORDER: Pursuant to due notice and call thereof the regular meeting of the Grand Rapids Arts and Culture Commission was held in Council Chambers at 420 N. Pokegama Avenue, Grand Rapids, Minnesota on Tuesday, March 2, 2021 at 4:00 PM.

Call of Roll: On a call of roll, the following members were present: Kayla Aubid, Kari Hedlund, Myrna Peterson, Jennifer Gorman, Gail Otteson, Tom Sippola, Sonja Merrild (arrived at 4:02pm), Anne-Marie Erickson (arrived at 4:10pm). Absent: Ed Zabinski.

Staff Present: Tom Pagel, Will Richter, Kimberly Gibeau

Public Input: None.

Setting the Agenda:

Request addition to new business: Rapids Riverfest event

Motion by Peterson, second by Hedlund to approve the agenda as amended. Motion passed by unanimous vote.

Correspondence: None.

Approval of Minutes:

Motion by Otteson, second by Gorman to approve the minutes for February 2, 2021 as presented. Motion passed by unanimous vote.

Financials: Current capital fund consists of \$45,250 which is committed to the Goodwin sculpture project. Total balance of operating fund is \$13,424.

Artist in Residence: No new updates.

Old Business:

Art Plan & Goal Setting: Discuss delaying some projects due to funding. Recommendation is to move forward with smaller art projects over next two years. Look for ways to encourage public interaction with Mr. Goodwin during sculpture development. Following further discussion, members Gorman, Merrild, Hedlund and Mr. Pagel will serve as a sub-committee for continued review of art plan and goals.

Goodwin Art Exhibit: Mr. Goodwin is interested in pursuing a possible exhibit in Grand Rapids to introduce work and support the sculpture project to begin in June. Artist has several pieces that can be brought in from his studio as well as photographed and developed into interpretive panels throughout the community. Locations to be considered for exhibit included Historical Central School and Jenny & Co.

Mayor's Art Award: An add has been placed in the paper with a nomination deadline of March 15th. Staff will also have postings prepared for social media and the reader board. Past nominees will be considered if they have not received the award. Future discussion should include timeframe for nomination retention.

Library Bike Rack Sculpture:

Artist Greg Mueller has submitted proposal for sculpture at the Library. This is a functional art piece, canoe design bike rack. Cost of the project is \$10,000. The library has received a grant for \$3000 (stipulation for project completion by June 30, 2021) and support from the friends of the library for \$1000. Seeking balance from the Commission.

Motion by Peterson, second by Erickson to support the Library Bike Rack Sculpture project in the total amount of \$6000. Motion passed by unanimous vote.

New Business:

Cultural Sensitivity with Art: Discussed need to ensure accessibility and equity in art for the community. Subcommittee will consist of members Aubid and Peterson and will contact Human Rights Commission to determine if they would like to have a representative on the committee.

Creative MN Economic Study: Following discussion, it is decided to re-visit this in 2022.

Rapids Riverfest: The City is collaborating with several organizations to develop and host a music festival in September 2021. Discussed possible opportunities for including public art displays, interactions.

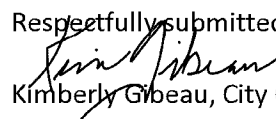
Announcements: None.

Items for next agenda:

- Art Plan and Goal Setting
- Mayor's Art Award
- Goodwin Art Exhibit

There being no further business, the meeting adjourned at 5:22 pm.

Respectfully submitted:


Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1772 **Version:** 1 **Name:** Pallet Racking
Type: Agenda Item **Status:** Fire
File created: 4/5/2021 **In control:** City Council
On agenda: 4/12/2021 **Final action:**
Title: Consider adopting a resolution accepting a donation of pallet rack material to the Fire Department.
Sponsors:
Indexes:
Code sections:
Attachments: [Fire MN Power donation](#)
[GRFD Pallet Rack Material](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution accepting a donation of pallet rack material to the Fire Department.

Background Information:

Minnesota Power, a division of ALLETE, Inc, has graciously donated five sections of used pallet racking material at no cost to the Grand Rapids Fire Department which will be used in the new fire hall for storage of equipment.

Staff Recommendation:

Please consider adopting a resolution to accept a donation of pallet racking material from Minnesota Power, a division of ALLETE, Inc to the Fire Department.

Requested City Council Action

Make a motion adopting a resolution to accept a donation of pallet racking material from Minnesota Power, a division of ALLETE, Inc to the Fire Department and authorize Fire Chief to sign the bill of sale.

Council member introduced the following resolution and moved for its adoption:

RESOLUTION NO. 21-

A RESOLUTION ACCEPTING A DONATION OF PALLET RACK MATERIAL
VALUED AT \$3,500 FROM MINNESOTA POWER, A DIVISION OF ALLETE, INC., TO
THE CITY OF GRAND RAPIDS FIRE DEPARTMENT

WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes; and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by two-thirds majority of its members,

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donation and terms of the donor as follows:

- Minnesota Power, a division of ALLETE, Inc., has donated Pallet Rack Material consisting of 6-Uprights, 30-Horizontals and 30-Shelf Grids with an approximate value of \$3,500 to the City of Grand Rapids Fire Department for use at the new Fire Hall.

Adopted this 12th day of April, 2021

Dale Christy, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

Councilmember seconded the foregoing resolution and the following voted in favor thereof: ; and the following voted against same: None, whereby the resolution was declared duly passed and adopted.

BILL OF SALE

Minnesota Power, a division of ALLETE, Inc., a Minnesota Corporation, "SELLER," in consideration of the sum of N/A - Donation to GRFD Dollars \$ N/A
 paid by Grand Rapids Fire Department (Travis Cole, Fire Chief C-1)

"BUYER," the receipt of which is acknowledged, sells, transfers and delivers to BUYER the following described personal property, namely, Pallet Rack Material: 6-Uprights, 30-Horizontals, 30-Shelf Grids)

Note: Hardware for securing to floor and/or other structural metals NOT included.

Asset Price		.00
<i>Taxes</i>		
State:	(% X Price) =	
County:	(% X Price) =	
City:	(% X Price) =	
Total:		.00

*For questions on applicable tax rates, contact the Corporate Tax Department for assistance.

BUYER, his/her executors, administrators, and assigns shall own the described property forever.

BUYER states that the described property has been inspected and is acceptable, BUYER accepts described property "AS IS" and "WITH ALL FAULTS." SELLER makes NO WARRANTY OF MERCHANT ABILITY OR FITNESS OR ANY OTHER WARRANTY, EXPRESS OR IMPLIED as to the described property.

BUYER agrees to indemnify and hold SELLER harmless for any and all loss, damage, injury or death which in any way results or is claimed to result from the use or existence of the described property.

SELLER

By: MN Power

Name: Denise Wass

Date: 03/19/2021

SELLER will impose a service charge of \$25.00 on any dishonored check. All appropriate civil and criminal remedies will be used by SELLER for collection of any dishonored check.

BUYER HEREBY ACCEPTS THE PROPERTY AND STATES THAT THIS BILL OF SALE HAS BEEN READ AND UNDERSTOOD.

By: _____

Name: Travis Cole, GRFD, Fire Chief C-1

Date: 03/19/2021



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1782 **Version:** 1 **Name:** Approve Golf Course Asphalt Project
Type: Agenda Item **Status:** Golf Course
File created: 4/7/2021 **In control:** City Council
On agenda: 4/12/2021 **Final action:**
Title: Consider approving Golf Course Asphalt Proposal
Sponsors:
Indexes:
Code sections:
Attachments: [GR Golf Course Bid Form](#)
[Pokegama Lake Golf Course 1](#)
[Pokegama Lake Golf Course 2](#)

Date	Ver.	Action By	Action	Result
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Consider approving Golf Course Asphalt Proposal

Background Information:

The Pokegama Golf Course golf board and staff request approval of the attached quote from Hawkinson Construction for the asphalt work detailed in the attachments. The 2021 approved budget includes \$60,000 for the repairs and upgrades.

The work includes long overdue repairs to existing paths as well as new paths, an addition to the maintenance receiving area, and

an addition to the clubhouse outdoor seating area. The quote slightly exceeds the budgeted amount by \$3,336

The work is projected to be completed by June 1, 2021. This is a 2021 Pokegama Golf Course budgeted item.

Staff Recommendation:

The golf board approved this quote at a Special Golf Board meeting held March 30, 2021, and recommends approval by the City Council.

Requested City Council Action

Make a motion approving the attached Hawkinson Construction quote for repair and upgrades to our asphalt network at Pokegama Golf Course in the amount \$63,336



501 County Road 63 P.O. Box 278 Grand Rapids, MN 55744
 Phone: (218) 326-0309 Fax: (218) 326-0755

To: GR Golf Course	Contact: Steve Ross
Address: Grand Rapids, MN 55744	Phone: 218-360-2455
	Fax:
Project Name: GR Golf Course	Bid Number:
Project Location: Grand Rapids, MN	Bid Date: 10/5/2020
Attachments: 2020 Driveway Warranty.pdf, Pokegama Lake Golf Course 1.pdf, Pokegama Lake Golf Course 2.pdf	

Item #	Item Description	Estimated Quantity	Unit	Unit Price	Total Price
LUMP SUM	1) Mobilization 2) Excavate For Materials To Be Installed 3) Furnish And Install Culvert & Inslope Work On #11 Tee 4) Furnish And Install (4") Of Class 5 5) Furnish And Install (2 1/2") Hot Mix	1.00	LS	\$63,336.000	\$63,336.00

Total Bid Price: \$63,336.00

Notes:

- Note: Warranty information on back of this proposal.
- Note: All credit card payments will be charged an extra 4%.
- Note: There will be an approximate one foot gap between driveway edge and existing vegetation.
- Note: No shouldering or reestablishment of vegetation along edges of driveway included.
- Note: It is the owners responsibility to obtain any and all permits.
- Note: Hawkinson Construction has zero responsibility if owners have not obtained the proper permit and/or permits.
- Note: Truck Tacks/Rutting repairs around course are to be fixed by others.
- Note: Top Soil and seeding to be completed by others.

<p>ACCEPTED: The above prices, specifications and conditions are satisfactory and hereby accepted.</p> <p>Buyer: _____</p> <p>Signature: _____</p> <p>Date of Acceptance: _____</p>	<p>CONFIRMED: Hawkinson Construction</p> <p>Authorized Signature: _____</p> <p>Estimator: Toby Holmgren 218-326-0309 toby@hawkinsonconstruction.com</p>
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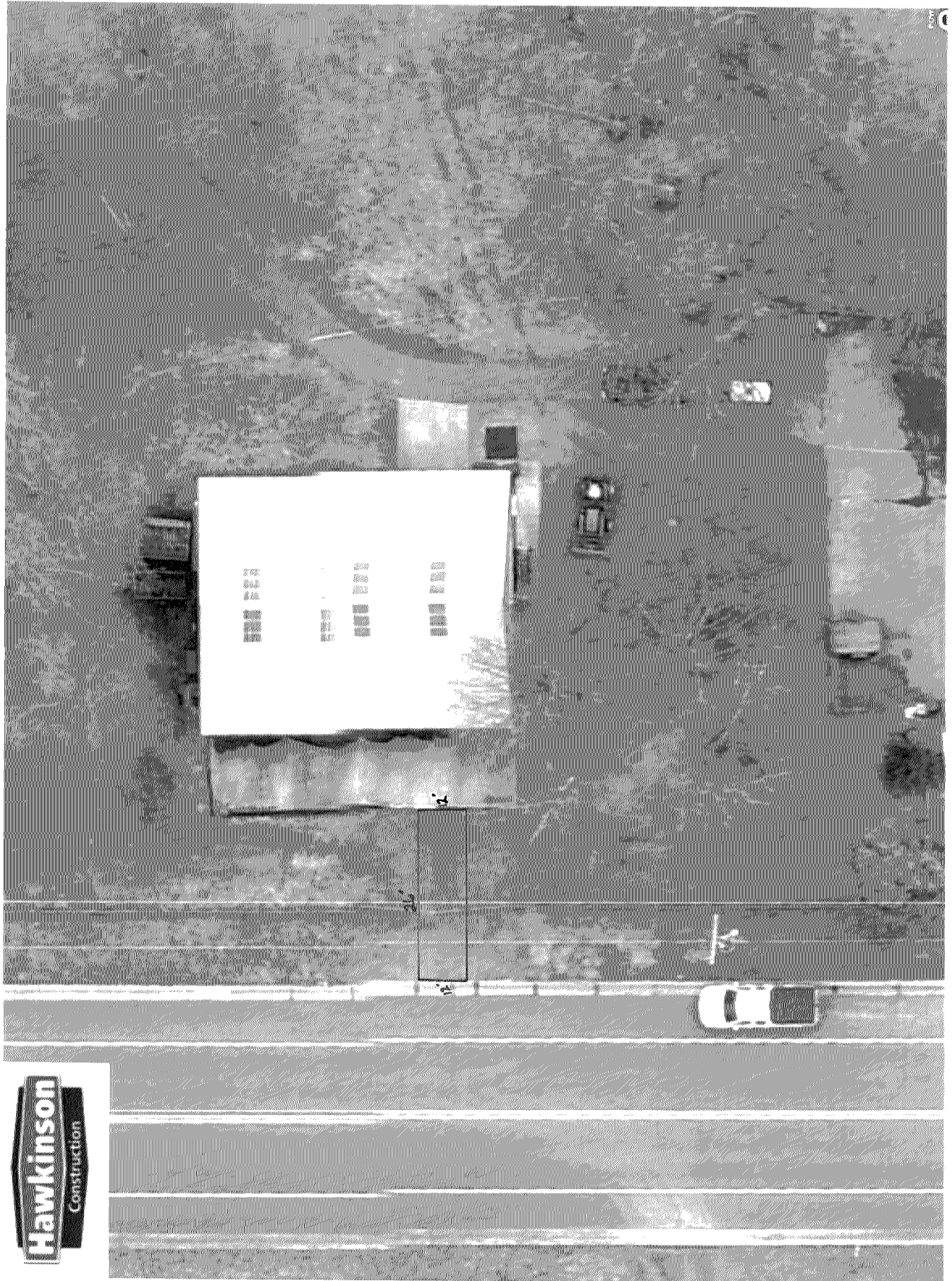
Pokegama Lake Golf Course

#11 Tee	100' x 6' Overlay			600 Sq Ft
#2 Green	20' x 12" Culvert with inslope work			
#11 Green & 12,3 Tee	*New*	30' x 8'	4" Class 5	240 Sq Ft
#3 Green	348' x 8' Overlay			2784 Sq Ft
#4 Tee	230' x 8' Overlay			1840 Sq Ft
#4 Green	220' x 8" Overlay			1760 Sq Ft
#5 Tee	1' wide corner addition			
#15 Tee	*New*	107' x 8'	4" Class 5	856 Sq Ft
#15 Green & #16 Tee	30' x 8' Overlay			240 Sq Ft
	2' Corner addition			
	New	50' x 8'	4" Class 5	400 Sq Ft
	New	110' x 8'	4" Class 5	880 Sq Ft
	160' x 8' Overlay			1280 Sq Ft
	New	30' x 8'	4" Class 5	240 Sq Ft
	New	100' x 6'	4" Class 5	600 Sq Ft
	REMOVAL ONLY	100' x 6'		600Sq Ft
Road to storage building	*New*	26' x 12'	4" Class 5	312 Sq Ft
#6 Tee	*New*	90' x 8'	4" Class 5	720 Sq Ft
#7 Green	*New*	60' x 8'	4" Class 5	480 Sq Ft
Area By Club House	*New*		4" Class 5	1005 Sq Ft

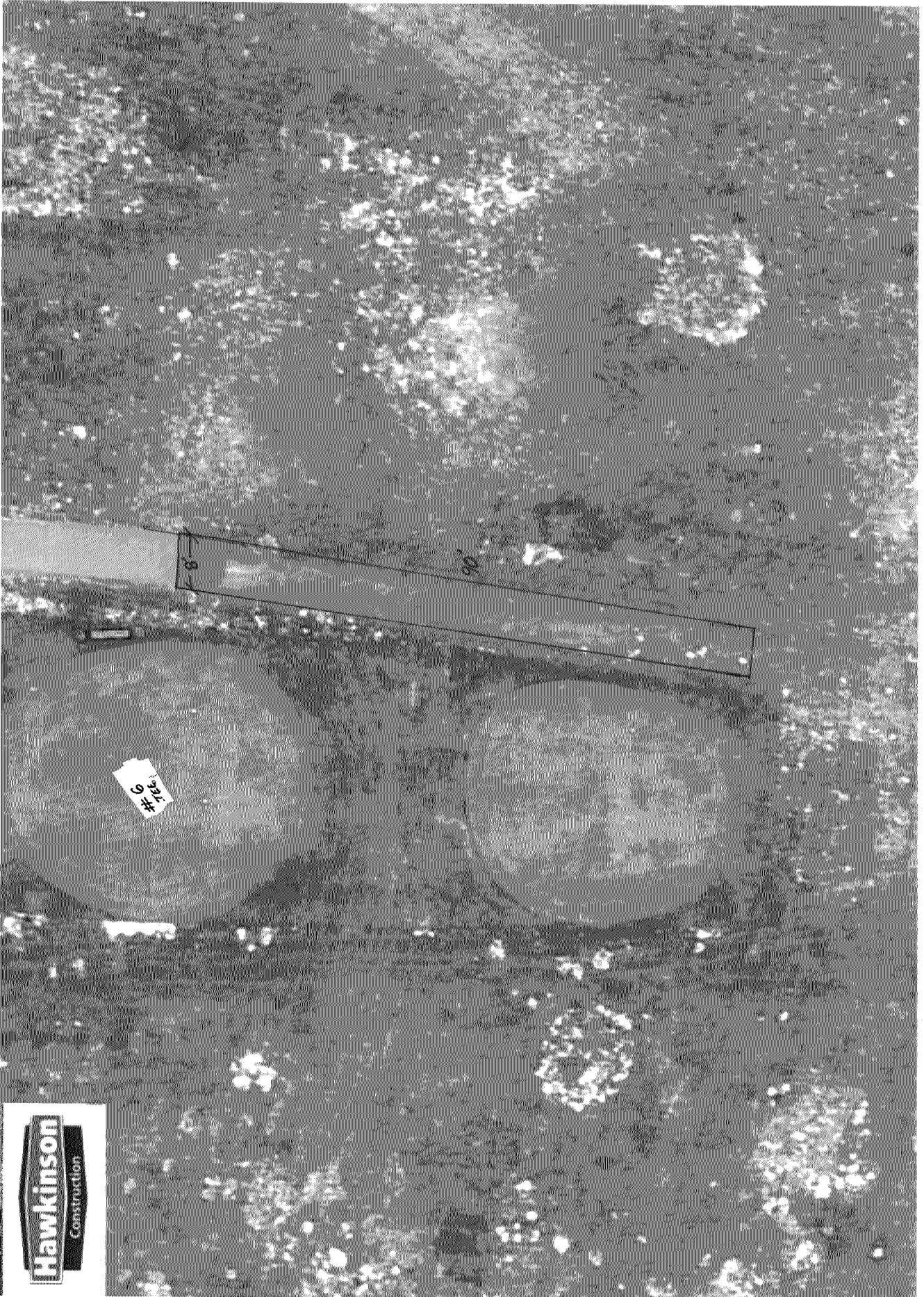
New Paving Area		Overlay Area	Removal Only	Culvert
5813 Toatal Sq Ft		8504 Total Sq Ft	600 Total Sq Ft	20' x 12"
646 Sq Yd		945 Sq Yd	67 Sq Yd	3Ft Fill & Slope
				400 Sq Ft



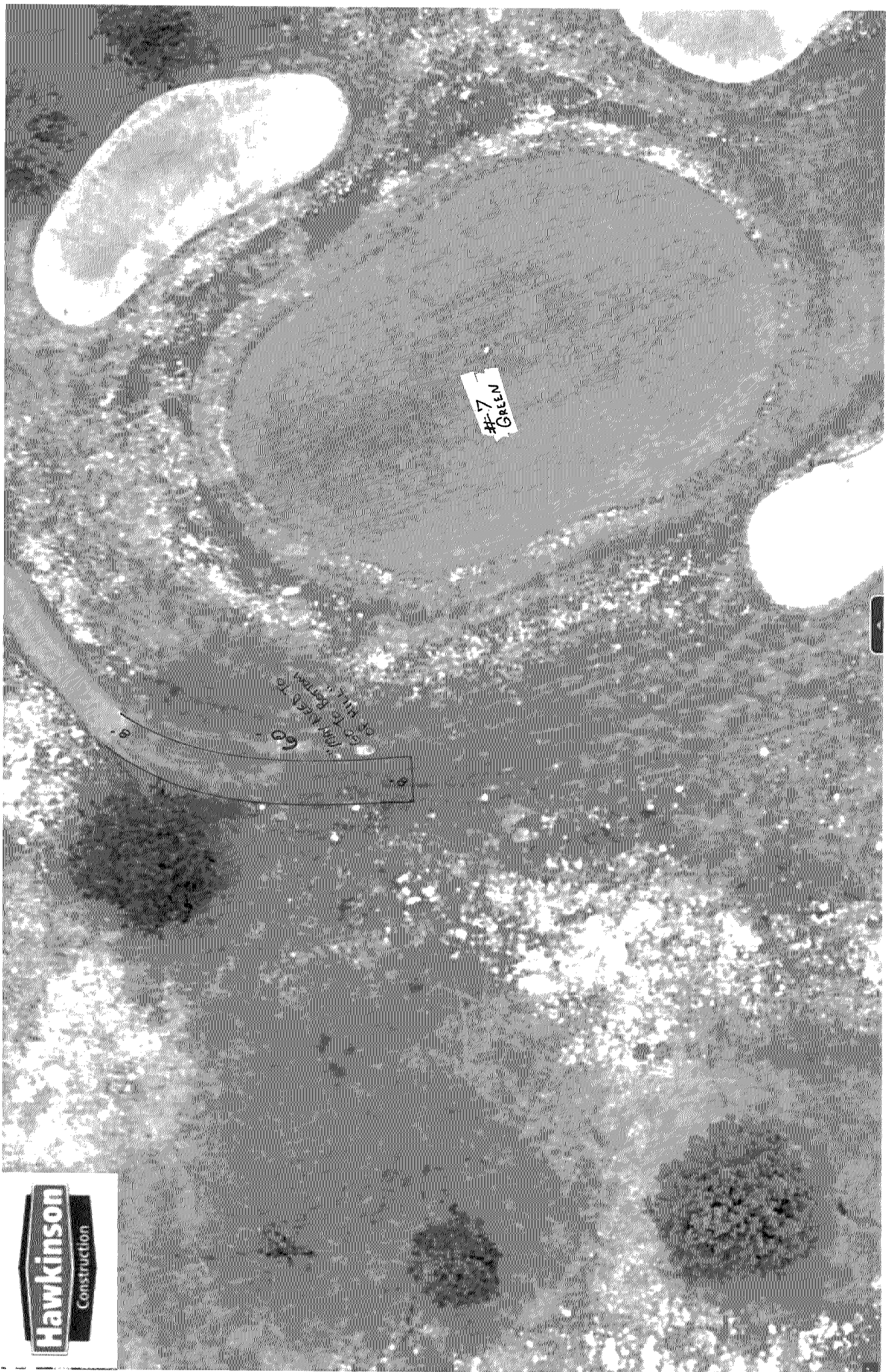
Hawkinson
Construction



Hawkinson
Construction

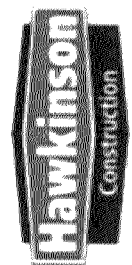


Hawkinson
Construction



#7
GREEN

CONCRETE TO
BE SET TO PERMIT
60 62





Hawkinson
Construction

Hawkinson
Construction



5 GREEN H

14' x 20'

13 GREEN

14' x 20'

3 GREEN

14 GREEN

Hawkinson
Construction

12' x 8'

3 GREEN

7 GREEN

412 STAGE 2



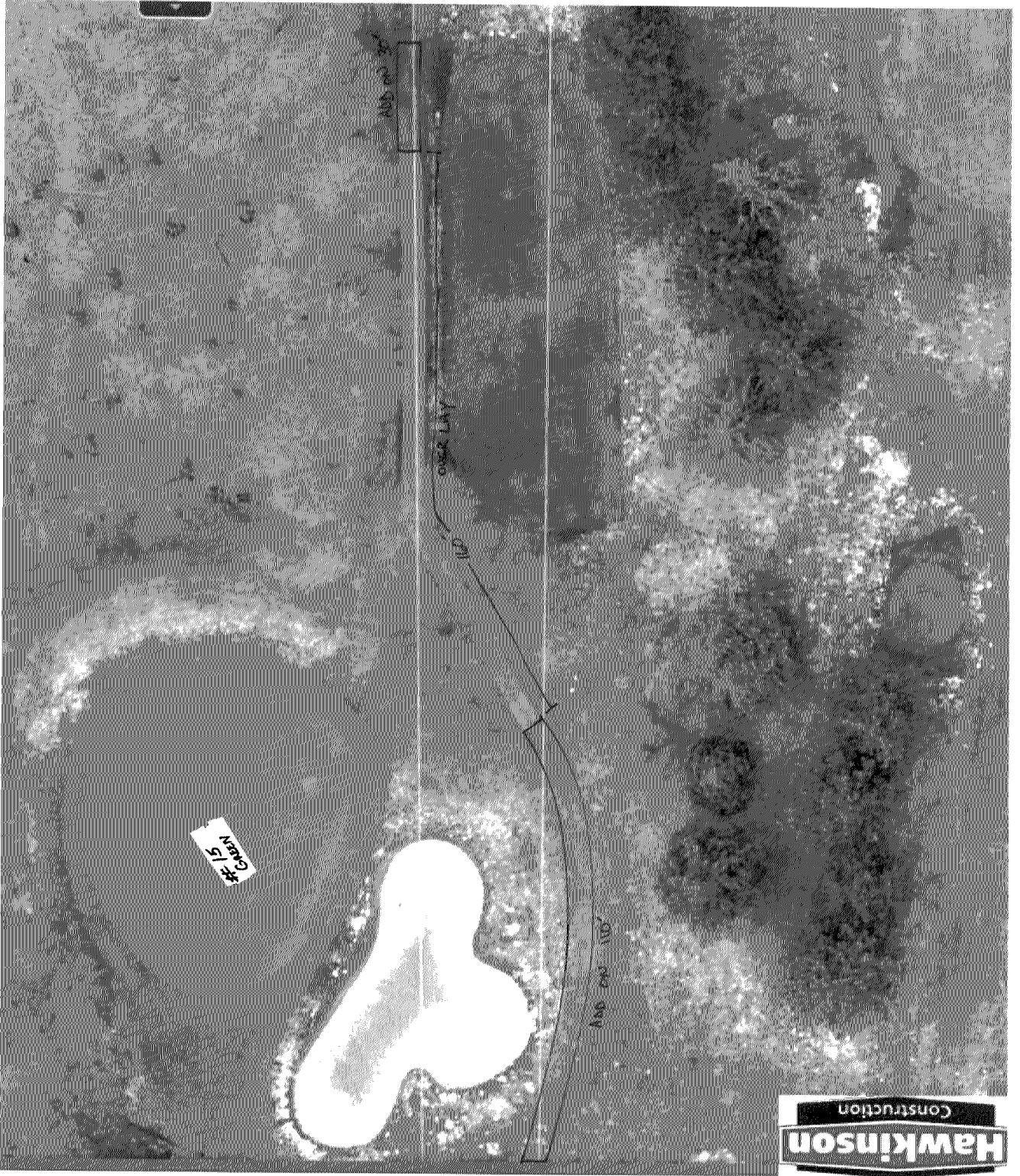


#14
Green

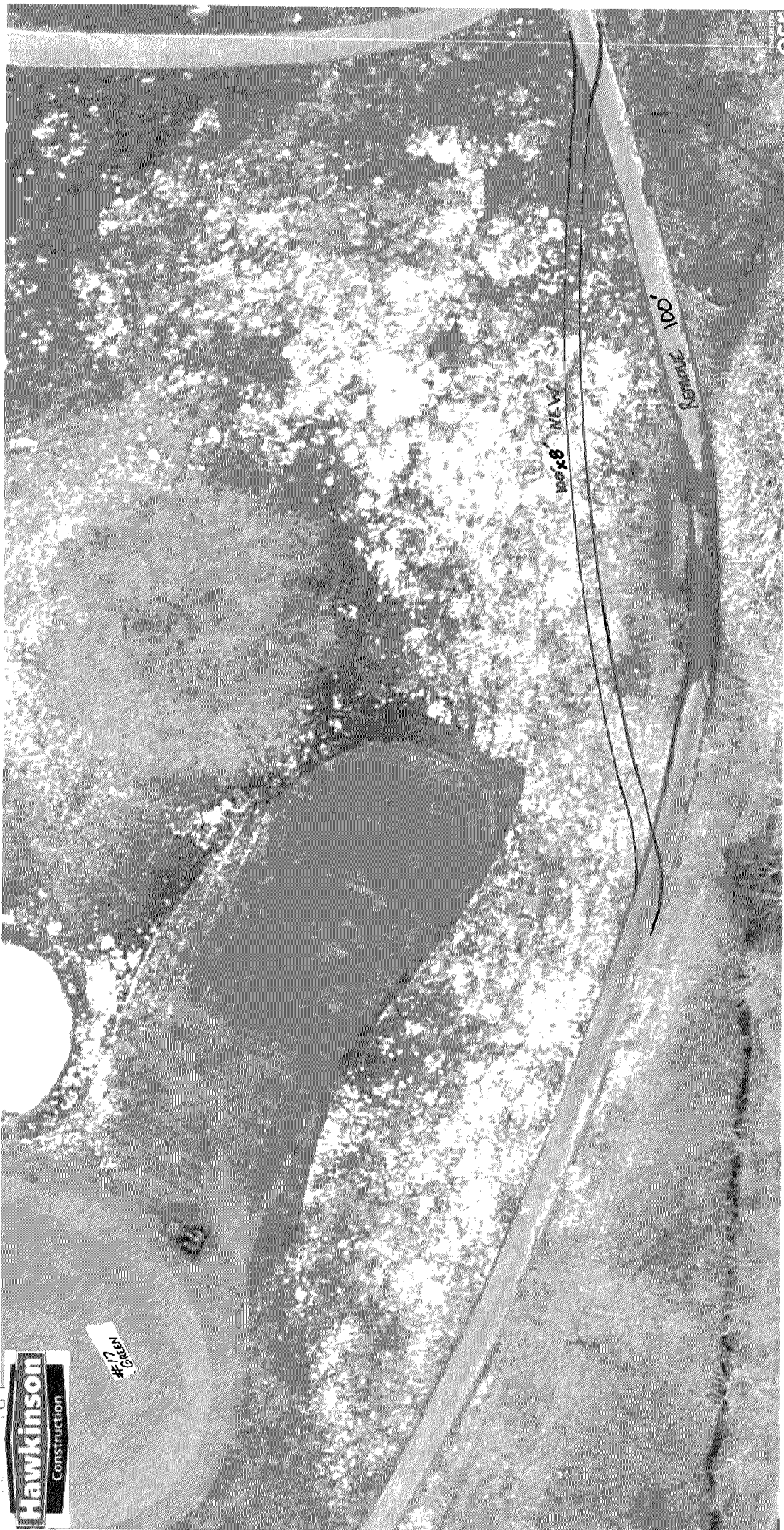
#15

Add
SO2

Hawkinson
Construction



Hawkinson
Construction



Hawkinson
Construction

#17, 105
C-100

100' x 8' NE 100'

100' x 100'

Hawkinson
Construction



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	21-1786	Version:	1	Name:	Consider accepting the resignation from Debra Moebakken, Library Public Services Clerk, from the Grand Rapids Area Library.
Type:	Agenda Item	Status:			Administration Department
File created:	4/8/2021	In control:			City Council
On agenda:	4/12/2021	Final action:			
Title:	Consider accepting the resignation from Debra Moebakken, Library Public Services Clerk, from the Grand Rapids Area Library.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
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Consider accepting the resignation from Debra Moebakken, Library Public Services Clerk, from the Grand Rapids Area Library.

Background Information:

Debra Moebakken was hired on June 28, 2016 as full-time Library Public Services Clerk. She has submitted her notice of resignation effective May 28, 2021. In her notice of resignation, Deb indicated that she has been very happy in her position and was considering retirement in a few years, but for personal reasons would like a more flexible schedule. She is interested in going back to a temporary on-call position similar to the one she held previously. She also stated that she is very grateful to have been a part of this organization.

Director of Library Services, Will Richter, will present this information to the Library Board at their April 14, 2021 board meeting for discussion. We would like to begin the process of filling the vacancy, and will come back to the City Council at a later date to provide a recommendation on how to best do that following consultation with the Library Board.

Staff Recommendation:

Director of Library Services Will Richter and Director of Human Resources Lynn DeGrio are recommending accepting Deb's resignation with gratitude for her service to the Grand Rapids Area Library and the City of Grand Rapids.

Requested City Council Action

Make a motion to accept the resignation of Debra Moebakken, Public Services Clerk at the Grand Rapids Area Library effective May 28, 2021 and authorize City staff to begin the process of filling the position.