



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council

Monday, February 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 will be held on Monday, February 22, 2021 at 5:00 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

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

21-1696 Consider approving Council minutes for Monday, February 8, 2021 Regular meeting and summary of closed meeting.

Attachments: [February 8, 2021 Regular Meeting](#)
[February 8, 2021 Closed meeting summary](#)

VERIFIED CLAIMS

21-1698 Consider approving the verified claims for the period February 4, 2021 to February 15, 2021 in the amount of \$1,713,339.21.

Attachments: [02/22/2021 Summary Council Bill List](#)

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. 21-1679 Consider hiring a regular part-time employee at the IRA Civic Center.

2. 21-1690 Consider voiding lost Accounts Payable check #140985, issue new check and waiving bond requirements for check issued to Art House 47, LLC in the amount of \$1,400.00.
Attachments: Art House 47 LLC - A Squadroni.pdf

3. 21-1692 Consider entering into an agreement with the LMCIT for web-based training provided by NEOGOV.
Attachments: LMCIT NEOGOV Agreement

4. 21-1694 Consider approving Full Time Seasonal employee Cody Alleman

5. 21-1697 Consider approving Golf Concession Contract Extension
Attachments: Bastian Full Contract
 Bastian Extension

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

6. 21-1700 Review and acknowledge minutes for boards and commissions.
Attachments: January 5, 2021 Arts & Culture Minutes
 January 13, 2021 PUC Minutes
 January 19, 2021 Golf Board minutes

DEPARTMENT HEAD REPORT

7. 21-1701 Police Department - Chief Scott Johnson

COMMUNITY DEVELOPMENT

8. 21-1699 Consider adopting a rental housing ordinance adding chapter 28 of the Grand Rapids Municipal Code.
Attachments: Rental Housing Code Ordinance 2-22-21 vfinal

ADMINISTRATION DEPARTMENT

9. 21-1684 Consider appointments to Boards & Commissions.

5:30 PM PUBLIC HEARINGS - PLEASE NOTE: If you wish to address the Council under public hearing, please call 218-327-8833 during the meeting.

10. 21-1695 Conduct a public hearing to consider the rezoning of a 0.60 acre parcel of land from LB (Limited Business) to GB (General Business).

Attachments: Zoning Map Amendment Request: Maps #1 & #2
Public Hearing PowerPoint Presentation
Draft-Planning Commission Mtg. Minutes 2/4/2021
Kellin Zoning Map Amendment Request: Application

COMMUNITY DEVELOPMENT

11. 21-1693 Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map by rezoning a 0.60 acre parcel of land from LB (Limited Business) to GB (General Business).

Attachments: Kellin-CoHaus Zoning Map Amendment: Ordinance w/Exhibit A

ADJOURNMENT

NEXT REGULAR MEETING IS SCHEDULED FOR MARCH 8, 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 #: 21-1696 **Version:** 1 **Name:** Council minutes / Closed meeting summary
Type: Agenda Item **Status:** Passed
File created: 2/17/2021 **In control:** City Council
On agenda: 2/22/2021 **Final action:** 2/22/2021
Title: Consider approving Council minutes for Monday, February 8, 2021 Regular meeting and summary of closed meeting.

Sponsors:

Indexes:

Code sections:

Attachments: [February 8, 2021 Regular Meeting](#)
[February 8, 2021 Closed meeting summary](#)

Date	Ver.	Action By	Action	Result
2/22/2021	1	City Council		

Consider approving Council minutes for Monday, February 8, 2021 Regular meeting and summary of closed meeting.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, February 8, 2021

5:00 PM

City Hall Council Chambers

CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council was held on Monday, February 8, 2021 at 5:00 p.m. in 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, Lynn DeGrio, Chad Sterle

MEETING PROTOCOL POLICY

PUBLIC FORUM

None.

COUNCIL REPORTS

Councilor Adams provided a summary report of recent RAMS board meeting.

APPROVAL OF MINUTES

Consider approving Council minutes for Monday, January 25, 2021 Worksession and Regular meetings.

A motion was made by Councilor Tasha Connelly, second by Councilor Michelle Toven, to approve Council minutes 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

VERIFIED CLAIMS

Consider approving the verified claims for the period January 19, 2021 to February 3, 2021 in the total amount of \$809,013.26.

A motion was made by Councilor Dale Adams, second by Councilor Rick Blake 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 an employment agreement with Itasca Community College for the EAB Project
Approved by consent roll call
2. Consider adopting a resolution approving budgeted transfers from the General Fund to the special Revenue Funds- Domestic Animal Control Facility and Central School.
Adopted Resolution 21-08 by consent roll call
3. Consider approving the Community Development Department's request to create specifications and solicit and accept a sales agreement from AVI Global Support utilizing Minnesota state contract pricing for an audio video system for the meeting room at the new Grand Rapids Fire Hall for \$78,301.44. This will be paid with bonds issued for construction of new Fire Hall.
Approved by consent roll call
4. Consider entering into a Lease Agreement with ISD 318 for the use of Athletic Fields.
Approved by consent roll call
5. Consider entering into a Lease Agreement with Northeast Higher Education District for the use of Athletic Fields.
Approved by consent roll call
6. Consider voiding lost Accounts Payable checks #144710 and #144969, issue new checks, and waiving bond requirements for one check issued to Anderson Glass Company, Inc. in the amount of \$13,940.00 and another check issued to ODC, Inc. in the amount of \$400.00.
Approved by consent roll call
7. Consider authorizing the Police Department to apply for a 2021 Speed and Aggressive Driving Grant from the Minnesota Department of Public Safety - Office of Traffic Safety.

Approved by consent roll call

8. Consider authorizing the purchase and payment of a large surface mower for the Public Works Department from Northland Lawn & Sport, LLC for \$55,859.00.

Approved by consent roll call

9. Consider authorizing the purchase and payment of a ball field groomer for the Public Works Department from ABI Attachments for \$21,000.00.

Approved by consent roll call

10. Consider adopting a resolution approving an operating transfer from the Capital Equipment Replacement Fund to the Airport Capital Improvement Fund.

Adopted Resolution 21-09 by consent roll call

11. Consider authorizing the IT Department to donate retired equipment to PCs for People and the HCC Law Enforcement Program.

Approved by consent roll call

12. Consider approving a resolution supporting a grant application to LRIP for CP 2003-18, 21st Street SW

Adopted Resolution 21-10 by consent roll call

13. Consider approving TNT Construction Group, LLC Contract Change Order #001 in the amount of \$17,830, TNT Construction Group, LLC Contract Change Order #002 in the amount of \$15,308.40 and Teracon Precast Contract Change Order #002 in the amount of \$9,253.44

Approved by consent roll call

14. Consider adopting a resolution authorizing an operating transfer from the Capital Project Fund-2019 Infrastructure Bond Fund to the Capital Project Fund-2021 Infrastructure Bond Fund.

Adopted Resolution 21-11 by consent roll call

15. Consider an agreement between Trampled by Turtles and the City of Grand Rapids

Approved by consent roll call

16. Consider a grant request to MNDOT through their Connected and Automated Vehicle (CAV) Challenge Grant 2.0 program

Approved by consent roll call

17. Consider adopting a resolution supporting lawmakers to resolve the state budget for

2022-2023 on time and without reductions to LGA.

Adopted Resolution 21-12 by consent roll call

Approval of the Consent Agenda

A motion was made by Councilor Rick Blake, second by Councilor Michelle Toven, 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 Michelle Toven, second by Councilor Tasha Connelly, to approve the regular 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

ACKNOWLEDGE BOARDS & COMMISSIONS

None.

CIVIC CENTER, PARKS & RECREATION

- 18. Consider entering into an Agreement with the Itasca Family YMCA to place a City outdoor rink on their property.

Mr. Pagel provided background information and recommends approval.

A motion was made by Councilor Tasha Connelly, second by Councilor Dale Adams, approving outdoor rink agreement with YMCA. The motion carried by the following vote.

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

ENGINEERING\PUBLIC WORKS

- 19. Consider authorizing the purchase and payment of a 2021 Dodge pick-up for the Public Works Department for a total of \$72,195.06.

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

Connelly, approving purchase and payment of 2021 Dodge Pick-up 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

ADMINISTRATION DEPARTMENT

- 20.** Consider accepting notice of retirement from Jim Columbus and authorize filling the vacancy.

A motion was made by Councilor Tasha Connelly, second by Councilor Michelle Toven, accepting notice of retirement from Jim Columbus. 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 changing the position title from Network Technician to Assistant IT Director.

A motion was made by Councilor Rick Blake, seconded by Councilor Michelle Toven, to adopt job description and change position title from Network Technician to Assistant IT Director. The motion carried by the following vote.

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

ADJOURNMENT

There being no further business, the meeting adjourned 5:27 PM.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, February 8, 2021

4:15 PM

City Hall Council Chambers

Closed Meeting

CALL TO ORDER: Pursuant to due notice and call thereof a Closed Meeting of the Grand Rapids City Council was held on Monday, February 8, 2021 at 4:15 p.m. in 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:

Chad Sterle, Tom Pagel, Kimberly Gibeau

Discuss performance evaluation for Tom Pagel, City Administrator, in closed session pursuant to Minn. Stat. sec. 13D.05, subd.3(a).

Mayor Christy states the reason for the closed meeting.

A motion was made by Councilor Dale Adams, second by Councilor Tasha Connelly to close the meeting. The motion carried by the following vote.

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

Conducted review of goals from 2020 and goals set for 2021. Following Council discussion, Tom Pagel joined the meeting for continued discussion.

A motion was made by Councilor Rick Blake, second by Councilor Tasha Connelly, to close the closed meeting. The motion PASSED by unanimous vote.

ADJOURNMENT

There being no further business, the meeting adjourned at 5:00 pm.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1698 **Version:** 1 **Name:** Verified Claims
Type: Verified Claims **Status:** Passed
File created: 2/19/2021 **In control:** City Council
On agenda: 2/22/2021 **Final action:** 2/22/2021
Title: Consider approving the verified claims for the period February 4, 2021 to February 15, 2021 in the amount of \$1,713,339.21.

Sponsors:

Indexes:

Code sections:

Attachments: [02/22/2021 Summary Council Bill List](#)

Date	Ver.	Action By	Action	Result
2/22/2021	1	City Council		

Consider approving the verified claims for the period February 4, 2021 to February 15, 2021 in the amount of \$1,713,339.21.

Requested City Council Action

Make a motion approving the verified claims for the period February 4, 2021 to February 15, 2021 in the amount of \$1,713,339.21.

DATE: 02/18/2021
 TIME: 16:21:55
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 02/22/2021

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
CITY WIDE		
1405440	NELCOM CORPORATION	189.25
1503245	OFFICE ENTERPRISES INC	84.64
1915248	SHI INTERNATIONAL CORP	1,260.00
TOTAL CITY WIDE		1,533.89
SPECIAL PROJECTS-NON BUDGETED		
1105530	KENNEDY & GRAVEN	175.00
1601630	PARADIGM TALENT AGENCY	30,000.00
TOTAL SPECIAL PROJECTS-NON BUDGETED		30,175.00
ADMINISTRATION		
1215630	LOREN SOLBERG CONSULTING, LLC	2,755.44
1309138	STATE OF MINNESOTA - OFFICE OF	4,859.00
1321525	MUNICODE	3,995.00
TOTAL ADMINISTRATION		11,609.44
BUILDING MAINTENANCE-CITY HALL		
1615423	POKEGAMA ELECTRIC INC	3,015.00
1801555	RAPID PEST CONTROL INC	66.00
1901535	SANDSTROM'S INC	85.30
TOTAL BUILDING MAINTENANCE-CITY HALL		3,166.30
COUNCIL/COMMISSION/BOARDS		
0920060	ITASCA COUNTY TREASURER	1,155.86
1801500	RAMS	950.00
2305711	WESTERN MESABI MINE PLANNING	700.00
TOTAL COUNCIL/COMMISSION/BOARDS		2,805.86
FINANCE		
0805725	RAYMOND J. HESSLER	389.50
1805195	REDPATH AND COMPANY, LTD	7,058.00
TOTAL FINANCE		7,447.50
FIRE		

DATE: 02/18/2021
 TIME: 16:21:55
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 02/22/2021

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
FIRE		
0401804	DAVIS OIL INC	222.30
0605652	FERGUSON WOLSELEY IND GROUP	158.70
1321527	MUNICIPAL EMERGENCY SERVICES	1,161.21
TOTAL FIRE		1,542.21
PUBLIC WORKS		
0100046	ASV HOLDINGS INC	990.48
0103325	ACHESON TIRE INC	380.00
0121725	AUTOMOTIVE ELECTRIC LLC	256.35
0215900	BOYER FORD TRUCKS INC.	54.44
0221650	BURGGRAF'S ACE HARDWARE	60.96
0301655	CARGILL INCORPORATED	8,090.42
0301685	CARQUEST AUTO PARTS	-41.09
0315455	COLE HARDWARE INC	87.68
0401804	DAVIS OIL INC	1,785.40
0601690	FASTENAL COMPANY	570.21
0821705	HUSKY SPRING	1,087.81
0920060	ITASCA COUNTY TREASURER	68.15
1303039	MCCOY CONSTRUCTION & FORESTRY	51.68
1421700	NUSS TRUCK GROUP INC	3,051.00
1503150	OCCUPATIONAL DEVELOPMENT CTR	2,035.00
1612045	PLAGEMANN'S LANDSCAPING INC	4,725.00
1900225	SEH	1,462.50
1920555	STOKES PRINTING & OFFICE	27.22
2000522	TNT CONSTRUCTION GROUP, LLC	116.25
2609350	ZIEGLER INC	63.39
TOTAL PUBLIC WORKS		24,922.85
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	344.56
0315455	COLE HARDWARE INC	33.98
0601690	FASTENAL COMPANY	76.15
1301720	MATCO TOOLS	540.30
1500700	OSI ENVIRONMENTAL BR 50	100.00
1605740	PETROCHOICE HOLDINGS INC	846.07
TOTAL FLEET MAINTENANCE		1,941.06
POLICE		
0215755	BOUND TREE MEDICAL LLC	375.98
0221650	BURGGRAF'S ACE HARDWARE	69.95

DATE: 02/18/2021
 TIME: 16:21:55
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 02/22/2021

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
POLICE		
0301685	CARQUEST AUTO PARTS	30.81
0712225	GLEN'S ARMY NAVY STORE INC	94.91
0920060	ITASCA COUNTY TREASURER	68.15
1201434	LAKE WOODS CHRYSLER	59.40
1201827	LAW ENFORCEMENT EXECUTIVE	50.00
1925500	SYMBOL ARTS, LLC	230.00
	TOTAL POLICE	979.20
CENTRAL SCHOOL		
0221650	BURGGRAF'S ACE HARDWARE	23.97
1901535	SANDSTROM'S INC	115.73
	TOTAL	139.70
AIRPORT		
0315455	COLE HARDWARE INC	54.94
0318885	CRYOTECH DEICING TECHNOLOGY	19,936.53
1209735	LITTLE FALLS MACHINE INC	1,132.53
1301015	MACQUEEN EQUIPMENT INC	762.82
	TOTAL	21,886.82
CIVIC CENTER		
GENERAL ADMINISTRATION		
0920059	ITASCA COUNTY SHERIFFS DEPT	10.00
1200500	L&M SUPPLY	117.47
1801613	RAPIDS PRINTING	67.00
1901535	SANDSTROM'S INC	520.78
2000522	TNT CONSTRUCTION GROUP, LLC	1,074.00
	TOTAL GENERAL ADMINISTRATION	1,789.25
CEMETERY		
1200500	L&M SUPPLY	48.08
	TOTAL	48.08

DATE: 02/18/2021
 TIME: 16:21:55
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 02/22/2021

VENDOR #	NAME	AMOUNT DUE

DOMESTIC ANIMAL CONTROL FAC		
0118100	ARAMARK UNIFORM & CAREER	30.00
	TOTAL	30.00
GENERAL CAPITAL IMPRV PROJECTS		
2022-1 HIGHWAY 2 LIGHTING		
1900225	SEH	3,203.20
	TOTAL 2022-1 HIGHWAY 2 LIGHTING	3,203.20
MAY MOBILITY		
1301895	MAY MOBILITY, INC	1,793.96
	TOTAL MAY MOBILITY	1,793.96
2019 INFRASTRUCTURE BONDS		
2019-1 GLF COURSE RD UTIL EXT		
1903330	SCHOOL DISTRICT #318	78,107.58
	TOTAL 2019-1 GLF COURSE RD UTIL EXT	78,107.58
2021 INFRASTRUCTURE BONDS		
CP2020/FD-1 NEW FIRE HALL		
0100024	A-Z ELECTRIC	15,200.00
1301850	MAX GRAY CONSTRUCTION	24,685.98
1415483	NORTHERN INDUSTRIAL ERECTORS	154,137.50
1908090	SHANNON'S INC	6,047.70
1908248	SHERWIN-WILLIAMS	28.10
1915248	SHI INTERNATIONAL CORP	274.89
2000522	TNT CONSTRUCTION GROUP, LLC	9,500.00
2005625	TERACON PRECAST	512,094.94
	TOTAL CP2020/FD-1 NEW FIRE HALL	721,969.11
CP 2021-2 5TH STREET SW		
1900225	SEH	11,550.00
	TOTAL CP 2021-2 5TH STREET SW	11,550.00
2015-3 HIGHWAY 2 WEST TRAIL		

DATE: 02/18/2021
 TIME: 16:21:55
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 5

INVOICES DUE ON/BEFORE 02/22/2021

VENDOR #	NAME	AMOUNT DUE
2021	INFRASTRUCTURE BONDS	
2015-3	HIGHWAY 2 WEST TRAIL	
0221652	BNSF RAILWAY COMPANY	800.00
1900225	SEH	1,132.20
	TOTAL 2015-3 HIGHWAY 2 WEST TRAIL	1,932.20
	DACF/PD EXPANSION	
1915248	SHI INTERNATIONAL CORP	2,470.00
	TOTAL DACF/PD EXPANSION	2,470.00
2022	INFRASTRUCTURE BONDS	
	IRA CIVIC CENTER RENOVATION	
0900055	ICS CONSULTING INC	87,321.00
1900225	SEH	1,875.00
	TOTAL IRA CIVIC CENTER RENOVATION	89,196.00
	STORM WATER UTILITY	
0301685	CARQUEST AUTO PARTS	-18.38
0401804	DAVIS OIL INC	5,039.81
1415484	NORTHERN LIGHTS TRUCK	406.63
	TOTAL	5,428.06
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$1,025,667.27
	CHECKS ISSUED-PRIOR APPROVAL	
	PRIOR APPROVAL	
0100053	AT&T MOBILITY	3,796.61
0100056	ATM NETWORK INC	-1.44
0104095	DALE ADAMS	66.08
0113105	AMAZON CAPITAL SERVICES	1,734.10
0201354	B. BAIRD-PETTY CASH FUND	4.17
0205640	LEAGUE OF MN CITIES INS TRUST	259,576.64
0305530	CENTURYLINK QC	259.00
0315543	CONSTELLATION NEWENERGY -GAS	4,312.96
0605191	FIDELITY SECURITY LIFE	60.99
0718015	GRAND RAPIDS CITY PAYROLL	257,394.98
0718070	GRAND RAPIDS STATE BANK	766.41
0815440	HOLIDAY STATIONSTORES LLC	260.18
0900060	ICTV	18,342.15
0914295	JEFFREY INGLE	144.56
1201402	LAKE COUNTRY POWER	44.84

DATE: 02/18/2021
 TIME: 16:21:55
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 6

INVOICES DUE ON/BEFORE 02/22/2021

VENDOR #	NAME	AMOUNT DUE

CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
1209516	LINCOLN NATIONAL LIFE	1,228.06
1301146	MARCO TECHNOLOGIES, LLC	211.86
1305046	MEDIACOM LLC	136.90
1309098	MINNESOTA MN IT SERVICES	439.88
1309199	MINNESOTA ENERGY RESOURCES	759.50
1309302	MN DEPT OF PUBLIC SAFETY	14.25
1309304	MN DEPT OF PUBLIC SAFETY	125.00
1309332	MN STATE RETIREMENT SYSTEM	2,424.00
1415479	NORTHERN DRUG SCREENING INC	130.00
1502645	GARY O'BRIEN	50.00
1516220	OPERATING ENGINEERS LOCAL #49	110,574.00
1601750	PAUL BUNYAN COMMUNICATIONS	669.60
1609561	PIONEER TELEPHONE	10.72
1921620	SUPERIOR USA BENEFITS CORP	183.00
2114360	UNITED PARCEL SERVICE	53.88
2114750	UNUM LIFE INSURANCE CO OF AMER	272.62
2209665	VISA	6,901.52
2209705	VISIT GRAND RAPIDS INC	12,851.22
2301700	WM CORPORATE SERVICES, INC	1,873.70
T001151	ENBRIDGE	2,000.00

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:\$687,671.94

TOTAL ALL DEPARTMENTS: \$1,713,339.21



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1679 **Version:** 1 **Name:** Hire Garner
Type: Agenda Item **Status:** Passed
File created: 2/10/2021 **In control:** City Council
On agenda: 2/22/2021 **Final action:** 2/22/2021
Title: Consider hiring a regular part-time employee at the IRA Civic Center.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
2/22/2021	1	City Council		

Consider hiring a regular part-time employee at the IRA Civic Center.

Background Information:

Jason Garner will be hired as a regular part-time Maintenance employee at the IRA Civic Center. His start date will be Jan. 30, 2021 at a wage of \$10.08 per hour.

Staff Recommendation:

City staff recommends hiring a regular part-time Maintenance employee at the IRA Civic Center.

Requested City Council Action

Make a motion to hire a regular part-time Maintenance employee at the IRA Civic Center.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1690 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Passed
File created: 2/16/2021 **In control:** City Council
On agenda: 2/22/2021 **Final action:** 2/22/2021
Title: Consider voiding lost Accounts Payable check #140985, issue new check and waiving bond requirements for check issued to Art House 47, LLC in the amount of \$1,400.00.

Sponsors:

Indexes:

Code sections:

Attachments: [Art House 47 LLC - A Squadroni.pdf](#)

Date	Ver.	Action By	Action	Result
2/22/2021	1	City Council		

Consider voiding lost Accounts Payable check #140985, issue new check and waiving bond requirements for check issued to Art House 47, LLC in the amount of \$1,400.00.

Background Information:

Accounts payable check #140985 issued to Art House 47, LLC on October 28, 2019 is lost in the mail. Aaron Squadroni for Art House 47, LLC has completed an Affidavit of Lost Check.

Requested City Council Action

Make a motion to void lost Accounts Payable check #140985, issue a new check and waiving bond requirements for check issued to Art House 47, LLC in the amount of \$1,400.00.

AFFIDAVIT

STATE OF) Minnesota
) SS
COUNTY OF) Itasca

A SQUADRONI/ART HOUSE 47 LLC , being first duly sworn on oath, states that he/she resides at **1003 NW 2ND AVE, GRAND RAPIDS, MN, 55744** and that he/she is the payee named in a check number **140985**, issued to **AARON SQUADRONI**, drawn by **CITY OF GRAND RAPIDS** dated **10/28/2019**, for the sum of **\$1400.00**; that to my knowledge this check was never endorsed by me, that I did not authorize anyone to endorse it for me, and that the circumstances of the loss or destruction of the check are as follows:

LOST IN MAIL

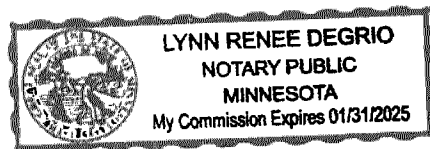
I am making this Affidavit in conjunction with my request that the **CITY OF GRAND RAPIDS** issue a duplicate check. I understand that I make this Affidavit under oath and that I may be subject to criminal penalty if my statements in this Affidavit are false.

SIGNED 

Subscribed and sworn to before me

This 11th day of February, 2021


Notary Public





CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1692 **Version:** 1 **Name:** Consider entering into an agreement with the LMCIT for web-based training provided by NEOGOV.

Type: Agenda Item **Status:** Passed

File created: 2/17/2021 **In control:** City Council

On agenda: 2/22/2021 **Final action:** 2/22/2021

Title: Consider entering into an agreement with the LMCIT for web-based training provided by NEOGOV.

Sponsors:

Indexes:

Code sections:

Attachments: [LMCIT NEOGOV Agreement](#)

Date	Ver.	Action By	Action	Result
2/22/2021	1	City Council		

Consider entering into an agreement with the LMCIT for web-based training provided by NEOGOV.

Background Information:

The League of Minnesota Cities Insurance Trust (LMCIT) is offering web-based training provided by NEOGOV to all its members. Previously the City used the First Net Learning, Inc., which is the platform that is being transferred to NEOGOV.

Members can access more than 200 online training courses covering a wide variety of safety topics, including driver safety, cybersecurity, bloodborne pathogens, and much more. The courses provide basic training for new employees, as well as refresher training for experienced and seasonal employees. Employees will be able to complete these interactive training courses anytime, anywhere using a tablet, laptop, or desktop computer.

There is a minimum payment of \$261, which will cover up to ten users. There is a \$29/user fee for each additional user. The attached agreement is for the Public Works Department, however we will be including all of our permanent full-time and part-time employees on the roster, so the final billing amount will be higher.

Staff Recommendation:

Lynn DeGrio, Director of Human Resources, is recommending entering into an agreement with the LMCIT for web-based training provided by NEOGOV.

Requested City Council Action

Make a motion to enter into an agreement with the LMCIT for web-based training provided by NEOGOV and authorize payment.

NEOGOV™

VIA EMAIL

Kevin Koetz
City of Grand Rapids
500 SE 4th Street
Grand Rapids, MN 55744

RE: Consent to Transfer Customer from FirstNet Learning, Inc. learning management platform to Governmentjobs.com, Inc. learning management platform

Dear Kevin,

This letter shall serve as formal consent from all parties listed below to transfer City of Grand Rapids (the “Customer”) from the FirstNet platform provided by FirstNet Learning, Inc. (referred to as “FirstNet”) and onto the Governmentjobs.com, Inc. (DBA “NEOGOV”) Learn platform (referred to as “Learn”). Upon signature of all parties listed below (the “Effective Date”) the parties agree to the following:

1. Customer shall purchase a subscription to Learn and commence its transfer from FirstNet to NEOGOV pursuant to the terms and conditions, scope, and deliverables outlined within the NEOGOV Services Agreement (NEOGOV Service Agreement; Implementation Services).
2. The Agreement between NEOGOV and Customer shall commence upon the Effective Date. The Learn Annual Subscription shall commence upon the go-live. NEOGOV shall invoice Customer for Learn on or around Go-Live but in no event before such Go-Live.
3. FirstNet Obligations; Off-boarding. FirstNet shall compile, arrange, format, and modify import documents related to departments and employees to fit the necessary specifications for upload into the Learn platform. Only completed courses will be input into the Learn platform. In-progress or incomplete courses will not be transferred from FNL to Learn.
4. Upon Learn Go-Live (i) Customer releases FirstNet from all obligations and liabilities under the agreement between FirstNet and Customer, other than any lingering read-only access obligations or terms within such agreement of which are intended to survive, and (ii) FirstNet releases its obligations to perform, and rights to collect. Upon expiration of any read-only access term, Customer shall release FirstNet from all obligations and liabilities under the agreement between FirstNet and Customer.
5. If applicable, Customer shall receive a credit on its first year Learn Subscription Fees equivalent to the sum of any: (i) unused FirstNet course credits, and (ii) pro-rated amount of FirstNet platform annual license fees for any time period where such annual license becomes subject to read-only access.

By signing this formal letter you represent that you have the authority to bind such entity to the terms and conditions herein.

Thank you for your assistance.

FirstNet Learning, Inc.

Signature: _____

Name:
Date:

Governmentjobs.com, Inc.

Signature: _____

John Closs – NEOGOV Controller

Date:

Customer Name: City of Grand Rapids

Signature: _____

Name: Kevin Koetz
Date:

Schedule 1 - NEOGOV ORDERING FORM	
21 Active Learners	Governmentjobs.com, Inc. (dba "NEOGOV") 300 Continental Blvd., Suite 565 El Segundo, CA 90245 accounting@neogov.com

Customer Information			
Customer Name:	City of Grand Rapids	Customer Contact Name:	Kevin Koetz
Customer Address:	500 SE 4 th Street NE Grand Rapids, MN 55744	Email Address:	kkoetz@ci.grand-rapids.mn.us

Fee Summary			
Description of Subscriptions	SaaS Subscription Fees	Non-Recurring Professional Service Fees	Service Fee Sub-Totals
Learn (LE)	\$609	\$0.00	\$609
		Order Total:	\$609

A. Agreement and Applicable Modifications to the Agreement.

1. Agreement. This Ordering Document and the Services purchased herein are governed by the terms of the Services Agreement either affixed hereto or the version most recently published prior to execution of this Ordering Document available at <https://www.neogov.com/service-specifications>, as well as the Service Specifications and applicable Schedules incorporated therein.
2. Effectiveness & Modification. Neither Customer nor NEOGOV will be bound by this Ordering Document until it has been signed by its authorized representative. This Order Form may not be modified or amended except through a written instrument signed by the parties.

B. General Terms Summary.

1. Summary of Fees. Listed above is a summary of Fees under this Order. Once placed, your order shall be non-cancelable and the sums paid nonrefundable, except as provided in the Agreement.
2. The Effective Date. This Order is made and entered into as of the date of Customer signature on this Order Document (the "Effective Date").
3. SaaS Subscription(s) Start Date. The "Go-Live" Date.
4. Billing Frequency. Annual. Net 30 from Customer receipt of NEOGOV invoice.
5. Order of Precedence. This Ordering Document shall take precedence in the event of direct conflict with the Services Agreement, applicable Schedules, and Service Specifications.
6. Offer Validity. This Order is valid for 30 days from the date of Customer receipt of this Ordering Document unless extended by NEOGOV.

C. Special Conditions (if any).

1. Schedule 2 (Implementation Services) and the Consent to Transfer Letter is incorporated into the Agreement by reference.
2. Subscription Fees are based on the number of "Active Learners". An Active Learner is defined as any end-user that takes at least one online course within Customer's Learn account. NEOGOV may adjust pricing based on the average number of Active Learners over the prior year.

Schedule 2: Implementation Services

This Implementation Agreement (referred to in this document as the “Agreement”) is by and between Governmentjobs.com, Inc. (referred to as “NEOGOV”) and the customer designated in the Ordering Document or signature page affixed hereto (the “Customer”).

WHEREAS, Customer desires to retain NEOGOV to assist in the migration from the First Net Learning platform and implementation of the NEOGOV Learn platform based upon the terms and conditions hereinafter set forth, and NEOGOV is willing to perform such services.

THEREFORE, this Agreement is entered into as of the date of Customer signature and shall supplement the NEOGOV Service Agreement (the “NSA”). If the terms of this Agreement contradict the NSA, this Agreement shall govern to the extent of the contradiction. The defined terms in the NSA shall have the same meaning in this Agreement unless otherwise specified herein.

1. NEOGOV’s Obligations.
 - 1.1 NEOGOV shall appoint a NEOGOV employee to serve as a primary contact with respect to this Agreement and who will have the authority to act on behalf of NEOGOV in connection with matters pertaining to this Agreement (the “Implementation Consultant”).
 - 1.2 NEOGOV shall maintain complete and accurate records relating to the provision of the Services under this Agreement.
 - 1.3 NEOGOV is responsible for all NEOGOV Personnel and for the payment of their compensation, including, if applicable, withholding of income taxes, and the payment and withholding of social security and other payroll taxes, unemployment insurance, workers’ compensation insurance payments and disability benefits.
 - 1.4 The obligations of NEOGOV under this Agreement shall be performed fully within the United States, unless approved in writing in advance by Customer.
2. If NEOGOV’s performance of its obligations under this Agreement is prevented or delayed by any act or omission of Customer or its agents, subcontractors, consultants or employees outside of NEOGOV’s reasonable control, NEOGOV shall not be deemed in breach of its obligations under this Agreement or otherwise liable for any costs, charges or losses sustained or incurred by Customer, in each case, to the extent arising directly or indirectly from such prevention or delay.
3. Customer Data. NEOGOV will have no responsibility or liability for the accuracy of the Customer Data. Customer shall be solely responsible for, and shall comply with all applicable laws and regulations relating to (i) the accuracy and completeness of all information input, submit, or uploaded to the Services, (ii) the privacy of users of the Services, including, without limitation, providing appropriate notices to and obtaining appropriate consents from any individuals to whom Customer Data relates; and (iii) the collection, use, modification, alteration, extraction, retention, copying, storage, security, disclosure, transfer, disposal, and other processing of any Customer Data inside and outside the Services (including any personally identifiable information), and (iv) Customer database(s). NEOGOV is not responsible for lost data caused by the action or inaction of Customer or Authorized Users. NEOGOV recommends Customer backup their Customer Data outside the Services if necessary.
4. Liability. IN NO EVENT WILL EITHER PARTY BE LIABLE TO THE OTHER OR TO ANY THIRD PARTY FOR ANY LOSS OF USE, REVENUE OR PROFIT OR LOSS OF DATA OR FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL OR PUNITIVE DAMAGES WHETHER ARISING OUT OF BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, REGARDLESS OF WHETHER SUCH DAMAGE WAS FORESEEABLE AND WHETHER OR NOT SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT WILL EITHER PARTY’S LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT, WHETHER ARISING OUT OF OR RELATED TO BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE) OR OTHERWISE, EXCEED FIVE THOUSAND DOLLARS (\$5,000.00).



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1694 **Version:** 2 **Name:** Cody Alleman Employment Approval
Type: Agenda Item **Status:** Passed
File created: 2/17/2021 **In control:** City Council
On agenda: 2/22/2021 **Final action:** 2/22/2021
Title: Consider approving Full Time Seasonal employee Cody Alleman

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
2/22/2021	2	City Council		

Consider approving Full Time Seasonal employee Cody Alleman

Background Information:

Cody Alleman is a 9 month Seasonal Full Time Employee on the Pokegama Golf Course Grounds Maintenance Staff. He is number two in charge of the grounds crew after Superintendent Steve Ross. His wages will be funded from the 2021 Pokegama Golf Course Operating Budget. Employment to begin March 1, 2021 and end November 30, 2021.

Staff Recommendation:

Approve employment of Full Time Seasonal employee Cody Alleman at the hourly wage of \$20.00

Requested City Council Action

Make a motion to approve employment of Full Time Seasonal employee Cody Alleman at the hourly wage of \$20.00.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1697 **Version:** 2 **Name:** Golf Concession Contract Extension Approval
Type: Agenda Item **Status:** Passed
File created: 2/18/2021 **In control:** City Council
On agenda: 2/22/2021 **Final action:** 2/22/2021
Title: Consider approving Golf Concession Contract Extension

Sponsors:

Indexes:

Code sections:

Attachments: [Bastian Full Contract](#)
[Bastian Extension](#)

Date	Ver.	Action By	Action	Result
2/22/2021	2	City Council		

Consider approving Golf Concession Contract Extension

Background Information:

At the February 17, 2021 Regular golf board meeting, the board approved recommending a three year extension to the current Food and Beverage Contract. See the attached extension agreement along with the original agreement. Terms of the contract remain the same. Janelle and Stewart Bastian first entered into the agreement with the City in 2010, the same year the new clubhouse opened. The new extension will begin on January 1, 2022 and end on December 31, 2024.

The contract is for operation of Food and Beverage services at Pokegama Golf Course. City Attorney Chad Sterle has drawn up the necessary papers.

Staff Recommendation:

Approve the attached Extension of Concessionaire Contract.

Requested City Council Action

Make a motion to approve the Extension of Concessionaire Contract for operation of Food and Beverage service at Pokegama Golf Course.

CONCESSIONAIRE AGREEMENT

This Concessionaire Agreement is entered into this 13 day of November, 2012, by and between the City of Grand Rapids, Minnesota, a municipal corporation ("City") and S. Bastian Companies, LLC on behalf of Stewart Bastian as its Corporate Officer ("Concessionaire").

RECITALS

WHEREAS, City owns Pokegama Golf Course and Clubhouse and desires to contract for concessionary services; and

WHEREAS, Concessionaire has represented that they are willing and able to provide high quality concessionaire services as contemplated by this Agreement; and

WHEREAS, City and Concessionaire wish to enter into this Agreement specifying the terms and conditions under which City will retain Concessionaire to provide concessionaire services;

NOW, THEREFORE, City and Concessionaire, for goods and valuable mutual consideration, and with the intent of being legally bound, agree as follows:

ARTICLE 1 – CONCESSIONS SERVICES

1.1 General: City hereby grants to Concessionaire the right to provide concession services as further defined in the Concession Agreement, at Pokegama Golf Course and Clubhouse, for the term of this Concessionaire Agreement. Concessionaire commits to provide concessionaire services as required by this Concessionaire Agreement for the term hereof. "Concession services" consists of Clubhouse concession services, beverage cart services and special event concession services. The concessionaire may cater private events during the term of the contract. In the event of a conflict between golf related events and private related events, golf related events shall have first priority. Further, during private events, the bar area must be open to the golfing public and they also must be allowed access to the on-sale liquor service.

1.2 Clubhouse Services: Clubhouse services shall consist of food and beverage services prepared and served within Pokegama Golf Course Clubhouse,

including on-sale liquor service. Clubhouse services shall be provided on a schedule of days and hours per day as designated by City's Director of Golf. Clubhouse services shall be available on days when the golf course is open. The typical golf season runs from early April through late October but may be extended, weather permitting. If the Concessionaire wishes to apply for an off-sale liquor license and all conditions of such a license can be met, the City will not object to the license's issuance.

1.3 Beverage Carts: Concessionaire shall provide beverage service, including liquor service, from beverage carts on days and times mutually agreed between Concessionaire and City's Director of Golf. The City owns one beverage cart and will allow the Concessionaire to use said cart at no expense for as long as it is mutually agreed to by all parties.

Concessionaire shall provide liability insurance covering operation of the cart, along with liquor liability insurance covering the dispensing of beverages while using the cart. Liability coverage shall be at least \$1,500,000 combined single limit or such other amount as set forth in Minn. Stat. § 466.06, subd. 1, as may be changed from time to time, setting forth a municipality's maximum liability limit. Liquor liability coverage applicable to the cart shall be at least the minimum amounts required by statute. City shall be named as an additional insured with respect to use of the cart and copies of the policies of insurance shall be deposited with the City Clerk prior to use of the cart by Concessionaire.

1.4 Special Events: Concessionaire shall provide catering services for golf related banquets and other golf related special events at Pokegama Golf Course Clubhouse.

1.5 Standards: Concessionaire agrees to provide high quality food and beverages and diligent service and management in providing concession services under this Concessionaire Agreement, and to do those things necessary to provide good and proper service similar to that provided for the same goods and services provided under similar circumstances in the community.

1.6 Licenses, Permits: Concessionaire shall be responsible to obtain and keep in force all licenses and permits necessary to lawfully provide concession services pursuant to this Concessionaire Agreement. Concessionaire shall hold a valid on-sale

intoxicating liquor license for the premises as a condition of this Concessionaire Agreement.

1.7 Employees: All persons retained to provide concession services pursuant to this Concessionaire Agreement shall be employees of Concessionaire and not of City. Concessionaire shall provide City with a copy of a Minnesota workers' compensation policy evidencing coverage for all of Concessionaire's employees. Concessionaire shall deduct all legally required payroll deductions and remit same according to law.

ARTICLE 2 – FEE, BOND

2.1 Fee: Concessionaire shall pay to City, as consideration for the right to provide concession services pursuant to this Agreement, the amount of Eighteen Thousand Dollars (\$18,000) per year or \$2,000 per month payable in the months of April, May, June, July, August, September, October, November, and December. Rent fees for each month will be due the 1st of each month.

In addition to the annual fee outlined in the previous paragraph, beginning in the calendar year 2013, Concessionaire will also pay to the City a Franchise Fee consisting of 2% of the annual total gross sales in excess of \$400,000 as reported on the Concessionaire's Minnesota State Sales Tax returns each year. The annual payment date for the franchise fee would be due two quarters after the applicable taxable year.

2.2 Golfing Privileges: The Concessionaires, limited to Stewart, Janelle, Annika and Natalie Bastian may golf at the Pokegama Golf Course at no cost. This is agreed to, in part, to assist the Concessionaires in becoming as visible to the golfing community as possible.

2.3 Surety Bond: Concessionaire shall furnish to City a surety bond, letter of credit or cash deposit in the amount of Five Thousand Dollars (\$5,000.00) in order to assure compliance with the provisions of this Agreement by no later than January 1, 2013. If Concessionaire fails to comply with the provisions of this Concessionaire Agreement, City shall be entitled, without further notice to Concessionaire, to call upon said surety bond, letter of credit or cash deposit to satisfy Concessionaire's obligations

hereunder. Any surety bond or letter of credit furnished by Concessionaire shall state on its face that it shall remain in effect for the term of this Concessionaire Agreement and any renewal thereof. If Concessionaire furnishes a cash deposit, said deposit shall be held by City for the term of this Concessionaire Agreement unless earlier called upon by City to satisfy Concessionaire's obligations hereunder. It is further agreed that such cash deposit, surety bond or letter of credit will be released when this Concessionaire Agreement is no longer in effect, following the taking of an inventory and a determination by the City that the premises and any of City's equipment therein is returned to City in a condition acceptable to City.

ARTICLE 3 – UTILITIES

3.1 Concessionaire and City Responsibilities:

Concessionaire shall be solely responsible for all costs related to phone and internet services which are independent of the golf course operations.

_____The Concessionaire shall pay for all utility costs, including natural gas and electricity, associated with the food preparation and bar service areas, which will be metered separately from the common areas and the golf shop. In addition, Concessionaire agrees to pay twenty-five percent (25%) of the utility bills for the remaining portions of the building for the months of April through October of each year.

The Concessionaire will be responsible for all of the of garbage picked up at the Clubhouse including recyclables. Thus, the City will have no responsibility for garbage or recycled goods services.

Concessionaire will be solely responsible for one-hundred percent (100%) of the cable television charges. Pay per view and any additional premium channel charges will also be at Concessionaire's sole expense.

ARTICLE 4 – EQUIPMENT

4.1 Concessionaire.

Concessionaire will have the opportunity to use the existing restaurant equipment and beverage cart (as specified in paragraph 1.3 above) owned by the Pokegama Golf Course existing as of the date of this agreement. Concessionaire will be responsible for the acquisition of any additional equipment deemed necessary for the food and beverage operation. Concessionaire will be responsible for all repairs, maintenance and replacement of any equipment, including that owned by the City. The City will retain ownership of its equipment and will remove the equipment at the request of Concessionaire and will be responsible for the disposal or sale of said equipment.

All equipment, supplies and small wares, including glassware, flatware and serving items, purchased by the Concessionaire will be the sole responsibility of Concessionaire.

Concessionaire agrees to be fully responsible for the costs and safe-keeping of all consumables used in the execution of the restaurant/bar operations, including cleaning and cooking supplies.

4.2 City. City will provide a walk-in cooler/freezer for use by the Concessionaire and will be responsible for any repairs necessary for the cooler/freezer. City will not be responsible for any inventory losses resulting from the malfunction of the cooler. In the case of malfunction the City will repair or replace the cooler within a reasonable time and Concessionaire agrees to be fully responsible for any inventory losses that may have occurred as a result of said malfunction.

Concessionaire will provide the consumables and equipment necessary for the daily maintenance of the main floor and basement restrooms, including toilet paper and hand towels.

4.3 Snow Removal. City will be responsible for snow removal from the parking lot as well as the abutting County Road. Concessionaire agrees to remove the snow from the sidewalks and pedestrian walkways in a timely fashion.

ARTICLE 5 – MAINTENANCE, SECURITY

5.1 Maintenance: Concessionaire agrees to maintain and operate their business in compliance with all laws and regulations, including standards set by OSHA and the State Fire Marshall. Concessionaire shall be responsible for the daily cleaning and maintenance of the interior/exterior food service areas, including the kitchen, bar, main floor restrooms and exterior garbage collection area. Concessionaire shall also be responsible for daily cleaning of all public access basement areas.

City shall be responsible for the maintenance of the building exterior, parking lot, all interior fixtures and furniture, the building's plumbing, heating and electrical systems, outside patio furniture, outside patio, exterior walls, foundation, grounds, and the sprinkler systems.

5.2 Security: During the operating season, Concessionaire shall be responsible to secure the premises at the close of each business day by locking all doors and windows. Personal property of Concessionaire kept on the golf course premises or in the Clubhouse are kept there at the risk of Concessionaire and City shall not be liable for any damages, loss or theft thereof. The City shall furnish burglar and fire alarm systems as well as video surveillance systems of both the interior and exterior of the clubhouse, parking lot, and park areas.

ARTICLES 6 – INDEMNITY, INSURANCE

6.1 Indemnity: Concessionaire agrees well and truly to perform and faithfully observe and comply with all the conditions, regulations and provisions prescribed herein, and to indemnify, save and keep harmless and defend City, its officers, agents and employees of and from any liability, lien, judgment, costs, damages and expenses of whatsoever kind which may in any way be suffered by City or its officers, agents, or employees by reason of or in consequence of the operation of the concession services herein provided for on account of any act or thing done or suffered or omitted to be done under the authority or supposed authority of such grant. This indemnification

provision is also applicable to Concessionaire's use of the cart as provided in Section 1.3 of this Concessionaire Agreement.

6.2 Liability Insurance: Concessionaire shall provide general liability insurance for the involved premises and liquor liability insurance for any liquor or liquor related concessions for which liquor liability insurance is generally obtained. General liability coverage amounts shall be at least \$1,500,000 combined single limit or such other amount as set forth in Minn. Stat. § 466.04, subd. 1, as may be changed from time to time, setting forth a municipality's maximum liability limit. Liquor liability coverage amounts for bodily injury, property damage and loss of means of support shall be at least in the minimum amount required by statute. The insurance policies shall name the City as an additional insured. Copies of said policies shall be deposited with the City Clerk prior to commencement of the term of this Agreement.

ARTICLE 7 – TAXES

7.1 Sales Tax: Concessionaire shall be exclusively responsible to timely remit sales taxes based on concessions services provided by Concessionaire pursuant to this Concessionaire Agreement.

ARTICLE 8 – TERMS, CANCELLATION

8.1 Term: The term of this Agreement shall be from January 1, 2013 through December 31, 2015.

8.2 Cancellation: This Agreement shall be subject to cancellation during the term hereof in the event of the happening of any one or more of the following:

- (a) Mutual agreement of City and Concessionaire;
- (b) At the option of City if Concessionaire is adjudicated bankrupt, is in receivership, has made an assignment for the benefit of creditors, or because Concessionaire's financial condition is such that Concessionaire is unable to continue to satisfactory operation;
- (c) Failure of Concessionaire to reasonably perform, keep and observe any of the provisions of this Concessionaire Agreement and the

failure of Concessionaire to correct any default or breach thereof within a time specified by City.

8.3 Sale: Should Concessionaire sell the business to a third party during the term of this contract, this contract shall be subject to renegotiation or cancellation.

8.4 Removal: Upon expiration or cancellation of this Agreement, Concessionaire shall remove all goods, chattels and fixtures belonging to Concessionaire and shall leave the premises in the condition in which they were received. In the event said goods, chattels and fixtures are not removed within 14 days from termination of this Agreement, the Concessionaire shall be deemed to have abandoned the same to City.

ARTICLE 9 – GENERAL

9.1 Independent Contractor: Concessionaire is deemed an independent contractor for purposes of this Agreement, and any and all persons employed by Concessionaire in the performance of any work or services required or provided for in this Agreement shall not be considered employees of City for any purpose whatsoever, including but not limited to workers' compensation coverage, unemployment insurance benefits, social security coverage or retirement membership or credit and any and all such claims shall be the sole obligation and responsibility of Concessionaire.

9.2 No Subcontract, Assignment: No portion of this Agreement may be assigned or subcontracted by Concessionaire to any other party without prior written consent of City.

9.3 Governing Law: This Concessionaire Agreement shall be governed by the laws of the State of Minnesota.

9.4 Waivers: The waiver by City or by Concessionaire of any breach of any term, covenant or condition herein contained, shall not be deemed to be a waiver of any subsequent breach of the same or any other term, covenant or condition herein contained.

9.5 Notices: Where referred to in this Concessionaire Agreement, notice to City of Concessionaire, respectively shall be addressed as follows:


To City:	City of Grand Rapids c/o Director of Golf Course Pokegama Golf Course 3910 Golf Course Road
----------	--


Grand Rapids, MN 55744

To Concessionaire: **S. Bastian Companies, LLC on behalf of Stewart Bastian as its Corporate Officer** ("Concessionaire").

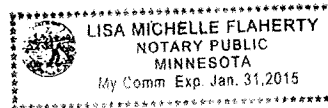
IN WITNESS WHEREOF, the parties have hereunto set their hands as of the date first written above.

CITY OF GRAND RAPIDS

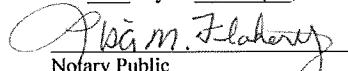
ATTEST: 
SHAWN GILLET
Its City Administrator

By: 
Dale Adams, Mayor

By: 
S. Bastian Companies, LLC
Stewart Bastian, Corporate Officer



Subscribed and sworn to before me
this 30 day of November, 2012.


Notary Public

EXTENSION OF CONCESSIONAIRE CONTRACT

THIS EXTENSION OF CONTRACT (“Extension”) is made this ____ day of _____, 2021, for the purpose of extending the Concessionaire Contract dated November 13, 2012, (“Original Contract”) between S. Bastian Companies, LLC and the City of Grand Rapids (the “Parties”).

1. The Original Contract, which is attached hereto as a part of this Extension, will end on December 31, 2024.
2. The Parties agree to extend the Original Contract for an additional period, which will begin immediately upon the expiration of the original time period of December 31, 2021, and will now end on December 31, 2024.
3. The Amendment signed by the parties on May 26th 2020, allowing for COVID-19 relief is hereby vacated and no longer binding on the parties.
4. This Extension binds and benefits both Parties and any successors or assigns. This document, including the attached Original Contract, is the entire agreement between the Parties.

All other terms and conditions of the Original Contract remain unchanged.

S. Bastian Companies, LLC

City of Grand Rapids

By: _____
Its: _____

By: _____
Its: _____

By: _____
Its: _____

By: _____
Its: _____

Dated: _____, 2021

Dated: _____, 2021



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1700 **Version:** 1 **Name:** Board & Commission minutes
Type: Minutes **Status:** Passed
File created: 2/19/2021 **In control:** City Council
On agenda: 2/22/2021 **Final action:** 2/22/2021
Title: Review and acknowledge minutes for boards and commissions.
Sponsors:
Indexes:
Code sections:
Attachments: [January 5, 2021 Arts & Culture Minutes](#)
[January 13, 2021 PUC Minutes](#)
[January 19, 2021 Golf Board minutes](#)

Date	Ver.	Action By	Action	Result
2/22/2021	1	City Council		

Review and acknowledge minutes for boards and commissions.



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, January 5, 2021 at 3:45 PM.

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

Staff Present: Tom Pagel, Will Richter, Kimberly Gibeau

Chair Zabinski introduced and welcomed new members.

Public Input: None.

Setting the Agenda: Requested addition of Election of Officers: Chair & Vice-Chair

Motion by Otteson, second by Peterson to approve the agenda with addition. Motion passed by unanimous vote.

Motion by Peterson, second by Gorman to appoint Kayla Aubid as Chair and Kari Hedlund as Vice-Chair. Motion passed by unanimous vote.

Correspondence: None.

Approval of Minutes:

Motion by Hedlune, second by Zabinski to approve the minutes for November 10, 2020 as presented. Motion passed by unanimous vote.

Financials: Mr. Pagel has requested remaining funds from 2020 by rolled into 2021 budget.

Artist in Residence: Request for Katie Marshall to provide update at February meeting. There are plans for a possible show at MacRostie featuring the Artists in the loft.

Old Business:

Goodwin Artshow: Commissioners Hedlund and Aubid will meet to discuss show ideas and concepts and return to Commission in February.

North Homes Art Project: North Homes staff have been directed to Kathy Dodge as possible guide for seeking financial assistance for the proposed mural project. More information will be provided as it becomes available.

Pavement Art: No proposals were received. Budget for this item was allocated to Goodwin sculpture project.

New Business:

Library Public Art Project:

\$3000 legacy grant has been given toward sculpture project, to be completed June 30, 2021. Artist Greg Mueller has submitted concepts for consideration. Commissioner Aubid, Will Richter and Tom Pagel will meet with Mr. Mueller to discuss the sculpture concepts in greater detail.

Friends of the Library Fundraiser:

Artist Adam Swanson postcards are being sold at the library as a fundraiser. These can be purchased at the drive through window.

Announcements: None.

Items for next agenda:

- Mapping Project
- Artist in Resident update
- Goodwin Art Show
- Review Art Plan

There being no further business, the meeting adjourned at 4:34 pm.

Respectfully submitted:

Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Wednesday, January 13, 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, January 13, 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.

To access the meeting by phone via Microsoft Teams: Dial in to 1-612-601-1964, when prompted for conference ID, enter 112 674 468#

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 Commissioner Rick Blake. Present via Microsoft Teams video conference were Secretary Kathy Kooda, Commissioner Luke Francisco and Commissioner Rick Smith.

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

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

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 21-1602 Consider a motion to approve the minutes of the December 1, 2020 special meeting and the December 16, 2020 regular meeting.
- A motion was made by Commissioner Rick Blake, seconded by Commissioner Rick Smith, to approve the minutes of the December 1, 2020 special meeting and the December 16, 2020 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 21-1609 Consider a motion to approve the City Treasurer's Report and the Investment Activity Report for December 2020.
- Approved by consent roll call vote.
- 3 21-1613 Consider a motion to approve the write off of December uncollectible accounts in the amount of \$3,249.24.
- Approved by consent roll call vote.
- 4 21-1588 Consider a motion to approve Pay Request #3 in the amount of \$16,975.09 to Casper Construction for the Solar Plus Storage Grading Project.
- Approved by consent roll call vote.
- 5 21-1605 Consider a motion to confirm the hire of the selection committee's preferred applicant, Ms. Jean Lane, for the Business Services Manager position contingent upon satisfactory results of the pre-employment background screenings.
- Approved by consent roll call vote.

- 6 21-1607 Consider a motion to authorize the sale and/or disposal of surplus non-AMI electric meters.
Approved by consent roll call vote.

- 7 21-1597 Consider a motion to approve the purchase of four lift station Alarm Agents from NOS Automation for the Lift Station Radio Upgrades capital project in the amount of \$9,626.65.
Approved by consent roll call vote.

Approval of the Consent Agenda

A motion was made by Secretary Kathy Kooda, seconded by Commissioner Luke Francisco, 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 Blake, seconded by Commissioner Luke Francisco, 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

- 8 21-1586 Consider a motion to approve the 2021 Minnesota Pay Equity Compliance Report and authorize signature and filing the report with the Minnesota Office of Budget and Management.

A motion was made by Secretary Kathy Kooda, seconded by Commissioner Rick Smith, to approve the 2021 Minnesota Pay Equity Compliance Report and authorize signature and filing the report with the Minnesota Office of Budget and Management. 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

- 9 21-1603 Review the January Administration Department Report.

General Manager Kennedy reviewed the January Administration Department Report with the Commission.

Received and Filed

BUSINESS SERVICES DEPARTMENT

- 10 21-1610 Review the January Business Services Department Report.
- Finance Manager Betts reviewed the January Business Services Department Report with the Commission.*
- Received and Filed**

ELECTRIC DEPARTMENT

- 11 21-1608 Review the January Electric Department Report.
- Electric Department Manager Goodell reviewed the January Electric Department Report with the Commission.*
- Received and Filed**

WATER AND WASTEWATER DEPARTMENT

- 12 21-1598 Review the January Water-Wastewater Department Report.
- Wastewater/Wastewater Department Manager Mattson reviewed the January Water and Wastewater Department Report with the Commission.*
- Received and Filed**

SAFETY REPORT

- 13 21-1604 Review the January Safety Report.
- General Manager Kennedy reviewed the January Safety Report with the Commission.*
- Received and Filed**

VERIFIED CLAIMS

- 14 21-1612 Consider a motion to approve the verified claims for December in the amount of \$2,348,800.35.
Computer Check Register \$1,233,155.04.
Manual Check Register \$1,115,645.31.
- A motion was made by Commissioner Rick Blake, seconded by Commissioner Luke Francisco, to approve the verified claims for December in the amount of \$2,348,800.35 (Computer Check Register \$1,233,155.04 and Manual Check Register \$1,115,645.31). The motion carried by the following vote.**
- Aye:** 4 - President Tom Stanley, Commissioner Rick Blake, Commissioner Luke Francisco, and Commissioner Rick Smith
- Abstain:** 1 - Secretary Kathy Kooda

ADJOURNMENT

The next Special Meeting/Work Session is scheduled for Tuesday, February 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, 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.

By call of the chair, the regular meeting was declared adjourned at 4:36 PM.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.

PUBLIC UTILITIES COMMISSION

Accounts Payable

December 2020

(Meeting Date 01/13/2021)

NAME	AMOUNT	NAME	AMOUNT
Acheson Tire	980.00	North Central Laboratories	69.74
Amaril Uniform	708.09	Northern Business Products	383.64
American Public Power Association	2,564.29	Northern Drug Screening, Inc	20.00
APG	346.00	NOS Automation LLC	1,120.00
Aramark	137.68	Novaspect	2,684.80
Badger State Inspection, LLC	1,900.00	NTS Environmental Science	10,797.97
Burggrafs Ace Hardware	186.68	Pace Analytical	2,695.36
The Busy Bees QCS	1,991.64	Paramount Safety & Training	4,695.69
Cannon Technologies	4,637.00	Personnel Dynamics LLC	203.69
Casper Construction Inc	16,849.00	Quality Flow Systems Inc	2,110.00
City of Grand Rapids	67,930.02	RMB Environmental Lab	1,024.00
Coles	472.59	James Radtke	3,459.84
Computer Enterprises	55.90	Rapids Welding	680.19
Cooperative Response Center	1,688.54	Safetycal	115.03
Core & Main	1,193.09	Sandstroms	662.73
CW Technology	4,300.60	Sherwin-Williams	376.72
Dakota Supply Group	1,316.24	Solenis	19,991.60
Daniel Schmidt Lighting	1,311.40	Target Corporation	2,046.35
Electric Pump	874.33	Telcologix	208.50
Energy Insight, Inc	2,573.13	TNT Aggregates LLC	2,400.00
EPG Companies Inc	6,752.69	United Rentals	1,493.93
Fastenal	93.49	USABlueBook	720.05
Ferguson	832.26	US Bank	500.00
Figgins Truck & Trailer Repair	2,809.11	Vessco, Inc	1,107.48
Gopher State One Call	45.90	Viking Electric	410.21
Grainger	586.20	Waste Management	382.44
Grand Rapids Public Utilities	14,687.54	Wells Fargo Business - Betts	27.00
Graybar	2,235.28	Wells Fargo Corporate Trust	1,600.00
Hawkins	3,767.49	Wesco	1,326.99
Industrial Lubricant Company	296.84	Xerox	42.92
Irby	2,300.55	Appliance Rebates	
Itasca County Treasurer	935.12	William Trembath	30.00
Itasca Utilities	1,500.00	Tom & Michelle Fiala	50.00
Kaman Industrial Technologies	110.82	Jeffrey & Kimberly Koehn	80.00
KLM Engineering Inc	2,500.00		
KOZY	1,382.00		
L & M Supply	10.98		
Lano, Nelson & Bengtson	180.00		
Latvala Lumber Co	4.92		
Steve Mattson	37.38		
McMaster-Carr	998.74		
Megger	1,159.99		
Minnesota Municipal Utilities Association	1,000.00		
Minnesota Power	1,012,814.65		
Minnesota Safety Council	580.00		
		TOTAL	1,233,155.04

December 2020 MANUAL CHECK REGISTER

<u>Date</u>	<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
12/29/2020	4279	Blue Cross Blue Shield	54,310.50
12/1/2020	4280	Wells Fargo Corporate Trust	496,670.00
12/4/2020	4281	Public Employees Retirement Association	13,897.30
12/4/2020	4282	Minnesota Dept. of Revenue	3,866.88
12/4/2020	4283	Wells Fargo Bank	23,833.19
12/4/2020	4284	Empower Retirement	9,085.71
12/1/2020	4286	Invoice Cloud	2,243.20
12/18/2020	4287	Minnesota Department of Revenue	56,184.00
12/18/2020	4288	Further	2,745.83
12/18/2020	4289	Public Employees Retirement Association	13,193.12
12/18/2020	4290	Minnesota Dept. of Revenue	3,643.68
12/18/2020	4291	Wells Fargo Bank	22,958.95
12/18/2020	4292	Empower Retirement	8,724.42
12/16/2020	4293	Further	128.46
12/29/2020	4294	Empower Retirement	8,404.19
12/29/2020	4295	Empower Retirement	4,360.49
12/23/2020	4296	Further	842.29
12/29/2020	4297	Blue Cross Blue Shield	54,310.50
12/1/2020	4298	Health Partners	1,274.37
12/29/2020	4299	TASC	145.00
12/31/2020	4300	Public Employees Retirement Association	13,866.75
12/31/2020	4301	Minnesota Dept. of Revenue	3,972.08
12/31/2020	4302	Wells Fargo Bank	23,927.72
12/31/2020	4303	Empower Retirement	8,128.55
12/4/2020	4304	Further	2,745.83
12/1/2020	77409	Anixter, Inc	28.18
12/1/2020	77410	Cogsdale Corporation	61,508.53
12/1/2020	77411	CW Technology	5,581.85
12/1/2020	77412	Davis Petroleum	1,856.03
12/1/2020	77413	Johnson Controls Fire Protection	978.76
12/1/2020	77414	Johnson, Killen & Seiler, P.A.	1,014.20
12/1/2020	77415	Metro Sales, Inc	724.71
12/1/2020	77416	Northeast Technical Services	10,189.44
12/1/2020	77417	Sandstrom's Inc	424.59
12/1/2020	77418	Telcologix	347.50
12/1/2020	77419	US Bank, N.A.	347.30
12/4/2020	77420	NCPERS Group Life Ins	128.00
12/3/2020	77421	Keller Fence Company, Inc.	4,805.25
12/3/2020	77422	Verizon Wireless	578.86
12/8/2020	77423	Postage By Phone System	6,000.00
12/10/2020	77424	Customer Refunds- Robert & Vicki Neururer	8.37

12/10/2020 77425	Customer Refunds- Elite Cutover Connector	113.30
12/10/2020 77426	Customer Refunds- David L Eastin	89.68
12/10/2020 77427	Customer Refunds- Jeffrey L Schlader	34.44
12/11/2020 77428	Casper Construction, Inc.	175,093.55 **
12/11/2020 77429	Minnesota Energy Resources Corp.	18.33
12/11/2020 77430	NOS Automation	9,461.65 **
12/11/2020 77431	Verizon Wireless	733.14
12/14/2020 77432	Casper Construction, Inc.	213,724.92 **
12/15/2020 77433	Customer Refunds- Housing & Redevelopm	19.65
12/15/2020 77434	Customer Refunds- Deborah Kilpela	49.23
12/15/2020 77435	Customer Refunds- Housing & Redevelopm	9.70
12/15/2020 77436	Customer Refunds- Oakwood Terrace III 07E	28.59
12/15/2020 77437	Customer Refunds- Corrina R Johnson	7.74
12/15/2020 77438	Customer Refunds- Financial Security Bank	125.00
12/15/2020 77439	Customer Refunds- Andrew J Lewis	27.65
12/15/2020 77440	Customer Refunds- Gregory D Bullock	4.57
12/15/2020 77441	Customer Refunds- Erik R Scott	78.64
12/15/2020 77442	Customer Refunds- Jack G Beyer	77.10
12/15/2020 77443	Customer Refunds- Lori J Flohaug	105.74
12/18/2020 77525	Minnesota Council 65	1,596.00
12/18/2020 77527	Minnesota Energy Resources Corp.	591.87
12/18/2020 77528	Minnesota Pollution Control Agency	15,151.71
12/18/2020 77529	Casper Construction, Inc.	60,643.44 **
12/18/2020 77530	Morton Building, Inc	14,332.00 **
12/21/2020 77531	Customer Refunds- A A Guns	42.38
12/21/2020 77532	Customer Refunds- Jamin C Storlie & Sierra	95.38
12/21/2020 77533	Beaver, Bob	150.00
12/21/2020 77534	Devries-Flinck, Tony	119.99
12/21/2020 77535	First Net / AT & T Mobility	362.08
12/21/2020 77536	Further	97.35
12/21/2020 77537	Hansen, Mark	142.50
12/21/2020 77538	United Parcel Service	140.99
12/21/2020 77539	UNUM Life Insurance Co of America	2,355.46
12/22/2020 77540	Driver and Vehicle Services	10.50
12/22/2020 77541	Bureau of Criminal Apprehension	15.00
12/28/2020 77543	GRAFA	150.00
12/28/2020 77544	League of Minnesota Cities	74,844.00 **
12/28/2020 77545	Minnesota Pollution Control Agency	1,575.00
12/28/2020 77546	Verizon Wireless	579.66
12/29/2020 77547	City of LaPrairie	13,780.60
12/29/2020 77548	Minnesota Dept. of Health	7,997.00
12/30/2020 77549	City of Grand Rapids	916.50
12/30/2020 77550	City of Grand Rapids	64,625.09

12/31/2020 77551	Postage By Phone System	3,000.00
12/31/2020 77552	City of Grand Rapids	72,333.33
12/31/2020 77553	Bocinsky, James	139.99
12/31/2020 77554	NOS Automation	9,461.65 **
12/31/2020 77555	Schmitt, Jim	139.99
12/31/2020 77556	United Parcel Service	29.86

Checks Previously Approved	<u>557,561.21</u> **
Manual Checks to be approved	<u>1,115,645.31</u>
TOTAL MANUAL CHECKS	1,673,206.52

GRAND RAPIDS GOLF COURSE BOARD
REGULAR MONTHLY MEETING
January 19, 2021
7:30 AM

Present: Rick McDonald, Larry O'Brien, Brad Gallop, John Bauer

Absent: Kelly Kirwin

Staff: Bob Cahill Director of Golf
Steve Ross Grounds Superintendent

- I. Brad Gallop called the meeting to order.
- II. John Bauer made a motion to accept the minutes of the December 15, 2020. Rick McDonald seconded the motion. The motion passed.
- III. Consideration of monthly bills: Rick McDonald made a motion to approve the bills as amended. John Bauer seconded the motion. The motion passed. Rick McDonald made a motion to approve two additional bills: Northland Floors - \$240.00, Plackner Tree Care - \$5,400.00. John Bauer seconded the motion. The motion passed.

AT&T MOBILITY	54.53
AMERICAN BANK	198.66
ROBERT CAHILL	524.13
CHAMBER OF COMMERCE	350.00
CITY OF COHASSET	317.38
GARTNER REFRIGERATION CO	578.50
CITY OF GRAND RAPIDS	10,475.00
GRAND RAPIDS CITY PAYROLL	14,804.33
MINNESOTA DEPT OF AGRICULTURE	10.00
MINNESOTA REVENUE	37.71
NARDINI FIRE EQUIPMENT CO INC	704.83
NEXTERA COMMUNICATIONS LLC	15.84
OPERATING ENGINEERS LOCAL #49	1,527.00
PAUL BUNYAN COMMUNICATIONS	282.56
P.U.C.	1,185.39
SEPTIC CHECK	500.00
TDS Metrocom	126.34
TWINCITIESGOLF.COM INC	375.00
UNITED STATES GOLF ASSOCIATION	150.00
UNUM LIFE INSURANCE CO OF AMER	2.15
VIKING ELECTRIC SUPPLY INC	65.88
WM CORPORATE SERVICES, INC	117.76
TOTAL ALL VENDORS:	32,402.99

- IV. Visitors: None
- V. Grounds Superintendent: Steve Ross reported. Plackner Tree Service removed around 70 trees on hole #15. Branches will be removed on the right side of #15 tee box this spring. Snow cover this winter is perfect.
- VI. Concessions: Bob Cahill reported. The concessionaire will be asked about interest in renewing their contract that expires at the end of 2021.

- VII. Director of Golf: Bob Cahill reported. Financials for 2020 were very good, with significant increases in our cash balance. Bob explained the proposed simulator program that would generate excess funds that would be used to benefit youth golf. John Bauer made a motion to recommend to the City Council the acceptance of the donation for two simulators. Rick McDonald seconded the motion. The motion passed
- VIII. Old Business: None
- IX. New Business: None
- X. Correspondence and Open Discussion: None.
- XI. Adjourn: Rick McDonald made a motion to adjourn the meeting. John Bauer seconded the motion. The motion passed.

Respectfully Submitted,

Larry O'Brien
Recording Secretary



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1701 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Filed
File created: 2/19/2021 **In control:** City Council
On agenda: 2/22/2021 **Final action:** 2/22/2021
Title: Police Department - Chief Scott Johnson

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
2/22/2021	1	City Council		

Police Department - Chief Scott Johnson



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1699 **Version:** 1 **Name:** Rental Housing Ordinance
Type: Agenda Item **Status:** Passed
File created: 2/19/2021 **In control:** City Council
On agenda: 2/22/2021 **Final action:** 2/22/2021
Title: Consider adopting a rental housing ordinance adding chapter 28 of the Grand Rapids Municipal Code.
Sponsors:
Indexes:
Code sections:
Attachments: [Rental Housing Code Ordinance 2-22-21 vfinal](#)

Date	Ver.	Action By	Action	Result
2/22/2021	1	City Council		

Consider adopting a rental housing ordinance adding chapter 28 of the Grand Rapids Municipal Code.

Background Information:

In July of 2017, the City Council appointed a Residential Rental Licensing and Inspection Taskforce to provide oversight, input and direction in the development of a study examining the necessity for enacting an ordinance requiring the licensing and regular inspection of rental housing units.

The purpose of such an ordinance is to promote and, if necessary, compel proper maintenance of rental housing to ensure safe and sanitary living environment for the occupants and to enhance the value and livability of neighborhoods. The Taskforce's general finding was that the benefits of a rental registration and inspection program will improve the health, safety and welfare of the public; and prevent deterioration and blight conditions that adversely affect the quality of life in the City.

Staff Recommendation:

The Fire Department and City Staff recommends adopting an ordinance and authorize publication in summary form.

Requested City Council Action

Make a motion to adopt an Ordinance adding, Chapter 28 of the Grand Rapids Municipal Code and authorize publication in summary form.

Councilor _____ introduced the following ordinance and moved for its adoption:

ORDINANCE NO. 22-02-21

AN ORDINANCE ADDING CHAPTER 28 OF THE GRAND RAPIDS MUNICIPAL CODE

WHEREAS, in July of 2017, the City Council appointed a Residential Rental Licensing and Inspection Taskforce (Taskforce) to provide oversight, input and direction in the development of a study examining the necessity for enacting an ordinance requiring the licensing and regular inspection of rental housing units; and

WHEREAS, the purpose of such an ordinance is to promote and, if necessary, compel proper maintenance of rental housing to ensure safe and sanitary living environment for the occupants and to enhance the value and livability of neighborhoods; and

WHEREAS, the Taskforce conducted an open public process of outreach, fact finding and measurement of benefit and cost before submitting their report and recommendation to the City Council in the *Residential Rental Housing Licensing and Inspection Ordinance Feasibility Study*, dated May 30, 2018; and

WHEREAS, the Taskforce's general finding was that the benefits of a rental registration and inspection program far exceed the community costs and, therefore recommended to the City Council that they move forward with drafting and adopting such an ordinance; and

WHEREAS, the City Council has reviewed an updated budget for the implementation of such an ordinance and has given further consideration to the Taskforce's recommendation; and

WHEREAS, the City Council finds that the establishment of a rental licensing and inspection ordinance is necessary to protect the health, safety and welfare of the public; and prevent deterioration and blight conditions that adversely affect the quality of life in the City.

NOW, THEREFORE, the City Council of Grand Rapids does hereby ordain that the Grand Rapids Municipal Code be amended as follows to include Chapter 28, entitled "Grand Rapids Rental Housing Code":

CHAPTER 28 - GRAND RAPIDS RENTAL HOUSING CODE

ARTICLE I – IN GENERAL

Sec. 28-1. - Purpose.

The city recognizes the need for an organized, systematic inspection program of residential rental units within the City of Grand Rapids in order to ensure that rental units meet city and state housing safety, health, fire, building and zoning codes, and to provide a more effective system for compelling the correction of code violations and the proper maintenance of rental property within the city. Further, the most effective system to provide for rental inspections is the creation of a program requiring the registration of all residential rental units within the city so that an orderly inspection schedule can be undertaken by the city building inspection and fire departments. This registration program is intended to protect and promote the health, safety and general welfare of the entire community.

Sec. 28-2. - Definitions.

[The following words, terms and phrases, when used in this chapter, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:]

Dwelling unit means any structure or building, or portion thereof, including a "manufactured home (mobile home)" which is intended to be used for living or sleeping by human occupants, including bathroom and kitchen facilities permanently installed.

Family means an individual or two or more persons related by blood, marriage or adoption, living together as a single housekeeping unit in a dwelling unit; or a group of not more than four persons who need not be related by blood, marriage or adoption, living together as a single housekeeping unit in a dwelling unit.

- (1) For purposes of this chapter "related" shall be interpreted herein to include any owner of record and an owner's natural children, adopted children, foster children, spouse, other blood relations, any significant other and any other dependent minors, residing with that owner as a family unit; "significant other" means romantic partner;
- (2) For purposes of this chapter "related" shall also be interpreted herein to include a tenant's natural children, adopted children, foster children, spouse, other blood relations, any significant other and any other dependent minors, residing with the tenant as a family unit; "significant other" means romantic partner.

Person means any natural person, the person's heirs, executors, administrators, or assigns, and also includes a firm, partnership or corporation, it's or their successors or assigns, or the agent of any of the aforesaid.

Rental charge means any compensation, either monetary or "in lieu of" payments, such as but not limited to utilities, upkeep, repair, or the provision of services.

Rental property means a rental unit occupied by a person or persons in the status of tenant(s), and shall include "lease to buy, contract for deed, installment sale purchases", and other similar arrangements whereby nonpayment of a periodic payment or nonperformance of a periodic service means the occupants may be evicted without the necessity of either a statutory mortgage foreclosure procedure, a statutory termination of contract for deed procedure or a statutory repossession procedure. A contract for deed is exempt from this chapter if the contract is properly recorded at the Itasca County Recorder's Office.

Rental unit means any room or group of rooms located within a dwelling unit and forming a single habitable unit.

Tenant, except as otherwise provided herein, means any person who occupies and uses as their primary residence a dwelling unit furnished that person for payment of a rental charge to another.

Sec. 28-3. - Applicability and exceptions.

- (a) The provisions of this chapter shall apply to all rental property and rental units, including rented single-family dwellings and duplexes, manufactured homes, and rented units in owner-occupied dwellings. The provisions of this chapter shall not apply to that portion of the rental property rented by a family member.
- (b) The provisions of this chapter shall not apply to jails, hospitals, parish houses, manses and rectories, dwelling units in a cooperative or owner occupied condominium building,

hotels, motels, or facilities licensed by the State of Minnesota, nor to any dormitory owned and operated by an educational institution.

Sections 28-4 – 28-30. Reserved

ARTICLE II – REGISTRATION

Sec. 28-31. - Registration permit required.

No person shall occupy, allow to be occupied, or to let another for occupancy, any rental property in the City of Grand Rapids, without first having obtained a registration permit from the city under the terms of this article. Dwelling units constructed or converted to rental usage after the effective date of this chapter shall not be occupied for human habitation prior to inspection and issuance of a registration permit by the city. The payment of fees set forth in this article will be a prerequisite to this required permitting. An application for registration shall be made upon forms furnished by the city for such purpose and shall require the minimum information required under section 28-34.

Sec. 28-32. - Resident agent required.

No registration permit shall be issued or renewed for a nonresident owner of a rental unit unless such owner designates in writing in the permit application the name of a local resident agent who is responsible for management, maintenance and upkeep of the unit(s) and who is authorized to receive service of notice of ordinance violations, orders or process pursuant to law. The resident agent must reside within a four-hour drive of the corporate city limits of the City of Grand Rapids.

Sec. 28-33. - Manner of registration; registration permit expiration and renewal; and, first-time rental registration fee.

- (a) A registration permit shall be issued annually and expire on December 31, following the issuance therefore. Permit renewal applications for the following year, along with the required fees, shall be filed on or before November 15 of the current year. On or before October 1, the city shall mail notice of registration renewal and renewal application forms to the property owner or designated agent. The renewal application may be in such abbreviated form as deemed sufficient by the building official to verify current information on file concerning ownership and the rental unit(s).
- (b) Upon receipt of a completed renewal application form and payment of the applicable fee, the city will schedule an inspection pursuant to Article III of this chapter. Issuance of a permit prior to inspection is not a determination that the rental unit complies with code requirements
- (c) The city shall not register a rental unit or allow it to be occupied as a rental unless the permittee has paid all property taxes assessed to the property and the property is not delinquent in any other obligation to the City of Grand Rapids, including payment of the first-time rental registration fee in subsection (e).
- (d) Except as otherwise provided in this article, any application for the renewal of an expired registration permit shall be processed as a new permit application and the rental unit must comply with all applicable laws.
- (e) First-time rental registration fee. Any rental property not currently registered pursuant to this article on the effective date of this chapter, shall be subject to a first-time rental

registration fee at the time it is initially registered as a rental unit. The first-time rental registration fee includes the initial annual rental license fee. The payment of the first-time rental registration fee will be a prerequisite to the required registration and shall be in the amount set by the city council in the city's fee schedule ordinance as the same may be amended from time to time.

- (f) Late fee. Failure to timely file a renewal application shall result in a late fee being assessed in an amount set by the city council in the city's fee schedule resolution, as the same may be amended from time to time.

Sec. 28-34. - Application for registration permit; register of occupancy.

- (a) The owner of each rental unit shall make written application to the city for registration of the rental unit(s). A new owner shall be required to register units within ten days after acquiring them. Application for registration shall be made upon forms furnished by the city and shall specifically set forth the following information:

- (1) The name, address and telephone number of the owner of the rental unit(s); if a partnership, the name of the partnership, and the name, address and telephone number of the managing partner; if a corporation, the name and address of the corporation, and the names and addresses of all shareholders who own ten percent or more of the corporation's stock.
- (2) In the case of a non-resident owner, the name, address and telephone number of a designated local resident agent.
- (3) Name, address and telephone number of parties, if the rental unit is being sold by a contract for deed.
- (4) The street address of each rental unit.
- (5) Number and types of rental units within a dwelling.
- (6) The maximum number of occupants permitted for each rental unit as determined by the standards referenced in section 28-38 of this article.
- (7) At least one emergency telephone number, and address of the person authorized to make or order made repairs and/or service to the building, to provide required services necessary to protect the health, safety and welfare of the occupants or is able to contact the person so authorized.
- (8) A detailed site drawing to scale showing designated off-street parking areas for each existing rental property consisting of five units or less, which areas comply with the off-street parking requirements of this article and Chapter 30, Article VI, Divisions 7 & 8, as the same may be amended from time to time, which Divisions are adopted herein by reference and incorporated as if fully set forth herein.

An incomplete application may be rejected by the city.

- (b) Every permit holder, or their resident agent, shall maintain a current register of all tenants and other persons with a lawful right of occupancy to each rental unit. The register shall be kept current at all times and shall be available for inspection by the city at all times. Failure to maintain a current register or to allow the city inspection of the register may result in suspension of the registration permit.
- (c) The city shall be promptly notified of any change of the resident agent, and any change in the names, addresses, and other information concerning the persons listed in the last registration application filed with the city.

Sec. 28-35. - Transferability of registration permits.

No permit shall be transferable to another person or to another rental unit without registration of such transfer with the city. Every person holding a valid registration permit shall give notice in writing to the city within five days after having transferred or otherwise disposed of a rental unit. Such notice shall include the name, address and telephone number of the new owner and, if applicable, a resident agent in control of the rental unit. The new owner or resident agent shall have ten days to re-register the units after acquiring them. If any change in the number of rental units or in the type or occupancy as originally registered is contemplated, a new registration application and inspection is required along with payment of an additional permit fee to cover additional rental units. Failure to register transfer of ownership shall be subject to a failure to transfer fee.

Sec. 28-36. - Posting of registration.

Each registration permit issued by the city shall be displayed in a conspicuous spot near the front entrance and shall be visible to all residents. Only one registration need be posted for each separate apartment building. Failure to post a permit shall not be grounds for suspension or revocation of that permit, but such violation shall subject the permittee to a \$50.00 penalty for issuance of a new registration permit.

Sec. 28-37. - Fees.

Fees for permits, renewals, inspections, penalties, reinstatement and appeals, shall be in the amount set by the city council from time to time in the city fee schedule resolution, a copy of which shall be on file in the offices of the city clerk and building official. The permit fee is non-refundable in the event of discontinuance of use, sale, or the revocation or suspension of a permit.

Whenever any person fails to pay the registration fees or other fees associated with this article, the city may assess these fees against the property for which they were assessed and such assessed fees shall be certified as other taxes are certified.

Sec. 28-38. - Registration standards and conditions.

The following minimum standards and conditions shall be met in order to hold a registration permit. Failure to comply with any of these standards and conditions shall be adequate grounds for the denial, refusal to renew, revocation, or suspension of a registration permit.

- (1) Permit holder shall have paid the required permit fee(s);
- (2) Rental units shall not exceed the maximum number of rental units permitted by the zoning code;
- (3) The rental unit shall not be under condemnation as hazardous or unfit for human habitation;
- (4) Every rental unit shall be maintained in accordance with the minimum standards set forth in the applicable codes adopted by the city including but not limited to the International Property Maintenance Code; Fire Code; International Building Code and International Residential Code, as the same may be amended from time to time, as adopted. No rental registration permit may be issued unless each rental unit for which it is issued meets all minimum applicable housing, building, fire, and zoning standards.
- (5) All single-family dwellings and duplexes that were unlicensed or not used as rental properties on the effective date of this chapter and subsequently registered or

converted to registered rental unit(s), shall provide the off-street parking spaces required under this article. The number of required off-street parking spaces shall be determined by the city zoning official at the time of registration

- (6) All rental units existing or registered on the effective date of this chapter may be registered or continue to be registered even though the property does not conform to the off-street parking requirements of this article. However, if the number of bedrooms, or number of rooms occupied as bedrooms, is increased, the off-street parking requirements of this article shall apply to the entire registered property. If the registration for the nonconforming rental is revoked or lapses for any period of time, all nonconforming use rights related to off-street parking requirements shall terminate.

Sections 28-39 – 28-50. Reserved

ARTICLE III - INSPECTIONS

Sec. 28-51. - Inspections; enforcement generally.

- (a) The city fire department, with the assistance of the police and community development department's personnel, shall make inspections necessary to the enforcement of this chapter. The city building official shall adopt a policy with guidelines for the systematic inspection of all rental units and priorities for the use of available inspection resources. Guidelines shall be based upon the following factors and any other factors, which promote an efficient inspection program:
 - (1) Receipt of a completed renewal or new rental application form and payment of the applicable fee(s).
 - (2) Property inspections shall be conducted on each rental unit at least every three years. Rentals that require three or more inspections to complete a compliance order, or have substantiated complaints, will move to a one-year inspection schedule until brought into compliance and prove that compliance is maintained. Inspection fees will be applied per the city's fee schedule ordinance as the same may be amended from time to time.
 - (3) Property identified as having an excessive number of housing code violations or a history of noncompliance or slow compliance with housing inspection orders. If excessive code violations exist for a rental property, the building official will be required to research all rental properties held by that person to determine if immediate inspections are required for any additional properties.
 - (4) Geographic distribution and concentration of rental units or dwellings.
 - (5) Rental dwellings with delinquent property taxes.
 - (6) Rental units for which no registration permit has been applied.
 - (7) Sales of rental property.
 - (8) Rental units for which a written complaint is received.
 - (9) Reason to believe a rental ordinance violation exists.
- (b) The building official may elect to issue a renewal permit pending completion of an inspection, or in the opinion of the building official and based upon and warranted by the rental history of the registered premises, decide to issue a renewal permit and postpone an inspection until the next renewal or [sooner] as compliance issues and conditions warrant.

Issuance of a permit prior to inspection is not a determination that the rental unit complies with code requirements.

- (c) In order to compel the compliance with the registration requirements, the building official or designated staff will have the authority to enter any structure, at reasonable times and upon five days written notice to the property owner(s), to determine if said structure is operated as a rental property as defined in section 28-2 or to enforce this chapter, or both. In addition to those cases where emergency conditions endangering a person or property exist, where either the Grand Rapids Police Department, Grand Rapids Community Development Department or the Grand Rapids Fire Department has responded to a property and/or structure, the building official or designated staff will have the authority to enter any such property and/or structure at any time by or at the request of the police department or the community development department to enforce any provisions of this chapter.

Sec. 28-52. - Inspection access.

All premises registered pursuant to this chapter shall be made available for inspection by the city at any reasonable time. The city shall provide reasonable advance notice to the owner, or to the resident agent in the case of a non-resident owner. If denied access at any reasonable time while attempting to inspect, the city may suspend or revoke the registration permit upon written notice to the occupant, owner and resident agent, and subject to the right of appeal as provided in section 28-76. The suspension or revocation shall remain in effect until inspection has been permitted and any violations found are corrected.

Sections 28-53-28-70. Reserved

ARTICLE IV – ADMINISTRATION AND ENFORCEMENT

Sec. 28-71. - Determination of noncompliance; notice.

- (a) Whenever an inspection reveals that any rental unit(s) fails to meet the registration standards of this chapter, the building official or designated staff shall give a notice and compliance order to the owner and resident agent, and to the occupant as the case may require, specifying the reasons why the rental unit(s) fails to meet the registration standards and, shall include a copy of the inspection report if applicable. The order shall set forth the violations and order the owner or resident agent, or the occupant as the case may require, to correct such violations. The compliance order shall:
 - (1) Be in writing;
 - (2) Describe the location and nature of the violations;
 - (3) Establish a reasonable time for correction of such violations, not to exceed 90 days, unless such time is extended by written agreement with the building official; and
 - (4) Include information describing how an appeal may be filed.
- (b) A copy of the compliance order shall be prominently posted on the rental unit. Every occupant of the rental unit shall give the owner or resident agent or their contractor access to the rental unit at all reasonable times for the making of repairs or alterations as are necessary to effect compliance with an order.
- (c) At the end of the period allowed for the correction of violations specified in the compliance order, the premises shall be re-inspected to determine whether corrective actions have been sufficient to bring the violation(s) into compliance. If the premises are in compliance at

the time of the re-inspection, a registration permit may be newly issued if the prior permit was suspended or revoked.

Sec. 28-72. - Emergency cases; summary action.

Whenever a violation of this chapter poses imminent peril to life, health, or property, the building official may require immediate compliance, and if necessary take appropriate action to protect that life, health or property, including declaration that the dwelling or dwelling unit, is a hazardous building and unfit for human habitation and treated consistent with the provisions of the housing code and Minn. Stat. §§ 463.15 and 463.16 relating to hazardous buildings. Notice of summary condemnation shall be posted at the rental unit(s) or areas affected and shall indicate the units or areas affected. No person shall remove the posted notice other than the building official or their designated representative.

Sec. 28-73. - Trash removal for rental properties.

- (a) Rental properties must have regularly scheduled weekly trash pick-up and have adequate number and size of containers so that garbage is not overflowing or lying about.
- (b) If the trash has not been removed within seven days of the normally scheduled pick-up, the trash will be removed under emergency abatement procedures.
- (c) If the lack of trash removal becomes a recurring problem, refuse service will be authorized by the city and will be assessed on the property's tax bill or to its utility bill.

Sec. 28-74. - No retaliation.

No permittee or resident agent will evict, threaten or evict or take any other punitive action against any tenant by reason of good faith calls made by such tenant to enforcement agencies and/or city officials relating to criminal activity, suspected criminal activity, suspicious occurrences, public safety concerns or property maintenance concerns. This section will not prohibit the eviction of tenants from a dwelling unit for unlawful conduct of a tenant or invitee or violation of any rules, regulations or lease terms other than a prohibition against contacting enforcement agencies.

Sec. 28-75. - Permit suspension, revocation, denial and non-renewal.

- (a) The building official may revoke, suspend, deny or decline to renew any registration permit issued under this chapter upon any of the following grounds.
 - (1) False statements on any application or other information or report required by this chapter to be given by the applicant or permittee.
 - (2) Failure to pay any application, penalty, re-inspection or reinstatement fee required by this chapter and city council fee ordinance or resolution.
 - (3) Failure to correct deficiencies noted in notices of violation in the time specified in the notice.
 - (4) Any other violation of this chapter.
 - (5) Any violation of the City of Grand Rapids Disorderly House Ordinance, section 42-103.
- (b) The building official may, for good cause, authorize additional time to correct the defects that cause the violation.
- (c) If the defects create an imminent hazard to health or safety, the building official may proceed immediately for denial, non-renewal, revocation, or suspension of a permit.

- (d) A decision to revoke, suspend, deny or not renew a permit will be preceded by written notice to the permittee or resident agent of the alleged grounds therefore and the applicant or permittee will be given an opportunity for a hearing before the housing appeals board before final action to revoke, suspend, deny or not renew a permit. The notice shall include information describing how an appeal may be filed.
- (e) Upon a decision to revoke, deny or not renew a permit, no new application for the same rental unit(s) will be accepted for a period of time specified in the building official's written decision, not exceeding one year. Such new applications must be accompanied by a reinstatement fee, in addition to all other fees required by this chapter.
- (f) A written decision to revoke, suspend, deny or not renew a permit or application will specify the rental unit(s), if more than one occur together in a dwelling structure, to which it applies. Written notice of a suspension, revocation, non-renewal or denial of a permit and the reasons therefore shall be mailed to the owner or resident agent and posted in a conspicuous place on the premises, and both notices shall order the vacation of the affected rental units within a reasonable time. Thereafter, and until a permit is reissued or reinstated, no rental units becoming vacant as specified may be re-let or occupied. Revocation, suspension or non-renewal of a permit will not excuse the owner from compliance with all terms of this chapter for as long as any units in the dwelling structure are occupied. Failure to comply with all terms of this chapter during the term of revocation, suspension or non-renewal is a misdemeanor and grounds for extension of the term of such revocation or suspension or continuation of non-renewal, or for a decision not to reinstate the permit, notwithstanding any limitations on the period of suspension, revocation or non-renewal specified in the building official's written decision or the provisions of subsection (d) of this section.
- (g) Rental units within a structure which are in compliance with the registration standards may continue on condition that units and other portions of the dwelling in noncompliance do not create an immediate hazard to the health and safety of the persons in the occupied units.
- (h) A reinstatement fee will be charged to the owner of a rental unit the registration of which has been revoked. Before a registration permit is re-issued, any violations or deficiencies must be corrected prior to inspection and any outstanding fees must be paid in full.

Sec. 28-76. - Right of appeal.

- (a) Any person aggrieved by a decision of the building official, by a compliance order, or a decision to deny, suspend, revoke or not renew a permit, may appeal to the housing appeals board by filing a written notice of appeal with the building officials office within ten business days after receipt of such order or notice. The appeal shall contain a statement setting forth the grounds for the appeal and be accompanied by the applicable fee. The timely filing of a written appeal shall stay all proceedings until the appeals process is completed, unless such stay would cause imminent peril to life, health or property.
- (b) The housing appeals board shall meet as needed, or at the call of the chair, to hear appeals. A hearing shall be held within 30 days after filing of an appeal. The city clerk shall provide the appellant five business days written notice of the time and place of the hearing. If necessary to do so, the board may postpone a hearing to a later date, not to exceed 60 days after the filing of an appeal.
- (c) The board shall hear all relevant evidence and argument. The board may admit evidence which possesses probative value commonly accepted by reasonably prudent persons in the conduct of their affairs. The housing appeals board will give due regard to the frequency

and seriousness of violations, the ease with which such violations could have been cured or avoided and good faith efforts to comply and will issue a decision to deny, not renew, suspend or revoke a permit only upon written findings. The board shall tape record the hearing and keep a record of documentary evidence submitted.

- (d) The board shall issue its decision in writing 15 days after the close of the hearing. The decision shall either deny or uphold the decision of the building official or may grant a registration permit upon such terms and conditions as the board deems necessary to accomplish the purposes of this article. A copy of the decision shall be mailed to the appellant. Notice of the final decision also shall be mailed to each occupant.
- (e) The decision of the board may be appealed by filing an appeal or appropriate writ with the Itasca County District Court within 15 days after the issuance of the board's written decision.

Sec. 28-77. - Vacation.

When an application for a registration permit has been denied, or a registration permit has been revoked, suspended, or not renewed, the city building official shall order the dwelling or the affected dwelling units therein vacated, giving tenants a reasonable time to arrange new housing and to move their possessions.

Sec. 28-78. - Administrative modification.

Whenever there are practical difficulties or unnecessary hardships in carrying out the strict enforcement of this chapter, the building official, and similarly the housing appeals board, may waive or modify compliance standards, providing there is otherwise substantial compliance with these provisions, and such waiver or modification will not be detrimental to the public health and safety of the occupants of the rental unit(s) and, without impairing the intent of this chapter.

Sec. 28-79. - Notices.

Whenever a notice is required to be sent or served under this chapter, notice shall be deemed sufficient if sent by first class mail to the owner or resident agent at the address(es) specified in the last permit application filed with the city, and said notice shall also be posted on the rental unit or dwelling.

Sec. 28-80. - Applicable laws.

Registration permits will be subject to all of the ordinances of the City of Grand Rapids and the State of Minnesota relating to rental dwellings, and this chapter shall not be construed or interpreted to supersede or limit any other such applicable ordinance or law.

Sec. 28-81. - Severability.

If any article, section, subsection, sentence, clause, or phrase of this chapter is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this chapter.

Sec. 28-82. - Violations and penalties.

- (a) Violations of the provisions of this chapter will be enforced by any one, all or any combination of the following penalties or remedies:

- (1) A violation of any of the terms of this chapter shall be guilty of a misdemeanor and, upon conviction, shall be punished by not more than 90 days in jail, or a fine of not more than \$1,000 or both.
 - (2) Violations may be enforced as administrative offenses pursuant to section 1-13 of the Grand Rapids City Code. (3) This chapter may also be enforced by injunction, abatement, mandamus or any other appropriate remedy in any court of competent jurisdiction.
- (b) Each violation of this chapter shall constitute a separate offense.

This Ordinance shall become effective after is passage and publication.

ADOPTED AND PASSED BY THE City Council of the City of Grand Rapids on the 22nd day of February 2021

Dale Christy, Mayor

Attest:

Kim Gibeau, City Clerk

Councilor _____ seconded the foregoing resolution and the following voted in favor thereof: _____; and the following voted against same:



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1684 **Version:** 1 **Name:** PCA Board Appointments
Type: Agenda Item **Status:** Passed
File created: 2/11/2021 **In control:** City Council
On agenda: 2/22/2021 **Final action:** 2/22/2021
Title: Consider appointments to Boards & Commissions.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
2/22/2021	1	City Council		

Consider appointments to Boards & Commissions.

Background Information:

Several boards and commissions have current vacancies/upcoming vacancies that need to be filled. The following is a list of appointment recommendations by Mayor Christy:

PCA Board:

Daniel Butterfield
Stephen Connelly
Scott Cook
Courtney Kerns
Jim Martinetto

Golf Board:

Pat Pollard

Human Rights Commission:

Lea Friesen
Bernadine Joselyn

Planning Commission:

Betsy Johnson

PUC:

Rick Smith

Staff Recommendation:

Make appointments.

Requested City Council Action

Make a motion appointing members to Boards & Commissions.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1695 **Version:** 1 **Name:** Conduct a public hearing to consider the rezoning of a 0.60 acre parcel of land from LB (Limited Business) to GB (General Business).

Type: Public Hearing **Status:** Passed

File created: 2/17/2021 **In control:** City Council

On agenda: 2/22/2021 **Final action:** 2/22/2021

Title: Conduct a public hearing to consider the rezoning of a 0.60 acre parcel of land from LB (Limited Business) to GB (General Business).

Sponsors:

Indexes:

Code sections:

Attachments: [Zoning Map Amendment Request: Maps #1 & #2](#)
[Public Hearing PowerPoint Presentation](#)
[Draft-Planning Commission Mtg. Minutes 2/4/2021](#)
[Kellin Zoning Map Amendment Request: Application](#)

Date	Ver.	Action By	Action	Result
2/22/2021	1	City Council		
2/22/2021	1	City Council		

Conduct a public hearing to consider the rezoning of a 0.60 acre parcel of land from LB (Limited Business) to GB (General Business).

Background Information:

Mr. Lewis Kellin, filed an application for a Zoning Map Amendment with the City on January 4, 2021. The application requests the City’s consideration of the rezoning of the following described property from its current LB (Limited Business) designation to that of GB (General Business):

LOTS 1 - 7, AND LOT 8 LESS S 2' THEREOF, ALL IN BLK 24, GRAND RAPIDS FIRST DIVISION, Itasca County, Minnesota

The petition submitted by Mr. Kellin, involves a 0.60 acre lot, generally located in the southwest corner of the 5th Street N and 6th Avenue NE intersection (*see map #1*). Map #1 illustrates the subject property in relation to the existing zoning in the area: GB (General Business) adjacent to the southwest, south and east, LB (Limited Business) to the direct west and north, and R-2 (One-Two Family Residential) to the northeast.

Currently, the subject property (423 6th Avenue NE) contains a 6,523 sq. ft. building, previously occupied by the Faith Baptist Church, which has been vacant for the past several years, a 576 sq. ft. garage building and a gravel parking area.

The Zoning Map Amendment, if approved, would facilitate the conversion of the subject building and property by the Kellin’s into “CoHaus Collective Workspace”, a community & membership driven workspace/meeting space (uses permitted within the LB & GB zoning district, but restricts the building GFA (gross floor area) to 3,000 and 5,000 sq. ft. respectfully, in the LB zoning district).

The LB zoning district allows residential uses, as well as a limited variety of commercial uses, with the majority of the commercial uses permitted with a gross floor area size restriction, generally a maximum 3,000 or 5,000 sq. ft. GFA. As the existing principal building on the property (former church) has a GFA floor area of 6,523 sq. ft., allowing the change in use of the church building to transition to commercial uses having the GFA restriction in excess of the 5,000 sq. ft.

maximum, a Class 1 Nonconforming Use would be created (*Those where the use of the building or land does not conform to the district use regulations of division 4 of this article of the Zoning Ordinance*).

*Churches are subject to a different set of restrictions allowing for their use in all residential zones, as well as the LB, GB, and CBD commercial zoning districts, but the GFA building size restriction is not one of them.

To avoid the creation of a nonconformity, and to allow the varying commercial uses, proposed by the CoHaus Collective Workspace concept to take place in an existing vacant building, the petitioners have requested the expansion for the General Business zoning to the subject property.

The Future Land Use map contained within Chapter 4 of the Comprehensive Plan (*see map #2*) shows the subject property located within a larger area indicated as future “Highway Commercial”.

The Highway Commercial future land use category is described as having “Small scale to big box retail and commercial development that requires high visibility, access, and traffic movement. Uses are oriented to the City’s highways”.

- Primary Land Uses: Large- scale commercial (retail sales and service) uses and lodging.
- Secondary Land Uses: Commercial recreation.

As a reminder: “Future Land Use identifies the desired primary use as result of a development or redevelopment process. The future land use plan shows the long range desired future condition on a generalized basis that informs future zoning designations”, whereas, “Zoning identifies the preferred and permitted uses, form and character of development and redevelopment for each parcel. The zoning map depicts the zoning district that applies to each parcel and sets the use and dimensional standards”.

The Planning Commission reviewed the Zoning Map Amendment petition at their February 4, 2021 regular meeting, and, based on their findings, which are incorporated into the draft ordinance, forwarded a recommendation for approval of the petitioned Zoning Map Amendment.

Requested City Council Action

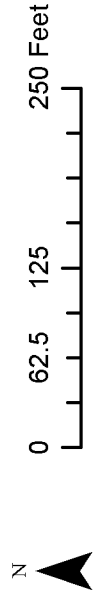
Conduct a public hearing to consider the rezoning of a 0.60 acre parcel of land from LB (Limited Business) to GB (General Business).

Kellin/CoHaus Zoning Map Amendment Request (LB to GB)

MAP #1

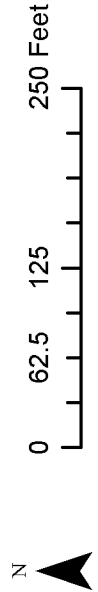
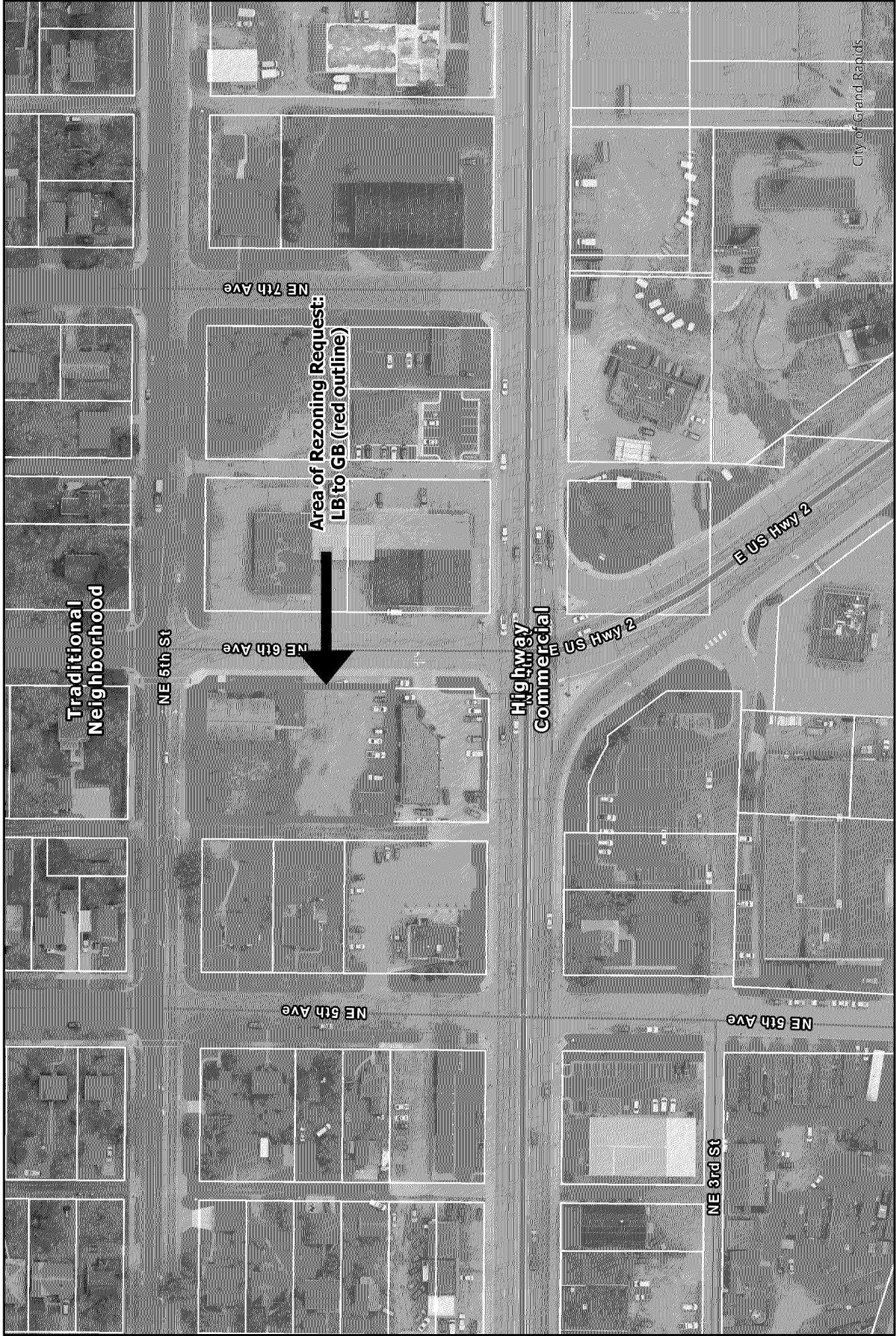


- One and Two-Family Residence
- Limited Business
- General Business



City of Grand Rapids

MAP #2 Kellin/CoHaus Zoning Map Amendment Request (Future Land Use)





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

Public Hearing

Zoning Map Amendment Request

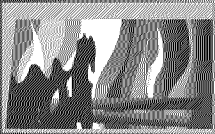
LB (Limited Business)

to

GB (General Business)

February 22, 2021

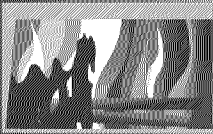
Grand Rapids City Council Meeting



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

Zoning Map Amendment

- **Petitioner:** Lewis Kellin
- **Filing Date:** January 4, 2021
- **Requested Zoning Map Amendment:** rezoning from current LB (Limited Business) designation to that of GB (General Business).
- **Subject Property:** 0.6 acres – 423 6th Avenue NE. (southwest corner of the 5th Street N and 6th Avenue NE intersection).
- **Present Use:** 6,523 sq. ft. building, previously occupied by the Faith Baptist Church, that has been vacant for the past several years.
- **Intended Use:** Rezoning would facilitate the conversion of the subject building and property by the Kellin's into “CoHaus Collective Workspace”, a community & membership driven workspace/meeting space (uses permitted within the LB & GB zoning district , but restricts the building GFA to 3K and 5K sq. ft. respectfully, in the LB zoning district).



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

Subject property (423 6th Avenue NE)

Current and Surrounding

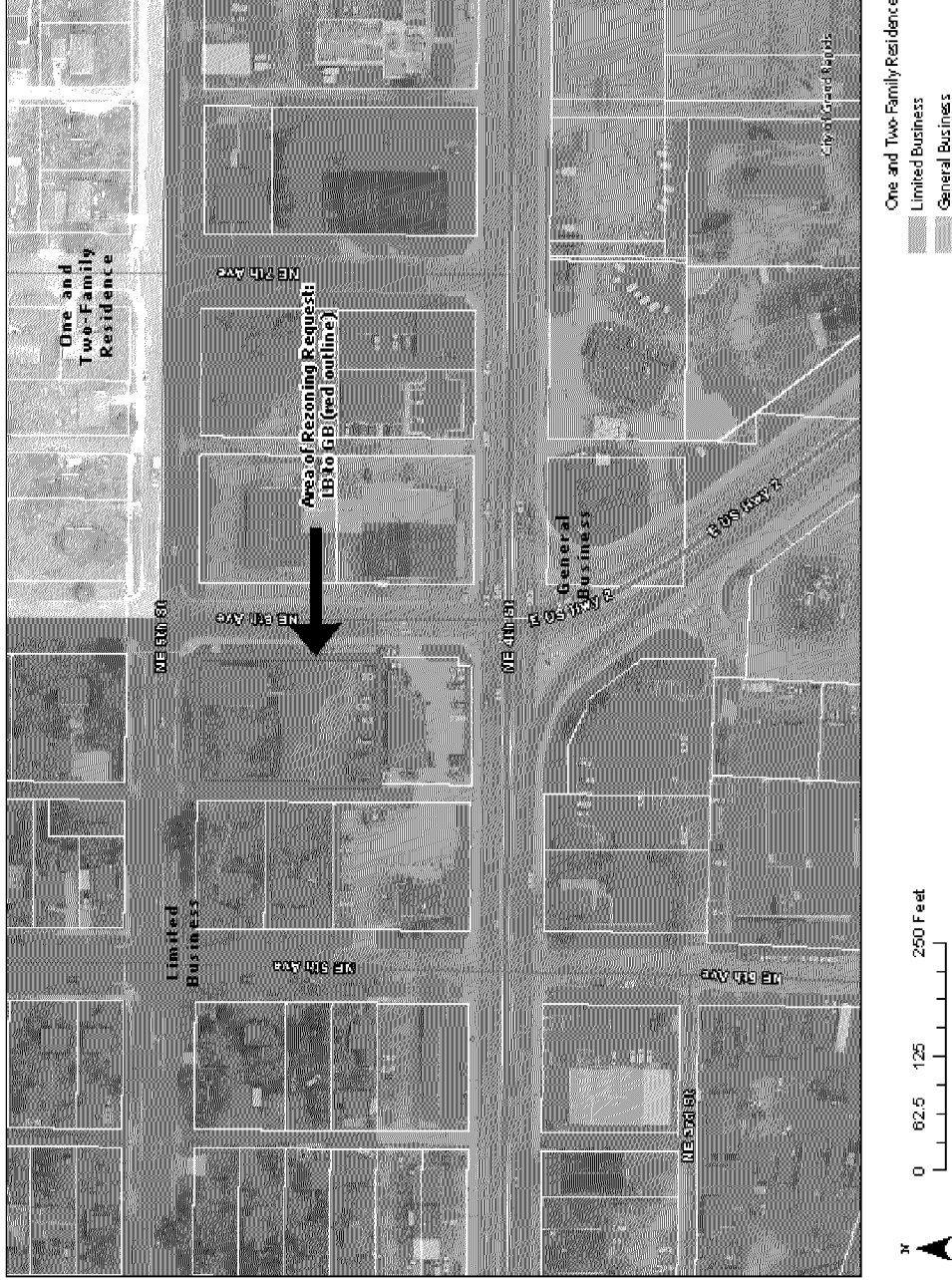
Zoning:

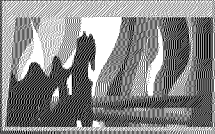
GB (General Business) adjacent to the southwest, south and east, LB (Limited Business) to the direct west and north, and R-2 (One- and Two Family Residential) to the northeast.

Zoning Map Amendment

Kellin/CoHaus Zoning Map Amendment Request (LB to GB)

MAP #1



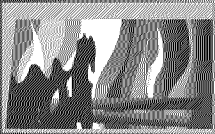


CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

Zoning Map Amendment

Zoning Map Amendment Request Summary:

- The existing principal building on the property (former church) has a GFA floor area of 6,523 sq. ft.
 - *Churches are subject to a different set of restrictions allowing for their use in all residential zones, as well as the LB, GB, and CBD commercial zoning districts, but the GFA building size restriction is not one of them.*
- **Allowing the change in use of the church building to transition to the commercial uses having the GFA restriction in excess of the 5,000 sq. ft. maximum; a Class 1 Nonconforming Use would be created (*Those where the use of the building or land does not conform to the district use regulations of division 4 of this article of the Zoning Ordinance*).**
- **To avoid the creation of a nonconformity, and to allow the varying commercial uses, proposed by the CoHaus Collective Workspace concept to take place in an existing vacant building, the petitioners have requested the expansion of the adjacent GB (General Business) zoning to the subject property.**



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

Zoning Map Amendment

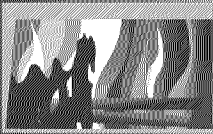
Section 30-512 Table-1 Permitted Uses

A sample listing of the uses permitted by right in the requested GB zoning district are as follows:

- **Accessory apartments, multi-family housing, bed and breakfast accommodations, daycare/nurseries, accessory buildings, veterinary services, automotive sales, auto-truck fleet storage, transportation dispatch, construction material suppliers, equipment/truck sales & service, banks, restaurants, clinics, offices, administrative & support services, health/fitness clubs, communication services, general sales & service, nursery/landscaping, grocery stores, taproom/tasting room, medical equipment & supplies, pharmacy's, educational service institutes, general warehousing, mini-storage, and wholesale distribution facilities.**

A sampling of other uses permitted in GB with additional restrictions includes:

- **Emergency housing facilities, outdoor storage, auto repair/service, car/truck wash, gas stations, contractors yard, equipment/tool rental, clubs/lodges, churches, brewery/distillery/winery, light manufacturing, and recycling centers.**



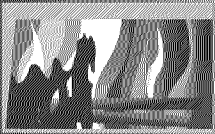
CITY OF
GRAND RAPIDS
 IT'S IN MINNESOTA'S NATURE

Zoning Map Amendment

Section 30-512 Table 2A Development Regulations

Yard and Bulk Requirement comparison between requested zoning and existing:

	GB (requested)	LB (existing)
Min. Lot Size	gross area- <u>10,500 sq. ft.</u> , area (unit)- <u>3,000 sq. ft.</u> , width- <u>75 ft.</u>	gross area- <u>14,000 sq. ft.</u> , area (unit)- <u>3,000 sq. ft.</u> , width- <u>100 ft.</u>
Min. Yard Setbacks	front- <u>30 ft.</u> , int. side- <u>10 ft.</u> , street side- <u>15 ft.</u> , rear- <u>10 ft.</u>	front- <u>30 ft.</u> , int. side- <u>10 ft.</u> , street side- <u>15 ft.</u> , rear- <u>15 ft.</u>
Max. Lot Coverage	building- <u>40%</u> , total surface- <u>90%</u> , GUOS (unit)- <u>500</u>	building- <u>35%</u> , total surface- <u>85%</u> , GUOS (unit)- <u>500</u>
Building Size	max. height- <u>50 ft.</u> , min. dimension- <u>24 ft.</u>	max. height- <u>35 ft.</u> , min. dimension- <u>24 ft.</u>



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

Comprehensive Plan

Future Land Use Map:

Shows the subject property located within a larger area indicated as future "Highway Commercial", which is described as having "Small scale to big box retail and commercial development that requires high visibility, access, and traffic movement. Uses are oriented to the City's highways".

Primary Land Uses:

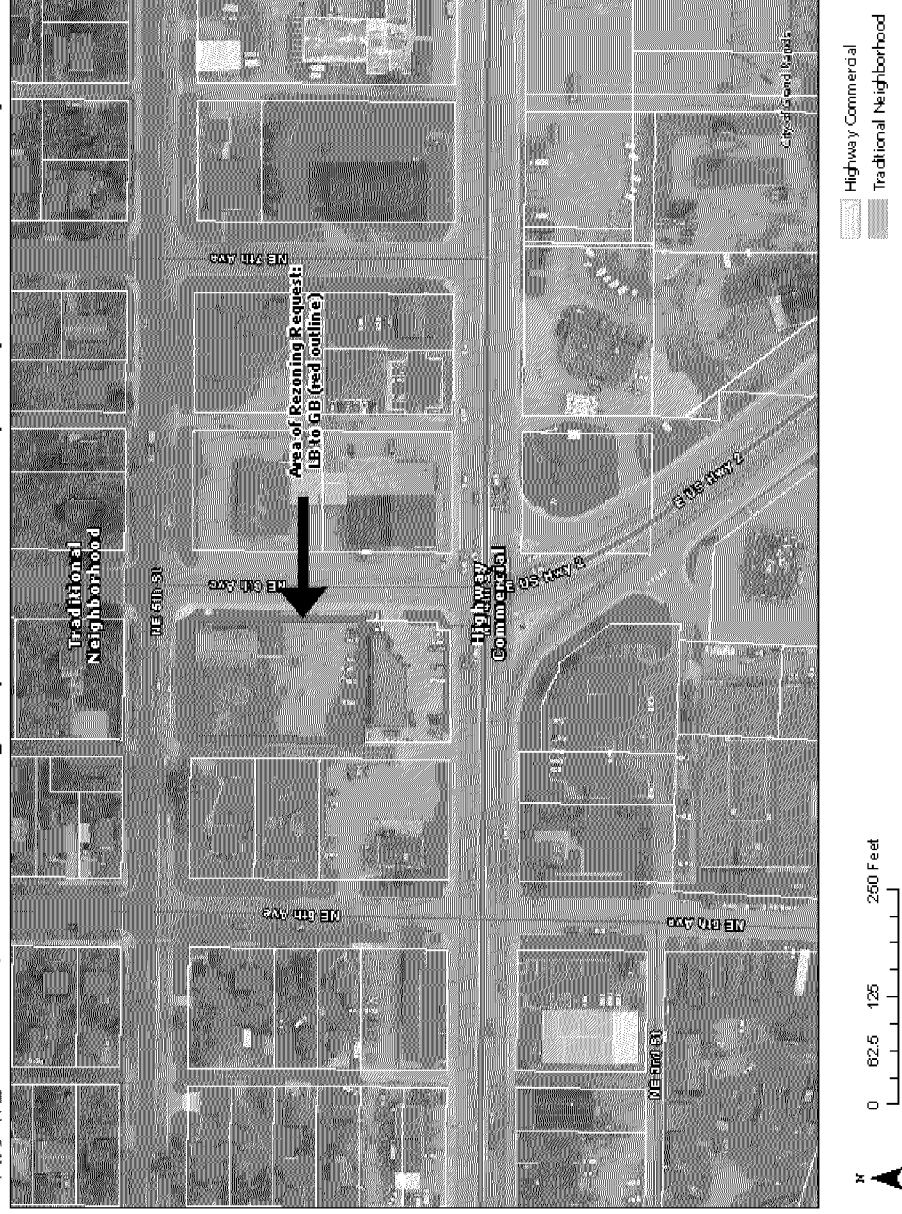
Large-scale commercial (retail sales and service) uses and lodging.

Secondary Land Uses:

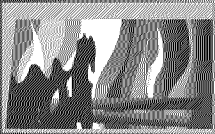
Commercial recreation.

Zoning Map Amendment

MAP #2 Kellin/CoHaus Zoning Map Amendment Request (Future Land Use)



Grand Rapids City Council Meeting



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

Planning Commission Review:

- February 4th Meeting
- Planning Commission's findings of fact, in support of the petitioned Zoning Map Amendment, are incorporated into draft ordinance.

Zoning Map Amendment

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

ORDINANCE NO. 21- _____

AN ORDINANCE OF THE CITY OF GRAND RAPIDS, MINNESOTA, APPROVING THE REZONING OF A 0.60 ACRE PARCEL OF LAND FROM LB (LIMITED BUSINESS) TO GB (GENERAL BUSINESS)

WHEREAS, on February 4, 2021, the Planning Commission approved a motion forwarding a favorable recommendation to the City Council regarding the rezoning of property legally described as:

LOTS 1-7, AND LOT 8 LESS 2' THEREOF, ALL IN BLK 24, GRAND RAPIDS FIRST DIVISION, ITASCA COUNTY, MINNESOTA

from its current zoning designation of LB (Limited Business) to GB (General Business), and WHEREAS, the City Council conducted a public hearing on that request at their regular meeting on February 22, 2021 and all were heard, and

WHEREAS, the City Council did concur with the recommendations of the Planning Commission, and determined that the Zoning Map Amendment would be in the best interest of the community,

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

That the property legally described above and as shown on the attached "Exhibit A", is rezoned from its current designation of LB (Limited Business) to GB (General Business) based on the following findings of fact:

- The proposed rezoning would not have an adverse effect the character of neighboring area as there are commercial businesses on three sides of the subject property.
- The change would foster economic growth by allowing a business to move into a vacant building as well as providing a space for new start-up and emerging businesses.
- The change would be in keeping with the spirit and intent of the Zoning Ordinance by allowing an existing building to be compliant with building size-restricted uses.
- The change would be in the best interest of the general public by helping a vacant building and property be put back in to use as a community gathering space, while additionally, bringing the building closer to compliance with ADA requirements.
- That the change would be consistent with the Comprehensive Plan, as this zoning change is depicted on the Future Land Use Map, within the 2020 Comprehensive Plan as well as addressing community revitalization and redevelopment goals.

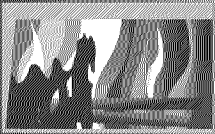
This Ordinance shall become effective after its passage and publication.

Adopted by the Council this 22nd day of February, 2021.

ATTEST:

Dale Christy, Mayor

Kim Gilbeau, City Clerk



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

Questions?

Grand Rapids City Council Meeting



CITY OF GRAND RAPIDS

NOTICE OF MEETING
PLANNING COMMISSION

Minutes - Final Planning Commission

DRAFT

*COUNCIL CHAMBERS
CITY HALL - 420 N. Pokegama Ave.
Grand Rapids, MN 55744*

Thursday, February 4, 2021

4:00 PM

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

Call of Roll

- Present** 6 - Commissioner Susan Lynch, Chairperson Molly MacGregor, Vice Chair Patrick Goggin, Commissioner Mark Gothard, Commissioner Ted Hubbes, and Commissioner Betsy Johnson
- Absent** 1 - Commissioner Lester Kachinske

Setting of Agenda - This is an opportunity to approve the regular agenda as presented or add/delete an agenda item by a majority vote of the Commissioners present.

Motion by Commissioner Johnson, second by Commissioner Lynch to approve the agenda as presented: The following roll call vote was taken: Yea: Johnson, Hubbes, Gothard, Goggin, Lynch, MacGregor. Nay: none: motion passed unanimously.

Approval of Minutes

Approve the minutes of the November 5, 2020, 4:00 pm regular meeting.

Motion by Commissioner Goggin, second by Commissioner Johnson to approve the minutes from the November 5, 2020 regular meeting. The following roll call vote was taken: Yea: Lynch, Goggin, Gothard, Hubbes, Johnson, MacGregor. Nay: None, motion passed unanimously.

General Business

Consider a recommendation to the City Council regarding the rezoning of a 0.60 acre parcel of land from LB (Limited Business) to GB (General Business).

Community Development Specialist Trast provided the background information.

Mr. Lewis Kellin, filed an application for a Zoning Map Amendment with the City on January 4, 2021. The application requests the City's consideration of the rezoning of

the following described property from its current LB (Limited Business) designation to that of GB (General Business):

LOTS 1 - 7, AND LOT 8 LESS S 2' THEREOF, ALL IN BLK 24, GRAND RAPIDS FIRST DIVISION, ITASCA COUNTY, MINNESOTA

The petition submitted by Mr. Kellin, involves a 0.60 acre lot, generally located in the southwest corner of the 5th Street N and 6th Avenue NE intersection (see map #1). Map #1 illustrates the subject property in relation to the existing zoning in the area: GB (General Business) adjacent to the southwest, south and east, LB (Limited Business) to the direct west and north, and R-2 (One-Two Family Residential) to the northeast.

Currently, the subject property (423 6th Avenue NE) contains a 6,523 sq. ft. building, previously occupied by the Faith Baptist Church, which has been vacant for the past several years, a 576 sq. ft. garage building and a gravel parking area.

The Zoning Map Amendment, if approved, would facilitate the conversion of the subject building and property by the Kellin's into "CoHaus Collective Workspace", a community & membership driven workspace/meeting space (uses permitted within the LB & GB zoning district, but restricts the building GFA (gross floor area) to 3,000 and 5,000 sq. ft. respectfully, in the LB zoning district).

Motion by Commissioner Johnson, second by Commissioner Goggin that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward to the City Council a recommendation to approve the Zoning Map Amendment, as petitioned by Mr. Lewis Kellin, described within the Staff Report and as shown in the maps presented here today, from LB (Limited Business) to GB (General Business);

With the following considerations:

- 1. Will the change affect the character of neighborhoods?
Why/Why not? No, it is surrounded by other commercial buildings.**
- 2. Would the change foster economic growth in the community?
Why/Why not? Yes, it will foster growth by taking a vacant building and putting it back on the tax rolls as well as helping new business get started.**
- 3. Would the proposed change be in keeping with the spirit and intent of the ordinance?
Why/Why not? Yes, it will be used as commercial which is the intent.**
- 4. Would the change be in the best interest of the general public?
Why/Why not? Yes, it will take a vacant building and make it a usable gathering place for the community and it will also bring it into ADA compliance.**
- 5. Would the change be consistent with the Comprehensive Plan?
Why/Why not? Yes, it fits well and will revitalize a vacant building.**

The following roll call vote was taken: Yea: Lynch, Goggin, Gothard, Hubbes, Johnson, MacGregor. Nay: None, motion passed unanimously.

Public Input

Miscellaneous\Updates

Commissioner Lynch's term is up the beginning of March, staff and City Attorney Sterle thanked her for her years of service on the Planning Commission. Mr. Trast noted there will be a vacancy on the Planning Commission if anyone is interested they should contact the Administration Department at City Hall.

Adjourn

There being no further business the meeting adjourned at 4:40 p.m.



Petition for Rezoning (Zoning Map Amendment)

Community Development Department
 420 North Pokegama Ave.
 Grand Rapids, MN 55744
 Tel. (218) 326-7601 Fax (218) 326-7621
 Web Site: www.cityofgrandrapidsmn.com

The undersigned do hereby respectfully request the following be granted by support of the following facts herein shown:

<u>Lewis Kellh</u> Name of Applicant			Name of Owner (If other than applicant)		
<u>28864 Sunnybrook Rd</u> Address			Address		
<u>Grand Rapids</u> City	<u>MN</u> State	<u>55744</u> Zip	City	State	Zip
<u>76-205-3028</u> Business Telephone/e-mail			Business Telephone/e-mail		

Parcel Information:

Tax Parcel #	<u>91-415-2410</u>	Property Size:	<u>27,878 sq ft</u>
Existing Zoning:	<u>LB</u>	Requested Zoning:	<u>GB</u>
Existing Use:	<u>Church</u>		
Proposed Use:	<u>Co-working space</u>		
Property Address/Location:	<u>423 6th Ave NE</u>		
Legal Description:	<u>Attached on copy of Quit Claim Deed</u> (attach additional sheet if necessary)		

I (we) certify that, to the best of my (our) knowledge, information, and belief, all of the information presented in this application is accurate and complete and includes all required information and submittals, and that I consent to entry upon the subject property by public officers, employees, and agents of the City of Grand Rapids wishing to view the site for purposes of processing, evaluating, and deciding upon this application.

<u>[Signature]</u> Signature(s) of Applicant(s)	<u>12/29/2020</u> Date
Signature(s) of Owner(s)-(If other than applicant)	Date

Office Use Only

Date Received	<u>1/4/2021</u>	Certified Complete	<u>1/4/21</u>	Fee Paid	<u>\$505⁰⁰</u>
Planning Commission Recommendation	Approved _____	Denied _____	Meeting Date	<u>2/4/2021</u>	
City Council Action	Approved _____	Denied _____	Meeting Date	<u>2/22/2021</u>	
Summary of Special Conditions of Approval:					

Required Submittals (5 copies of each & electronic versions of all pertinent information):

- Application Fee - \$505.00 *1
- Location Map
- Map Showing Surrounding Zoning
- Proof of Ownership – (a copy of a property tax statement or deed will suffice)

**1The application fees charged are used for postage to mail the required notices to adjacent properties, publication of the public hearing notice in the Grand Rapids Herald Review, and for a small portion of staff time for case review and preparation of documents. It is the policy of the City of Grand Rapids to require applicants for land use approvals to reimburse the City for costs incurred by the City in reviewing and acting upon applications, so that these costs are not borne by the taxpayers of the City.*

Justification of Proposed Rezoning: Please answer all of the following questions (attach additional pages if needed). The Planning Commission will consider these questions and responses, and other issues (see attached list) in making their findings of fact and recommendation on the proposed rezoning.

A. What are the Surrounding land uses? Describe the existing uses and zoning classifications in the area surrounding the subject property.

See Attached for items A-I

B. Would the uses permitted by the proposed zoning map change be appropriate for the surrounding area?

C. Is the property adequately served by public infrastructure (streets, sidewalks, utilities, etc)?

D. Demonstrate the need for additional property in the proposed zoning district.

E. What effect will the proposed rezoning have on the growth and development of existing neighborhoods, other lands in the proposed district, commercial and industrial neighborhoods? _____

F. Demonstrate that the proposed rezoning is the minimum change needed to allow a reasonable use of the property. _____

G. How does the proposed rezoning conform to the City's Comprehensive Plan? _____

H. Is the timing proper for the proposed rezoning? _____

I. Any additional information that the Petitioner would like to supply. _____

Additional Instructions:

Prior to submitting your Petition to Rezone, you will need to arrange for one or more preliminary meetings with the Director of Community Development. This meeting is intended to ensure that the proposed application is complete, to answer any questions the applicant may have, discuss meeting schedules and, if applicable, the scope of the required submittals. Completed applications required to be submitted to the Grand Rapids Community Development Department by the 15th of the month.

Findings for Approval:

The Planning Commission, in formulating its recommendation, and the City Council, in support of its action will make findings of fact based on their responses to the following list of considerations:

- Will the change affect the character of the neighborhoods?
- Would the change foster economic growth in the community?
- Would the proposed change be in keeping with the spirit and intent of the ordinance?
- Would the change be in the best interest of the general public?
- Would the change be consistent with the Comprehensive Plan?

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

More information may be requested by the City of Grand Rapids Planning Commission or City Council, if deemed necessary to properly evaluate your request. The lack of information requested may be in itself sufficient cause to deny an application.

General Map

Find address or place



100ft

475184736



- A. What are the Surrounding land uses? Describe the existing uses and zoning classifications in the area surrounding the subject property.

The property directly East of the former Baptist church is Zoned GB (Auto Value).
The property directly South of the subject property is Zoned GB (Grand Rapids Tire)
The property South and West adjoining to the Subject property is zoned GB (Subway).
The two properties directly East are Zoned LB. To my knowledge, they are used residentially

- B. Would the uses permitted by the proposed zoning map change be appropriate for the surrounding area?

Changing the subject property from LB to GB would be congruent with which the block is currently being used. The alley adjoining the Subject property currently receives a fair amount of traffic to service lunch hour. In addition, The vacant church lot has received oversized parking (eighteen wheelers, camper trailers, etc...) for both The tire shop as well as the Sandwich shop. The proposed use, as a community driven collaborative space is appropriate given proximity to Hwy 2 as well site layout. Patrons will be entering and exiting the building from the South side of the footprint, Furthest from the R2 Zone.

Neighboring properties to the East but directly to the South of NE 5th Street are Zoned GB, same as we are proposing for the former Baptist Church. The property formally used as a church would have created larger gatherings/frequency then the use as a Collaborative working space.

- C. Is the property adequately served by public infrastructure (streets, sidewalks, utilities, etc)?

The property is wonderfully tied into public infrastructure. It sits on the corner of a busy 4 way stop. The sidewalk is ADA compliant and recently improved. The ally provides for safe entry and exit onto 6th Ave or 5th Street. Due to the 4 way stop, No oncoming traffic is traveling in excess of 5-10 MPH. Co-Haus has a large parking lot that will allow patrons to orientate easily as they exit the site.

- D. Demonstrate the need for additional property in the proposed zoning district.

There is direct public access to US state Hwy 2 from the Co-haus footprint. The East End of Grand Rapids is growing far slower than both the West as well as South. Losing L&M supply from its former location has stifled a lot of local traffic towards this end of town. More GB zoning tied to the 169/2 corridor is beneficial for further, sustainable growth.

- E. What effect will the proposed rezoning have on the growth and development of existing neighborhoods, other lands in the proposed district, commercial and industrial neighborhoods?

Co-Haus will have a complimentary effect on above property uses. Patrons will be purchasing sandwiches, scheduling tire changing appointments while working from their membership space. Co-Haus as GB will draw more local traffic towards the East side of town, and will continue the trend of commercial property rehabilitation we have been experiencing over the past 5 years.

- F. Demonstrate that the proposed rezoning is the minimum change needed to allow a reasonable use of property. ____

GB classification will allow for Co-Haus Collaborative to operate in the capacity it is intended. Collective office space, Event and meeting space, Workshops, Community initiatives, Cooking classes, etc...

- G. How does the proposed rezoning conform to the City's Comprehensive Plan?

Co-Haus Collective zoned GB aligns with the vision statement set forth in Chapter 3 of the City's comprehensive plan.

*“Grand Rapids provides opportunities for all through a blend of small town hospitality and character with **big city amenities.**”* Co-working is an integral component of the Entrepreneurial ecosystem. It will cultivate mentorship, infrastructure, and support for big ideas to come to fruition in the Grand Rapids Community.

*“Grand Rapids neighborhoods and gathering spaces are **safe, friendly, and diverse and integrate with the natural environment.**”* Co-haus will be integrating green space with a beautifully newly designed community space. The building will be much more Accessible to those with disabilities, than it ever was in the past. It will promote inclusiveness, collaboration, and celebration..

*“Grand Rapids continues to serve as a **regional hub, offering outstanding educational opportunities, excellent medical care, exceptional cultural, natural, and recreational amenities, and an unequaled community spirit to the region. The community embraces its natural surrounding and history while continuing to look ahead.**”* Co-haus will provide infrastructure that the community currently does not have. A collective space that is open to all. It will draw people from neighboring communities, that are looking to take advantage of amenities and services that Co-Haus is able to provide.

- H. Is the timing proper for the proposed rezoning.

In preliminary discussions with the Building and Zoning department, it was advised that square footage requirements are insufficient for proposed use as a LB. With Regards to timing, 2020 has changed the way in which many organizations office and gather. The timing from that standpoint is perfect for this concept.

- I. Any additional information that the Petitioner would like to supply?

In reviewing the City's Comprehensive plan, the Co-haus concept fills a very large void in the community. Co-Haus will serve as an incubator for the entrepreneurial community, as well as an asset to the community. Rezoning the property from LP to GP will allow for us to make the necessary improvements to bring this project to fruition. Thank you for your consideration.

STATE DEED TAX DUE HEREON: \$ 485.10

Date: September 26, 2019

FOR VALUABLE CONSIDERATION, Converge North Central, a Non-Profit Corporation under the laws of Minnesota, Grantor, hereby conveys and warrants to Lewis Kellin and Megan Kellin, husband and wife Grantees, as joint tenants, real property in Itasca County, Minnesota, described as follows:

Lots One (1), Two (2), Three (3), Four (4), Five (5) and Six (6) of Block Twenty-four (24), Grand Rapids First Division, Itasca County, Minnesota.

AND

Lots Seven (7) and Eight (8), Block Twenty-four (24), Grand Rapids First Division, Itasca County, Minnesota, LESS the South 2.00 feet of Lot Eight (8), Block Twenty-four (24), Grand Rapids First Division, according to the recorded plat thereof, Itasca County, Minnesota.

together with and subject to all hereditaments and appurtenances belonging thereto, subject to the following exceptions:

Covenants, Easements and Restrictions of Record, if any.

Check Box if Applicable:

- The Seller certifies that the seller does not know of any wells on the described real property.
- A well disclosure certificate accompanies this document.
- I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

Converge North Central

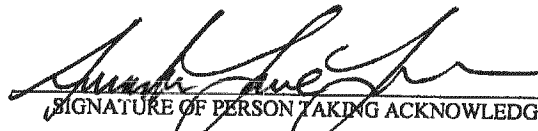
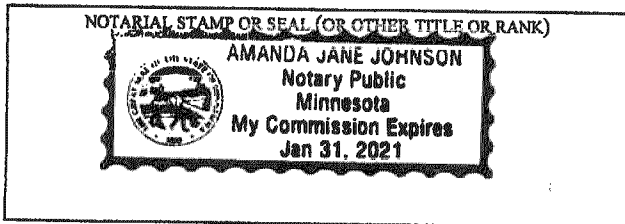


By: Dan Nelson

Its: Board Chair

STATE OF MINNESOTA)
)ss.
COUNTY OF Anoka)

The foregoing instrument was acknowledged before me on this 25 day of September, 2019, by Dan Nelson, the Board Chair of Converge North Central, a Non-Profit Corporation under the laws of Minnesota, on behalf of the Corporation.



SIGNATURE OF PERSON TAKING ACKNOWLEDGEMENT

Check here if part or all of the land is Registered (Torrens)

Tax Statements for the real property described in this instrument should be sent to (include name and address of Grantee):

THIS INSTRUMENT WAS DRAFTED BY (NAME AND ADDRESS)

Abstract Service Company
111 NW 5th Street
Grand Rapids, MN 55744
Order No.: 19289

Lewis Kellin
Megan Kellin

29864 Sunnybeach Rd
Grand Rapids, MN
55744

STATE DEED TAX DUE HEREON: \$1.65

Date: September 26, 2019

FOR VALUABLE CONSIDERATION, Faith Baptist Church of Grand Rapids, Minnesota a/k/a The Faith Baptist Church of Grand Rapids, a Corporation under the laws of Minnesota a/k/a Faith Baptist Church of Grand Rapids, a corporation under the laws of Minnesota, Grantor, hereby conveys and quitclaims to Converge North Central, Grantee, a Non-Profit Corporation, under the laws of Minnesota, real property in Itasca County, Minnesota, described as follows:

Lots One (1), Two (2), Three (3), Four (4), Five (5) and Six (6) of Block Twenty-four (24), Grand Rapids First Division, Itasca County, Minnesota.

AND

Lots Seven (7) and Eight (8), Block Twenty-four (24), Grand Rapids First Division, Itasca County, Minnesota.

together with and subject to all hereditaments and appurtenances.

Check Box if Applicable:

- The Seller certifies that the seller does not know of any wells on the described real property.
- A well disclosure certificate accompanies this document.
- I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.


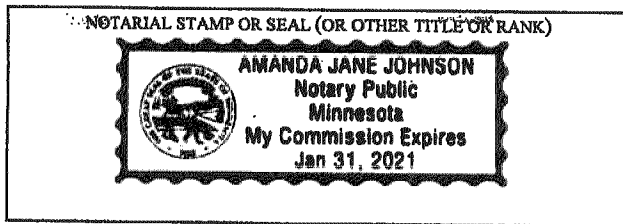
Faith Baptist Church of Grand Rapids, Minnesota



By: Dan Nelson
Its: Board Chair

STATE OF MINNESOTA)
)ss.
COUNTY OF ITASCA)

The foregoing instrument was acknowledged before me on this 25 day of September, 2019, by Dan Nelson, the Board Chair of Faith Baptist Church of Grand Rapids, Minnesota, a Corporation under the laws of Minnesota, on behalf of the Corporation.


SIGNATURE OF PERSON TAKING ACKNOWLEDGEMENT

Check here if part or all of the land is Registered (Torrens)

Tax Statements for the real property described in this instrument should be sent to (include name and address of Grantee):

THIS INSTRUMENT WAS DRAFTED BY (NAME AND ADDRESS)

Abstract Service Company
111 NW 5th Street
Grand Rapids, MN 55744
Order No.: 19289

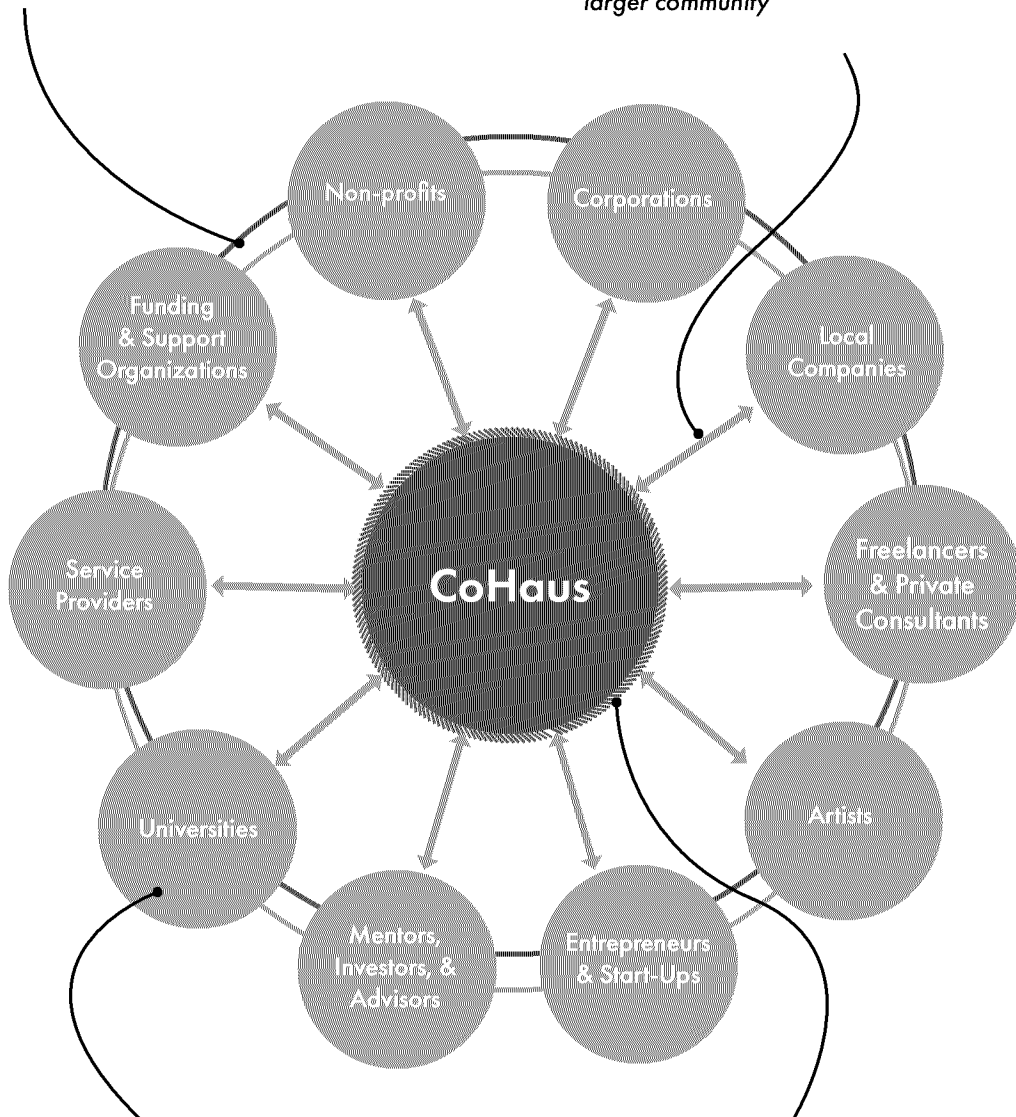
**Converge North Central
2 Pine Tree Drive, #510
Arden Hills, MN 55112**

The Ecosystem We Can Create



Partnerships continue to grow beyond CoHaus

Mutual support and benefits that contribute to the larger community



Critical components of a thriving community

Partnerships fostered within CoHaus

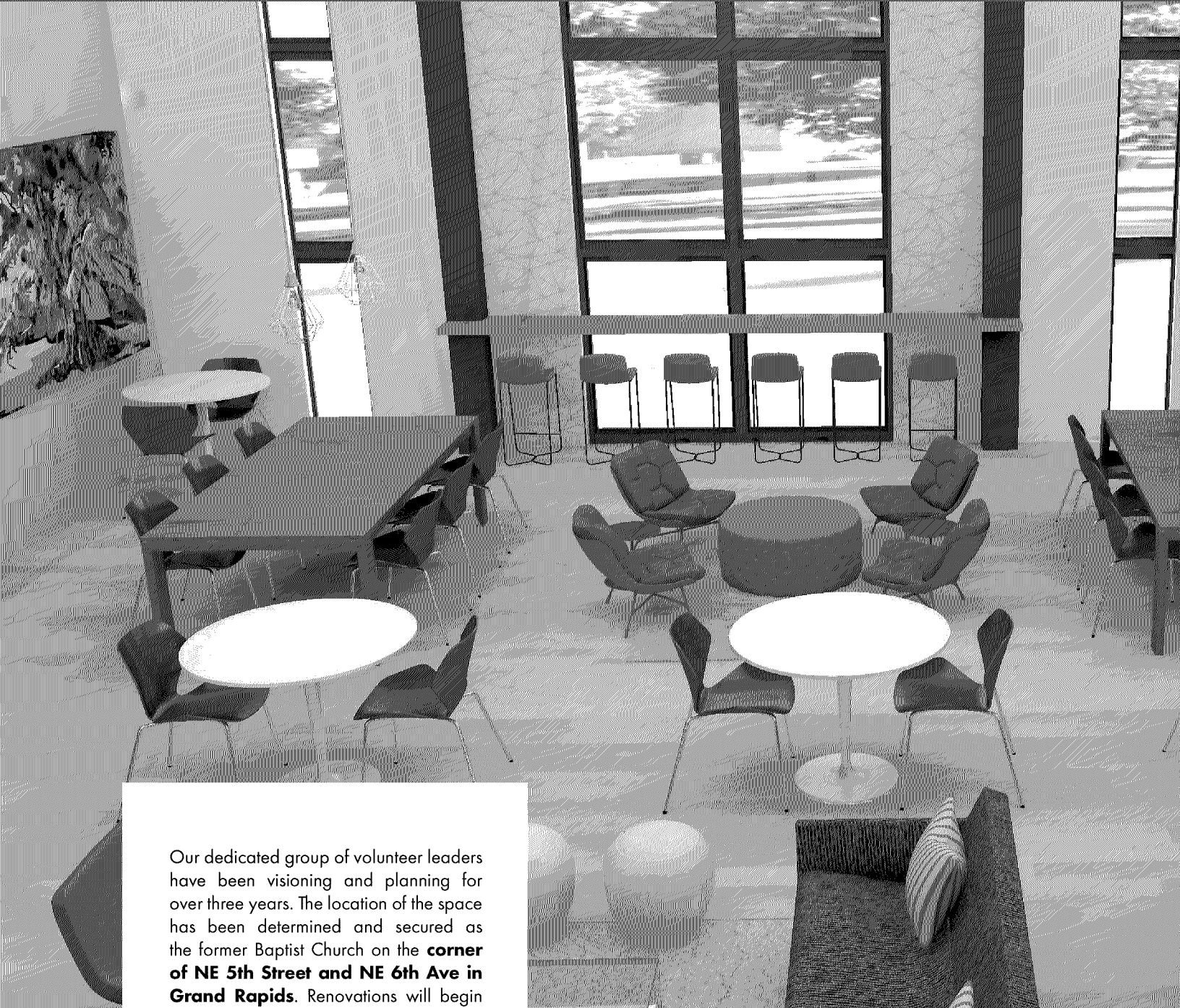




Spaces, Services + Amenities

- + State-of-the-Art Technology
- + On-Site Staff
- + Super Fast Wifi
- + Endless Coffee
- + Printing
- + 24/7 Access Membership Options
- + Collaboration & Lounge Areas
- + Meeting Areas & Conference Rooms
- + Quiet Work Spaces
- + Audio Recording Studio
- + Photography Studio
- + Networking Events
- + Educational Workshops
- + Large Event Space (200)





Our dedicated group of volunteer leaders have been visioning and planning for over three years. The location of the space has been determined and secured at the **corner of NE 5th Street and NE 6th Ave in Grand Rapids**. Renovations will begin this winter with the goal of having the space move-in ready by the spring of 2020. It will be outfitted with the premier amenities and infrastructure members need to be successful. Your donation will help us launch with the space, amenities, and energy that we know it takes to build a culture of creativity and innovation.

First Church of God

Grand Rapids

Bank of America North

Union Post Office
NW 5th St

Walmart Supercenter
M & H Gas Station
Grand Rapids Herald-Review
Landin Paper

Historical Marker

Grand Rapids Area Library

NE 1st St

NW 2nd St

NE 2nd St

Wells Fargo Bank
NW 3rd St

Fuji

Rapids Auto Wash
3rd St NE

Itasca St

Canal St

Mississippi

NE 4th Ave

NE 5th Ave

NE 6th St

Grand Rapids Tire & Auto

Subway
Dotties Hometown Cafe & Beno's

Cole Hardware

Salem Lutheran Brethren Church

NE 6th St

NE 7th Ave

NE 5th St

Grand Organic Food Market

Wine Creations

Hotel Rapids

Taco Bell

SE 7th Ave

NE 8th Ave

NE 3rd St

Northern Drug Screening, Inc

Ray's Sport & Marine

The Wedding Parlour

NE 1st St

NE 9th Ave

NE 10th Ave

NE 11th Ave

Burggraf's Ace Hardware

Supply

Loyal Order

Regional



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 21-1693 **Version:** 1 **Name:** Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map by rezoning a 0.60 acre parcel of land from LB (Limited Business) to GB (General Business).

Type: Agenda Item **Status:** Passed

File created: 2/17/2021 **In control:** City Council

On agenda: 2/22/2021 **Final action:** 2/22/2021

Title: Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map by rezoning a 0.60 acre parcel of land from LB (Limited Business) to GB (General Business).

Sponsors:

Indexes:

Code sections:

Attachments: [Kellin-CoHaus Zoning Map Amendment: Ordinance w/Exhibit A](#)

Date	Ver.	Action By	Action	Result
2/22/2021	1	City Council		

Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map by rezoning a 0.60 acre parcel of land from LB (Limited Business) to GB (General Business).

Background Information:

After the public hearing on this matter, the City Council will want to consider the public testimony received and review the recommendation put forward by the Planning Commission.

The Council can accept the recommendation of the Planning Commission, if they are in agreement with it, and adopt the ordinance as prepared, or the Council can make its own findings to support its reasons for approving or denying the proposed Zoning Map Amendment.

Requested City Council Action

Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map by rezoning a 0.60 acre parcel of land from LB (Limited Business) to GB (General Business), and authorize its publication in summary form.

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

ORDINANCE NO. 21- _____

AN ORDINANCE OF THE CITY OF GRAND RAPIDS, MINNESOTA, APPROVING THE REZONING OF A 0.60 ACRE PARCEL OF LAND FROM LB (LIMITED BUSINESS) TO GB (GENERAL BUSINESS)

WHEREAS, on February 4, 2021, the Planning Commission approved a motion forwarding a favorable recommendation to the City Council regarding the rezoning of property legally described as,

LOTS 1 - 7, AND LOT 8 LESS 5 2' THEREOF, ALL IN BLK 24, GRAND RAPIDS FIRST DIVISION, ITASCA COUNTY, MINNESOTA

from its current zoning designation of LB (Limited Business) to GB (General Business), and

WHEREAS, the City Council conducted a public hearing on that request at their regular meeting on February 22, 2021 and all were heard, and

WHEREAS, the City Council did concur with the recommendations of the Planning Commission, and determined that the Zoning Map Amendment would be in the best interest of the community.

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

That the property legally described above and as shown on the attached "Exhibit A", is rezoned from its current designation of LB (Limited Business) to GB (General Business) based on the following findings of fact;

- The proposed rezoning would not have an adverse affect the character of neighboring area as there are commercial businesses on three sides of the subject property.
- The change would foster economic growth by allowing a business to move into a vacant building as well as providing a space for new start-up and emerging businesses.
- The change would be in keeping with the spirit and intent of the Zoning Ordinance by allowing an existing building to be compliant with building size-restricted uses.
- The change would be in the best interest of the general public by helping a vacant building and property be put back in to use as a community gathering space, while additionally, bringing the building closer to compliance with ADA requirements.
- That the change would be consistent with the Comprehensive Plan, as this zoning change is depicted on the Future Land Use Map, within the 2020 Comprehensive Plan as well as addressing community revitalization and redevelopment goals.

This Ordinance shall become effective after its passage and publication.

Adopted by the Council this 22nd day of February, 2021.

Dale Christy, Mayor

ATTEST:

Kim Gibeau, City Clerk

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

DRAFT

Kellin/CoHaus Zoning Map Amendment Request (LB to GB)

EXHIBIT "A"

