



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council

Monday, August 13, 2018

5:00 PM

City Hall Council Chambers

5:00 PM CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council will be held on Monday, August 13, 2018 at 5:00 p.m. in City Hall 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.

5:01 PM PUBLIC FORUM

5:06 PM COUNCIL REPORTS

5:10 PM APPROVAL OF MINUTES

18-0480 Consider approving the following Council minutes: July 9, 2018 Worksession & Regular, July 23, 2018 Worksession & Regular meetings, August 6, 2018 Budget meeting and August 7, 2018 Special Worksession.

Attachments: [July 9, 2018 Worksession.pdf](#)
[July 9, 2018 Regular Meeting.pdf](#)
[July 23, 2018 Worksession.pdf](#)
[July 23, 2018 Regular Meeting.pdf](#)
[August 7, 2018 Special Worksession.pdf](#)
[August 6, 2018 Council Budget Meeting.pdf](#)

5:11 PM VERIFIED CLAIMS

18-0517 Consider approving the verified claims for the period July 17, 2018 to August 6, 2018 in the total amount of \$987,492.28.

Attachments: [COUNCIL BILL LIST 08-13-18.pdf](#)

5:12 CONSENT AGENDA**PM**

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. 18-0471 Consider approving a resolution accepting a donation of \$2,750.00 from the Greater Pokegama Lake Association for the Independence Day Fireworks at Pokegama Lake.
Attachments: Fireworks Resolution-Pok Lk Assoc.pdf

2. 18-0475 Consider approving temporary liquor license for St. Joseph's Catholic Church, event scheduled for September 8, 2018.
Attachments: St. Joseph's Catholic Church - 9-8-18.pdf

3. 18-0481 Consider accepting an offer of \$33,000.00 for the PW 2013 SnoGo snow blower, listed for sale on consignment at MacQueen Equipment Inc.

4. 18-0482 Consider making a change to the Firearms Zones map.
Attachments: 1713 NE 7th Ave
 13 Paige Place

5. 18-0484 Consider the Public Works Department's request to sell its surplus items at the DNR Auction on Saturday, August 25, 2018.
Attachments: 2018 8-25 GRPW DNR Auction Items List.pdf

6. 18-0485 Consider entering into a lease agreement with ISD 318 for the use of the Grand Rapids Sports Complex and Legion Baseball Field.
Attachments: ISD 318 Field Lease 2018-19 - 2

7. 18-0487 Consider the adoption of a resolution authorizing the city to make an application to, and accept funds from, the MN Department of Iron Range Resources & Rehabilitation (IRRR) Residential Redevelopment Grant Program.
Attachments: IRRRB Demo Resolution- 2018.pdf

8. 18-0488 Consider authorizing the Police Department to sell four (4) forfeited vehicles and two (2) city owned retired squad cars at the Minnesota DNR auction located in Grand Rapids.

9. 18-0492 Consider approval for hiring Golf Course Employees

10. 18-0493 Consider authorizing Building Maintenance staff to solicit quotes for cleaning and janitorial services at Central School.

11. 18-0494 Consider approving temporary liquor license for Grand Rapids & Itasca Mountain Bicycling Association (GRIMBA), event scheduled for September 29, 2018.

12. [18-0495](#) Consider the adoption of a resolution authorizing an application to the IRRRB Commercial Redevelopment Grant Program for the former Sawmill Inn Redevelopment Project.
Attachments: [Sawmill Inn Redevelopment Grant Application Authorization Resolution](#)
13. [18-0498](#) Consider approving SLA 2019-1 with SEH for design and construction engineering services related to CP 2019-1, Golf Course Road Utility Extension.
Attachments: [sla 2019-1 Golf Course Road Utility Extension](#)
14. [18-0499](#) Consider adopting a resolution approving grant agreement with the FAA for the GPZ Apron Reconstruction project.
Attachments: [FAA Grant Agreement](#)
[FAA Grant Certifications](#)
[18- Resolution Fed Grant.pdf](#)
15. [18-0500](#) Consider approving the plans and specifications and ordering the advertisement for bids for maintenance improvements contained in the Capitol Improvement Plan for the Fire Hall.
16. [18-0507](#) Consider accepting the Fire Relief Association Schedule Form for Lump Sum Pension reporting Year 2018, the 2017 Financial Statements, and authorize the budgeted \$5,000 contribution to the Fire Relief Association.
Attachments: [2018 SC-18](#)
17. [18-0508](#) Consider approving the hiring of a seasonal part-time employee at the City of Grand Rapids Park and Recreation Department and the IRA Civic Center.
18. [18-0509](#) Consider adopting a resolution approving LG230 Off-Site Gambling application for Grand Rapids Amateur Hockey Association.
Attachments: [18- GRAHA Off-Site Gambling.pdf](#)
19. [18-0512](#) Consider an agreement awarding an ADA door opener to Bender's Shoes.
Attachments: [8-13-18 Benders Agmt](#)
20. [18-0513](#) Change in Position Grade Assignment for Building Inspector and Building Fire/Inspector.
21. [18-0514](#) Consider approving a resolution accepting cash donations of \$100 from Fraternal Order of Eagles #2469, \$250 from the Blandin Foundation, \$100 from the American Bank, \$200 from John Dimich, \$122.62 from the FOP Lodge #24 Auxiliary and \$500 from Target Corporate and fifteen (15) bicycles & helmets with an approximate value of \$1,350 collectively from the Fraternal Order of Police & Police Auxiliary, USBank, Phil Windorski Memorial Foundation and North Homes Inc. for National Night Out held August 7, 2018.
Attachments: [PD Natl Night Out.pdf](#)

22. [18-0523](#) Consider approving a new 3.2 Malt Liquor License and ON-sale wine license with authorization for strong beer for Brewed Awakenings Coffee House, LLC.

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.

5:14 ACKNOWLEDGE BOARDS & COMMISSIONS PM

23. [18-0515](#) Acknowledge minutes for Boards & Commissions.
- Attachments:** [June 7, 2018 Planning Commission minutes.pdf](#)
[June 13, 2018 PUC minutes.pdf](#)
[June 20, 2018 PUC minutes.pdf](#)
[June 26, 2018 Arts & Culture minutes.pdf](#)
[June 27, 2018 Human Rights minutes.pdf](#)
[May 24, 2018 GREDA minutes.pdf](#)

5:15 DEPARTMENT HEAD REPORT PM

24. [18-0524](#) Fire Department - Chief Mike Liebel

5:25 CIVIC CENTER, PARKS & RECREATION PM

25. [18-0511](#) Consider a resolution approving the referendum language to consider a local sales and use tax to fund Project Grand Rapids.
- Attachments:** [8-13-18 Proposed Resolution Establish LST Question](#)

5:30 PUBLIC HEARINGS PM

26. [18-0518](#) Conduct a Public Hearing for review and proposed adoption of the 2018-2022 Amended Street Reconstruction Plan and consider authorizing the issuance of General Obligation Street Reconstruction Bonds.
- Attachments:** [2018 - 2022 St Recon](#)

5:45 FINANCE DEPARTMENT PM

27. [18-0519](#) Consider approving a resolution adopting the Amended Street Reconstruction Plan for 2018-2022 and authorizing the issuance of General Obligation Street Reconstruction Bonds.
- Attachments:** [Grand Rapids GO 2018A SRP Resolution Approving Amended Street Recon Pl](#)

**5:50 PUBLIC HEARINGS
PM**

28. [18-0520](#) Conduct a Public Hearing for review and proposed adoption of the 2018-2022 Amended Capital Improvement Plan and consider authorizing the issuance of General Obligation Capital Improvement Bonds.
Attachments: [CIP revised 8.7.2018](#)

**6:05 FINANCE DEPARTMENT
PM**

29. [18-0521](#) Consider approving a resolution adopting the a Five-Year Capital Improvement Plan for 2018-2022 and authorizing the issuance of General Obligation Capital Improvement Bonds.
Attachments: [Grand Rapids GO 2018A CIP Resolution Approving 2018-2022 CIP](#)
30. [18-0522](#) Consider adopting a resolution providing for the Sale of \$1,960,000 General Obligation Bonds, Series 2018A.
Attachments: [Call resolution](#)

**6:15 POLICE DEPARTMENT
PM**

31. [18-0476](#) Consider adopting an ordinance repealing Sections 38-1 through 38-59 of Chapter 38-Nuisances, of the Grand Rapids Municipal Code and replace with Sec. 38-1, Public Nuisances.
Attachments: [18- - Nuisances.pdf](#)
[Public Nuisance Ordinance.pdf](#)

ADJOURNMENT

NEXT REGULAR MEETING IS SCHEDULED FOR AUGUST 27, 2018, 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 #:	18-0480	Version:	1	Name:	Council Minutes
Type:	Agenda Item	Status:		Status:	Approval of Minutes
File created:	7/31/2018	In control:		In control:	City Council
On agenda:	8/13/2018	Final action:		Final action:	
Title:	Consider approving the following Council minutes: July 9, 2018 Worksession & Regular, July 23, 2018 Worksession & Regular meetings, August 6, 2018 Budget meeting and August 7, 2018 Special Worksession.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	July 9, 2018 Worksession.pdf July 9, 2018 Regular Meeting.pdf July 23, 2018 Worksession.pdf July 23, 2018 Regular Meeting.pdf August 7, 2018 Special Worksession.pdf August 6, 2018 Council Budget Meeting.pdf				

Date	Ver.	Action By	Action	Result
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Consider approving the following Council minutes: July 9, 2018 Worksession & Regular, July 23, 2018 Worksession & Regular meetings, August 6, 2018 Budget meeting and August 7, 2018 Special Worksession.

Background Information:

Draft minutes have been attached for review.

Staff Recommendation:

Review, recommend corrections and approve.

Requested City Council Action

Make a motion approving the following Council minutes: July 9, 2018 Worksession & Regular, July 23, 2018 Worksession & Regular meetings, August 6, 2018 Budget meeting and August 7, 2018 Special Worksession



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Monday, July 9, 2018

4:00 PM

Conference Room 2A

CALL TO ORDER: Pursuant to due notice and call thereof a **Special Meeting/Worksession of the Grand Rapids City Council** was held on Monday, July 9, 2018 at 4:00 p.m. in City Hall Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL: On a call of roll, the following members were present:

Present 5 - Mayor Dale Adams, Councilor Dale Christy, Councilor Bill Zeige, Councilor Rick Blake, and Councilor Tasha Connelly

Others present:

Chad Sterle

Discussion Items

1. Coalition of Greater Minnesota Cities - Bradley Peterson

Brad Peterson, Flaherty & Hood, along with Loren Solberg presented annual report including information on communities served, noting 96 cities outside the metro area; short legislative session, grant program & business development program, and LGA.

Received and Filed

2. Toward Zero Death Coalition - Kim Johnson

Kim Johnson, Public Health, provided an update on the Toward Zero Deaths program and plans for the future.

Received and Filed

3. Review 5:00 PM Regular Meeting

Upon review, no changes are noted.

ADJOURN

There being no further business, the meeting adjourned at 5:08 PM.

Respectfully submitted: Lynn DeGrio, Director of Human Resources



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, July 9, 2018

5:00 PM

City Hall Council Chambers

5:00 PM CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council will be held on Monday, July 9, 2018 at 5:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Present 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

Others present:

Chad Sterle, Barb Baird, Dale Anderson, Steve Schaar, Scott Johnson

MEETING PROTOCOL POLICY

5:01 PM PUBLIC FORUM

None.

5:06 PM COUNCIL REPORTS

None.

5:08 PM APPROVAL OF MINUTES

Consider approving minutes for Monday, June 25, 2018 Worksession & Regular meetings and July 2, 2018 Special meeting.

A motion was made by Councilor Dale Christy, seconded by Councilor Tasha Connelly, to approve Council minutes as presented. The motion PASSED by unanimous vote.

VERIFIED CLAIMS

Consider approving the verified claims for the period June 19, 2018 to June 29, 2018

in the total amount of \$527,670.21.

A motion was made by Councilor Christy, seconded by Councilor Zeige, to approve the verified claims as presented. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

5:10 PM CONSENT AGENDA

1. Consider accepting the 2017 Comprehensive Annual Financial Report, the Report on Internal Controls, and the Report on Compliance with Minnesota Legal Compliance Audit Code.

Approved by consent roll call

2. Consider adopting a resolution appointing election judges for the 2018 Primary and General elections.

Adopted Resolution 18-50 by consent roll call

3. Consider accepting resignation from David Dobbs from the Arts & Culture Commission and authorize staff to advertise the vacancy.

Approved by consent roll call

4. Consider approving the School Resource Officer Agreement for the 2018 - 2019 school year with School District #318.

Approved by consent roll call

5. Consider adopting a resolution accepting a donation of \$3,250 from MacRostie Art Center for the Arts & Culture Commission.

Adopted Resolution 18-51 by consent roll call

6. Consider approving temporary liquor licenses for MacRostie Art Center for August through December, 2018.

Approved by consent roll call

Approval of the Consent Agenda

A motion was made by Councilor Zeige, seconded by Councilor Connelly, to approve the Consent Agenda as presented. The motion carried by the following vote

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

5:11 SETTING OF REGULAR AGENDA
PM

A motion was made by Councilor Bill Zeige, seconded by Councilor Rick Blake, to approve the Regular Agenda as presented. The motion PASSED by unanimous vote.

ACKNOWLEDGE BOARDS & COMMISSIONS

7. Acknowledge minutes for Boards & Commissions

Accepted:
HRA minutes for April 18, 2018 & May 16, 2018
Human Rights minutes for May 30, 2018
Arts & Culture minutes for June 5, 2018

5:12 CIVIC CENTER, PARKS & RECREATION
PM

8. Consider a motion entering into a Memorandum of Understanding (MOU) with ISD 318 relating to the development and operations of Legion Field.

Dale Anderson presented information related the proposed MOU with the school district for developing and operating Legion Field.

A motion was made by Councilor Blake, seconded by Councilor Zeige, entering into MOU with ISD 318 relating to Legion Field, as presented. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

5:17 FINANCE DEPARTMENT
PM

9. Consider entering into an Amended Contract for Auditing Services with Redpath and Company, Ltd. for the fiscal years 2018 and 2019.

Finance Director Barb Baird presented contract amendments, requesting the Council adopt the proposed amended contract.

A motion was made by Councilor Christy, seconded by Councilor Connelly, approving amended contract with Redpath and Company as presented. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

**5:22 POLICE DEPARTMENT
PM**

10. Consider a request by the Police Department to purchase one (1) 2018 Ford SUV Police Interceptor from Hibbing Ford, new equipment, and the installation of the equipment.

A motion was made by Councilor Connelly, seconded by Councilor Blake, approving purchase of Ford SUV, equipment and installation as presented. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

ADJOURNMENT

A motion was made by Councilor Rick Blake, seconded by Councilor Dale Christy, to adjourn the meeting at 5:35 PM. The motion PASSED by unanimous vote.

Respectfully submitted:

Lynn DeGrio, Director of Human Resources



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Monday, July 23, 2018

4:00 PM

City Hall Conference Room 2A

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council will be held on Monday, July 23, 2018 at 4:00 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL: On a call of roll, the following members were present:

Present 5 - Mayor Dale Adams, Councilor Dale Christy, Councilor Bill Zeige, Councilor Rick Blake, and Councilor Tasha Connelly

Others present:

Tom Pagel, Chad Sterle, Nate Morlan, Laura Pfeifer, Scott Johnson, Rob Mattei, Lauren VanDenHeuval, Matt Wegwerth

Discussion Items

1. Discussion on CIP relating to Fire Hall, City Hall, and Central School - Nathan Morlan, Facilities Maintenance Manager

DSGW staff review recommendations and site plan for Fire Hall roof replacement, City Hall security needs and elevator replacement.

Received and Filed

- 1a. Discuss Blight Ordinance

Police Chief Johnson addressed the Council regarding the current blight ordinance found under nuisances in the Grand Rapids City Code. This ordinance needs updating and recommended changes are presented. Staff is directed to post notice of proposed changes as required by State law and bring back for Council consideration at the next meeting.

Referred to the City Council due back on 8/13/2018

2. Review 5:00 PM Regular Meeting

Upon review, no changes are noted.

ADJOURN

There being no further business, the meeting adjourned at 5:05 PM.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, July 23, 2018

5:00 PM

City Hall Council Chambers

5:00 PM CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council was held on Monday, July 23, 2018 at 5:08 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Present 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

Others present:

Tom Pagel, Chad Sterle, Lauren Van Den Heuval, Scott Johnson, Rob Mattei, Matt Wegwerth, Jeff Carlson, Pat Medure

5:01 PM PRESENTATIONS/PROCLAMATIONS

Consider proclaiming August 24, 2018 as American Legion Day.

Mayor Adams read the proclamation into the record and presented to American Legion representative.

Received and Filed

MEETING PROTOCOL POLICY

5:06 PM PUBLIC FORUM

Pat Medure, 17785 Bayview Place, Grand Rapids, MN, states he is a candidate for State Representative and shares ideas and plans for the future if elected.

Jeff Carlson, candidate for Sheriff, also provided background, ideas and plans should he be elected to office.

Richard Parker, 218-327-2973, Cohasset, is requesting consideration for installation of boat access to McKinney Lake. He contacted the DNR who advised him that the City Council must authorize the installation of the access. If authorized, the DNR would complete the installation. Council directs staff to contact DNR to begin process.

5:11 COUNCIL REPORTS
PM

Mayor Adams noted the annual Car Show & Swap Meet will be held July 27-29 and Tall Timber Days is the first weekend of August.

Councilor Connelly noted that the Open Streets event that was cancelled due to inclement weather in June will take place Saturday, July 28th at the YMCA 9-12 noon.

5:16 VERIFIED CLAIMS
PM

Consider approving the verified claims for the period June 30, 2018 to July 16, 2018 in the total amount of \$1,297,386.81, of which \$309,537.30 are bond payments.

A motion was made by Councilor Christy, seconded by Councilor Zeige, to approve the verified claims as presented. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

5:17 CONSENT AGENDA
PM

1. Consider adopting a resolution approving LG230 Off-Site gambling application for Confidence Learning Center.
Adopted Resolution 18-59 by consent roll call
2. Consider entering into agreements with "Lost City" and "The Dweebs" for entertainment related to Tall Timber Days, .
Approved by consent roll call
3. Addendum to Professional Services Agreement with Forecast Public Art.
Approved by consent roll call
4. Consider proposed changes to the checks that can be issued by prior approval.
Approved by consent roll call
5. Consider adopting a resolution calling for a Public Hearing on August 13, 2018 at 5:30 p.m. to consider amending the Amended Street Reconstruction Plan and the issuance of General Obligation Street Reconstruction Bonds for 2018 infrastructure projects.
Adopted Resolution 18-60 by consent roll call

6. Consider the adoption of a resolution calling for a public hearing by the City Council on the proposed adoption of a modification to the development program for the EDA Development District and the proposed establishment of the Sawmill Redevelopment tax increment financing (TIF) district therein and the adoption of the TIF plan therefor.

Adopted Resolution 18-61 by consent roll call

7. Consider approving a resolution accepting a donation of \$4,186.98 from Ryan & Jessica Miskovich for the Angel of Hope Park.

Adopted Resolution 18-62 by consent roll call

8. Review the Request for Proposal (RFP) seeking consultant services in the preparation of an updated Comprehensive Plan, and authorize staff to issue the RFP for responses.

Approved by consent roll call

9. Consider approving a resolution accepting a donation of \$3,750.00 from Township of Harris for the Independence Day Fireworks at Pokegama Lake.

Adopted Resolution 18-63 by consent roll call

10. Consider adopting a resolution calling for a Public Hearing on August 13, 2018 at 5:30 p.m. to consider amending the Five-Year Capital Improvement Plan and the issuance of General Obligation Bonds for the 2018 capital improvement projects.

Adopted Resolution 18-64 by consent roll call

11. Consider approving temporary liquor licenses for United Way, events scheduled for August 3, 2018 and October 5, 2018.

Approved by consent roll call

Approval of the Consent Agenda

A motion was made by Councilor Connelly, seconded by Councilor Zeige, to approve the Consent agenda as presented. The motion carried by the following vote

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

5:18 PM SETTING OF REGULAR AGENDA

A motion was made by Councilor Rick Blake, seconded by Councilor Bill Zeige, to approve the Regular agenda as presented. The motion PASSED by unanimous vote.

5:19 DEPARTMENT HEAD REPORT
PM

Department Head Report: Engineering Department

City Engineer, Matt Wegwerth, presents information contained on the Engineering website, including GIS mapping, online application process for right-of-way permits, overall stormwater and update relating to the Airport. Complimented Engineering staff. A full and complete report is on file in the Administration Department.

Received and Filed

5:29 ENGINEERING
PM

12. Consider adopting a resolution approving municipal consent on TH 2 from CSAH 62 in Cohasset to 19th Avenue NW in Grand Rapids for striping changes

Mr. Wegwerth reviews MN DOT study completed on Highway 2 for safety purposes. Striping change will leave two lanes headed in to town and one lane heading out towards Cohasset. Recommend leaving Hale Lake Pointe closed to review access after striping is complete.

A motion was made by Councilor Christy, seconded by Councilor Connelly, to adopt Resolution 18-65, approving municipal consent on TH 2 from CSAH 62 to 19th Avenue NW for striping as presented. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

5:39 ADJOURNMENT
PM

A motion was made by Councilor Connelly, seconded by Councilor Zeige, to adjourn the meeting at 6:07 PM. The motion passed by unanimous vote.

Respectfully submitted:


Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Tuesday, August 7, 2018

5:00 PM

Conference Room 2A

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council was held on Tuesday, August 7, 2018 at 5:00 p.m. in City Hall Conference Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL: On a call of roll, the following members were present:

Present 5 - Mayor Dale Adams, Councilor Dale Christy, Councilor Bill Zeige, Councilor Rick Blake, and Councilor Tasha Connelly

Others present:

Duane Schraw, Barb Sanderson, Rozanne Casey, Diane Larson, Tom Pagel, Chad Sterle, Rob Mattei, Scott Johnson, Steve Schaar, Bob Stein, Vic Moen, Barb Baird, Beth George

Discussion Items

Presentation and discussion of the Residential Rental Licensing and Inspection Ordinance Feasibility Study, prepared by the Council appointed taskforce.

Rob Mattei, Community Development Director, presented completed feasibility study including background, process, purpose, characteristics, standards, budgeting and staffing. Mr. Mattei covered information that was gathered through outreach to other communities with similar ordinances and discussed the cost benefit and provided recommendations determined by the task force. The overall goal of the ordinance is to help both tenants and landlords.

Specific concerns are noted regarding the possible displacement of tenants, including children, that will have no other housing options should their current rental not meet minimum standards and there is no effort/ability to repair and upgrade. What resources will be made available to these families should homes be deemed uninhabitable. The social services system is already over-burdened and a solid plan should be in place prior to moving forward.

Beth George, city resident, speaks in support of the ordinance, citing issues with tenants that do not maintain property, many out of inexperience and lack of knowledge. Recommending that the Ordinance require landlords to provide a brochure with complete information to tenants outlining rules and regulations required within the City limits.

City Attorney, Chad Sterle, advises the Council that there are communities within the State of Minnesota that have pending litigation regarding similar ordinances. These

situations will be monitored and information provided to the Council as it becomes available.

ADJOURN

There being no further business, the meeting adjourned at 7:21 PM.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, August 6, 2018

2:00 PM

Conference Room 2A

BUDGET MEETING

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting of the Grand Rapids City Council was held on Monday, August 6, 2018 at 2:00 p.m. in City Hall Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL: On a call of roll, the following members were present:

Councilor Christy arrived at 3:55 PM

Present 4 - Councilor Dale Christy
Mayor Dale Adams
Councilor Rick Blake
Councilor Tasha Connelly

Absent 1 - Councilor Bill Zeige

Others present:

Tom Pagel, Dale Anderson, Marcia Anderson, Barb Baird, Jeff Davies, Scott Johnson, Rob Mattei, Steve Schaar, Erik Scott, Matt Wegwerth

Max Peters, representing Library Board

2019 Budget Overview

City Administrator Tom Pagel indicated that the certified levy for 2019 is currently at \$7,707,317 with a tax rate of 86.167%. The trend in tax rate continues to grow because the City is investing in streets.

Library - Marcia Anderson and Max Peters reviewed the Library budget and made the following notations:

Significant revenue increase anticipated due to photocopying, faxing, passport processing fee, etc.

No personnel changes; only 2% wage increase.

Computer replacement - replacing wireless access points.

Very similar to last year, including \$15,000 pay back to rebuild reserve fund.

Recreation - Dale Anderson

2019 will be the first year without recreation programming

Civic Center - Dale Anderson reviewed the Civic Center budget and made the following notations:

Ice rent - everybody will be at the same rate; tournaments will not be lessened, which will result in an overall increase of approximately \$8,000.00.

There has been a minimal increase in costs due to the Multi-Use Pavilion.

Roof shoveling was done by City Staff with one exception when Hammerlund Construction was hired.

Airport - Matt Wegwerth and Jeff Davies reviewed the Airport budget and made the following notations:

2019 budget is status quo.

T-hangars are paid off.

Building Maintenance -

Facilities Maintenance Manager (Nathan Morlan) is budgeted in Building Maintenance budget, although he is spending time in Community Development as Interim Building Official.

2019 budget is status quo.

Facilities Maintenance (Ron Edminster) is eligible to work until August 2019; uncertain as to whether position will be filled.

Cemetery

There are approximately 70% more cremations than burials.

Engineering

More side projects.

Fleet Maintenance

No change other than personnel.

Assets between \$700-\$4,999 are basically tools.

Public Works

Storm Water Utility

Ponds need to be cleaned.

Councilor Connelly inquired as to when we would begin to see the impact of the new elementary schools? City Administrator Tom Pagel indicated most likely in 2021.

Community Development - Rob Mattei reviewed the Community Development and Economic Development Authority's budgets and made the following notations:

Personnel has increased by 16% due to the transfer of Tony Clifton from Recreation Program Coordinator to Building/Fire Inspector.

Two elementary schools and hotel redevelopment will show an increase in revenue.

Training costs are projected to increase due to new staff needing more training.

Economic Development Authority (EDA) (not part of original packet - handouts provided)

Operating Fund only - no revenue source - \$15,800 total expenditures projected.

Information Technology (IT) - Erik Scott reviewed the IT and Citywide (IT) budgets and made the following notations:

Network Internet Services has decreased because we now have an in-house spam filtering service.

"Dues/Subscription/License Fees" has moved to "System Maintenance Contracts."

Citywide (IT only)

Computer Replacement - replacing 20 computers at the Library

Citywide Maintenance - monitors, mouse, keyboards, etc.

Software Maintenance Contracts - contracts that are not IT specific (Citiworks and ELA excluded, as they have a separate line item) - increased due to records retention - use of Laserfiche has increased as more departments use it.

Position Request - IT Helpdesk

Erik read an information sheet; copies were later provided to all Council members.

"Continuing education has fallen off the map" according to Erik.

Councilor Connelly inquired as to why a full-time employee was requested as opposed to using a contracted service? Erik indicated it could be an option, but contracted services don't know the network and software.

3:55 PM - Councilor Christy arrived

City employee would become familiar with the network and software. Also, the Helpdesk person could scan for Community Development 50% of the time.

Councilor Connelly inquired about a part-time position. Erik indicated that they need 24/7 coverage, but are open to discussion.

Police - Police Chief Scott Johnson and Assistant Police Chief Steve Schaar reviewed the Police Department budget and made the following notations:

PERA contribution is increasing.

Supplies and materials have increased 14-15%.

Motor fuels are estimated at \$2.45 per gallon - the City contracts with Itasca County so does not pay fuel tax.

Assets between \$700 - \$4,999 will be used for SWAT, as they have old equipment.

Sniper rifle = \$6,000

20 AR15 rifles with special sights are approximately \$2,080

Taser = \$1,000 each

General insurance has increased from \$47,000 to \$55,000

Legal fees have increased by \$2,000

Seminars/Meetings/Schools have decreased from \$37,800 to \$30,000 due to lesser tuition reimbursement.

Two squad cars will be replaced - 2009 Dodge Charger and 2010 Dodge Charger - recommendation is to pay cash

Grand Itasca Clinic & Hospital contract is a pass-through; revenue to the City is 7-8%.

Grand Rapids Domestic Animal Control Facility - 3 year contract with Itasca County;

they'll be paying for 1/2 of the budget.

Fire - Tom Pagel reviewed the Fire Department budget

Councilor Connelly inquired about billing the DNR for fires; Tom talked to the Fire Chief and it will be done.

Finance - Barb Baird reviewed the Finance Department budget and made the following notations:

*89% of the budget is personnel
2019 budget has slight increases only*

Administration -

*The Administrative Assistant position will not be filled.
Professional Services has a \$20,000 placeholder in the event the referendum passes.*

City Council

Tom Pagel indicated that this is the year to consider salary increases for Mayor and Council Members (every odd year).

Received and Filed

ADJOURNMENT

There being no further business, the meeting adjourned at 5:32 PM.

Respectfully submitted,

**Lynn DeGrio
Acting Recorder**

There being no further business, the meeting adjourned at 5:32 PM.

Respectfully submitted,

*Lynn DeGrio
Director of Human Resources*



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0517 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Verified Claims
File created: 8/8/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Consider approving the verified claims for the period July 17, 2018 to August 6, 2018 in the total amount of \$987,492.28.

Sponsors:

Indexes:

Code sections:

Attachments: [COUNCIL BILL LIST 08-13-18.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the verified claims for the period July 17, 2018 to August 6, 2018 in the total amount of \$987,492.28.

Requested City Council Action

Make a motion approving the verified claims for the period July 17, 2018 to August 6, 2018 in the total amount of \$987,492.28.

DATE: 08/08/2018
 TIME: 13:43:49
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 08/13/2018

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
0801661	HARRIS	989.12
	TOTAL	989.12
CITY WIDE		
0801661	HARRIS	329.70
0914690	INSIGHT PUBLIC SECTOR SLED	256.45
1305060	MEDS-1 AMBULANCE SERVICE INC	148.69
	TOTAL CITY WIDE	734.84
ADMINISTRATION		
0718060	GRAND RAPIDS HERALD REVIEW	1,381.65
	TOTAL ADMINISTRATION	1,381.65
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE SERVICES INC	95.40
0221650	BURGGRAF'S ACE HARDWARE	34.99
0315455	COLE HARDWARE INC	13.97
0401804	DAVIS OIL INC	250.43
0701650	GARTNER REFRIGERATION CO	610.00
1305060	MEDS-1 AMBULANCE SERVICE INC	433.38
1405725	NETWORK SERVICE COMPANY	695.97
	TOTAL BUILDING MAINTENANCE-CITY HALL	2,134.14
COMMUNITY DEVELOPMENT		
0718060	GRAND RAPIDS HERALD REVIEW	230.00
1309495	MINUTEMAN PRESS	172.26
	TOTAL COMMUNITY DEVELOPMENT	402.26
FINANCE		
0718060	GRAND RAPIDS HERALD REVIEW	437.00
1415377	NORTHERN BUSINESS PRODUCTS INC	90.36
	TOTAL FINANCE	527.36
FIRE		

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 08/13/2018

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
FIRE		
0113233	AMERIPRIDE SERVICES INC	22.32
0221650	BURGGRAF'S ACE HARDWARE	169.64
0315455	COLE HARDWARE INC	83.78
0401804	DAVIS OIL INC	424.06
0609685	FIREMEN'S RELIEF ASSOCIATION	5,000.00
0920060	ITASCA COUNTY TREASURER	37.77
1309193	MN FIRE SERV CERTIFICATION BRD	600.00
1315725	THE MOTOR SHOP LLC	30.00
	TOTAL FIRE	6,367.57
INFORMATION TECHNOLOGY		
1915248	SOFTWARE HARDWARE INTEGRATION	1,066.00
	TOTAL INFORMATION TECHNOLOGY	1,066.00
PUBLIC WORKS		
0100046	ASV HOLDINGS INC	80.06
0103325	ACHESON TIRE INC	570.00
0104799	ADVANCED SERVICES INC	1,990.00
0113223	AMERICAN DETAILING	500.00
0212554	BLOOMERS GARDEN & LANDSCAPING	5,631.69
0221650	BURGGRAF'S ACE HARDWARE	232.83
0301685	CARQUEST AUTO PARTS	282.56
0315455	COLE HARDWARE INC	550.88
0401420	DAKOTA FLUID POWER, INC	35.72
0401804	DAVIS OIL INC	3,073.84
0415529	DONDELINGER FORD	91.56
0501650	EARL F ANDERSEN	530.38
0601690	FASTENAL COMPANY	103.94
0701510	GAMETIME	1,417.86
0718105	GRAYBAR ELECTRIC COMPANY INC	320.78
0801836	HAWKINSON SAND & GRAVEL	683.87
0815730	HOTSY EQUIPMENT OF MINNESOTA	594.70
0920060	ITASCA COUNTY TREASURER	29.05
1200500	L&M SUPPLY	188.46
1205110	LEASE LANDSCAPING INC	40.50
1303039	MCCOY CONSTRUCTION & FORESTRY	130.05
1309091	SUPERONE FOODS	31.96
1309332	MN STATE RETIREMENT SYSTEM	1,355.48
1315825	MOW-DADDY.COM	1,724.00
1415030	NAPA SUPPLY OF GRAND RAPIDS	10.59
1421155	NUCH'S IN THE CORNER	407.22
1605740	PETROCHOICE HOLDINGS INC	744.35

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 08/13/2018

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
PUBLIC WORKS		
1615427	POKEGAMA LAWN AND SPORT	44.78
1621125	PUBLIC UTILITIES COMMISSION	1,098.88
1801899	RAYS SPORT & CYCLE	461.49
1813125	RMB ENVIRONMENTAL	84.00
1908248	SHERWIN-WILLIAMS	442.42
1916235	SPECIALTY EXCAVATING & ASPHALT	500.00
2018560	TROUT ENTERPRISES INC	271.80
TOTAL PUBLIC WORKS		24,255.70
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	195.97
0401804	DAVIS OIL INC	119.36
0815730	HOTSY EQUIPMENT OF MINNESOTA	0.00
1301720	MATCO TOOLS	336.42
1914101	SNAP-ON TOOLS LLC	129.95
TOTAL FLEET MAINTENANCE		781.70
POLICE		
0205725	BETZ EXTINGUISHER COMPANY	18.00
0221650	BURGGRAF'S ACE HARDWARE	10.99
0301685	CARQUEST AUTO PARTS	21.31
0409501	JOHN P. DIMICH	4,583.33
0718021	GRAND RAPIDS GM INC	253.94
0920060	ITASCA COUNTY TREASURER	34.14
1200500	L&M SUPPLY	44.99
1201434	LAKE WOODS CHRYSLER	111.18
1305060	MEDS-1 AMBULANCE SERVICE INC	326.19
1415048	NORTH COUNTRY VET CLINIC	251.40
2000400	T J TOWING	675.00
TOTAL POLICE		6,330.47
CENTRAL SCHOOL		
0113233	AMERIPRIDE SERVICES INC	54.13
0218745	ASHLEY BRUBAKER	266.49
0405223	DEER RIVER HIRED HANDS INC	90.00
0609457	FILTHY CLEAN INC	1,300.00
0801535	HAMMERLUND CONSTRUCTION INC	910.00
1405725	NETWORK SERVICE COMPANY	374.90
1520350	OTIS ELEVATOR COMPANY	2,732.64

DATE: 08/08/2018
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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 08/13/2018

VENDOR #	NAME	AMOUNT DUE
CENTRAL SCHOOL		
1801555	RAPID PEST CONTROL INC	63.25
1801610	RAPIDS PLUMBING & HEATING INC	612.25
	TOTAL	6,403.66
AIRPORT		
0103325	ACHESON TIRE INC	110.00
0221650	BURGGRAF'S ACE HARDWARE	188.89
0315455	COLE HARDWARE INC	62.93
0504825	EDWARDS OIL INC	597.10
0518366	ERICKSON'S ITASCA LUMBER INC	144.10
1105444	KELLER FENCE COMPANY	150.00
1415372	NORTHERN AIR PLUMBING	105.00
2018680	TRU NORTH ELECTRIC LLC	785.00
	TOTAL	2,143.02
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE SERVICES INC	101.14
0221650	BURGGRAF'S ACE HARDWARE	87.49
0405223	DEER RIVER HIRED HANDS INC	90.00
1201730	LATVALA LUMBER COMPANY INC.	32.80
1305060	MEDS-1 AMBULANCE SERVICE INC	228.49
1309090	MINERS INC	53.65
1405725	NETWORK SERVICE COMPANY	284.48
1605611	PEPSI BEVERAGES COMPANY	139.05
1801610	RAPIDS PLUMBING & HEATING INC	106.00
1908099	SHARP GUY SHARPENING	300.00
1909510	SIM SUPPLY INC	188.49
2209421	VIKING ELECTRIC SUPPLY INC	352.26
	TOTAL GENERAL ADMINISTRATION	1,963.85
CEMETERY		
0221650	BURGGRAF'S ACE HARDWARE	361.14
0501650	EARL F ANDERSEN	91.40
1421155	NUCH'S IN THE CORNER	128.69
	TOTAL	581.23

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 08/13/2018

VENDOR #	NAME	AMOUNT DUE

DOMESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE SERVICES INC	17.77
1909510	SIM SUPPLY INC	36.96
TOTAL		54.73
AIRPORT CAPITAL IMPRV PROJECTS		
2015 CRACK REPAIR & MASTER PLN		
1900225	SEH	18,405.00
TOTAL 2015 CRACK REPAIR & MASTER PLN		18,405.00
2018 GA APRON CONSTRUCTION		
0718060	GRAND RAPIDS HERALD REVIEW	158.32
TOTAL 2018 GA APRON CONSTRUCTION		158.32
2018 INFRAST/CPT MNT IMP BONDS		
2018 NE IMPROVEMENTS		
0218115	BRAUN INTERTEC CORPORATION	4,989.50
0301705	CASPER CONSTRUCTION INC	279,842.44
TOTAL 2018 NE IMPROVEMENTS		284,831.94
10TH AVENUE NE		
0301705	CASPER CONSTRUCTION INC	30,042.81
TOTAL 10TH AVENUE NE		30,042.81
CAPITAL MAINT IMPRV PLAN		
0401500	DAMBERG.SCOTT.GERZINA.WAGNER	14,647.60
TOTAL CAPITAL MAINT IMPRV PLAN		14,647.60
STORM WATER UTILITY		
0301685	CARQUEST AUTO PARTS	72.14
0401804	DAVIS OIL INC	1,390.20
0801825	HAWKINSON CONSTRUCTION CO INC	1,470.00
0801836	HAWKINSON SAND & GRAVEL	45.73
1303039	MCCOY CONSTRUCTION & FORESTRY	234.36

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 08/13/2018

VENDOR #	NAME	AMOUNT DUE

STORM WATER UTILITY		
1621125	PUBLIC UTILITIES COMMISSION	2,200.00
	TOTAL	5,412.43
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$ 409,615.40
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T MOBILITY	779.08
0116600	APPLE VALLEY, CITY OF	1,221.00
0201354	B. BAIRD-PETTY CASH FUND	21.75
0212126	RICK BLAKE	723.17
0305530	CENTURYLINK QC	56.27
0312104	TONY CLAFTON	104.97
0315105	COALITION OF GREATER MN CITIES	260.00
0315543	CONSTELLATION NEWENERGY -GAS	748.13
0405505	JAMES DENNY	433.00
0409655	TIMOTHY DIRKES	12.00
0504610	RON EDMINSTER	70.85
0605191	FIDELITY SECURITY LIFE INS CO	71.22
0718015	GRAND RAPIDS CITY PAYROLL	499,375.10
0718070	GRAND RAPIDS STATE BANK	65.00
0718229	GREENWAY JOINT RECREATION ASSC	188.50
0900060	ICTV	48,582.10
0920055	ITASCA COUNTY RECORDER	46.00
1201402	LAKE COUNTRY POWER	45.07
1209516	LINCOLN NATIONAL LIFE	1,141.69
1301250	ROBERT MATTEI	61.04
1305046	MEDIACOM LLC	115.90
1309199	MINNESOTA ENERGY RESOURCES	708.13
1309335	MINNESOTA REVENUE	5,736.04
1309338	MN STATE TREAS/BLDG INSPECTOR	2,160.59
1315630	ASHLEY MORAN	12.00
1415479	NORTHERN DRUG SCREENING INC	45.00
1601305	THOMAS J. PAGEL	939.34
1601750	PAUL BUNYAN COMMUNICATIONS	276.50
1606225	LAURA PFEIFER	80.12
1621125	PUBLIC UTILITIES COMMISSION	5,719.50
1903320	STEVEN SCHAAR/PETTY CASH	4,000.00
1921620	SUPERIOR USA BENEFITS CORP	207.00
2000100	TASC	30.60
2114360	UNITED PARCEL SERVICE	9.14
2114750	UNUM LIFE INSURANCE CO OF AMER	255.84
2205637	VERIZON WIRELESS	1,140.17
2301700	WASTE MANAGEMENT OF MN INC	2,435.07
	TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:	\$ 577,876.88
	TOTAL ALL DEPARTMENTS	987,492.28



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0471 **Version:** 1 **Name:**

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

File created: 7/23/2018 **In control:** City Council

On agenda: 8/13/2018 **Final action:**

Title: Consider approving a resolution accepting a donation of \$2,750.00 from the Greater Pokegama Lake Association for the Independence Day Fireworks at Pokegama Lake.

Sponsors:

Indexes:

Code sections:

Attachments: [Fireworks Resolution-Pok Lk Assoc.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving a resolution accepting a donation of \$2,750.00 from the Greater Pokegama Lake Association for the Independence Day Fireworks at Pokegama Lake.

Background Information:

The donation from the Greater Pokegama Lake Association was used for the Independence Day Fireworks at Pokegama Lake that was held June 30, 2018.

Staff Recommendation:

Please consider approving a resolution accepting a donation of \$2,750.00 from the Greater Pokegama Lake Association for the Independence Day Fireworks at Pokegama Lake.

Requested City Council Action

Make a motion approving a resolution accepting a donation of \$2,750.00 from the Greater Pokegama Lake Association for the Independence Day Fireworks at Pokegama Lake.

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

RESOLUTION NO. 18-

A RESOLUTION ACCEPTING A DONATION FROM the
GREATER POKEGAMA LAKE ASSOCIATION FOR \$2,750.00 FOR THE
INDEPENDENCE DAY FIREWORKS AT POKEGAMA LAKE
WHICH WAS HELD JUNE 30, 2018

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

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

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

- The Greater Pokegama Lake Association has donated \$2,750 for the Independence Day Fireworks at Pokegama Lake.

Adopted this 13th day of August 2018.

Dale C. Adams, Mayor

Attest:

Kim Johnson-Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0475 **Version:** 1 **Name:** St. Joseph's Temporary Liquor
Type: Agenda Item **Status:** Consent Agenda
File created: 7/26/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Consider approving temporary liquor license for St. Joseph's Catholic Church, event scheduled for September 8, 2018.
Sponsors:
Indexes:
Code sections:
Attachments: [St. Joseph's Catholic Church - 9-8-18.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving temporary liquor license for St. Joseph's Catholic Church, event scheduled for September 8, 2018.

Background Information:

St. Joseph's Church has submitted an application for temporary 1-4 permit for on-sale of intoxicating liquor. All required documentation has been received and fees paid.

Staff Recommendation:

Approve and authorize staff to forward to the State of Minnesota Alcohol and Gambling Division for issuance.

Requested City Council Action

Make a motion approving temporary liquor license for St. Joseph's Catholic Church, event scheduled for September 8, 2018.



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 222, St. Paul, MN 55101
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555
**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization	Date organized	Tax exempt number	
St. Joseph's Church	1894	8806214	
Address	City	State	Zip Code
315 SW 21st St	Grand Rapids	MN	55744
Name of person making application	Business phone	Home phone	
Nancy Kopacek	218-326-2843		
Date(s) of event	Type of organization <input type="checkbox"/> Microdistillery <input type="checkbox"/> Small Brewer		
September 8, 2018	<input type="checkbox"/> Club <input type="checkbox"/> Charitable <input checked="" type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name	City	State	Zip Code
Fr. Seth Gogolin	Grand Rapids	MN	55744
Organization officer's name	City	State	Zip Code
Nancy Kopacek	Grand Rapids	MN	55744
Organization officer's name	City	State	Zip Code
		MN	
Organization officer's name	City	State	Zip Code
		MN	

Location where permit will be used. If an outdoor area, describe.
 Inside the social hall and gathering space of church and lower level commons room.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
 N/A

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
 Catholic Mutual Group

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

<u>Grand Rapids</u> City or County approving the license	<u>8-13-18</u> Date Approved
<u>\$20.-</u> Fee Amount	<u>9-8-18</u> Permit Date
<u>7-26-18</u> Date Fee Paid	<u>kgibeen@ci.grand-rapids.mn.us</u> City or County E-mail Address
<u>Kimberly Gibeen</u> Signature City Clerk or County Official	<u>218-326-7600</u> City or County Phone Number
	Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
 PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT
 BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0481 **Version:** 1 **Name:** Request to Accept Offer for the PW 2013 SnoGo Snow Blower
Type: Agenda Item **Status:** Consent Agenda
File created: 7/31/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Consider accepting an offer of \$33,000.00 for the PW 2013 SnoGo snow blower, listed for sale on consignment at MacQueen Equipment Inc.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider accepting an offer of \$33,000.00 for the PW 2013 SnoGo snow blower, listed for sale on consignment at MacQueen Equipment Inc.

Background Information:

At the October 23rd, 2017 City Council Meeting, the City Council approved entering into an agreement with MacQueen Equipment Inc., to sell the 2013 SnoGo snow blower on consignment. At that time we were hopeful of receiving \$40,000.00 from the sale. Several entities have shown interest without a purchase. Currently there is an offer which would be a payment of \$33,000.00 to the City. With the limited market for such a specialty piece of equipment it is my recommendation that we accept the \$33,000.00 offer.

Staff Recommendation:

Jeff Davies, PW Director recommends accepting the \$33,000.00 offer to sell the 2013 SnoGo snow blower.

Requested City Council Action

Make a motion to accept the offer of \$33,000.00 for the 2013 SnoGo snowblower listed for sale on consignment at MacQueen Equipment Inc.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0482 **Version:** 1 **Name:** Consider making a change to the Firearms Zones map.

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

File created: 7/31/2018 **In control:** City Council

On agenda: 8/13/2018 **Final action:**

Title: Consider making a change to the Firearms Zones map.

Sponsors:

Indexes:

Code sections:

Attachments: [1713 NE 7th Ave](#)
[13 Paige Place](#)

Date	Ver.	Action By	Action	Result
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Consider making a change to the Firearms Zones map.

Background Information:

Periodically we will review the Firearms Zones map at the request of City Officials or the public. Recently we had two requests to make a change on the Firearms Zones map from no hunting areas to be included in the Archery Zone. After looking at the request, the police department has no objections to the three parcels of property, which are currently located in a NO HUNTING ZONE to be included in the Archery Zone. The three areas are adjacent to the Archery zone, the landowners have talked with their neighbors, and none of them objected.

The locations of the changes are as follows:

Property located at 1713 NE 7th Ave / 1801 NE 7th Ave, 10 Acres

Property located at 13 Paige Place, 15.7 Acres

Please see attachments for the maps and location for the proposed changes.

Staff Recommendation:

The police department recommends the City Council to make a change on the Firearms Zones map to include three parcels of property to the Archery only zone, which are currently located in the NO HUNTING ZONE.

Requested City Council Action

Make a motion to change the Firearms Zones map to include three parcels of property to the Archery only zone, which are currently located in the NO HUNTING ZONE.



1713 AVE NE 7TH AVE / 1801 AVE NE 7TH AVE



13 Paige Place



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0484 **Version:** 1 **Name:** Request to Sell PW Surplus Items at DNR Auction 8-25-18
Type: Agenda Item **Status:** Consent Agenda
File created: 8/1/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Consider the Public Works Department's request to sell its surplus items at the DNR Auction on Saturday, August 25, 2018.
Sponsors:
Indexes:
Code sections:
Attachments: [2018 8-25 GRPW DNR Auction Items List.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider the Public Works Department's request to sell its surplus items at the DNR Auction on Saturday, August 25, 2018.

Background Information:

The Public Works Department composed a list of surplus items and submitted the list to Admin Minnesota's Fleet and Surplus Services, on their "Property Sale Request" Form (see attachment). Amongst the surplus items listed, are four titled vehicles, one of which is from the Park and Recreation Department:

- 1997 Ford F250 W/Topper and Boss plow, Vin# 1FTHF26H9VEB83094
- 1992 Ford L8000 Single Axle Dump Truck w/Falls Plow, Vin# 1FDYK82A3NVA02364
- 1991 GMC Sonoma, Vin# 1GTCS14E9M8506503
- 1984 Dodge Van, Vin# 2B7GB13T2EK211193 (Park and Rec Dept)

Other miscellaneous surplus items to be sold include two lawn mowers from the Itasca Cemetery.

Staff Recommendation:

Public Works Director, Jeff Davies recommends selling the Public Works surplus items at the DNR Auction.

Requested City Council Action

Make a motion to allow the Public Works Department to sell its surplus items at the DNR Auction to be held on Saturday, August 25, 2018.



Department of Administration
 Fleet & Surplus Services Division
 5420 Highway 8 (I35W & County Rd I)
 Arden Hills, MN 55112
 Voice: 651.639.4022
 Fax: 651.639.4026

Property Sale Request

Agency City of Grand Rapids		Division Public Works	Date 7-26-18	
Street Address 500 SE 4th St		City, State, ZIP Grand Rapids, MN 55744		
Contact Person Jeff Davies-PW Director		Telephone 218-326-7480	Email Address jdavies@ci.grand-rapids.mn.us	
Auction Type: <input checked="" type="checkbox"/> Live <input type="checkbox"/> Online - Online auction items must be kept at your location.				
Other instructions: Page 1 of 2				
Item	Quantity	Complete Description	Condition	Reserve Price
1	1	1997 Ford F250 W/Topper, 25,203 miles, w/Boss plow, Vin# 1FTHF26H9VEB83094	Fair/rusty	photos
2	1	1992 Ford L8000 Single Axle Dump Truck w/Falls Plow M# PR1243, 7,615 hrs (new meter reading shows 1,815 hrs) 89,035 miles Vin# 1FDYK82A3NVA02364	Fair	photos
3	1	1991 GMC Sonoma, 5 Speed, 58,185 miles, Vin# 1GTCS14E9M8506503	Poor/rusty	photos
4	1	1984 Dodge Van, 45,197 miles, 2 seats, w/bookshelf, clean interior, carpeted Vin# 2B7GB13T2EK211193	Good	photos
5	1	2015 John Deere X304 42" Mower w/Bagger, 513 hrs Serial# 1M0X304AHM284572	Fair	photos
6	1	2012 John Deere X304 42" Mower w/Bagger, 976 hrs Serial# 1M0X304ACCM222273	Poor	photos
7	1	2002 Toro Grounds Master 328-D, 3,201 hrs, includes broom, snowblower & 72" mower deck attachment, Serial# 220000253	Fair	photos
8	1	2006 Toro Grounds Master 455-D, 7,974 hrs, includes Quadfloat 126 mower deck and broom & extra segments, does not run Serial# S260000201	Motor is shot	photos
9	2	2 Steel Tool Boxes - one side & one rear	Good	photo
10	1	Black Bumper, fits Ford L8000	Good	photo
11	1	Rockwell combination miter saw	Good	photos
12	1	Bucket for Aerial Bucket Truck	Good	photos
I certify that this is property owned by agency submitting this form and is not subject to any lien, restriction or other encumbrance.			Deposit Vendor Number	



Department of Administration
 Fleet & Surplus Services Division
 5420 Highway 8 (I35W & County Rd I)
 Arden Hills, MN 55112
 Voice: 651.639.4022
 Fax: 651.639.4026

Property Sale Request

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Agency City of Grand Rapids	Division Public Works	Date 7-26-18
Street Address 500 SE 4th St	City, State, ZIP Grand Rapids, MN 55744	
Contact Person Jeff Davies-PW Director	Telephone 218-326-7480	Email Address jdavies@ci.grand-rapids.mn.us

Auction Type: Live Online - Online auction items must be kept at your location.

Other instructions:
Page 2 of 2

Item	Quantity	Complete Description	Condition	Reserve Price
13	1	Telescoping cylinder	photo-unknown	
14	1	Yellow water tank	photos-unknown	
15	1	Little Wonder Lawn Edger - runs well	good-smokes	
16	1	Boss Plow - 9'2" plow, center section is broken needs welding	photos	
17	6	Various street light heads, six pallets - approx 6-8 lights per pallet, lights worked before being replaced	good	
18	1	Concrete Forms-various sizes	good	

I certify that this is property owned by agency submitting this form and is not subject to any lien, restriction or other encumbrance.	Deposit Vendor Number	
	Remittance Address:	

Authorized Signature _____ Title _____ Date _____

Surplus Services Use Only



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0485 **Version:** 2 **Name:** ISD 318 Field Lease Ageement
Type: Agenda Item **Status:** Consent Agenda
File created: 8/2/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Consider entering into a lease agreement with ISD 318 for the use of the Grand Rapids Sports Complex and Legion Baseball Field.

Sponsors:

Indexes:

Code sections:

Attachments: [ISD 318 Field Lease 2018-19 - 2](#)

Date	Ver.	Action By	Action	Result
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Consider entering into a lease agreement with ISD 318 for the use of the Grand Rapids Sports Complex and Legion Baseball Field.

Background Information:

In the past we have entered into 3-year lease agreements, but with the ISD 318 elementary project affecting our soccer fields we are only going to execute a 1-year agreement. City staff is working with the school district to replace the fields that will be affected.

This lease covers the school district's use of our fields for boys and girls soccer, boys baseball, and girls fastpitch. A copy of the agreement is attached for your review.

Staff Recommendation:

City staff recommends entering into a lease agreement with ISD 318 for the use of the Grand Rapids Sports Complex and Legion Baseball Field.

Requested City Council Action

Pass a motion to enter into a lease agreement with ISD 318 for the use of the Grand Rapids Sports Complex and Legion Baseball Field.

LEASE AGREEMENT

This lease, made this _____ day of _____, 2018, between the City of Grand Rapids, a Municipal Corporation, hereafter called the "Lessor", and the Independent School District #318, Grand Rapids, MN, hereafter called the "Lessee".

Whereas, Lessor owns and operates the Legion Baseball Field and the Grand Rapids Sports Complex (which includes an official size Soccer Field and official Softball Fields); and

Whereas, Lessee has determined that the Legion Baseball Field and the Grand Rapids Sports Complex are suitable facilities for conducting their athletic programs; and

Whereas, Lessor and Lessee wish to enter into this Lease Agreement for the purpose of establishing the terms and conditions pursuant to which the Lessee shall lease the above named facilities; and

NOW THEREFORE, for good and valuable mutual consideration, Lessor and Lessee mutually agree as follows:

ARTICLE I

1. Lease Agreement: In consideration of and subject to the mutual conditions and obligations of this Lease Agreement to be kept and performed, including the obligation to lease, Lessor does hereby lease to Lessee the Legion Baseball Field and the Grand Rapids Sports Complex Softball Fields and Soccer Field solely to the extent of this Lease Agreement.

2. Lessee's Right of Possession and Use: Lessee shall have the right to possess and use the Legion Baseball Field and the Grand Rapids Sports Complex Softball Fields and Soccer Field for the purposes, to the extent and at the times set forth in Exhibit A attached hereto and incorporated by reference. Lessee's right to possess and use the aforementioned facilities shall be intermittent and confined to those portions of the facilities specifically identified in Exhibit A. Lessor and its licensees shall have the right to enter upon and use the aforementioned facilities at all times not consistent with Exhibit A. Lessee shall at all times comply with all statutes, ordinances, codes and regulations of any governmental authority concerning the use of the premises. Lessee shall not permit any hazardous or dangerous activity to be conducted at the aforementioned facilities or allow any activity which will increase insurance risks or premiums on the premises.

4. Schedule of Use: Lessee shall submit to Lessor annually before January 1 for Baseball and Softball and March 1 for Soccer schedules of all proposed uses for the upcoming seasons, which schedules shall be subject to Lessor's approval.

5. Supervision: Safety: Lessee agrees to assume full responsibility for the supervision of all persons entering the aforementioned facilities in conjunction with the Lessee's activities or events, including participants, coaches and other staff and spectators. Lessee shall require that all such persons conduct themselves in an orderly and safe manner consistent with the policies for use of the aforementioned facilities.

6. Concessions: Lessor retains the exclusive right to operate all concessions at the aforementioned facilities either through representatives of Lessor or Lessor's assignees. This Lease Agreement does not confer upon the Lessee the right to operate concessions.

7. Gate Receipts and Admission Charges: The Lessee shall, with prior approval by the Lessor and at their own expense, have the right to charge admission fees for their events. Provisions for simultaneous events held at the Grand Rapids Sports Complex must be made for participants, coaches and spectators for those events.

ARTICLE II

1. Lease: Lessee shall pay to Lessor according to the following schedule:

August 1, 2018 \$7,900.00 for the Soccer Field at the Grand Rapids Sports Complex

March 1, 2019 \$20,000.00 (\$10,000.00 each) for Legion Baseball Field and the Grand Rapids Sports Complex (3) Softball Fields;

Lease payments shall be payable to the City of Grand Rapids and mailed or delivered to City Hall. The parties shall conduct a lease rate review in February, 2019. If the parties are unable to reach an agreement on the lease rate, then this lease agreement shall terminate as of June 30, 2019.

ARTICLE III

1. Maintenance and Repair: Lessor shall at all times during the term of this Lease Agreement, at Lessor's own cost and expense, repair and maintain the aforementioned facilities and any improvement or alterations except as otherwise provided in this Article.

2. Damages: Lessee shall reimburse Lessor for the reasonable cost to repair and restore

the aforementioned facilities in the event of damage to the premises caused by participants, coaches or other staff, or spectators who are in or upon the aforementioned facilities in conjunction with any of the Lessee's activities or events.

3. Cleanup: Although Lessor retains ultimate responsibility for maintenance, Lessee shall perform routine cleanup after its use of the premises, including proper storage of equipment, pick up and proper disposal of litter.

4. Alterations, Improvements: Lessee shall not make alterations or improvements to the premises without the advanced written consent of Lessor.

5. Facility Preparation: The Lessor shall prepare the aforementioned facilities including mowing, infield dragging, field painting, and disposal of garbage and rest room maintenance. An outfield fence shall be placed on one field at the beginning of the season for varsity game use and will be removed the third week of May. Outfield fences to be installed for invitational tournament and section games only.

ARTICLE IV

1. Term: The term of this Lease Agreement shall be from July 1, 2018 - June 30, 2019.

ARTICLE V

1. Lessor's Access: The Lessor shall have the right to enter the leased premises for the purpose of inspecting, repairing, altering or improving the leased facilities or for any other purpose not inconsistent with Exhibit A.

ARTICLE VI

1. Indemnity: Lessee shall protect, defend, hold harmless and indemnify Lessor against any and all claims, actions, losses, costs, expenses and liabilities, including reasonable attorney's fees for defense, arising out of or in any way related to Lessee's use of the premises or any of Lessee's activities or events, save when said claim, action, loss, cost, expense or liability is proximately caused solely and exclusively by the negligence or breach of this Lease Agreement by Lessor. In case of any action or proceeding brought against Lessor by reason of a claim covered by this Paragraph 11.1, upon notice from Lessor, Lessee covenants to defend such action or proceeding by counsel reasonable satisfactory to Lessor.

2. Insurance: Lessee shall maintain throughout the term of this Lease Agreement policy of comprehensive general liability insurance with limits of at least \$330,000 per person and \$750,000.00 per occurrence in 2018 through 2019, naming Lessor as an additional insured. The limit of such insurance policy shall not be less than the City's maximum limits of liability as set forth in Minn. Stat. Sec. 466.04. Said policy of insurance shall be evidenced by a certificate of insurance which shall be placed on file with Lessor by Lessee prior to commencement of occupancy of the premises by Lessee. Each such policy or certificate shall contain a valid provision or endorsement that the policy may not be canceled, terminated, changed or modified without giving Lessor thirty (30) days advance written notice of such change. The policy shall also contain a contractual liability endorsement evidencing insurance coverage for Lessee's indemnification obligation to Lessor under this Lease Agreement.

3. Liability to Lessee: Lessor shall not be liable to Lessee or to any employee, student or invitee of Lessee for any claim or cause of action arising out of death, injury, damage to property occurring in, on or about the leased premises except for damages, attributable exclusively to the negligence or breach of this Lease Agreement by Lessor, its employees or agents, by a court of competent jurisdiction.

4. Liability Limits Not Waived: Nothing in this Article VI shall cause either Lessor or Lessee to be subject to liability in excess of any statutory limits of liability applicable to Lessor or Lessee.

ARTICLE VII

1. No Partnership: Nothing contained in this Lease Agreement shall be deemed or construed to create a partnership or joint venture of or between Lessor and Lessee or to create any other relationship between the parties hereto other than that of Lessor and Lessee.

IN WITNESS WHEREOF, the parties have hereto set their hands on the day and year first above written.

Lessor: CITY OF GRAND RAPIDS

BY: _____ BY: _____
Its City Administrator Its Mayor

Lessee: INDEPENDENT SCHOOL DISTRICT #318

BY: _____ BY: _____



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0487 **Version:** 1 **Name:** Consider the adoption of a resolution authorizing the city to make an application to, and accept funds from, the MN Department of Iron Range Resources & Rehabilitation (IRRR) Residential Redevelopment Grant Program.

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

File created: 8/3/2018 **In control:** City Council

On agenda: 8/13/2018 **Final action:**

Title: Consider the adoption of a resolution authorizing the city to make an application to, and accept funds from, the MN Department of Iron Range Resources & Rehabilitation (IRRR) Residential Redevelopment Grant Program.

Sponsors:

Indexes:

Code sections:

Attachments: [IRRRB Demo Resolution- 2018.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider the adoption of a resolution authorizing the city to make an application to, and accept funds from, the MN Department of Iron Range Resources & Rehabilitation (IRRR) Residential Redevelopment Grant Program.

Background Information:

Staff is seeking approval for an application to the Iron Range Resources & Rehabilitation Boards (IRRRB) Residential Redevelopment Grant Program which, if approved, could provide a maximum of 75 percent of the demolition costs, or three dollars per building square foot including basements, whichever is less, for two residential demolition projects in town.

The two single-family dwellings (SFD) and one accessory building (garage) are located within two of the older residential areas of town (NE and SE areas). One structure has been found to meet the criteria of a hazardous building under Minnesota Statute 463.15 by the City of Grand Rapids' Building Official, and is in the condemnation process. This property is 25 ft. in width, and could not be redeveloped without multiple zoning variances being granted. An adjacent homeowner has purchased the condemned building with the intent to raze the building and to add the vacant area as yard space, bringing their property nearer to compliance with minimum lot size standards. The second property was gifted to Itasca County Habitat for Humanity, but due to its dilapidated condition, razing of the structures and redeveloping the property by Habitat for affordable single-family residential use is the most efficient use of funds.

The City most recently applied to the IRRR Residential Redevelopment Grant Program in 2014, for the razing of four single-family dwellings. The City hopes, that with a successful grant application, demolition costs to the properties would be reduced, thereby making single-family residential redevelopment of the subject properties more viable, as well as improving the surrounding neighborhood.

Project eligibility criteria are:

1. Qualifying structures include single-unit residential houses, residential duplex homes of no more than two units, garages and accessory structures.
2. Structure to be demolished must be located within the IRRRB service area.
3. IRRRB reserves the right to evaluate all proposed structures to determine demolition feasibility.

The draft Resolution is attached (*The IRRR has moved to a web based grant application process, so there is not an application to attach*).

Requested City Council Action

Pass a motion adopting a resolution authorizing the city to make an application to, and accept funds from, the IRRR Residential Redevelopment Grant Program and authorize the Mayor and City Clerk's execution of necessary documents.

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

**City of Grand Rapids, Minnesota
RESOLUTION NO. 18-__**

**RESOLUTION AUTHORIZING THE CITY OF GRAND RAPIDS TO MAKE APPLICATION TO AND
ACCEPT FUNDS FROM THE IRRR RESIDENTIAL REDEVELOPMENT GRANT PROGRAM**

WHEREAS THE authorizing authority approves of the attached application for the City of Grand Rapids, Minnesota residential redevelopment demolition project for properties located at: 224 SE 1st Street, Grand Rapids, MN, and 620 N. Pokegama Avenue, Grand Rapids, MN respectively; and

WHEREAS THE authorizing authority hereby agrees to accept funding for the underlying project if approved by the IRRRB.

NOW THEREFORE BE IT RESOLVED that the authorizing authority of the City of Grand Rapids, Minnesota, does hereby adopt this resolution.

Adopted by the Council this 13th day of August, 2018.

Dale Adams, Mayor

ATTEST:

Kim Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0488 **Version:** 1 **Name:** Consider authorizing the Police Department to sell four (4) forfeited vehicles and two (2) city owned retired squad cars at the Minnesota DNR auction located in Grand Rapids.

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

File created: 8/3/2018 **In control:** City Council

On agenda: 8/13/2018 **Final action:**

Title: Consider authorizing the Police Department to sell four (4) forfeited vehicles and two (2) city owned retired squad cars at the Minnesota DNR auction located in Grand Rapids.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider authorizing the Police Department to sell four (4) forfeited vehicles and two (2) city owned retired squad cars at the Minnesota DNR auction located in Grand Rapids.

Background Information:

The Police Department has used the Minnesota DNR auction (located in Grand Rapids) in the past to dispose of forfeited vehicles and city owned vehicles. The auction is at the Minnesota DNR facility located on Hwy #2 East in the City of Grand Rapids. The Auction is on August 25, 2018. The vehicles held for forfeiture have gone through the forfeiture process, have been awarded to us by the courts, are titled to the City of Grand Rapids, and can be sold. Money earned from the sale of these vehicles will be distributed according to MN State Statute. The money earned from the sale of the two (2) city owned vehicles would be deposited into the city's general fund.

Vehicle descriptions are as follows:

MAKE / MODEL VIN #

FORFEITURES

- | | |
|---------------------------|-------------------------|
| 1. 2004 Audi Quattro | VIN # WAUPL68E64A163936 |
| 2. 2001 Chevy Monte Carlo | VIN# 2G1WX15K119342420 |
| 3. 2009 Toyota RAV 4 | VIN# 2T3BF33V39W010823 |
| 4. 2006 Honda Civic | VIN# JHMFA36226S007528 |

CITY OWNED VEHICLES

- | | |
|-----------------------|------------------------|
| 1. 2008 Dodge Durango | VIN# 1D8HB38N98F156336 |
| 2. 2008 Chevy Impala | VIN# 2G1WS553089228949 |

Staff Recommendation:

Please consider allowing the Police Department to sell four (4) forfeited vehicles and two (2) city owned retired squad cars at the Minnesota DNR auction on August 25, 2018 in Grand Rapids.

Requested City Council Action

Consider a motion authorizing the Police Department to sell four (4) forfeited vehicles and two (2) city owned retired squad cars at the Minnesota DNR auction on August 25, 2018 in Grand Rapids.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0492 **Version:** 1 **Name:** Approve Golf Course Employees
Type: Agenda Item **Status:** Consent Agenda
File created: 8/4/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Consider approval for hiring Golf Course Employees
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Consider approval for hiring Golf Course Employees

Background Information:

The golf course is losing a number of seasonal employees at this time of year as they head off to school.

The staff requests approval of two people for seasonal employment.

Katie Petermeier for Golf Shop Cashier at the rate of \$10 per hour

Hunter Seledic for grounds maintenance at the rate of \$9.65 per hour.

Employment to begin no sooner than August 14 and end no later than October 31, 2018.

Employment to begin no sooner than August 14, 2018 and end no later than October 31, 2018. Funded from the 2018 Golf Course budget.

Staff Recommendation:

Approve employment as detailed in Background Information

Requested City Council Action

Make a motion to approve hiring Golf Course employees as presented.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0493 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Consent Agenda
File created: 8/6/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Consider authorizing Building Maintenance staff to solicit quotes for cleaning and janitorial services at Central School.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Consider authorizing Building Maintenance staff to solicit quotes for cleaning and janitorial services at Central School.

Background Information:

Building Maintenance staff created new specifications for cleaning and janitorial services at Central School in an effort to update the current specifications approved in 2013.

Staff Recommendation:

Staff recommends council authorize Building Maintenance staff to solicit quotes for cleaning and janitorial services at Central School.

Requested City Council Action

Make a motion to authorize Building Maintenance staff to solicit quotes for cleaning and janitorial services at Central School.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0494 **Version:** 1 **Name:** GRIMBA Temporary liquor
Type: Agenda Item **Status:** Consent Agenda
File created: 8/6/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Consider approving temporary liquor license for Grand Rapids & Itasca Mountain Bicycling Association (GRIMBA), event scheduled for September 29, 2018.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider approving temporary liquor license for Grand Rapids & Itasca Mountain Bicycling Association (GRIMBA), event scheduled for September 29, 2018.

Background Information:

GRIMBA has submitted an application for a temporary 1-4 day on-sale liquor license for an event to be held at Sukha.

Staff Recommendation:

Approve license and authorize submission to the State of Minnesota for issuance.

Requested City Council Action

Make a motion approving temporary liquor license for GRIMBA, event scheduled for September 29, 2018.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	18-0495	Version:	1	Name:	Consider the adoption of a resolution authorizing an application to the IRRRB Commercial Redevelopment Grant Program for the former Sawmill Inn Redevelopment Project.
Type:	Agenda Item	Status:			Consent Agenda
File created:	8/6/2018	In control:			City Council
On agenda:	8/13/2018	Final action:			
Title:	Consider the adoption of a resolution authorizing an application to the IRRRB Commercial Redevelopment Grant Program for the former Sawmill Inn Redevelopment Project.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Sawmill Inn Redevelopment Grant Application Authorization Resolution				

Date	Ver.	Action By	Action	Result
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Consider the adoption of a resolution authorizing an application to the IRRRB Commercial Redevelopment Grant Program for the former Sawmill Inn Redevelopment Project.

Background Information:

The proposed project involves the redevelopment of the former Sawmill Inn located at 2301 S. Hwy. 169.

Rebound Hospitality of Northfield, MN has executed a contingent purchase agreement for the former 9-acre Sawmill Inn site and has redevelopment plans that involve the demolition of the vacant 65,000 square foot hotel and subdivision of the property into five commercial lots served by an extension of public infrastructure. The project would further involve the immediate development and operation of a new 82 unit, four-story hotel, likely to be a branded as a Best Western Plus. The remaining commercial sites are being marketed for other, independent, commercial developments.

In support of the redevelopment of commercial properties, this IRRRB grant program funds the demolition of commercial structures. The requested grant amount of \$200,000 is the maximum request for the program. The estimated full cost of demolition and hazardous materials abatement is \$500,000. This \$13.8 M project would leverage the requested IRRRB grant at a ratio of 69:1.

The project will employ several hundred construction workers over the course of the one-year construction period. The combination of those short duration positions equates to approximately 40 full time positions. The hotel project will create approximately 19 permanent FTE positions with an annual payroll of approximately \$560,000. The proposed employment figures as well as the level of leveraging previously mentioned does not account for the anticipated additional spin off development on the four other commercial sites enabled by this assistance.

Rebound is committed to advancing the project immediately following the outcome of requested business assistance and closing on the purchase. The demolition would begin in October/November of 2018 and the completion of the hotel is scheduled for spring of 2020

The proposed project is consistent with the City's *Comprehensive Plan* goals aimed at infill and redevelopment of blighted or underutilized properties that are already served with public infrastructure, and with supporting the growth of existing businesses in our community.

Requested City Council Action

Make a motion to adopt a resolution authorizing an application to the IRRRB Commercial Redevelopment Grant Program for the former Sawmill Inn Redevelopment Project.

CITY OF GRAND RAPIDS, MINNESOTA
RESOLUTION NO. 18-

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

**RESOLUTION AUTHORIZING THE CITY TO MAKE APPLICATION TO THE MN
DEPT. OF IRRR COMMERCIAL REDEVELOPMENT GRANT PROGRAM FOR THE
FORMER SAWMILL INN SITE REDEVELOPMENT PROJECT**

WHEREAS THE Grand Rapids City Council approves of the above application, because it supports community and economic development that is consistent with the Comprehensive Plan.

NOW THEREFORE BE IT RESOLVED that the City Council of Grand Rapids, Minnesota does hereby adopt this resolution.

Upon vote taken thereon, the following voted:

For:

Against:

Whereupon said Resolution No. _____ was declared duly passed and adopted this 13th day of August, 2018

Mayor

Attest: _____
City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0498 **Version:** 1 **Name:** CP 2019-1 SEH design contract
Type: Agenda Item **Status:** Consent Agenda
File created: 8/6/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Consider approving SLA 2019-1 with SEH for design and construction engineering services related to CP 2019-1, Golf Course Road Utility Extension.
Sponsors:
Indexes:
Code sections:
Attachments: [sla 2019-1 Golf Course Road Utility Extension](#)

Date	Ver.	Action By	Action	Result
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Consider approving SLA 2019-1 with SEH for design and construction engineering services related to CP 2019-1, Golf Course Road Utility Extension.

Background Information:

The City has a Master Municipal Engineering Agreement with SEH for design and construction engineering services. The attached SLA authorizes design and construction engineering services on CP 2019-1, Golf Course Road Utility Extension. The estimated design fee is \$34,858.53 and the estimated construction fee is \$43,573.16.

Staff Recommendation:

City staff is recommending approval of SLA 2019-1 with SEH

Requested City Council Action

A motion approving SLA 2019-1 with SEH for design and construction engineering services related to CP 2019-1, Golf Course Road Utility Extension.



Building a Better World
for All of Us®

Supplemental Letter Agreement No. 2019-1

August 13, 2018

Mayor Adams
City of Grand Rapids
420 NE 4th Street
Grand Rapids, MN 55744

RE: Golf Course Road Utility Extension
City Project 2019-1
SLA for Design and Construction Services

Dear Mayor Adams,

City Project 2019-1 involves extending the existing watermain and sanitary sewer main from the intersection of Golf Course Road and Majestic Pines along the south side of the road to the intersection of Golf Course Road and 22nd Avenue SW and thence crossing Golf Course Road to the north. This project includes all associated appurtenances for the gravity sanitary sewer, lift station, forcemain, casing pipes, watermain and hydrants.

The City Engineer has requested that we prepare this Supplemental Letter Agreement (SLA) for design and construction administration of all of these improvements for your consideration. Our estimated work scope and fee for this project is listed below and are in accordance with the Master Engineering Services Agreement that is in place between the City of Grand Rapids and Short Elliott Hendrickson, Incorporated (SEH).

SEH Work Scope

The services included in this SLA are for design and construction services as listed in the Master Agreement in place between the City and SEH.

Project Schedule

Council orders plans and specifications	August 2018
Council approves plans and specifications and authorizes bid	November 2018
Advertise in Herald Review (GR – official newspaper)	December 2018

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 21 NE 5th Street, Suite 200, Grand Rapids, MN 55744-2601
SEH is 100% employee-owned | sehinc.com | 218.322.4500 | 888.908.8166 fax

Project Schedule Continued

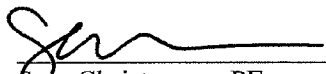
Bid opening	January 2019
Council considers award of contract	January 2019
Construction	May 2019 – September 2019
Substantial completion	September 2019

Fee Schedule


The fees for design and construction will be as listed in the Master Engineering Services Contract (design fee = 6.0% of low construction bid and a construction fee = 7.5% of final construction cost). The current construction estimate for this design is \$580,975.50, which equates to an estimated SEH design fee of \$34,858.53 and an estimated SEH construction fee of \$43,573.16.

We look forward to working with you on this project. If this SLA is acceptable, please sign in the space provided and return a copy to us. We will then begin work immediately. Please contact us if you have any questions regarding this supplemental letter agreement.

Sincerely,
Short Elliott Hendrickson Inc.



Sara Christenson, PE 8/13/18
Project Manager/Professional Engineer Date



Robert Beaver, PE 8/13/18
Office Manager/Principal Date

City of Grand Rapids Authorization:

Kim Johnson-Gibeau Date
City Clerk

Dale Adams Date
Mayor of Grand Rapids

C: SEH contract file



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0499 **Version:** 1 **Name:** GPZ Apron Recon FAA Grant Agreement
Type: Agenda Item **Status:** Consent Agenda
File created: 8/6/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Consider adopting a resolution approving grant agreement with the FAA for the GPZ Apron Reconstruction project.

Sponsors:

Indexes:

Code sections:

Attachments: [FAA Grant Agreement](#)
[FAA Grant Certifications](#)
[18- Resolution Fed Grant.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution approving grant agreement with the FAA for the GPZ Apron Reconstruction project.

Background Information:

The apron reconstruction project is listed on the airports 5-year CIP plan and has been authorized by the Council contingent upon receipt of the FAA grant. As expected, the City recently received a grant offer from the FAA for this projects. The amount of the grant is \$1,227,587, which is 90% of the project cost. This grant covers the reconstruction of the apron. The City's portion of the project costs will come from the Airport CIP fund. Attached is a copy of the grant agreement, as well as a copy of four certifications as a FYI. These certifications will be completed by City staff and returned with the grant agreement. No action is needed by council approving these.

Staff Recommendation:

City staff recommends approving the grant agreement with the FAA for the GPZ Apron Reconstruction project, in the amount of \$1,227,587, and authorizing City Engineer Matt Wegwerth to be the sponsors representative

Requested City Council Action

Make a motion adopting a resolution approving grant agreement with the FAA for the GPZ Apron Reconstruction project, in the amount of \$1,227,587, and authorizing City Engineer Matt Wegwerth to be the sponsors representative.



U.S. Department
of Transportation
Federal Aviation
Administration

GRANT AGREEMENT

PART I – OFFER

Date of Offer	July 24, 2018
Airport/Planning Area	Grand Rapids/Itasca County Airport-Gordon Newstrom Field
AIP Grant Number	3-27-0037-021-2018
DUNS Number	080240526
TO:	County of Itasca and City of Grand Rapids (herein called the "Sponsor")

FROM: **The United States of America**(acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA a Project Application dated , for a grant of Federal funds for a project at or associated with the Grand Rapids/Itasca County Airport-Gordon Newstrom Field Airport, which is included as part of this Grant Agreement; and

WHEREAS, the FAA has approved a project for the Grand Rapids/Itasca County Airport-Gordon Newstrom Field Airport (herein called the "Project") consisting of the following:

Rehabilitate Apron

which is more fully described in the Project Application.

NOW THEREFORE, According to the applicable provisions of the former Federal Aviation Act of 1958, as amended and recodified, 49 U.S.C. § 40101, et seq., and the former Airport and Airway Improvement Act of 1982 (AAIA), as amended and recodified, 49 U.S.C. § 47101, et seq., (herein the AAIA grant statute is referred to as "the Act"), the representations contained in the Project Application, and in consideration of (a) the Sponsor's adoption and ratification of the Grant Assurances dated March 2014, and the Sponsor's acceptance of this Offer; and, (b) the benefits to accrue to the United States and the public from the accomplishment of the Project and compliance with the Grant Assurances and conditions as herein provided.

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay ninety (90) percent of the allowable costs incurred accomplishing the Project as the United States share of the Project.

This Offer is made on and **SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:**

CONDITIONS

- 1. Maximum Obligation.** The maximum obligation of the United States payable under this Offer is **\$1,227,587.**

The following amounts represent a breakdown of the maximum obligation for the purpose of establishing

allowable amounts for any future grant amendment, which may increase the foregoing maximum obligation of the United States under the provisions of 49 U.S.C. § 47108(b):

\$0 for planning

\$1,227,587 airport development or noise program implementation; and,

\$0 for land acquisition.

2. **Period of Performance.** The period of performance begins on the date the Sponsor formally accepts this agreement. Unless explicitly stated otherwise in an amendment from the FAA, the end date of the period of performance is 4 years (1,460 calendar days) from the date of formal grant acceptance by the Sponsor. The Sponsor may only charge allowable costs for obligations incurred prior to the end date of the period of performance (2 CFR §200.309). Unless the FAA authorizes a written extension, the sponsor must submit all project closeout documentation and liquidate (pay off) all obligations incurred under this award no later than 90 calendar days after the end date of the period of performance (2 CFR §200.343).
The period of performance end date does not relieve or reduce Sponsor obligations and assurances that extend beyond the closeout of a grant agreement.
3. **Ineligible or Unallowable Costs.** The Sponsor must not include any costs in the project that the FAA has determined to be ineligible or unallowable.
4. **Indirect Costs - Sponsor.** Sponsor may charge indirect costs under this award by applying the indirect cost rate identified in the project application as accepted by the FAA, to allowable costs for Sponsor direct salaries and wages.
5. **Determining the Final Federal Share of Costs.** The United States' share of allowable project costs will be made in accordance with the regulations, policies, and procedures of the Secretary. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.
6. **Completing the Project Without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the project without undue delays and in accordance with this agreement, and the regulations, policies, and procedures of the Secretary. Per 2 CFR § 200.308, the Sponsor agrees to report to the FAA any disengagement from performing the project that exceeds three months. The report must include a reason for the project stoppage. The Sponsor also agrees to comply with the assurances which are part of this agreement.
7. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.
8. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs of the project unless this offer has been accepted by the Sponsor on or before **September 7, 2018**, or such subsequent date as may be prescribed in writing by the FAA.
9. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner for any project upon which Federal funds have been expended. For the purposes of this grant agreement, the term "Federal funds" means funds however used or dispersed by the Sponsor, that were originally paid pursuant to this or any other Federal grant agreement. The Sponsor must obtain the approval of the Secretary as to any determination of the amount of the Federal share of such funds. The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other

final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.

- 10. United States Not Liable for Damage or Injury.** The United States is not responsible or liable for damage to property or injury to persons which may arise from, or be incident to, compliance with this grant agreement.
- 11. System for Award Management (SAM) Registration And Universal Identifier.**
- A. Requirement for System for Award Management (SAM): Unless the Sponsor is exempted from this requirement under 2 CFR 25.110, the Sponsor must maintain the currency of its information in the SAM until the Sponsor submits the final financial report required under this grant, or receives the final payment, whichever is later. This requires that the Sponsor review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at <http://www.sam.gov>).
- B. Data Universal Numbering System: DUNS number means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D & B) to uniquely identify business entities. A DUNS number may be obtained from D & B by telephone (currently 866-705-5771) or on the web (currently at <http://fedgov.dnb.com/webform>).
- 12. Electronic Grant Payment(s).** Unless otherwise directed by the FAA, the Sponsor must make each payment request under this agreement electronically via the Delphi eInvoicing System for Department of Transportation (DOT) Financial Assistance Awardees.
- 13. Informal Letter Amendment of AIP Projects.** If, during the life of the project, the FAA determines that the maximum grant obligation of the United States exceeds the expected needs of the Sponsor by \$25,000 or five percent (5%), whichever is greater, the FAA can issue a letter amendment to the Sponsor unilaterally reducing the maximum obligation.
- The FAA can also issue a letter to the Sponsor increasing the maximum obligation if there is an overrun in the total actual eligible and allowable project costs to cover the amount of the overrun provided it will not exceed the statutory limitations for grant amendments. The FAA's authority to increase the maximum obligation does not apply to the "planning" component of condition No. 1.
- The FAA can also issue an informal letter amendment that modifies the grant description to correct administrative errors or to delete work items if the FAA finds it advantageous and in the best interests of the United States.
- An informal letter amendment has the same force and effect as a formal grant amendment.
- 14. Air and Water Quality.** The Sponsor is required to comply with all applicable air and water quality standards for all projects in this grant. If the Sponsor fails to comply with this requirement, the FAA may suspend, cancel, or terminate this agreement.
- 15. Financial Reporting and Payment Requirements.** The Sponsor will comply with all federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.
- 16. Buy American.** Unless otherwise approved in advance by the FAA, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured products produced outside the United States to be used for any project for which funds are provided under this grant. The Sponsor will include a provision implementing Buy American in every contract.
- 17. Maximum Obligation Increase For Nonprimary Airports.** In accordance with 49 U.S.C. § 47108(b), as amended, the maximum obligation of the United States, as stated in Condition No. 1 of this Grant Offer:

- A. May not be increased for a planning project;
- B. May be increased by not more than 15 percent for development projects;
- C. May be increased by not more than 15 percent or by an amount not to exceed 25 percent of the total increase in allowable costs attributable to the acquisition of land or interests in land, whichever is greater, based on current credible appraisals or a court award in a condemnation proceeding.

18. Audits for Public Sponsors. The Sponsor must provide for a Single Audit or program specific audit in accordance with 2 CFR part 200. The Sponsor must submit the audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at <http://harvester.census.gov/facweb/>. Provide one copy of the completed audit to the FAA if requested.

19. Suspension or Debarment. When entering into a "covered transaction" as defined by 2 CFR §180.200, the Sponsor must:

- A. Verify the non-federal entity is eligible to participate in this Federal program by:
 - 1. Checking the excluded parties list system (EPLS) as maintained within the System for Award Management (SAM) to determine if the non-federal entity is excluded or disqualified; or
 - 2. Collecting a certification statement from the non-federal entity attesting they are not excluded or disqualified from participating; or
 - 3. Adding a clause or condition to covered transactions attesting individual or firm are not excluded or disqualified from participating.
- B. Require prime contractors to comply with 2 CFR §180.330 when entering into lower-tier transactions (e.g. Sub-contracts).
- C. Immediately disclose to the FAA whenever the Sponsor (1) learns they have entered into a covered transaction with an ineligible entity or (2) suspends or debars a contractor, person, or entity.

20. Ban on Texting While Driving.

- A. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
 - 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to a grant or subgrant.
 - 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
 - a. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
 - b. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.
- B. The Sponsor must insert the substance of this clause on banning texting while driving in all subgrants, contracts and subcontracts.

21. Exhibit "A" Property Map. The Exhibit "A" Property Map dated August 4, 2014, is incorporated herein by reference or is submitted with the project application and made part of this grant agreement.

22. Employee Protection from Reprisal.

- A. Prohibition of Reprisals –

1. In accordance with 41 U.S.C. § 4712, an employee of a grantee or subgrantee may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in sub-paragraph (A)(2), information that the employee reasonably believes is evidence of:
 - i. Gross mismanagement of a Federal grant;
 - ii. Gross waste of Federal funds;
 - iii. An abuse of authority relating to implementation or use of Federal funds;
 - iv. A substantial and specific danger to public health or safety; or
 - v. A violation of law, rule, or regulation related to a Federal grant.
2. Persons and bodies covered: The persons and bodies to which a disclosure by an employee is covered are as follows:
 - i. A member of Congress or a representative of a committee of Congress;
 - ii. An Inspector General;
 - iii. The Government Accountability Office;
 - iv. A Federal office or employee responsible for oversight of a grant program;
 - v. A court or grand jury;
 - vi. A management office of the grantee or subgrantee; or
 - vii. A Federal or State regulatory enforcement agency.
3. Submission of Complaint – A person who believes that they have been subjected to a reprisal prohibited by paragraph A of this grant term may submit a complaint regarding the reprisal to the Office of Inspector General (OIG) for the U.S. Department of Transportation.
4. Time Limitation for Submittal of a Complaint - A complaint may not be brought under this subsection more than three years after the date on which the alleged reprisal took place.
5. Required Actions of the Inspector General – Actions, limitations and exceptions of the Inspector General’s office are established under 41 U.S.C. § 4712(b)
6. Assumption of Rights to Civil Remedy - Upon receipt of an explanation of a decision not to conduct or continue an investigation by the Office of Inspector General, the person submitting a complaint assumes the right to a civil remedy under 41 U.S.C. § 4712(c).

- 23. Pavement Maintenance Management Program.** The Sponsor agrees that it will implement an effective airport pavement maintenance management program as required by Grant Assurance Pavement Preventive Management. The Sponsor agrees that it will use the program for the useful life of any pavement constructed, reconstructed, or repaired with federal financial assistance at the airport. The Sponsor further agrees that the program will:
- A. Follow FAA Advisory Circular 150/5380-6, “Guidelines and Procedures for Maintenance of Airport Pavements,” for specific guidelines and procedures for maintaining airport pavements, establishing an effective maintenance program, specific types of distress and its probable cause, inspection guidelines, and recommended methods of repair;
 - B. Detail the procedures to be followed to assure that proper pavement maintenance, both preventive and repair, is performed;
 - C. Include a Pavement Inventory, Inspection Schedule, Record Keeping, Information Retrieval, and Reference, meeting the following requirements:
 1. Pavement Inventory. The following must be depicted in an appropriate form and level of detail:
 - a. Location of all runways, taxiways, and aprons;
 - b. Dimensions;

- c. Type of pavement; and,
 - d. Year of construction or most recent major rehabilitation.
2. Inspection Schedule.
- a. Detailed Inspection. A detailed inspection must be performed at least once a year. If a history of recorded pavement deterioration is available, i.e., Pavement Condition Index (PCI) survey as set forth in the Advisory Circular 150/5380-6, the frequency of inspections may be extended to three years.
 - b. Drive-By Inspection. A drive-by inspection must be performed a minimum of once per month to detect unexpected changes in the pavement condition. For drive-by inspections, the date of inspection and any maintenance performed must be recorded.
3. Record Keeping. Complete information on the findings of all detailed inspections and on the maintenance performed must be recorded and kept on file for a minimum of five years. The type of distress, location, and remedial action, scheduled or performed, must be documented. The minimum information is:
- a. Inspection date;
 - b. Location;
 - c. Distress types; and
 - d. Maintenance scheduled or performed.
4. Information Retrieval System. The Sponsor must be able to retrieve the information and records produced by the pavement survey to provide a report to the FAA as may be required.

24. Project which Contain Paving Work in Excess of \$500,000. The Sponsor agrees to:

- A. Furnish a construction management program to the FAA prior to the start of construction which details the measures and procedures to be used to comply with the quality control provisions of the construction contract, including, but not limited to, all quality control provisions and tests required by the Federal specifications. The program must include as a minimum:
 - 1. The name of the person representing the Sponsor who has overall responsibility for contract administration for the project and the authority to take necessary actions to comply with the contract;
 - 2. Names of testing laboratories and consulting engineer firms with quality control responsibilities on the project, together with a description of the services to be provided;
 - 3. Procedures for determining that the testing laboratories meet the requirements of the American Society of Testing and Materials standards on laboratory evaluation referenced in the contract specifications (D 3666, C 1077);
 - 4. Qualifications of engineering supervision and construction inspection personnel;
 - 5. A listing of all tests required by the contract specifications, including the type and frequency of tests to be taken, the method of sampling, the applicable test standard, and the acceptance criteria or tolerances permitted for each type of test; and
 - 6. Procedures for ensuring that the tests are taken in accordance with the program, that they are documented daily, and that the proper corrective actions, where necessary, are undertaken.
- B. Submit at completion of the project, a final test and quality assurance report documenting the summary results of all tests performed; highlighting those tests that indicated failure or that did not

meet the applicable test standard. The report must include the pay reductions applied and the reasons for accepting any out-of-tolerance material. Submit interim test and quality assurance reports when requested by the FAA.

- C. Failure to provide a complete report as described in paragraph b, or failure to perform such tests, will, absent any compelling justification; result in a reduction in Federal participation for costs incurred in connection with construction of the applicable pavement. Such reduction will be at the discretion of the FAA and will be based on the type or types of required tests not performed or not documented and will be commensurate with the proportion of applicable pavement with respect to the total pavement constructed under the grant agreement.
- D. The FAA, at its discretion, reserves the right to conduct independent tests and to reduce grant payments accordingly if such independent tests determine that sponsor test results are inaccurate.

25. Plans and Specifications Prior to Bidding. The Sponsor agrees that it will submit plans and specifications for FAA review prior to advertising for bids.

26. Non-AIP Work in Application. The Sponsor understands and agrees that:

The Project Application includes the planning and/or construction Pavement in front of hangars, fixed based operator and fueling area (12,680 SF) as depicted in eligibility sketch dated May 29, 2018 is not being funded with any Federal funding in this project;

- A. Although the Sponsor has estimated a total project cost of **\$1,416,154**, the total allowable cost for purposes of determining federal participation equals **\$1,363,985**.
- B. It must maintain separate accounting of cost records for the AIP and non-AIP work;
- C. All pertinent records supporting project costs must be made available for inspection and audit by the FAA when requested; and,
- D. All non-AIP work is the sole responsibility of the Sponsor.

The Sponsor's acceptance of this Offer and ratification and adoption of the Project Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor, as hereinafter provided, and this Offer and Acceptance shall comprise a Grant Agreement, as provided by the Act, constituting the contractual obligations and rights of the United States and the Sponsor with respect to the accomplishment of the Project and compliance with the assurances and conditions as provided herein. Such Grant Agreement shall become effective upon the Sponsor's acceptance of this Offer.

**UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION**


(Signature)

E. Lindsay Butler
(Typed Name)

Deputy ADO Manager
(Title of FAA Official)

PART II - ACCEPTANCE

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Project Application.

I declare under penalty of perjury that the foregoing is true and correct.¹

Executed this _____ day of _____, _____.

County of Itasca and City of Grand Rapids

(Name of Sponsor)

(Signature of Sponsor's Authorized Official)

By:

(Typed Name of Sponsor's Authorized Official)

Title:

(Title of Sponsor's Authorized Official)

CERTIFICATE OF SPONSOR'S ATTORNEY

I, _____, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of _____. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the Act. In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated at _____ (location) this _____ day of _____, _____.

By:

(Signature of Sponsor's Attorney)

¹Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.

ASSURANCES

AIRPORT SPONSORS

A. General.

- a. These assurances shall be complied with in the performance of grant agreements for airport development, airport planning, and noise compatibility program grants for airport sponsors.
- b. These assurances are required to be submitted as part of the project application by sponsors requesting funds under the provisions of Title 49, U.S.C., subtitle VII, as amended. As used herein, the term "public agency sponsor" means a public agency with control of a public-use airport; the term "private sponsor" means a private owner of a public-use airport; and the term "sponsor" includes both public agency sponsors and private sponsors.
- c. Upon acceptance of this grant offer by the sponsor, these assurances are incorporated in and become part of this grant agreement.

B. Duration and Applicability.

1. Airport development or Noise Compatibility Program Projects Undertaken by a Public Agency Sponsor.

The terms, conditions and assurances of this grant agreement shall remain in full force and effect throughout the useful life of the facilities developed or equipment acquired for an airport development or noise compatibility program project, or throughout the useful life of the project items installed within a facility under a noise compatibility program project, but in any event not to exceed twenty (20) years from the date of acceptance of a grant offer of Federal funds for the project. However, there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport. There shall be no limit on the duration of the terms, conditions, and assurances with respect to real property acquired with federal funds. Furthermore, the duration of the Civil Rights assurance shall be specified in the assurances.

2. Airport Development or Noise Compatibility Projects Undertaken by a Private Sponsor.

The preceding paragraph 1 also applies to a private sponsor except that the useful life of project items installed within a facility or the useful life of the facilities developed or equipment acquired under an airport development or noise compatibility program project shall be no less than ten (10) years from the date of acceptance of Federal aid for the project.

3. Airport Planning Undertaken by a Sponsor.

Unless otherwise specified in this grant agreement, only Assurances 1, 2, 3, 5, 6, 13, 18, 25, 30, 32, 33, and 34 in Section C apply to planning projects. The terms, conditions, and assurances of this grant agreement shall remain in full force and effect during the life of the project; there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport.

C. Sponsor Certification.

The sponsor hereby assures and certifies, with respect to this grant that:

1. General Federal Requirements.

It will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance and use of Federal funds for this project including but not limited to the following:

FEDERAL LEGISLATION

- a. Title 49, U.S.C., subtitle VII, as amended.
- b. Davis-Bacon Act - 40 U.S.C. 276(a), et seq.¹
- c. Federal Fair Labor Standards Act - 29 U.S.C. 201, et seq.
- d. Hatch Act – 5 U.S.C. 1501, et seq.²
- e. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 Title 42 U.S.C. 4601, et seq.^{1 2}
- f. National Historic Preservation Act of 1966 - Section 106 - 16 U.S.C. 470(f).¹
- g. Archeological and Historic Preservation Act of 1974 - 16 U.S.C. 469 through 469c.¹
- h. Native Americans Grave Repatriation Act - 25 U.S.C. Section 3001, et seq.
- i. Clean Air Act, P.L. 90-148, as amended.
- j. Coastal Zone Management Act, P.L. 93-205, as amended.
- k. Flood Disaster Protection Act of 1973 - Section 102(a) - 42 U.S.C. 4012a.¹
- l. Title 49, U.S.C., Section 303, (formerly known as Section 4(f))
- m. Rehabilitation Act of 1973 - 29 U.S.C. 794.
- n. Title V of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);
- o. Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 et seq.), prohibits discrimination on the basis of disability).
- p. Age Discrimination Act of 1975 - 42 U.S.C. 6101, et seq.
- q. American Indian Religious Freedom Act, P.L. 95-341, as amended.
- r. Architectural Barriers Act of 1968 -42 U.S.C. 4151, et seq.¹
- s. Power plant and Industrial Fuel Use Act of 1978 - Section 403- 2 U.S.C. 8373.¹
- t. Contract Work Hours and Safety Standards Act - 40 U.S.C. 327, et seq.¹
- u. Copeland Anti-kickback Act - 18 U.S.C. 874.1
- v. National Environmental Policy Act of 1969 - 42 U.S.C. 4321, et seq.¹
- w. Wild and Scenic Rivers Act, P.L. 90-542, as amended.
- x. Single Audit Act of 1984 - 31 U.S.C. 7501, et seq.²
- y. Drug-Free Workplace Act of 1988 - 41 U.S.C. 702 through 706.
- z. The Federal Funding Accountability and Transparency Act of 2006, as amended (Pub. L. 109-282, as amended by section 6202 of Pub. L. 110-252).

EXECUTIVE ORDERS

- a. Executive Order 11246 - Equal Employment Opportunity¹
- b. Executive Order 11990 - Protection of Wetlands
- c. Executive Order 11998 –Flood Plain Management

- d. Executive Order 12372 - Intergovernmental Review of Federal Programs
- e. Executive Order 12699 - Seismic Safety of Federal and Federally Assisted New Building Construction¹
- f. Executive Order 12898 - Environmental Justice

FEDERAL REGULATIONS

- a. 2 CFR Part 180 - OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement).
- b. 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. [OMB Circular A-87 Cost Principles Applicable to Grants and Contracts with State and Local Governments, and OMB Circular A-133 - Audits of States, Local Governments, and Non-Profit Organizations].^{4, 5, 6}
- c. 2 CFR Part 1200 – Nonprocurement Suspension and Debarment
- d. 14 CFR Part 13 - Investigative and Enforcement Procedures 14 CFR Part 16 - Rules of Practice For Federally Assisted Airport Enforcement Proceedings.
- e. 14 CFR Part 150 - Airport noise compatibility planning.
- f. 28 CFR Part 35- Discrimination on the Basis of Disability in State and Local Government Services.
- g. 28 CFR § 50.3 - U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964.
- h. 29 CFR Part 1 - Procedures for predetermination of wage rates.¹
- i. 29 CFR Part 3 - Contractors and subcontractors on public building or public work financed in whole or part by loans or grants from the United States.¹
- j. 29 CFR Part 5 - Labor standards provisions applicable to contracts covering federally financed and assisted construction (also labor standards provisions applicable to non-construction contracts subject to the Contract Work Hours and Safety Standards Act).¹
- k. 41 CFR Part 60 - Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and federally assisted contracting requirements).¹
- l. 49 CFR Part 18 - Uniform administrative requirements for grants and cooperative agreements to state and local governments.³
- m. 49 CFR Part 20 - New restrictions on lobbying.
- n. 49 CFR Part 21 – Nondiscrimination in federally-assisted programs of the Department of Transportation - effectuation of Title VI of the Civil Rights Act of 1964.
- o. 49 CFR Part 23 - Participation by Disadvantage Business Enterprise in Airport Concessions.
- p. 49 CFR Part 24 – Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs.^{1, 2}
- q. 49 CFR Part 26 – Participation by Disadvantaged Business Enterprises in Department of Transportation Programs.
- r. 49 CFR Part 27 – Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance.¹

- s. 49 CFR Part 28 –Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities conducted by the Department of Transportation.
- t. 49 CFR Part 30 - Denial of public works contracts to suppliers of goods and services of countries that deny procurement market access to U.S. contractors.
- u. 49 CFR Part 32 –Governmentwide Requirements for Drug-Free Workplace (Financial Assistance)
- v. 49 CFR Part 37 –Transportation Services for Individuals with Disabilities (ADA).
- w. 49 CFR Part 41 - Seismic safety of Federal and federally assisted or regulated new building construction.

SPECIFIC ASSURANCES

Specific assurances required to be included in grant agreements by any of the above laws, regulations or circulars are incorporated by reference in this grant agreement.

FOOTNOTES TO ASSURANCE C.1.

- ¹ These laws do not apply to airport planning sponsors.
- ² These laws do not apply to private sponsors.
- ³ 49 CFR Part 18 and 2 CFR Part 200 contain requirements for State and Local Governments receiving Federal assistance. Any requirement levied upon State and Local Governments by this regulation and circular shall also be applicable to private sponsors receiving Federal assistance under Title 49, United States Code.
- ⁴ On December 26, 2013 at 78 FR 78590, the Office of Management and Budget (OMB) issued the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 CFR Part 200. 2 CFR Part 200 replaces and combines the former Uniform Administrative Requirements for Grants (OMB Circular A-102 and Circular A-110 or 2 CFR Part 215 or Circular) as well as the Cost Principles (Circulars A-21 or 2 CFR part 220; Circular A-87 or 2 CFR part 225; and A-122, 2 CFR part 230). Additionally it replaces Circular A-133 guidance on the Single Annual Audit. In accordance with 2 CFR section 200.110, the standards set forth in Part 200 which affect administration of Federal awards issued by Federal agencies become effective once implemented by Federal agencies or when any future amendment to this Part becomes final. Federal agencies, including the Department of Transportation, must implement the policies and procedures applicable to Federal awards by promulgating a regulation to be effective by December 26, 2014 unless different provisions are required by statute or approved by OMB.
- ⁵ Cost principles established in 2 CFR part 200 subpart E must be used as guidelines for determining the eligibility of specific types of expenses.
- ⁶ Audit requirements established in 2 CFR part 200 subpart F are the guidelines for audits.

2. Responsibility and Authority of the Sponsor.

a. Public Agency Sponsor:

It has legal authority to apply for this grant, and to finance and carry out the proposed project; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

b. Private Sponsor:

It has legal authority to apply for this grant and to finance and carry out the proposed project and comply with all terms, conditions, and assurances of this grant agreement. It shall designate an official representative and shall in writing direct and authorize that person to file this application, including all understandings and assurances contained therein; to act in connection with this application; and to provide such additional information as may be required.

3. Sponsor Fund Availability.

It has sufficient funds available for that portion of the project costs which are not to be paid by the United States. It has sufficient funds available to assure operation and maintenance of items funded under this grant agreement which it will own or control.

4. Good Title.

- a. It, a public agency or the Federal government, holds good title, satisfactory to the Secretary, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.
- b. For noise compatibility program projects to be carried out on the property of the sponsor, it holds good title satisfactory to the Secretary to that portion of the property upon which Federal funds will be expended or will give assurance to the Secretary that good title will be obtained.

5. Preserving Rights and Powers.

- a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in this grant agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish or modify any outstanding rights or claims of right of others which would interfere with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.
- b. It will not sell, lease, encumber, or otherwise transfer or dispose of any part of its title or other interests in the property shown on Exhibit A to this application or, for a noise compatibility program project, that portion of the property upon which Federal funds have been expended, for the duration of the terms, conditions, and assurances in this grant agreement without approval by the Secretary. If the transferee is found by the Secretary to be eligible under Title 49, United States Code, to assume the obligations of this grant agreement and to have the power, authority, and financial resources to carry out all such obligations, the sponsor shall insert in the contract or document transferring or disposing of the sponsor's interest, and make binding upon the transferee all of the terms, conditions, and assurances contained in this grant agreement.
- c. For all noise compatibility program projects which are to be carried out by another unit of local government or are on property owned by a unit of local government other than the sponsor, it will enter into an agreement with that government. Except as otherwise specified by the Secretary, that agreement shall obligate that government to the same terms, conditions, and assurances that would be applicable to it if it applied directly to the FAA for a grant to undertake the noise compatibility program project. That agreement and changes thereto must be satisfactory to the Secretary. It will take steps to enforce this agreement against the local government if there is substantial non-compliance with the terms of the agreement.

- d. For noise compatibility program projects to be carried out on privately owned property, it will enter into an agreement with the owner of that property which includes provisions specified by the Secretary. It will take steps to enforce this agreement against the property owner whenever there is substantial non-compliance with the terms of the agreement.
- e. If the sponsor is a private sponsor, it will take steps satisfactory to the Secretary to ensure that the airport will continue to function as a public-use airport in accordance with these assurances for the duration of these assurances.
- f. If an arrangement is made for management and operation of the airport by any agency or person other than the sponsor or an employee of the sponsor, the sponsor will reserve sufficient rights and authority to insure that the airport will be operated and maintained in accordance Title 49, United States Code, the regulations and the terms, conditions and assurances in this grant agreement and shall insure that such arrangement also requires compliance therewith.
- g. Sponsors of commercial service airports will not permit or enter into any arrangement that results in permission for the owner or tenant of a property used as a residence, or zoned for residential use, to taxi an aircraft between that property and any location on airport. Sponsors of general aviation airports entering into any arrangement that results in permission for the owner of residential real property adjacent to or near the airport must comply with the requirements of Sec. 136 of Public Law 112-95 and the sponsor assurances.

6. Consistency with Local Plans.

The project is reasonably consistent with plans (existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

7. Consideration of Local Interest.

It has given fair consideration to the interest of communities in or near where the project may be located.

8. Consultation with Users.

In making a decision to undertake any airport development project under Title 49, United States Code, it has undertaken reasonable consultations with affected parties using the airport at which project is proposed.

9. Public Hearings.

In projects involving the location of an airport, an airport runway, or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

10. Metropolitan Planning Organization.

In projects involving the location of an airport, an airport runway, or a major runway extension at a medium or large hub airport, the sponsor has made available to and has provided upon request to the metropolitan planning organization in the area in which the airport is located, if any, a copy

of the proposed amendment to the airport layout plan to depict the project and a copy of any airport master plan in which the project is described or depicted.

11. Pavement Preventive Maintenance.

With respect to a project approved after January 1, 1995, for the replacement or reconstruction of pavement at the airport, it assures or certifies that it has implemented an effective airport pavement maintenance-management program and it assures that it will use such program for the useful life of any pavement constructed, reconstructed or repaired with Federal financial assistance at the airport. It will provide such reports on pavement condition and pavement management programs as the Secretary determines may be useful.

12. Terminal Development Prerequisites.

For projects which include terminal development at a public use airport, as defined in Title 49, it has, on the date of submittal of the project grant application, all the safety equipment required for certification of such airport under section 44706 of Title 49, United States Code, and all the security equipment required by rule or regulation, and has provided for access to the passenger enplaning and deplaning area of such airport to passengers enplaning and deplaning from aircraft other than air carrier aircraft.

13. Accounting System, Audit, and Record Keeping Requirements.

- a. It shall keep all project accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of this grant, the total cost of the project in connection with which this grant is given or used, and the amount or nature of that portion of the cost of the project supplied by other sources, and such other financial records pertinent to the project. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.
- b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to this grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a grant or relating to the project in connection with which this grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.

14. Minimum Wage Rates.

It shall include, in all contracts in excess of \$2,000 for work on any projects funded under this grant agreement which involve labor, provisions establishing minimum rates of wages, to be predetermined by the Secretary of Labor, in accordance with the Davis-Bacon Act, as amended (40 U.S.C. 276a-276a-5), which contractors shall pay to skilled and unskilled labor, and such minimum rates shall be stated in the invitation for bids and shall be included in proposals or bids for the work.

15. Veteran's Preference.

It shall include in all contracts for work on any project funded under this grant agreement which involve labor, such provisions as are necessary to insure that, in the employment of labor (except in executive, administrative, and supervisory positions), preference shall be given to Vietnam era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns owned and controlled by disabled veterans as defined in Section 47112 of Title

49, United States Code. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.

16. Conformity to Plans and Specifications.

It will execute the project subject to plans, specifications, and schedules approved by the Secretary. Such plans, specifications, and schedules shall be submitted to the Secretary prior to commencement of site preparation, construction, or other performance under this grant agreement, and, upon approval of the Secretary, shall be incorporated into this grant agreement. Any modification to the approved plans, specifications, and schedules shall also be subject to approval of the Secretary, and incorporated into this grant agreement.

17. Construction Inspection and Approval.

It will provide and maintain competent technical supervision at the construction site throughout the project to assure that the work conforms to the plans, specifications, and schedules approved by the Secretary for the project. It shall subject the construction work on any project contained in an approved project application to inspection and approval by the Secretary and such work shall be in accordance with regulations and procedures prescribed by the Secretary. Such regulations and procedures shall require such cost and progress reporting by the sponsor or sponsors of such project as the Secretary shall deem necessary.

18. Planning Projects.

In carrying out planning projects:

- a. It will execute the project in accordance with the approved program narrative contained in the project application or with the modifications similarly approved.
- b. It will furnish the Secretary with such periodic reports as required pertaining to the planning project and planning work activities.
- c. It will include in all published material prepared in connection with the planning project a notice that the material was prepared under a grant provided by the United States.
- d. It will make such material available for examination by the public, and agrees that no material prepared with funds under this project shall be subject to copyright in the United States or any other country.
- e. It will give the Secretary unrestricted authority to publish, disclose, distribute, and otherwise use any of the material prepared in connection with this grant.
- f. It will grant the Secretary the right to disapprove the sponsor's employment of specific consultants and their subcontractors to do all or any part of this project as well as the right to disapprove the proposed scope and cost of professional services.
- g. It will grant the Secretary the right to disapprove the use of the sponsor's employees to do all or any part of the project.
- h. It understands and agrees that the Secretary's approval of this project grant or the Secretary's approval of any planning material developed as part of this grant does not constitute or imply any assurance or commitment on the part of the Secretary to approve any pending or future application for a Federal airport grant.

19. Operation and Maintenance.

- a. The airport and all facilities which are necessary to serve the aeronautical users of the airport, other than facilities owned or controlled by the United States, shall be operated at all times in a safe and serviceable condition and in accordance with the minimum standards as may be

required or prescribed by applicable Federal, state and local agencies for maintenance and operation. It will not cause or permit any activity or action thereon which would interfere with its use for airport purposes. It will suitably operate and maintain the airport and all facilities thereon or connected therewith, with due regard to climatic and flood conditions. Any proposal to temporarily close the airport for non-aeronautical purposes must first be approved by the Secretary. In furtherance of this assurance, the sponsor will have in effect arrangements for-

- 1) Operating the airport's aeronautical facilities whenever required;
 - 2) Promptly marking and lighting hazards resulting from airport conditions, including temporary conditions; and
 - 3) Promptly notifying airmen of any condition affecting aeronautical use of the airport. Nothing contained herein shall be construed to require that the airport be operated for aeronautical use during temporary periods when snow, flood or other climatic conditions interfere with such operation and maintenance. Further, nothing herein shall be construed as requiring the maintenance, repair, restoration, or replacement of any structure or facility which is substantially damaged or destroyed due to an act of God or other condition or circumstance beyond the control of the sponsor.
- b. It will suitably operate and maintain noise compatibility program items that it owns or controls upon which Federal funds have been expended.

20. Hazard Removal and Mitigation.

It will take appropriate action to assure that such terminal airspace as is required to protect instrument and visual operations to the airport (including established minimum flight altitudes) will be adequately cleared and protected by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.

21. Compatible Land Use.

It will take appropriate action, to the extent reasonable, including the adoption of zoning laws, to restrict the use of land adjacent to or in the immediate vicinity of the airport to activities and purposes compatible with normal airport operations, including landing and takeoff of aircraft. In addition, if the project is for noise compatibility program implementation, it will not cause or permit any change in land use, within its jurisdiction, that will reduce its compatibility, with respect to the airport, of the noise compatibility program measures upon which Federal funds have been expended.

22. Economic Nondiscrimination.

- a. It will make the airport available as an airport for public use on reasonable terms and without unjust discrimination to all types, kinds and classes of aeronautical activities, including commercial aeronautical activities offering services to the public at the airport.
- b. In any agreement, contract, lease, or other arrangement under which a right or privilege at the airport is granted to any person, firm, or corporation to conduct or to engage in any aeronautical activity for furnishing services to the public at the airport, the sponsor will insert and enforce provisions requiring the contractor to-
 - 1) furnish said services on a reasonable, and not unjustly discriminatory, basis to all users thereof, and
 - 2) charge reasonable, and not unjustly discriminatory, prices for each unit or service,

provided that the contractor may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers.

- a.) Each fixed-based operator at the airport shall be subject to the same rates, fees, rentals, and other charges as are uniformly applicable to all other fixed-based operators making the same or similar uses of such airport and utilizing the same or similar facilities.
- b.) Each air carrier using such airport shall have the right to service itself or to use any fixed-based operator that is authorized or permitted by the airport to serve any air carrier at such airport.
- c.) Each air carrier using such airport (whether as a tenant, non-tenant, or subtenant of another air carrier tenant) shall be subject to such nondiscriminatory and substantially comparable rules, regulations, conditions, rates, fees, rentals, and other charges with respect to facilities directly and substantially related to providing air transportation as are applicable to all such air carriers which make similar use of such airport and utilize similar facilities, subject to reasonable classifications such as tenants or non-tenants and signatory carriers and non-signatory carriers. Classification or status as tenant or signatory shall not be unreasonably withheld by any airport provided an air carrier assumes obligations substantially similar to those already imposed on air carriers in such classification or status.
- d.) It will not exercise or grant any right or privilege which operates to prevent any person, firm, or corporation operating aircraft on the airport from performing any services on its own aircraft with its own employees [including, but not limited to maintenance, repair, and fueling] that it may choose to perform.
- e.) In the event the sponsor itself exercises any of the rights and privileges referred to in this assurance, the services involved will be provided on the same conditions as would apply to the furnishing of such services by commercial aeronautical service providers authorized by the sponsor under these provisions.
- f.) The sponsor may establish such reasonable, and not unjustly discriminatory, conditions to be met by all users of the airport as may be necessary for the safe and efficient operation of the airport.
- g.) The sponsor may prohibit or limit any given type, kind or class of aeronautical use of the airport if such action is necessary for the safe operation of the airport or necessary to serve the civil aviation needs of the public.

23. Exclusive Rights.

It will permit no exclusive right for the use of the airport by any person providing, or intending to provide, aeronautical services to the public. For purposes of this paragraph, the providing of the services at an airport by a single fixed-based operator shall not be construed as an exclusive right if both of the following apply:

- a. It would be unreasonably costly, burdensome, or impractical for more than one fixed-based operator to provide such services, and
- b. If allowing more than one fixed-based operator to provide such services would require the reduction of space leased pursuant to an existing agreement between such single fixed-based operator and such airport. It further agrees that it will not, either directly or indirectly, grant or permit any person, firm, or corporation, the exclusive right at the airport to conduct any aeronautical activities, including, but not limited to charter flights, pilot training, aircraft rental

and sightseeing, aerial photography, crop dusting, aerial advertising and surveying, air carrier operations, aircraft sales and services, sale of aviation petroleum products whether or not conducted in conjunction with other aeronautical activity, repair and maintenance of aircraft, sale of aircraft parts, and any other activities which because of their direct relationship to the operation of aircraft can be regarded as an aeronautical activity, and that it will terminate any exclusive right to conduct an aeronautical activity now existing at such an airport before the grant of any assistance under Title 49, United States Code.

24. Fee and Rental Structure.

It will maintain a fee and rental structure for the facilities and services at the airport which will make the airport as self-sustaining as possible under the circumstances existing at the particular airport, taking into account such factors as the volume of traffic and economy of collection. No part of the Federal share of an airport development, airport planning or noise compatibility project for which a grant is made under Title 49, United States Code, the Airport and Airway Improvement Act of 1982, the Federal Airport Act or the Airport and Airway Development Act of 1970 shall be included in the rate basis in establishing fees, rates, and charges for users of that airport.

25. Airport Revenues.

- a. All revenues generated by the airport and any local taxes on aviation fuel established after December 30, 1987, will be expended by it for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and which are directly and substantially related to the actual air transportation of passengers or property; or for noise mitigation purposes on or off the airport. The following exceptions apply to this paragraph:
 - 1) If covenants or assurances in debt obligations issued before September 3, 1982, by the owner or operator of the airport, or provisions enacted before September 3, 1982, in governing statutes controlling the owner or operator's financing, provide for the use of the revenues from any of the airport owner or operator's facilities, including the airport, to support not only the airport but also the airport owner or operator's general debt obligations or other facilities, then this limitation on the use of all revenues generated by the airport (and, in the case of a public airport, local taxes on aviation fuel) shall not apply.
 - 2) If the Secretary approves the sale of a privately owned airport to a public sponsor and provides funding for any portion of the public sponsor's acquisition of land, this limitation on the use of all revenues generated by the sale shall not apply to certain proceeds from the sale. This is conditioned on repayment to the Secretary by the private owner of an amount equal to the remaining unamortized portion (amortized over a 20-year period) of any airport improvement grant made to the private owner for any purpose other than land acquisition on or after October 1, 1996, plus an amount equal to the federal share of the current fair market value of any land acquired with an airport improvement grant made to that airport on or after October 1, 1996.
 - 3) Certain revenue derived from or generated by mineral extraction, production, lease, or other means at a general aviation airport (as defined at Section 47102 of title 49 United States Code), if the FAA determines the airport sponsor meets the requirements set forth in Sec. 813 of Public Law 112-95.
 - a.) As part of the annual audit required under the Single Audit Act of 1984, the sponsor will direct that the audit will review, and the resulting audit report will provide an opinion concerning, the use of airport revenue and taxes in paragraph (a), and indicating whether funds paid or transferred to the owner or operator are paid or transferred in a

manner consistent with Title 49, United States Code and any other applicable provision of law, including any regulation promulgated by the Secretary or Administrator.

- b.) Any civil penalties or other sanctions will be imposed for violation of this assurance in accordance with the provisions of Section 47107 of Title 49, United States Code.

26. Reports and Inspections.

It will:

- a. submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request and make such reports available to the public; make available to the public at reasonable times and places a report of the airport budget in a format prescribed by the Secretary;
- b. for airport development projects, make the airport and all airport records and documents affecting the airport, including deeds, leases, operation and use agreements, regulations and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request;
- c. for noise compatibility program projects, make records and documents relating to the project and continued compliance with the terms, conditions, and assurances of this grant agreement including deeds, leases, agreements, regulations, and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request; and
- d. in a format and time prescribed by the Secretary, provide to the Secretary and make available to the public following each of its fiscal years, an annual report listing in detail:
 - 1) all amounts paid by the airport to any other unit of government and the purposes for which each such payment was made; and
 - 2) all services and property provided by the airport to other units of government and the amount of compensation received for provision of each such service and property.

27. Use by Government Aircraft.

It will make available all of the facilities of the airport developed with Federal financial assistance and all those usable for landing and takeoff of aircraft to the United States for use by Government aircraft in common with other aircraft at all times without charge, except, if the use by Government aircraft is substantial, charge may be made for a reasonable share, proportional to such use, for the cost of operating and maintaining the facilities used. Unless otherwise determined by the Secretary, or otherwise agreed to by the sponsor and the using agency, substantial use of an airport by Government aircraft will be considered to exist when operations of such aircraft are in excess of those which, in the opinion of the Secretary, would unduly interfere with use of the landing areas by other authorized aircraft, or during any calendar month that –

- a. by gross weights of such aircraft) is in excess of five million pounds Five (5) or more Government aircraft are regularly based at the airport or on land adjacent thereto; or
- b. The total number of movements (counting each landing as a movement) of Government aircraft is 300 or more, or the gross accumulative weight of Government aircraft using the airport (the total movement of Government aircraft multiplied).

28. Land for Federal Facilities.

It will furnish without cost to the Federal Government for use in connection with any air traffic control or air navigation activities, or weather-reporting and communication activities related to air traffic control, any areas of land or water, or estate therein, or rights in buildings of the sponsor as the Secretary considers necessary or desirable for construction, operation, and maintenance at

Federal expense of space or facilities for such purposes. Such areas or any portion thereof will be made available as provided herein within four months after receipt of a written request from the Secretary.

29. Airport Layout Plan.

- a. It will keep up to date at all times an airport layout plan of the airport showing:
- 1) boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the sponsor for airport purposes and proposed additions thereto;
 - 2) the location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars and roads), including all proposed extensions and reductions of existing airport facilities;
 - 3) the location of all existing and proposed nonaviation areas and of all existing improvements thereon; and
 - 4) all proposed and existing access points used to taxi aircraft across the airport's property boundary. Such airport layout plans and each amendment, revision, or modification thereof, shall be subject to the approval of the Secretary which approval shall be evidenced by the signature of a duly authorized representative of the Secretary on the face of the airport layout plan. The sponsor will not make or permit any changes or alterations in the airport or any of its facilities which are not in conformity with the airport layout plan as approved by the Secretary and which might, in the opinion of the Secretary, adversely affect the safety, utility or efficiency of the airport.
- a.) If a change or alteration in the airport or the facilities is made which the Secretary determines adversely affects the safety, utility, or efficiency of any federally owned, leased, or funded property on or off the airport and which is not in conformity with the airport layout plan as approved by the Secretary, the owner or operator will, if requested, by the Secretary (1) eliminate such adverse effect in a manner approved by the Secretary; or (2) bear all costs of relocating such property (or replacement thereof) to a site acceptable to the Secretary and all costs of restoring such property (or replacement thereof) to the level of safety, utility, efficiency, and cost of operation existing before the unapproved change in the airport or its facilities except in the case of a relocation or replacement of an existing airport facility due to a change in the Secretary's design standards beyond the control of the airport sponsor.

30. Civil Rights.

It will promptly take any measures necessary to ensure that no person in the United States shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any activity conducted with, or benefiting from, funds received from this grant.

- a. Using the definitions of activity, facility and program as found and defined in §§ 21.23 (b) and 21.23 (e) of 49 CFR § 21, the sponsor will facilitate all programs, operate all facilities, or conduct all programs in compliance with all non-discrimination requirements imposed by, or pursuant to these assurances.
- b. Applicability
 - 1) Programs and Activities. If the sponsor has received a grant (or other federal assistance) for any of the sponsor's program or activities, these requirements extend to all of the

sponsor's programs and activities.

- 2) Facilities. Where it receives a grant or other federal financial assistance to construct, expand, renovate, remodel, alter or acquire a facility, or part of a facility, the assurance extends to the entire facility and facilities operated in connection therewith.
- 3) Real Property. Where the sponsor receives a grant or other Federal financial assistance in the form of, or for the acquisition of real property or an interest in real property, the assurance will extend to rights to space on, over, or under such property.

c. Duration.

The sponsor agrees that it is obligated to this assurance for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the assurance obligates the sponsor, or any transferee for the longer of the following periods:

- 1) So long as the airport is used as an airport, or for another purpose involving the provision of similar services or benefits; or
- 2) So long as the sponsor retains ownership or possession of the property.

d. Required Solicitation Language. It will include the following notification in all solicitations for bids, Requests For Proposals for work, or material under this grant agreement and in all proposals for agreements, including airport concessions, regardless of funding source:

"The **(Name of Sponsor)**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises and airport concession disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

e. Required Contract Provisions.

- 1) It will insert the non-discrimination contract clauses requiring compliance with the acts and regulations relative to non-discrimination in Federally-assisted programs of the DOT, and incorporating the acts and regulations into the contracts by reference in every contract or agreement subject to the non-discrimination in Federally-assisted programs of the DOT acts and regulations.
- 2) It will include a list of the pertinent non-discrimination authorities in every contract that is subject to the non-discrimination acts and regulations.
- 3) It will insert non-discrimination contract clauses as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a sponsor.
- 4) It will insert non-discrimination contract clauses prohibiting discrimination on the basis of race, color, national origin, creed, sex, age, or handicap as a covenant running with the land, in any future deeds, leases, license, permits, or similar instruments entered into by the sponsor with other parties:
 - a.) For the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and

- b.) For the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
- f. It will provide for such methods of administration for the program as are found by the Secretary to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the acts, the regulations, and this assurance.
- g. It agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the acts, the regulations, and this assurance.

31. Disposal of Land.

- a. For land purchased under a grant for airport noise compatibility purposes, including land serving as a noise buffer, it will dispose of the land, when the land is no longer needed for such purposes, at fair market value, at the earliest practicable time. That portion of the proceeds of such disposition which is proportionate to the United States' share of acquisition of such land will be, at the discretion of the Secretary, (1) reinvested in another project at the airport, or (2) transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order, (1) reinvestment in an approved noise compatibility project, (2) reinvestment in an approved project that is eligible for grant funding under Section 47117(e) of title 49 United States Code, (3) reinvestment in an approved airport development project that is eligible for grant funding under Sections 47114, 47115, or 47117 of title 49 United States Code, (4) transferred to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport, and (5) paid to the Secretary for deposit in the Airport and Airway Trust Fund. If land acquired under a grant for noise compatibility purposes is leased at fair market value and consistent with noise buffering purposes, the lease will not be considered a disposal of the land. Revenues derived from such a lease may be used for an approved airport development project that would otherwise be eligible for grant funding or any permitted use of airport revenue.
- b. For land purchased under a grant for airport development purposes (other than noise compatibility), it will, when the land is no longer needed for airport purposes, dispose of such land at fair market value or make available to the Secretary an amount equal to the United States' proportionate share of the fair market value of the land. That portion of the proceeds of such disposition which is proportionate to the United States' share of the cost of acquisition of such land will, (1) upon application to the Secretary, be reinvested or transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order: (1) reinvestment in an approved noise compatibility project, (2) reinvestment in an approved project that is eligible for grant funding under Section 47117(e) of title 49 United States Code, (3) reinvestment in an approved airport development project that is eligible for grant funding under Sections 47114, 47115, or 47117 of title 49 United States Code, (4) transferred to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport, and (5) paid to the Secretary for deposit in the Airport and Airway Trust Fund.
- c. Land shall be considered to be needed for airport purposes under this assurance if (1) it may be needed for aeronautical purposes (including runway protection zones) or serve as noise buffer land, and (2) the revenue from interim uses of such land contributes to the financial self-sufficiency of the airport. Further, land purchased with a grant received by an airport operator or owner before December 31, 1987, will be considered to be needed for airport purposes if the Secretary or Federal agency making such grant before December 31, 1987, was

notified by the operator or owner of the uses of such land, did not object to such use, and the land continues to be used for that purpose, such use having commenced no later than December 15, 1989.

- d. Disposition of such land under (a) (b) or (c) will be subject to the retention or reservation of any interest or right therein necessary to ensure that such land will only be used for purposes which are compatible with noise levels associated with operation of the airport.

32. Engineering and Design Services.

It will award each contract, or sub-contract for program management, construction management, planning studies, feasibility studies, architectural services, preliminary engineering, design, engineering, surveying, mapping or related services with respect to the project in the same manner as a contract for architectural and engineering services is negotiated under Title IX of the Federal Property and Administrative Services Act of 1949 or an equivalent qualifications-based requirement prescribed for or by the sponsor of the airport.

33. Foreign Market Restrictions.

It will not allow funds provided under this grant to be used to fund any project which uses any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

34. Policies, Standards, and Specifications.

It will carry out the project in accordance with policies, standards, and specifications approved by the Secretary including, but not limited to, the advisory circulars listed in the Current FAA Advisory Circulars for AIP projects, dated January 24, 2017 and included in this grant, and in accordance with applicable state policies, standards, and specifications approved by the Secretary.

35. Relocation and Real Property Acquisition.

- a. It will be guided in acquiring real property, to the greatest extent practicable under State law, by the land acquisition policies in Subpart B of 49 CFR Part 24 and will pay or reimburse property owners for necessary expenses as specified in Subpart B.
- b. It will provide a relocation assistance program offering the services described in Subpart C and fair and reasonable relocation payments and assistance to displaced persons as required in Subpart D and E of 49 CFR Part 24.
- c. It will make available within a reasonable period of time prior to displacement, comparable replacement dwellings to displaced persons in accordance with Subpart E of 49 CFR Part 24.

36. Access By Intercity Buses.

The airport owner or operator will permit, to the maximum extent practicable, intercity buses or other modes of transportation to have access to the airport; however, it has no obligation to fund special facilities for intercity buses or for other modes of transportation.

37. Disadvantaged Business Enterprises.

The sponsor shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any DOT-assisted contract covered by 49 CFR Part 26, or in the award and performance of any concession activity contract covered by 49 CFR Part 23. In addition, the sponsor shall not discriminate on the basis of race, color, national origin or sex in the administration of its DBE and ACDBE programs or the requirements of 49 CFR Parts 23 and 26. The sponsor shall take all necessary and reasonable steps under 49 CFR Parts 23 and 26 to ensure

nondiscrimination in the award and administration of DOT-assisted contracts, and/or concession contracts. The sponsor's DBE and ACDBE programs, as required by 49 CFR Parts 26 and 23, and as approved by DOT, are incorporated by reference in this agreement. Implementation of these programs is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the sponsor of its failure to carry out its approved program, the Department may impose sanctions as provided for under Parts 26 and 23 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1936 (31 U.S.C. 3801).

38. Hangar Construction.

If the airport owner or operator and a person who owns an aircraft agree that a hangar is to be constructed at the airport for the aircraft at the aircraft owner's expense, the airport owner or operator will grant to the aircraft owner for the hangar a long term lease that is subject to such terms and conditions on the hangar as the airport owner or operator may impose.

39. Competitive Access.

- a. If the airport owner or operator of a medium or large hub airport (as defined in section 47102 of title 49, U.S.C.) has been unable to accommodate one or more requests by an air carrier for access to gates or other facilities at that airport in order to allow the air carrier to provide service to the airport or to expand service at the airport, the airport owner or operator shall transmit a report to the Secretary that-
 - 1) Describes the requests;
 - 2) Provides an explanation as to why the requests could not be accommodated; and
 - 3) Provides a time frame within which, if any, the airport will be able to accommodate the requests.
- b. Such report shall be due on either February 1 or August 1 of each year if the airport has been unable to accommodate the request(s) in the six month period prior to the applicable due date.



**FAA
Airports**

Current FAA Advisory Circulars Required for Use in AIP Funded and PFC Approved Projects

Updated: 2/20/2018

View the most current versions of these ACs and any associated changes at:

http://www.faa.gov/airports/resources/advisory_circulars and

http://www.faa.gov/regulations_policies/advisory_circulars/

NUMBER	TITLE
70/7460-1L Change 1	Obstruction Marking and Lighting
150/5020-1	Noise Control and Compatibility Planning for Airports
150/5070-6B Changes 1- 2	Airport Master Plans
150/5070-7 Change 1	The Airport System Planning Process
150/5100-13B	Development of State Standards for Nonprimary Airports
150/5200-28F	Notices to Airmen (NOTAMS) for Airport Operators
150/5200-30D Change 1	Airport Field Condition Assessments and Winter Operations Safety
150/5200-31C Changes 1-2	Airport Emergency Plan
150/5210-5D	Painting, Marking, and Lighting of Vehicles Used on an Airport
150/5210-7D	Aircraft Rescue and Fire Fighting Communications
150/5210-13C	Airport Water Rescue Plans and Equipment
150/5210-14B	Aircraft Rescue Fire Fighting Equipment, Tools and Clothing
150/5210-15A	Aircraft Rescue and Firefighting Station Building Design

NUMBER	TITLE
150/5210-18A	Systems for Interactive Training of Airport Personnel
150/5210-19A	Driver's Enhanced Vision System (DEVS)
150/5220-10E	Guide Specification for Aircraft Rescue and Fire Fighting (ARFF) Vehicles
150/5220-16E	Automated Weather Observing Systems (AWOS) for Non-Federal Applications
150/5220-17B	Aircraft Rescue and Fire Fighting (ARFF) Training Facilities
150/5220-18A	Buildings for Storage and Maintenance of Airport Snow and Ice Control Equipment and Materials
150/5220-20A	Airport Snow and Ice Control Equipment
150/5220-21C	Aircraft Boarding Equipment
150/5220-22B	Engineered Materials Arresting Systems (EMAS) for Aircraft Overruns
150/5220-23	Frangible Connections
150/5220-24	Foreign Object Debris Detection Equipment
150/5220-25	Airport Avian Radar Systems
150/5220-26 Changes 1-2	Airport Ground Vehicle Automatic Dependent Surveillance - Broadcast (ADS-B) Out Squitter Equipment
150/5300-7B	FAA Policy on Facility Relocations Occasioned by Airport Improvements of Changes
150/5300-13A Change 1	Airport Design
150/5300-14C	Design of Aircraft Deicing Facilities
150/5300-16A	General Guidance and Specifications for Aeronautical Surveys: Establishment of Geodetic Control and Submission to the National Geodetic Survey
150/5300-17C Change 1	Standards for Using Remote Sensing Technologies in Airport Surveys
150/5300-18B Change 1	General Guidance and Specifications for Submission of Aeronautical Surveys to NGS: Field Data Collection and Geographic Information System (GIS) Standards
150/5320-5D	Airport Drainage Design
150/5320-6F	Airport Pavement Design and Evaluation

NUMBER	TITLE
150/5320-12C Changes 1-8	Measurement, Construction, and Maintenance of Skid Resistant Airport Pavement Surfaces
150/5320-15A	Management of Airport Industrial Waste
150/5235-4B	Runway Length Requirements for Airport Design
150/5335-5C	Standardized Method of Reporting Airport Pavement Strength - PCN
150/5340-1L	Standards for Airport Markings
150/5340-5D	Segmented Circle Airport Marker System
150/5340-18F	Standards for Airport Sign Systems
150/5340-26C	Maintenance of Airport Visual Aid Facilities
150/5340-30J	Design and Installation Details for Airport Visual Aids
150/5345-3G	Specification for L-821, Panels for the Control of Airport Lighting
150/5345-5B	Circuit Selector Switch
150/5345-7F	Specification for L-824 Underground Electrical Cable for Airport Lighting Circuits
150/5345-10H	Specification for Constant Current Regulators and Regulator Monitors
150/5345-12F	Specification for Airport and Heliport Beacons
150/5345-13B	Specification for L-841 Auxiliary Relay Cabinet Assembly for Pilot Control of Airport Lighting Circuits
150/5345-26D	FAA Specification For L-823 Plug and Receptacle, Cable Connectors
150/5345-27E	Specification for Wind Cone Assemblies
150/5345-28G	Precision Approach Path Indicator (PAPI) Systems
150/5345-39D	Specification for L-853, Runway and Taxiway Retro reflective Markers
150/5345-42H	Specification for Airport Light Bases, Transformer Housings, Junction Boxes, and Accessories
150/5345-43H	Specification for Obstruction Lighting Equipment
150/5345-44K	Specification for Runway and Taxiway Signs
150/5345-45C	Low-Impact Resistant (LIR) Structures

NUMBER	TITLE
150/5345-46E	Specification for Runway and Taxiway Light Fixtures
150/5345-47C	Specification for Series to Series Isolation Transformers for Airport Lighting Systems
150/5345-49D	Specification L-854, Radio Control Equipment
150/5345-50B	Specification for Portable Runway and Taxiway Lights
150/5345-51B	Specification for Discharge-Type Flashing Light Equipment
150/5345-52A	Generic Visual Glideslope Indicators (GVGI)
150/5345-53D	Airport Lighting Equipment Certification Program
150/5345-54B	Specification for L-884, Power and Control Unit for Land and Hold Short Lighting Systems
150/5345-55A	Specification for L-893, Lighted Visual Aid to Indicate Temporary Runway Closure
150/5345-56B	Specification for L-890 Airport Lighting Control and Monitoring System (ALCMS)
150/5360-12F	Airport Signing and Graphics
150/5360-13 Change 1	Planning and Design Guidelines for Airport Terminal Facilities
150/5360-14A	Access to Airports By Individuals With Disabilities
150/5370-2G	Operational Safety on Airports During Construction
150/5370-10G	Standards for Specifying Construction of Airports
150/5370-11B	Use of Nondestructive Testing in the Evaluation of Airport Pavements
150/5370-13A	Off-Peak Construction of Airport Pavements Using Hot-Mix Asphalt
150/5370-15B	Airside Applications for Artificial Turf
150/5370-16	Rapid Construction of Rigid (Portland Cement Concrete) Airfield Pavements
150/5370-17	Airside Use of Heated Pavement Systems
150/5390-2C	Heliport Design
150/5395-1A	Seaplane Bases

THE FOLLOWING ADDITIONAL APPLY TO AIP PROJECTS ONLY

Updated: 2/20/2018

NUMBER	TITLE
150/5100-14E Change 1	Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects
150/5100-17 Changes 1 - 7	Land Acquisition and Relocation Assistance for Airport Improvement Program Assisted Projects
150/5300-15A	Use of Value Engineering for Engineering Design of Airport Grant Projects
150/5320-17A	Airfield Pavement Surface Evaluation and Rating Manuals
150/5370-12B	Quality Management for Federally Funded Airport Construction Projects
150/5380-6C	Guidelines and Procedures for Maintenance of Airport Pavements
150/5380-7B	Airport Pavement Management Program
150/5380-9	Guidelines and Procedures for Measuring Airfield Pavement Roughness

Certification and Disclosure Regarding Potential Conflicts of Interest Airport Improvement Program Sponsor Certification

Sponsor: City of Grand Rapids

Airport: Grand Rapids – Itasca County Airport

Project Number: 3-27-0037-21-2018

Description of Work: Rehabilitate general aviation parking apron approximately 19,200 square yards and reconfigure direct apron-runway connection to clear departure surface

Application

Title 2 CFR § 200.112 and § 1201.112 address Federal Aviation Administration (FAA) requirements for conflict of interest. As a condition of eligibility under the Airport Improvement Program (AIP), sponsors must comply with FAA policy on conflict of interest. Such a conflict would arise when any of the following have a financial or other interest in the firm selected for award:

- a) The employee, officer or agent,
- b) Any member of his immediate family,
- c) His or her partner, or
- d) An organization which employs, or is about to employ, any of the above.

Selecting “Yes” represents sponsor or sub-recipient acknowledgement and confirmation of the certification statement. Selecting “No” represents sponsor or sub-recipient disclosure that it cannot fully comply with the certification statement. If “No” is selected, provide support information explaining the negative response as an attachment to this form. This includes whether the sponsor has established standards for financial interest that are not substantial or unsolicited gifts are of nominal value (2 CFR § 200.318(c)). The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance.

Certification Statements

1. The sponsor or sub-recipient maintains a written standards of conduct governing conflict of interest and the performance of their employees engaged in the award and administration of contracts (2 CFR § 200.318(c)). To the extent permitted by state or local law or regulations, such standards of conduct provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the sponsor’s and sub-recipient’s officers, employees, or agents, or by contractors or their agents.

Yes No

2. The sponsor's or sub-recipient's officers, employees or agents have not and will not solicit or accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub-agreements (2 CFR § 200.318(c)).

Yes No

3. The sponsor or sub-recipient certifies that is has disclosed and will disclose to the FAA any known potential conflict of interest (2 CFR § 1200.112).

Yes No

Attach documentation clarifying any above item marked with "no" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and have the explanation for any item marked "no" is correct and complete.

Executed on this day of , .

Name of Sponsor:

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Drug-Free Workplace Airport Improvement Program Sponsor Certification

Sponsor: City of Grand Rapids

Airport: Grand Rapids – Itasca County Airport

Project Number: 3-27-0037-21-2018

Description of Work: Rehabilitate general aviation parking apron approximately 19,200 square yards and reconfigure direct apron-runway connection to clear departure surface

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements on the drug-free workplace within federal grant programs are described in 2 CFR part 182. Sponsors are required to certify they will be, or will continue to provide, a drug-free workplace in accordance with the regulation. The AIP project grant agreement contains specific assurances on the Drug-Free Workplace Act of 1988.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A statement has been or will be published prior to commencement of project notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the sponsor's workplace, and specifying the actions to be taken against employees for violation of such prohibition (2 CFR § 182.205).

Yes No N/A

2. An ongoing drug-free awareness program (2 CFR § 182.215) has been or will be established prior to commencement of project to inform employees about:
 - a. The dangers of drug abuse in the workplace;
 - b. The sponsor's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation, and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

Yes No N/A

3. Each employee to be engaged in the performance of the work has been or will be given a copy of the statement required within item 1 above prior to commencement of project (2 CFR § 182.210).

Yes No N/A

4. Employees have been or will be notified in the statement required by item 1 above that, as a condition employment under the grant (2 CFR § 182.205(c)), the employee will:

- a. Abide by the terms of the statement; and
- b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

Yes No N/A

5. The Federal Aviation Administration (FAA) will be notified in writing within 10 calendar days after receiving notice under item 4b above from an employee or otherwise receiving actual notice of such conviction (2 CFR § 182.225). Employers of convicted employees must provide notice, including position title of the employee, to the FAA (2 CFR § 182.300).

Yes No N/A

6. One of the following actions (2 CFR § 182.225(b)) will be taken within 30 calendar days of receiving a notice under item 4b above with respect to any employee who is so convicted:

- a. Take appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; and
- b. Require such employee to participate satisfactorily in drug abuse assistance or rehabilitation programs approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

Yes No N/A

7. A good faith effort will be made, on a continuous basis, to maintain a drug-free workplace through implementation of items 1 through 6 above (2 CFR § 182.200).

Yes No N/A

Site(s) of performance of work (2 CFR § 182.230):

Location 1

Name of Location:

Address:

Location 2 (if applicable)

Name of Location:

Address:

Location 3 (if applicable)

Name of Location:

Address:

Attach documentation clarifying any above item marked with a "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this day of

Name of Sponsor:

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Construction Project Final Acceptance Airport Improvement Program Sponsor Certification

Sponsor: City of Grand Rapids

Airport: Grand Rapids – Itasca County Airport

Project Number: 3-27-0037-21-2018

Description of Work: Rehabilitate general aviation parking apron approximately 19,200 square yards and reconfigure direct apron-runway connection to clear departure surface

Application

49 USC § 47105(d), authorizes the Secretary to require me certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program. General standards for final acceptance and close out of federally funded construction projects are in 2 CFR § 200.343 – Closeout and supplemented by FAA Order 5100.38. The sponsor must determine that project costs are accurate and proper in accordance with specific requirements of the grant agreement and contract documents.

Certification Statements

Except for certification statements below marked not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgment and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. The personnel engaged in project administration, engineering supervision, project inspection, and acceptance testing were or will be determined to be qualified and competent to perform the work (Grant Assurance).
 Yes No N/A
2. Construction records, including daily logs, were or will be kept by the resident engineer/construction inspector that fully document contractor’s performance in complying with:
 - a. Technical standards (Advisory Circular (AC) 150/5370-12);
 - b. Contract requirements (2 CFR part 200 and FAA Order 5100.38); and
 - c. Construction safety and phasing plan measures (AC 150/5370-2). Yes No N/A
3. All acceptance tests specified in the project specifications were or will be performed and documented. (AC 150/5370-12).
 Yes No N/A

4. Sponsor has taken or will take appropriate corrective action for any test result outside of allowable tolerances (AC 150/5370-12).
- Yes No N/A
5. Pay reduction factors required by the specifications were applied or will be applied in computing final payments with a summary made available to the FAA (AC 150/5370-10).
- Yes No N/A
6. Sponsor has notified, or will promptly notify the Federal Aviation Administration (FAA) of the following occurrences:
- a. Violations of any federal requirements set forth or included by reference in the contract documents (2 CFR part 200);
 - b. Disputes or complaints concerning federal labor standards (29 CFR part 5); and
 - c. Violations of or complaints addressing conformance with Equal Employment Opportunity or Disadvantaged Business Enterprise requirements (41 CFR Chapter 60 and 49 CFR part 26).
- Yes No N/A
7. Weekly payroll records and statements of compliance were or will be submitted by the prime contractor and reviewed by the sponsor for conformance with federal labor and civil rights requirements as required by FAA and U.S. Department of Labor (29 CFR Part 5).
- Yes No N/A
8. Payments to the contractor were or will be made in conformance with federal requirements and contract provisions using sponsor internal controls that include:
- a. Retaining source documentation of payments and verifying contractor billing statements against actual performance (2 CFR § 200.302 and FAA Order 5100.38);
 - b. Prompt payment of subcontractors for satisfactory performance of work (49 CFR § 26.29);
 - c. Release of applicable retainage upon satisfactory performance of work (49 CFR § 26.29); and
 - d. Verification that payments to DBEs represent work the DBE performed by carrying out a commercially useful function (49 CFR §26.55).
- Yes No N/A
9. A final project inspection was or will be conducted with representatives of the sponsor and the contractor present that ensure:
- a. Physical completion of project work in conformance with approved plans and specifications (Order 5100.38);
 - b. Necessary actions to correct punch list items identified during final inspection are complete (Order 5100.38); and
 - c. Preparation of a record of final inspection and distribution to parties to the contract (Order 5100.38);
- Yes No N/A
10. The project was or will be accomplished without material deviations, changes, or modifications from approved plans and specifications, except as approved by the FAA (Order 5100.38).
- Yes No N/A

11. The construction of all buildings have complied or will comply with the seismic construction requirements of 49 CFR § 41.120.

Yes No N/A

12. For development projects, sponsor has taken or will take the following close-out actions:

- a. Submit to the FAA a final test and quality assurance report summarizing acceptance test results, as applicable (Grant Condition);
- b. Complete all environmental requirements as established within the project environmental determination (Order 5100.38); and
- c. Prepare and retain as-built plans (Order 5100.38).

Yes No N/A

13. Sponsor has revised or will revise their airport layout plan (ALP) that reflects improvements made and has submitted or will submit an updated ALP to the FAA no later than 90 days from the period of performance end date. (49 USC § 47107 and Order 5100.38).

Yes No N/A

Attach documentation clarifying any above item marked with "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this _____ day of _____, _____.

Name of Sponsor:

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Equipment and Construction Contracts Airport Improvement Sponsor Certification

Sponsor: City of Grand Rapids

Airport: Grand Rapids – Itasca County Airport

Project Number: 3-27-0037-21-2018

Description of Work: Rehabilitate general aviation parking apron approximately 19,200 square yards and reconfigure direct apron-runway connection to clear departure surface

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General procurement standards for equipment and construction contracts within Federal grant programs are described in 2 CFR §§ 200.317-200.326. Labor and Civil Rights Standards applicable to the AIP are established by the Department of Labor (www.dol.gov) AIP Grant Assurance C.1—General Federal Requirements identifies all applicable Federal Laws, regulations, executive orders, policies, guidelines and requirements for assistance under the AIP. Sponsors may use state and local procedures provided the procurement conforms to these federal standards.

This certification applies to all equipment and construction projects. Equipment projects may or may not employ laborers and mechanics that qualify the project as a “covered contract” under requirements established by the Department of Labor requirements. Sponsor shall provide appropriate responses to the certification statements that reflect the character of the project regardless of whether the contract is for a construction project or an equipment project.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting “Yes” represents sponsor acknowledgement and confirmation of the certification statement. The term “will” means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A written code or standard of conduct is or will be in effect prior to commencement of the project that governs the performance of the sponsor’s officers, employees, or agents in soliciting, awarding and administering procurement contracts (2 CFR § 200.318).

Yes No N/A

2. For all contracts, qualified and competent personnel are or will be engaged to perform contract administration, engineering supervision, construction inspection, and testing (Grant Assurance C.17).
- Yes No N/A
3. Sponsors that are required to have a Disadvantage Business Enterprise (DBE) program on file with the FAA have included or will include clauses required by Title VI of the Civil Rights Act and 49 CFR Part 26 for Disadvantaged Business Enterprises in all contracts and subcontracts.
- Yes No N/A
4. Sponsors required to have a DBE program on file with the FAA have implemented or will implement monitoring and enforcement measures that:
- Ensure work committed to Disadvantaged Business Enterprises at contract award is actually performed by the named DBEs (49 CFR § 26.37(b));
 - Include written certification that the sponsor has reviewed contract records and has monitored work sites for performance by DBE firms (49 CFR § 26.37(b)); and
 - Provides for a running tally of payments made to DBE firms and a means for comparing actual attainments (i.e. payments) to original commitments (49 CFR § 26.37(c)).
- Yes No N/A
5. Sponsor procurement actions using the competitive sealed bid method (2 CFR § 200.320(c)). was or will be:
- Publicly advertised, allowing a sufficient response time to solicit an adequate number of interested contractors or vendors;
 - Prepared to include a complete, adequate and realistic specification that defines the items or services in sufficient detail to allow prospective bidders to respond;
 - Publicly opened at a time and place prescribed in the invitation for bids; and
 - Prepared in a manner that result in a firm fixed price contract award to the lowest responsive and responsible bidder.
- Yes No N/A
6. For projects the Sponsor proposes to use the competitive proposal procurement method (2 CFR § 200.320(d)), Sponsor has requested or will request FAA approval prior to proceeding with a competitive proposal procurement by submitting to the FAA the following:
- Written justification that supports use of competitive proposal method in lieu of the preferred sealed bid procurement method;
 - Plan for publicizing and soliciting an adequate number of qualified sources; and
 - Listing of evaluation factors along with relative importance of the factors.
- Yes No N/A
7. For construction and equipment installation projects, the bid solicitation includes or will include the current federal wage rate schedule(s) for the appropriate type of work classifications (2 CFR Part 200, Appendix II).
- Yes No N/A

8. Concurrence was or will be obtained from the Federal Aviation Administration (FAA) prior to contract award under any of the following circumstances (Order 5100.38D):
- a. Only one qualified person/firm submits a responsive bid;
 - b. Award is to be made to other than the lowest responsible bidder; and
 - c. Life cycle costing is a factor in selecting the lowest responsive bidder.
- Yes No N/A
9. All construction and equipment installation contracts contain or will contain provisions for:
- a. Access to Records (§ 200.336)
 - b. Buy American Preferences (Title 49 U.S.C. § 50101)
 - c. Civil Rights - General Provisions and Title VI Assurances(41 CFR part 60)
 - d. Federal Fair Labor Standards (29 U.S.C. § 201, et seq)
 - e. Occupational Safety and Health Act requirements (20 CFR part 1920)
 - f. Seismic Safety – building construction (49 CFR part 41)
 - g. State Energy Conservation Requirements - as applicable(2 CFR part 200, Appendix II)
 - h. U.S. Trade Restriction (49 CFR part 30)
 - i. Veterans Preference (49 USC § 47112(c))
- Yes No N/A
10. All construction and equipment installation contracts exceeding \$2,000 contain or will contain the provisions established by:
- a. Davis-Bacon and Related Acts (29 CFR part 5)
 - b. Copeland "Anti-Kickback" Act (29 CFR parts 3 and 5)
- Yes No N/A
11. All construction and equipment installation contracts exceeding \$3,000 contain or will contain a contract provision that discourages distracted driving (E.O. 13513).
- Yes No N/A
12. All contracts exceeding \$10,000 contain or will contain the following provisions as applicable:
- a. Construction and equipment installation projects - Applicable clauses from 41 CFR Part 60 for compliance with Executive Orders 11246 and 11375 on Equal Employment Opportunity;
 - b. Construction and equipment installation - Contract Clause prohibiting segregated facilities in accordance with 41 CFR part 60-1.8;
 - c. Requirement to maximize use of products containing recovered materials in accordance with 2 CFR § 200.322 and 40 CFR part 247; and
 - d. Provisions that address termination for cause and termination for convenience (2 CFR Part 200, Appendix II).
- Yes No N/A

13. All contracts and subcontracts exceeding \$25,000: Measures are in place or will be in place (e.g. checking the System for Award Management) that ensure contracts and subcontracts are not awarded to individuals or firms suspended, debarred, or excluded from participating in federally assisted projects (2 CFR parts 180 and 1200).

Yes No N/A

14. Contracts exceeding the simplified acquisition threshold (currently \$150,000) include or will include provisions, as applicable, that address the following:

- a. Construction and equipment installation contracts - a bid guarantee of 5%, a performance bond of 100%, and a payment bond of 100% (2 CFR § 200.325);
- b. Construction and equipment installation contracts - requirements of the Contract Work Hours and Safety Standards Act (40 USC 3701-3708, Sections 103 and 107);
- c. Restrictions on Lobbying and Influencing (2 CFR part 200, Appendix II);
- d. Conditions specifying administrative, contractual and legal remedies for instances where contractor or vendor violate or breach the terms and conditions of the contract (2 CFR §200, Appendix II); and
- e. All Contracts - Applicable standards and requirements issued under Section 306 of the Clean Air Act (42 USC 7401-7671q), Section 508 of the Clean Water Act (33 USC 1251-1387, and Executive Order 11738.

Yes No N/A

Attach documentation clarifying any above item marked with "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this _____ day of _____, _____.

Name of Sponsor:

Name of Sponsor's Authorized Official:

Title of Sponsor's Authorized Official:

Signature of Sponsor's Authorized Official: _____

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

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

RESOLUTION NO. 18-__

A RESOLUTION APPROVING FEDERAL AVIATION ADMINISTRATION GRANT AGREEMENT # AIP 3-27-0037-021-2018 IN THE AMOUNT OF \$1,227,587.00 FOR THE RECONSTRUCTION OF THE GENERAL AVIATION RAMP

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

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

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

1. The Federal Aviation Administration has awarded grant agreement #AIP 3-27-0037-021-2018 for the Reconstruction of the General Aviation Ramp in the amount of \$1,227,587.00

Adopted by the Council this 13th day of August, 2018.

Dale Adams, Mayor

ATTEST:

Kim Johnson-Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0500 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Consent Agenda
File created: 8/7/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Consider approving the plans and specifications and ordering the advertisement for bids for maintenance improvements contained in the Capitol Improvement Plan for the Fire Hall.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider approving the plans and specifications and ordering the advertisement for bids for maintenance improvements contained in the Capitol Improvement Plan for the Fire Hall.

Background Information:

Plans and specifications are complete for CIP maintenance improvements discussed at the July 23, 2018 worksession for the Fire Hall .

Staff Recommendation:

City staff recommends approving the plans and specifications and ordering the advertisement for bids for CIP maintenance improvements at the Fire Hall.

Requested City Council Action

A motion approving the plans and specifications and ordering the advertisement for bids for CIP maintenance improvements at the Fire Hall.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0507 **Version:** 1 **Name:** Fire Relief Assoc Financials
Type: Agenda Item **Status:** Consent Agenda
File created: 8/7/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Consider accepting the Fire Relief Association Schedule Form for Lump Sum Pension reporting Year 2018, the 2017 Financial Statements, and authorize the budgeted \$5,000 contribution to the Fire Relief Association.
Sponsors:
Indexes:
Code sections:
Attachments: [2018 SC-18](#)

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

Consider accepting the Fire Relief Association Schedule Form for Lump Sum Pension reporting Year 2018, the 2017 Financial Statements, and authorize the budgeted \$5,000 contribution to the Fire Relief Association.

Background Information:

Minnesota State Statute 69.772 requires the officers of the Fire Relief to certify the financial requirements of the Relief Association and minimum obligation of the City with respect to the Special pension fund.

Attached is the Schedule Form for Lump Sum Pension Reporting Year 2018 shows the plan liabilities and the required municipal contribution for 2019. The Fire Relief Association is requesting approval for the payment of the budgeted elective contribution of \$5,000. The 2017 Financial Report is on file for your review in the City Finance Department.

Staff Recommendation:

Staff recommends accepting the Fire Relief Association Schedule Form for Lump Sum Pension reporting year 2018, the 2017 Financial Statements, and authorize the budgeted \$5,000 contribution to the Fire Relief Association

Requested City Council Action

Make a motion accepting the Fire Relief Association Schedule Form for Lump Sum Pension reporting year 2018, the 2017 Financial Statements, and authorize the budgeted \$5,000 contribution to the Fire Relief Association.

Grand Rapids Fire Relief Association

2018 Schedule Form for Lump-Sum Pension Plans (SC-18)



Office of the State Auditor

Report created on 7/23/2018

Grand Rapids Fire Relief Association
2018 Schedule Form for Lump-Sum Pension Plans (Form SC-18)
Active Members

Annual benefit level in effect for 2018: \$5,500						2018		2019	
Name	Status	Birth Date	Entry Date	Leaves of Absence and Breaks in Service (months)	Return to Service	Yrs Of Service	Accrued Liability	Yrs Of Service	Accrued Liability
Robert Rima	Active		08/11/1987	0		31	170,500	32	176,000
David Calligurri	Paid		02/11/1997	0		22	0	23	0
Michael Liebel	Active		09/14/1998	0		20	110,000	21	115,500
Bryan Zuehlke	Active		01/09/2001	0		18	93,390	19	101,420
Adam Kortekaas	Active		07/10/2001	12		16	78,540	17	85,800
Robert Kuschel	Active		07/10/2001	6		17	85,800	18	93,390
Shawn Graeber	Active		01/15/2002	0		17	85,800	18	93,390
John Linder	Active		01/13/2004	0		15	71,720	16	78,540
James Gibeau	Active		07/12/2005	0		13	58,850	14	65,120
Andrew Horton	Active		10/25/2005	0		13	58,850	14	65,120
Jeremiah Puelston	Active		10/25/2005	4		13	58,850	14	65,120
Chad Keetch	Active		05/01/2007	0		12	52,910	13	58,850
Bruce Baird	Active		08/12/2008	0		10	41,800	11	47,190
Travis Cole	Active		08/12/2008	0		10	41,800	11	47,190
Tom Foss	Active		11/15/2010	0		8	31,680	9	36,630
Josh Adler	Active		01/01/2011	0		8	31,680	9	36,630
Mark Greiner	Active		01/01/2011	0		8	31,680	9	36,630
Karl Gaalaas	Active		05/15/2012	0		7	27,060	8	31,680
Jeff Ingle	Active		02/26/2002	91	Y	9	36,630	10	41,800
Tony Clifton	Active		01/15/2013	0		6	22,550	7	27,060
Chad Troumbly	Active		01/29/2013	0		6	22,550	7	27,060
William Richter	Separated- Vested		06/23/2014	0		5	0	6	0
Jake Barsness	Active		07/28/2014	0		4	14,300	5	18,370
Lance Kuschel	Active		03/03/2015	0		4	14,300	5	18,370
William Thayer	Active		11/10/2015	0		3	10,450	4	14,300
Heath Smith	Active		08/01/2016	0		2	6,820	3	10,450
Jared Anderson	Separated- Vested		04/11/2017	0		2	0	3	0
Jeff Cook	Active		04/11/2017	0		2	6,820	3	10,450

Grand Rapids Fire Relief Association
2018 Schedule Form for Lump-Sum Pension Plans (Form SC-18)
Active Members

Annual benefit level in effect for 2018: \$5,500						2018		2019	
Name	Status	Birth Date	Entry Date	Leaves of Absence and Breaks in Service (months)	Return to Service	Yrs Of Service	Accrued Liability	Yrs Of Service	Accrued Liability
Ashley Moran	Active		06/13/2017	0		2	6,820	3	10,450
Sean Martinson	Active		06/13/2017	0		2	6,820	3	10,450
Connor Grigsby	Active		08/29/2017	0		1	3,300	2	6,820
Jeremy Gambill	Active		04/09/2018	0		1	3,300	2	6,820
Paul Martinetto	Active		04/09/2018	0		1	3,300	2	6,820

Grand Rapids Fire Relief Association
2018 Schedule Form for Lump-Sum Pension Plans (Form SC-18)
Deferred Members

Name	Birth Date	Yrs Of Service		Deferred Interest Paid	Interest Period	Leaves Of Absence
	Entry Date	Benefit Level	Vesting Min Yrs Required	Interest Option		Member Status Name
	Separation Date	Vesting Percent	Return To Service	Months Of Service Paid	Liability Curr	Liability Next
Albert Morse		20 Years 8 Months		Yes	FullPeriod	0 Months
	06/11/1994	5,000	10 Years	Board set ROR up to 5%		Deferred
	03/03/2015	100 %	No	Yes	124,589	130,818
	Rate of Return	2015: 5.00 %	2016: 5.00 %	2017: 5.00 %	2018: 5.00 %	
Amanda MacDonell		11 Years 1 Months		Yes	FullMonths	0 Months
	10/11/2006	5,500	10 Years	Separate Vehicle		Deferred
	12/01/2017	64 %	No	Yes	39,511	41,487
	Rate of Return	-				
David Protelsch		12 Years 9 Months		No		18 Months
	02/27/2001	5,000	10 Years			Deferred
	05/27/2015	68 %	No	Yes	43,350	43,350
	Rate of Return	-				
Jason Hoerler		11 Years 0 Months		Yes	FullMonths	0 Months
	08/15/2006	5,500	10 Years	Separate Vehicle		Deferred
	08/31/2017	64 %	No	Yes	40,785	42,824
	Rate of Return	-				
Samual Grigsby		14 Years 0 Months		No		0 Months
	07/12/1994	5,000	10 Years			Deferred
	07/15/2008	76 %	No	Yes	53,200	53,200
	Rate of Return	-				
Tony McInerney		10 Years 0 Months		No		0 Months
	01/13/2003	5,000	10 Years			Deferred
	01/13/2013	60 %	No	Yes	30,000	30,000
	Rate of Return	-				
William Olson		11 Years 0 Months		No		2 Months
	09/12/2000	5,000	10 Years			Deferred
	11/30/2011	64 %	No	Yes	35,200	35,200
	Rate of Return	-				

Grand Rapids Fire Relief Association
2018 Schedule Form for Lump-Sum Pension Plans (Form SC-18)
Unpaid Installments

Name	Member Status	Birth Date	Entry Date	Separation Date	Amount Previously Paid	2018 Estimated Liability	2019 Estimated Liability
No Unpaid Installments							

Grand Rapids Fire Relief Association
2018 Schedule Form for Lump-Sum Pension Plans (Form SC-18)
Financial Projections

Calculation of Normal Cost	2018	2019
Total Active Member Liabilities	1,288,870	1,443,420
Total Deferred Member Liabilities	366,635	376,879
Total Unpaid Installments	0	0
Grand Total Special Fund Liability	A. 1,655,505	B. 1,820,299
Normal Cost (Cell B - Cell A)		C. 164,794

Projection of Net Assets for Year Ending December 31, 2018

Special Fund Assets at December 31, 2017 (FIRE-17 ending assets)	1.	2,472,073
Projected Income for 2018		
Fire State Aid	D.	103,563
Supplemental State Aid (actual 2017 supplemental state aid)	E.	25,059
Municipal / Independent Fire Dept. Contributions	F.	5,000
Interest / Dividends	G.	0
Appreciation / (Depreciation)	H.	123,604
Member Dues	I.	0
Other Revenues	J.	0
Total Projected Income for 2018 (Add Lines D through J)	2.	257,226
Projected Expenses for 2018		
Service Pensions	K.	116,725
Member Names: David Calliguri	116,725	
Other Benefits	L.	0
Administrative Expenses	M.	12,085
Total Projected Expenses for 2018 (Add Lines K through M)	3.	128,810
Projected Net Assets at December 31, 2018 (Line 1 + Line 2 - Line 3)	4.	2,600,489

Projection of Surplus or (Deficit) as of December 31, 2018

Projected Assets (Line 4)	5.	2,600,489
2018 Accrued Liability (Page 4, cell A)	6.	1,655,505
Surplus or (Deficit) (Line 5 - Line 6)	7.	944,984

Grand Rapids Fire Relief Association
2018 Schedule Form for Lump-Sum Pension Plans (Form SC-18)

Calculation of Required Contribution

Year Incurred	Deficit Information - Original		Deficit Information - Adjusted		
	Original Amount	Amount Retired as of 12/31/2017	Original Amount	Amount Retired as of 12/31/2018	Amount Left to Retire 1/1/2019
2009	0	0	0	0	0
2010	0	0	0	0	0
2011	0	0	0	0	0
2012	0	0	0	0	0
2013	0	0	0	0	0
2014	0	0	0	0	0
2015	0	0	0	0	0
2016	0	0	0	0	0
2017	0	0	0	0	0
2018	0	0	0	0	0
Totals	0	0	0	0	0

Normal Cost		8.	164,794
2017 Administrative Expense (FIRE-17)	2017	9.	11,676
2018 Projected Administrative Expense	2018		12,085
Amortization of Deficit (Total of Original Amount X 0.10)		10.	0
10% of Surplus		11.	94,498
Fire and Supplemental Aid		12.	128,622
Member Dues		13.	0
5% of Projected Assets at December 31st, 2018		14.	130,024
Required Contribution		15.	0

Grand Rapids Fire Relief Association
2018 Schedule Form for Lump-Sum Pension Plans (Form SC-18)
2018 Maximum Benefit Worksheet

	A	B	C	D	E
	Fire State Aid and Supplemental State Aid	Municipal Contribution	10% of Surplus	Active Members in Relief Association	Per Year Average [(A+B+C)/D]
	From (FIRE-17)	From (FIRE-17)	From (SC-17)	From (FIRE-17)	
2017	128,622	5,000	63,580	30	6,573
	From (FIRE-16)	From (FIRE-16)	From (SC-16)	From (FIRE-16)	
2016	129,759	5,000	58,357	28	6,897
	From (FIRE-15)	From (FIRE-15)	From (SC-15)	From (FIRE-15)	
2015	129,098	5,000	52,716	30	6,227

Average available financing per active member for the most recent 3-year period: **6,566.00**

Maximum Lump Sum Benefit Level under Minn. Stat. § 424A.02, subd. 3 **10,000.00**

Grand Rapids Fire Relief Association
2018 Schedule Form for Lump-Sum Pension Plans (Form SC-18)

Grand Rapids Fire Relief Association

2018 Schedule Form for Lump-Sum Pension Plans (Form SC-18)

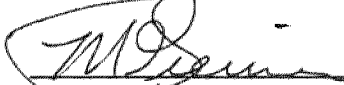

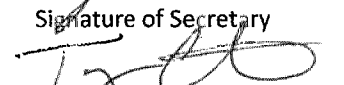
To be eligible for fire state aid this Schedule Form must be fully completed, certified by the relief association officers, forwarded to the municipal clerk/independent secretary on or before August 1, 2018, and submitted to the Office of the State Auditor.

Relief Association Officer Certification

I have obtained a copy of the schedule form with Confirmation Id 12b6d075-3231-4870-a50e-6f2be2fdd9b1 displayed in the lower left corner of each page.

We, the officers of the Grand Rapids Fire Relief Association certify that this Schedule Form was prepared under Minn. Stat. § 424A.092 and that:

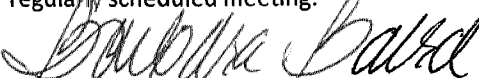
- 1) The annual benefit level of \$5,500 per year of service was established according to the average amount of available financing;
- 2) We understand that this form shows that the Relief Association has a projected SURPLUS of \$944,984 and a projected funding ratio of 157.08 percent;
- 3) The required 2019 contribution is \$0 based on the financial requirements of the Relief Association's Special Fund for the 2018 calendar year;
- 4) The Maximum Benefit Worksheet (MBW) portion of this form shows that the Relief Association's maximum allowable benefit level for 2018 is \$10,000;
- 5) We understand that the Relief Association cannot establish a benefit level that exceeds this statutory maximum. We understand that municipal or independent nonprofit firefighting corporation board approval may be required for a benefit increase; and
- 6) On or before August 1, the average amount of available financing per active member for the most recent three-year period was calculated on the MBW portion of this form in accordance with Minn. Stat. § 424A.02, subd. 3.

 Signature of President	Mark First Name	Greiner Last Name	7-23-18 Date
 Signature of Secretary	Jake First Name	Barsness Last Name	7-24-18 Date
 Signature of Treasurer	Tony First Name	Clifton Last Name	7/23/18 Date

Municipal Clerk / Independent Secretary Certification*

I received the completed Schedule Form from the Grand Rapids Fire Relief Association with Confirmation Id 12b6d075-3231-4870-a50e-6f2be2fdd9b1 displayed in the lower left corner of each page.

I have reviewed Line 15 of the Schedule Form. If Line 15 shows a required contribution, I certify that I will advise the governing municipal body or the independent nonprofit firefighting corporation of any required contribution at its next regularly scheduled meeting.

 Signature of Municipal Clerk / Secretary of independent nonprofit firefighting corporation	Barbara First Name	Baird Last Name	7/31/18 Date
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Finance Director

* See the form instructions for additional information about certification requirements.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0508 **Version:** 1 **Name:** Hiring-PT Seasonal-Saunders, Joshua
Type: Agenda Item **Status:** Consent Agenda
File created: 8/8/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Consider approving the hiring of a seasonal part-time employee at the City of Grand Rapids Park and Recreation Department and the IRA Civic Center.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider approving the hiring of a seasonal part-time employee at the City of Grand Rapids Park and Recreation Department and the IRA Civic Center.

Background Information:

Joshua Saunders will be hired as a seasonal part-time employee as the Maintenance Shift Lead at the Grand Rapids Park and Recreation Department and IRA Civic Center. This position is part of the annual operating budget and will be effective September 1, 2018 thru April 30, 2019. With years of service to date, Joshua Saunders will be paid at the rate of \$16.25 per hour.

Staff Recommendation:

City staff is recommending the approval of hiring of a seasonal part-time employee at the City of Grand Rapids Park and Recreation Department and the IRA Civic Center.

Make a motion approving the hiring of a seasonal part-time employee at the City of Grand Rapids Park and Recreation Department and the IRA Civic Center effective September 1, 2018.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0509 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Consent Agenda
File created: 8/8/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Consider adopting a resolution approving LG230 Off-Site Gambling application for Grand Rapids Amateur Hockey Association.

Sponsors:

Indexes:

Code sections:

Attachments: [18- GRAHA Off-Site Gambling.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution approving LG230 Off-Site Gambling application for Grand Rapids Amateur Hockey Association.

Background Information:

Grand Rapids Amateur Association (GRAHA) has submitted an application to conduct off-site gambling at the Grand Rapids IRA Civic Center on June 29, 2019. The State of Minnesota, Gambling Control Board requires the City Council to approve by resolution.

Staff Recommendation:

Adopt resolution and approve application.

Requested City Council Action

Make a motion to adopt a resolution approving LG230 Off-Site Gambling Application for Grand Rapids Amateur Hockey Association.

Councilor introduced the following resolution and moved for its adoption:

RESOLUTION NO. 18 -

RESOLUTION APPROVING GRAND RAPIDS AMATEUR HOCKEY ASSOCIATION
OFF-SITE GAMBLING

WHEREAS, the Grand Rapids Amateur Hockey Association has presented the City Council of Grand Rapids an application to conduct off-site gambling at the Grand Rapids IRA Civic Center, 1401 NW 3rd Avenue, Grand Rapids; and

WHEREAS, the Gambling Control Board may not issue an off-site gambling permit without City Council Approval.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Grand Rapids approves the LG230 Application to Conduct Off-Site Gambling for the Grand Rapids Amateur Hockey Association at the Grand Rapids IRA Civic Center, 1401 NW 3rd Avenue, Grand Rapids, Minnesota on June 29, 2019.

Adopted by the City Council this 13th day of August, 2018.

Dale Adams, Mayor

ATTEST:

Kimberly Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0512 **Version:** 1 **Name:** Benders ADA Door Opener Agreement
Type: Agenda Item **Status:** Consent Agenda
File created: 8/8/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Consider an agreement awarding an ADA door opener to Bender's Shoes.
Sponsors:
Indexes:
Code sections:
Attachments: [8-13-18 Benders Agmt](#)

Date	Ver.	Action By	Action	Result
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Consider an agreement awarding an ADA door opener to Bender's Shoes.

Background Information:

The Arts & Culture Commission secured IRRRB funding to install three ADA doors on businesses in the Central Business District who are open during First Fridays Art Walk. They have passed a motion recommending that the final ADA door opener be awarded to Bender's Shoes. The Agreement is attached.

Staff Recommendation:

The Arts & Culture Commission have passed a motion recommending that the final ADA door opener be awarded to Bender's Shoes.

Requested City Council Action

A motion entering into an agreement with Bender's Shoes to install an ADA door opener.

AGREEMENT

This agreement by and between the City of Grand Rapids (City) and Craig R. and Cynthia A. Bender, doing business as Benders Shoes (Owner), a Minnesota Limited Liability Company, owner of real property identified as PIN 91-415-3125, and located at 409 NW First Ave., Grand Rapids, MN 55744, is related to an Iron Range Resource and Rehabilitation Board (IRRRB) grant to install ADA accessible doors adaptors on a central business that provides access to art.

Whereby Owner agrees to install and pay contractor (Anderson Glass Company, Inc. of Grand Rapids, Minnesota) \$2,900 in accordance with Attachment "A" for the installation of ADA adaptor, and the City agrees to reimburse Owner \$2,900 upon final approval of inspection by the City Building Official and proof of payment to contractor.

AGREED AND ACCEPTED:

CITY OF GRAND RAPIDS

BREWED AWAKENINGS

By: _____
Mayor

By: _____
Craig R. Bender

By: _____
City Clerk

By: _____
Cynthia A. Bender



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0513 **Version:** 1 **Name:** Change in Position Grade Assignment for Building Inspector.
Type: Agenda Item **Status:** Consent Agenda
File created: 8/8/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Change in Position Grade Assignment for Building Inspector and Building Fire/Inspector.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Change in Position Grade Assignment for Building Inspector and Building Fire/Inspector.

Background Information:

When the Classification and Compensation Final Report was completed on June 1, 2012, the Building/Fire Inspector had a Grade of 7. Since that time, there have been changes made in the position which led us to review the classification. Historically, the following has occurred in the Building Department:

- 2005 Hired On-Call **Building Inspector** at rate of \$35.00 per hour
- April 2012 Hired On-Call **Building Inspector** at rate of \$40.00 per hour
- November 2012 Hired Full-Time **Building/Fire Inspector** at rate of \$21.65 per hour
- September 2015 Made conditional offer of employment to **Building/Fire Inspector** candidate
- October 2015 Offer rescinded for **Building/Fire Inspector**
- January 2016 Revised job description and posted for **Building Inspector**
- February 2016 Hired Full-Time **Building Inspector** at rate of \$21.95 per hour
- May 2018 Posted open position for **Building/Fire Inspector**
- June 2018 Building Official resigned, Interim **Building Official** appointed at rate of \$33.65 per hour
- June 2018 Adjusted **Building Inspector** hourly rate from \$23.98 per hour to \$26.33 per hour (maximum allowed)
- June 2018 Appointed **Building/Fire Inspector** at rate of \$25.17 per hour

With this proposed change to the Position Grade Assignment, there will no be a recommendation to make any changes to the current wages, but only to the range of pay from minimum to maximum. This will allow current employees to continue to move through steps without creating wage compression among the positions.

Staff Recommendation:

City Administrator Tom Pagel is recommending changing the Position Grade Assignment for the Building Inspector and Building/Fire Inspector positions from Grade 7 to Grade 10.

Requested City Council Action

Make a motion to change the Building Inspector and Building/Fire Inspector positions from Grade 7 to Grade 10 effective immediately.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0514 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Consent Agenda
File created: 8/8/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Consider approving a resolution accepting cash donations of \$100 from Fraternal Order of Eagles #2469, \$250 from the Blandin Foundation, \$100 from the American Bank, \$200 from John Dimich, \$122.62 from the FOP Lodge #24 Auxiliary and \$500 from Target Corporate and fifteen (15) bicycles & helmets with an approximate value of \$1,350 collectively from the Fraternal Order of Police & Police Auxiliary, USBank, Phil Windorski Memorial Foundation and North Homes Inc. for National Night Out held August 7, 2018.
Sponsors:
Indexes:
Code sections:
Attachments: [PD Natl Night Out.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving a resolution accepting cash donations of \$100 from Fraternal Order of Eagles #2469, \$250 from the Blandin Foundation, \$100 from the American Bank, \$200 from John Dimich, \$122.62 from the FOP Lodge #24 Auxiliary and \$500 from Target Corporate and fifteen (15) bicycles & helmets with an approximate value of \$1,350 collectively from the Fraternal Order of Police & Police Auxiliary, USBank, Phil Windorski Memorial Foundation and North Homes Inc. for National Night Out held August 7, 2018.

Background Information:

The cash donations were used for the Public Safety Education Program expenses and the bicycles & helmets were distributed at National Night Out held August 7, 2018.

Staff Recommendation:

Please consider approving a resolution to accept cash of \$1,272.62 and fifteen (15) bicycles & helmets with an approximate value of \$1,350.00 for the August 7, 2018 National Night Out.

Requested City Council Act

Make a motion approving a resolution accepting cash donations of \$100 from Fraternal Order of Eagles #2469, \$250 from the Blandin Foundation, \$100 from the American Bank, \$200 from John Dimich, \$122.62 from the FOP Lodge #24 Auxiliary and \$500 from Target Corporate and fifteen (15) bicycles & helmets with an approximate value of \$1,350 collectively from the Fraternal Order of Police & Police Auxiliary, USBank, Phil Windorski Memorial Foundation and North Homes Inc. for National Night Out held August 7, 2018.

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

RESOLUTION NO. 18-

A RESOLUTION ACCEPTING A \$100 DONATION FROM FRATERNAL ORDER OF EAGLES #2469, \$250 FROM THE BLANDIN FOUNDATION, \$100 FROM THE AMERICAN BANK, \$200 FROM JOHN DIMICH, \$122.62 FROM FOP LODGE #24 AUXILIARY and \$500 FROM TARGET CORPORATE and FIFTEEN (15) BICYCLES & HELMENTS COLLECTIVELY FROM THE FRATERNAL ORDER OF POLICE, FRATERNAL ORDER OF POLICE AUXILIARY, USBANK, PHIL WINDORSKI MEMORIAL FOUNDATION AND NORTH HOMES INC WITH AN APPROXIMATE VALUE OF \$1,350 FOR THE GRAND RAPIDS POLICE DEPARTMENT'S PUBLIC SAFETY EDUCATION FUND FOR NATIONAL NIGHT OUT EXPENDITURES

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

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

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

- Fraternal Order of Eagles#2469 has donated \$100, Blandin Foundation donated \$250, American Bank donated \$100, John Dimich has donated \$200, FOP Lodge #24 Auxiliary donated \$122.62 and Target Corporate donated \$500 to the Grand Rapids Police Department for National Night Out expenditures.
- Fraternal Order of Police donated two (2) bikes & helmets with an approximate value of \$180, Fraternal Order of Police Auxiliary donated eight (8) bikes & helmets with an approximate value of \$720, USBank donated two (2) bikes & helmets with an approximate value of \$180, the Phil Windorski Memorial Foundation donated one bike & helmet with an approximate value of \$90 and North Homes Inc. donated two (2) bikes & helmets with an approximate value of \$180 to be distributed at National Night Out.

Adopted this 13th day of August 2018

Dale C. Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0523 **Version:** 1 **Name:** Brewed Awakenings Wine/Beer License
Type: Agenda Item **Status:** Consent Agenda
File created: 8/9/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Consider approving a new 3.2 Malt Liquor License and ON-sale wine license with authorization for strong beer for Brewed Awakenings Coffee House, LLC.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider approving a new 3.2 Malt Liquor License and ON-sale wine license with authorization for strong beer for Brewed Awakenings Coffee House, LLC.

Background Information:

Owners of Brewed Awakenings are requesting to serve wine and strong beer in their coffee house establishment. Businesses licensed to distribute wine may serve strong beer if they obtain a license for 3.2 Malt Liquor and make the special request for strong beer distribution. License application has been received and background investigations are being conducted for the owners of record. We are waiting for the certificate of liquor liability but understand that it is underway. If approved, we will forward the application information to the State of Minnesota for issuance. The fee will be prorated dependent upon month of issuance.

Staff Recommendation:

Approve and authorize submission to the State of Minnesota Alcohol & Gambling Enforcement for issuance.

Requested City Council Action

Make a motion to approve 3.2 beer license and wine with strong beer authorization for Brewed Awakenings Coffee House, LLC.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0515 **Version:** 1 **Name:** Board & Commission minutes
Type: Minutes **Status:** Approved
File created: 8/8/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Acknowledge minutes for Boards & Commissions.
Sponsors:
Indexes:
Code sections:
Attachments: [June 7, 2018 Planning Commission minutes.pdf](#)
[June 13, 2018 PUC minutes.pdf](#)
[June 20, 2018 PUC minutes.pdf](#)
[June 26, 2018 Arts & Culture minutes.pdf](#)
[June 27, 2018 Human Rights minutes.pdf](#)
[May 24, 2018 GREDA minutes.pdf](#)

Date	Ver.	Action By	Action	Result
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Acknowledge minutes for Boards & Commissions.
PUC: June 13 & 20, 2018
Arts & Culture: June 26, 2018
GREDA: May 24, 2018
Human Rights: June 27, 2018
Planning Commission: June 7, 2018



CITY OF GRAND RAPIDS

NOTICE OF MEETING
PLANNING COMMISSION

Minutes - Final - Draft Planning Commission

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

Thursday, June 7, 2018

4:00 PM

Council Chambers

Call To Order

Call of Roll

- Present** 4 - Commissioner Mark Gothard, Commissioner Charles Burress, Commissioner Michelle Toven, and Commissioner Molly MacGregor
- Absent** 3 - Chairperson Lester Kachinske, Commissioner Susan Lynch, and Commissioner Sue Zeige

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 Burress, second by Commissioner MacGregor to approve the agenda as presented. The following voted in favor thereof: Burress, Gothard, Toven, MacGregor. Opposed: None, passed unanimously.

Approval of Minutes

Approve the minutes of the May 3, 2018, 4:00 pm regular meeting.

Motion by Commissioner MacGregor, second by Commissioner Burress to approve the minutes of the May 3, 2018 regular meeting. The following voted in favor thereof: MacGregor, Toven, Burress, Gothard. Opposed: None, passed unanimously.

General Business

Consider a recommendation to the City Council regarding the vacation of a portion of platted right-of-way (Jones Avenue) adjacent to Lot 12, Block 8, Syndicate Division.

Mr. and Mrs. Stephen Smith submitted a valid petition on March 23, 2018 requesting the vacation of the following described portion of public right-of-way. The partial right-of-way vacation request, if approved, would provide the Smith property with more usable/developable yard area. It is the Smith's intent to remove the dilapidated, single-stall garage, on the property and replace it with a larger two-stall garage (meeting current required minimum setbacks for structures). Currently, the existing accessory building encroaches 20 ft. into the required 20 ft. Street Side-yard setback (west), and approximately 20 ft. into the required 75 ft. setback from the OHWL (Ordinary High Water Level) of Forest Lake.

There were no concerns or objections expressed, regarding the petitioned partial right-of-way vacation, from the staff review committee which consists of: Public Works Department, Engineering Department, Community Development Department, Fire Department, Police Department, and the Grand Rapids Public Utilities Commission.

The Commissioners reviewed the considerations.

1. Is the right-of-way needed for traffic purposes?

No, it is not needed for traffic purposes.

2. Is the right-of-way needed for pedestrian purposes?

No, it is not needed for pedestrian purposes.

3. Is the right-of-way needed for utility purposes?

No, it is not needed for utility purposes.

4. Would vacating the right-of-way place additional land on the tax rolls?

Yes, it would place additional land on the tax rolls.

5. Would vacating the right-of-way facilitate economic development in the City?

Yes, the property owner would be building a new garage.

Motion by Commissioner Burress, second by Commissioner Gothard 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 vacation of public right-of-way described as;

E ½ of Jones Ave. (15th Ave. W), ADJ to Lot 12, Block 8, Syndicate Division of Grand Rapids, Itasca County, Minnesota.

With the considerations reviewed by the Commissioners.

The following voted in favor thereof: Burress, Gothard, Toven, MacGregor. Opposed: None, passed unanimously.

Public Input

Miscellaneous\Updates

Adjourn

Motion by Commissioner Burress, second by Commissioner MacGregor to adjourn the meeting at 4:42 p.m. The following voted in favor thereof: Toven, MacGregor, Burress, Gothard. Opposed: None, passed unanimously.



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Wednesday, June 13, 2018

4:00 PM

Conference Room of Public Utilities Service Center

1 CALL TO ORDER

A Regular Meeting of the Grand Rapids Public Utilities Commission was held on Wednesday, June 13, 2018 at 4:00 PM in the Conference Room 112 of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

2 CALL OF ROLL

Present 4 - President Glen Hodgson, Secretary Greg Chandler, Commissioner Tom Stanley, and Commissioner Rick Blake

Absent 1 - Commissioner Kathy Kooda

Others Present: General Manager Kennedy, Finance Manager Betts, Electric Department Manager Goodell, Wastewater Treatment Department Manager Mattson, Attorney O'Toole, Mike Kane and Kathy Gregerson of Greater Insurance Service of MN.

3 APPROVAL OF MINUTES

3a 18-0358 Consider approving the minutes of the May 2, 2018 special meeting, the May 16, 2018 regular meeting, and the May 30, 2018 special meeting.

A motion was made by Commissioner Rick Blake, seconded by Commissioner Tom Stanley, to approve the minutes of the May 2, 2018 special meeting, the May 16, 2018 regular meeting, and the May 30, 2018 special meeting. The motion PASSED by unanimous vote.

4 AUDIT PRESENTATION

4a 18-0394 Audit presentation.

Aaron Worthman and Dan LaHaye of Baker Tilly Virchow Kraus, LLP reviewed the 2017 financial audit results and summary of the 2017 Comprehensive Annual Financial Report with the Commission via telephone conference.

Received and Filed

5 CITY TREASURER'S REPORT AND INVESTMENT ACTIVITY REPORT

- 5a 18-0386 Consider approving the City Treasurer's Report and Investment Activity Report for May 2018.

Finance Manager Betts reviewed the City Treasurer's Report and Investment Activity Report for May with the Commission.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to approve the City Treasurer's Report and Investment Activity Report for May 2018. The motion PASSED by unanimous vote.

6 **PUBLIC FORUM**

None present.

7 **COMMISSION REPORTS**

No items.

8 **ADMINISTRATION**

- 8a 18-0368 Review and consider accepting a quotation from the League of Minnesota Cities Insurance Trust (LMCIT) for General Liability and Commercial Property Insurance. If the LMCIT quote is not accepted, consider authorizing the payment to EMC Insurance for the second half of 2018. If the LMCIT quote is accepted, consider approving the Liability Coverage Waiver Form indicating the Commission does not waive the monetary limits on municipal tort liability established by Mn Statute.

Mike Kane and Kathy Gregerson of Greater Insurance Service of MN reviewed the mid-year 2018 General Liability and Commercial Property Insurance quote from the League of Minnesota Cities Insurance Trust with the Commission.

A motion was made by Commissioner Rick Blake, seconded by Commissioner Tom Stanley, to accept mid-year quotation from the League of Minnesota Cities Insurance Trust (LMCIT) for 2018 General Liability and Commercial Property Insurance for an annual premium of \$87,296.00, and approve signing the Liability Coverage Waiver Form indicating the Commission does not waive the monetary limits on municipal tort liability established by Minnesota Statute. The motion PASSED by unanimous vote.

- 8b 18-0391 Authorize the Commission President to sign the Joint Powers Agreement with the Northeast Service Cooperative (NESC) for group employee benefits.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to approve signing the Joint Powers Agreement with the Northeast Service Cooperative (NESC) for group employee benefits. The motion PASSED by unanimous vote.

- 8c 18-0390 Consider accepting the resignation of Mr. Travis Ross, declaring a vacancy exists, and authorizing the posting and/or advertising for a Wastewater Treatment Plant Operator position.

A motion was made by Commissioner Tom Stanley, seconded by Secretary Greg Chandler, to accept the resignation of Mr. Travis Ross, declare a vacancy exists, and authorize the posting and/or advertising for a Wastewater Treatment Plant Operator position. The motion PASSED by unanimous vote.

- 8d 18-0365 Review the June 2018 Administrative Report.

Received and Filed

9 ACCOUNTING AND FINANCE

- 9a 18-0370 Review the 2017 Comprehensive Annual Financial Report and approve for filing.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Rick Blake, to accept the 2017 Comprehensive Annual Financial Report and approve for filing. The motion PASSED by unanimous vote.

- 9b 18-0387 Review the Accounting and Finance Operations Report for May 2018.

Received and Filed

10 ELECTRIC DEPARTMENT

- 10a 18-0393 Review the Electric Department Operations Report for May 2018.

Received and Filed

11 WASTEWATER TREATMENT FACILITY OPERATIONS

- 11a 18-0389 Review the Wastewater Treatment Facility Operations Report for May 2018.

Received and Filed

12 WATER AND WASTEWATER COLLECTION

- 12a 18-0388 Review the Water and Wastewater Collection Operations Report for May 2018.

Received and Filed

13 VERIFIED CLAIMS

- 13a 18-0367 Consider approving verified claims for May 2018
Computer Check Register \$ 58,792.42
Manual Check Register \$ 364,313.78

A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to approve verified claims for May in the amount of \$423,106.20 (Computer Check Register \$58,792.42 and Manual Check Register \$364,313.78). The motion PASSED by unanimous vote.

14 ADJOURNMENT

A motion was made by Commissioner Tom Stanley, seconded by Commissioner Rick Blake, to adjourn the meeting at 5:10 PM. The motion PASSED by unanimous vote.

A joint meeting/work session with the City Council and Public Utilities Commission is scheduled for Wednesday, June 20, 2018 at 1:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The next regular Commission meeting is Wednesday, July 11, 2018 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

A special meeting/work session is scheduled for Tuesday, July 24, 2018 at 8:00 AM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.

**PUBLIC UTILITIES COMMISSION
ACCOUNTS PAYABLE
MAY 2018 (#1)**

NAME	AMOUNT	NAME	AMOUNT
Alcola Solutions	5,880.00		
Amaril	226.69		
AmeriPride Services	233.66		
Barr Engineering	1,782.50		
Jake Bowers	45.49		
Troy Bridge	17.25		
Busy Bees Quality Cleaning	1,991.64		
CW Technology	157.50		
Call Net	995.00		
Casper Construction	1,156.00		
Citi Lites	1,420.50		
City of Grand Rapids	1,213.34		
Compass Minerals	2,840.61		
Core & Main	7,182.39		
Dakota Supply	907.72		
Daniel Schmidt Lighting	863.67		
Corey Dimich	17.25		
Duluth News Tribune	184.08		
EPG Company	2,334.19		
Fastenal	693.66		
Ferguson Enterprises Inc	1,193.57		
Grainger	846.95		
Doug Green	17.25		
Hammerlund Construction, Inc	9,644.50		
Hawkins Inc	4,844.83		
Hawkinson Sand & Gravel	241.53		
Herc-U-Lift	696.80		
Kaman	349.92		
Mike LeClaire	206.05		
Steve Mattson	92.11		
NTS	391.50		
Northern Dewatering Inc	2,619.00		
Northern Drug Screening Inc	90.00		
Pace Analytical	182.50		
Kyle Potter	17.25		
RMB Environmental Labs	160.00		
Rapid Pest Control	101.75		
Travis Ross	79.99		
Sandstroms	1,174.79		
Stuart Irby	402.32		
TMS Johnson Inc	1,300.00		
Total Tool	2,666.05		
Treasure Bay Printing	107.00		
USA Bluebook	576.78		
Wesco	619.34		
Wisconsin Energy Conservation Cor	27.50		
TOTAL	58,792.42		

MAY 2018 MANUAL CHECK REGISTER

<u>Date</u>	<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
5/1/2018	3642	Delta Dental of Minnesota	3,382.00
5/2/2018	3643	Invoice Cloud	1,923.35
5/2/2018	3644	Blue Cross Blue Shield	51,756.09
5/8/2018	3645	Further	75.00
5/15/2018	3646	Public Employees Retirement Association	13,688.90
5/15/2018	3647	Minnesota Dept. of Revenue	4,198.18
5/15/2018	3648	Wells Fargo Bank	23,044.98
5/15/2018	3649	Empower Retirement	8,170.11
5/21/2018	3650	Further	699.65
5/21/2018	3651	Minnesota Department of Revenue	51,856.00
5/22/2018	3652	Minnesota Dept. of Revenue	250.00
5/22/2018	3653	Wells Fargo Bank	2,335.18
5/22/2018	3654	Empower Retirement	25,439.07
5/29/2018	3655	Public Employees Retirement Association	14,039.40
5/29/2018	3656	Minnesota Dept. of Revenue	4,395.35
5/29/2018	3657	Wells Fargo Bank	24,161.43
5/29/2018	3658	Empower Retirement	8,224.99
5/24/2018	3659	Further	2,720.00
5/29/2018	3660	Further	1,999.57
5/29/2018	3661	Further	217.39
5/2/2018	3662	Further	2,169.57
5/16/2018	3663	Further	2,169.57
5/31/2018	3665	Blue Cross Blue Shield	50,723.40
5/2/2018	73097	U.S. Post Office	665.94
5/7/2018	73108	Roland Pearson (refund)	11.78
5/7/2018	73109	Benjamin Quirk (refund)	34.41
5/7/2018	73110	Brandon Francisco (refund)	134.67
5/7/2018	73111	Paul Hoey (refund)	37.56
5/7/2018	73112	Steven Anderson/ Megan Sweazey (refund)	105.33
5/8/2018	73113	United Parcel Service	91.92
5/8/2018	73114	Minnesota Energy Resources Corp.	19.37
5/8/2018	73115	Verizon Wireless	1,140.91
5/9/2018	73116	U.S. Post Office	641.32
5/11/2018	73117	Mercedes-Benz Financial Services USA LLC	61,565.56
5/15/2018	73118	MN Child Support Payment Center	787.71
5/15/2018	73119	Minnesota Benefit Association	71.52
5/15/2018	73120	NCPERS Minnesota	144.00
5/16/2018	73121	RaLynn Hanson (refund)	223.03
5/16/2018	73122	Tracy Kamen (refund)	105.58
5/16/2018	73123	Ralph & Rhonda Yeager (refund)	543.47
5/16/2018	73124	Kristen Nuber (refund)	20.87
5/17/2018	73125	United Parcel Service	50.86
5/17/2018	73126	Minnesota Energy Resources Corp.	285.58
5/17/2018	73127	Blanchard, Jason	48.00
5/17/2018	73128	Selectaccount-USE #02179 now	78.05
5/17/2018	73129	Electric Pump, Inc.	45,745.78 **
5/17/2018	73130	Canal Apts (refund)	36.35
5/17/2018	73131	Crystal Lake Homes (refund)	68.00
5/17/2018	73132	Raymond Haggard (refund)	29.73
5/17/2018	73133	Tom Schlotec (refund)	42.50
5/18/2018	73134	U.S. Post Office	758.22
5/22/2018	73218	Wells Fargo Bank	5,000.00
5/23/2018	73219	Dennis Dixon (refund)	70.01
5/23/2018	73220	Sheyenne Stewart (refund)	58.21
5/23/2018	73221	Halliewood LLC (refund)	431.30

<u>Date</u>	<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
5/23/2018	73222	Gordon & Linda Stram (refund)	310.76
5/23/2018	73223	Ross Johnson (refund)	36.07
5/24/2018	73224	U.S. Post Office	675.45
5/25/2018	73225	MN Child Support Payment Center	787.71
5/25/2018	73226	Minnesota Council 65	1,710.00
5/29/2018	73227	United Parcel Service	62.04
5/29/2018	73228	Verizon Wireless	700.33
5/29/2018	73229	UNUM Life Insurance Co of America	1,602.20
5/30/2018	73230	City of LaPrairie	10,975.90
5/31/2018	73237	City of Grand Rapids	72,333.33
5/31/2018	73238	City of Grand Rapids	58,209.31
5/31/2018	73240	Postage By Phone System	4,000.00
5/31/2018	73242	City of Grand Rapids	1,014.00

Checks Previously Approved
Manual Checks to be approved
TOTAL MANUAL CHECKS

45,745.78	**
364,313.78	
569,103.82	



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Wednesday, June 20, 2018

1:00 PM

Conference Room of Public Utilities Service Center

1 CALL TO ORDER

A joint meeting/work session with the City Council and Public Utilities Commission was held on Wednesday, June 20, 2018 at 1:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

2 CALL OF ROLL

Present 4 - President Glen Hodgson, Secretary Greg Chandler, Commissioner Tom Stanley, and Commissioner Rick Blake

Absent 1 - Commissioner Kathy Kooda

Others Present: General Manager Julie Kennedy, Electric Department Manager Jeremy Goodell, Finance Manager Tyanne Betts, Wastewater Treatment Department Manager Steve Mattson, Administrative/ HR Assistant Christine Flannigan, Mayor Dale Adams, Councilor Dale Christy, Councilor Bill Zeige, Councilor Tasha Connelly, City Administrator Tom Pagel, City Finance Director Barb Baird, City Engineer Matt Wegwerth, Mark Zimmerman of Itasca Economic Development Corporation, and Simon Gretton of Itasca Clean Energy Team..

3 18-0409

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

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

Received and Filed

4 ADMINISTRATION

4.a. 18-0410

Presentation by Mark Zimmerman of IEDC on status of Industrial Park.

Mark Zimmerman of the Itasca Economic Development Corporation (IEDC) reviewed the status of the new 16 MW electrical substation Minnesota Power is constructing at the former Ainsworth mill site between Grand Rapids and Cohasset. The new substation will maintain the river crossing west of Grand Rapids, enhance the marketability of the site as IEDC works to attract new industrial applications, and strengthen and improve power reliability at the site and for all GRPUC customers by establishing a redundant power source for the community. Construction of the project began in June and will be completed this fall. Upon completion, the GRPUC will become owner of the substation due to a new power contract extension recently executed between the GRPUC and Minnesota Power.

Received and Filed

- 4.b. 18-0413 Governance Discussion with the Grand Rapids City Council and Grand Rapids Public Utilities Commission.

Topics of discussion included the Payment In Lieu Of Taxes (PILOT), efficient use of rolling stock (Public Works/Public Utilities), the City's 5-year Capital Improvement Plan (CIP) street/utility infrastructure plan, the idea of a transportation surcharge on kW/kWh usage, annexation area utility acquisitions, timing of audits, purchasing functions, and computer system collaboration. No actions were taken at this time.

Received and Filed

- 4.c. 18-0411 Request the Commission's consideration in authorizing Grand Rapids Public Utilities to accept the proposal from Cliburn and Associates, LLC for Assistance with Community Solar Garden (CSG) Preliminary Program Design.

A motion was made by Commissioner Rick Blake, seconded by Commissioner Tom Stanley, to authorize Grand Rapids Public Utilities to accept the proposal from Cliburn and Associates, LLC for Assistance with Community Solar Garden (CSG) Preliminary Program Design for \$33,200.00. The motion PASSED by unanimous vote.

5 VERIFIED CLAIMS

- 5.a. 18-0408 Consider approving the Mid-month Accounts Payable list for \$1,093,750.67.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to approve the Mid-month Accounts Payable list in the amount of \$1,093,750.67. The motion PASSED by unanimous vote.

6 ADJOURNMENT

A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to adjourn the meeting at 3:00 PM. The motion PASSED by unanimous vote.

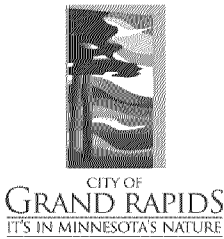
The next regular Commission meeting is Wednesday, July 11, 2018 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

A special meeting/work session is scheduled for Tuesday, July 24, 2018 at 8:00 AM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.

**PUBLIC UTILITIES COMMISSION
ACCOUNTS PAYABLE
MAY 2018 #2 (WORKSESSION)**

NAME	AMOUNT	NAME	AMOUNT
APG Media	229.00	Telcologix	208.50
Arrow Embroidery	66.00	Thelen Heating & Roofing	1,375.00
Baker Tilley Virchow Krause	23,109.00	Unum Life Insurance Co	1,589.72
Burggraf's Ace Hardware	840.41	Viking Electric Supply	57.60
CW Technology	5,398.80	Jeffrey Walker, County Auditor	1,652.00
Cannon Technologies Inc	13,912.60	Waste Management	1,920.99
Carquest	140.57	Wells Fargo Business Cards	743.81
Citi Lites	4,432.50	Wesco	84.00
City of Grand Rapids	5,609.36	Wisconsin Energy Conservation Corp	503.78
Cogsdale	1,755.00	Kathy Wohlrabe	11.94
Cole Hardware	1,092.07	Xerox	371.29
Compass Minerals	2,893.57		
Davis Oil	3,426.10	TOTAL	1,093,720.67
Dakota Supply	561.75		
Deer River Trucking	2,500.00	Rebate:	
Tony Devries-Flinck	17.25	Guy Clairmont	30.00
Ebix, Inc	36.28		
Energy Insight, Inc	3,550.66		
Fastenal	480.06		
Ferguson Enterprises Inc	1,656.09		
Figgins Truck & Trailer Repair	185.00		
Further	78.05		
Gopher State One Call	223.50		
Government Finance Officers Assoc	160.00		
Hammerlund Construction, Inc	1,596.00		
Harrison Truck Centers	14,998.94		
Hawkins Inc	3,781.64		
Herc -U-Lift	576.80		
Itasca County Treasurer	1,278.04		
Itasca Utilities Inc	216.00		
JobsHQ	474.50		
Johnson, Killen & Seiler, PA	372.30		
KOZY	882.00		
L & M Supply	1,248.21		
Lake Country Furniture	288.99		
Lano O'Toole & Bengtson Ltd	648.00		
McMaster-Carr	694.24		
Marco Technologies	1,431.40		
Minnesota Lawn & Snow	1,323.85		
Minnesota Power	919,318.56		
Nextera Communications	624.60		
Northern Business Products	877.49		
Personnel Dynamics LLC	2,939.08		
PitneyBowes	2,616.03		
Progressive Consulting Engineers	1,715.30		
Public Utilities Commission	2,925.77		
R & K Hillman	228.00		
RMB Environmental Labs	71.00		
Radtke Trucking (John R Radtke)	31,830.18		
Rapids Rental & Supply	185.32		
Rick Rogich	64.99		
Sandstroms	125.69		
Scooters Septic Service	200.00		
Solenis	19,315.50		



*CITY OF GRAND RAPIDS ARTS AND CULTURE COMMISSION
CONFERENCE ROOM 2B – GRAND RAPIDS CITY HALL
REGULAR MEETING, TUESDAY, JUNE 26, 2018 – 3:45 PM*

CALL TO ORDER: Pursuant to due notice and call thereof the regular meeting of the Grand Rapids Arts and Culture Commission was held in Conference Room 2B of the Grand Rapids City Hall, 420 N Pokegama Avenue, Grand Rapids, Minnesota, on Tuesday, June 26, 2018, at 3:45 pm.

Call of Roll: On a Call of Roll, the following members were present: Kayla Aubid, Sonja Merrild, David Marty, Harry Smith, and Kathy Dodge. Absent: John Connelly, Anne-Marie Erickson and Myrna Peterson

David Dobbs has submitted his resignation from the Commission, effective immediately.

Staff Present: Tom Pagel, Kim Gibeau

Public Input:

- Lion's Club representatives, Debbie Vergin & Mark Lallak, were present to ask the Commission to reconsider accepting their donation of a Lion drinking fountain to be displayed on the Central School grounds. The club is very active in the community and believes that the fountain would be a great addition.
- David Marty introduced Chantel Dow, new director for the Myles Reif Performing Arts Center.

Setting the Agenda: Additions noted include the following:

- New Business: July Meeting schedule

Motion by Commissioner Smith, second by Commissioner Aubid to approve the agenda as amended. Motion passed by unanimous vote.

Correspondence: None.

Approval of Minutes: June 5, 2018 Regular Meeting

Motion by Commissioner Dodge, second by Commissioner Smith to approve the minutes of June 5, 2018 as presented. Motion passed by unanimous vote.

Financials: Through discussion, it is determined that the Public Forum piece that was removed from the original contract with Forecast Public Art is still a need. The cost is \$750 and could be funded from the annual budget.

Motion by Commissioner Marty, second by Commissioner Smith to recommend the City Council approve an amendment to the contract with Forecast Public Art to include the cost of conducting a public forum for \$750, to be funded by the Arts & Culture Commission annual budget. Motion passed by unanimous vote.

Artist in Residence:

Leah Yellowbird has submitted an application to begin a three-month residence in September 2018.

Motion by Commissioner Marty, second by Commissioner Aubid to approve Leah Yellowbird for Artist in Residence beginning September 2018. Motion passed by unanimous vote.

Old Business:

- **IRRRB Grants:** 1) Mr. Pagel submits draft policy and application process for determining a business to receive funding for the final ADA door opener. Applications will be distributed to area businesses known for participating in First Fridays and will be submitted to the Administration Department when completed.

Motion by Commissioner Smith, second by Commissioner Aubid to approve the application and process for selection of area business to receive grant funds to install ADA accessible door. Motion passed by unanimous vote.

2) Commissioner Dodge noted that a logo has been selected for the downtown flags. 3) Discussed poetry contest that included a prize of having winning poem permanently inscribed into city sidewalk. Currently working on placement and process. Two winners were chosen, but the grant only allows for one. Second place will be advised of revision and invited to submit a poem again in the next contest. Will follow up with the Library Board to determine who will head up this contest in the future.

- **Cool & Creative Grant update:** MacRostie has agreed to donate the grant they received to the City to be utilized by the Arts & Culture Commission. Upon receipt of the documentation for the grant, staff will prepare for Council approval.

Motion by Commissioner Marty, second by Commissioner Smith to forward recommendation to the City Council to adopt a resolution accepting a donation from MacRostie Arts Center for Arts & Culture projects. Motion passed by unanimous vote.

- **Utility Box Wraps:** Prior to resigning, David Dobbs met with Barb from Silvertip Graphics. Commissioner Smith will follow up and bring back an update to the August meeting.
- **Forecast Public Art:** 1) Continued discussion regarding local committee to work with consultants. Commissioners Merrild and Aubid will represent Arts & Culture, Tom Pagel will represent the City and advertising will be done for two at large community members. 2) Reviewed correspondence from Consultant Jen Karva, consisting of list of identified key stakeholders, detailed schedule visit to Grand Rapids in August. Request any additional suggestions for stakeholders to be submitted as soon as possible. Mr. Pagel will assign Matt Wegwerth, City Engineer, to serve as City stakeholder representative.
- **Relay of Voices:** No current update at this time.

New Business:

- **Grand Rapids Lion's Club:** Discussed request by Lion's Club to reconsider accepting donation of the Lion water fountain purchased by the Club for \$5,500 for installation and use on the Central School grounds. Commission recommends returning to the City Council for determination, specifically noting that due to its mass production and not being created by a local artist, this is not considered art.

Motion by Commissioner Dodge, second by Commissioner Smith to return this matter to the City Council for determination of acceptance and placement. Motion passed by unanimous vote.

- **Yearly meetings in July:** Due to the 4th of July holiday, a discussion was held to consider a permanent change of meeting date in the Month of July each year to avoid holiday conflicts. Commission consensus is to address this issue at the June meeting each year and change the July meeting date if necessary.

Items for next agenda:

- Old Business:
 - IRRRB Grant
 - Utility Box Wraps
 - Forecast Public Art

There being no further business, the meeting adjourned at 5:26 pm.

Respectfully submitted:


Kimberly Gibeau, City Clerk

CITY OF GRAND RAPIDS HUMAN RIGHTS COMMISSION

CALL TO ORDER: Pursuant to due notice and call thereof a regular meeting of the Grand Rapids Human Rights Commission was held in Conference Room 2B, Grand Rapids City Hall, Grand Rapids, Minnesota, on Wednesday, June 27, 2018 at 4:00 p.m.

CALL OF ROLL: On a Call of Roll, the following members were present: Commissioners Karen Noyce, Doug Learmont, Bryan Olynik, John Schirber, Alice Moren, Melissa Weidendorf and Deanna Ensley

Absent: Lea Friesen, Frieda Hall

Others: Becky LaPlant

CALL TO ORDER Commissioner Moren called the meeting to order at 4:00 pm.

SETTING AGENDA

Additions:

- Inquiry regarding ICC athletic needs – New Business

Motion by Commissioner Schirber, second by Commissioner Noyce to approve the agenda as amended. Motion passed by unanimous vote.

APPROVAL OF MINUTES May 30, 2018 Regular Meeting

Correction to minutes to include presence of new Commission members Lea Friesen and Bryan Olynik.

Motion by Commissioner Schirber, second by Commissioner Olynik to approve minutes for May 30, 2018 with corrections. Motion passed by unanimous vote.

FINANCIALS

Noted that \$2000 was committed at the last meeting for the Green Card project, leaving a balance of \$2000 for the remainder of the year.

PUBLIC COMMENT/ACCOLADES

Becky LaPlant compliments the Commission on their continued work.

CIRCLE OF HEALING

1) There will be a family picnic at the playground in Ball Club on Tuesday June 28, 2018.
2) Development for program and curriculum for the ICC Home Grown Teachers Initiative is underway. 3) Film viewing of “Dodging Bullets” will be held on Friday, June 29, 2018 from 9:00 – 1:00 pm at the Blandin Foundation. 4) The next Census will be conducted in 2020. In past years, Native Americans have not participated. Circle of Healing will make extra effort to ensure all are included in the count.

BIG VIEW UPDATE

1) On July 9, 2018 at 6:00 pm, the Library will host a showing of the film “State of Marriage” in honor of pride season. 2) Also involved in the Census and efforts to ensure inclusion.

OLD BUSINESS

- **Speaker Bureau Committee:** Green Card Voices has been secured for November 19 – December 14, 2018. Working with Advocates for Human Rights from the twin cities, for a student panel to visit Grand Rapids and provide speaker to field questions, provide clear definitions, etc. prior to the display.
- **Indigenous People's Day:** Focus will be on people, historical & contemporary. Still looking for help with research. Presentation will be on 4 or 5 individuals and there is a need for someone to do the in-depth profiles.

NEW BUSINESS

- **Process for handling reported human rights issues:** Postponed until the July meeting. Commissioner Moran will follow up with Police Chief Johnson.
- **Schools Committee:** Meeting not held yet. Community Action Team (CAT), previewed movie "Colored Lines." This is a great conversation starter and CAT is interested in bringing this film into schools.

CALLS/COMPLAINTS/INQUIRIES:

- **ICC Athlete needs:** With football beginning in the summer at ICC, there is no food service provided at the school. The Community Action Team has worked with groups in the past to provide meals in past seasons. A collaborative effort with ICC is seeking groups to provide 2 – 3 servers for meals served between 11:00 am and 1:00 pm. Food will be prepared at the college. Seeking volunteers from different groups/organizations.

Respectfully submitted:

Kimberly Gibeau

Kimberly Gibeau, City Clerk

The next regular meeting is July 25, 2018.

**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
THURSDAY, MAY 24, 2018
4:00 P.M.
GRAND RAPIDS CITY HALL – CONFERENCE ROOM 2A
420 NORTH POKEGAMA AVE., GRAND RAPIDS, MINNESOTA**

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Thursday, May 24, 2018 at 4:00 p.m. in Conference Room 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL: On a Call of Roll the following members were present: Commissioners: Sholom Blake, Rick Blake, Mike Przytarski, Dale Christy. Absent: Chris Lynch, Cory Jackson.

SETTING OF REGULAR AGENDA: **Approved with addition.**

- **Approve payment to ASV in the amount of \$125,000.00.**
- **Approve a resolution accepting a \$1,000.00 grant from the Blandin Foundation.**

APPROVAL OF MINUTES:

MOTION BY COMMISSIONER PRZYTARSKI, SECOND BY COMMISSIONER R. BLAKE TO APPROVE THE MINUTES OF THE MARCH 22, 2018 REGULAR MEETING. The following voted in favor thereof: S. Blake, R. Blake, Christy, Przytarski. Opposed: None, passed unanimously.

Commissioner Jackson joined the meeting at 4:03 p.m.

APPROVAL OF CLAIMS:

MOTION BY COMMISSIONER CHRISTY, SECOND BY COMMISSIONER PRZYTARSKI TO APPROVE CLAIMS IN THE AMOUNT OF \$43,765.63.

Itasca County H.R.A	\$43,507.50	Minnesota Energy Resources	\$122.95
P.U.C	\$135.18		

The following voted in favor thereof: S. Blake, Jackson, R. Blake, Christy, Przytarski. Opposed: None, passed unanimously.

Approve payment to ASV in the amount of \$125,000.00 .

MOTION BY COMMISSIONER R. BLAKE, SECOND BY COMMISSIONER CHRISTY TO APPROVE PAYMENT IN THE AMOUNT OF \$125,000.00 TO ASV. The following voted in favor thereof: Jackson, Przytarski, Christy, R. Blake, S. Blake. Opposed:None, passed unanimously.

Presentation: Visit Grand Rapids Annual Report, Megan Christianson.

Ms. Christianson provided handouts that showed the amount of money spent in the area from tourism and the types of marketing used by Visit Grand Rapids. She also said there is a demand for more conference space and rooms due to the closure of the Sawmill Inn.

Consider approval of the 2017 GREDA Annual Report.

Mr. Mattei reviewed the report with the Commissioners. This past year GREDA was successful in securing \$1.4 million in outside funding.

MOTION BY COMMISSIONER PRZYTARSKI, SECOND BY COMMISSIONER JACKSON TO APPROVE THE 2017 GREDA ANNUAL REPORT. The following voted in favor thereof: Przytarski, Jackson, R. Blake, S. Blake, Christy. Opposed: None, passed unanimously.

Review preliminary plan and cost estimate for grading Airport South Industrial Park, Phase 2.

The total estimated cost was \$260,000.00 for the grading, at this time Mr. Mattei feels it would not be beneficial to move forward with the project.

Approve a resolution accepting a \$1000.00 grant from the Blandin Foundation for the development of a new community profile.

MOTION BY COMMISSIONER JACKSON, SECOND BY COMMISSIONER R. BLAKE TO ADOPT RESOLUTION 18-01 ACCEPTING A \$1000.00 BLANDIN FOUNDATION GRANT FOR THE DEVELOPMENT OF A NEW COMMUNITY PROFILE. The following voted in favor thereof: Jackson, Przytarski, Christy, S. Blake, R. Blake. Opposed: None, passed unanimously.

Updates:

SCDP-The commercial projects are moving forward with Thousand Lakes Sporting Goods, Reed Drug, Margo Office and Globe Drug all having selected contractors and applied for building permits. The rest of the projects are still preparing a scope of work or in the bidding process.

Sawmill Inn Redevelopment- The architect is working on completing the TIF redevelopment analysis and it should meet the TIF test. Mr. Mattei expects to receive a TIF application from the developer in early June.

There being no further business the meeting adjourned at 4:47 p.m.

Respectfully submitted:

Aurimy Groom, Recorder



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0524 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Department Head Report
File created: 8/9/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Fire Department - Chief Mike Liebel
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Fire Department - Chief Mike Liebel



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0511 **Version:** 1 **Name:** Project Grand Rapids Referendum Question
Type: Agenda Item **Status:** Civic Center, Parks & Recreation
File created: 8/8/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Consider a resolution approving the referendum language to consider a local sales and use tax to fund Project Grand Rapids.

Sponsors:

Indexes:

Code sections:

Attachments: [8-13-18 Proposed Resolution Establish LST Question](#)

Date	Ver.	Action By	Action	Result
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Consider a resolution approving the referendum language to consider a local sales and use tax to fund Project Grand Rapids.

Background Information:

The City has developed Project Grand Rapids, located at American Legion Memorial Park, which includes the conversion of Legion Baseball Field to a multi-use field, replacement of the west roof/truss system and refrigeration system at the Civic Center, expansion of the Civic Center to accommodate an indoor playground, Boys & Girls Club, art education center, and early child education, along with parking lot expansions to serve all activities in Legion Park.

On June 11, 2018, at the regular council meeting, the City Council passed a resolution, approving the specifics of a proposal to impose a local sales and use tax in the City for community improvements at American Legion Memorial Park. In order to move forward with this action, the attached resolution, specifying referendum language, needs to be considered for approval.

Staff Recommendation:

City staff is recommending a resolution approving the referendum language to consider a local sales and use tax to fund Project Grand Rapids.

Requested City Council Action

A motion recommending a resolution approving the referendum language to consider a local sales and use tax to fund Project Grand Rapids.

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

RESOLUTION NO. _____

A RESOLUTION APPROVING THE REFERENDUM LANGUAGE TO ESTABLISH A LOCAL SALES TAX IN THE CITY OF GRAND RAPIDS FOR COMMUNITY IMPROVEMENTS AT AMERICAN LEGION MEMORIAL PARK

WHEREAS, the City of Grand Rapids, at the regular council meeting on June 11, 2018, adopted Resolution 18-__ Approving Specifics of a Proposal to Impose a Local Sales Tax in the City of Grand Rapids, and

WHEREAS, the question shall be asked of the voters of the City of Grand Rapids at the General Election conducted on November 6, 2018.

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

1. The referendum question shall state:
 - a. Shall the City of Grand Rapids, Minnesota, ("the City") be authorized to establish a sales and use tax of one percent (1%) and issue general obligation bonds to which the sales and use tax shall be pledged in an aggregate amount not to exceed \$28 million, plus the cost of issuing the bonds, for the design and construction of capital equipment, buildings, utilities, and grounds improvements, known as Project Grand Rapids, at American Legion Memorial Park?

Adopted by the Council this __ day of _____.

Dale Adams, Mayor

ATTEST:

Kim Johnson-Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0518 **Version:** 1 **Name:** Public Hearing Amending 2018-2022 St Recon Plan
Type: Public Hearing **Status:** Public Hearing
File created: 8/9/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Conduct a Public Hearing for review and proposed adoption of the 2018-2022 Amended Street Reconstruction Plan and consider authorizing the issuance of General Obligation Street Reconstruction Bonds.

Sponsors:

Indexes:

Code sections:

Attachments: [2018 - 2022 St Recon](#)

Date	Ver.	Action By	Action	Result
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Conduct a Public Hearing for review and proposed adoption of the 2018-2022 Amended Street Reconstruction Plan and consider authorizing the issuance of General Obligation Street Reconstruction Bonds.

Background Information:

Under Minnesota Statutes, Section 475.58, the City is authorized to prepare a Street Reconstruction Plan for the City for the next five years, and to issue general obligation bonds to finance the cost of the improvements described in the plan. The City considers this option when the 20% special assessment requirement for the General Obligation Special Assessment Bonds cannot be met.

A unanimous vote of the City Council is required to adopt the street reconstruction plan and for the adoption of the bond resolution. The City issued a Five Year Street Reconstruction Plan for 2008-2012, so consequently, the Plan being considered tonight is an Amended Plan since this project was not in the original plan. The total cost for the 2018 project is approximately \$2,149,000. The principal amount of the bond will not exceed \$1,200,000.

Street reconstruction bonds may be used to finance utility replacement and relocation and other activities incidental to the street reconstruction, turn lanes and other improvements having substantial public safety function, realignment, other modifications to intersect with state and county roads.

Staff Recommendation:

Staff recommends holding a Public Hearing.

Requested City Council Action

Hold a Public Hearing for review and proposed adoption of the 2018-2022 Amended Street Reconstruction Plan and consider authorizing the issuance of General Obligation Street Reconstruction Bonds.

City of Grand Rapids, Minnesota
Amended Street Reconstruction Plan
2018 thru **2022**

PROJECTS BY YEAR

Project Name	Department	Project #	Priority	Project Cost
2018				
2018 Northeast Improvements Project	Engineering	2018/2011-3	2	2,959,875
Total for 2018				2,959,875
2019				
2nd Av NE (6th-9th), 9th St NE(1st-2nd)& 7th St NE	Engineering	2019/2014-2	2	1,509,764
NW Street Reconstruction	Engineering	2019/2016-1	2	1,439,376
Block 19 Improvements	Engineering	2019/2018-1	2	1,719,621
10th St NE (3rd Av to CDS)	Engineering	2019/2018-3	3	160,000
11th St NE (2nd Av - 3rd Av)	Engineering	2019/2018-4	3	295,000
Total for 2019				5,123,761
2020				
2nd Ave SE (10th St - 11th St)	Engineering	2020/2002-4	3	322,408
5th Ave NE (TH 2 to 5th St)	Engineering	2020/2007-5	3	428,619
3rd Ave NE (4th - 8th) & 7th St NE (3rd - 5th)	Engineering	2020/2010-1	3	1,505,475
Total for 2020				2,256,502
2021				
Ha-Car Neighborhood	Engineering	2021/2021-1	3	4,042,200
Total for 2021				4,042,200
2022				
6th St NE (2nd Ave - 5th Ave)	Engineering	2022/2012-1	2	1,652,740
Total for 2022				1,652,740
GRAND TOTAL				16,035,078

City of Grand Rapids, Minnesota
Amended Street Reconstruction Plan
2018 thru **2022**

FUNDING SOURCE SUMMARY

Source	2018	2019	2020	2021	2022	Total
Assessments	396,229	633,772	591,408	356,620	56,100	2,034,129
GO Reconstruction Bonds	701,310	2,048,169	1,167,392	2,360,580	1,296,786	7,574,237
GR Public Utilities-Sanitary	205,512	344,914	91,435	500,000	110,067	1,251,928
GR Public Utilities-Water Main	406,052	528,255	271,097	725,000	119,239	2,049,643
MSA	1,150,772					1,150,772
Storm Water Utility	100,000	125,000	135,170	100,000	70,548	530,718
TIF/Tax Abatement		1,443,651				1,443,651
GRAND TOTAL	2,959,875	5,123,761	2,256,502	4,042,200	1,652,740	16,035,078

City of Grand Rapids, Minnesota
Amended Street Reconstruction Plan
2018 thru 2022

PROJECTS & FUNDING SOURCES

Department	Project #	Priority	2018	2019	2020	2021	2022	Total
Engineering								
2018 Northeast Improvements Project	2018/2011-3	2	2,959,875					2,959,875
<i>Assessments</i>			396,229					396,229
<i>GO Reconstruction Bonds</i>			701,310					701,310
<i>GR Public Utilities-Sanitary</i>			205,512					205,512
<i>GR Public Utilities-Water Main</i>			406,052					406,052
<i>MSA</i>			1,150,772					1,150,772
<i>Storm Water Utility</i>			100,000					100,000
2nd Av NE (6th-9th), 9th St NE(1st-2nd)& 7th St NE	2019/2014-2	2		1,509,764				1,509,764
<i>Assessments</i>				149,375				149,375
<i>GO Reconstruction Bonds</i>				792,500				792,500
<i>GR Public Utilities-Sanitary</i>				230,314				230,314
<i>GR Public Utilities-Water Main</i>				287,575				287,575
<i>Storm Water Utility</i>				50,000				50,000
NW Street Reconstruction	2019/2016-1	2		1,439,376				1,439,376
<i>Assessments</i>				157,427				157,427
<i>GO Reconstruction Bonds</i>				935,269				935,269
<i>GR Public Utilities-Sanitary</i>				114,600				114,600
<i>GR Public Utilities-Water Main</i>				157,080				157,080
<i>Storm Water Utility</i>				75,000				75,000
Block 19 Improvements	2019/2018-1	2		1,719,621				1,719,621
<i>Assessments</i>				275,970				275,970
<i>TIF/Tax Abatement</i>				1,443,651				1,443,651
10th St NE (3rd Av to CDS)	2019/2018-3	3		160,000				160,000
<i>Assessments</i>				16,000				16,000
<i>GO Reconstruction Bonds</i>				144,000				144,000
11th St NE (2nd Av - 3rd Av)	2019/2018-4	3		295,000				295,000
<i>Assessments</i>				35,000				35,000
<i>GO Reconstruction Bonds</i>				176,400				176,400
<i>GR Public Utilities-Water Main</i>				83,600				83,600
2nd Ave SE (10th St - 11th St)	2020/2002-4	3			322,408			322,408
<i>Assessments</i>					322,408			322,408
5th Ave NE (TH 2 to 5th St)	2020/2007-5	3			428,619			428,619
<i>Assessments</i>					94,000			94,000
<i>GO Reconstruction Bonds</i>					197,292			197,292
<i>GR Public Utilities-Sanitary</i>					66,435			66,435
<i>GR Public Utilities-Water Main</i>					35,722			35,722
<i>Storm Water Utility</i>					35,170			35,170
3rd Ave NE (4th - 8th) & 7th St NE (3rd - 5th)	2020/2010-1	3			1,505,475			1,505,475
<i>Assessments</i>					175,000			175,000
<i>GO Reconstruction Bonds</i>					970,100			970,100
<i>GR Public Utilities-Sanitary</i>					25,000			25,000
<i>GR Public Utilities-Water Main</i>					235,375			235,375
<i>Storm Water Utility</i>					100,000			100,000
Ha-Car Neighborhood	2021/2021-1	3				4,042,200		4,042,200
<i>Assessments</i>						356,620		356,620
<i>GO Reconstruction Bonds</i>						2,360,580		2,360,580

Department	Project #	Priority	2018	2019	2020	2021	2022	Total
<i>GR Public Utilities-Sanitary</i>						500,000		500,000
<i>GR Public Utilities-Water Main</i>						725,000		725,000
<i>Storm Water Utility</i>						100,000		100,000
6th St NE (2nd Ave - 5th Ave)	2022/2012-1	2					1,652,740	1,652,740
<i>Assessments</i>							56,100	56,100
<i>GO Reconstruction Bonds</i>							1,296,786	1,296,786
<i>GR Public Utilities-Sanitary</i>							110,067	110,067
<i>GR Public Utilities-Water Main</i>							119,239	119,239
<i>Storm Water Utility</i>							70,548	70,548
Engineering Total			2,959,875	5,123,761	2,256,502	4,042,200	1,652,740	16,035,078
GRAND TOTAL			2,959,875	5,123,761	2,256,502	4,042,200	1,652,740	16,035,078

Amended Street Reconstruction Plan
 City of Grand Rapids, Minnesota

2018 thru 2022

Department Engineering
 Contact Engineer
 Type Improvement
 Useful Life 40 years
 Category Reconstruction
 Priority 2 Very Important

Project # 2018/2011-3
 Project Name 2018 Northeast Improvements Project

Description Total Project Cost: \$2,959,875
 City Project 2011-3, 7th Street NE and 11th Avenue NE, is the reconstruction of 0.35 miles of street, storm sewer, and minor sanitary sewer on 7th Street NE, from 11th Avenue NE to 13th Avenue NE along with 11th Avenue NE from 7th Street NE to the Sports Field Complex Entrance. 10th Avenue NE, is the reconstruction of 0.14 miles of public infrastructure from 5th Street NE to 7th Street NE. Project also includes street overlay of 7th Street NE, from 7th Ave NE to 10th Ave NE and reconstruction of the alley between 6th Avenue NE and 7th Avenue NE and 6th Street NE and 7th Street NE.

Justification
 Seventh Avenue NE was originally constructed in the 1970's over frost susceptible soils without a class 5 aggregate base. Because of the minimal pavement section, the street has deteriorated to the point of needing to be reconstructed. Eleventh Avenue NE was paved in 1979 and is currently a 24 foot wide rural section in need of reconstruction. In 2009, 11th Avenue NE from the Sports Field Complex Entrance north to Ridgewood Road was reconstructed and converted to an urban street section. The reconstruction of 11th Avenue NE as proposed would complete a street network. On 10th Avenue NE, the street, sanitary sewer, water main, and storm sewer, were constructed in 1950. The water main is 8 inch CIP and may contain lead joints. It is proposed to replace the water main with 8 inch DIP. The sanitary sewer is 8 inch VCP and is proposed to be replace with 8 inch PVC. The infrastructure has exceeded its expected life cycle and needs to be replaced.

Expenditures	2018	2019	2020	2021	2022	Total
Professional Services	429,800					429,800
Other	376,080					376,080
Sanitary Sewer	177,932					177,932
Water Main	324,957					324,957
Reconstruction w/o Widening	1,152,339					1,152,339
Overlay	100,000					100,000
Storm Sewer	398,767					398,767
Total	2,959,875					2,959,875

Funding Sources	2018	2019	2020	2021	2022	Total
Assessments	396,229					396,229
GO Reconstruction Bonds	701,310					701,310
GR Public Utilities-Sanitary	205,512					205,512
GR Public Utilities-Water Main	406,052					406,052
MSA	1,150,772					1,150,772
Storm Water Utility	100,000					100,000
Total	2,959,875					2,959,875

Budget Impact/Other

The City anticipates issuing general obligation street reconstruction bonds in an amount not to exceed \$1,200,000 to finance the 2018 Northeast Improvement Project.

Amended Street Reconstruction Plan
 City of Grand Rapids, Minnesota

2018 thru 2022

Department Engineering
 Contact Engineer
 Type Improvement
 Useful Life 40 years
 Category Reconstruction
 Priority 2 Very Important

Project # 2019/2014-2
 Project Name 2nd Av NE (6th-9th), 9th St NE(1st-2nd)& 7th St NE

Description Total Project Cost: \$1,509,764
 City Project 2014-2 is the reconstruction of 0.25 miles of public infrastructure on 2nd Avenue NE from 6th Street to 9th Street NE, the reconstruction of 0.07 miles of public infrastructure on 9th Street NE for 1st Avenue NE to 2nd Avenue NE, and the reconstruction of 0.07 miles of public infrastructure on 7th Street NE from 1st Avenue NE to 2nd Avenue NE

Justification
 The public infrastructure has exceeded its life cycle. The water main consists of 4 and 6 inch CIP. It is proposed to replace the main with 8 inch DIP. The sanitary consists of 15 and 12 inch VCP. It is proposed to replace the sanitary in accordance with the sanitary sewer comprehensive plan. All infrastructure was constructed in the 1940's and has deteriorated to the point of needing to be replaced in order to provide reliability in the delivery of services.

Expenditures	2018	2019	2020	2021	2022	Total
Professional Services		150,000				150,000
Sanitary Sewer		271,314				271,314
Water Main		305,950				305,950
Reconstruction w/o Widening		685,000				685,000
Storm Sewer		97,500				97,500
Total		1,509,764				1,509,764

Funding Sources	2018	2019	2020	2021	2022	Total
Assessments		149,375				149,375
GO Reconstruction Bonds		792,500				792,500
GR Public Utilities-Sanitary		230,314				230,314
GR Public Utilities-Water Main		287,575				287,575
Storm Water Utility		50,000				50,000
Total		1,509,764				1,509,764

Budget Impact/Other

Amended Street Reconstruction Plan
 City of Grand Rapids, Minnesota

2018 thru 2022

Department Engineering
 Contact Engineer
 Type Improvement
 Useful Life 40 years
 Category Reconstruction
 Priority 2 Very Important

Project # 2019/2016-1
 Project Name NW Street Reconstruction

Description Total Project Cost: \$1,439,376
 CP 2016-1, NW Street Reconstruction is the reconstruction of 0.48 miles of urban streets located in the NW quadrant of the City. The streets included are: 6th Avenue NW from TH 2 to 5th Street NW, 10th Street NW from Pokegama Avenue to 4th Avenue NW, 2nd Avenue NW from 11th Street NW to Dead End, and 11th Street NW from 2nd Avenue NW to 4th Avenue NW.

Justification
 All Streets and utilities exceed 70 years of age and their structural condition require replacement.

Expenditures	2018	2019	2020	2021	2022	Total
Professional Services		239,896				239,896
Sanitary Sewer		114,600				114,600
Water Main		157,080				157,080
Reconstruction w/o Widening		852,800				852,800
Storm Sewer		75,000				75,000
Total		1,439,376				1,439,376

Funding Sources	2018	2019	2020	2021	2022	Total
Assessments		157,427				157,427
GO Reconstruction Bonds		935,269				935,269
GR Public Utilities-Sanitary		114,600				114,600
GR Public Utilities-Water Main		157,080				157,080
Storm Water Utility		75,000				75,000
Total		1,439,376				1,439,376

Budget Impact/Other

Amended Street Reconstruction Plan
 City of Grand Rapids, Minnesota

2018 *thru* 2022

Department Engineering

Contact Engineer

Type Improvement

Useful Life 40 years

Category Reconstruction

Priority 2 Very Important

Project #	2019/2018-1
Project Name	Block 19 Improvements

Description	Total Project Cost: \$1,719,621
CP 2018-1 includes the overlay of 2nd Street NE, from Pokegama Avenue to 1st Avenue NE and 1st Avenue NE, from 2nd Street NE to 4th Street NE. Project also includes intersection improvements at 2nd Street NE and 1st Avenue NE, as well as Block 19 parking lot reconstruction.	

Justification

Expenditures	2018	2019	2020	2021	2022	Total
Professional Services		229,802				229,802
Overlay		55,898				55,898
Reconstruction		867,474				867,474
Storm Sewer		129,239				129,239
Street Lighting		437,208				437,208
Total		1,719,621				1,719,621

Funding Sources	2018	2019	2020	2021	2022	Total
Assessments		275,970				275,970
TIF/Tax Abatement		1,443,651				1,443,651
Total		1,719,621				1,719,621

Budget Impact/Other

Amended Street Reconstruction Plan
 City of Grand Rapids, Minnesota

2018 thru 2022

Department Engineering
 Contact Engineer
 Type Improvement
 Useful Life 40 years
 Category Reconstruction
 Priority 3 Important

Project # 2019/2018-3
 Project Name 10th St NE (3rd Av to CDS)

Description Total Project Cost: \$160,000
 City Project 2018-3, 10th Street NE, is the reconstruction of 0.07 miles of public infrastructure from 3rd Ave NE to cul-de-sac

Justification
 The street was originally constructed in the xxxx's. The roadway has exceeded its expected life cycle and needs to be replaced. Project includes the reconstruction of 0.05 miles of street, and the mill and overlay of 0.02 miles.

Expenditures	2018	2019	2020	2021	2022	Total
Professional Services		25,000				25,000
Overlay		15,000				15,000
Reconstruction		120,000				120,000
Total		160,000				160,000

Funding Sources	2018	2019	2020	2021	2022	Total
Assessments		16,000				16,000
GO Reconstruction Bonds		144,000				144,000
Total		160,000				160,000

Budget Impact/Other

Amended Street Reconstruction Plan
 City of Grand Rapids, Minnesota

2018 *thru* 2022

Department Engineering
 Contact Engineer
 Type Improvement
 Useful Life 40 years
 Category Reconstruction
 Priority 3 Important

Project # 2019/2018-4
 Project Name 11th St NE (2nd Av - 3rd Av)

Description Total Project Cost: \$295,000
 City Project 2018-4, 11th Street NE, is the reconstruction of 0.07 miles of public infrastructure from 2nd Ave NE to 3rd Ave NE

Justification
 The street and water main were constructed in 19xx. The water main is 6 inch CIP and may contain lead joints. It is proposed to replace the water main with 8 inch DIP. The infrastructure has exceeded its expected life cycle and needs to be replaced.

Expenditures	2018	2019	2020	2021	2022	Total
Professional Services		45,000				45,000
Water Main		80,000				80,000
Reconstruction		170,000				170,000
Total		295,000				295,000

Funding Sources	2018	2019	2020	2021	2022	Total
Assessments		35,000				35,000
GO Reconstruction Bonds		176,400				176,400
GR Public Utilities-Water Main		83,600				83,600
Total		295,000				295,000

Budget Impact/Other

Amended Street Reconstruction Plan
 City of Grand Rapids, Minnesota

2018 *thru* 2022

Department Engineering
 Contact Engineer
 Type Improvement
 Useful Life 40 years
 Category Reconstruction
 Priority 3 Important

Project # 2020/2002-4
 Project Name 2nd Ave SE (10th St - 11th St)

Description Total Project Cost: \$322,408
 CP 2002-4, 2nd Avenue SE is the new construction of street between 10th Street SE and 11th Street SE.

Justification
 Second Avenue SE serves as a back route to TH 169 (Pokegama Avenue South) for vehicular trips to commercial development located along the highway corridor. The completion of 2nd Avenue SE between 10th Street and 11th Street will complete the street network and connect 2nd Avenue SE to a major collector route (10th Street SE/Golf Course Road).

Expenditures	2018	2019	2020	2021	2022	Total
Professional Services			55,931			55,931
Land Acquisition			130,000			130,000
New Street Construction			104,673			104,673
New Storm Water Utility			21,633			21,633
New Street Light			10,171			10,171
Total			322,408			322,408

Funding Sources	2018	2019	2020	2021	2022	Total
Assessments			322,408			322,408
Total			322,408			322,408

Budget Impact/Other

Amended Street Reconstruction Plan
 City of Grand Rapids, Minnesota

2018 *thru* 2022

Department Engineering
 Contact Engineer
 Type Improvement
 Useful Life 40 years
 Category Reconstruction
 Priority 3 Important

Project # 2020/2007-5
 Project Name 5th Ave NE (TH 2 to 5th St)

Description Total Project Cost: \$428,619
 City Project 2007-5, 5th Avenue NE, from TH 2/169 to 5th Street NE, is the reconstruction of 0.07 miles of street, storm sewer, sanitary sewer, water main, and sidewalks.

Justification
 The street has deteriorated to the point of requiring reconstruction. The subsoil under the street is frost susceptible creating poor strength. The water main on 5th Avenue NE is 10 inch DIP constructed in 1984 and will not be reconstructed. The sanitary sewer in 5th Avenue NE is 10 inch VCP between the ages of 60 and 70 years and will be replaced with PVC (plastic) in accordance with the comprehensive sanitary sewer plan. The existing storm sewer is undersized and reached its life cycle. With removal of parking on TH 2/169, there is an opportunity to widen the streets and create additional parking on both avenues. This project has been ordered by the City Council.

Expenditures	2018	2019	2020	2021	2022	Total
Professional Services			91,292			91,292
Sanitary Sewer			66,435			66,435
Water Main			35,722			35,722
Reconstruction w/o Widening			200,000			200,000
Storm Sewer			35,170			35,170
Total			428,619			428,619

Funding Sources	2018	2019	2020	2021	2022	Total
Assessments			94,000			94,000
GO Reconstruction Bonds			197,292			197,292
GR Public Utilities-Sanitary			66,435			66,435
GR Public Utilities-Water Main			35,722			35,722
Storm Water Utility			35,170			35,170
Total			428,619			428,619

Budget Impact/Other

Amended Street Reconstruction Plan
 City of Grand Rapids, Minnesota

2018 thru 2022

Department Engineering
 Contact Engineer
 Type Improvement
 Useful Life 40 years
 Category Reconstruction
 Priority 3 Important

Project # 2020/2010-1
 Project Name 3rd Ave NE (4th - 8th) & 7th St NE (3rd - 5th)

Description Total Project Cost: \$1,505,475
 City Project 2010-1, 3rd Avenue NE, from 4th Street NE to 8th Street NE, is the reconstruction of 0.23 miles of street, storm sewer, sanitary sewer, water main, and sidewalks. Project also includes 7th Street NE, from 3rd Avenue NE to 5th Avenue NE, which includes the reconstruction of 0.14 miles of street, storm sewer, sanitary sewer, water main and sidewalks.

Justification
 The street has deteriorated to the point of requiring reconstruction. The subsoil under the street is frost susceptible creating poor strength. The water main is 4 inch CIP and is between 60 and 70 years old and may contain lead joints. The sanitary sewer is minimal within the project corridor and may or may not be replaced. The existing storm sewer is undersized and reached its life cycle.

Expenditures	2018	2019	2020	2021	2022	Total
Professional Services			200,000			200,000
Sanitary Sewer			25,000			25,000
Water Main			288,375			288,375
Reconstruction w/o Widening			632,100			632,100
Storm Sewer			300,000			300,000
Street Lighting			60,000			60,000
Total			1,505,475			1,505,475

Funding Sources	2018	2019	2020	2021	2022	Total
Assessments			175,000			175,000
GO Reconstruction Bonds			970,100			970,100
GR Public Utilities-Sanitary			25,000			25,000
GR Public Utilities-Water Main			235,375			235,375
Storm Water Utility			100,000			100,000
Total			1,505,475			1,505,475

Budget Impact/Other

Amended Street Reconstruction Plan
 City of Grand Rapids, Minnesota

2018 *thru* 2022

Department Engineering
 Contact Engineer
 Type Improvement
 Useful Life 40 years
 Category Reconstruction
 Priority 3 Important

Project # 2021/2021-1
 Project Name Ha-Car Neighborhood

Description Total Project Cost: \$4,042,200
 CP 2021-1 includes the reconstruction of 1.25 miles of public infrastructure. Roadways include Willow Lane, Ha -Car Place, Clover Lane, 2nd Avenue SE and 3rd Avenue SE.

Justification

Expenditures	2018	2019	2020	2021	2022	Total
Professional Services				475,000		475,000
Sanitary Sewer				580,450		580,450
Water Main				763,750		763,750
Reconstruction				1,833,000		1,833,000
Storm Sewer				390,000		390,000
Total				4,042,200		4,042,200

Funding Sources	2018	2019	2020	2021	2022	Total
Assessments				356,620		356,620
GO Reconstruction Bonds				2,360,580		2,360,580
GR Public Utilities-Sanitary				500,000		500,000
GR Public Utilities-Water Main				725,000		725,000
Storm Water Utility				100,000		100,000
Total				4,042,200		4,042,200

Budget Impact/Other

Amended Street Reconstruction Plan
 City of Grand Rapids, Minnesota

2018 *thru* 2022

Department Engineering
 Contact Engineer
 Type Improvement
 Useful Life 40 years
 Category Reconstruction
 Priority 2 Very Important

Project # 2022/2012-1
 Project Name 6th St NE (2nd Ave - 5th Ave)

Description Total Project Cost: \$1,652,740
 City Project 2012-1, 6th Street NE, is the reconstruction of 0.22 miles of public infrastructure from 2nd Avenue NE to 5th Avenue NE.

Justification
 City records do not indicate when the street and underground utilities were originally constructed. It can be assumed some time between 1900 and 1940. Recognizing the age, the public infrastructure has exceeded its expected life and has deteriorated to the point of needing to be replaced. The water main consists of 4 inch CIP and 1 inch copper. It is proposed to replace the water main with 8 inch DIP. The sanitary sewer is 8 inch VCP and it is proposed to replace it with 8 inch PVC.

Expenditures	2018	2019	2020	2021	2022	Total
Professional Services					409,914	409,914
Sanitary Sewer					110,067	110,067
Water Main					119,239	119,239
Reconstruction w/o Widening					900,000	900,000
Storm Sewer					70,548	70,548
Street Lighting					42,972	42,972
Total					1,652,740	1,652,740

Funding Sources	2018	2019	2020	2021	2022	Total
Assessments					56,100	56,100
GO Reconstruction Bonds					1,296,786	1,296,786
GR Public Utilities-Sanitary					110,067	110,067
GR Public Utilities-Water Main					119,239	119,239
Storm Water Utility					70,548	70,548
Total					1,652,740	1,652,740

Budget Impact/Other



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0519 **Version:** 1 **Name:** Resolution for Amended St Recon Plan 2018-2022
Type: Agenda Item **Status:** Public Hearing
File created: 8/9/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**

Title: Consider approving a resolution adopting the Amended Street Reconstruction Plan for 2018-2022 and authorizing the issuance of General Obligation Street Reconstruction Bonds.

Sponsors:

Indexes:

Code sections:

Attachments: [Grand Rapids GO 2018A SRP Resolution Approving Amended Street Recon Plan](#)

Date	Ver.	Action By	Action	Result
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Consider approving a resolution adopting the Amended Street Reconstruction Plan for 2018-2022 and authorizing the issuance of General Obligation Street Reconstruction Bonds.

Background Information:

A Public Hearing on the Amended Five Year Street Reconstruction Plan for 2018-2022 was held on August 13, 2018 (tonight). After conducting the Public Hearing, the Council may take action to adopt the Five Year Street Reconstruction Plan and authorize the issuance of General Obligation Street Reconstruction Bonds in an amount not-to-exceed \$1,200,000.

Staff Recommendation:

Staff recommends approving a resolution adopting the Amended Street Reconstruction Plan for 2018-2022 and authorizing the issuance of General Obligation Street Reconstruction Bonds.

Requested City Council Action

Make a motion approving a resolution adopting the Amended Street Reconstruction Plan for 2018-2022 and authorizing the issuance of General Obligation Street Reconstruction Bonds.

CITY OF GRAND RAPIDS, MINNESOTA

RESOLUTION NO. ____

**RESOLUTION APPROVING THE ADOPTION OF AN
AMENDED STREET RECONSTRUCTION PLAN AND
AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION
STREET RECONSTRUCTION BONDS**

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

Section 1. Background.

1.01. The City is authorized under Minnesota Statutes, Section 475.58, subdivision 3b, as amended (the "Act") to prepare a plan for street reconstruction in the City over the next five (5) years that will be financed under the Act, including a description of the proposed work and estimated costs and any planned reconstruction of other streets in the City over the next five years. Pursuant to the Act, the City may issue general obligation bonds to finance the cost of street reconstruction activities described in the plan.

1.02. Before the approval of the street reconstruction plan and the issuance of any bonds under the Act, the City is required to hold a public hearing on the plan and the issuance of bonds thereunder.

1.03. Following a duly noticed public hearing held on July 10, 2017, the City Council of the City approved an amended five-year street reconstruction plan (the "Plan") describing the streets to be reconstructed, the estimated costs of the Plan, and the planned reconstruction of other streets in the City over the five-year period of 2017 through 2021.

1.04. Pursuant to the Act, the City, in consultation with its City engineer, has caused preparation of an amended street reconstruction plan for years 2018 through 2022 (the "Amended Plan"), which includes additional projects and costs not provided for in the Plan. The Amended Plan describes the streets to be reconstructed, the estimated costs of the Amended Plan, and the planned reconstruction of other streets in the City over the five-year period of 2018 to 2022. The reconstruction activities described in the Amended Plan include, but are not limited to, the 2018 Northeast Improvements Project, as described in more detail in the Amended Plan (the "Project").

1.05. The City has determined that it is in the best interests of the City to authorize the issuance and sale of general obligation street reconstruction bonds pursuant to the Act in a maximum principal amount not to exceed \$1,200,000 (the "Bonds"). The purpose of the Bonds is to finance the costs of the Project as described in the Amended Plan.

1.06. On the date hereof, the City Council held a public hearing on the Amended Plan and the issuance of the Bonds, after publication in the City's official newspaper of a notice of public hearing at least 10 days but no more than 28 days before the date of the public hearing.

Section 2. Amended Plan Approved; Bonds Authorized.

2.01. The City Council finds that the Amended Plan will improve the City's system of public roads and utilities, which serves the interests of the City as a whole, and approves the Amended Plan in the form presented at the public hearing and on file at City Hall.

2.02. The City Council authorizes the issuance of the Bonds in accordance with the Amended Plan. City staff and consultants are authorized to take all actions necessary to negotiate the sale of the Bonds, subject to the contingency described in Section 2.03 hereof.

2.03. If a petition requesting a vote on the issuance of the Bonds, signed by voters equal to five percent of the votes cast in the last municipal general election, is filed with the City Clerk within 30 days after the date of the public hearing, the City may issue the Bonds only after obtaining approval of a majority of voters voting on the question at an election. The authorization to issue the Bonds is subject to expiration of the 30-day period without the City's receipt of a qualified petition under the Act, or if a qualified petition is filed, upon the approving vote of a majority of the voters voting on the question of issuance of the Bonds.

2.04. City staff are authorized and directed to take all other actions necessary to carry out the intent of this resolution.

Approved by the City Council of the City of Grand Rapids, Minnesota, this 13th day of August, 2018.

Mayor

ATTEST:

City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0520 **Version:** 1 **Name:** Public Hearing 2018-2022 CIP Plan
Type: Public Hearing **Status:** Public Hearing
File created: 8/9/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Conduct a Public Hearing for review and proposed adoption of the 2018-2022 Amended Capital Improvement Plan and consider authorizing the issuance of General Obligation Capital Improvement Bonds.

Sponsors:

Indexes:

Code sections:

Attachments: [CIP revised 8.7.2018](#)

Date	Ver.	Action By	Action	Result
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Conduct a Public Hearing for review and proposed adoption of the 2018-2022 Amended Capital Improvement Plan and consider authorizing the issuance of General Obligation Capital Improvement Bonds.

Background Information:

Under Minnesota Statutes, Section 475.521, the City is authorized to prepare a capital improvement plan for the City for the next five years, and to issue general obligation bonds to finance the cost of the capital improvements described in the capital improvement plan.

In considering the Plan, the Council has considered for each project and for the overall Capital Improvement Plan:

1. the condition of the City's existing infrastructure, including the projected need for repair and replacement;
2. the likely demand for the improvement;
3. the estimated cost of the improvement;
4. the available public resources;
5. the level of overlapping debt in the City;
6. the relative benefits and costs of alternative uses of the funds;
7. operating costs of the proposed improvements; and
8. alternatives for providing services more efficiently through shared facilities with other local government units.

A unanimous vote of the City Council is required to adopt the Capital Improvement plan and for the adopting of the bond resolution. The principal amount of the bond will not exceed \$950,000.

Staff Recommendation:

Staff recommends holding a Public Hearing.

Requested City Council Action

Hold a Public Hearing for review and proposed adoption of the 2018-2022 Amended Capital Improvement Plan and consider authorizing the issuance of General Obligation Capital Improvement Bonds.

2018 through 2022

Five-Year Capital Improvement Plan for the
City of Grand Rapids, Minnesota



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

August 13, 2018

Prepared by:

Ehlers & Associates, Inc.
3060 Centre Pointe Drive
Roseville, MN 55113



EHLERS
LEADERS IN PUBLIC FINANCE

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City of Grand Rapids, Minnesota

Five-Year Capital Improvement Plan

2018 through 2022

I. Introduction

In 2003, the Minnesota State Legislature adopted a statute (Section 475.521, referred to herein as the “CIP Act”) that allows cities to issue municipal bonds under a capital improvement plan without the usual referendum requirement (except for the so-called “reverse referendum” described below). The CIP Act applies to capital improvements consisting of city halls, public works, and public safety facilities. The 2005 Legislature added towns to the meaning of a municipality and town halls and libraries to the meaning of a capital improvement under the CIP Act.

Throughout this plan, the term “capital improvement” refers only to those improvements identified in the CIP Act, as summarized above. Capital expenditures for other public improvements in the City will be financed through other means and are not governed by this plan.

II. Purpose

A capital improvement is a major expenditure of municipal funds for the acquisition or betterment to public lands, buildings, or other improvements used as a city hall, town hall, library, public safety, or public works facility, which has a useful life of 5 years or more. For the purposes of the CIP Act, capital improvements do not include light rail transit or related activities, parks, road/bridges, administrative buildings other than city or town hall, or land for those facilities. A Capital Improvement Plan (“CIP”) is a document designed to anticipate capital improvement expenditures and schedule them over a five-year period so that they may be purchased in the most efficient and cost-effective method possible. A CIP allows the matching of expenditures with anticipated income. As potential expenditures are reviewed, the municipality considers the benefits, costs, alternatives and impact on operating expenditures.

The City of Grand Rapids, Minnesota (the “City”) believes the capital improvement process is an important element of responsible fiscal management. Major capital expenditures can be anticipated and coordinated to minimize potentially adverse financial impacts caused by the timing and magnitude of capital outlays. This coordination of capital expenditures is important to the City in achieving its goals of adequate physical assets and sound fiscal management. In these financially difficult times good planning is essential for the wise use of limited financial resources.

The Capital Improvement Plan is designed to be updated on an annual basis. In this manner, it becomes an ongoing fiscal planning tool that continually anticipated future capital expenditures and funding sources.

III. The Capital Improvement Planning Process

The process begins with analysis of the City's five-year capital improvement needs and funding sources. The City may solicit input from citizens and other governmental units at an early stage, if desired.

The City Council then directs staff or consultants to prepare a plan that sets forth the estimated schedule, timing and details of specific capital improvements by year, together with the estimated cost, the need for the improvement, and the sources of revenue for the improvement. The City Council then holds a public hearing on the CIP, with notice published not more than 30 days and not less than seven days for the hearing (except as described below). The Council may either approve the CIP immediately after the hearing or based on input may make revisions and approve the CIP at a later meeting.

If the CIP calls for general obligation bonds to finance certain improvements, the City Council must follow an additional set of procedures. The Council must hold a public hearing regarding issuance of the bonds. Notice of such hearing must be published in the official newspaper of the municipality at least 14, but not more than 28 days prior to the date of the public hearing. In addition, the notice may be posted on the City's official web site. (The public hearings on the CIP and the bonds may be combined into a single hearing, in which case the notice requirements for bonds must be followed.)

The Council must approve the sale of CIP bonds by a 3/5ths vote of its membership. However, the bonds are subject to a so-called "reverse referendum:" if a petition signed by voters equal to at least five percent of the votes cast in the City in last general election is filed with the City Clerk within 30 days after the public hearing regarding the bonds, the bonds may not be issued unless approved by the voters (by a majority of those voting on the question). Further, the maximum debt service in any year on all outstanding CIP Bonds is .16% of the estimated market value of property in the city, using the market value for the taxes-payable year in which the bonds are issued.

After the CIP has been approved and bonds have been authorized, the City works with its municipal advisor to prepare a bond sale and repayment schedule. Assuming no petition for a referendum is filed, the bonds are sold, and when proceeds from the sale of the bonds (and any other identified revenue sources) become available, the expenditures for specified capital improvements can be made.

In subsequent years, the process is repeated as expenditures are completed and as new needs arise. Capital improvement planning looks five or more years into the future from the date of the CIP.

IV. Project Summary

The expenditures to be undertaken with this CIP are limited to those listed below. All other foreseeable capital expenditures within the municipal government will come through other means. The following expenditures have been submitted for inclusion in this CIP:

2018 Expenditures

Fire Hall Maintenance	
Roof repair, drainage	\$300,000
City Hall	
PD Carpet replace	22,000
Security Upgrades	270,000
3rd floor HVAC	47,000
Balancing valves	14,332
Tuck pointing	40,000
Elevator repair	100,000
Estimated Total Project Cost:	\$793,332

2019 Expenditures

- None planned

2020 Expenditures

- None planned

2021 Expenditures

- None planned

2022 Expenditures

- None planned

The CIP Act requires the City Council to consider eight factors in preparing the CIP:

1. Condition of the City's existing infrastructure, including projected need for repair or replacement.
2. Likely demand for the improvement.
3. Estimated cost of the improvement.
4. Available public resources.
5. Level of overlapping debt in the City.
6. Relative benefits and costs of alternative uses of funds.
7. Operating costs of the proposed improvements.
8. Alternatives for providing services most efficiently through shared facilities with other cities or local governments.

The City has considered the eight points as they relate to 2018 Capital Improvement Projects through the issuance of CIP Bonds. The findings are as follows:

Projects

Conditions of City Infrastructure and Need for the Projects

Improvements to the Fire Hall are required to continue to provide public safety and fire protection services to area residents. The majority of the roof is about 40 years old and leaks on a regular basis damaging the structure. Several areas require site work to repair sidewalks and entrances due to weather damage and age. The doors and windows have reached useful life and are in need of replacement. The interior trench drain has is damaged from salt and age which creates a safety hazard for firefighters and the public.

Improvements to City Hall security and access have been requested to continue to provide for a safe working environment for employees and the community. In addition, the HVAC system is in need of updates to operate efficiently and provide a healthy working environment for City staff.

Demand for Projects

To continue to meet the needs of Grand Rapids residents, improvements to the fire station and City Hall are needed. The improvements to the facilities will allow safe, healthy working environments to employees and residents.

Estimated Cost of the Projects

Fire Hall Maintenance

Roof repair, drainage	\$300,000
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City Hall

PD Carpet replace	\$22,000
Security Upgrades	270,000
3rd floor HVAC	47,000
Balancing valves	14,332
Tuck pointing	40,000
Elevator repair	100,000
	<hr/>
	\$493,332

Estimated Total Project Cost: \$793,332

Availability of Public Resources

The CIP Bonds for the Projects would be paid with ad valorem taxes and secured by the City's full faith and credit.

Level of Overlapping Debt

Issuance of the CIP Bonds is not expected to affect the City's overall debt in any significant way. The City currently has approximately \$846,065 in overlapping debt with ISD No. 316 (Greenway) and approximately \$17,664,217 in overlapping debt with ISD No. 318 (Grand Rapids). The City currently has approximately \$1,806,675 in overlapping debt with Itasca County.

Taxing District	2016/17 Taxable Net Tax Capacity	% in City	Total GO Debt	City's Proportionate Share
Itasca County	\$ 60,080,627	13.5129%	\$ 13,370,000	\$ 1,806,675
ISD No. 316 (Greenway)	\$ 6,332,832	5.0406%	\$ 16,785,000	\$ 846,065
ISD No. 318 (Grand Rapids)	\$ 42,012,319	18.5646%	\$ 95,150,000	\$ 17,664,217
City's Share Total of Overlapping Debt	\$			20,316,957

Relative Costs and Benefits of Alternative Uses of the Funds

There are no significant alternatives for funds designated for these Projects, given the substantial demand in the City for the Projects and the availability of general obligation bonds to be issued without an election for the project's financing.

Operating Costs of the Proposed Improvements

The projected annual operating costs of the fire department are estimated to be \$691,863. This includes the operation and maintenance of the building and the fire department.

The projected annual operating costs of City Hall are estimated to be \$252,755. This includes the operation and maintenance of the building and the City building staff.

Options for Shared Facilities with Other Cities or Local Government

Sharing the buildings with another community is not an option since the provision of City administrative responsibilities and public safety, and specifically fire protection, relies on immediate response times in emergencies. Having a shared facility outside of the community would seriously jeopardize response times and public safety. In addition, all the surrounding communities have their own fire and administrative departments.

V. Financing the Capital Improvement Plan

The total principal amount of requested expenditures under this Capital Improvement Plan is \$950,000. This amount represents the maximum principal amount of CIP Bonds that may be issued to finance the City's 2018 Capital Improvement Projects. Principal and interest on the CIP Bonds will be paid through a tax levy over the term of the CIP Bonds, further described in Appendix A.

In the financing of the Capital Improvement Plan, two significant statutory limitations apply.

1. Under Chapter 475, with few exceptions, municipalities cannot incur debt in excess of 3% of the assessor's estimated market value for the municipality. In the City, the estimated market value is \$795,368,602. Therefore, the total amount of outstanding

debt cannot exceed \$23,861,058. These values are for 2017/18 tax year. As of August 13, 2018, the City has \$11,898,619 subject to the legal debt limit (this amount includes the 2018A Bonds). As such, issuance of the CIP Bonds will be within the overall statutory debt limit for the City.

2. A separate limitation under the CIP Act is that, without referendum, the total amount of principal and interest in any one year on all CIP Bonds issued by the City debt cannot exceed 0.16% of the total estimated market value in the municipality. In the City, that maximum annual debt service amount is \$1,272,590 for the 2017/2018 tax year ($\$795,368,602 \times .0016$). The annual principal and interest payments on the CIP Bonds proposed to be issued under this CIP will average approximately \$71,100. As such, debt service on the CIP Bonds will be well within the annual limits under the CIP Act.

Details regarding the proposed terms of the CIP Bonds under this CIP are shown in Appendix A. A schedule of events for approval of the CIP and issuance of the CIP Bonds is shown in Appendix B; and the form of the public hearing notice and resolution approving the CIP are shown in Appendix C.

VI. Continuation of the Capital Improvement Plan

This Capital Improvement Plan should be reviewed annually by the City Council using the process outlined in this Plan. It should review proposed expenditures, make priority decisions, and seek funding for those expenditures it deems necessary for the City. If deemed appropriate, the Council should prepare an update to this Plan.

The future road work described in this Plan might constitute “reconstruction” under Minnesota Statutes, Section 475.58, Subdivision 3a, which would allow the issuance of bonds without an election even if there are not planned special assessments for that work. However, this Capital Improvement Plan would not meet the requirements for a five-year “street reconstruction plan.” If the City later plans to issue reconstruction bonds, the City would need to prepare a separate reconstruction plan, or an amendment to this Plan that specifically describes the streets to be reconstructed.

Appendix A

Proposed 2018 CIP Bond Issue

City of Grand Rapids, Minnesota

\$1,960,000 General Obligation Bonds, Series 2018A

Issue Summary

Assumes Current Market BQ AA- Rates plus 25bps

Total Issue Sources And Uses

Dated 10/11/2018 | Delivered 10/11/2018

	Street Reconstructi on	Capital Improveme nts	Issue Summary
Sources Of Funds			
Par Amount	\$1,140,000.00	\$820,000.00	\$1,960,000.00
Total Sources	\$1,140,000.00	\$820,000.00	\$1,960,000.00
Uses Of Funds			
Total Underwriter's Discount (1.000%)	11,400.00	8,200.00	19,600.00
Costs of Issuance	26,755.10	19,244.90	46,000.00
Deposit to Project Construction Fund	1,097,539.00	793,332.00	1,890,871.00
Rounding Amount	4,305.90	(776.90)	3,529.00
Total Uses	\$1,140,000.00	\$820,000.00	\$1,960,000.00



City of Grand Rapids, Minnesota

\$820,000 General Obligation Bonds, Series 2018A

Capital Improvements

Net Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Net New D/S	Fiscal Total
10/11/2018	-	-	-	-	-	-
08/01/2019	-	-	20,728.96	20,728.96	20,728.96	-
02/01/2020	35,000.00	2.200%	12,866.25	47,866.25	47,866.25	68,595.21
08/01/2020	-	-	12,481.25	12,481.25	12,481.25	-
02/01/2021	45,000.00	2.350%	12,481.25	57,481.25	57,481.25	69,962.50
08/01/2021	-	-	11,952.50	11,952.50	11,952.50	-
02/01/2022	45,000.00	2.500%	11,952.50	56,952.50	56,952.50	68,905.00
08/01/2022	-	-	11,390.00	11,390.00	11,390.00	-
02/01/2023	50,000.00	2.650%	11,390.00	61,390.00	61,390.00	72,780.00
08/01/2023	-	-	10,727.50	10,727.50	10,727.50	-
02/01/2024	50,000.00	2.800%	10,727.50	60,727.50	60,727.50	71,455.00
08/01/2024	-	-	10,027.50	10,027.50	10,027.50	-
02/01/2025	50,000.00	2.950%	10,027.50	60,027.50	60,027.50	70,055.00
08/01/2025	-	-	9,290.00	9,290.00	9,290.00	-
02/01/2026	55,000.00	3.050%	9,290.00	64,290.00	64,290.00	73,580.00
08/01/2026	-	-	8,451.25	8,451.25	8,451.25	-
02/01/2027	55,000.00	3.150%	8,451.25	63,451.25	63,451.25	71,902.50
08/01/2027	-	-	7,585.00	7,585.00	7,585.00	-
02/01/2028	55,000.00	3.250%	7,585.00	62,585.00	62,585.00	70,170.00
08/01/2028	-	-	6,691.25	6,691.25	6,691.25	-
02/01/2029	60,000.00	3.350%	6,691.25	66,691.25	66,691.25	73,382.50
08/01/2029	-	-	5,686.25	5,686.25	5,686.25	-
02/01/2030	60,000.00	3.450%	5,686.25	65,686.25	65,686.25	71,372.50
08/01/2030	-	-	4,651.25	4,651.25	4,651.25	-
02/01/2031	60,000.00	3.500%	4,651.25	64,651.25	64,651.25	69,302.50
08/01/2031	-	-	3,601.25	3,601.25	3,601.25	-
02/01/2032	65,000.00	3.550%	3,601.25	68,601.25	68,601.25	72,202.50
08/01/2032	-	-	2,447.50	2,447.50	2,447.50	-
02/01/2033	65,000.00	3.600%	2,447.50	67,447.50	67,447.50	69,895.00
08/01/2033	-	-	1,277.50	1,277.50	1,277.50	-
02/01/2034	70,000.00	3.650%	1,277.50	71,277.50	71,277.50	72,555.00
Total	\$820,000.00	-	\$246,115.21	\$1,066,115.21	\$1,066,115.21	-

Pre-Sale Schedule

5-Year City Capital Improvement Plan Bond Issuance City of Grand Rapids, Minnesota

The City Council must take the following actions before Bonds can be issued:

- City Council directs preparation of a 5-Year Capital Improvement Plan.
- City Council conducts a Public Hearing on issuance of Bonds and Capital Improvement Plan.
- City Council approves Bonds and Capital Improvement Plan by at least a 3/5ths vote of the governing body membership.

The table below lists the steps in the issuing process:

<p>July 23, 2016</p>	<p>City Council adopts a resolution calling for a public hearing for considering the Capital Improvement Plan (CIP) and the issuance of Bonds. <i>Kennedy & Graven will prepare a resolution.</i></p> <p>City Council adopts a resolution calling for a public hearing for considering the Amended Street Reconstruction Plan (SRP) and the issuance of Bonds. <i>Kennedy & Graven will prepare a resolution.</i></p>
<p>July 23, 2018</p>	<p>Deadline for submitting the Notice of Public Hearing to the <i>Grand Rapids Herald Review</i> for the issuance of SRP and CIP Bonds. <i>Kennedy & Graven will submit public hearing notices.</i></p>
<p>By July 27, 2018</p>	<p>Ehlers provides draft Capital Improvement Plan.</p>
<p>July 29, 2018</p>	<p>Notice of Public Hearing is published in the <i>Grand Rapids Herald Review</i> for the issuance of Bonds. <i>Publication is no more than 28 days and no less than 10 days prior to the hearing date.</i></p>
<p>August 13, 2018</p>	<p>City Council conducts a public hearing on the Capital Improvement Plan and the issuance of Bonds and gives preliminary approval for the issuance of CIP. <i>Council approval must be unanimous.</i></p> <p>City Council meets at 5 PM and conducts a public hearing on the Street Reconstruction Plan and the issuance of Bonds and gives preliminary approval for the issuance of SRP Bonds. <i>Council approval must be unanimous.</i></p>

	City Council adopts a resolution calling for the sale of G.O. Bonds for the Street Reconstruction projects and Capital Improvement projects. <i>Ehlers will prepare a Pre-Sale Report and resolution.</i>
September 13, 2018	Reverse referendum period ends (within 30 days of the public hearing).
Week of September 10, 2018	Ehlers distributes Official Statement Conference call with Standard & Poor's rating agency
September 24, 2018	City Council meets at 5 PM and accepts offer for Bonds and adopts resolution approving sale of Bonds. Final bond numbers are available for calculating assessments.
Est. October 1, 2018	City begins collection of pre-paid assessments
Est. October 18, 2018	Tentative closing / receipt of funds
Est. October 31, 2018	Deadline for pre-paying assessments

Net Debt Limit	
Assessor's Estimated Market Value	795,368,602
Multiply by 3%	0.03
Statutory Debt Limit	23,861,058
Less: Debt Paid Solely from Taxes	(11,898,619)
Unused Debt Limit	11,962,439

Annual Levy Limit	
Assessor's Estimated Market Value	795,368,602
Multiply by .16%	0.0016
Statutory Levy Limit	1,272,590
Less: Annual Levy under CIP	71,100
Unused Levy Limit	1,343,690





CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0521 **Version:** 1 **Name:** Resolution aproving CIP Plan 2018-2022
Type: Agenda Item **Status:** Public Hearing
File created: 8/9/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Consider approving a resolution adopting the a Five-Year Capital Improvement Plan for 2018-2022 and authorizing the issuance of General Obligation Capital Improvement Bonds.

Sponsors:

Indexes:

Code sections:

Attachments: [Grand Rapids GO 2018A CIP Resolution Approving 2018-2022 CIP](#)

Date	Ver.	Action By	Action	Result
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Consider approving a resolution adopting the a Five-Year Capital Improvement Plan for 2018-2022 and authorizing the issuance of General Obligation Capital Improvement Bonds.

Background Information:

A Public Hearing on the Five-Year Capital Improvement Plan for 2018-2022 was held on August 13, 2018 (tonight). After conducting the Public Hearing, the Council may take action to adopt the the a Five-Year Capital Improvement Plan for 2018-2022 and authorizing the issuance of General Obligation Capital Improvement Bonds in an amount not-to-exceed \$950,000.

Staff Recommendation:

Staff recommends approving a resolution adopting the a Five-Year Capital Improvement Plan for 2018-2022 and authorizing the issuance of General Obligation Capital Improvement Bonds.

Requested City Council Action

Make a motion approving a resolution adopting the a Five-Year Capital Improvement Plan for 2018-2022 and authorizing the issuance of General Obligation Capital Improvement Bonds.

CITY OF GRAND RAPIDS, MINNESOTA

RESOLUTION NO. _____

**ADOPTING A FIVE-YEAR CAPITAL IMPROVEMENT PLAN OF
THE CITY OF GRAND RAPIDS AND PROVIDING
PRELIMINARY APPROVAL FOR THE ISSUANCE OF BONDS
THEREUNDER**

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

Section 1. Background.

1.01. Pursuant to Minnesota Statutes, Section 475.521, as amended (the “Act”), cities are authorized to adopt a capital improvement plan and carry out programs for the financing of capital improvements. Pursuant to the Act, the City may issue general obligation bonds to finance the costs of capital improvements described in the capital improvement plan.

1.02. Before the approval of the capital improvement plan and the issuance of any bonds under the Act, the City is required to hold a public hearing on the capital improvement plan and the issuance of bonds thereunder.

1.03. The City has caused to be prepared the 2018 through 2022 Five-Year Capital Improvement Plan for the City of Grand Rapids, Minnesota (the “Plan”).

1.04. On the date hereof, the Council conducted a duly noticed public hearing regarding adoption of the Plan pursuant to the requirements of the Act and the issuance of general obligation bonds thereunder in order to finance a portion of the capital improvements identified in the Plan.

1.05. The City has determined that it is in the best interests of the City to authorize the issuance and sale of general obligation capital improvement plan bonds pursuant to the Act in a maximum principal amount not to exceed \$950,000 (the “Bonds”).

1.06. In considering the Plan, the Council has considered for each project and for the overall Capital Improvement Plan:

1. the condition of the City’s existing infrastructure, including the projected need for repair and replacement;
2. the likely demand for the improvement;
3. the estimated cost of the improvement;
4. the available public resources;
5. the level of overlapping debt in the City;
6. the relative benefits and costs of alternative uses of the funds;
7. operating costs of the proposed improvements; and
8. alternatives for providing services more efficiently through shared facilities with other local government units.

Section 2. Plan Approved; Bonds Authorized.

2.01 The Council finds that the Plan will provide for certain capital improvements, which serves the interest of the City as a whole. The Plan is hereby approved.

2.02 City staff are hereby authorized to do all other things and take all other actions as may be necessary or appropriate to carry out the Plan in accordance with any applicable laws and regulations, subject to the contingency in Section 2.03 below.

2.03 The City gives preliminary approval to the issuance of the Bonds in the maximum principal amount of \$950,000, provided that if a petition requesting a vote on issuance of the Bonds, signed by voters equal to five percent (5%) of the votes cast in the last general election, is filed with City Clerk by September 12, 2018, the City may issue the Bonds only after obtaining approval of a majority of voters voting on the question at an election. The authorization to issue the Bonds is subject to expiration of the 30-day period without the City's receipt of a qualified petition under the Act, or if a qualified petition is filed, upon the approving vote of a majority of the voters voting on the question of issuance of the Bonds.

Approved by the City Council of the City of Grand Rapids, Minnesota, this 13th day of August, 2018.

Mayor

Attest:

City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0522 **Version:** 1 **Name:** Call for issuance Series 2018A
Type: Agenda Item **Status:** Public Hearing
File created: 8/9/2018 **In control:** City Council
On agenda: 8/13/2018 **Final action:**
Title: Consider adopting a resolution providing for the Sale of \$1,960,000 General Obligation Bonds, Series 2018A.
Sponsors:
Indexes:
Code sections:
Attachments: [Call resolution](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution providing for the Sale of \$1,960,000 General Obligation Bonds, Series 2018A.

Background Information:

The City Council has determined that it is necessary and expedient to issue the City's \$1,960,000 General Obligation Bonds, Series 2017A, to finance repairs and maintenance to the Fire Hall and City Hall and the City's 2018 street and utility projects.

Consider authorizing Ehlers and Associates, Inc. ("Ehlers") to assist in the sale of the bonds, and proposes awarding the sale of the bonds on September 24, 2018 at 5:00 pm. Consider authorizing City staff to cooperate with Ehlers in preparing the official statement for the Bonds.

Staff Recommendation:

Staff recommends approving a resolution providing for the Sale of \$1,960,000 General Obligation Bonds, Series 2018A.

Requested City Council Action

Make a motion adopting a resolution providing for the Sale of \$1,960,000 General Obligation Bonds, Series 2018A.

Resolution No. _____

Council Member _____ introduced the following resolution and moved its adoption:

**Resolution Providing for the Sale of
\$1,960,000 General Obligation Bonds, Series 2018A**

- A. WHEREAS, the City Council of the City of Grand Rapids, Minnesota has heretofore determined that it is necessary and expedient to issue the City's \$1,960,000 General Obligation Bonds, Series 2018A (the "Bonds"), to finance repairs and maintenance to the Fire Hall and City Hall and the City's 2018 street and utility projects; and
- B. WHEREAS, the City has retained Ehlers & Associates, Inc., in Roseville, Minnesota ("Ehlers"), as its independent municipal advisor for the Bonds in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9);

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grand Rapids, Minnesota, as follows:

1. Authorization; Findings. The City Council hereby authorizes Ehlers to assist the City for the sale of the Bonds.
2. Meeting; Proposal Opening. The City Council shall meet at 5:00 PM on September 24, 2018, for the purpose of considering proposals for and awarding the sale of the Bonds.
3. Official Statement. In connection with said sale, the officers or employees of the City are hereby authorized to cooperate with Ehlers and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by City Council Member _____ and, after full discussion thereof and upon a vote being taken thereon, the following City Council Members voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Dated this 13th day of August, 2018.

City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	18-0476	Version:	1	Name:	The Police Department is recommending that Chapter 38 be repealed in its present form and a new, more comprehensive, ordinance be adopted.
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	7/26/2018	In control:		In control:	City Council
On agenda:	8/13/2018	Final action:		Final action:	
Title:	Consider adopting an ordinance repealing Sections 38-1 through 38-59 of Chapter 38-Nuisances, of the Grand Rapids Municipal Code and replace with Sec. 38-1, Public Nuisances.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	18- - Nuisances.pdf Public Nuisance Ordinance.pdf				

Date	Ver.	Action By	Action	Result
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Consider adopting an ordinance repealing Sections 38-1 through 38-59 of Chapter 38-Nuisances, of the Grand Rapids Municipal Code and replace with Sec. 38-1, Public Nuisances.

Background Information:

City Ordinance Chapter 38, the Public Nuisance Ordinance, also addresses blight. The police department has reviewed this ordinance, in conjunction with the Community Development Department. It is our opinion that the ordinance should be updated to be more comprehensive and more accurately reflect the process used to address blight issues such as long grass, junk vehicles and loud noises.

The Police Department is recommending that Chapter 38 be repealed in its present form and a new, more comprehensive, ordinance be adopted. The proposed new Public Nuisance Ordinance accomplishes the following:

- Clarifies that Blight is a form of Public Nuisance.
- Clarifies that City staff are responsible for investigating blight.
- Clarifies that due process is through the criminal justice system, not a hearing before the City Council.
- Makes the owner of the property, not the occupant, responsible for eliminating blight.
- Details the procedure used to mitigate blight.
- Adds seepage from sewage pipes and septic tanks as a public nuisance.
- Adds collections of tree limbs, brush, dead vegetation and stumps as a public nuisance.
- Makes construction noise before 6:30 AM and after 10:00 PM a public nuisance.
- Exempts temporary "Community Events" as designated by the City Council from the noise portion of the ordinance. (The Council reserves the right to impose reasonable restrictions)
- Exempts motor vehicle races at the Itasca County Fairgrounds from the noise portion of the ordinance. (The Council reserves the right to impose reasonable restrictions)
- Makes the storage of a stock car, demolition derby car, mud running vehicle or racing car a violation of the ordinance unless it is screened from public view
- Defines tall grass as grass 8 inches in height or more.

- Requires tall grass or weeds in undeveloped open space to be cut back 30 feet from roadways.

This proposed change in the City Ordinance was discussed with the City Council at the July 23, 2018, Council Work Session. Suggestions made by the Council that night have been incorporated into the ordinance and reviewed by Mr. Sterle.

Staff Recommendation:

Repeal sections 38-1 through 38-59 of Chapter 38 - Nuisances of the Grand Rapids Municipal Code and approve new Sec. 38-1, Public Nuisances.

Requested City Council Action

Make a motion adopting an ordinance repealing Sections 38-1 through 38-59 of Chapter 38-Nuisances, of the Grand Rapids Municipal Code and replace with Sec. 38-1, Public Nuisances and authorize publication in summary form.

Councilor introduced the following Ordinance and moved for its adoption:

ORDINANCE NO. 18- -

AN ORDINANCE REPEALING SECTIONS 38-1 THROUGH 38-59 OF CHAPTER 38-NUISANCES, OF THE GRAND RAPIDS MUNICIPAL CODE AND REPLACE WITH SEC. 38-1, PUBLIC NUISANCES

WHEREAS, the City of Grand Rapids has an ordinance addressing nuisances, including blight; and

WHEREAS, after review, it was found that parts of the ordinance needed clarification; and

WHEREAS, the recommended changes will update and clarify the ordinance moving forward.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRAND RAPIDS, MINNESOTA, that the proposed changes to the City Code are in the best interest of the public's health, safety, and general welfare, and hereby ordains that the Grand Rapids City Code be amended as follows: *See Exhibit "A"*

This Ordinance shall become effective after its passage and publication.

ADOPTED AND PASSED BY THE City Council of the City of Grand Rapids on the 13TH day of August 2018.

Dale Adams, Mayor

Attest:

Kimberly Gibeau, City Clerk

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

Exhibit "A"

Chapter 38 - NUISANCES

Sec. 38-1. Public Nuisances

- (a) A public nuisance is a thing, act, occupation, condition or use of property that shall continue for such length of time as to:
- (1) Substantially annoy, injure or endanger the comfort, health, repose or safety of the public.
 - (2) In any way, render the public insecure in life or in the use of property.
 - (3) Unlawfully and substantially interfere with, obstruct or tend to obstruct or render dangerous for passage any street, alley, highway, navigable body of water or other public way.
- (b) **Public Health Nuisances.** The following acts, omissions, places, conditions and things are specifically declared to be public health nuisances, but shall not be construed to exclude other health nuisances coming within the definition of this section:
- (1) All decayed, harmfully adulterated or unwholesome food or drink sold or offered for sale to the public.
 - (2) Carcasses or animals, birds or fowl not buried or otherwise disposed of in a sanitary manner within twenty-four (24) hours after death.
 - (3) Accumulations of decayed animal or vegetable matter, trash, rubbish, rotting lumber, bedding, packing material, scrap metal, inoperable or unused vehicles, or any material in which flies, mosquitoes, disease-carrying insects, rats or other vermin may breed.
 - (4) All stagnant water in which mosquitoes, flies or other insects can multiply.
 - (5) The escape of smoke, soot, cinders, noxious acids, fumes, gases, fly ash or industrial dust within the city limits in such quantities as to endanger the health of persons of ordinary sensibilities or to threaten or cause substantial injury to property.
 - (6) The pollution of any public well or cistern, stream, lake, canal or body of water by sewage or industrial wastes or other substances.
 - (7) A collection place for sewage and sewage drainage or the seepage from septic tanks, broken or malfunctioning plumbing or sewer pipes or any other collection or seepage of dangerous, hazardous or poisonous liquids
 - (8) A collection place for tree limbs, dried brush, dead vegetation, stumps or other decayed wood or materials or other similar rubbish except as approved by the City.

(9) Any use of property, substances or things within the city emitting or causing any foul, offensive, noisome, nauseous, noxious, or disagreeable odors, effluvia or stenches extremely repulsive to the physical senses of ordinary persons that annoy, discomfort, injure or inconvenience the health of any appreciable number of persons within the city.

(10) All abandoned wells not securely covered or secured from public use.

(c) **Peace and Safety Nuisances.** The following acts, omissions, places, conditions and things are declared to be public nuisances affecting peace and safety, but such enumeration shall not be construed to exclude other nuisances affecting public peace or safety coming within the provisions of this section:

(1) All buildings erected, repaired or altered within the limits of the city in violation of the provisions of the ordinances of the City relating to materials and manner of construction of buildings and structures.

(2) All trees, hedges, billboards, signs or other obstructions which prevent persons driving vehicles on public streets, alleys or highways from obtaining a clear view of traffic when approaching an intersection or pedestrian crosswalk, including private signs placed on public property that obstruct the view of motorists, pedestrians or bicycles at roadway intersections.

(3) All limbs of trees that project over a public sidewalk, trail or bicycle path, less than eight (8) feet above the surface thereof or less than ten (10) feet above the surface of a public street.

(4) All use or display of fireworks except as provided by the laws of the state and ordinances of the City.

(5) All wires over streets, alleys or public grounds that are strung less than fifteen (15) feet above the surface of the street or ground.

(6) All loud and discordant noises or vibrations of any kind, including loud noises associated with construction prior to 6:30 AM or later than 10:00 PM.

(7) The playing of any radio, musical instrument, loud speaker or other device in such a manner, with such a volume as to disturb the peace, quiet, comfort or repose of persons in any dwelling, apartment, hotel or other type of residence.

(8) All obstructions of streets, alleys, sidewalks or crosswalks and all excavations in or under the same, except as permitted by ordinance.

(9) All open and unguarded pits, wells, excavations or unused basements freely accessible from any public street, alley or sidewalk.

(10) Any unauthorized or unlawful use of property abutting on a public street, alley or sidewalk or of a public street, alley or sidewalk which causes large crowds of people to gather, obstructing traffic and free use of the streets or sidewalks.

(11) Unreasonable acceleration of any motor vehicle on any street, private road, public

or private parking lot or driving way in the city. Unreasonable acceleration of a motor vehicle is defined as acceleration which spins a tire or tires resulting in the breaking of traction between a tire or tires and the street surface and accomplished in such a manner as to cause squealing or screeching sounds by the tires or the throwing of sand or gravel by the tires of the vehicle or both. Prima facie evidence of such unreasonable acceleration shall be squealing or screeching sounds emitted by the tires or the throwing of gravel or sand by the tires or both.

- (12) Repeated or continuous violations of the ordinances of the city or the laws of the state.

(d) **Exceptions.** The following types of sounds are permitted and not a violation of this ordinance:

- (1) Temporary Community Events, limited in time, as designated by the City Council, including KAXE Riverfest and Grand Rapids Tall Timber Days.
- (2) Organized motor vehicle races at the Itasca County Fairgrounds for which prior approval has been given by the City Council who may place reasonable restrictions regarding days of the week and time of day.

(e) **Blight Nuisances.** It is determined that the uses, structures, activities and causes of blight or blighting factors described in this section, if allowed to exist, will tend to result in blighted and undesirable neighborhoods so as to be harmful to the public welfare, health and safety and are a Public Nuisance. No owner of property shall maintain or permit to be maintained any of these causes of blight or blighting factors upon any property in the city.

- (1) In any area zoned for residential and residential business purposes, the storage upon any property of junk automobiles. For the purpose of this chapter, the term "junk automobiles" shall include any motor vehicle, part of a motor vehicle, or former motor vehicle, stored in the open for a period greater than 90 days, for which the license for use upon the highways of the state is more than 90 days expired, or is:

- a. Unusable or inoperable because of lack of, or defects in, component parts;
- b. Unusable or inoperable because of damage from collision, deterioration, or having been cannibalized;
- c. Beyond repair and therefore not intended for future use as a motor vehicle; or
- d. Being retained on the property for possible use of salvageable parts.

- (2) In any area zoned for residential purposes or in a commercial district the storage or accumulation of junk, trash, rubbish or refuse of any kind, except refuse stored in such a manner as not to create a nuisance. The term "junk" shall include parts of machinery or motor vehicles, unused stoves or other appliances stored in the open; remnants of wood; decayed, weathered or broken construction materials no longer suitable for safe

construction as building materials; metal or any other material or cast off material of any kind whether or not the same could be put to any reasonable use.

- (3) In any area zoned for residential purposes, the existence of any vacant dwelling, garage, or other outbuildings, unless such buildings are kept securely locked, windows kept glazed or neatly boarded up and otherwise protected to prevent entrance to vandals.
- (4) In any area zoned for residential purposes, the keeping or storage of a stock car, demolition derby car, mud running vehicle or racing car, unless such vehicle is legal to operate on a public roadway, currently registered and insured; or it is completely enclosed in a building or screened from public view.
- (5) In any area the existence of any noxious or poisonous vegetation such as poison ivy, ragweed or other poisonous plants, or any weeds, grass, brush or plants which are a fire hazard or otherwise detrimental to the health or appearance of the neighborhood.
- (6) Except in undeveloped open space, tall grass or weeds over eight inches (8") in height, including grass and weeds in the right-of-way. In undeveloped open space, that has no utilities or pre-designated building site, tall grass and weeds must be cut back at a distance of at least thirty (30) feet from the roadways unless otherwise approved by the City.

(f) Exceptions. This ordinance does not apply to:

- (1) Land used for agricultural purposes including weeds in fields devoted to growing any small grain crops such as wheat, oats, barley, or rye.
- (2) Portions of lots used for flower gardens, shrubbery or vegetable gardens.
- (3) Naturally wooded areas, regulated wetlands or meadows.
- (4) Areas designated by the City and actively maintained as prairie restoration.
- (5) Areas designated by the City and actively maintained as rain gardens, fresh water vegetation buffers or holding basins.
- (6) Ornamental grasses that are maintained.
- (7) The City may, at its discretion, grandfather in existing uses and place reasonable limitations on those uses.

(g) Unlawful Acts

- (1) It shall be unlawful for the owner of any lot or undeveloped open space to which this ordinance applies to allow or maintain upon any portion of such lot or parcel any growth of tall grass or weeds as defined herein, or to permit the deposit or accumulation upon any portion of such lot or parcel of land, of any brush, yard debris, dead vegetation, or cut grass or weeds so as to create a nuisance due to unsightliness, an unhealthy or unsafe condition, traffic hazard, or fire hazard.

- (2) No person shall mow, rake, blow or otherwise deposit grass clippings or leaves on a street, gutter, curb, catch basin, sidewalk or trail.
- (3) No person shall erect, contrive, cause, continue, maintain or permit to exist any public nuisance including blight within the city.
- (4) Any nuisance so defined by state statutes or by the common law of the state is also a nuisance under this article.

(h) Enforcement, Penalties and Abatement

- (1) The owner of any property upon which any of the causes of Public Nuisance, including blight or blighting factors, are set forth in any section of this ordinance shall be notified in writing by the City to remove or eliminate such causes of the nuisance, blight or blighting factors from such property within ten (10) days after service of the notice upon the owner. Such notice may be served personally or by leaving such notice on the door of the dwelling on the land, or by United States Mail to the owner of record as is indicated on the Itasca County Tax Records or the last known address of the owner. Additional time may be granted by the City where bona fide, continual, significant efforts to remove or eliminate such causes of nuisance, including blight or blighting factors, are in progress. Failure to comply with such notice within the time allowed shall constitute a misdemeanor.
- (2) In case of failure to remove any nuisance, including blight or blighting factors, within the time prescribed, the City Administrator or his/her designee may make arrangements for the blight to be removed or eliminated, and shall certify the cost thereof to the City Finance Director. The City Finance Director shall certify such cost to the county auditor as a special assessment against the property involved for collection in the same manner as other special assessments. As an additional or alternative remedy, the owners of any interest in such shall be jointly and severally liable for such costs and the costs shall be recoverable in any action brought against any of them in the name of the city.

(Code 1978, § 12.04; Ord. No. 15-09-06, Exh. A, 9-14-2015)

(Code 1978, § 12.01)

State Law reference— Public nuisances, Minn. Stat. §§ 609.74, 609.745.