



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council

Monday, June 11, 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, June 11, 2018 at p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

MEETING PROTOCOL POLICY

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

5:01 PM PUBLIC FORUM

5:06 PM COUNCIL REPORTS

5:10 PM APPROVAL OF MINUTES

18-0384 Consider approving Council minutes for Tuesday, May 29, 2018 Worksession & Regular meetings.

Attachments: [May 29, 2018 Worksession.pdf](#)
[May 29, 2018 Regular Meeting.pdf](#)

VERIFIED CLAIMS

18-0377 Consider approving the verified claims for the period May 23, 2018 to June 4, 2018 in the total amount of \$555,475.80.

Attachments: [COUNCIL BILL LIST 06-11-18.pdf](#)

5:12 PM CONSENT AGENDA

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

1. [18-0361](#) Renew lease agreement with ISD 318 for the use of the IRA Civic Center.
Attachments: [ISD 318 Civic Center Lease 2018-20](#)

2. [18-0362](#) Consider adopting a resolution closing Debt Service Funds: Special Assessment Improvement Bond 2006C, 2007A, 2008B and 2008C.
Attachments: [Close Funds 351 353 355 356 transfer to Fund 305](#)

3. [18-0364](#) Consider a resolution awarding a contract for CP 2010-5, Mississippi Riverfront Pedestrian Bridge
Attachments: [6-11-18 Resolution CP 2010-5 Award Contract](#)
[bid abstract](#)

4. [18-0372](#) Consider authorizing the IT Department to dispose of retired equipment.
Attachments: [2018 Equipment Disposal.pdf](#)

5. [18-0373](#) Consider accepting proposal for Network Review from Citon Computer Corp.
Attachments: [City of Grand Rapids Statement of Work.pdf](#)

6. [18-0374](#) Consider adopting a resolution authorizing an operating transfer from the Capital Project Fund-Capital Equipment Replacement Fund to the Capital Project Fund-General Improvement Projects Fund.
Attachments: [Operating transfer from CIP to 401-CC Master Plan](#)

7. [18-0375](#) Consider approving temporary liquor license for MacRostie Art Center, First Friday event scheduled for July 6, 2018.
Attachments: [MacRostie Art Center - July Temporary Liquor.pdf](#)

8. [18-0378](#) Consider hiring Katie Warner and Alex Mostad for the Public Works Department Part-Time Maintenance Season.

9. [18-0380](#) Change of Employment Status for Joshua Saunders.

10. [18-0381](#) Consider adopting a resolution accepting a Grant from the Northland Foundation in the amount of \$20,000 for the Library to develop and conduct a series of Crucial Conversations on Aging
Attachments: [Resolution accepting Northland foundation grant](#)
[Grant agreement Northland Foundation](#)

5:14 SETTING OF REGULAR AGENDA**PM**

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

ACKNOWLEDGE BOARDS & COMMISSIONS

11. 18-0376 Acknowledge attached minutes for Boards & Commissions.
Attachments: [April 25, 2018 Human Rights Commission.pdf](#)
[May 1, 2018 Arts & Culture minutes.pdf](#)

**5:15 DEPARTMENT HEAD REPORT
PM**

12. 18-0385 Information Technology - Erik Scott

**5:25 CIVIC CENTER, PARKS & RECREATION
PM**

13. 18-0383 Consider a resolution approving specifics of a proposal to impose a local sales tax in the city of Grand Rapids for community improvements at American Legion Memorial Park under Project Grand Rapids.
Attachments: [6-11-18 2018 Resolution Call for LST](#)

**5:45 ADMINISTRATION DEPARTMENT
PM**

14. 18-0382 Consider the approval of an agreement with Brewed Awakenings, Frame Up, and MacRostie Art, related to the installation of ADA door openers.

**5:55 ADJOURNMENT
PM**

NEXT REGULAR MEETING IS SCHEDULED FOR JUNE 25, 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 #: 18-0384 **Version:** 1 **Name:** Council minutes
Type: Agenda Item **Status:** Approval of Minutes
File created: 6/8/2018 **In control:** City Council
On agenda: 6/11/2018 **Final action:**
Title: Consider approving Council minutes for Tuesday, May 29, 2018 Worksession & Regular meetings.
Sponsors:
Indexes:
Code sections:
Attachments: [May 29, 2018 Worksession.pdf](#)
[May 29, 2018 Regular Meeting.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving Council minutes for Tuesday, May 29, 2018 Worksession & Regular meetings.

Background Information:

Draft minutes are attached for review.

Staff Recommendation:

Review, recommend changes if necessary and approve.

Requested City Council Action

Make a motion approving Council minutes for Tuesday, May 29, 2018 Worksession & Regular meetings.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Tuesday, May 29, 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 Tuesday, May 29, 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 4 - Councilor Dale Christy, Councilor Bill Zeige, Councilor Rick Blake, and Councilor Tasha Connelly
Absent 1 - Mayor Dale Adams

Discussion Items

1. Visit Grand Rapids Annual Update - Megan Christianson

Megan Christianson presented for Visit Grand Rapids, specifically noting the following:
 - 1) reviewing 2017, providing statistics on increase/decrease in specific interest areas
 - 2) current status of lodging tax
 - 3) top performing months
 - 4) business loss to other large communities due to shortage of available lodging*Goals for the future include: partnering with Reif, Library, etc.*
Received and Filed

2. Discuss consideration of a Project Labor Agreement (PLA) for the Kids Campus - Civic Center Expansion/Renovation Project

Representatives for Iron Range building & Trades Council, discussed benefits of a project labor agreement including the utilization of local labor, completing projects under budget, wages same as prevailing wage, support of military, etc.
Received and Filed

3. Discuss concept of adding Legion Field Turf to the Kids Campus - IRA Civic Center Expansion/Renovation Project.

Discussed approximate annual users and potential for increase, ability to serve more sports, the need for green space and Legion field.
Received and Filed

4. Review 5:00 PM Regular Meeting

Noted addition of item #13a to the Consent agenda.

ADJOURN

There being no further business, the meeting adjourned at 4:15 PM.

Respectfully submitted:

Lynn DeGrio
Lynn DeGrio, Recorder



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Tuesday, May 29, 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 Tuesday, May 29, 2018 at 5:19 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Present 4 - Councilor Dale Christy
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

Absent 1 - Mayor Dale Adams

MEETING PROTOCOL POLICY

5:01 PM PUBLIC FORUM

None.

5:06 PM COUNCIL REPORTS

5:10 PM APPROVAL OF MINUTES

Consider approving Council minutes for Monday, May 14, 2018 Worksession and Regular meetings.

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

VERIFIED CLAIMS

Consider approving the verified claims for the period May 8, 2018 to May 22, 2018 in the total amount of \$430,384.39.

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 4 - Councilor Dale Christy
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

5:12 PM CONSENT AGENDA

1. Consider a correction to pay rate for Ron Edminster.
Approved by consent roll call
2. Consider entering into an agreement with Mediacom Minnesota LLC regarding the franchise agreement renewal process
Approved by consent roll call
3. Consider adopting a resolution declaring the official intent of the City to reimburse certain expenditures from the proceeds of bonds to be issued by the City.
Adopted Resolution 18-39 by consent roll call
4. Consider adopting a resolution amending the City Wide Fee Schedule.
Adopted Resolution 18-40 by consent roll call
5. Consider authorizing an Airport Land Lease Agreement effective as of the 24th day of April 2018, between the City of Grand Rapids and SHB LLC and authorize the signature of the Mayor
Approved by consent roll call
6. Consider accepting Grand Rapids EDA Annual Report for the year 2017.
Approved by consent roll call
7. Consider approving a temporary liquor license for Northland Counseling Center, event scheduled for June 14, 2018.
Approved by consent roll call
8. Consider a motion authorizing the Mayor to sign a Memorandum of Understanding for Toward Zero Deaths with Itasca County Health and Human Services.
Approved by consent roll call
9. Consider entering into an agreement with an area business for advertising at the IRA Civic Center.
Approved by consent roll call
10. Consider adoption of a resolution issuing an order to raze or remove structures upon

property located at: 604 NE 9th Avenue, Grand Rapids, Minnesota.

Adopted Resolution 18-41 by consent roll call

11. Consider approving the amended Community Readerboard Partnership Agreement and Posting Policy.
Approved by consent roll call
12. Consider approving a temporary liquor license for American Legion, event scheduled for August 11, 2018.
Approved by consent roll call
13. Consider accepting resignation of Len Salmela from the Grand Rapids Housing & Redevelopment Authority.
Approved by consent roll call
- 13a. Consider hiring Kristine Johnson and Madilym Thomsen for the Public Works Department Part-Time Summer Maintenance Season.
Approved by consent roll call

Approval of the Consent Agenda

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

Aye 4 - Councilor Dale Christy
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

**5:13 SETTING OF REGULAR AGENDA
PM**

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

**5:14 ACKNOWLEDGE BOARDS & COMMISSIONS
PM**

14. Acknowledge minutes for Boards & Commissions
Acknowledge Boards and Commissions

**5:15 DEPARTMENT HEAD REPORT
PM**

15. Library Department Head Report

Library Director, Marcia Anderson, provided overview of activities hosted at the Library, programming and use statistics. Also advised of grant funds received and current status of ADA updates.

Councilor Christy questioned the status of working with Itasca County to increase support for the Library. Ms. Anderson noted that she had spoken to the County Board in the fall of 2017, but not since that time.

Received and Filed

**5:25 AIRPORT
PM**

16. Consider approving the recommendations listed in the Grand Rapids - Itasca County Airport Master Plan

Staff provided background information and recommendations to the final Airport Master Plan.

A motion was made by Councilor Christy, seconded by Councilor Zeige, to approve the Grand Rapids - Itasca County Airport Master Plan as presented. The motion carried by the following vote.

Aye 4 - Councilor Dale Christy
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

17. Consider authorizing the purchase and installation of a new main backup generator at the GPZ airport

Background information on generator and need for replacement is presented. Quotes have been received and reviewed. Based on information presented, staff is requesting that the new generator purchase be awarded to Cummins for \$30,044.50 and electrical service be awarded to Pokegama Electric.

A motion was made by Councilor Blake, seconded by Councilor Zeige, awarding generator purchase to Cummins and electrical services to Pokegama Electric for a total cost of \$41,318.50. The motion carried by the following vote.

Aye 4 - Councilor Dale Christy
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

**5:35 PUBLIC WORKS DEPARTMENT
PM**

18. Consider entering into an agreement with DSGW for 2018 Fire Hall, City Hall, and Central School Improvements to prepare bidding documents.

A motion was made by Councilor Dale Christy, seconded by Councilor Bill Zeige, to approve an agreement with DSGW for preparation of bidding documents for facility improvements as noted.

19. Consider entering into an agreement with Pyrotechnic Display Inc., for the amount of

\$15,000.00 for the 4th of July Fireworks Display, to be held on June 30th, 2018.

It is noted that in the event of inclement weather, fireworks display will be conducted on Sunday, July 1, 2018.

5:45 ADMINISTRATION DEPARTMENT

PM

20. Consider accepting the notice of resignation from Building Official, Travis Cole.

Building Official, Travis Cole, has accepted the position of Fire Marshall with the State of Minnesota and is resigning from his current position with the City.

A motion was made by Councilor Christy, seconded by Councilor Blake, accepting the resignation from Travis Cole, Building Official, effective June 12, 2018. The motion carried by the following vote.

Aye 4 - Councilor Dale Christy
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

21. Consider appointment of Nathan Morlan to the position of Interim Building Official.

Following the resignation of Mr. Cole, staff would like to appoint a current employee to the position on an interim basis. This provides time for position review and offers opportunity to ensure due diligence in finding the right individual to fill the vacancy.

A motion was made by Councilor Zeige, seconded by Councilor Christy, to appoint Nate Morlan to the position of Interim Building Official. The motion carried by the following vote.

Aye 4 - Councilor Dale Christy
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

22. Consider adopting revised job description and authorize City staff to post the position of Building/Fire Inspector.

A motion was made by Councilor Dale Christy, seconded by Councilor Rick Blake, approving job description and authorize filling the vacancy for the position of Building/Fire Inspector. The motion PASSED by unanimous vote.

23. Consider eliminating the Recreation Program Coordinator position.

A motion was made by Councilor Zeige, seconded by Councilor Blake, to approve eliminating the position of Recreation Program Coordinator, effective June 30, 2018. The motion carried by the following vote.

Aye 4 - Councilor Dale Christy
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

**6:05 ADJOURNMENT
PM**

A motion was made by Councilor Bill Zeige, seconded by Councilor Dale Christy, to adjourn the meeting at 6:11 PM. The motion PASSED by unanimous vote.

Respectfully submitted:


Lynn DeGrio, Recorder



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0377 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Verified Claims
File created: 6/6/2018 **In control:** City Council
On agenda: 6/11/2018 **Final action:**
Title: Consider approving the verified claims for the period May 23, 2018 to June 4, 2018 in the total amount of \$555,475.80.
Sponsors:
Indexes:
Code sections:
Attachments: [COUNCIL BILL LIST 06-11-18.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the verified claims for the period May 23, 2018 to June 4, 2018 in the total amount of \$555,475.80.

Requested City Council Action

Make a motion approving the verified claims for the period May 23, 2018 to June 4, 2018 in the total amount of \$555,475.80.

DATE: 06/06/2018
 TIME: 09:42:06
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 06/11/2018

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
0500050	E3 CONSULTING SERVICES	-254.50
1309335	MINNESOTA REVENUE	254.50
	TOTAL	0.00
CITY WIDE		
1305060	MEDS-1 AMBULANCE SERVICE INC	1,700.00
1321525	MUNICIPAL CODE CORPORATION	8,769.60
1415377	NORTHERN BUSINESS PRODUCTS INC	44.95
1920240	CHAD B STERLE	310.00
	TOTAL CITY WIDE	10,824.55
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE SERVICES INC	41.00
0315455	COLE HARDWARE INC	7.30
1405725	NETWORK SERVICE COMPANY	192.64
	TOTAL BUILDING MAINTENANCE-CITY HALL	240.94
COMMUNITY DEVELOPMENT		
0301685	CARQUEST AUTO PARTS	26.34
	TOTAL COMMUNITY DEVELOPMENT	26.34
FINANCE		
0715813	GOVERNMENT FINANCE OFFICERS	435.00
1415377	NORTHERN BUSINESS PRODUCTS INC	5.89
	TOTAL FINANCE	440.89
FIRE		
0513235	EMERGENCY RESPONSE SOLUTIONS	5,155.16
0718211	GREAT PLAINS FIRE INC	2,808.45
1200500	L&M SUPPLY	77.84
2018225	TREASURE BAY PRINTING	571.50
2300600	W.P. & R.S. MARS COMPANY	183.36
	TOTAL FIRE	8,796.31

DATE: 06/06/2018
 TIME: 09:42:06
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 06/11/2018

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
INFORMATION TECHNOLOGY		
0500050	E3 CONSULTING SERVICES	1,018.00
TOTAL INFORMATION TECHNOLOGY		1,018.00
PUBLIC WORKS		
0100002	3D SPECIALTIES	1,451.02
0103325	ACHESON TIRE INC	385.00
0104799	ADVANCED SERVICES INC	1,430.00
0121725	AUTOMOTIVE ELECTRIC LLC	76.16
0205090	BEACON ATHLETICS LLC	1,096.00
0205350	BEIER'S GREENHOUSE	331.62
0221650	BURGGRAF'S ACE HARDWARE	242.84
0301685	CARQUEST AUTO PARTS	290.13
0315455	COLE HARDWARE INC	218.04
0503422	ECK DESIGN	845.00
0601690	FASTENAL COMPANY	48.80
0801825	HAWKINSON CONSTRUCTION CO INC	110.58
0801836	HAWKINSON SAND & GRAVEL	499.80
0920005	ITASCA AUTO BODY	3,295.03
1200500	L&M SUPPLY	413.66
1205110	LEASE LANDSCAPING	122.00
1209735	LITTLE FALLS MACHINE INC	2,400.38
1303039	MCCOY CONSTRUCTION & FORESTRY	54.19
1800140	RC RENTALS LLC	45.00
1800250	RF BACKFLOW TESTING &	873.03
1801899	RAYS SPORT & CYCLE	310.44
1903342	WILLIAM J SCHWARTZ & SON'S	303.50
1908248	SHERWIN-WILLIAMS	428.34
2209421	VIKING ELECTRIC SUPPLY INC	48.09
2305453	WESCO RECEIVABLES CORP	4,968.28
2605225	ZEE MEDICAL SERVICE	126.45
TOTAL PUBLIC WORKS		20,413.38
FLEET MAINTENANCE		
0121723	AUTO ZONE LLC	60.00
0301685	CARQUEST AUTO PARTS	12.74
TOTAL FLEET MAINTENANCE		72.74
POLICE		
0205725	BETZ EXTINGUISHER COMPANY	54.00
0221650	BURGGRAF'S ACE HARDWARE	122.92

DATE: 06/06/2018
 TIME: 09:42:06
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 06/11/2018

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
POLICE		
0301685	CARQUEST AUTO PARTS	86.37
0409501	JOHN P. DIMICH	4,583.33
0918575	IRON RANGE TIRE SERVICE INC	571.68
1001530	JANSSEN FABRICATING ENTRP LLC	126.00
1201434	LAKE WOODS CHRYSLER	67.26
1605665	PERSONNEL DYNAMICS LLC	1,397.25
1909650	SIRCHIE FINGER PRINT INC	559.58
1920240	CHAD B STERLE	1,085.00
2000400	T J TOWING	70.00
	TOTAL POLICE	8,723.39
CENTRAL SCHOOL		
0805107	HEARTLAND PAPER COMPANY	103.15
1315725	THE MOTOR SHOP LLC	262.00
2018680	TRU NORTH ELECTRIC LLC	740.00
	TOTAL	1,105.15
AIRPORT		
0221650	BURGGRAF'S ACE HARDWARE	212.26
1105444	KELLER FENCE COMPANY	150.00
1200530	LNR UNDERGROUND, LLC	360.00
	TOTAL	722.26
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE SERVICES INC	10.00
0221650	BURGGRAF'S ACE HARDWARE	97.93
0605652	FERGUSON WOLSELEY IND GROUP	370.64
1200500	L&M SUPPLY	8.07
1421155	NUCH'S IN THE CORNER	24.18
1905150	SECURITY ACCESS CONTROL	54.00
	TOTAL GENERAL ADMINISTRATION	564.82
RECREATION PROGRAMS		
0312109	CLAFTON SALES - CLAFTON SKATE	130.00

DATE: 06/06/2018
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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 06/11/2018

VENDOR #	NAME	AMOUNT DUE

RECREATION PROGRAMS		
1920240	CHAD B STERLE	620.00
	TOTAL	750.00
CEMETERY		
0221650	BURGGRAF'S ACE HARDWARE	169.43
0612083	FLAGSHIP RECREATION	1,962.23
1615427	POKEGAMA LAWN AND SPORT	330.37
	TOTAL	2,462.03
2017 INFRASTRUCTURE BONDS		
2009-1 4TH AVE & 13TH ST NW		
0301705	CASPER CONSTRUCTION INC	75,282.19
	TOTAL 2009-1 4TH AVE & 13TH ST NW	75,282.19
2009-1 9TH ST NE		
0301705	CASPER CONSTRUCTION INC	13,218.56
	TOTAL 2009-1 9TH ST NE	13,218.56
2018 INFRASTRUCTURE BONDS		
10TH AVENUE NE		
0301705	CASPER CONSTRUCTION INC	127,817.77
	TOTAL 10TH AVENUE NE	127,817.77
STORM WATER UTILITY		
0221525	BUNES SEPTIC SERVICE INC	225.00
0221650	BURGGRAF'S ACE HARDWARE	30.97
0301685	CARQUEST AUTO PARTS	115.68
0518366	ERICKSON'S ITASCA LUMBER INC	66.40
0801836	HAWKINSON SAND & GRAVEL	72.62
1621125	PUBLIC UTILITIES COMMISSION	2,200.00
1801340	RAILROAD MANAGEMENT COMPANY	652.38
	TOTAL	3,363.05
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$ 275,842.37

DATE: 06/06/2018
 TIME: 09:42:06
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 5

INVOICES DUE ON/BEFORE 06/11/2018

VENDOR #	NAME	AMOUNT DUE

CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T	813.67
0305506	CENTRAL BUILDERS	500.00
0305530	CENTURYLINK QC	56.35
0405505	JAMES DENNY	433.00
0504610	RON EDMINSTER	70.85
0605191	FIDELITY SECURITY LIFE INS CO	71.22
0718015	GRAND RAPIDS CITY PAYROLL	263,882.38
0718070	GRAND RAPIDS STATE BANK	115.00
0815440	HOLIDAY STATIONSTORES LLC	319.00
0920055	ITASCA COUNTY RECORDER	46.00
1201402	LAKE COUNTRY POWER	45.07
1209516	LINCOLN NATIONAL LIFE	1,200.29
1305046	MEDIACOM LLC	115.90
1305060	MEDS-1 AMBULANCE SERVICE INC	385.00
1309199	MINNESOTA ENERGY RESOURCES	164.09
1601305	THOMAS J. PAGEL	939.34
1601750	PAUL BUNYAN COMMUNICATIONS	276.56
1920231	ROBERT STEIN	545.07
2000100	TASC	30.60
2114360	UNITED PARCEL SERVICE	13.55
2205637	VERIZON WIRELESS	3,910.01
2301700	WASTE MANAGEMENT	2,446.58
T001151	ENGRIDGE ENERGY PARTNERS	2,000.00
T001163	SUSAN BROWN	1,253.90
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$		279,633.43
TOTAL ALL DEPARTMENTS		555,475.80



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0361 **Version:** 1 **Name:** ISD 318 Lease
Type: Agenda Item **Status:** Consent Agenda
File created: 5/30/2018 **In control:** City Council
On agenda: 6/11/2018 **Final action:**
Title: Renew lease agreement with ISD 318 for the use of the IRA Civic Center.
Sponsors:
Indexes:
Code sections:
Attachments: [ISD 318 Civic Center Lease 2018-20](#)

Date	Ver.	Action By	Action	Result
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Renew lease agreement with ISD 318 for the use of the IRA Civic Center.

Background Information:

Every three years we renew our lease agreement with Independent School District 318 for use of the IRA Civic Center. Their uses include boys and girls hockey, baseball practice, lacrosse practice, graduation, and a few other activities outlined in the lease.

The lease reflects a 9% increase the first year to cover our electrical increase and 3% the following two years. The Lease has already been approved by the school district and is attached for your review.

Staff Recommendation:

City staff recommends entering into a lease agreement with ISD 318 for use of the IRA Civic Center.

Requested City Council Action

Pass a motion to enter into a lease agreement with ISD 318 for use of the IRA Civic Center.

LEASE AGREEMENT

THIS LEASE AGREEMENT, by and between the City of Grand Rapids, Minnesota a municipal corporation, hereinafter referred to as "Lessor", and Independent School District No. 318, Grand Rapids, Minnesota, hereinafter referred to as "Lessee", entered into this first day of July, 2018.

RECITALS

WHEREAS, Lessor owns and operates the IRA Civic Center; and

WHEREAS, Lessee has determined that the IRA Civic Center is a suitable facility for conducting Lessee's various academic and athletic programs and ceremonial events; and

WHEREAS, Lessee wishes to lease the IRA Civic Center, on occasion in its entirety and on other occasions specific portions thereof; and

WHEREAS, Lessor and Lessee wish to enter into this Lease Agreement for the purpose of establishing the terms and conditions pursuant to which Lessee shall lease the IRA Civic Center or portions thereof;

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

ARTICLE - AGREEMENT TO LEASE

1.1 Lease Agreement: In consideration of and subject to the mutual covenants, conditions and obligations of this Lease Agreement to be kept and performed, including the obligation to lease, Lessor does hereby lease to Lessee the IRA Civic Center solely to the extent specified in this Lease Agreement.

1.2 Lessee's Right of Possession and Use: Lessee shall have the right to possess and use the IRA Civic Center for the purposes, to the extent and at the times set forth in Exhibit A attached hereto and incorporated herein by reference. Lessee's right to possess and use the IRA Civic Center shall be intermittent and confined to those portions of the IRA Civic Center specifically identified in Exhibit A or necessary to carry out Lessee's intended uses as identified in Exhibit A. Lessor and its licensees shall have the right to enter upon and use the IRA Civic Center at all times not inconsistent 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 IRA Civic Center or any activity which will increase insurance risks for premiums on the premises.

1.3 Schedule of Use: Lessee shall submit to Lessor annually before April 1 a schedule of all proposed ice uses for the following year, which schedule shall be subject to Lessor's approval. Lessee's ice uses shall be given priority scheduling by the Lessor.

1.4 Supervision, Crowd Control:

a. Safety: Lessor shall be responsible to summon appropriate medical personnel in the event any such persons require medical attention.

b. Crowd Control. Lessee shall monitor and oversee spectator activity for the purpose of maintaining orderly behavior and compliance with any policies for the use of the IRA Civic Center which may be promulgated by Lessor from time-to-time. Lessor shall provide City Police Officer services at the request of Lessee during boys' high school hockey games and tournaments. Reimbursement to Lessor of said Police Officer services is deemed included in the rental amount set forth in Paragraph 2.1 hereof. City Police Officers are present for the purpose of maintaining order and security for the safety of persons in attendance by enforcing all applicable ordinances and statutes and arresting persons suspected of violation of law.

1.5 Parking Lot: Lessee, its participants, staff and spectators shall have the right to use the IRA Civic Center parking lot in conjunction with Lessee's activities and events at the IRA Civic Center, subject to parking lot utilization policies which may be promulgated by Lessor from time-to-time. Said use shall be in common with other invitees of Lessor who may be using the IRA Civic Center.

1.6 Concessions: Lessor retains the exclusive right to operate all concessions at the IRA Civic Center, either through representatives of Lessor or Lessor's assignees. This Lease Agreement does not confer upon Lessee the right to operate concessions at the IRA Civic Center.

ARTICLE II – LEASE

2.1 Lease: Lessee shall pay to Lessor monthly, in advance, the sum of \$13,119.00 payable on the first day of each month of the year commencing July 1, 2018 through June 30, 2019 (\$157,428.00 annually). Lease payments shall be payable to the order of the City of Grand Rapids and mailed or delivered to such address as Lessor may designate from time-to-time.

2.2 Lease Adjustment: The amount of lease payments for the period of July 2019 through June 2020 shall be increased by three percent (\$162,151.00). The amount of lease payments for the period of July 2020 through June 2021 shall be increased by three percent (\$167,016.00). In addition, any increase or alteration in use by Lessee during 2018 - 2019 or subsequent years shall subject the payment amount to further review and renegotiation by the parties, provided that in no event shall the rents be decreased to less than the above amount or that stated in Section 2.1 together with the aforementioned annual three percent increases.

2.2.1 Lease Renegotiations: Lease renegotiations due to the increase or alteration in use by Lessees shall be conducted in accord with this Section. For the 2019-2020 lease period, the parties shall conduct any renegotiations during the month of March, 2019. If the parties are unable to reach agreement after any such renegotiation, then this agreement shall terminate as of June 30, 2019. For the 2020-2021 lease period, the parties shall conduct renegotiations during the month of March, 2020. If the parties are unable to reach an agreement after such renegotiations, then this agreement shall terminate as of June, 2020.

ARTICLE III – MAINTENANCE, REPAIR

3.1 Maintenance, Repair: Lessor shall at all times during the term of this Lease Agreement, at Lessor's own cost and expense, repair and maintain the IRA Civic Center, any improvements or alterations thereto, all fixtures and equipment therein, and the exterior of the building and the parking lot, except as otherwise provided in this Article.

3.2 Damages: Lessee shall reimburse Lessor for the reasonable cost to repair and restore the IRA Civic Center in the event of damage to the premises caused by negligence on the part of participants,

coaches or other staff, or spectators who are in or upon the IRA Civic Center in conjunction with any of Lessee's activities or events.

3.3 Cleanup: Although Lessor retains ultimate responsibility for maintenance, Lessee shall perform routine clean up after its use of the premises, including proper storage of all equipment, pick up and proper disposal of litter, and clean up of kitchen areas and utensils.

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

ARTICLE IV - UTILITIES

4.1 Utilities Services: Lessor shall furnish such heat, air conditioning, water, sewer, electricity and garbage collection as shall be necessary, in Lessor's judgment for the comfortable use and occupancy of the premises under normal conditions.

4.2 Conservation of Utilities: Lessee shall conserve heat, water, and electricity, and shall not neglect or misuse, water fixtures, electric lights, or other equipment or facilities furnished in conjunction with Lessor's provision of utilities pursuant to this Article.

ARTICLE V - TERM

5.1 Term: The term of this Lease Agreement shall be from July 1, 2018 through June 30, 2021, except that this Lease Agreement may terminate pursuant to the terms and conditions contained in Section 2.2.1 for any subsequent lease period.

ARTICLE VI - DEFAULTS

6.1 Default by Lessee: On the occurrence of either of the following: (a) a lease payment from the Lessee to the Lessor shall remain unpaid in whole or in part for more than thirty (30) days after it is due and payable; or (b) the Lessee's violation or default in any of covenants, agreements, stipulations or conditions herein, and such violation or default shall continue for a period of thirty (30) days after written notice from the Lessor of such violation or default; then it shall be optional for the Lessor to declare this Lease Agreement forfeited and the terms, including Lessee's right of use and possession of the IRA Civic Center, ended.

6.2 Default by Lessor: Lessor shall not be deemed to be in default under this Lease Agreement until the Lessee has given the Lessor written notice specifying the nature of the default, and the Lessor does not cure such default within thirty (30) days after receipt of such notice or within such reasonable time thereafter as may be necessary to cure such default where such default is of such character as to reasonably require more than thirty (30) days to cure.

ARTICLE VII - ASSIGNMENT, SUBLETTING

7.1 Lessee shall not assign any rights or duties under this Lease Agreement or sublet the leased premises, or any part thereof, nor allow any other person to occupy or use the leased premises without the prior written consent of Lessor, which consent shall not unreasonably be withheld. A consent to one assignment, sublease or other occupation or use by any other person or entity shall not be a consent to

any subsequent assignment, sublease, occupation or use by persons other than Lessee. This Lease Agreement shall not be assignable, as to the interest of Lessee, by operation of law, without the written consent of Lessor. If Lessor does give consent to assignment, subletting or occupation by another, such consent shall not release Lessee from its obligations hereunder unless a release is specifically given by Lessor.

ARTICLE VIII - LESSOR'S ACCESS

8.1 Lessor, its agents and employees shall have the right to enter the leased premises upon reasonable advance notice for the purpose of inspecting, repairing, altering or improving the leased premises, or for any other purpose not inconsistent with Exhibit A. There shall be no diminution of rent and no liability on the part of Lessor by reason of any inconvenience, annoyance or injury caused by Lessor's reasonable exercise of the rights reserved by Lessor in this Article.

ARTICLE IX - FIRE AND OTHER CASUALTY

9.1 If during the term of this Lease Agreement the leased premises or any portion thereof shall be damaged or destroyed by fire or other casualty so that the said leased premises or a portion thereof shall thereby be rendered unfit for use or occupation, Lessor shall have the option to either (a) repair such damage with all reasonable diligence and restore the premises to substantially the condition immediately prior to such event, and until said premises shall have been duly repaired and restored, the rent herein reserved, or a just and proportionate part thereof, according to the nature and extent of the injury which has been sustained, shall be abated, or (b) Lessor may terminate this lease and end the term thereof, and in case of such termination, the rent shall be paid to the date of such fire or casualty and all other further obligations on the part of either party hereto shall cease.

ARTICLE X - HOLDING OVER

10.1 Any holding over by Lessee of the leased premises after the expiration or termination of the term of this Lease Agreement without consent of Lessor shall constitute a default by Lessee hereunder and Lessee shall be liable and responsible for all damages and costs sustained by Lessor thereby. Said holding over shall constitute Lessee to be a tenant from month-to-month, subject to all the conditions, provisions and obligations of this Lease Agreement and so far as the same can be applicable to a month-to-month tenancy.

ARTICLE XI - INDEMNIFICATION, INSURANCE

11.1 Indemnity: Lessee shall protect, defend, hold harmless and indemnify Lessor against any and all claims, actions, losses, costs, expenses and liabilities, including reasonable attorneys 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 .

11.2 Insurance: Lessee shall maintain through the term of this Lease Agreement a policy of comprehensive general liability insurance with limits of at least \$1,000,000 per person, \$1,000,000 per occurrence, or Lessor's statutory limits of liability pursuant to Minnesota Statutes, whichever is greater. As to each such policy Lessor shall be named as an additional insured. 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.

11.3 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.

11.4 Liability Limits Not Waived: Nothing in this Article XI 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 XII - MISCELLANEOUS

12.1 Notices: All notices herein provided for shall be sent by registered mail, postage prepaid, return receipt requested, and shall be deemed to have been given when sent, and if by Lessee to Lessor shall be addressed to Lessor at the place herein provided for the payment of rent, and if given by Lessor to Lessee shall be addressed to: Superintendent, Independent School District No. 318, Administration Building, 820 NW 1st Avenue, Grand Rapids, MN 55744.

12.2 Waiver, Modification: No waiver of any condition, covenant, right or option of this Lease by Lessor shall be deemed to imply or constitute a further waiver of any like condition or covenant of said Lease Agreement. No amendment or modification of this Lease Agreement shall be valid or binding unless expressed in writing and executed by duly authorized representatives of the parties in the same manner as the execution of this Lease.

12.3 Representations: Neither Lessor nor any agent or employee of Lessor has made any representations or promises with respect to the leased premises or the IRA Civic Center except as herein expressly set forth, and no rights, privileges, easements or licenses are required by Lessee except as herein expressly set forth.

12.4 Cumulative Rights: No right or remedy herein conferred on and reserved to the Lessee or the Lessor is intended to be exclusive of any other right or remedy hereof provided by law, but each shall be cumulative in addition to every other right or remedy given herein or not or hereafter existing by law or in equity or by statute.

12.5 Approvals: Wherever the Lessor's or the Lessee's approval or consent shall be required herein, such approval or consent shall not be arbitrarily or unreasonably conditioned, delayed, or withheld and shall be deemed to have been given, unless within twenty (20) days of the request therefor, the Lessor or the Lessee, as appropriate, notifies the requesting party that the Lessor or the Lessee, as appropriate, is denying such approval or consent, stating in such notice that reasonable grounds therefor.

12.6 Successors, Assigns: This Lease Agreement shall be binding on and shall inure to the benefit of the parties hereto and their respective successors and assigns. However, nothing in this

paragraph shall be deemed to avoid the necessity of Lessee obtaining written consent from Lessor to assign or sublet this Lease Agreement.

12.7 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 hereunto set their hands the day and year first above written.

LESSOR: CITY OF GRAND RAPIDS

BY: _____
Its Mayor

BY: _____
Its City Clerk

Date: _____

LESSEE: INDEPENDENT SCHOOL DISTRICT NO 318

BY: Thomas M. Peltier
Its Board Chair

BY: Ben Hawker
Its Board Clerk

Date: 5-21-18

EXHIBIT A

ICE USES:

- Boys Hockey
- Girls Hockey
- Cheerleader's practice (non-priority schedule)
- 70 hours of non-prime hours for physical education classes

DRY FLOOR USES:

- All boys and girls hockey ticket sales
- Exclusive locker room use for boys and girls hockey
- Year-around hockey equipment storage
- Exclusive storage area (skate sharpening room)
- Use of locker rooms for visiting football teams
- Use of upper lobby for ski team practice
- High School Graduation ceremonies
- Emergency evacuation holding area in case of emergency school closing
- 115 hours of dry floor activities, i.e. prom, baseball, tennis, lacrosse



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0362 **Version:** 1 **Name:** Close Debt Service Funds
Type: Agenda Item **Status:** Consent Agenda
File created: 5/30/2018 **In control:** City Council
On agenda: 6/11/2018 **Final action:**
Title: Consider adopting a resolution closing Debt Service Funds: Special Assessment Improvement Bond 2006C, 2007A, 2008B and 2008C.

Sponsors:

Indexes:

Code sections:

Attachments: [Close Funds 351 353 355 356 transfer to Fund 305](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution closing Debt Service Funds: Special Assessment Improvement Bond 2006C, 2007A, 2008B and 2008C.

Background Information:

In 2017, the City refunded the Special Assessment Improvement bonds, Series 2006C, 2007A, 2008B and 2008C with the General Obligation Refunding Bond, Series 2017B. The final payments on the bonds were made on February 1, 2018 and the remaining balance in each fund, approximately \$862,785 must be transferred to the new debt service fund. The four Special Assessment Improvement funds then must be closed.

Staff Recommendation:

Staff recommends adopting a resolution closing Debt Service Funds: Special Assessment Improvement Bond 2006C, 2007A, 2008B and 2008C.

Requested City Council Action

Make a motion adopting a resolution closing Debt Service Funds: Special Assessment Improvement bond 2006C, Special Assessment Improvement Bond 2007A, Special Assessment Improvement Bond 2008B and Special Assessment Improvement Bond 2008C and transfer the balance in all those funds approximately \$862,785 to General Obligation Refunding Bond, Series 2017B and close those Special Assessment Improvement Bond Funds.

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

RESOLUTION NO. 18-

A RESOLUTION CLOSING DEBT SERVICE FUNDS: SPECIAL ASSESSMENT IMPROVEMENT BOND 2006C, SPECIAL ASSESSMENT IMPROVEMENT BOND 2007A, SPECIAL ASSESSMENT IMPROVEMENT BOND 2008B, AND SPECIAL ASSESSMENT IMPROVEMENT BOND 2008C, TRANSFERRING THE REMAINING BALANCES TO THE DEBT SERVICE FUND: GENERAL OBLIGATION REFUNDING BOND 2017B AND CLOSE THOSE SPECIAL ASSESSMENT IMPROVEMENT FUNDS

WHEREAS, in 2017, the City refunded the Special Assessment Bonds, Series 2006C, 2007A, 2008B and 2008C with the General Obligation Refunding Bonds, Series 2017B, and

WHEREAS, the final payments on the bonds was made on February 1, 2018, and

WHEREAS, there are cash balances remaining of approximately \$862,785 in the original Debt Service Funds, and

WHEREAS, the bond documents require that any remaining funds in the old Debt Service Funds must be transferred to the new Debt Service Fund,

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, authorizes an operating transfer of approximately \$862,785 from Debt Service Funds: Special Assessment Improvement Bond Fund Series 2006C, 2007A, 2008B and 2008C to General Obligation Refunding Bond, Series 2017B and close those Special Assessment Improvement Funds.

Adopted this 11th day of June 2018.

Dale Adams, Mayor

Attest:

Kim Johnson-Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0364 **Version:** 1 **Name:** CP 2010-5 Pedestrian Bridge Award
Type: Agenda Item **Status:** Consent Agenda
File created: 5/31/2018 **In control:** City Council
On agenda: 6/11/2018 **Final action:**
Title: Consider a resolution awarding a contract for CP 2010-5, Mississippi Riverfront Pedestrian Bridge
Sponsors:
Indexes:
Code sections:
Attachments: [6-11-18 Resolution CP 2010-5 Award Contract bid abstract](#)

Date	Ver.	Action By	Action	Result
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Consider a resolution awarding a contract for CP 2010-5, Mississippi Riverfront Pedestrian Bridge

Background Information:

On Tuesday, May 8, 2018, at 10:00 am, bids were opened and publicly read. The following bids were received:

Bidder	Base Bid
Engineers Estimate	\$1,705,889.75
Robert R. Schroeder Construction	\$1,810,562.00
Northland Constructors	\$2,063,000.00
Redstone Construction	\$2,075,601.90

Total Project Cost is summarized below:

Construction Cost	\$1,811,562
Engineering	\$352,312
Legal/Publishing	\$5,000
Administration	\$26,867
Arts and Culture	\$23,490
Total Project Cost	\$2,219,231

Project funding is summarized below:

Grand Rapids Public Utilities	\$300,808
Stormwater Utility	\$15,380
State Bonding	\$750,000
Federal Grant Funds	\$644,250
1999 Bridge Bonds	\$458,793
Blandin Foundation Grant	\$50,000

Total Funding	\$2,219,231

We are still waiting on final approval from the State of Minnesota, so this award is contingent upon final approval from MnDOT.

Staff Recommendation:

City staff recommends adopting a resolution awarding a contract for CP 2010-5, Mississippi Riverfront Pedestrian Bridge, to Robert R. Schroeder Construction in an amount of \$1,810,562.00, contingent upon final approval from MnDOT

Requested City Council Action

A motion adopting a resolution awarding a contract for CP 2010-5, Mississippi Riverfront Pedestrian Bridge, to Robert R. Schroeder Construction in an amount of \$1,810,562.00, contingent upon final approval from MnDOT

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

RESOLUTION NO. 18-__

**A RESOLUTION ACCEPTING BID FOR
Mississippi Riverfront Pedestrian Bridge
City Project 2010-5**

WHEREAS, pursuant to an advertisement for the Mississippi Riverfront Pedestrian Bridge, which includes the construction of a pedestrian bridge and associated appurtenances. Bids were received, opened, and tabulated according to law, and the following bids were received complying with the advertisement:

Bidder	Base Bid
Engineers Estimate	\$1,705,889.75
Robert R. Schroeder Construction	\$1,810,562.00
Northland Constructors	\$2,056,925.00
Redstone Construction	\$2,075,601.90

WHEREAS, the City Engineer is recommending the Base Bid be awarded to Robert R. Schroeder Construction;

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

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

The Mayor and Administrator are hereby authorized and directed to enter into a contract with Robert R. Schroeder Construction in the name of the City of Grand Rapids for Grand Rapids Project 2010-5 for a total contract amount of \$1,810,562.00 and in accordance to the plans and specifications therefore approved by the City Council and on file in the Office of the City Clerk.

Adopted by the Council this 11th day of June, 2018.

Dale Adams, Mayor

ATTEST:

Kim Johnson-Gibeau, City Clerk

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

Mississippi Riverfront Pedestrian Bridge #R7014 and Connection Trails
City Project No. 2010-5
City of Grand Rapids
SEH No. GRANR 142515
SP 129-090-007, MINN PROJ NO. TA 3118(218)

B

LINE NO.	ITEM NO.	DESCRIPTION	Unit	TOTAL QUANTITY	Engineer's E	
					UNIT PRICE	TO
1	2011.601	CONSTRUCTION SURVEYING	LUMP SUM	1	\$10,000.00	\$
2	2021.501	MOBILIZATION	LUMP SUM	1	\$75,000.00	\$
3	2101.501	CLEARING AND GRUBBING	LUMP SUM	1	\$1,000.00	
4	2101.505	CLEARING	ACRE	0.4	\$6,000.00	
5	2101.505	GRUBBING	ACRE	0.4	\$6,000.00	
6	2104.502	REMOVE CASTING	EACH	2	\$150.00	
7	2104.502	REMOVE SIGN TYPE C	EACH	2	\$60.00	
8	2104.502	SALVAGE CASTING	EACH	1	\$175.00	
9	2104.503	REMOVE CONCRETE CURB	LIN FT	196	\$5.00	
10	2104.503	REMOVE SEWER PIPE (SANITARY)	LIN FT	80	\$10.00	
11	2104.503	REMOVE SEWER PIPE (STORM)	LIN FT	24	\$10.00	
12	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	338	\$2.50	
13	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	20	\$6.00	
14	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	1268	\$3.00	
15	2104.504	REMOVE CONCRETE PAVEMENT	SQ YD	98	\$5.00	
16	2105.504	GEOTEXTILE FABRIC TYPE 4	SQ YD	60	\$4.50	
17	2105.504	GEOTEXTILE FABRIC TYPE 5	SQ YD	340	\$2.00	
18	2105.507	COMMON EXCAVATION (P)	CU YD	1359	\$25.00	\$
19	2105.507	GRANULAR BORROW (CV)	CU YD	2128	\$27.00	\$
20	2105.507	SELECT GRANULAR BORROW (CV)	CU YD	251	\$20.00	
21	2105.507	SUBGRADE EXCAVATION	CU YD	100	\$25.00	
22	2105.607	CRUSHED ROCK	CU YD	25	\$25.00	
23	2105.607	EXCAVATION SPECIAL (P)	CU YD	579	\$30.00	\$
24	2105.607	GEOFOAM (P)	CU YD	1271	\$90.00	\$
25	2112.519	SUBGRADE PREPARATION	RD ST	5.83	\$100.00	
26	2112.604	SUBGRADE PREPARATION	SQ YD	664	\$1.00	
27	2118.507	AGGREGATE SURFACING (LV) CLASS 5	CU YD	9	\$55.00	
28	2211.507	AGGREGATE BASE (CV) CLASS 5	CU YD	278	\$48.00	\$
29	2360.509	TYPE SP 12.5 WEARING COURSE MIX (2,B)	TON	62	\$110.00	
30	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,B)	TON	135	\$110.00	\$
31	2401.507	STRUCTURAL CONCRETE (1G52)	CU YD	60	\$500.00	\$
32	2401.507	STRUCTURAL CONCRETE (3B52)	CU YD	57	\$850.00	\$
33	2401.508	REINFORCEMENT BARS	POUND	5110	\$1.30	
34	2401.508	REINFORCEMENT BARS (EPOXY COATED)	POUND	13160	\$1.40	\$
35	2401.601	FOUNDATION PREPARATION PIER	LUMP SUM	1	\$25,000.00	\$
36	2401.601	SLOPE PREPARATION	LUMP SUM	1	\$12,500.00	\$
37	2401.601	STRUCTURE EXCAVATION	LUMP SUM	1	\$20,000.00	\$
38	2402.601	PEDESTRIAN BRIDGE (SUPERSTRUCTURE)	LUMP SUM	1	\$755,000.00	\$
39	2411.618	ARCH CONCRETETEXTURE (ASHLAR STONE)	SQ FT	510	\$15.00	
40	2411.618	ARCH SURFACE FINISH (MULTI COLOR)	SQ FT	510	\$4.50	
41	2452.502	C-I-P CONC TEST PILE 60 FT LONG 12"	EACH	1	\$3,650.00	
42	2452.502	C-I-P CONC TEST PILE 70 FT LONG 12"	EACH	2	\$3,900.00	
43	2452.603	C-I-P CONCRETE PILING 12"	LIN FT	730	\$35.00	\$
44	2501.502	15" GS PIPE APRON	EACH	2	\$300.00	
45	2501.603	15" CM PIPE CULVERT	LIN FT	32	\$40.00	
46	2502.602	4" PVC PIPE DRAIN CLEANOUT	EACH	1	\$500.00	
47	2502.604	2" INSULATION	SQ YD	50	\$40.00	
48	2503.503	15" RC PIPE SEWER CLASS V	LIN FT	28	\$65.00	
49	2503.503	24" PVC PIPE SEWER	LIN FT	80	\$60.00	
50	2503.601	MAINTENANCE OF SANITARY SEWERS	LUMP SUM	1	\$8,000.00	
51	2503.602	24" x 4" PVC WYE	EACH	1	\$500.00	
52	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	4	\$1,200.00	
53	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	1	\$1,200.00	
54	2503.603	4" PVC SANITARY SERVICE PIPE	LIN FT	36	\$50.00	

55	2504.602	1" CORPORATION STOP	EACH	1	\$500.00	
56	2504.602	1" CURB STOP & BOX	EACH	1	\$375.00	
57	2504.603	1" TYPE K COPPER PIPE	LIN FT	85	\$45.00	
58	2506.502	CASTING ASSEMBLY	EACH	2	\$1,000.00	
59	2506.502	INSTALL CASTING	EACH	1	\$500.00	
60	2506.502	CONST DRAINAGE STRUCTURE DESIGN F	EACH	1	\$4,000.00	
61	2506.502	CONST DRAINAGE STRUCTURE DESIGN H	EACH	1	\$3,200.00	
62	2506.503	CONST DRAINAGE STRUCTURE DESIGN F	LIN FT	3.88	\$200.00	
63	2506.503	RECONSTRUCT DRAINAGE STRUCTURE	EACH	1	\$500.00	
64	2506.602	ADJUST FRAME & RING CASTING	EACH	4	\$500.00	
65	2506.602	GROUT CATCH BASIN OR MANHOLE	EACH	4	\$150.00	
66	2506.602	SEAL CATCH BASIN	EACH	1	\$300.00	
67	2511.504	GEOTEXTILE FILTER TYPE 7	SQ YD	345	\$4.00	
68	2511.507	RANDOM RIPRAP CLASS II	CU YD	30	\$65.00	
69	2511.507	RANDOM RIPRAP CLASS III	CU YD	181	\$62.50	\$
70	2521.518	4" CONCRETE WALK	SQ FT	697	\$12.00	
71	2521.518	6" CONCRETE WALK	SQ FT	552	\$14.00	
72	2531.503	CONCRETE CURB & GUTTER DESIGN B612	LIN FT	92	\$30.00	
73	2531.503	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	134	\$35.00	
74	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	10	\$90.00	
75	2531.618	TRUNCATED DOMES	SQ FT	64	\$60.00	
76	2545.501	CONDUIT SYSTEM TYPE 1	LUMP SUM	1	\$30,280.00	\$
77	2545.501	CONDUIT SYSTEM TYPE 2	LUMP SUM	1	\$10,100.00	\$
78	2545.501	CONDUIT SYSTEM TYPE 3	LUMP SUM	1	\$10,900.00	\$
79	2545.502	LIGHT FOUNDATION DESIGN E MODIFIED	EACH	16	\$800.00	\$
80	2545.502	LIGHTING UNIT TYPE SPECIAL	EACH	9	\$4,600.00	\$
81	2545.502	LIGHTING UNIT TYPE SPECIAL 1	EACH	1	\$4,000.00	
82	2545.502	LIGHTING UNIT TYPE SPECIAL 2	EACH	7	\$2,800.00	\$
83	2545.502	LIGHTING UNIT TYPE SPECIAL 3	EACH	1	\$950.00	
84	2545.503	2" NON-METALLIC CONDUIT	LIN FT	2155	\$6.00	\$
85	2545.503	2" NON-METALLIC CONDUIT (DIRECTIONAL BORE)	LIN FT	130	\$18.50	
86	2545.503	4" NON-METALLIC CONDUIT	LIN FT	1215	\$18.00	\$
87	2545.503	UNDERGROUND WIRE 1/C 12 AWG	LIN FT	1430	\$1.00	
88	2545.503	UNDERGROUND WIRE 1/C 6 AWG	LIN FT	5100	\$1.55	
89	2545.503	UNDERGROUND WIRE 1/C 8 AWG	LIN FT	2550	\$1.35	
90	2545.603	0.75" LIQUID TIGHT FLEXIBLE CONDUIT	LIN FT	35	\$25.00	
91	2557.603	FENCE DESIGN SPECIAL	LIN FT	160	\$200.00	\$
92	2557.603	WOODEN FENCE	LIN FT	140	\$15.00	
93	2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$8,000.00	
94	2564.518	SIGN PANEL TYPE C	SQ FT	19.25	\$55.00	
95	2564.518	SIGN PANELS TYPE SPECIAL	SQ FT	7.5	\$50.00	
96	2565.603	INSTALL CABLES & CONDUCTORS	LIN FT	2490	\$15.00	\$
97	2571.524	CONIFEROUS TREE 6' HT B&B	TREE	5	\$400.00	
98	2571.524	DECIDUOUS TREE 1.5" CAL CONT	TREE	3	\$300.00	
99	2573.501	STABILIZED CONSTRUCTION EXIT	LUMP SUM	1	\$1,200.00	
100	2573.502	STORM DRAIN INLET PROTECTION	EACH	5	\$300.00	
101	2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LIN FT	10	\$8.00	
102	2573.503	SILT FENCE, TYPE MS	LIN FT	860	\$3.50	
103	2574.508	FERTILIZER TYPE 3	POUND	154	\$2.50	
104	2575.505	MOWING	ACRE	1.6	\$1,000.00	
105	2575.505	SEEDING	ACRE	0.9	\$1,500.00	
106	2575.505	WEED SPRAYING	ACRE	0.6	\$1,200.00	
107	2575.506	WEED SPRAY MIXTURE	GALLON	0.6	\$1,000.00	
108	2575.508	HYDRAULIC STABILIZED FIBER MATRIX (SFM)	POUND	2310	\$2.00	
109	2575.601	EROSION CONTROL	LUMP SUM	1	\$6,000.00	
110	2041.61	TRAINEES	HOUR	675	\$1.00	

Total



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0372 **Version:** 1 **Name:** 2018 Technology Equipment Disposal
Type: Agenda Item **Status:** Consent Agenda
File created: 6/4/2018 **In control:** City Council
On agenda: 6/11/2018 **Final action:**
Title: Consider authorizing the IT Department to dispose of retired equipment.
Sponsors:
Indexes:
Code sections:
Attachments: [2018 Equipment Disposal.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider authorizing the IT Department to dispose of retired equipment.

Background Information:

Attached to this item is a list of equipment slated for disposal. We retain any equipment that can be used for spare equipment or parted out for maintenance of other equipment. When neither of these scenarios apply, the equipment needs to be disposed of.

Staff Recommendation:

We recommend you consider authorizing the IT Department to dispose of the listed equipment.

Requested City Council Action

Authorize the IT Department to dispose of retired equipment.

Equipment Make	Purchase Date	Serial Number	Status
Computer Enterprises	2/26/2013	BTMK22401023	Retired
Computer Enterprises	2/26/2013	BTMK227013AS	Retired
Computer Enterprises	2/26/2013	BTMK22701EFY	Retired
Computer Enterprises	2/26/2013	BTMK22701EHS	Retired
Computer Enterprises	3/13/2013	BTMK24800DRK	Retired
Computer Enterprises	2/26/2013	BTMK30400K81	Retired
Computer Enterprises	2/26/2013	BTMK30400KB4	Retired
Computer Enterprises	3/6/2013	BTMK30400KEC	Retired
Computer Enterprises	2/26/2013	BTMK30400KFR	Retired
Computer Enterprises	2/26/2013	BTMK30400KHK	Retired
Computer Enterprises	2/26/2013	BTMK30400LV5	Retired
Computer Enterprises	2/26/2013	BTMK227013MR	Retired
Computer Enterprises	2/26/2013	BTMK2240108U	Retired
Computer Enterprises	2/26/2013	BTMK30400KGY	Retired
Computer Enterprises	2/26/2013	BTMK30400LFK	Retired
Computer Enterprises	2/26/2013	BTMK227013E8	Retired
Computer Enterprises	2/26/2013	BTMK30400KEJ	Retired
Computer Enterprises	2/26/2013	BTMK30400KH7	Retired
Panasonic Toughbook	1/1/2010	9FTYA61512	Retired
Panasonic Toughbook	1/1/2009	9FTYA61520	Retired
Panasonic Toughbook	1/1/2010	9FTYA61532	Retired
Panasonic Toughbook	1/1/2010	9FTYA61592	Retired
Panasonic Toughbook	1/1/2010	9FTYA61594	Retired
Panasonic Toughbook	1/1/2010	9FTYA61616	Retired
Panasonic Toughbook	1/1/2010	9FTYA61619	Retired
Panasonic Toughbook	1/1/2010	9FTYA61783	Retired
Panasonic Toughbook	1/1/2010	9FTYA61789	Retired
Panasonic Toughbook	1/1/2010	9FTYA61967	Retired
Panasonic Toughbook	1/1/2010	9FTYA64967	Retired
HP Pro 3500 Series MT	6/3/2015	MXL515105B	Retired
HP PRO 3500 Series MT	4/14/2014	MXL41223WC	Retired
Computer Enterprises	2/29/2012	BTCR128006TB	Retired
Panasonic Toughbook	2/6/2013	3BTYA58358	Retired
Merlin Legend PBX & Lucent Phones			Retired
Computer Enterprises	2/26/2013	BTMK22701EHS	Retired
Computer Enterprises	2/26/2013	BTMK30400KB4	Retired
Computer Enterprises	2/26/2013	BTMK30400KGY	Retired
Computer Enterprises	3/26/2012	BTCR128006DY	Retired
Computer Enterprises	2/29/2012	BTCR140002YZ	Retired
Computer Enterprises	2/29/2012	BTCR140002Z7	Retired
Computer Enterprises	2/29/2012	BTCR1450001L	Retired
Computer Enterprises	2/29/2012	BTCR145001KA	Retired
Computer Enterprises	2/29/2012	BTCR145001L0	Retired
Computer Enterprises	2/29/2012	BTCR145001LP	Retired
Computer Enterprises	2/29/2012	BTCR145001LW	Retired
Computer Enterprises	2/29/2012	BTCR33300BSU	Retired
Computer Enterprises	6/29/2011	BTWW119007UZ	Retired
Computer Enterprises	6/29/2011	BTWW119003JY	Retired
Canon	1/1/2008	CZ314243	Retired
HP	1/1/2009	CNAC85N0K7	Retired
HP	10/30/2012	CNBH311786	Retired
HP	12/14/2011	CNCCBGOCL	Retired



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0373 **Version:** 1 **Name:** Proposal for Network Review
Type: Agenda Item **Status:** Consent Agenda
File created: 6/4/2018 **In control:** City Council
On agenda: 6/11/2018 **Final action:**
Title: Consider accepting proposal for Network Review from Citon Computer Corp.
Sponsors:
Indexes:
Code sections:
Attachments: [City of Grand Rapids Statement of Work.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider accepting proposal for Network Review from Citon Computer Corp.

Background Information:

This year, the IT Department has budgeted for the replacement of some key network and server infrastructure. While these projects are to replace equipment that is already in production, we would like to complete a Network Review with a third party to ensure we are best utilizing our budgetary dollars. The cost of these consulting services is a budgeted item and are quoted from the state purchasing contract.

With rapid technology developments in recent years, there are new possibilities to improve our technology position and align our systems for the future. This process is designed to thoroughly review our current systems and performance while preparing a detailed report of recommendations for future planning and growth with technicians who know the industry well. We will also be working to identify any vulnerabilities and develop a plan for remediation. We believe it is important to periodically perform this type of review to help identify the best technologies to meet our needs. The last time the City performed this type of review was in August of 2005.

Staff Recommendation:

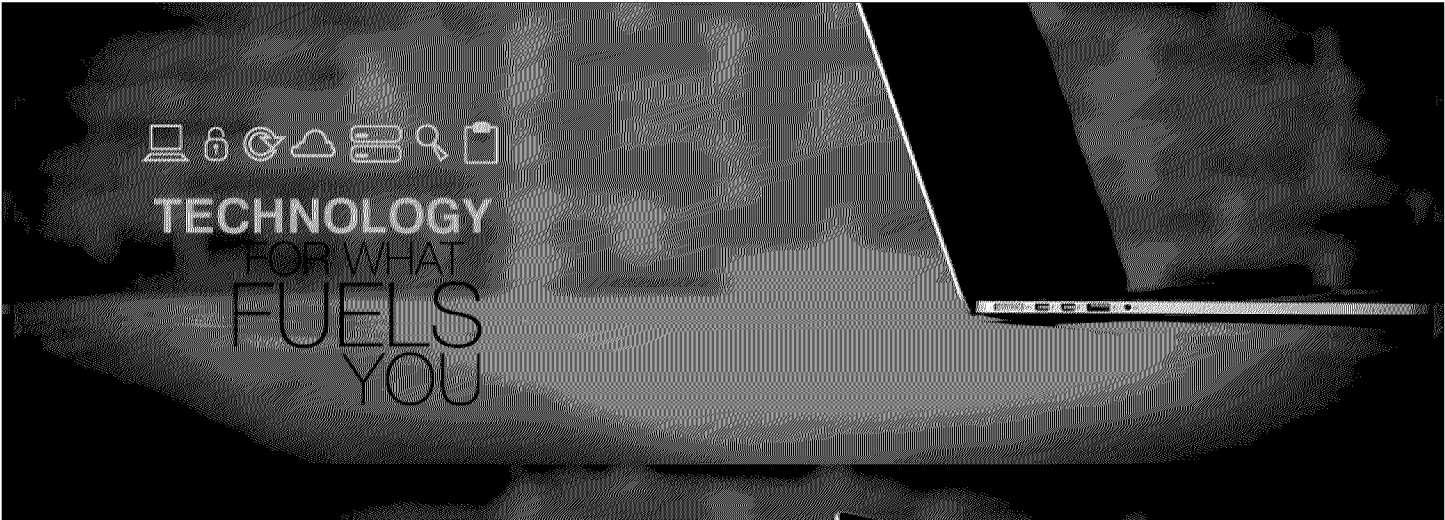
Staff recommends accepting the proposal for Network Review from Citon Computer Corp. at a cost of \$10,150.

Requested City Council Action

Accept a proposal from Citon Computer Corp. for Network Review services at a cost of \$10,150.



**Citon Computer Corporation
Professional Services
Statement of Work**



Prepared For:

City of Grand Rapids

Erik Scott
Erik.Scott@ci.grand-rapids.mn.us
218-326-7618

Prepared By:

The Citon Assessment Team



Contents

Table of Contents	2
Executive Summary	3
Introduction and Background	4
How Does this Work	5
Scope of Work	6
Out of Scope Work	8
Project FAQs	9
Project Assumptions and Client Responsibilities	10
Acceptance	11

EXECUTIVE SUMMARY

Thank you for working with Citon Computer Corp as your technology partner. Our mission is to help you achieve your path to business prosperity through technology that can transform the way you run your business. We believe this transformation starts with a strategy focused on operational efficiency and risk mitigation, and we believe our solutions will help you on that path.

We welcome you to our project implementation services and look forward to working with you and your organization. Our project managers will oversee the project from the time you accept our proposal until each item outlined in the solution has been implemented. Their job is to provide consistent communication about the status of the project and keep the project moving forward within the agreed upon timeline. If a third party vendor is involved our project managers will coordinate the work they do so you don't have to.

After we have received your acceptance of our proposal you will be contacted by a member of our project management team. They will work with you to develop a timeline for the project, write an implementation plan for your review and will schedule an internal kick-off meeting to initiate the project.

By choosing to work with Citon, you are agreeing to the terms and conditions outlined in the scope of the project. Any addition to the deliverables defined in the scope will require a change request to be approved by both you and Citon.

INTRODUCTION AND BACKGROUND

The City of Grand Rapids is looking to have an in-depth network review performed in several areas of IT. Citon Computer Corp has extensive experience in performing network assessments and is recommending a review of several key modules of Citon's standard COR2 assessment. Specific focus would be given to network edge security, including hardware and software, firewalls and policies. In addition, Citon will perform an assessment of the City of Grand Rapids' Computer Technology Use policy, technology department staffing and the backup infrastructure currently in use. Finally, Citon will perform an analysis of the virtual server environment and the virtual desktop environment.

This process will utilize both on-site and remote investigation by Citon's network assessment team. Following a kickoff meeting with key stakeholders in IT at the City of Grand Rapids, Citon engineers will start the on-site investigation of key areas. Once the on-site investigation is completed, including full documentation of device configurations and photos of key equipment, Citon engineers will continue working through the pertinent COR2 modules remotely. Once the data collection is complete, Citon's assessment team will meet to review the findings and complete the report. The conclusion of the assessment will be in a full review of the findings with the City of Grand Rapids IT team.

HOW DOES THIS WORK?

Citon is here to make this process as smooth as possible. Our job is to work closely with you throughout the project and our project managers will need information and input from you throughout the process. Here is an overview of how this process works, and what you can expect:

- Everything starts when Citon receives your signed Statement of Work and, if applicable, Account Information Form.
- We will assign a project manager who will be your central point of contact throughout the entire project.
- The project manager will call you to introduce themselves and outline the next steps in the project.
- We will assemble our COR1 Assessment team and an internal “kickoff” meeting will be held to discuss the details of the project scope, dependencies, and initial timelines.
- We will then contact you to kick-off the project – either via conference call or in-person meeting. We will review the project implementation plan, discuss the process in detail, review and agree to timelines, and finalize the next steps. We will also go through a list of pre-assessment questions.
- Our engineering team will perform an in-depth review of your IT infrastructure, procedures and policies. It is imperative they have complete access to your infrastructure throughout the assessment.
- When the project has been completed we will provide a detailed report and presentation based on our discovery.
- A follow up meeting will be scheduled to review the findings again and answer any additional questions. We have found this meeting to be beneficial as the volume of information in the report and presentation is very high. This helps to clarify the information and findings that have been provided to you.

SCOPE OF WORK

1. Project Management
 - a. Project Kickoff meeting to obtain high-level overview of project, discuss timelines and review overall plans.
 - b. Project Management and Coordination throughout project including a thorough report and review upon conclusion of the assessment.
2. Exploration -On-Site analysis:
 - a. Direct time with current IT team.
 - b. Understand General Software Applications used.
 - c. Understand Application Server Software Requirements for future Virtualization.
 - d. Discovery of system backup and information retrieval.
 - e. Review current telecommunication systems and future needs.
 - f. Investigate health of all servers.
 - g. Confirm firewall configurations, current uses, needs, and life expectancies.
3. On-Site client meeting with pertinent staff to discuss current infrastructure, concerns and issues.
4. Verify documented equipment and update detailed "as is" network connectivity and equipment diagram. Documentation will identify aging equipment along with single points of failure, highlighting areas of greatest risk.
5. Evaluate existing security procedures and provide recommendations in accordance with industry best practices. Areas evaluated include:
 - a. Existing password and physical security policies
 - b. Protection of data including physical storage areas, electronic storage, accessibility, backup and recovery, and inventory
 - c. Transmission of data including online data collection, and email security, including recommendations on email handling options
 - d. Implementation of patch level updates on servers, workstations, firewalls, routers and switches and other devices
 - e. Appropriateness of port usage
 - f. Monitoring and response to network and system logs
 - g. Recommendations on breach procedures
 - h. Wireless communications within the City of Grand Rapids Network including any Guest Wireless
 - i. A review of Telecommunications options

6. Executive Presentation & Project Deliverables

- a. Presentation of findings and recommendations to senior leadership by the Citon Network Assessment Team.
- b. Compile and deliver the following summaries:
 - i. Complete network infrastructure asset inventory
 - ii. Visual overview of current and proposed infrastructures
 - iii. Detailed listing of identified vulnerabilities, a corresponding threat level and recommendations for resolutions

OUT OF SCOPE WORK

IT is a complicated field. We recommend the best solutions for each of our customers but we don't always know what we will find during the project. An implementation can be like construction; we can remove the wall but we can't always see what is behind the wall until it is removed. When we find something unexpected we will happily address the issue by submitting a change order to you for approval.

So what is considered to be out of scope of a project? Here are a few examples:

- Problems encountered with the work performed by a third party vendor (such as a software company, phone company, etc).
- Cabling that needs to be run from the building demarc to office, or from the server location to the desktops.
- If it is found that a particular software package is not compatible with the solution deployed, or there are problems getting the software to work with this solution.

When these issues are encountered we will communicate the issue to you and send you a change order. The change order will outline the work that needs to be completed and an estimate of the cost so you can review and approve the work before any additional costs are incurred.

PROJECT FAQs

This may be the first IT project you have done, or you may be an IT project pro and just wonder how Citon does things. Below is a list of frequently asked questions. If you have a question that isn't listed, please contact your project manager!

- Are the dates in the project implementation plan set in stone?
 - No. Dates may need to be adjusted based on things like the estimated equipment arrival, availability of the best suited engineer for the project and the best dates for implementation for you. Your project manager will work with you on the timeline throughout the project.
- If I have issues or questions during the project, who do I contact?
 - Your project manager is your point of contact throughout the entire project. Upon completion of the project you will be given a resource document that contains contact information for future service.
- Will downtime be required?
 - Downtime is dependent upon the project. Server upgrades and servers being replaced are examples of projects that will require the reboot of a server. This may be a short disruption but your project manager will coordinate with you to ensure this happens at the best time for your organization.
- Will all of the work be done on-site?
 - No. Much of the work we do is able to be done remotely. This allows our engineers to minimize the disruption to your staff. Establishing a remote connection also eases access for any work that may need to be done in the future. When they do need to go on-site your project manager will coordinate the appointment with you.
- Will I only work with one engineer throughout the course of the project?
 - Perhaps. We often have a primary engineer for the project however additional engineers may be utilized depending on the project and the expertise required for your solution; we will assign the best resources for your project. We see value in having multiple engineers be familiar with your organization for any future work that needs to be done after this project.
- What will we need to do to prepare for the project?
 - Your project manager may send you documents to review or complete as we gather information. We will need you to communicate with your staff when downtime may occur or when our engineers will be on-site.

PROJECT ASSUMPTIONS/CLIENT RESPONSIBILITIES

1. Citon will be provided full access, with administrative passwords, to all devices and equipment on client's network.
2. Client staff will be available for questions, to grant additional access or provide existing documentation as needed.
3. Implementation of any of the recommendations identified in this assessment is outside the scope of this project and will be quoted separately.
4. Prices are quoted are for standard business hours. If any of the work is to be done after hours, standard after hours rates will apply.
5. The project deliverables exclude assessments and recommendations beyond the JTC & FutureWood headquarters located in Hayward, WI. Also excluded are detailed processes and procedures related to existing Backup & Disaster Recovery Protocol, existing Policy & Procedures, existing Strategies and Governance of your business operations, and analysis and recommendations related to your current Mobile Device assets.
6. By accepting this Statement of Work Customer agrees to Citon's Standard Terms and Conditions available at www.citon.com



PROPOSAL ACCEPTANCE

By signing below, I acknowledge that I have read and understand this Statement of Work. Citon Standard Terms and Conditions are incorporated herein, and together with the Citon Solutions Summary constitute the entire Agreement between Citon and Customer for the work to be performed. Citon’s work will begin when signed Solution Summary and Statement of Work have been received.

SIGNATURE

PRINTED NAME

TITLE

DATE



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0374 **Version:** 1 **Name:** Operating Transfer-CC Master Plan
Type: Agenda Item **Status:** Consent Agenda
File created: 6/4/2018 **In control:** City Council
On agenda: 6/11/2018 **Final action:**
Title: Consider adopting a resolution authorizing an operating transfer from the Capital Project Fund-Capital Equipment Replacement Fund to the Capital Project Fund-General Improvement Projects Fund.
Sponsors:
Indexes:
Code sections:
Attachments: [Operating transfer from CIP to 401-CC Master Plan](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution authorizing an operating transfer from the Capital Project Fund-Capital Equipment Replacement Fund to the Capital Project Fund-General Improvement Projects Fund.

Background Information:

At the June 26, 2017 City Council Meeting, the Council approved the proposal/contract to prepare a Master Plan for the IRA Civic Center with DSGW for a lump sum fee of \$16,000. Proposed funding at that time was from the Blandin Foundation, the Neighborhood Economic Development fund and Other Participants. Since the City was not able to obtain Other Participants to share in the total cost of the Plan, the shortfall of funding has to be from the Capital Equipment Replacement Fund.

Staff Recommendation:

Staff recommends adopting a resolution authorizing an operating transfer from the Capital Project Fund-Capital Equipment Replacement Fund to the Capital Project Fund-General Improvement Projects Fund in the amount of \$3,671.

Requested City Council Action

Make a motion adopting a resolution authorizing an operating transfer from the Capital Project Fund-Capital Equipment Replacement Fund to the Capital Project Fund-General Improvement Projects Fund in the amount of \$3,671.

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

RESOLUTION NO. 18-

A RESOLUTION AUTHORIZING AN OPERATING TRANSFER FROM THE CAPITAL PROJECT FUND-CAPTIAL EQUIPMENT REPLACEMENT FUND TO THE CAPITAL PROJECT FUND-GENERAL CAPITAL IMPROVEMENT PROJECTS FUND IN THE AMOUNT OF \$3,671

WHEREAS, at the June 26, 2017 Council meeting, the Council approved the proposal/contract to prepare a Master Plan for the IRA Civic Center with DSGW for a lump sum fee of \$16,000, and

WHEREAS, since the since the City was not able to obtain Other Participants to share in the total cost of the Plan, the shortfall of funding has to be from the Capital Equipment Replacement Fund,

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, authorizes an operating transfer from the Capital Project Fund-Capital Equipment Replacement Fund to the Capital Project Fund-General Capital Improvement Project Fund in the amount of \$3,671.

Adopted this 11th day of June 2018.

Dale Adams, Mayor

Attest:

Kim Johnson-Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0375 **Version:** 1 **Name:** MacRostie Temp Liquor
Type: Agenda Item **Status:** Consent Agenda
File created: 6/5/2018 **In control:** City Council
On agenda: 6/11/2018 **Final action:**
Title: Consider approving temporary liquor license for MacRostie Art Center, First Friday event scheduled for July 6, 2018.
Sponsors:
Indexes:
Code sections:
Attachments: [MacRostie Art Center - July Temporary Liquor.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving temporary liquor license for MacRostie Art Center, First Friday event scheduled for July 6, 2018.

Background Information:

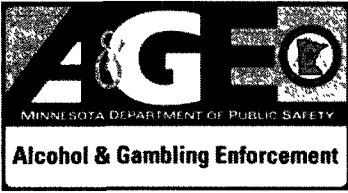
MacRostie Art Center has submitted an application for a temporary on-sale liquor license for a First Friday event on July 6, 2018. The State of Minnesota allows for non-profit agencies to acquire a certain number of these licenses, depending on number of days of service per license. MacRostie has submitted a certificate of liability insurance and payment, meeting all requirements.

Staff Recommendation:

Approve license and direct staff to forward to the State of Minnesota Alcohol & Gambling Enforcement Division for issuance.

Requested City Council Action

Make a motion to approve temporary liquor license for MacRostie Art Center for July 6, 2018 First Friday event.



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**

PAID

Name of organization MacRostie Art Center		Date organized Nov 1966	Tax exempt number 23-7105948
Address 405 NW 1st Ave		City Grand Rapids	State Minnesota
		Zip Code 55744	
Name of person making application Katie Marshall		Business phone 218-326-2697	Home phone 218-326-2046
Date(s) of event Friday, July 6, 2018		Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit	
Organization officer's name X Angela Ledding		City Deer River	State Minnesota
		Zip 56636	
Add New Officer			

Location where permit will be used. If an outdoor area, describe.

MacRostie Art Center, 405 NW 1st Ave, Grand Rapids, MN 55744

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.

West Bend Mutual, \$1,000,000

APPROVAL

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

Grand Rapids
 City/County

\$20.-
 City Fee Amount

6-1-18
 Date Fee Paid

[Signature]
 Signature City Clerk or County Official

 Date Approved

 Permit Date

 City/County E-mail Address

 Approved Director Alcohol and Gambling Enforcement

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

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/19/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Itasca Reliable Insurance Agency 1121 E US Hwy 169 PO Box 825 Grand Rapids MN 55744	CONTACT NAME: Diane Dick, CIC,CISR,AAM PHONE (A/C, No. Ext): (218) 326-8518 E-MAIL ADDRESS: dianed@itascareliableinsurance.com	FAX (A/C, No): (218) 326-9557
	INSURER(S) AFFORDING COVERAGE	
INSURED MacRostie Art Center 405 NW 1st Ave Grand Rapids MN 55744-2617	INSURER A: West Bend Mutual Insurance	
	INSURER B: Philadelphia Insurance Company	
	INSURER C:	
	INSURER D:	
INSURER E:		NAIC # 15350
INSURER F:		

COVERAGES **CERTIFICATE NUMBER:** 2017 master **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER	X	A165748	7/1/2017	7/1/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 200,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Voluntary Property Damage \$ 2,500
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS		A165748	7/1/2017	7/1/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			PER STATUTE OTH-ER E L EACH ACCIDENT \$ E L DISEASE - EA EMPLOYEE \$ E L DISEASE - POLICY LIMIT \$
B	Flexi Plus Five		PHSD1202597	1/22/2017	1/22/2018	Directors & Officers 1,000,000 Employment Practices Liability 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Host Liquor Liability Coverage is included under the General Liability Policy listed above.
City of Grand Rapids is included as additional insured with regards to the "First Friday of the Month" events.

CERTIFICATE HOLDER (218) 326-7680 kgibeau@ci-grand-rapids.mn City of Grand Rapids 420 Pokegama Ave N Grand Rapids, MN 55744	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE D Dick, CIC,CISR,AAM/ <i>Diane Dick</i>
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CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0378 **Version:** 1 **Name:** PW Request to Hire 2 PT Summer Employees
Type: Agenda Item **Status:** Consent Agenda
File created: 6/6/2018 **In control:** City Council
On agenda: 6/11/2018 **Final action:**
Title: Consider hiring Katie Warner and Alex Mostad for the Public Works Department Part-Time Maintenance Season.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider hiring Katie Warner and Alex Mostad for the Public Works Department Part-Time Maintenance Season.

Background Information:

The Public Works Department hires part-time workers for the Summer Maintenance Season for all city owned property such as parks, athletic fields, rights-of-ways, Itasca Calvary Cemetery and the Itasca County Airport. Ratification for the start of employment for these two hirees will be June 11th, 2018 and continue through to November 2nd, 2018 with wages beginning at \$9.65 for their first year of employment. The cost for these part-time employees is included in the 2018 Budget.

Staff Recommendation:

Public Works Director, Jeff Davies, recommends hiring Katie Warner and Alex Mostad for the PW Part-Time Summer Maintenance Season.

Requested City Council Action

Make a motion to hire Katie Warner and Alex Mostad for the Public Works Department's Part-Time Summer Maintenance Season.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0380 **Version:** 1 **Name:** Change of Employment Status for Joshua Saunders.
Type: Agenda Item **Status:** Consent Agenda
File created: 6/7/2018 **In control:** City Council
On agenda: 6/11/2018 **Final action:**
Title: Change of Employment Status for Joshua Saunders.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Change of Employment Status for Joshua Saunders.

Background Information:

Joshua Saunders was hired as a part-time employee on August 25, 2014 at the Civic Center for the winter months. He later worked at Pokegama Golf Course in the summer months. Because he will no longer be working at the Golf Course, we would like to change his employment status from Regular Part-Time to Terminated. We anticipate that Josh will return to the Civic Center in the Fall and Winter months. Because he will be seasonal, health insurance will not be offered, but Holiday pay, Flexible Time Off, and EMB will accrue on a pro-rated basis based on hours worked; not hours paid (i.e. does not include holiday pay, FTO, or EMB). A Regular Part-Time employee is defined as a regular employee who is usually scheduled to work less than an average of 80 hours in a two-week pay period or is expressly defined as part-time by a collective bargaining agreement. Seasonal employment is of a limited duration and which may recur during similar calendar periods.

Staff Recommendation:

Human Resources Director Lynn DeGrio is recommending changing the employment status of Joshua Saunders from Regular Part-Time to Terminated effective on his last day of work at the Civic Center, which was May 18, 2018.

Requested City Council Action

Make a motion to change the employment status for Joshua Saunders from Regular Part-Time to Terminated effective May 18, 2018.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0381 **Version:** 1 **Name:** Accept Grant from Northland Foundation
Type: Agenda Item **Status:** Consent Agenda
File created: 6/7/2018 **In control:** City Council
On agenda: 6/11/2018 **Final action:**
Title: Consider adopting a resolution accepting a Grant from the Northland Foundation in the amount of \$20,000 for the Library to develop and conduct a series of Crucial Conversations on Aging

Sponsors:

Indexes:

Code sections:

Attachments: [Resolution accepting Northland foundation grant](#)
[Grant agreement Northland Foundation](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution accepting a Grant from the Northland Foundation in the amount of \$20,000 for the Library to develop and conduct a series of Crucial Conversations on Aging

Background Information:

Grand Rapids Area Library proposes a project in which small, professionally-facilitated discussion groups will be convened for conversations intended to inspire senior adults to explore aspects of their well-being. Modeled after life coaching practices, these groups, called, "Crucial Conversations Discussion Groups", will encourage participants to explore tenets of what highly successful, thriving aging communities world-wide have found lead to longevity and life-long happiness. Up to four groups will be offered during the one-year pilot project. Two of the four groups will be hosted by Grand Rapids Area Library, one by Coleraine Public Library, and one by Calumet Public Library.

Staff Recommendation:

Requested City Council Action

Make a motion adopting a resolution accepting a Grant from the Northland Foundation in the amount of \$20,000 for the Library to develop and conduct a series of Crucial Conversations on Aging and authorize the Mayor to sign the grant agreement.

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION NO. 18-

A RESOLUTION ACCEPTING A \$20,000 RURAL AGING INITIATIVE GRANT FROM THE NORTHLAND FOUNDATION FOR THE LIBRARY TO DEVELOP AND CONDUCT A SERIES OF CRUCIAL CONVERSATIONS FOR AGING DISCUSSION GROUPS.

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, that the City Council of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donation and terms of the donor as follows:

The Northland Foundation has granted the City of Grand Rapids a Rural Aging Initiative grant in the amount of \$20,000 to be used by the Library to develop and conduct a series of Crucial Conversations for Aging discussion groups.

Adopted this 11th day of June, 2018

Dale C. Adams, Mayor

Attest:

Kimberly Gibeau, City Clerk

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

June 07, 2018

Project # 18-17961

Marcia Anderson
Grand Rapids Area Library
140 NE 2nd Street
Grand Rapids MN 55744

Dear Marcia Anderson:

I am pleased to inform you that the Northland Foundation has reviewed your proposal for the ***Crucial Conversations for Aging Discussion Groups*** and voted to approve a grant for **\$20,000.00** for the period (05/01/2018 to 04/30/2019) to **Grand Rapids Area Library**. This funding is made possible through the Northland Foundation's Rural Aging Initiative.

The Agreement of Grantee is attached for your review. If you agree with the conditions presented, please have it signed by the authorized official.

The Northland Foundation has implemented an Electronic Funds Transfer process (electronic checks) for grant payments. Enclosed is an ACH Credit Authorization Agreement form to be completed with the grantee organization or fiscal agent organization bank account information.

Please return the signed Agreement of Grantee and ACH Credit Authorization forms immediately to the Northland Foundation via email (scanned copies), fax (218-723-4048), or USPS (hard copies) in order for our accounting department to release your payment from Republic Bank.

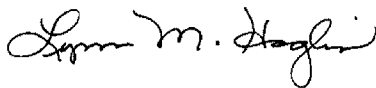
The Northland Foundation will implement one payment schedule for this grant. If all of the grant conditions are met, this payment will be distributed in the sum of **\$20,000.00 on 07/01/2018**.

The Northland Foundation will be making public news releases through the regional media regarding all of the grants awarded. Please utilize your community media resources to announce receipt of these funds to your project. The Northland Foundation would appreciate being acknowledged as a source of support in all news releases initiated by you. Please provide us with copies of any press coverage and photographs received by your project, as well as any media releases and program materials you produce. These will be added to your file and may be utilized by the Northland Foundation in our public information efforts.

As you will note, one of the conditions of the Agreement of Grantee is the submission of reports on the progress, outcomes, and financial activity of your project. These project reports are scheduled as indicated: **10/15/2018 for the Progress Report, and 05/31/2019 for the Final Report**. Please provide us sufficient narrative to describe the progress and impact of your project. **A report template will be provided at a later date.**

On behalf of the Northland Foundation, I would like to extend sincere congratulations to you and your organization. Please call Carol Chipman, Grants Manager or Jan Amys, Program Associate if you have any questions. I look forward to learning about the progress and success of your project.

Sincerely,

Lynn M. Haglin
Vice President/KIDS PLUS Director

Attachments

cc: AGE to age Coordinator (if different from fiscal agent)
Carol Chipman
Jan Amys

AGREEMENT OF GRANTEE

As a condition of a total grant of **\$20,000.00** from the Northland Foundation to **Grand Rapids Area Library** in support of the ***Crucial Conversations for Aging Discussion Groups*** request, the undersigned agrees:

1. To use the funds only for the designated purpose as described in the grant notification letter dated 06/06/2018 and to notify the Northland Foundation of and obtain its consent to any substantial deviations from said grant application.
2. To maintain its books and records to show, and separately account for, the funds received under this grant, and to maintain records of expenditures adequate to identify the purposes for which grant funds have been expended.
3. To permit the Northland Foundation, at its request, to have complete access to the grantee's files and records for the purpose of making such financial audits, verifications, and investigations as it deems necessary concerning the grant, and to maintain such files and records for a period of at least four years after completion or termination of the project.
4. To repay to the Northland Foundation any portion of the grant which is not used for the purposes specified herein or in the grant application.
5. To not use the funds for any purpose prohibited by law, and to immediately notify the Northland Foundation of any lawsuit or any proceedings before any federal, state, or local administrative agency, which may be initiated against it.
6. To submit progress reports to the Northland Foundation, detailing activities and progress in accomplishing the objectives of the project, as well as all expenditures made in administration of the grant, as requested by the Northland Foundation staff.
7. Upon completion of the period for which funds were granted, to submit a detailed final report of the activities carried out under the grant, a final expenditures report, and an evaluation of what has been accomplished by the project.
8. That the total amount of this grant, or any payment thereof, may be discontinued, modified or withheld at any time when, in the judgment of the Northland Foundation, such action is necessary to comply with requirements of the law.
9. Your organization has been selected to participate in the Northland Foundation's Rural Aging Initiative. You **MAY NOT** make any statement or otherwise imply to other donors, investors, media or the general public that you are a direct grantee or contractor of the Margaret A. Cargill Philanthropies. Your organization may only recognize the Northland Foundation's Rural Aging Initiative in any program or publicity materials.
10. By accepting this grant, your organization agrees that it will not promote, support, or engage in terrorism of any kind, nor will it make sub-grants to any entity or individual that engages in these activities.

Name of Organization or Fiscal Agent

Authorized by Organization
(Administrator, Officer, Board Chair, Superintendent)

Date

Project # 18-17961





ACH Credit Authorization Agreement for automatic deposits

GRANT # 18-17961

Please complete and return to the Northland Foundation

Contact Name

Contact email address

Organization Name (Grantee)

Contact Phone Number

Fiscal Agent Name/Contact Name/Phone Number (if acting as fiscal agent for Grantee)

Financial Institution

Account Name

Financial Institution - Street Address

Financial Institution - City/State/Zip

Bank Routing Number

Account Number at Financial Institution

<input type="checkbox"/> Savings Account	<input type="checkbox"/> Checking Account
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I authorize Northland Foundation and the financial institution listed above to initiate electronic monthly payment credit entries, and if necessary, debit entries for adjustments to any credit entries in error to above named account. We will contact you before any adjusting entries are made. This authority will remain in effect until I have cancelled it in writing or for the duration of the Grant.

Authorized Signature / Title

Date

Please attach voided check here:

Northland Foundation
202 W. Superior St.
#610
Duluth, MN 55802
(218)723-4040
Fax: (218)723-4048
1-800-433-4045
www.northlandfdn.org



10a.



CITY OF GRAND RAPIDS

Text File

File Number: 18-0392

Agenda Date: 6/11/2018

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Agenda Item

Consider approving a professional services agreement with Becher-Hoppe Associates Inc. for the 2018 GA Apron Reconstruction Project at the GPZ Airport.

Background Information:

FAA requires an Independent Fee Evaluation (IFE) for engineering and planning contracts over \$100,000. Attached is a professional services agreement with Becher-Hoppe Associates Inc. for this evaluation in the amount of \$3,100.00. Funding for this is 90% FAA, 5% State, 5% Local. Within this local share is a 50/50 split with the County. The City's total share of this contract is \$77.50.

Staff Recommendation:

City staff recommends approving a professional services agreement with Becher-Hoppe Associates Inc. for the 2018 GA Apron Reconstruction Project at the GPZ Airport.

Requested City Council Action

A motion approving a professional services agreement with Becher-Hoppe Associates Inc. for the 2018 GA Apron Reconstruction Project at the GPZ Airport.

10b.



CITY OF GRAND RAPIDS

Text File

File Number: 18-0395

Agenda Date: 6/11/2018

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Agenda Item

Consider approving Golf Course Employee

Background Information:

The golf course would like to add Clinton Deans to the grounds maintenance staff. Clint will be seasonal and working on a fill in basis. He has worked at PGC in past seasons. Funding for this season position will be from the 2018 council approved golf course budget.

Staff Recommendation:

Approve employment of Clinton Deans for the Pokegama Golf Course maintenance staff

Requested City Council Action

A motion to approve the hiring of Clinton Deans to the Pokegama Golf Course grounds maintenance staff at the hourly rate of \$10.75
Employment to begin no sooner than June 12 and end no later than October 31, 2018.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0376 **Version:** 1 **Name:** Board & Commission minutes
Type: Minutes **Status:** Approved
File created: 6/5/2018 **In control:** City Council
On agenda: 6/11/2018 **Final action:**
Title: Acknowledge attached minutes for Boards & Commissions.
Sponsors:
Indexes:
Code sections:
Attachments: [April 25, 2018 Human Rights Commission.pdf](#)
[May 1, 2018 Arts & Culture minutes.pdf](#)

Date	Ver.	Action By	Action	Result
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Acknowledge attached minutes for Boards & Commissions.

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, April 25, 2018 at 4:00 p.m.

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

Absent: None

Staff: Aurimy Groom, Attorney Sterle,

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

SETTING AGENDA

Additions:

- Speaker Bureau Update

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

PRESENTATION

Presentation by City Attorney Chad Sterle

APPROVAL OF MINUTES March 28, 2018 Regular Meeting

Motion by Commissioner Hall, second by Commissioner Schirber to approve minutes for March 28, 2018. Motion passed by unanimous vote.

FINANCIALS The Commissioners reviewed the financials that were provided in the agenda packet.

PUBLIC COMMENT/ACCOLADES

Commissioner Ensley received a call regarding the Blue Line stickers on the Police cars. The caller felt the stickers should be removed.

CIRCLE OF HEALING

Update included ICC Home Grown Teachers Initiative met with IASC, youth project in Ball Club, five of the members of Circle of Healing attended a film festival which focused on historical trauma.

BIG VIEW UPDATE

No update at this time.

OLD BUSINESS

2018 Indigenous People's Day: No update at this time. Commissioner Hall would like to step down from the planning committee which leaves Commissioners Ensley, Schirber and Noyce.

NEW BUSINESS

Speaker Bureau: Green Card Voices is a traveling display with stories of immigrants from Minnesota. The University of Minnesota also has a display in their history center. Commissioner Hall is also trying to contact volunteer refugee speakers.

ITEMS FOR NEXT AGENDA:

- Regular agenda items

CALLS/COMPLAINTS/INQUIRIES:

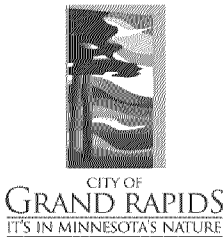
None.

Motion by Commissioner Schirber, second by Commissioner Weidendorf to adjourn the meeting at 4:53 pm. Motion passed by unanimous vote.

Respectfully submitted:

Aurimy Groom, Recorder

The next regular meeting is May 30, 2018.



*CITY OF GRAND RAPIDS ARTS AND CULTURE COMMISSION
CONFERENCE ROOM 2B – GRAND RAPIDS CITY HALL
REGULAR MEETING, TUESDAY, MAY 1, 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, May 1, 2018, at 3:45 pm.

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

Staff Present: Amy Dettmer, Kim Gibeau

Setting the Agenda:

- Announcements: Relay of Voices

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

Correspondence: None.

Approval of Minutes: April 3, 2018 Regular Meeting

Motion by Commissioner Dodge, second by Commissioner Dobbs to approve the minutes of April 3, 2018 as presented. Motion passed by unanimous vote.

Financials: Reviewed and acknowledged financial statement.

Artist in Residence:

- Commissioner Dodge reviewed revised Memo of Understanding for Artist in Residence. Community Development Director, Rob Mattei, has reviewed and returned the M.O.U., acknowledging the following changes: the word “Old” has been revised to “Historic” in the title of Central School, keys will be returned to designated Commission representative and number of artists that can be accommodated in the space provided has been increased from four (4) artists to five (5).

Commissioner Erickson arrived at 3:51 PM.

Motion by Commissioner Smith, second by Commissioner Dobbs to accept revisions to the Memorandum of Understanding for Artist in Residence and forward to the City Council with a recommendation to approve. Motion passed by unanimous vote.

- Discussed proposed Lead Artist proposal, noting that City Administrator and City Clerk have expressed concerns over the process and responsibilities of such a position. After consideration, the Commission does not intend to move forward at this time.

Progress Reports:

- Commissioner Connelly provided overview of his meeting with Barb at Silvertip Graphics and was advised that the pictures supplied would not be sufficient for the Utility Box Wrapping project. Commissioner Smith discussed this project with Lilah Crowe at the Itasca County Historical Society (ICHS), and states that there are local historical photographs that could be used and a request can be made to Ms. Crowe asking for added text describing the photos. Using these to wrap utility boxes could help create a downtown theme by strategic placement, i.e. photos placed in the same vicinity of where the original was taken. Commissioner Schubert

requested that an inquiry be made to incorporate pictures of Native American interaction in Grand Rapids that may have been photographically documented and members agreed. Commissioner Dobbs agreed to work on the layout and bring back to the next meeting for review.

- Commissioner Dodge noted that money from the IRRR Grant will be used to fund permanent placement of winning poems, from a previous community poetry contest, in sidewalk near the Central School and complete banner project. Commission budgeted for 28 banners total, and the remaining balance will be paid by Public Works.

Old Business:

- **Forecast Public Art:** Commission members Merrild and Dobbs met with City staff to review revised proposal for art placement. After review, staff recommends that the Commission discuss current proposal, and forward to the City Council with a recommendation. Staff will schedule a discussion at the Council worksession on Monday, May 14, 2018, prior to submission for consideration.

Commissioner Dodge advised that she attended the Cool & Creative Event, where grant funds were available through application. After discussing the process with MacRostie Art Center Director, Katie Marshall, it was agreed that Ms. Marshall would apply for the grant on behalf of MacRostie and will then make a donation to the City up to \$3800 to be used for Forecast Public Art if awarded.

Following review of revised proposal, the Commission wants to clearly state that the Making it Public training will be open to all artists in the Grand Rapids area, not just within City limits; and amend the proposal to include items 1-3, 5. Item 4 will not be considered and items 6-7 will be moved to 2019.

Motion by Commissioner Dobbs, second by Commissioner Smith to forward Forecast Public Art proposal to the City Council for consideration, recommending approval with noted changes, a) removal of item #4, Public Forum in the amount of \$750.00; and b) items #6 & 7 will be left for future consideration in 2019 bringing the total amount to \$13,800 plus estimated \$2,000 for travel expenses for Forecast Public Art consultants. Motion passed by unanimous vote.

NEW BUSINESS: None.

ANNOUNCEMENTS: Commissioner Dodge provided overview of program "Relay of Voices," touring through various communities in the summer of 2019, collecting cultural data. The group will be choosing six individuals in each community to "shadow," listening to their stories and then bringing back a presentation at the conclusion of the tour. A Commission member could act as liaison with the tour group and provide periodic updates. Commissioner Marty is recommended, but in his absence, this will be brought back to the next meeting under new business.

Items for next agenda:

- New Business:
 - Relay of Voices
- Old Business:
 - Cool & Creative Grant update
 - Utility Box Wraps

In an effort to maintain transparency, items will be noticed under New Business or Old Business, including any progress reports from previous meetings.

Motion by Commissioner Erickson, second by Commissioner Smith to adjourn the meeting at 4:45 PM.

Respectfully submitted:

Kimberly Gibeau, City Clerk



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0385 **Version:** 1 **Name:**

Type: Agenda Item **Status:** Department Head Report

File created: 6/8/2018 **In control:** City Council

On agenda: 6/11/2018 **Final action:**

Title: Information Technology - Erik Scott

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Information Technology - Erik Scott



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0383 **Version:** 1 **Name:** Project Grand Rapids - LSUT Resolution
Type: Agenda Item **Status:** Civic Center, Parks & Recreation
File created: 6/7/2018 **In control:** City Council
On agenda: 6/11/2018 **Final action:**
Title: Consider a resolution approving specifics of a proposal to impose a local sales tax in the city of Grand Rapids for community improvements at American Legion Memorial Park under Project Grand Rapids.
Sponsors:
Indexes:
Code sections:
Attachments: [6-11-18 2018 Resolution Call for LST](#)

Date	Ver.	Action By	Action	Result
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Consider a resolution approving specifics of a proposal to impose a local sales tax in the city of Grand Rapids for community improvements at American Legion Memorial Park under Project Grand Rapids.

Background Information:

The City and the Athletic Facilities Team have been working with community partners to develop needed improvements at American Legion Memorial Park. These improvements include the conversion of Legion Field from a baseball field to a multi-use field with the installation of artificial turf, the renovation of the IRA Civic Center to include the replacement of the west venue roof and refrigeration system, and the expansion to accommodate early childhood education, Boys & Girls Club, Indoor Playground, and a sport training/rehabilitation center. In addition, Project Grand Rapids will include the expansion of parking lots.

The proposed resolution is attached providing further detail related to Project Grand Rapids.

Staff Recommendation:

City staff is recommending a resolution approving specifics of a proposal to impose a local sales tax in the city of Grand Rapids for community improvements at American Legion Memorial Park under Project Grand Rapids.

Requested City Council Action

A motion approving a resolution approving specifics of a proposal to impose a local sales tax in the city of Grand Rapids for community improvements at American Legion Memorial Park under Project Grand Rapids.

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

RESOLUTION NO. 18-__

A RESOLUTION APPROVING SPECIFICS OF A PROPOSAL TO IMPOSE A LOCAL SALES TAX IN THE CITY OF GRAND RAPIDS FOR COMMUNITY IMPROVEMENTS AT AMERICAN LEGION MEMORIAL PARK

WHEREAS, the City Council of the City of Grand Rapids established a goal to create a master plan for expansion and improvements to the IRA Civic Center that consider multiple community needs; and

WHEREAS, this goal was established as a result of the City's Comprehensive Plan under:

1. Economic Infrastructure with a goal of creating jobs and income including high-wage/high quality jobs, enhancing the local quality of life by supporting arts, recreation, and educational assets; building the city's economic sustainability and improving the utilization of local resources, assets, and goods, along with supporting investments with tourism value; and
2. Future Land Use which calls to provide physical accessibility throughout Grand Rapids by encouraging the provision of access to residents and visitors with disabilities; and
3. Community Service which calls for efficient use of public assets in providing services by sustaining critical city operations that contribute to quality of life, and educational excellence for all by supporting and promoting activities to further early childhood education; and

WHEREAS, during 2017, the City reached out to community partners and identified key community needs and developed said master plan for the IRA Civic and the Activities Facility Taskforce (AFT), through their efforts, reached out the community and identified a need to improve Legion Field with artificial turf creating a multi-use facility; and

WHEREAS, through the master plan and AFT process key community needs were identified as follows:

1. Help address the daycare/early childhood shortage gap in Itasca County at around 517 slots;
2. Provide space for the recently established Boys & Girls Clubs of Grand Rapids and Greenway;
3. Create an indoor playground for people to utilize, especially for three quarters of the year;
4. Provide sports rehabilitation/training services close to student athletes;
5. Make the facility ADA compliant and mobility friendly;
6. Address critical needs of the existing facility by replacing the roof structure and refrigeration system in the west venue and upgrading locker rooms to better accommodate the mix of boys and girls athletics; and
7. Convert Legion Field to an artificial turfed field creating a multi-use facility.

WHEREAS, Legion Park, which hosts the IRA Civic Center, serves as a regional recreation and community center with an annual positive economic impact exceeding \$3.4 million with projections of economic growth exceeding \$5.5 million; and

WHEREAS, the residents of Grand Rapids supported ISD 318 Referendum Question 2, to install artificial turf at Legion Field; and

WHEREAS, the original warranty deed transferring the property from the American Legion to the City requires that the property "shall be used solely and exclusively for recreational, educational or other public purposes"; and

WHEREAS, a local sales and use tax, with more than half of the tax generated by people living outside of the City, with many outside of the area, is the fairest way to cover the needed expenditures to repair and expand the existing facility within American Legion Memorial Park.

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

1. The City Council hereby approves a Local Sales and Use Tax of one percent (1%) if approved by the voters of said political subdivision.

Adopted by the Council this 11th day of June, 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 #: 18-0382 **Version:** 1 **Name:** ADA Door Openers for Art Businesses
Type: Agenda Item **Status:** Administration Department
File created: 6/7/2018 **In control:** City Council
On agenda: 6/11/2018 **Final action:**
Title: Consider the approval of an agreement with Brewed Awakenings, Frame Up, and MacRostie Art, related to the installation of ADA door openers.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider the approval of an agreement with Brewed Awakenings, Frame Up, and MacRostie Art, related to the installation of ADA door openers.

Background Information:

The City, through the efforts of the Arts & Culture Commission, were awarded a grant from the IRRRB for the installation of three ADA doors on businesses in the central business district, that provide access to art. The three business to install ADA door openers are: Brewed Awakenings, Frame Up, and MacRostie Art. The agreements for reimbursement are attached for reference.

Staff Recommendation:

City staff is recommending the approval of agreements with Brewed Awakenings, Frame Up, and MacRostie Art, related to the installation of ADA door openers.

Requested City Council Action

A motion to approve the agreements with Brewed Awakenings, Frame Up, and MacRostie Art, related to the installation of ADA door openers.