



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council

Monday, May 14, 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, May 14, 2018 at 5:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

PRESENTATIONS/PROCLAMATIONS

18-0283 Proclaim the week of May 13 - 19, 2018 National Police Week.

Attachments: [National Police Week.pdf](#)

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.

5:05 PM PUBLIC FORUM

5:10 PM COUNCIL REPORTS

5:15 PM APPROVAL OF MINUTES

18-0284 Consider approving Council minutes for Monday, April 23, 2018 Worksession & Regular meetings.

Attachments: [April 23, 2018 Worksession.pdf](#)
[April 23, 2018 Regular Meeting.pdf](#)

VERIFIED CLAIMS

18-0310 Consider approving the verified claims for the period April 17, 2018 to May 7, 2018 in the total amount of \$602,182.09.

Attachments: [COUNCIL BILL LIST 05-14-18.pdf](#)

5:16 CONSENT AGENDA**PM**

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

1. [18-0291](#) Consider approving temporary liquor license for United Way, event scheduled for June 1, 2018.
2. [18-0293](#) Consider authorizing the Police Department to apply for a 2018-2019 Toward Zero Deaths (TZD) Grant from the Minnesota Department of Public Safety - Office of Traffic Safety.
3. [18-0294](#) Consider adopting a resolution accepting a donation of Canvas Wall Art from Lynn DeGrio for display in the Administration Department of City Hall.
Attachments: [DeGrio Donation Res.pdf](#)
4. [18-0296](#) Consider authorizing an Airport Land Lease Agreement effective as of the first day of May 2018, between the City of Grand Rapids and Jeff Peterson and authorize the signature of the Mayor
Attachments: [Peterson Land Lease 050118](#)
5. [18-0299](#) Consider adopting a resolution approving LG230 Off-Site gambling application for Confidence Learning Center.
Attachments: [18- Confidence Learning Center.pdf](#)
6. [18-0300](#) Consider voiding lost Payroll check #81428, issue a new check, and waiving bond requirements for check issued to Emma Hernesman in the amount of \$82.44.
7. [18-0303](#) Consider adopting a resolution accepting a donation of hand and foot warmers valued at \$1,500.00 from Home Depot of Grand Rapids.
Attachments: [PD Home Depot Donation](#)
8. [18-0304](#) Consider approving amended Memorandum of Understanding between the City of Grand Rapids and the Grand Rapids Arts & Culture Commission relating to Artist in Residence program.
Attachments: [MOU - Artist in Residence 2018.pdf](#)
9. [18-0305](#) Consider approving the extension of Zach Heinrich as a part-time summer seasonal maintenance employee for the Public Works Department.
10. [18-0307](#) Consider approving applicants for golf course employment
11. [18-0308](#) Consider authorizing the Public Works Department to hire from the PW Part-Time Eligibility List for the 2018 Spring/Summer Maintenance Season.
Attachments: [2018 5-14 PW Spring-Summer PT Eligibility List 2](#)

12. [18-0313](#) Consider adopting a resolution approving LG214 Premises Permit application for Grand Rapids Amateur Hockey.
Attachments: [18- GRAHA Premises Permit.pdf](#)
13. [18-0314](#) Consider a proposal from Forecast Public Art (FPA) to develop an art placement plan for the Central Business District (CBD)
Attachments: [Grand Rapids_SOW_v3.pdf](#)
14. [18-0311](#) Consider entering into an agreement with Septic Check for services at the Golf Course
Attachments: [Septic Check .pdf](#)
- 14a. [18-0306](#) Consider approving the plans and specifications and ordering the advertisement for bids for the 2018 GA Apron Reconstruction Project at the GPZ Airport.
Attachments: [00 11 13 Advertisement for Bids](#)

**5:18 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

15. [18-0292](#) Acknowledge approved minutes for Boards & Commissions
Attachments: [March 22, 2018 GREDA Minutes.pdf](#)
[March 28, 2018 Human Rights Commission.pdf](#)
[April 3, 2018 Arts & Culture Commission.pdf](#)
[February 14, 2018 Library Board.pdf](#)
[March 28, 2018 Library Board.pdf](#)

**5:19 DEPARTMENT HEAD REPORT
PM**

16. [18-0295](#) Department Head Report: Finance Department
Attachments: [dept head report 051418](#)

**5:30 ADMINISTRATION DEPARTMENT
PM**

17. [18-0301](#) Consider approving completion of Introductory Period for GIS Technician Seth Jetland.

**5:35 COUNCIL
PM**

18. 18-0302 Consider appointments to the Human Rights Commission.

19. 18-0309 Consider appointing applicant to the Housing & Redevelopment Authority.

**5:45 ADJOURNMENT
PM**

NEXT REGULAR MEETING IS SCHEDULED FOR MAY 29, 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 #: 18-0283 **Version:** 1 **Name:** Police Week Proclamation
Type: Agenda Item **Status:** PRESENTATIONS/PROCLAMATIONS
File created: 4/20/2018 **In control:** City Council
On agenda: 5/14/2018 **Final action:**
Title: Proclaim the week of May 13 - 19, 2018 National Police Week.
Sponsors:
Indexes:
Code sections:
Attachments: [National Police Week.pdf](#)

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

Proclaim the week of May 13 - 19, 2018 National Police Week.

Proclamation

National Police Week

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the Grand Rapids Police Department; and

WHEREAS, since the first recorded death in 1791, more than 20,000 law enforcement officers in the United States have made the ultimate sacrifice and been killed in the line of duty, including five members of Itasca County law enforcement agencies; and

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.; and

WHEREAS, 129 new names of fallen heroes killed in 2017 are being added to the National Law Enforcement Officers Memorial this spring; and

WHERE, May 15th is designated as Peace Officers Memorial Day, in honor of all fallen officers and their families.

NOW THEREFORE, BE IT RESOLVED, that I, Dale Adams, Mayor of the City of Grand Rapids, formally designate May 13-19, 2018, as National Police Week and publicly recognize the service of law enforcement officers in our community and in communities across the nation.

IN WITNESS WHEREOF, I have hereto subscribed my name and the seal of the City of Grand Rapids, Minnesota, this 14th day of May Two thousand eighteen.

Dale Adams, Mayor
City of Grand Rapids



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0284 **Version:** 1 **Name:** Council minutes
Type: Agenda Item **Status:** Approval of Minutes
File created: 4/24/2018 **In control:** City Council
On agenda: 5/14/2018 **Final action:**
Title: Consider approving Council minutes for Monday, April 23, 2018 Worksession & Regular meetings.
Sponsors:
Indexes:
Code sections:
Attachments: [April 23, 2018 Worksession.pdf](#)
[April 23, 2018 Regular Meeting.pdf](#)

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

Consider approving Council minutes for Monday, April 23, 2018 Worksession & Regular meetings.

Background Information:

Draft minutes are attached for review.

Staff Recommendation:

Review, request changes and approve.

Requested City Council Action

Make a motion to approve Council minutes for Monday, April 23, 2018 Worksession & Regular meetings.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Monday, April 23, 2018

4:30 PM

Conference Room 2A

CALL TO ORDER: Pursuant to due notice and call thereof a **Special Meeting/Worksession of the Grand Rapids City Council** was held on **Monday, April 23, 2018 at 4:30 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 - Mayor Dale Adams, Councilor Bill Zeige, Councilor Rick Blake, and Councilor Tasha Connelly
Absent 1 - Councilor Dale Christy

Others present:

Tom Pagel, Chad Sterle, Rob Mattei, Scott Johnson, Barb Baird, Jeff Davies

Discussion Items

1. Financial Statement Presentation by David J. Mol, Partner, Redpath & Company, Ltd.
Dave Mol, representing Redpath & Company, Ltd., presented City financials including issued reports, opinions of financial statements, no findings regarding internal controls, legal compliance report, financial highlights, activity summary, general fund review and balance, and various tables showing financial activities. Also noted is recognition for excellence in financial reporting has been awarded to the City of Grand Rapids 25 years running.
2. Review 5:00 PM Regular Meeting
Following review, no changes or additions are noted.

ADJOURN

There being no further business, the meeting adjourned at 4:56 PM.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, April 23, 2018

5:00 PM

City Hall Council Chambers

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

CALL OF ROLL

Present 4 - Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly
Absent 1 - Councilor Dale Christy

Others present:

Tom Pagel, Chad Sterle, Lauren Van Den Heuvel, Eric Trast, Scott Johnson, Jeff Davies, Bob Cahill, Rob Mattei

PRESENTATIONS/PROCLAMATIONS

Proclaim April 27th, 2018 Arbor Day in the City of Grand Rapids.

Mayor Adams read the Arbor Day Proclamation into the record.

Received and Filed

MEETING PROTOCOL POLICY

5:03 PM PUBLIC FORUM

None.

5:08 PM COUNCIL REPORTS

Councilor Zeige announced that there will be an event recognizing first responders for their services titled "We've Got Your Back" scheduled for May 10th, beginning at 7:00 pm at Grand Rapids Alliance. The public is invited.

5:10 PM APPROVAL OF MINUTES

Consider approving Council minutes for Monday, April 9, 2018 Worksession & Regular meetings.

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

VERIFIED CLAIMS

Consider approving the verified claims for the period April 3, 2018 to April 16, 2018 in the total amount of \$833,756.34.

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

Aye 4 - Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

5:12 PM CONSENT AGENDA

1. Consider approval of a new contract between the City and Tom Pagel, City Administrator.
Approved by consent roll call
2. Consider continuation of Phased Retirement Agreement for Facilities Maintenance employee Ronald Edminster.
Approved by consent roll call
3. Consider authorizing the Public Works Department to hire from the PW Part-Time Eligibility List for the 2018 Spring/Summer Maintenance Season.
Approved by consent roll call
4. Consider authorizing the Public Works Department to prepare specifications for a replacement backhoe.
Approved by consent roll call
5. Consider entering into an agreement with an area business for advertising at the IRA Civic Center.
Approved by consent roll call
6. Consider approving the hiring of part-time employees at the Grand Rapids Park and Recreation Department, IRA Civic Center and the Grand Rapids Sports Complex.

Approved by consent roll call

- 7. Consider a request by the Police Department to purchase one (1) 2018 Ford AWD Police Interceptor Sedan from Hibbing Ford, at a price of \$26,041.45.

Approved by consent roll call

- 8. Consider approving seasonal employees/Pokegama Golf

Approved by consent roll call

Approval of the Consent Agenda

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

- Aye** 4 - Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

**5:15 SETTING OF REGULAR AGENDA
PM**

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

ACKNOWLEDGE BOARDS & COMMISSIONS

- 9. Acknowledge attached minutes for Boards & Commissions.

Acknowledged:
Arts & Culture Commission: January 2, 2018
Golf Board: March 20, 2018
PUC: March 21, 2018
Police Community Advisory Board: April 3, 2018

**5:16 DEPARTMENT HEAD REPORT
PM**

- 10.

Bob Cahill, Director of Golf, provides brochure overview for Pokegama and other "sister" golf courses in the area, current membership & daily golf fees, and presented a quick tutorial of the website.

Received and Filed

**5:30 PUBLIC HEARINGS
PM**

11. Conduct a public hearing to consider the rezoning of a 6-acre parcel of land from R-4 (Multiple-family Residential- high density) to GB (General Business).

Mr. Mattei presents background information regarding the rezone request submitted by Mr. Harley Edvenson, on March 16, 2018. The rezone has been reviewed and presented to the Grand Rapids Planning Commission. The findings of fact and recommendation are presented for review.

A motion was made by Councilor Tasha Connelly, seconded by Councilor Rick Blake, to open the public hearing. The motion PASSED by unanimous vote.

Mayor Adams noted the reason for the public hearing and Clerk Gibeau stated that no correspondence regarding this issue has been received in the Clerk's office.

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

A motion was made by Councilor Tasha Connelly, seconded by Councilor Bill Zeige, to close the public hearing. The motion PASSED by unanimous vote.

**5:50 COMMUNITY DEVELOPMENT
PM**

12. Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map by rezoning a 6-acre parcel of land from its current zoning designation of R-4 (Multiple-family Residential- high density) to GB (General Business).

Based on information provided during the public hearing and the recommendation of the Grand Rapids Planning Commission, Mr. Mattei requests that the Council consider approval and requests adoption of a City Ordinance approving the rezone and authorize publication in summary form.

A motion was made by Councilor Blake, seconded by Councilor Zeige, to adopt City Ordinance 18-04-04, amending zoning map, rezoning 6-acre parcel of land from R-4 to GB and authorized publication in summary form. The motion carried by the following vote.

Aye 4 - Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake
Councilor Tasha Connelly

**6:00 ADJOURNMENT
PM**

A motion was made by Councilor Bill Zeige, seconded by Councilor Tasha Connelly, to adjourn the meeting at 5:44 PM. The motion PASSED by unanimous vote.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	18-0310	Version:	1	Name:	VERIFIED CLAIMS
Type:	Agenda Item	Status:		Status:	Verified Claims
File created:	5/10/2018	In control:		In control:	City Council
On agenda:	5/14/2018	Final action:		Final action:	
Title:	Consider approving the verified claims for the period April 17, 2018 to May 7, 2018 in the total amount of \$602,182.09.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	COUNCIL BILL LIST 05-14-18.pdf				

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

Consider approving the verified claims for the period April 17, 2018 to May 7, 2018 in the total amount of \$602,182.09.

Requested City Council Action

Make a motion approving the verified claims for the period April 17, 2018 to May 7, 2018 in the total amount of \$602,182.09.

DATE: 05/09/2018
 TIME: 16:00:46
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 05/14/2018

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
CITY WIDE		
1200500	L&M SUPPLY	11.75
1609160	PICTOMETRY INTERNATIONAL CORP	1,213.34
1915248	SOFTWARE HARDWARE INTEGRATION	1,624.00
TOTAL CITY WIDE		2,849.09
ADMINISTRATION		
0102660	ABRAMS & SCHMIDT LLC	945.00
0805099	HEALTH RISK STRATEGIES, LLC	650.00
1300032	MCFOA TREASURER	90.00
1321525	MUNICIPAL CODE CORPORATION	598.00
1415377	NORTHERN BUSINESS PRODUCTS INC	5,567.14
1415524	NORTHLAND HUMAN RESOURCE ASSOC	50.00
1920065	STAR TRIBUNE	91.00
TOTAL ADMINISTRATION		7,991.14
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE SERVICES INC	45.88
0315455	COLE HARDWARE INC	51.80
0701650	GARTNER REFRIGERATION CO	370.00
0920060	ITASCA COUNTY TREASURER	184.54
1405725	NETWORK SERVICE COMPANY	198.25
1909510	SIM SUPPLY INC	244.45
TOTAL BUILDING MAINTENANCE-CITY HALL		1,094.92
COMMUNITY DEVELOPMENT		
0221650	BURGGRAF'S ACE HARDWARE	16.99
0920060	ITASCA COUNTY TREASURER	61.49
1609160	PICTOMETRY INTERNATIONAL CORP	1,213.33
1909450	SILVERTIP GRAPHICS SIGNS	171.00
1920555	STOKES PRINTING & OFFICE	38.00
TOTAL COMMUNITY DEVELOPMENT		1,500.81
ENGINEERING		
1609160	PICTOMETRY INTERNATIONAL CORP	1,213.33
TOTAL ENGINEERING		1,213.33

DATE: 05/09/2018
 TIME: 16:00:46
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 05/14/2018

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
FINANCE		
0809436	HILDI INC	1,000.00
1805195	REDPATH AND COMPANY, LTD	32,284.30
TOTAL FINANCE		33,284.30
FIRE		
0121721	AUTO VALUE - GRAND RAPIDS	27.98
0513235	EMERGENCY RESPONSE SOLUTIONS	168.56
0900085	IPMA ~ HR	241.50
0920060	ITASCA COUNTY TREASURER	78.06
1309190	MNFIAM BOOK SALES LTD	200.00
2015555	TOONSTRA PSYCHOLOGICAL SERVICE	350.00
TOTAL FIRE		1,066.10
INFORMATION TECHNOLOGY		
1915248	SOFTWARE HARDWARE INTEGRATION	7,249.00
2315634	WORKS COMPUTING INC	1,117.00
TOTAL INFORMATION TECHNOLOGY		8,366.00
PUBLIC WORKS		
0100002	3D SPECIALTIES	122.41
0103325	ACHESON TIRE INC	880.00
0221650	BURGGRAF'S ACE HARDWARE	149.02
0301685	CARQUEST AUTO PARTS	160.87
0308745	CHUCK'S AUTO SALVAGE INC	150.00
0315455	COLE HARDWARE INC	96.14
0401420	DAKOTA FLUID POWER, INC	477.53
0501650	EARL F ANDERSEN	176.70
0601690	FASTENAL COMPANY	36.69
0801836	HAWKINSON SAND & GRAVEL	1,817.11
0914732	INTERSTATE POWER SYSTEMS INC	12,547.16
0920060	ITASCA COUNTY TREASURER	644.57
1200500	L&M SUPPLY	806.26
1415030	NAPA SUPPLY OF GRAND RAPIDS	0.32
1415484	NORTHERN LIGHTS TRUCK	482.55
1421155	NUCH'S IN THE CORNER	52.00
1615427	POKEGAMA LAWN AND SPORT	477.91
1621125	PUBLIC UTILITIES COMMISSION	10,091.12
1800655	R & R SPECIALTIES INC	25.50
1801615	RAPIDS WELDING SUPPLY INC	16.20
1813125	RMB ENVIROMENTAL	104.50

DATE: 05/09/2018
 TIME: 16:00:46
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 05/14/2018

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
PUBLIC WORKS		
1908248	SHERWIN-WILLIAMS	316.72
1920555	STOKES PRINTING & OFFICE	32.24
2018560	TROUT ENTERPRISES INC	100.00
2209421	VIKING ELECTRIC SUPPLY INC	168.62
	TOTAL PUBLIC WORKS	29,932.14
FLEET MAINTENANCE		
0121721	AUTO VALUE - GRAND RAPIDS	0.89
0301685	CARQUEST AUTO PARTS	165.60
0920060	ITASCA COUNTY TREASURER	83.30
1415484	NORTHERN LIGHTS TRUCK	1,012.36
1801615	RAPIDS WELDING SUPPLY INC	17.00
1920555	STOKES PRINTING & OFFICE	4.99
	TOTAL FLEET MAINTENANCE	1,284.14
POLICE		
0118625	ARROW EMBROIDERY	125.92
0121720	AUTOMATED PAWN SYSTEM	204.00
0205725	BETZ EXTINGUISHER COMPANY	18.00
0301685	CARQUEST AUTO PARTS	250.52
0315455	COLE HARDWARE INC	47.40
0409501	JOHN P. DIMICH	4,583.33
0701480	GALLS LLC	227.97
0712225	GLEN'S ARMY NAVY STORE INC	28.99
0718021	GRAND RAPIDS GM INC	46.65
0920060	ITASCA COUNTY TREASURER	3,619.68
1201434	LAKE WOODS CHRYSLER	882.71
1305060	MEDS-1 AMBULANCE SERVICE INC	303.30
1609925	PIZZA WORKS	117.84
1801570	RAPIDS AUTO WASH	73.00
1908248	SHERWIN-WILLIAMS	34.39
1920555	STOKES PRINTING & OFFICE	61.18
2000400	T J TOWING	445.00
2001150	TACTICAL SOLUTIONS	529.00
	TOTAL POLICE	11,598.88
RECREATION		
0103735	ACTIVE NETWORK, LLC	694.69
	TOTAL RECREATION	694.69

DATE: 05/09/2018
 TIME: 16:00:46
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 05/14/2018

VENDOR #	NAME	AMOUNT DUE
CENTRAL SCHOOL		
0221650	BURGGRAF'S ACE HARDWARE	118.89
0315455	COLE HARDWARE INC	82.89
0405223	DEER RIVER HIRED HANDS INC	90.00
1601753	PAUL HADDIX LOCKSMITHING	166.50
1909510	SIM SUPPLY INC	208.58
TOTAL		666.86
AIRPORT		
0301685	CARQUEST AUTO PARTS	95.80
0315455	COLE HARDWARE INC	117.27
0920060	ITASCA COUNTY TREASURER	89.67
TOTAL		302.74
CIVIC CENTER		
GENERAL ADMINISTRATION		
0103735	ACTIVE NETWORK, LLC	694.69
0113233	AMERIPRIDE SERVICES INC	144.52
0221650	BURGGRAF'S ACE HARDWARE	69.69
0405223	DEER RIVER HIRED HANDS INC	90.00
0920060	ITASCA COUNTY TREASURER	41.23
1309090	MINERS INC	6.93
1605611	PEPSI-COLA	27.81
1909510	SIM SUPPLY INC	600.43
TOTAL GENERAL ADMINISTRATION		1,675.30
RECREATION PROGRAMS		
0321712	CUSTOMINK LLC	160.12
TOTAL		160.12
STATE HAZ-MAT RESPONSE TEAM		
0312110	CLAREY'S SAFETY EQUIPMENT INC	794.57
TOTAL		794.57

DATE: 05/09/2018
 TIME: 16:00:46
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 5

INVOICES DUE ON/BEFORE 05/14/2018

VENDOR #	NAME	AMOUNT DUE

CEMETERY		
0103325	ACHESON TIRE INC	21.38
0205725	BETZ EXTINGUISHER COMPANY	30.00
0221650	BURGGRAF'S ACE HARDWARE	82.01
0301685	CARQUEST AUTO PARTS	22.40
0920060	ITASCA COUNTY TREASURER	46.54
1309355	MINNESOTA TORO	544.67
1415590	NORTHWEST GAS	1,557.75
1915248	SOFTWARE HARDWARE INTEGRATION	269.00
2315745	NICHOLAS D. WOURMS	190.00
	TOTAL	2,763.75
DOMESTIC ANIMAL CONTROL FAC		
0920060	ITASCA COUNTY TREASURER	105.46
	TOTAL	105.46
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-COMMUNITY DEV		
1201434	LAKE WOODS CHRYSLER	28,267.01
	TOTAL CAPITAL OUTLAY-COMMUNITY DEV	28,267.01
CAPITAL OUTLAY-CIVIC CENTER		
2500050	ITASCA COUNTY FAMILY YMCA INC	1,000.00
	TOTAL CAPITAL OUTLAY-CIVIC CENTER	1,000.00
CAPITAL OUTLAY-PUBLIC WORKS		
1615427	POKEGAMA LAWN AND SPORT	43,400.00
	TOTAL CAPITAL OUTLAY-PUBLIC WORKS	43,400.00
AIRPORT CAPITAL IMPRV PROJECTS		
2017 TAXIWAY/APRON PJT		
1900225	SEH-RCM	3,650.00
	TOTAL 2017 TAXIWAY/APRON PJT	3,650.00

DATE: 05/09/2018
 TIME: 16:00:46
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 6

INVOICES DUE ON/BEFORE 05/14/2018

VENDOR #	NAME	AMOUNT DUE

STORM WATER UTILITY		
0301685	CARQUEST AUTO PARTS	18.28
0315455	COLE HARDWARE INC	83.74
0920060	ITASCA COUNTY TREASURER	221.01
1621125	PUBLIC UTILITIES COMMISSION	2,605.01
1920555	STOKES PRINTING & OFFICE	4.99
2009725	TITAN MACHINERY INC	1,394.85
	TOTAL	4,327.88
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$ 187,989.23
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T	979.90
0116600	APPLE VALLEY, CITY OF	1,221.00
0305530	CENTURYLINK COMMUNICATIONS LLC	56.35
0312104	TONY CLAFTON	39.08
0315543	CONSTELLATION NEWENERGY -GAS	3,208.36
0401800	JEFF DAVIES	243.99
0405505	JAMES DENNY	433.00
0418360	DRIVER & VEHICLE SERVICE DEPT	11.00
0504610	RON EDMINSTER	70.85
0605191	FIDELITY SECURITY LIFE INS CO	71.22
0718015	GRAND RAPIDS CITY PAYROLL	238,192.98
0718070	GRAND RAPIDS STATE BANK	485.28
0805150	JANELL HECIMOVICH	46.00
0805358	JACKIE HEINRICH	289.07
0900060	ICTV	22,930.90
0920055	ITASCA COUNTY RECORDER	92.00
1201402	LAKE COUNTRY POWER	45.64
1205095	LEAGUE OF MN INSURANCE TRUST	1,325.00
1209516	LINCOLN NATIONAL LIFE	1,200.29
1305046	MEDIACOM LLC	115.90
1305065	MEDTOX LABORATORIES INC	74.55
1309098	MINNESOTA MN IT SERVICES	443.80
1309199	MINNESOTA ENERGY RESOURCES	3,205.51
1309332	MN STATE RETIREMENT SYSTEM	1,755.00
1309338	MN STATE TREAS/BLDG INSPECTOR	665.40
1415479	NORTHERN DRUG SCREENING INC	120.00
1516220	OPERATING ENGINEERS LOCAL #49	103,987.00
1520720	KEVIN OTT	157.88
1601305	THOMAS J. PAGEL	939.34
1601750	PAUL BUNYAN COMMUNICATIONS	276.56
1621130	P.U.C.	41.09
1903321	STEVEN SCHAAR	44.00
1903557	TROY SCOTT	26.00
1921620	SUPERIOR USA BENEFITS CORP	207.00

DATE: 05/09/2018
 TIME: 16:00:47
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 7

INVOICES DUE ON/BEFORE 05/14/2018

VENDOR #	NAME	AMOUNT DUE

CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
2000100	TASC	30.60
2114360	UNITED PARCEL SERVICE	10.75
2114750	UNUM LIFE INSURANCE CO OF AMER	508.81
2205637	VERIZON WIRELESS	3,219.95
2209665	VISA	9,122.17
2209705	VISIT GRAND RAPIDS INC	15,459.92
2301700	WASTE MANAGEMENT	2,618.12
2305300	MATTHEW WEGWERTH	221.60
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$ 414,192.86
TOTAL ALL DEPARTMENTS		602,182.09



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0291 **Version:** 1 **Name:** United Way temporary liquor
Type: Agenda Item **Status:** Consent Agenda
File created: 4/30/2018 **In control:** City Council
On agenda: 5/14/2018 **Final action:**
Title: Consider approving temporary liquor license for United Way, event scheduled for June 1, 2018.
Sponsors:
Indexes:
Code sections:
Attachments:

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

Consider approving temporary liquor license for United Way, event scheduled for June 1, 2018.

Background Information:

The United Way of 1000 Lakes has submitted an application for a temporary liquor license for a First Friday event to be held at Lake + Co. Shop, 403 NW 1st Avenue. All fees and required documentation have been received.

Staff Recommendation:

Approve application and authorize staff to forward to MN Dept. of Public Safety for issuance.

Requested City Council Action

Make a motion approving temporary liquor license for the United Way of 1000 Lakes.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0293 **Version:** 1 **Name:** Consider authorizing the Police Department to apply for a 2018-2019 Toward Zero Deaths (TZD) Grant from the Minnesota Department of Public Safety - Office of Traffic Safety.

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

File created: 4/30/2018 **In control:** City Council

On agenda: 5/14/2018 **Final action:**

Title: Consider authorizing the Police Department to apply for a 2018-2019 Toward Zero Deaths (TZD) Grant from the Minnesota Department of Public Safety - Office of Traffic Safety.

Sponsors:

Indexes:

Code sections:

Attachments:

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

Consider authorizing the Police Department to apply for a 2018-2019 Toward Zero Deaths (TZD) Grant from the Minnesota Department of Public Safety - Office of Traffic Safety.

Background Information:

The Police Department has received numerous Toward Zero Deaths (TZD) Grants in the past and is the lead agency for this multi-agency grant. The agencies involved in the grant are; Grand Rapids Police Department, Itasca County Sheriff's Department, Nashwauk, Keewatin, Deer River, Coleraine, and Bovey Police Departments. The lead agency does the combined reporting and the City acts as the fiscal agent for disbursement of the reimbursed funding. Agencies are reimbursed for overtime wages, including fringe benefits. The grant period will be from October 1, 2018 through September 30, 2019. The application for the grant is fast approaching. The award amount for this grant is unknown at this time, as this is dependent on the number of agencies statewide that apply.

Staff Recommendation:

Staff recommends allowing the Police Department to apply for the 2018-2019 Toward Zero Deaths (TZD) grant from the Minnesota Department of Public Safety - Office of Traffic Safety.

Requested City Council Action

Make a motion authorizing the Police Department to apply for a 2018-2019 Toward Zero Deaths (TZD) Grant from the Minnesota Department of Public Safety - Office of Traffic Safety.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0294 **Version:** 1 **Name:** Canvas Wall Art Donation
Type: Agenda Item **Status:** Consent Agenda
File created: 4/30/2018 **In control:** City Council
On agenda: 5/14/2018 **Final action:**
Title: Consider adopting a resolution accepting a donation of Canvas Wall Art from Lynn DeGrio for display in the Administration Department of City Hall.
Sponsors:
Indexes:
Code sections:
Attachments: [DeGrio Donation Res.pdf](#)

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

Consider adopting a resolution accepting a donation of Canvas Wall Art from Lynn DeGrio for display in the Administration Department of City Hall.

Background Information:

Lynn DeGrio has presented the Administration Department with Canvas Wall Art to be displayed in the Administration Office reception area.

Staff Recommendation:

Adopt a resolution accepting Canvas Wall Art.

Requested City Council Action

Make a motion to adopt a resolution accepting a donation from Lynn DeGrio of Canvas Wall Art for display in the Administration Department.

Councilor introduced the following resolution and moved for its adoption:

RESOLUTION NO. 18-

A RESOLUTION ACCEPTING A DONATION OF CANVAS WALL ART FROM LYNN
DEGRIO FOR DISPLAY IN THE ADMINISTRATION OFFICE OF
GRAND RAPIDS CITY HALL

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

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

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

- Lynn DeGrio has donated Canvas Wall Art to be displayed in the Administration Office of the Grand Rapids City Hall.

Adopted this 15th day of May, 2018

Dale C. Adams, Mayor

Attest:

Kimberly Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0296 **Version:** 1 **Name:** Peterson airport land lease
Type: Agenda Item **Status:** Consent Agenda
File created: 4/30/2018 **In control:** City Council
On agenda: 5/14/2018 **Final action:**
Title: Consider authorizing an Airport Land Lease Agreement effective as of the first day of May 2018, between the City of Grand Rapids and Jeff Peterson and authorize the signature of the Mayor
Sponsors:
Indexes:
Code sections:
Attachments: [Peterson Land Lease 050118](#)

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

Consider authorizing an Airport Land Lease Agreement effective as of the first day of May 2018, between the City of Grand Rapids and Jeff Peterson and authorize the signature of the Mayor

Background Information:

Jeff Peterson has entered into an agreement to purchase Hangar K at the Grand Rapids / Itasca County Airport. The attached land lease covers the terms and conditions of the hangar location.

Staff Recommendation:

City staff recommends approving the Airport Lease Agreement for Jeff Peterson

Requested City Council Action

Make a motion to approve an Airport Land Lease Agreement effective as of the first day of May 2018, between the City of Grand Rapids and Jeff Peterson and authorize the signature of the Mayor

AIRPORT LAND LEASE AGREEMENT

THIS AGREEMENT, made and entered into this ____ day of _____, 20____, by and between the GRAND RAPIDS-ITASCA COUNTY AIRPORT, owned by the City of Grand Rapids, a municipal corporation, and Itasca County, Minnesota, hereinafter referred to as LESSOR, and Jeff Peterson, 1100 S Pokegama Ave, Grand Rapids MN 55744 hereinafter referred to as LESSEE:

For good and valuable consideration, the LESSOR hereby leases unto said LESSEE the real estate described on Exhibit A (which includes square footage and rental calculations for this lease), subject to the following terms, conditions, covenants and agreements:

- 1) RENT. Lessee shall pay Lessor rent at the rate of \$0.31 per square foot per year, which equates to a total rent as described on the attached Exhibit A. Said rent shall increase at the rate of one-half cent (or \$.005) per square foot per year for the term of the lease, with the first increase to take effect on January 1st of 2019, and then on January 1st of every year thereafter.
- 2) TERM. Lessor shall lease the subject property to Lessee for a period of twenty (18) years beginning _____, 2018 and ending on _____, 2036.
- 3) RENEWAL OPTION. This lease will be automatically renewed and extended in twenty (20) year increments, at the same terms and conditions in effect at that time which are consistent with terms and conditions of similar leases at other airports of similar structure, upon the election of the Lessee. The parties agree that on any renewals there will be no changes that would restrict the Lessee's rights as set forth in Paragraph 4 of the Lease Agreement.
- 4) TERMINATION. Lessor may terminate this lease (or any extensions hereto) upon written notice to Lessee, delivered at least five (5) years prior to the expiration of the lease term and annually thereafter. These notices shall either be hand-delivered or by registered mail with return receipt requested. Both parties shall continue to perform their obligations under this Lease Agreement until the leased premises has been vacated. Upon termination, unless the Lessee elects otherwise, Lessor shall pay¹ Lessee for the value of the improvements that remain at that time to be determined either by agreement or by an independent certified appraiser to whom the parties mutually agree. If the parties fail to agree on the appraiser, either or both parties will use a mediator to select an appraiser who shall then determine the value. At Lessee's option, the improvements may be removed and the land restored to its original condition prior to termination of the lease. If this option is exercised and the Lessee fails to remove the property and restore the premises by the termination date, the Lessor may remove the improvements and restore the premises to its original condition and collect any costs incurred with the same. The parties further agree that the indemnification provisions referred to in Paragraph 9 of this Lease Agreement shall survive termination.

- 5) **NON-PAYMENT OF RENT, DEFAULT.** If any one or more of the following occurs: (1) a rent payment or any other payment due from Lessee to Lessor shall be and remain unpaid in whole or in part for more than thirty (30) days after same is due; (2) Lessee shall violate or default on any of the other covenants or agreements herein; or (3) if Lessee shall cease existence, liquidate, dissolve or commence proceedings under a bankruptcy, receivership, insolvency or similar type of action, and which results in default of this lease, then it shall be the option of the Lessor to declare this Lease Agreement forfeited and the said term ended, and to re-enter the Leased Premises, with or without process of law, using such force as may be necessary to remove all persons or chattels therefrom, and Lessor shall not be liable for damages by reason of such re-entry or forfeiture; but notwithstanding re-entry by Lessor or forfeiture or termination of this Lease Agreement, the liability of Lessee for the rent and all other sums provided for herein shall not be relinquished or extinguished for the balance of the term of this Lease Agreement. Lessee shall be responsible for, in addition to the rentals and other sums agreed to be paid hereunder, any and all costs paid by Lessor required to enforce its rights under this Lease Agreement, including but not limited to reasonable attorney fees actually incurred by Lessor in any suit or action instituted by Lessor to enforce the provisions of this Lease Agreement, or the collection of the rentals due Lessor hereunder. Lessee shall also be liable to Lessor for the payment of interest at the highest permissible rate of interest allowed under the usury statutes of the State of Minnesota, or in case no such maximum rate of interest is provided, at the rate of 12% per annum, on all rentals and other sums due Lessor hereunder not paid within thirty (30) days from the date same becomes due and payable. Lessor shall be allowed to lease the hangar on the leased premises to any other party at such terms that allow Lessor to recover any costs and expenses herein.
- 6) **LEASE TRANSFER.** Lessee retains the right to transfer their interest in the property to a new owner subject to Lessor's right of first refusal. Lessee shall provide a written notice to Lessor by certified mail with return receipt requested or by personal service setting forth the price and terms. Lessor, within thirty (30) days receipt of the price and terms, shall agree to enter into a binding agreement with a closing date within forty-five (45) days. Failure to comply with the time requirements shall allow Lessee to transfer to a third party, but not at more favorable terms and conditions as offered to the Lessor. Any transfer by operation of law including through succession of interest upon death shall be authorized and not subject to right of first refusal.
- 7) **PERMITTED USE.** Lessee shall have the right to erect or maintain a hangar for privately owned aircraft. If a hangar is not already situated on the premises at the time this lease is created, the Lessee shall complete construction of such hangar according to plans and specifications as approved in writing by Lessor and according to building permits as authorized by the City of Grand Rapids. Upon issuance of a building permit, if said construction is not completed within the first three (3) years of this lease, this lease shall expire and Lessee shall be responsible for all costs incurred by Lessor to restore the premises to its original condition. Lessor reserves the right to demand good and sufficient bond against liens for any construction or remodeling of structures on the leased premises.

8) RESTRICTIVE COVENANTS. Lessee shall comply with all the following covenants:

8.1) The hangar placed on the leased premises shall be kept in a neat and orderly condition and shall be painted or repainted at such time or times and of such color or colors; all as may reasonably be directed by Lessor, Mn/DOT Office of Aeronautics, any agency of the United States Government, or any other agency having jurisdiction over the airport facility. No additions, modifications or alterations shall be made to the hangar without written consent of Lessor.

8.2) No signs or advertising matter of any kind shall be painted, posted or displayed upon any hangar or the leased premises without written consent of Lessor.

8.3) No excavation shall be made upon the leased premises and no fences or sidewalks shall be constructed thereon without the written consent of Lessor.

8.4) The parties agree that any structure placed on the premises does not become a part of the real property. Removal is subject to Paragraph 4 of this Lease Agreement.

8.5) No buildings or structures placed upon the leased premises shall become a part of the realty, except as hereinafter provided.

8.6) Explosives, gasoline, oil, and other highly flammable material of any kind kept on the leased premises shall be kept in such a manner as the Lessor shall from time to time determine. Storage of such material shall be kept in such manner as to comply with requirements of NFPA and all applicable rules, regulations, ordinances and fire codes. Lessee shall be responsible for the clean-up of all hazardous materials and spills and shall be responsible for the remediation of any hazardous/contaminated soils on the leased premises.

8.7) Lessee agrees that, except in the case of students, only duly-licensed pilots will operate aircraft on any runway or the leased premises and that the operation will be subject to the laws of the United States, the State of Minnesota, the County of Itasca, and the City of Grand Rapids.

8.8) Other than commercial endeavors approved and itemized in the attached Exhibit B, or subsequent approval by the Lessor, the Lessee shall not engage in any commercial aviation endeavors on the leased premises. This prohibition includes but is not limited to performing work on airplanes not owned by the Lessee. Furthermore, Lessee agrees that the leased premises shall be used for aviation purposes only. This strictly prohibits commercial and non-commercial use that is not aviation-related.

8.9) Lessee shall pay all utilities, water, lights and any other service used on the leased premises during the term of this lease or any renewal thereof.

- 9) **INDEMNIFICATION.** Lessee hereby agrees to indemnify and hold harmless Lessor and the leased property from any fine, lien, penalty or forfeiture which shall or may accrue from or by reason of the erection of any buildings or structure on said premises, or by reason of any use of said premises on the airport by the Lessee; and Lessee further agrees to indemnify and hold harmless the Lessor from all liability or claim of liability, and to pay any judgment rendered against Lessor and to reimburse Lessor for any expense incurred be it by reason of any action or suit of law or equity brought against it, in which it is made a party, by reason of the erection of any such building or structure or by reason of the occupancy or use by Lessee of the leased premises or in any way relating to or connected with the use of the leased premises. For the purpose of this paragraph the term “expense” shall be construed to include all costs incurred by Lessor in the defense or settlement of said actions or suits including attorney fees, filing fees, salaries and expenses of any officials or employees of Lessor while engaged in the defense or settlement of said action or suit.
- 10) **TAXES AND ASSESSMENTS.** Lessee shall pay all property taxes, assessments, license fees or other charges that may be levied or assessed during the term of this agreement upon or against any improvements or equipment on the leased premises. If the Lessee shall fail or neglect to pay any of said property taxes, assessments, fees or other charges when due, Lessor may pay the same together with any cost or penalty which may have accrued hereon, and collect the entire amount due to Lessor upon demand, and in default thereof, Lessor shall have a first lien on improvements owned by Lessee for the amounts so paid.
- 11) **INSURANCE.** Lessee shall carry liability insurance on the leased premises in the same amount as the maximum liability to which the Lessor is exposed pursuant to Minnesota Statutes Section 466.04 and subsequent amendments thereto.
- 12) **AMENDMENT.** If this lease should fail to comply in any respect with the ordinances, regulations or laws of the United States, the State of Minnesota, the County of Itasca, or the City of Grand Rapids, then this lease shall be amended to comply with the requirements of said ordinances, laws and regulations. If said amendment would result in a material deviation from the general terms and conditions of this lease, then Lessor or Lessee has the right to renegotiate or terminate this lease.
- 13) **NON-DISCRIMINATION.** Lessee does hereby covenant and agree that with respect to all matter relating to use of the leased premises, no persons on the grounds of race, color, or natural origin shall be excluded from participation and denied the benefits or otherwise be subject to discriminations; and Lessee shall use the premises in compliance with all other requirements imposed by or pursuant to any laws or regulations imposed by the United States Government or the State of Minnesota.

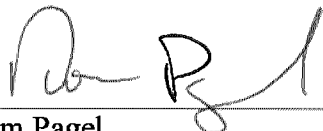
LESSOR:

GRAND RAPIDS-ITASCA COUNTY
AIRPORT:BY THE GRAND RAPIDS CITY COUNCIL
THROUGH DESIGANTION OF THE PARTIES JOINT
POWERS AGREEMENT

By:

Dale Adams
Grand Rapids City Mayor

ATTEST:



Tom Pagel
Grand Rapids City Administrator

LESSEE:

Jeff Peterson

EXHIBIT A
LEASE LEGAL DESCRIPTION



Hangar K



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0299 **Version:** 1 **Name:** Off-Site Gambling
Type: Agenda Item **Status:** Consent Agenda
File created: 5/2/2018 **In control:** City Council
On agenda: 5/14/2018 **Final action:**
Title: Consider adopting a resolution approving LG230 Off-Site gambling application for Confidence Learning Center.

Sponsors:

Indexes:

Code sections:

Attachments: [18- Confidence Learning Center.pdf](#)

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

Consider adopting a resolution approving LG230 Off-Site gambling application for Confidence Learning Center.

Background Information:

Confidence Learning Center has submitted an application to conduct off-site gambling from June 16, 2018 through June 15, 2019. Gambling will be conducted at St. Joseph's Catholic Church, 315 SW 21st Street, Grand Rapids, MN. State of Minnesota allows for twelve off-site events each calendar year, not to exceed 36 days and requires a resolution by the City Council.

Staff Recommendation:

Adopt resolution and approve application.

Requested City Council Action

Make a motion adopting a resolution approving LG230 Off-site gambling application for Confidence Learning Center.

Councilor introduced the following resolution and moved for its adoption:

RESOLUTION NO. 18 –

RESOLUTION APPROVING CONFIDENCE LEARNING CENTER OFF-SITE GAMBLING

WHEREAS, the Confidence Learning Center has presented the City Council of Grand Rapids an application to conduct off-site gambling at St. Joseph’s Catholic Church, 315 SW 21st Street, Grand Rapids; and

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

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Grand Rapids approves the LG230 Application to Conduct Off-Site Gambling for the Confidence Learning Center at St. Joseph’s Catholic Church, 315 SW 21st Street, Grand Rapids, Minnesota for June 16, 2018 through June 15, 2019.

Adopted by the City Council this 14th day of May, 2018.

Dale Adams, Mayor

ATTEST:

Kimberly Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0300 **Version:** 1 **Name:** Emma Hernesman Lost Payroll Check
Type: Agenda Item **Status:** Consent Agenda
File created: 5/2/2018 **In control:** City Council
On agenda: 5/14/2018 **Final action:**
Title: Consider voiding lost Payroll check #81428, issue a new check, and waiving bond requirements for check issued to Emma Hernesman in the amount of \$82.44.

Sponsors:

Indexes:

Code sections:

Attachments:

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

Consider voiding lost Payroll check #81428, issue a new check, and waiving bond requirements for check issued to Emma Hernesman in the amount of \$82.44.

Background Information:

Accounts payable check #81428 issued to Emma Hernesman on April 13, 2018 is lost. Emma Hernesman has completed an Affidavit of Lost Check.

Requested City Council Action

Make a motion to void lost Payroll check 81428, issue a new check and waiving bond requirements for check issued to Emma Hernesman in the amount of \$82.44.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	18-0303	Version:	1	Name:	Consider adopting a resolution accepting a donation of hand and foot warmers valued at \$1,500.00 from Home Depot of Grand Rapids.
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	5/3/2018	In control:		In control:	City Council
On agenda:	5/14/2018	Final action:			
Title:	Consider adopting a resolution accepting a donation of hand and foot warmers valued at \$1,500.00 from Home Depot of Grand Rapids.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	PD Home Depot Donation				

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

Consider adopting a resolution accepting a donation of hand and foot warmers valued at \$1,500.00 from Home Depot of Grand Rapids.

Background Information:

The Home Depot of Grand Rapids contacted the police department and told us they would like to donate their left over inventory of hand and foot warmers to us. They are unable to sell them and would have to discard them.

During the winter months, the police department could put these to good use by officers using them while they are out on vehicle crashes and other calls for service in which officers are out for extended periods in cold weather.

Staff Recommendation:

Please consider adopting a resolution accepting a donation of hand and foot warmers valued at \$1,500.00 to the police department from Home Depot of Grand Rapids.

Requested City Council Action

Please consider a motion adopting a resolution accepting a donation of hand and foot warmers valued at \$1,500.00 to the police department from Home Depot of Grand Rapids.

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

RESOLUTION NO. 18-

A RESOLUTION ACCEPTING A DONATION OF HAND & FOOT WARMERS
VALUED AT \$1,500 FROM HOME DEPOT TO THE CITY OF
GRAND RAPIDS POLICE DEPARTMENT

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

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

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

- The local Home Depot donated their leftover inventory of hand and foot warmers at an approximate value of \$1,500 to the City of Grand Rapids Police Department

Adopted this 14th day of May, 2018

Dale C. Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0304 **Version:** 1 **Name:** Artist in Residence MOU
Type: Agenda Item **Status:** Consent Agenda
File created: 5/3/2018 **In control:** City Council
On agenda: 5/14/2018 **Final action:**

Title: Consider approving amended Memorandum of Understanding between the City of Grand Rapids and the Grand Rapids Arts & Culture Commission relating to Artist in Residence program.

Sponsors:

Indexes:

Code sections:

Attachments: [MOU - Artist in Residence 2018.pdf](#)

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

Consider approving amended Memorandum of Understanding between the City of Grand Rapids and the Grand Rapids Arts & Culture Commission relating to Artist in Residence program.

Background Information:

On October 7, 2013, the City Council approved an M.O.U. for an Artist in Residence program at the Central School. This has been a successful program since that time. The Commission and staff have reviewed the current MOU, and have made recommendations for some minor changes including:

- ~ Changed "Old" to "Historic" in the building title.
- ~ Allowable artists at a time has been increased from four (4) artists to five (5).
- ~ Keys will be returned to a representative appointed by the Arts & Culture Commission.

Staff Recommendation:

Approve amended MOU.

Requested City Council Action

Make a motion to approve the amended Memorandum of Understanding between the City and Grand Rapids Arts & Culture Commission.

Memorandum^[KD1] of Understanding
between
The Grand Rapids Arts and Culture Commission
And
The City of Grand Rapids

The Grand Rapids Arts and Culture Commission (GRACC) have proposed the establishment of an Artist in Residence program to be housed on the third floor of Historic Central^[KD2] School. The City of Grand Rapids (City) values the contribution of the arts in our community and furthermore sees value in the increased activity an Artist in Residence program will bring to Historic Central School^[KD3] and the merchants located there.

The parties commit themselves to building mutual confidence and trust, and through this Memorandum of Understanding (MoU) provide detailed areas of agreement that will guide them in accomplishment of the stated objectives.

To this end, the GRACC and City have agreed on the following:

1. Grant of Use/Location

- 1.1. The City will grant the use of a space on the third floor in Historic Central School, the location of which will be approved by the City's appointed representative.
 - 1.1.1. The City may cancel this MoU at the City's sole discretion at any time.
- 1.2. The space will be provided by the City without compensation for use by a Guest Artist(s) recommended to GRACC by Grand Rapids Arts.
- 1.3. The space may be used by up to five^[KD4] Guest Artists at a time, provided each of the Guest Artists have read and agree to abide by the terms of this MoU, and the occupancy is in compliance with all Federal, State and Local laws and ordinances.
- 1.4. The space will be provided for three months and can be extended if approved by GRACC appointed representative.
- 1.5. One key for the space will be provided to the Guest Artist(s). All keys will be returned to the GRACC appointed representative at the conclusion of their stay.
- 1.6. All day public parking is available for the use of the Guest Artist(s) within two blocks of Old Central School. Parking spaces on the grounds of Historic Central School will be reserved for tenants and customers.
- 1.7. If the City finds a paying tenant for the space, or for some other reason the City needs to cancel this MoU, the City will provide written notice to GRACC and the Guest Artist(s) 14 days in advance of when the space must be vacated and returned to its prior condition.

- 1.7.1. If the property of the guest artist(s) is not removed within the notice period, the City may remove any abandoned property at the sole expense of the Guest Artist(s).
- 1.7.2. If vacation of the space is needed to facilitate occupancy by a paying tenant, other space may be made available to the Guest Artist, if vacant space is available at the time.

2. Expectations of the Guest Artist(s)

- 2.1. The GRACC will assist the City in ensuring that:
 - 2.1.1. The Guest Artist(s) act as regular tenants by being considerate and refraining from the production of noises and offensive odors that would negatively impact the use and enjoyment of Historic Central School by regular tenants and customers.
 - 2.1.2. The Guest Artist(s) use the space during the regular operating hours of Historic Central School.
- 2.2. Guest Artist(s) will not make any alterations to the space or cause any damage to the space. If any damage or alteration is caused by the Guest Artist(s), the City will cause necessary repairs to be made at the sole expense of the Guest Artist(s).
- 2.3. The Guest Artist(s) shall insure their own personal property on the premises as they see fit. All personal property placed upon or in the Historic Central School premises or common areas or external grounds shall be at the risk of Guest Artist(s) or the owner of the personal property and the City and Historic Central School shall not be liable to Guest Artist or any other party for any damage, destruction or loss of said personal property arising from any cause whatsoever.

3. Authorized Agents

- 3.1. The City and GRACC shall appoint authorized agents for the purpose of administration and facilitation of this MoU. The City and GRACC are notified of the authorized agents of each are as follows:
 - 3.1.1. City Agent:
Rob Mattei
Community Development Director
420 North Pokegama Avenue
Grand Rapids, Minnesota 55744
218.326.7622
rmattei@ci.grand-rapids.mn.us
 - 3.1.2. GRACC Agent:
GRACC Chair
420 North Pokegama Avenue
Grand Rapids, Minnesota 55744

City and GRACC will not undertake any action inconsistent with the letter or spirit of this Memorandum of Understanding.

City of Grand Rapids

Grand Rapids Arts and Culture
Commission

_____ Date: _____
Mayor

_____ Date: _____
Chair

I, as the undersigned Guest Artist approved by the GRACC, have read and understand the terms of this MoU and agree to abide the spirit and expectations of such.

Guest Artist (signature)

Date:

Guest Artist (printed name)

Address

City, State, Zip

Telephone



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0305 **Version:** 1 **Name:** PW PT Winter Employee Extension through June 1st, 2018
Type: Agenda Item **Status:** Consent Agenda
File created: 5/8/2018 **In control:** City Council
On agenda: 5/14/2018 **Final action:**
Title: Consider approving the extension of Zach Heinrich as a part-time summer seasonal maintenance employee for the Public Works Department.

Sponsors:

Indexes:

Code sections:

Attachments:

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

Consider approving the extension of Zach Heinrich as a part-time summer seasonal maintenance employee for the Public Works Department.

Background Information:

The Public Works Department hires part-time seasonal workers for spring and summer maintenance which includes, but is not limited to City Parks and flower maintenance, athletic fields and Right of Way maintenance. Zach Heinrich has been an employee for the winter snow plowing season the past few years and we would like to extend his employment this year from May 1st through June 1st, 2018, at a wage of \$15.50 per hour.

Staff Recommendation:

Jeff Davies recommends extending Zach Heinrich's employment with Public Works.

Requested City Council Action

Make a motion to extend Zach Heinrich's employment as a part-time seasonal maintenance employee from May 1st through June 1st, 2018 at a wage of \$15.50 per hour.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0307 **Version:** 1 **Name:** Approve applicants for golf course employment
Type: Agenda Item **Status:** Consent Agenda
File created: 5/9/2018 **In control:** City Council
On agenda: 5/14/2018 **Final action:**
Title: Consider approving applicants for golf course employment
Sponsors:
Indexes:
Code sections:
Attachments:

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

Consider approving applicants for golf course employment

Background Information:

The golf course maintenance staff would like to add three new applicants for seasonal employment. Marie Nalan, Alexis Ramey, and Grant Henrichsen.

Staff Recommendation:

Make a motion to approve employment of Marie Nalan, Alexis Ramey, Larry Roy and Grant Henrichsen at Pokegama Golf Course.
All at the hourly wage of \$9.65.

Requested City Council Action

Make a motion to approve seasonal employment of Marie Nalan, Alexis Ramey, Larry Roy and Grant Henrichsen at Pokegama Golf Course.
All at the hourly wage of \$9.65. Employment to begin no sooner than May 15, 2018 and end no later than October 31, 2018.
Wages to be funded by the 2018 Pokegama golf course approved budget.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0308 **Version:** 1 **Name:** PW Spring/Summer Eligibility List #2
Type: Agenda Item **Status:** Consent Agenda
File created: 5/9/2018 **In control:** City Council
On agenda: 5/14/2018 **Final action:**
Title: Consider authorizing the Public Works Department to hire from the PW Part-Time Eligibility List for the 2018 Spring/Summer Maintenance Season.
Sponsors:
Indexes:
Code sections:
Attachments: [2018 5-14 PW Spring-Summer PT Eligibility List 2](#)

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

Consider authorizing the Public Works Department to hire from the PW Part-Time Eligibility List for the 2018 Spring/Summer Maintenance Season.

Background Information:

The Public Works Department hires part-time workers for the Spring/Summer Maintenance Season for all city owned property such as parks, athletic fields, right-of-ways, Itasca Calvary Cemetery and the Itasca County Airport. Ratification for the start of employment for this list will be May 14th, 2018 and continue through November 2nd, 2018. New hires will receive wages of \$9.65 per hour, 2nd year employees will receive a wage rate of \$10.25 per hour and 3rd year and over hires will receive a wage rate of \$10.75 per hour. Please see the attached document for the list of employees eligible for hiring this Spring/Summer Maintenance Season. Third year returning part-time employee Aaron Foss's start date was April 30th, 2018. The cost for these part-time employees is included in the 2018 Budget.

Staff Recommendation:

Jeff Davies, Public Works Director, approves hiring from the attached PW Part-Time Eligibility List for the 2018 Spring/Summer Maintenance Season.

Requested City Council Action

Make a motion to approve and authorize the Public Works Department hiring part-time workers from the Part-Time Eligibility List for the 2018 Spring/Summer Maintenance Season.

PW 5-14 2018 Spring/Summer PT Eligibility List:

1st Thru 2nd Year Hires:

Nathaniel DeGuisseppi
Bryce Prochazka
Kohl Mattson
Marie Nalan
Sydney Schlauderaff
Tanner Shepard

3+ Years:

Aaron Foss



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0313 **Version:** 1 **Name:** GRAHA Gambling
Type: Agenda Item **Status:** Consent Agenda
File created: 5/10/2018 **In control:** City Council
On agenda: 5/14/2018 **Final action:**
Title: Consider adopting a resolution approving LG214 Premises Permit application for Grand Rapids Amateur Hockey.

Sponsors:

Indexes:

Code sections:

Attachments: [18- GRAHA Premises Permit.pdf](#)

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

Consider adopting a resolution approving LG214 Premises Permit application for Grand Rapids Amateur Hockey.

Background Information:

GRAHA has submitted an application for premise permit for gambling at the Grand Rapids Ground Round, 1001 S. Pokegama Avenue, Grand Rapids.

Staff Recommendation:

Adopt resolution and approve application.

Requested City Council Action

Make a motion adopting a resolution approving LG214 Premises Permit application for Grand Rapids Amateur Hockey.

Councilor introduced the following resolution and moved for its adoption:

RESOLUTION NO. 18 –

RESOLUTION APPROVING GRAND RAPIDS AMATEUR HOCKEY ASSOCIATION
PREMISES PERMIT

WHEREAS, the Grand Rapids Amateur Hockey Association has presented the City Council of Grand Rapids LG214 Premises Permit application to conduct gambling at the Grand Rapids Ground Round, 1001 South Pokegama Avenue Suite E, Grand Rapids; and

WHEREAS, the Gambling Control Board may not issue a Premises Permit without City Council Approval.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Grand Rapids approves the LG230 Premises Permit Application for Grand Rapids Amateur Hockey Association to conduct gambling at the Grand Rapids Ground Round, 1001 South Pokegama Avenue Suite E, Grand Rapids, Minnesota.

Adopted by the City Council this 14th day of May, 2018.

Dale Adams, Mayor

ATTEST:

Kimberly Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0314 **Version:** 1 **Name:** Forecast Art Placement Plan
Type: Agenda Item **Status:** Consent Agenda
File created: 5/10/2018 **In control:** City Council
On agenda: 5/14/2018 **Final action:**
Title: Consider a proposal from Forecast Public Art (FPA) to develop an art placement plan for the Central Business District (CBD)
Sponsors:
Indexes:
Code sections:
Attachments: [Grand Rapids_SOW_v3.pdf](#)

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

Consider a proposal from Forecast Public Art (FPA) to develop an art placement plan for the Central Business District (CBD)

Background Information:

The Arts & Culture Commission (AC) has been working on executing the arts and culture plans as identified in the city's comprehensive plan. One of the work items is to develop an arts placement plan for the CBD. This is especially critical in light of receiving an IRRRB grant to place three pieces of public art in the CBD. To complete the plan, the AC is recommending entering into a contract with FPA who specializes in developing public art placement plans. FPA is the sole provider of this specialty service in the State. Their fee for services is not to exceed \$13,800, plus reimbursible expenses up to \$2,000.

Staff Recommendation:

The AC is recommending contracting with FPA for a fee not to exceed \$13,800, plus reimbursible expenses up to \$2,000.

Requested City Council Action

A motion contracting with FPA for a fee not to exceed \$13,800, plus reimbursible expenses up to \$2,000.

FORECAST

Grand Rapids Arts + Culture Commission Scope of Services

Date: May 10, 2018

To: Sonja Merrild, Chair, Grand Rapids Arts & Culture Commission

Contact Name: Jen Krava, Consulting Services Associate, Forecast Public Art

Mailing Address: 2300 Myrtle #160, St. Paul, MN 55114

Telephone: 651-641-1128 x111

Email: jenk@forecastpublicart.org

List of Forecast tasks, estimated hours, estimated fees [not necessarily in this sequence]:

FOR 2018:

Items 1 – 4

Total Amount: \$13,800 + \$2000 for travel expenses

1. Assessment and Analysis of Existing Plans + Documents

- Forecast will examine Arts + Culture Roadmap, Art Adoption Plan, Art Placement Plan, and IRRR Grant Proposal. Forecast assumes these plans and studies will be provided by the Client in hard copy, digital or web link.

Total number of hours for Forecast: Not to exceed 10 hours

Total cost for fees for Forecast: \$1500

2. Locational Analysis, Mapping Activities + Art Integration Plan

- Forecast will tour the city, photograph sites, corridors, entries and other potential opportunity zones as part of a citywide locational analysis, including planned public and private developments and improvements. Forecast will consider all forms of public art and the conditions necessary for their implementation [dance, light, sound, events + festivals, sculpture, placemaking,

etc.]. This will inform strategies to integrate art into spaces, infrastructure, and existing or future situations. [4 hours]

- From the data collected, Forecast will create a map document to be used as a planning and development tool, and work with the City to expand upon the current GIS mapping system. [5 hours]
- Based upon all of this information, Forecast will provide recommendations for artwork themes and philosophies that are grounded in the unique identity of Grand Rapids and the City's 10-year plan. This will include interviews with the Arts + Culture Commission members, site visits, and two focus groups. [15 hours]

Total number of hours for Forecast: Not to exceed 24 hours

Total cost for fees for Forecast: \$3600

3. RFQ + Artist Selection Facilitation

- Forecast will establish Grand Rapids' first RFQ and selection process to accomplish the tasks included in the IRRR grant. This will include:
 - Facilitate a meeting of the Arts + Culture Commission to finalize art strategy, RFQ criteria, and overall project calendar [first meeting]. Arts + Culture Commission will be responsible for creating a Project Committee, which will be tasked with the selection of artists/artwork, and reporting to the Arts + Culture Commission about the status of the project. [3 hours, including prep time]
 - Draft project description and RFQ copy [5 hours]

Total number of hours for Forecast: Not to exceed 8 hours

Total cost for fees for Forecast: \$1200

- The following tasks will be completed by the Grand Rapids Arts + Culture Commission, with assistance from Forecast as needed.
 - Research artists to invite from Forecast's database and obtain recommendations for artists from other sources
 - Finalize RFQ copy, with input from Project Committee members via email, design RFQ and distribute to list of invited candidates

- Collect and sort submission materials; prepare PowerPoint and facilitate ranking by Committee [second meeting]
- Communicate with selected finalists and email rejection notices. Facilitate contracting with finalists to prepare preliminary design concepts for review by the Project Committee
- Schedule Committee interviews with finalists
- Facilitate interviews with finalists by Committee [third meeting] and complete selection
- Assist with follow up communications and contracting with selected artists or artist teams

Total number of hours for Forecast: Not to exceed 10 hours

Total cost for fees for Forecast: \$1500

4. Making It Public Training

Forecast will create a special, one day workshop for artists from the Grand Rapids area [including artists outside of city limits], based upon our 1 ½ day Making It Public training. Details about Making It Public:

Making It Public is a 1 ½ day intensive workshop for artists of any form, medium, or genre with an interest in turning their private practice public. This workshop gives artists from the Grand Rapids area comprehensive training and support to unpack the public art process, ideation, and implementation. It focuses on individual artistic and creative processes, and gets participants thinking about how their practice is situated within the larger field of public art.

This workshop helps to foster local artist careers, and makes connections between artists and public art opportunities, creating an arts ecosystem in Grand Rapids that is competitive on a national level.

This workshop covers:

- How to budget for a project and pay yourself as an artist
- Local funding opportunities for artists, public art projects, research, and fellowships
- Examples of project implementation
- Best practices for collaboration, contracting, and community engagement
- Site/locational analysis, possible partnerships, and team formulation

- Local and global case studies in public art, placemaking, and community engaged design to draw inspiration for projects and broaden the definition of public art

Participants will leave the workshop with a better understanding of their own work, the field of public art, and the many players involved in a public art project.

A key component to the workshop is the funding of several small, temporary, low cost public art projects by participants of the workshop. Forecast will work with the Arts + Culture Commission to determine appropriate RFQ for the participants to apply to. The Commission will then look through applications, select and fund a few projects to be implemented in Grand Rapids. These projects are a very low-risk way to allow artists to become familiar with the art installation and implementation processes. They also provide temporary projects that can be included in the Commission's public art collection.

Cost for the workshop: \$4,000 [flat fee]

Cost to fund participant projects: \$2,000

Total cost for workshop and project funding: \$6,000

FOR 2019:

Items 5 – 6

Total Amount: \$4500

5. Art Integration Plan Reference Manual

Forecast will draft an Art Integration Plan as a useful reference manual outlining the process for conducting locational analyses, conditions conducive to various forms of public artworks, and a map that can be enriched over time. The Plan is designed to evolve with the City, and will provide the Arts + Culture Commission the tools needed to conduct locational analysis activities in the future. [15 hours for creation of the manual content]

Total number of hours for Forecast: Not to exceed 15 hours

Total cost for fees for Forecast: \$2250

6. 3 – 5 – 7 Year Plan

- Forecast will recommend short- and long-term implementation strategies related to the Art Integration Plan and its philosophies.

Total number of hours for Forecast: Not to exceed 15 hours

Total cost for fees for Forecast: \$2250

Additional Notes:

- Travel expenses [mileage, hotel, food] are not included in these amounts and would be an additional cost. Travel costs will be approximately \$200/round-trip, approximately \$80/night for hotel. One trip can include multiple activities to minimize travel costs.
- The Arts + Culture Commission should determine the need for, and manage directly, the following additional considerations:
 - Translation/interpreter services
 - Marketing for workshops/public forum/mapping workshops
 - Space for workshop/public forum/mapping workshops/focus groups/etc.
 - Hospitality
 - Documentation



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0311 **Version:** 1 **Name:** Septic Check Golf Course
Type: Agenda Item **Status:** Golf Course
File created: 5/10/2018 **In control:** City Council
On agenda: 5/14/2018 **Final action:**
Title: Consider entering into an agreement with Septic Check for services at the Golf Course
Sponsors:
Indexes:
Code sections:
Attachments: [Septic Check .pdf](#)

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

Consider entering into an agreement with Septic Check for services at the Golf Course

Background Information:

Attached is a Maintenance Service and Operating Contract for Water and Wastewater Treatment System at Pokegama Golf Course.

The annual fee of \$2000 includes 4x year Service visits. The contract also lists rates for Equipment and Repair. This contract will keep us compliant with Itasca County permitting. This contractor is based in Milaca and is the closest provider for the services required for permitting compliance.

Staff Recommendation:

Enter into the contract agreement attached.

Requested City Council Action

Motion to enter into a Maintenance Service and Operating Contract with Septic Check for an annual fee of \$2,000. Funding to come from the 2018 Pokegama Golf Course budget.

SEPTIC CHECK

MAINTENANCE SERVICE AND OPERATING CONTRACT FOR WATER AND WASTEWATER TREATMENT SYSTEM

It is hereby agreed this _____ day of _____, 2018 by and between Wex Companies, Inc. DBA Septic Check (Service Provider) and Client:

CLIENT NAME AND SITE ADDRESS	
Contact(s):	Steve Ross Bob Cahill
Client/Company Name:	City of Grand Rapids Pokegama Golf Course
Site Address:	3910 Golf Course Road
City, State, Zip:	Grand Rapids, MN 55744
Parcel ID:	91-031-2300
LGU or Permitting Authority:	Itasca County

That in consideration of the payments provided herein, the Service Provider shall provide operation and maintenance services for the wastewater treatment system located at the property described in this Contract. The operation and maintenance services to be defined in this Contract include the responsibilities of the Client and Service Provider. The specific tasks shall be agreed upon by the Service Provider and Client as outlined in the Maintenance Service and Operating Contract, Operation and Maintenance Manual, and the Operating Permit of the Local Governmental Unit (LGU) listed above. The Service Provider agrees to make regularly scheduled visits to the facility, oversee and review system operation, provide/oversee sample collection as required, prepare and file reports including those required under the LGU Operating Permit listed above.

Licensing. The Service Provider shall maintain its Minnesota Pollution Control Agency licensing at all times. The minimum licensing requirement shall be Service Provider.

Performance Specifications. The Service Provider shall perform all services directly or indirectly required under this Contract in a good workmanlike manner consistent with industry standards. The Service Provider warrants that it has the necessary equipment, training, and certification/license(s) to provide the services required by this Contract. The Client has the right to inspect and may reject any services provided that were not completed in a workmanlike manner.

Responsibilities. In no event shall the Service Provider be responsible for special or consequential damages, including but not limited to, loss of time, injury to property, or any other consequential damages or incidental or economic loss due to equipment failure or for any other reason. This Contract does not assume any responsibilities or obligations which are normally the responsibility of the Client as related to parts or labor, and does not extend to cover any costs that are associated to work not outlined in this Contract.

PHONE 320-983-2447 • TOLL FREE 888-983-2447 • FAX 320-983-2151

6074 Keystone Road • Milaca, MN 56353 • info@SepticCheck.com • www.SepticCheck.com

A Division of WEX Companies

SCOPE OF WORK:

Service Provider will provide all the labor and equipment necessary to perform **Basic Service** outlined below:

- **Labor:** Quarterly site visit four (4) times per year to perform routine service requirements for the wastewater system.
- **Sampling:** Quarterly effluent sampling for CBOD, TSS, and FOG collected from the final dose tank to the drainfield systems. Sampling outside of what is required to meet permit requirements, or what is outlined specifically in the Operation and Maintenance Manual will be billed separately.
- **Septic Tanks:** The septic tanks and the pump tanks will be monitored annually for solids accumulation. Service Provider will coordinate tank cleaning and will inspect the tank as it is cleaned. Effluent filters in the final tank will be inspected annually and cleaned as necessary. Tank cleaning by a certified pumper is not included in the basic fee.
- **Aerobic Treatment Unit:** Maintain per manufacturer's recommendations.
- **UV Disinfection Unit:** Maintain per manufacturer's recommendations.
- **Pumps:** Pumps will be maintained and cleaned per manufacturer's recommendations. Any parts or repairs necessary beyond general maintenance will be billed separately.
- **Control Panel:** The control panels will be inspected for proper operation. Pump run times and cycle counts will be recorded. Flow will be calculated using this data.
- **Drainfield:** The drainfield will be inspected annually by completing a "walk around" to observe any obvious signs of problems and ponding.
- **Annual Reporting:** Reports will be completed as required by the Permitting Agency. An annual service report and sample report will be submitted to the Client when the work is completed.

OUTSIDE SCOPE OF WORK:

Non-Basic Service will include items such as alarm response and repairs or maintenance not described in the Basic Service. Labor and transportation for such service are listed in Exhibit A.

The Client is responsible for maintaining the following:

- **Alarm Response:** Service Provider will be available to respond to alarm conditions as notified by the owner or automatic dialer (if installed). A typical response time is three (3) to six (6) hours and within 24 hours. Some alarms may need to be responded to immediately.
- **Repairs:** Parts/material costs will be as needed for each repair. Estimates for repairs can be provided before work starts if you prefer, although some potential alarm conditions may not permit delay. Equipment and repair rates are listed in Exhibit A of this Contract.
- **Collection System Maintenance:** Gravity and pressure collection lines in the system will be maintained by the Client.
- **Tank Pumping:** Tank pumping (as needed) will be invoiced to the Client when work is completed by the Service Provider.

Site Visits. During the Contract period, employees and agents of Service Provider will be provided access to the treatment system location for the purpose of operation, testing, and maintenance. Access will be necessary 24 hours a day, 7 days per week. Unexpected conditions may occur in the process that require unplanned site visits, but Service Provider will make every effort to visit on a schedule agreed to in advance with the Client.

Monitoring. The Client will provide the Service Provider with access to remote monitoring capabilities if the treatment system has been constructed with remote monitoring equipment and capabilities. Access includes any utility requirements necessary for remote viewing of the main control panel such as a wireless internet connection, DSL modem, wireless modem, or phone line connection. Only the Client and Service Provider will be provided this access.

Equipment. The Client owns all equipment within the wastewater treatment system and is therefore responsible for any repairs and periodic maintenance required to keep the treatment system operating efficiently. The Service Provider will complete all the necessary routine maintenance requirements on behalf of the Client. Major repairs will be coordinated by the Service Provider, but the costs associated with the repairs are to be paid by the Client. The Service Provider will provide all necessary equipment to complete the maintenance tasks outlined in this Contract.

Sampling Procedure. Effluent testing will consist of grab samples collected and delivered to a Minnesota State Certified Laboratory for third party independent testing. The samples required and frequencies are outlined by the Operating Permit. Sample handling will be conducted by Service Provider personnel. Costs associated with the sampling and sample delivery are included in the Contract fees. Additional testing outside the requirements of the permit or to be used for trouble shooting will be billed separately.

Reports. The Service Provider will compile records of the results and dates of sampling. These records will be delivered to the Client, after the work is completed, and Permitting Agency annually, or more frequently at the Client's request.

Permit. The Client will maintain a current Wastewater Disposal Permit with the Permitting Agency at all times. The Service Provider will be available on behalf of the Client to attend meetings involving the Operating Permit. The Service Provider will develop a working relationship with Permitting Agency officials and alert them prior to any changes to the wastewater system operation on behalf of the Client. The Service Provider will make every effort to meet compliance limits set by the Permitting Agency agreement. The Service Provider will complete all the Permitting Agency reporting requirements on behalf of the Client.

Emergency Service Calls, Alarm Calls, and Repairs. Emergency services or repairs above and beyond the Contract requirements are outlined in Exhibit A.

Slug Loads and Accidental Spills. Service Provider is not responsible for any illicit discharges into the wastewater system that may harm the treatment efficiency such as: accidental release of cleansers/oils/degreaser, slug flows of water or high strength waste, or other chemical discharges. Trucking or hauling the waste may be required in those circumstances.

**EXHIBIT A
EQUIPMENT AND REPAIR RATES (if applicable)**

SMALL REPAIRS	Hourly Rate	LARGE REPAIRS	Hourly Rate
Labor Rate, Regular Business Hrs 7am–5pm, Monday – Friday	\$85	Large Excavator	\$175
Labor Rate, Before/After Business Hrs Outside 7am–5pm, weekends	\$115	Mini Excavator	\$150
Large Jetter / Line Cleaning	\$275	Service Truck Vehicle Charge	\$5/mile
Sewer Camera / Televising	\$275	Skid Steer	\$175
Service Truck Vehicle Charge	\$125	Large Jetter / Line Cleaning	\$275
Mileage Rate	\$.60/mile	Sewer Camera / Televising	\$275
<i>Minimum Fee</i>	\$95	<i>Minimum Fee</i>	\$500

CONTRACT TERMS

Contract Length:	The initial contract term is three (3) years. After the initial term, the Contract will automatically renew for additional successive one-year period(s) unless either Party provides the other with at least thirty (30) days written notice of its intention not to renew the Agreement prior to the expiration of the initial term or any one-year renewal period.
Frequency of Regular Service Visits:	4x/year
Cost for Operation and Maintenance Contract:	\$2,000 year with annual price increases equivalent to the Regional Consumer Price Index (CPI) to cover variable costs such as fuel, materials, and laboratory fees (average 3% per year approximately).
Basic Service, Billing Amount, and Terms:	\$500 after each regular service visit is complete. All other charges are due net 30 days from the date of the invoice.
Alarm/Emergency Call, and Repair Charges:	See Exhibit A.


Termination. The Client or Service Provider may terminate this Contract, without cause, upon 30 days written notice.

Client:

Service Provider:

WEX Companies, Inc DBA Septic Check

Sign: _____
 Signed by: _____
 Date: _____

Sign: 
 Signed by: Brian Koski, Owner, Septic Check
 Date: 5/1/2018



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0306 **Version:** 1 **Name:** GPZ Apron Recon ad for bid
Type: Agenda Item **Status:** Consent Agenda
File created: 5/8/2018 **In control:** City Council
On agenda: 5/14/2018 **Final action:**
Title: Consider approving the plans and specifications and ordering the advertisement for bids for the 2018 GA Apron Reconstruction Project at the GPZ Airport.
Sponsors:
Indexes:
Code sections:
Attachments: [00 11 13 Advertisement for Bids](#)

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

Consider approving the plans and specifications and ordering the advertisement for bids for the 2018 GA Apron Reconstruction Project at the GPZ Airport.

Background Information:

Plans and specifications are complete and ready for advertising for bids on the Taxilane Construction project.

Staff Recommendation:

City staff recommends approving the plans and specifications and ordering the advertisement for bids for the 2018 GA Apron Reconstruction Project at the GPZ Airport.

Requested City Council Action

A motion approving the plans and specifications and ordering the advertisement for bids for the 2018 GA Apron Reconstruction Project at the GPZ Airport.

ADVERTISEMENT FOR BIDS

**2018 Apron Reconstruction
Grand Rapids – Itasca County Airport
City of Grand Rapids, Minnesota
A.I.P. No. 3-27-0037-21-18
SEH No. GRANR 141859**

Notice is hereby given that sealed Bids will be received by the City of Grand Rapids, Minnesota until **10:00 a.m. Thursday, June 14, 2018**, at the Grand Rapids City Hall Council Chambers at 420 N. Pokegama Avenue, Grand Rapids, MN 55744, at which time they will be publicly opened and read aloud, for the furnishing of all labor and material for the construction of 2018 Apron Reconstruction. Major components of the Work include: Excavation, P-208 aggregate base, P-401 bituminous paving, storm sewer, erosion control, turf establishment, and miscellaneous related work items.

Bids shall be on the form provided for that purpose and according to the Bidding Requirements prepared by Short Elliott Hendrickson Inc. (SEH®) dated May 23, 2018.

The Bidding Documents may be seen at the Issuing Office of Short Elliott Hendrickson Inc. located at 3535 Vadnais Center Drive, St. Paul, MN 55110.

The Bidding Documents may be viewed for no cost at <http://www.sehinc.com> by selecting the Project Bid Information link at the bottom of the page and the View Plans option from the menu at the top of the selected project page.

Digital image copies of the Bidding Documents are available at <http://www.sehinc.com> for a fee of \$30. These documents may be downloaded by selecting this project from the PROJECT BID INFORMATION link and by entering eBidDoc™ Number 5719498 on the SEARCH PROJECTS page. For assistance and free membership registration, contact QuestCDN at 952.233.1632 or info@questcdn.com.

Paper copies of the Bidding Documents may be obtained from Docunet Corp. located at 2435 Xenium Lane North, Plymouth, MN 55441 (763.475.9600) for a fee of \$100.00.

A pre-Bid conference will not be held for this project. Direct all questions to the Engineer five (5) days prior to opening of bids.

Bid security in the amount of five (5) percent of the Bid must accompany each Bid in accordance with the Instructions to Bidders.

A Contractor responding to these Bidding Documents must submit to the City/Owner a signed statement under oath by an owner or officer verifying compliance with each of the minimum criteria in Minnesota Statutes, section 16C.285, subdivision 3.

Bids shall be directed to the City Engineer, securely sealed and endorsed upon the outside wrapper, "BID FOR 2018 APRON RECONSTRUCTION, GRAND RAPIDS – ITASCA COUNTY AIRPORT."

The City of Grand Rapids reserves the right to reject any and all Bids, to waive irregularities and informalities therein and to award the Contract in the best interests of the City.

Matt Wegwerth, PE
City Engineer
Grand Rapids, Minnesota



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0292 **Version:** 1 **Name:**
Type: Minutes **Status:** Approved
File created: 4/30/2018 **In control:** City Council
On agenda: 5/14/2018 **Final action:**
Title: Acknowledge approved minutes for Boards & Commissions
Sponsors:
Indexes:
Code sections:
Attachments: [March 22, 2018 GREDA Minutes.pdf](#)
[March 28, 2018 Human Rights Commission.pdf](#)
[April 3, 2018 Arts & Culture Commission.pdf](#)
[February 14, 2018 Library Board.pdf](#)
[March 28, 2018 Library Board.pdf](#)

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

Acknowledge approved minutes for Boards & Commissions

**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
THURSDAY, MARCH 22, 2018
4:00 P.M.
GRAND RAPIDS CITY HALL – CONFERENCE ROOM 2A
420 NORTH POKEGAMA AVE., GRAND RAPIDS, MINNESOTA**

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Thursday, March 22, 2018 at 4:00 p.m. in Conference Room 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

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

SETTING OF REGULAR AGENDA: **Approved without addition.**

APPROVAL OF MINUTES:

MOTION BY COMMISSIONER LYNCH, SECOND BY COMMISSIONER CHRISTY TO APPROVE THE MINUTES OF THE FEBRUARY 22, 2018 REGULAR MEETING. The following voted in favor thereof: S. Blake, R. Blake, Lynch, Christy. Opposed: None, passed unanimously.

APPROVAL OF CLAIMS:

MOTION BY COMMISSIONER LYNCH, SECOND BY COMMISSIONER CHRISTY TO APPROVE CLAIMS IN THE AMOUNT OF \$8,697.09.

League of MN Cities Ins Trust	\$4,708.00	Kennedy & Graven	\$779.00
Minnesota Energy Resources	\$241.02	Northern Star Cooperative Service	\$318.80
P.U.C	\$254.02	SEH-RCM	\$2,396.25

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

Consider approval of loan extension and authorize the execution of security agreement and promissory note with RL Enterprises, LLC.

On May 10, 2012 GREDA approved a Commercial Building Improvement Loan to Rayno L. Lillo for improvements to a building located at 820 NE 4th St.

That CBIL loan was in a principal amount of \$21,750.00. Following the program guidelines, the loan was at a 4% interest rate, amortized over a twenty year term with a five year balloon payment of \$17,991.96 due on January 1, 2018.

Mr. Lillo, who has had a flawless payment history on his CBIL loan, does want to satisfy his obligation with GREDA. He was not able to finance the repayment of his balloon payment and has asked GREDA to consider extending his loan.

Regarding term extensions, the CBIL Guidelines allow for term extensions under extraordinary circumstances that prohibit replacement financing from a commercial lender. GREDA reserves

the right under the Guidelines to set the term of the extension at 3 years and the interest rate at 6% above the 36 month Treasury Note rate, which is approximately 2% at this time. Under those terms, the monthly payment, which has been \$131.58, would increase to \$579.92.

To make the monthly payment more manageable and increase the success of the extension and full loan repayment, we have negotiated new terms with Mr. Lillo. The attached promissory with RL Enterprises LLC, a construction company owned by Mr. Lillo, carries a principal amount of \$17,716.00 with interest set at the same 4% rate over a 7 year term. The first monthly payment of \$241.35 will be due on April 1, 2018.

MOTION BY COMMISSIONER CHRISTY, SECOND BY COMMISSIONER R. BLAKE TO APPROVE THE LOAN EXTENSION AND AUTHORIZE THE EXECUTION OF A SECURITY AGREEMENT AND PROMISSORY NOTE WITH RL ENTERPRISES, LLC. The following voted in favor thereof: Christy, R. Blake, Lynch, S. Blake. Opposed: None, passed unanimously.

Updates:

Sawmill Inn site-Rebound Development will be moving forward with the redevelopment of the former Sawmill Inn site. They will apply for TIF funds and the property will be platted as a CIC.

There being no further business the meeting adjourned at 4:17 p.m.

Respectfully submitted:

Aurimy Groom, Recorder

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, March 28, 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, Jessica Hartshorn, Alice Moren and Deanna Ensley

Absent: Commissioner Charles Harrison

*Noted: Charles Harrison was appointed by the City Council on March 26th, but has since indicated that he does not wish to serve. His resignation will go to Council on April 9th and staff will begin the process of filling the vacancy.

Staff: Kim Gibeau

Visitor: Due to a conflict, Attorney Sterle will present at the April meeting.

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

SETTING AGENDA

Additions:

- Election of Officers
- We are all Criminals follow up

Motion by Commissioner Hall, second by Commissioner Moren to approve the agenda as amended. Motion passed by unanimous vote.

Guest: Hashan, BSU student, attended to discover the function of the Human Rights Commission.

APPROVAL OF MINUTES January 31, 2018 Regular Meeting

Motion by Commissioner Learmont, second by Commissioner Hartshorn to approve minutes for January 31, 2018. Motion passed by unanimous vote.

FINANCIALS Noted that the bill from ICC for the sponsorship of “Navigating Information in a Post-Truth Era” has been received.

PUBLIC COMMENT/ACCOLADES

None.

CIRCLE OF HEALING

Update included meeting review, youth project in Ball Club, \$50,000 grant received for Intro to Teaching Class, emphasizing culturally responsible teaching.

BIG VIEW UPDATE

“One Crisis Away” event had 220 participants at community workshop. Two smaller workshops for Itasca County Human Services and Grand Rapids Police Dept. had 23 and 21 participants, respectively. Commissioner Moren will follow up with ICHS and GRPD for feedback.

OLD BUSINESS

None.

NEW BUSINESS

Mission Statement: Commissioner Schirber believes the Mission Statement of the Human Rights Commission should have a greater visibility and would like consideration to have this placed at the top of every meeting agenda.

Motion by Commissioner Schirber, second by Commissioner Hall to approve changing agenda format to include the mission statement as an additional heading. Motion passed by unanimous vote.

2018 Indigenous People's Day: Need to form a committee consisting of 2 or 3 members. This year's event theme will be "Focus on People." Commissioners Ensley, Schirber, Noyce, and Hall will serve as planning committee.

Ideas for hosting series of programs: Suggestions included creating an annual plan and holding 3 or 4 day workshops bringing knowledge of nationwide issues to local residents.

Motion by Commissioner Hall, Second by Commissioner Moren to move forward with developing an annual plan. Motion passed by unanimous vote.

Response to hate materials: Response should be proactive. Counter with positive statements without lending weight to negative materials. Basically, don't give it airtime.

MLK Day: This item was dismissed from the agenda.

Update on "We are all Criminals": This group continues to meet. Commissioner Noyce is stepping down from this committee, but Commissioner Moren will continue as Human Rights representative.

ELECTION OF OFFICERS:

Commissioner Hartshorn announces her intent to resign. She has accepted a position with Clemson University and will be moving within a few months.

Commissioner Learmont recommends deferring the appointment of new officers, maintaining current appointments until a later date. As Commission Chair, Melissa Weidendorf, does not wish to continue. Following discussion, the following motion was made:

Motion by Commissioner Noyce, second by Commissioner Schirber to appoint Commissioner Moren as Chair and Commissioner Ensley as Vice-Chair. Motion passed by unanimous vote.

ITEMS FOR NEXT AGENDA:

- Regular agenda items

CALLS/COMPLAINTS/ACCOLADES:

Commissioner Weidendorf noted that an individual had left a message stating they had a human rights complaint, but did not leave name and number and have not called again.

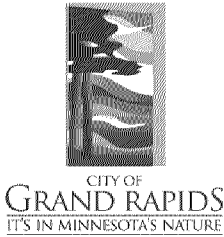
Hashan, took a couple of minutes to thank the Commission for their work and offer his perspective on ways that this group could really make an impact.

Motion by Commissioner Schirber, second by Commissioner Noyce to adjourn the meeting at 5:22 pm. Motion passed by unanimous vote.

Respectfully submitted:

Kimberly Gibeau, City Clerk

The next regular meeting is April 25, 2018.



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

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

Staff Present: Amy Dettmer, Kim Gibeau

Setting the Agenda:

- Addition to New Business: Pop up Park

Motion by Commissioner Dodge, second by Commissioner Dobbs to approve the agenda as amended. Motion passed by unanimous vote.

Correspondence: Commissioner Merrild sent an email advising the Lion's Club that the lion statue they wish to donate and have installed on Central School grounds is not in line with the current plan but will continue to seek an appropriate location.

Approval of Minutes: March 13, 2018 Regular Meeting

In the March meeting, questions were raised regarding the accuracy of the February 6, 2018 minutes, therefore the approval of those minutes was tabled. Clerk Gibeau advised that the minutes for February 6, 2018 still need to be reviewed for corrections.

Motion by Commissioner Dodge, second by Commissioner Dobbs to approve the minutes of March 13, 2018 as presented. Motion passed by unanimous vote.

Financials: Nothing to report.

Artist in Residence: Commissioner Dodge discusses applications from Jennifer Gorman and Kyle Huff. Also requesting some amendments to the Memorandum of Understanding between the City and the Commission. As this will need to be reviewed by the Attorney Sterle and approved by the City Council, any tenant approval today will be under the current M.O.U. as presented.

Motion by Commissioner Connelly, second by Commissioner Marty to approve Jennifer Gorman and Kyle Huff as Artists in Residence effective immediately through May 15, 2018. Motion passed by unanimous vote.

Progress Reports:

- Commissioner Smith met with Barb at Silvertip Graphics regarding artistic wraps for utility boxes. She has received information from Commissioner Connelly but needs direction moving forward. It is currently understood that PUC will cover the expense for this project but this will need to be confirmed.
- Commissioner Merrild met with City staff to discuss process for moving forward regarding the Forecast Public Art proposal. After careful review, Merrild will work with contractor to make necessary revisions, reducing scope of work and cost of plan. It is also recommended that the Commission seek other sources of funding to assist with the cost.

Old Business:

- **Type/Design of Mayor's Arts Award:** Commissioner Marty is recommending commissioning an artist, preferably local, for an original work of art each year, to be placed on an engraved stand/platform or similar form of identifying as the annual Mayor's Arts Award. Annual expense should be fixed at a not to exceed amount.

Motion by Commissioner Connelly, second by Commissioner Dodge to recommend awarding Timberlake Lodge the 2018 Mayor's Arts Award, purchase an original work of art, with engraving or other significant identifying script, for a not to exceed \$300.00 annual expense, including expenses in excess of the actual award, i.e. engraving, stand, mount, etc. and forward to City Council for approval. Motion passed by unanimous vote.

- **Cleaning supplies for Artist in Residence:** Commissioner Dodge would like to purchase cleaning equipment including mop, bucket and shopvac for use by the artists in residence to maintain the space. Residents will be required to purchase their own cleaning supplies. Filthy Clean will not be contracted to clean the space as previously decided.

Motion by Commissioner Dodge, second by Commissioner Smith to purchase a shopvac, mop and bucket for the space utilized by the Artists in Residence, with a cost not to exceed \$150.00. Motion passed by unanimous vote.

NEW BUSINESS

Fountain restoration & placement:

- John Bauer, with the Grand Rapids Arts Board, advises the Commission that there is an interest in restoring the old fountain that was on the lawn of the Blandin Paper Company. The Blandin Foundation currently has this piece in storage and is willing to donate for the purpose of restoration and seeing it placed in a permanent location in the City. Mr. Bauer states this is a piece of Grand Rapids history and should be displayed if possible. The Commission will keep the fountain on the radar for possible future use in the art placement plan for the city.

Pop-up Park:

- Discussed the pop-up park previously displayed in the Kremer's parking lot. This will not be reconstructed for 2018. Pop-up display stands are in storage and it is recommended that they be made available for lending for community use. Members will contact City staff to determine number of stands available and where they are currently being stored.

Motion by Commissioner Smith, second by Commissioner Connelly to adjourn the meeting at 5:15 PM.

Respectfully submitted:

Kimberly Gibeau, City Clerk

Grand Rapids Area Library Board Regular Board Meeting

February 14, 2018 Meeting

Call to Order: The monthly board meeting was called to order at 5:05 by Dennis Jerome.

Roll Call:

Members Present: Dennis Jerome, Randy McCarty, Sue Zeige, Lisa Tabbert, Jean MacDonell, and Deb Kee

Members Absent: Max Peters, Richard Thouin, and Shannon Benolken

Staff Present: Marcia Anderson

Public Comment: None

- A. Approval of Agenda:** A motion was made by Randy McCarty to approve the agenda and was seconded by Jean MacDonell the motion was passed unanimously.
- B. Minutes:** A motion was made by to approve minutes by Deb Kee and was seconded by Sue Zeige the motion was passed unanimously.
- C. Communications**
 - a. Year-end statement from Minnesota Foundation: Roughly \$35,000 in community foundation account.
- D. Financial Report**
 - a. A motion was made to approve the financial reports and payment of bills as listed by Randy McCarty a second was made by Jean MacDonell. On a roll call vote the motion was passed unanimously.

DATE: 02/07/2018
 TIME: 13:46:46
 AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT ID:

PAGE: 1

INVOICES DUE ON/BEFORE 02/14/2018

VENDOR #	NAME	AMOUNT DUE
PUBLIC LIBRARY		
0113100	AMAZON.COM	31.55
0113233	AMERIPRIDE SERVICES INC	53.36
0118660	ARROWHEAD LIBRARY SYSTEM	237.89
0201428	BAKER & TAYLOR, LLC	2,356.00
0212124	BLACKSTONE PUBLISHING	50.00
0215750	BOUNDARY WATERS JOURNAL	26.00
0221700	BUSY BEES QUALITY CLNG SVC INC	1,700.00
0405223	DEER RIVER HIRED HANDS INC	150.00
0405500	DEMCO	1,429.30
0421455	DULUTH NEWS TRIBUNE	298.48
0900060	ICTV	20.00
0920003	ITASCA AREA SCHOOLS	2,960.00
1209795	LIVE OAK MEDIA	26.29
1415377	NORTHERN BUSINESS PRODUCTS INC	153.73
1524250	OXFORD UNIVERSITY PRESS USA	386.37
1605665	PERSONNEL DYNAMICS LLC	482.42
1805150	RECORDED BOOKS	12.30
1821700	MICHAEL RUSSELL	205.00
1908570	SHOWCASES	406.08
1909510	SIM SUPPLY INC	339.32
2114356	UNIQUE MANAGEMENT SERVICES	241.65
2209450	THE VILLAGE BOOK STORE	24.00

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 11,589.74

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0205345	JENNIFER BEHM	125.00
0605191	FIDELITY SECURITY LIFE INS CO	6.57
0718010	CITY OF GRAND RAPIDS	254.77
0718015	GRAND RAPIDS CITY PAYROLL	63,171.65
1209516	LINCOLN NATIONAL LIFE	39.00
1309199	MINNESOTA ENERGY RESOURCES	678.61
1309335	MINNESOTA REVENUE	53.12
1405850	NEXTERA COMMUNICATIONS LLC	81.71
1516220	OPERATING ENGINEERS LOCAL #49	10,600.00
1601750	PAUL BUNYAN COMMUNICATIONS	244.24
1621130	P.U.C.	2,408.36
2205637	VERIZON WIRELESS	164.92
2209665	VISA	515.26
2301700	WASTE MANAGEMENT	281.17
2308300	BETSY WHIRLEY	125.00
T001178	ARTARIA	150.00

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$ 78,899.38

TOTAL ALL DEPARTMENTS 90,489.12

E. Staff Reports:

- a. Added a couple of things to director report.
- b. Drinking fountain was installed.
- c. Got quotes back for some construction.
- d. Execution fee for passports will increase from \$25 to \$35 per application in April.
- e. Book selection for Rapids Reads is Weaponized Lies, and there are 2 speakers scheduled in conjunction with ICC.

F. Old Business

G. New Business

Consent Agenda: Any item on the consent agenda will be pulled from the consent agenda and moved to the regular agenda on request of any board member or public. A motion was made by Lisa Tabbert to approve the consent agenda as submitted and a second was made by Deb Kee. On a roll call vote the motion was passed unanimously.

1. Approve payment of late bills (none)
2. Approve Contracts and payment to presenters (none)
3. Approve Resolution 2018-02 Accepting Donations
 - a. \$25 from Kathy and Randy McCarty in memory of Robert Urista to purchase Charlie Takes His Shot for the children's collection.
 - b. \$50 from Patricia Hutton in memory of Loretta Schmidt for purchase of books

Regular Agenda:

1. Accept resignation of Bonnie Henriksen from position of Volunteer Coordinator and authorize staff to begin recruitment process.
 - a. Bonnie has talked to three people who have had interest in succeeding her position. Position will be posted shortly, hope to have someone by next month's board meeting to be hired.
 - b. A motion was made by Jean MacDonell to approve the resignation of Bonnie Henriksen from the position of Volunteer Coordinator a second was made by Lisa Tabbert, the motion was passed unanimously.
2. Accept quote of \$2,700 from Anderson Glass for replacement of door opener on exterior front entrance door.
 - a. A motion was made to accept the Anderson Glass quote of \$2,700 for the replacement of the door opener on the exterior front entrance as listed by Randy McCarty, and a second was made by Sue Zeige. The motion was passed unanimously.
3. Accept quote of \$14,660 from Anderson Glass for reconstruction of interior entryway and replacement of doors.
 - a. A motion was made to accept the quote from Anderson Glass for \$14,660 for the reconstruction of interior entryway and replacement of doors as listed by Deb Kee, and a second was made by Lisa Tabbert. The motion was passed unanimously.
4. Accept quote of \$3,750 from Tru North Electric for electrical work for Riverview room door, lights, and outlet, and for door opener for interior entryway.

- a. A motion was made to accept the quote from Tru North Electric for \$3,750 for electrical work as listed by Randy McCarty, and a second was made by Deb Kee. The motion was passed unanimously.
- 5. Resolution 2018-03 Accepting Donations
 - a. \$2000 from the Grand Rapids Area Library Foundation to support projects to increase accessibility in the Library (Entry door replacement and creation of small accessible meeting space).
 - b. \$2000 from Friends of the Grand Rapids Area Library to support projects to increase accessibility in the Library (Entry door replacement and creation of small accessible meeting space).
 - c. A motion was made by Randy McCarty and a second was made by Deb Kee to approve Resolution 2018-03. The motion was passed unanimously.

Adjourn: The monthly board meeting was adjourned at 5:38 by Dennis Jerome.

Grand Rapids Area Library Board Regular Board Meeting

March 28, 2018 Meeting

Call to Order: The monthly board meeting was called to order at 5:04 by Dennis Jerome.

Roll Call:

Members Present: Dennis Jerome, Sue Zeige, Jean MacDonell, Max Peters, Richard Thouin, Lisa Tabbert, and Deb Kee

Members Absent: Shannon Benolken and Randy McCarty,

Staff Present: Marcia Anderson

Public Comment: None

A. Approval of Agenda: A motion was made by to approve the agenda by Richard Thouin and was seconded by Jean MacDonell, the motion was passed unanimously.

B. Minutes: A motion was made to approve minutes by Deb Kee and was seconded by Jean MacDonell, the motion was passed unanimously.

C. Communications

D. Financial Report

- a. A motion was made to approve the financial reports and payment of bills as listed by Max Peters a second was made by Sue Zeige. On a roll call vote the motion was passed unanimously.

DATE: 03/22/2018
 TIME: 13:47:52
 ID: AP442000.WOW

CITY OF GRAND RAPIDS
 VENDOR SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 03/28/2018

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
0113233	AMERIPRIDE SERVICES INC	978.20	80.04
0114200	ANDERSON GLASS	1,241.37	50.00
0118660	ARROWHEAD LIBRARY SYSTEM	469.08	390.81
0201428	BAKER & TAYLOR LLC	5,557.90	2,111.40
0205345	JENNIFER BEHM	375.00	250.00
0205640	LEAGUE OF MN CITIES INS TRUST	367,797.00	11,264.95
0221700	BUSY BEES QUALITY CLNG SVC INC	3,400.00	1,700.00
0301530	CANON USA INC	201.00	134.00
0305485	CENGAGE LEARNING INC	0.00	4,432.00
0315455	COLE HARDWARE INC	2,224.92	45.60
0605191	FIDELITY SECURITY LIFE INS CO	220.23	6.57
0609525	FINDAWAY WORLD LLC	0.00	394.20
0718010	CITY OF GRAND RAPIDS	2,339.88	115.16
0718015	GRAND RAPIDS CITY PAYROLL	1,492,568.80	39,624.64
0718060	GRAND RAPIDS HERALD REVIEW	4,396.22	89.00
0805105	HEARTLAND AG-BUSINESS GROUP	0.00	50.00
0914800	INVEST EARLY PROJECT	0.00	1,280.00
1000035	J. APPLESEED PUBLISHERS CO-OP	284.64	18.85
1015337	MICHELLE JOHNSON	59.95	59.95
1209516	LINCOLN NATIONAL LIFE	3,624.05	39.00
1301145	MARCO TECHNOLOGIES, LLC	239.74	239.74
1309199	MINNESOTA ENERGY RESOURCES	11,479.83	1,059.52
1309335	MINNESOTA REVENUE	8,551.73	88.11
1309495	MINUTEMAN PRESS	1,659.89	30.00
1405850	NEXTERA COMMUNICATIONS LLC	1,345.84	168.01
1415377	NORTHERN BUSINESS PRODUCTS INC	2,362.48	400.49
1516220	OPERATING ENGINEERS LOCAL #49	308,784.00	22,432.00
1524250	OXFORD UNIVERSITY PRESS USA	1,642.16	33.18
1601750	PAUL BUNYAN COMMUNICATIONS	1,562.88	244.24
1605665	PERSONNEL DYNAMICS LLC	1,263.13	910.83
1608100	PHAROS SYSTEMS INT'L INC	0.00	879.00
1621130	P.U.C.	100,353.90	4,611.61
1801610	RAPIDS PLUMBING & HEATING INC	2,368.50	1,952.60
1821700	MICHAEL RUSSELL	205.00	947.50
1901435	SALEM PRESS	1,458.00	445.50
1909510	SIM SUPPLY INC	4,710.83	464.74
2008551	THOMSON REUTERS - WEST	0.00	766.00
2018680	TRU NORTH ELECTRIC LLC	3,465.10	1,035.00
2114356	UNIQUE MANAGEMENT SERVICES	384.85	125.30
2114750	UNUM LIFE INSURANCE CO OF AMER	521.93	41.00
2205637	VERIZON WIRELESS	9,916.18	174.13
2209665	VISA	22,781.87	847.45
2301700	WASTE MANAGEMENT	5,237.76	281.17
2308300	BETSY WHIRLEY	375.00	250.00

TOTAL ALL VENDORS:

100,563.29

E. Staff Reports

F. Old Business

G. New Business:

Consent Agenda: Any item on the consent agenda will be pulled from the consent agenda and moved to the regular agenda on request of any board member or public. Lisa Tabbert made a motion to approve the consent agenda as submitted and a second was made by Max Peters. On a roll call vote the motion was passed unanimously.

1. Approve payment of late bills (none)
2. Approve contracts and payment to presenters
 - a. Eugene Borgida, Rapids Reads March 22, \$250 (payment to ICC)
 - b. Erika Bailey Johnson, Weaving Indigenous knowledge into sustainable practices, March 20, \$150
 - c. Emily Ford, Gardens of Glensheen, May 17, \$150
 - d. Sarah Guy Levar, Dorothy Molter, May 31, \$200
 - e. Joaquin Munoz, Rapids Reads, April 10, \$400
3. Approve Resolution 2018-04 Accepting Donations
 - a. \$365 from Dale Schmidt in memory of Loretta Schmidt for purchase of Large Print Books.
 - b. \$25 from Dan and Linda Halme in memory of Loretta Schmidt for purchase of Large Print Books.
 - c. \$100 from National Conference of State Legislatures in memory of Loretta Schmidt for purchase of Large Print Books.
 - d. \$150 from Friends of the Library to cover recycling costs for Q1, 2018.

Regular Agenda:

1. Authorize signature and submission of Annual Report to MDE
 - a. A motion was made to authorize the signature and submission of Annual Report to MDE by Richard Thouin and a second was made by Deb Kee, the motion was passed unanimously.
2. Authorize submission of grant application to Northland Foundation
 - a. A motion was made to authorize the submission of grant application to Northland Foundation by Max Peters and a second was made by Lisa Tabbert, the motion was passed unanimously.
3. Accept quote from Pokegama Electric for electrical work in Riverview Room
 - a. A motion was made to accept the quote from Pokegama Electric for electrical work in Riverview Room as listed by Jean MacDonell, and a second was made by Richard Thouin. The motion was passed unanimously.

4. Recommend Nicole Johnson for the position of Volunteer Coordinator to begin April 2, 2018.
 - a. A motion was made to recommend Nicole Johnson for the position of Volunteer Coordinator to begin April 2, 2018 by Max Peters and a second was made by Richard Thouin, the motion was passed unanimously.

Adjourn: The monthly board meeting was adjourned at 5:14 by Dennis Jerome.



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0295 **Version:** 1 **Name:** Finance Department Head Report
Type: Department Head Report **Status:** Department Head Report
File created: 4/30/2018 **In control:** City Council
On agenda: 5/14/2018 **Final action:**
Title: Department Head Report: Finance Department
Sponsors:
Indexes:
Code sections:
Attachments: [dept head report 051418](#)

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

Department Head Report: Finance Department



CITY OF
GRAND RAPIDS

IT'S IN MINNESOTA'S NATURE

FINANCE DEPARTMENT

Finance Department Report

Tonight I would like to discuss 2017 audited financial information for t

GENERAL FUND REVENUE THROUGH DECEMBER 31, 2017

- **Taxes - \$5,265,106 or 100% of Budget.** The City's collection rate for property tax levy is 98.77% for 2017. Total collection rate including delinquent taxes is 99.74%.
- **Licenses & Permits - \$332,376 or 120% of budget.** Building permit revenue is at 120% of budget (\$277,649) and liquor licenses are at 102% of budget (\$38,000).
- **Intergovernmental - \$2,225,330 or 102% of budget.** Police Insurance is at 114% of budget (\$159,549) and Fire Relief Insurance Premium is at 102% of budget (\$128,622).

Finance Department Report

- **Charges for services - \$907,285 or 99% of budget.** Majority of charges are at 100% of budget. However the budgeted amount for the Grant charges for services was under budget due to a reduction in expenditures. unorganized township fire contract fees are at 112% of the budget.
- **Fines and Forfeits - \$59,347 or 65% of the budget.** Court fines are 50% of budget. The decrease is due to fewer tickets issued and an increase in State Parking Ticket Fines. The Parking Ticket Fines exceeded the budget due to our Winter Parking.
- **Miscellaneous - \$90,753 or 190% of budget.** Includes \$18,218 in unorganized township grant/contribution income.
- **TOTAL - General Fund Revenue is \$8,890,468 or 102% of budget.**

Finance Department Report

GENERAL FUND EXPENDITURES

- **General Government - \$2,540,996 or 103% of budget.** Includes Ad Community Development, Council, Finance, Information Technology Wide.
- **Public Safety - \$3,207,050 or 96% of budget.** Includes Police, Gran Security & Fire.
- **Public Works - \$2,320,501 or 107% of budget.** Includes Engineering Maintenance and Public Works. Public Works had budget overages Contracted Services, General Equipment Maintenance/Repair and S
- **Culture & Recreation - \$117,071 or 86% of budget.** Salaries Part-tir budget because of poor ice conditions and warming house attendan needed.
- **TOTAL - Total General Fund expenditures are \$8,185,619 or 101% o**
- **Total Revenue over Expenditures including Other Funding Sources**

Finance Department Report

- **Total Revenue over Expenditures is \$32,000**

The fund balance of a city's general fund is a key financial indicator. Management control of fund balance is based on a city's philosophy and approach to determining optimum balances.

The City's General Fund balance has been as follows for the past ten years:

General Fund Balance		
Year	Amount ⁽¹⁾	Increase (Decrease) ⁽¹⁾
2008	\$5,072,000	(\$730,000)
2009	4,749,000	(323,000)
2010	4,941,000	192,000
2011	5,021,000	80,000
2012	5,516,000	495,000
2013	5,497,000	(19,000)
2014	5,651,000	154,000
2015	6,001,000	350,000
2016	6,239,000	238,000
2017	6,271,000	32,000

⁽¹⁾Rounded to nearest thousand

Finance Department Report

Summary of General Fund Balances

Accounting standard categorizes fund balance of governmental areas: nonspendable, restricted, committed, assigned and unassigned. The unassigned funds in the General Fund is:

Minimum cash flow- equal to 50% of the following year's General Fund anticipated local government aids.

Compensated absences- equal to the sum of flexible time off and compensated employees at each December 31.

Emergency/Unanticipated Expenditures- equal to 10% of the prior year annual revenues.

Neighborhood & economic development- equal to the principal amount

In addition, the City has established a specified amount of the General Fund revenue stabilization, which is reported as committed fund balance. When reserves exist, the amount committed is equal to 10% of the prior year a

Finance Department Rep

- **Total Revenue over Expenditures is \$32,000**

At December 31, 2017, the fund balance of the General Fund was as follows:

Fund Balance Constraint	Balance 12/31/16	2017 Increase (Decrease)	Balance 12/31/17	Targeted Balance
Nonspendable:				
Interfund loan	\$590,609	\$410,312	\$1,000,921	\$1,000,921
Prepaid items	46,345	60,960	107,305	107,305
Restricted:				
Cash - Superior USA	10,451	2,437	12,888	12,888
Donor restrictions	7,126	1,663	8,789	8,789
Committed:				
Revenue stabilization	517,869	96,053	613,922	854,136
Unassigned (Available for Reserves)				
Cash flow	3,381,834	69,506	3,451,340	3,451,340
Compensated absences	367,939	15,412	383,351	383,351
Emergency / unanticipated	843,650	(151,595)	692,055	854,136
Economic development	473,107	(473,107)	-	697,469
Unassigned	-	-	-	-
Total	\$6,238,930	\$31,641	\$6,270,571	\$7,370,335

Finance Department Report

PROJECTS FOR FINANCE IN 2018:

- Start budgeting process for 2019
- Work on Council Strategic goal – electronic payment system
- File Annual Financial Report to Office of State Auditor
- Submit Comprehensive Annual Financial Report for Certification of Achievement for Excellence in Financial Reporting Program
- Time Tracking Software Implementation
- Issue Bonds for CP2011-3, 7th St NE, 10th Ave NE, and 11th Ave NE

Finance Department Rep

FINANCE DEPARTMENT STAFF:

- Assistant Finance Director – Laura Pfeifer
- Accountant – Renee Patrow
- Accounting Technician/Accounts Payable - Lisa Flaherty
- Payroll Clerk/Human Resources Technician – Cindy Phillips

Each member of the Finance department has been cross-trained to ensure that the department will have adequate coverage if someone needs to be absent.

Finance Department Rep

QUESTIONS?



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0301 **Version:** 1 **Name:** Completion of Introductory Period for GIS Technician Seth Jetland.
Type: Agenda Item **Status:** Administration Department
File created: 5/2/2018 **In control:** City Council
On agenda: 5/14/2018 **Final action:**
Title: Consider approving completion of Introductory Period for GIS Technician Seth Jetland.
Sponsors:
Indexes:
Code sections:
Attachments:

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

Consider approving completion of Introductory Period for GIS Technician Seth Jetland.

Background Information:

Seth Jetland, GIS Technician, was hired on October 24, 2017. An *End of Introductory Period Employee Progress Review Form* was completed by City Engineer Matt Wegwerth on April 24, 2018. Through that evaluation, it was determined that Seth's performance is either meeting or exceeding the job requirements.

Pursuant to the City's Personnel Policy, *Upon successful completion of the introductory period of service, an employee is granted permanent status in that position.* City Engineer Wegwerth has found that Seth is doing a great job. Mr. Wegwerth, in accordance with the Policy, has recommended to the Council he be granted permanent status.

Staff Recommendation:

City Engineer Matt Wegwerth, in accordance with the policy, is recommending to the City Council that Seth Jetland be granted permanent status in the position of GIS Technician.

Requested City Council Action

Make a motion to consider granting permanent status to Seth Jetland in his position of GIS Technician effective April 24, 2018.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0302 **Version:** 1 **Name:** Human Rights Vacancies
Type: Agenda Item **Status:** Administration Department
File created: 5/3/2018 **In control:** City Council
On agenda: 5/14/2018 **Final action:**
Title: Consider appointments to the Human Rights Commission.
Sponsors:
Indexes:
Code sections:
Attachments:

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

Consider appointments to the Human Rights Commission.

Background Information:

Recent resignations have left two unexpired vacancies on the Human Rights Commission, one expiring March 1, 2020 and another expiring March 1, 2021. After advertising, applications were received by Brian Olynick and Lea Friesen. Councilor Connelly has contacted both individuals and is prepared to make a recommendation.

Staff Recommendation:

Appoint individuals to Human Rights Commission to fill unexpired terms.

Requested City Council Action

Make a motion appointing Brian Olynick and Lea Friesen to the Human Rights Commission, terms to expire March 1, 2020 and March 1, 2021, respectively.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0309 **Version:** 1 **Name:** HRA Applicant
Type: Agenda Item **Status:** Administration Department
File created: 5/9/2018 **In control:** City Council
On agenda: 5/14/2018 **Final action:**
Title: Consider appointing applicant to the Housing & Redevelopment Authority.
Sponsors:
Indexes:
Code sections:
Attachments:

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

Consider appointing applicant to the Housing & Redevelopment Authority.

Background Information:

Patrick Schwartz has resigned from the HRA, leaving an unexpired vacancy through March 2019. We have received an application from Mr. Isaac Meyer. Councilor Zeige has made contact with Mr. Meyer and is prepared to make a recommendation for appointment.

Staff Recommendation:

Consider recommendation and appoint/or decline applicant.

Requested City Council Action

Make a motion to appoint Mr. Isaac Meyer to the Housing & Redevelopment Authority to fill an unexpired term through March 1, 2019.