



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail 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 will be 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

PRESENTATIONS/PROCLAMATIONS

18-0255 Proclaim April 27th, 2018 Arbor Day in the City of Grand Rapids.

Attachments: [Proclamation Arbor Day 2018.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.

5:03 PM PUBLIC FORUM

5:08 PM COUNCIL REPORTS

5:10 PM APPROVAL OF MINUTES

18-0278 Consider approving Council minutes for Monday, April 9, 2018 Worksession & Regular meetings.

Attachments: [April 9, 2018 Worksession Meeting.pdf](#)

[April 9, 2018 Regular Meeting.pdf](#)

VERIFIED CLAIMS

18-0275 Consider approving the verified claims for the period April 3, 2018 to April 16, 2018 in the total amount of \$833,756.34.

Attachments: [COUNCIL BILL LIST 04-23-18.pdf](#)

5:12 CONSENT AGENDA**PM**

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

1. 18-0254 Consider approval of a new contract between the City and Tom Pagel, City Administrator.
Attachments: [Final Pagel contract 2016-2026 final version \(3\).pdf](#)
2. 18-0259 Consider continuation of Phased Retirement Agreement for Facilities Maintenance employee Ronald Edminster.
3. 18-0268 Consider authorizing the Public Works Department to hire from the PW Part-Time Eligibility List for the 2018 Spring/Summer Maintenance Season.
Attachments: [2018 4-23 PW Spring-Summer PT Eligibility List](#)
4. 18-0269 Consider authorizing the Public Works Department to prepare specifications for a replacement backhoe.
5. 18-0274 Consider entering into an agreement with an area business for advertising at the IRA Civic Center.
Attachments: [Super One Foods 2018-partially signed](#)
6. 18-0276 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.
7. 18-0277 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.
Attachments: [Hibbing Ford bid 2018](#)
[Dondelinger Ford Bid 2018](#)
8. 18-0281 Consider approving seasonal employees/Pokegama Golf
Attachments: [Golf Course Seasonal 2018 April 23 agenda.pdf](#)

5:15 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

9. 18-0279 Acknowledge attached minutes for Boards & Commissions.

Attachments: [January 2, 2018 Arts & Culture minutes.pdf](#)
[March 20, 2018 Golf Board minutes.pdf](#)
[March 21, 2018 PUC minutes.pdf](#)
[April 3, 2018 Police Community Advisory Board minutes.pdf](#)

**5:16 DEPARTMENT HEAD REPORT
PM**

10. 18-0282 Pokegama Golf Course - Bob Cahill

**5:30 PUBLIC HEARINGS
PM**

11. [18-0270](#) 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).

Attachments: [Zoning Map Amendment Request: Maps](#)
[Planning Commission Mtg. Minutes \(draft\)- 4/5/2018](#)
[Paul Bunyan/Edvenson Rezoning: Application](#)

**5:50 COMMUNITY DEVELOPMENT
PM**

12. [18-0271](#) 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).

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

**6:00 ADJOURNMENT
PM**

NEXT REGULAR MEETING IS SCHEDULED FOR MAY 14, 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 #: 18-0255 **Version:** 1 **Name:** Arbor Day 2018
Type: Agenda Item **Status:** PRESENTATIONS/PROCLAMATIONS
File created: 4/12/2018 **In control:** City Council
On agenda: 4/23/2018 **Final action:**
Title: Proclaim April 27th, 2018 Arbor Day in the City of Grand Rapids.
Sponsors:
Indexes:
Code sections:
Attachments: [Proclamation Arbor Day 2018.pdf](#)

Date	Ver.	Action By	Action	Result
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Proclaim April 27th, 2018 Arbor Day in the City of Grand Rapids.

Background Information:

As part of our Tree City USA designation, City Council must adopt a resolution annually proclaiming Arbor Day in the City of Grand Rapids and conduct a public activity. We have received the Tree City USA designation since 1988. In recognition of Arbor Day, our Parks & Recreation and Public Works departments will do a ceremonial tree planting at one of our City Parks.

Staff Recommendation:

City staff recommends proclaiming April 27th, 2018 Arbor Day in the City of Grand Rapids.

Requested City Council Action

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

Proclamation

WHEREAS: Trees and forest soils keep our lakes and streams clean by absorbing and filtering pollutants and sediments; and

WHEREAS: Forest soils prevent flooding and reduce stormwater by capturing and storing rainwater and snowmelt, which is then slowly released to our lakes, streams, and groundwater; and

WHEREAS: Careful management of our forests is one of the best ways to protect drinking water and reduce the cost of water treatment; and

WHEREAS: Sound management of forested public lands surrounding the Mississippi River ensures clean drinking water for more than one million Minnesotans; and

WHEREAS: About three-quarters of Minnesotans get their drinking water from the forested parts of the state; and

WHEREAS: Planting trees is a natural and easy way to keep our water clean; and

WHEREAS: The last Friday in April, and throughout the month of May, Grand Rapids, Minnesota pay special tribute to our trees as natural resources and rededicate ourselves to the vitality of our forests.

NOW, THEREOFRE, I, Dale Adams, Mayor of the City of Grand Rapids, do hereby proclaim Friday, April 27, 2018 as:

ARBOR DAY

And the month of May 2018, as Arbor Month is the City of Grand Rapids.

IN WITNESS WHEREOF, I have hereto subscribed my name and the seal of the City of Grands Rapids, Minnesota, this 23rd day of April, Two thousand eighteen.

Dale Adams, Mayor
City of Grand Rapids



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0278 **Version:** 1 **Name:** Council minutes
Type: Agenda Item **Status:** Approval of Minutes
File created: 4/18/2018 **In control:** City Council
On agenda: 4/23/2018 **Final action:**
Title: Consider approving Council minutes for Monday, April 9, 2018 Worksession & Regular meetings.
Sponsors:
Indexes:
Code sections:
Attachments: [April 9, 2018 Worksession Meeting.pdf](#)
[April 9, 2018 Regular Meeting.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving Council minutes for Monday, April 9, 2018 Worksession & Regular meetings.

Background Information:

Draft minutes for meetings are attached for review.

Staff Recommendation:

Review, edit and approve.

Requested City Council Action

Make a motion to approve City Council minutes for Monday, April 9, 2018 Worksession & Regular meetings.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Monday, April 9, 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 9, 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 5 - Mayor Dale Adams, Councilor Dale Christy, Councilor Bill Zeige, Councilor Rick Blake, and Councilor Tasha Connelly

Others present:

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

Discussion Items

1. Update on Volunteer Statistics - Lisa Randall, ElderCircle

Ms. Randall explains funding including grants received and expansion to include adult volunteers of all ages. The intent of the program is to connect volunteers with agencies in need. Currently working with 44 agencies in the community. There is an effort to track volunteer hours, and this information is used by State and Federal agencies to determine volunteer and community needs. Studies show that individuals who volunteer their time gain health benefits from staying active. Ms. Randall concluded with recognition of National Volunteers Week April 15 - 21st.

2. Review 5:00 PM Regular Meeting

Upon review, no additions or corrections are made to the regular meeting agenda.

ADJOURN

There being no further business, the meeting adjourned at 4:50 PM.

Respectfully submitted:

Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, April 9, 2018

5:00 PM

City Hall Council Chambers

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

CALL OF ROLL

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

Staff present:

Tom Pagel, Chad Sterle, Rob Mattei, Matt Wegwerth, Scott Johnson, Jeff Davies, Barb Baird, Amy Dettmer, John Linder, Rob Rima, Bruce Baird

5:01 PM PRESENTATIONS/PROCLAMATIONS

National Boys & Girls Club Week

Mayor Adams read the Proclamation for the record.

Received and Filed

Earth Day Proclamation

Mayor Adams read the Proclamation for the record.

Received and Filed

MEETING PROTOCOL POLICY

5:02 PM PUBLIC FORUM

Lori Kangas Olson, Boys & Girls Club, addressed the Council regarding the proclamation in recognition of National Boys & Girls Club Week and provided information regarding number of children served, meals and snacks provided, and activities.

Pat Helmberger, addressed the Council in support of the Earth Day proclamation, thanking them for their support.

5:07 COUNCIL REPORTS
PM

Mayor Adams re-caped presentation by ElderCircle given at the Worksession, including number of volunteers, organizations served and hours volunteered. Individuals interested in volunteering should contact ElderCircle to get involved.

5:10 APPROVAL OF MINUTES
PM

Consider approving Council minutes for Monday, March 26, 2018 Worksession & Regular meetings.

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

VERIFIED CLAIMS

Consider approving the verified claims for the period March 20, 2018 to April 2, 2018 in the total amount of \$577,209.00.

A motion was made by Councilor Christy, seconded by Councilor Connelly, to approve the Verified Claims as presented. The motion carried by the following vote.

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

5:12 CONSENT AGENDA
PM

1. Consider approving a public service and infrastructure easement with Burggraf Properties, LLP and Bobby Namchek, related to CP 2011-3, 2018 Northeast Improvements Project and authorizing payment in the amount of \$2,620.01 plus recording fees.
Approved by consent roll call
2. Consider adopting a resolution accepting a Commercial Redevelopment grant from the Minnesota Department of Iron Range Resources (IRRR) for the West Missabe Orthodontics Clinic Project.
Adopted Resolution 18-32 by consent roll call
3. Amend Ordinance No. 42, the Ordinance regarding police and fire alarms.

Adopted City Ordinance 18-04-02 by consent roll call

4. Consider to amend City Ordinance 58-3 Snow or Ice Removal.

Adopted City Ordinance 18-04-03 by consent roll call

5. Consider entering into agreements with area businesses for advertising at the IRA Civic Center.

Approved by consent roll call

6. Consider accepting resignations from Jessica Hartshorn & Charles Harrison from the Human Rights Commission.

Approved by consent roll call

7. Consider entering into a contract with Braun Intertec for Pond Sediment Testing in the amount of \$3,400.00.

Approved by consent roll call

8. Consider approving a public service and infrastructure easement with Oakwood Terrace Limited Partnership, related to CP 2011-3, 2018 Northeast Improvements Project and authorizing payment in the amount of \$4,784.85 plus recording fees.

Approved by consent roll call

9. Consider adopting a resolution supporting the development of the Free Range Food Co-Op.

Adopted Resolution 18-33 by consent roll call

10. Consider authorizing Facility Maintenance Department to accept low quote from Heartland Paper for consumable paper products and cleaning chemicals.

Approved by consent roll call**Approval of the Consent Agenda**

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

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

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

A motion was made by Councilor Dale Christy, seconded by Councilor Tasha

Connelly, to approve the Regular agenda as presented. The motion PASSED by unanimous vote.

ACKNOWLEDGE BOARDS & COMMISSIONS

11. Acknowledge approved minutes for Boards & Commissions.

Arts & Culture Commission: January 2, 2018

PCA Board: January 9, 2018

HRA: February 21, 2018

GREDA: February 22, 2018

Acknowledged Boards and Commissions as presented.

5:15 DEPARTMENT HEAD REPORT PM

12. Public Works Department - Jeff Davies

Mr. Davies provided overview of Public Works organizational chart, department activities, snow and ice control, yearly snowfall comparisons, building maintenance, cemetery and fleet maintenance, spring flowers, and notes that the City received recognition for 30 years of Tree City USA.

Received and Filed

5:25 ENGINEERING PM

13. Consider a resolution awarding a contract for CP 2011-3, 2018 Northeast Improvements Project.

Mr. Wegwerth presented bids received, noting that Casper Construction had low bid, yet still \$100,000 over engineer estimate, causing minor changes to estimated assessment rates.

A motion was made by Councilor Blake, seconded by Councilor Zeige, to adopt Resolution 18-34, awarding contract for CP 2011-3, 2018 NE Improvement project to Casper Construction. The motion carried by the following vote.

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

5:30 FIRE DEPARTMENT PM

14. Consider authorizing the Fire Department to enter into an Interlocal Contract for Cooperative Purchasing with HGAC Buy.

Chief Liebel presented a proposal for HGAC contract for processing the purchase of a new rescue pumper truck.

A motion was made by Councilor Christy, seconded by Councilor Connelly, approving contract with HGAC Buy as presented. The motion carried by the following vote.

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

17. Approve the eligibility list for Firefighter Trainee and appoint two candidates on the City of Grand Rapids Fire Department.

A motion was made by Councilor Tasha Connelly, seconded by Councilor Bill Zeige, approving the Firefighter eligibility list and appointing Jeremy Gambill and Paul Martinetto to the position of Firefighter Trainee, contingent upon satisfactory completion of pre-employment requirements. The motion PASSED by unanimous vote.

5:35 ADMINISTRATION DEPARTMENT

PM

15. Consider awarding the 2018 Mayor's Arts Award to Timberlake Lodge and approve annual expenditure for award, not to exceed \$300.00.

Amy Dettmer, appearing as staff liaison for the Arts & Culture Commission, presented the request for setting annual cost for purchase of Mayor's Arts Award and approve presenting the 2018 award to Timberlake Lodge.

A motion was made by Councilor Christy, seconded by Councilor Blake, approving annual expense for the Mayor's Arts Award not to exceed \$300, purchase of award and presentation to Timberlake Lodge for 2018. The motion carried by the following vote.

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

16. Consider approving the 2018-2019 Police Officers Union Bargaining Agreement.

Mr. Pagel presents recommended draft contract, highlighting specific changes, including lower flexible time off accrual rate for incoming employees, shorter term contract, additional Emergency Medical Benefit and lump sum payment.

A motion was made by Councilor Zeige, seconded by Councilor Blake, to approve 2018-2019 Union Contract for Police Officers Bargaining Unit as presented. The motion carried by the following vote.

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

**5:50 ADJOURNMENT
PM**

A motion was made by Councilor Tasha Connelly, seconded by Councilor Bill Zeige, to adjourn the meeting at 5:54 PM. The motion PASSED by unanimous vote.

Respectfully submitted:

Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0275 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Verified Claims
File created: 4/17/2018 **In control:** City Council
On agenda: 4/23/2018 **Final action:**
Title: Consider approving the verified claims for the period April 3, 2018 to April 16, 2018 in the total amount of \$833,756.34.
Sponsors:
Indexes:
Code sections:
Attachments: [COUNCIL BILL LIST 04-23-18.pdf](#)

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

Requested City Council Action

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

DATE: 04/17/2018
 TIME: 15:27:16
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 04/23/2018

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
CITY WIDE		
0718002	GRAND RAPIDS ECONOMIC	300,000.00
1309146	MACROSTIE ART CENTER	250.00
1915248	SOFTWARE HARDWARE INTEGRATION	368.00
TOTAL CITY WIDE		300,618.00
ADMINISTRATION		
0102660	ABRAMS & SCHMIDT LLC	4,354.06
TOTAL ADMINISTRATION		4,354.06
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE SERVICES INC	46.68
0301685	CARQUEST AUTO PARTS	172.40
0920060	ITASCA COUNTY TREASURER	312.76
1309266	MN DEPT OF LABOR & INDUSTRY	100.00
1405725	NETWORK SERVICE COMPANY	809.62
1909510	SIM SUPPLY INC	69.90
TOTAL BUILDING MAINTENANCE-CITY HALL		1,511.36
COMMUNITY DEVELOPMENT		
0920060	ITASCA COUNTY TREASURER	80.84
TOTAL COMMUNITY DEVELOPMENT		80.84
ENGINEERING		
0718060	GRAND RAPIDS HERALD REVIEW	43.70
TOTAL ENGINEERING		43.70
FINANCE		
1903225	SCENIC RANGE NEWS FORUM	25.00
TOTAL FINANCE		25.00
FIRE		
0221650	BURGGRAF'S ACE HARDWARE	40.96
0315455	COLE HARDWARE INC	80.89
0401804	DAVIS OIL INC	397.99

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 04/23/2018

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
FIRE		
0920060	ITASCA COUNTY TREASURER	106.36
1309190	MNFIAM BOOK SALES LTD	40.00
1506265	NORTHERN OFFICE OUTFITTER INC	139.99
1920233	STREICHER'S INC	429.80
2015555	TOONSTRA PSYCHOLOGICAL SERVICE	350.00
	TOTAL FIRE	1,585.99
INFORMATION TECHNOLOGY		
1309332	MN STATE RETIREMENT SYSTEM	330.79
	TOTAL INFORMATION TECHNOLOGY	330.79
PUBLIC WORKS		
0100046	ASV, LLC	1,123.94
0120725	ATTACHMENTS DIRECT LLC	582.05
0121721	AUTO VALUE - GRAND RAPIDS	98.16
0221650	BURGGRAF'S ACE HARDWARE	94.94
0301685	CARQUEST AUTO PARTS	172.88
0315455	COLE HARDWARE INC	19.45
0401804	DAVIS OIL INC	2,039.23
0513233	EMERGENCY AUTOMOTIVE TECH INC	615.00
0601690	FASTENAL COMPANY	405.40
0920060	ITASCA COUNTY TREASURER	434.11
1321725	MUTT MITT	848.13
1421155	NUCH'S IN THE CORNER	25.00
1503150	OCCUPATIONAL DEVELOPMENT CTR	412.50
1801899	RAYS SPORT & CYCLE	686.87
2018560	TROUT ENTERPRISES INC	450.00
2021646	TURFWERKS	348.37
2305453	WESCO RECEIVABLES CORP	4,480.00
	TOTAL PUBLIC WORKS	12,836.03
FLEET MAINTENANCE		
0221650	BURGGRAF'S ACE HARDWARE	9.98
0301685	CARQUEST AUTO PARTS	212.78
0315455	COLE HARDWARE INC	30.86
0601690	FASTENAL COMPANY	399.99
1415484	NORTHERN LIGHTS TRUCK	203.24
1605740	PETROCHOICE HOLDINGS INC	1,030.05
	TOTAL FLEET MAINTENANCE	1,886.90

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 04/23/2018

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
POLICE		
0118625	ARROW EMBROIDERY	178.93
0301685	CARQUEST AUTO PARTS	2.87
0512355	ELITE TINTING & GRAPHICS	230.00
0920060	ITASCA COUNTY TREASURER	3,438.39
1200500	L&M SUPPLY	29.97
1801570	RAPIDS AUTO WASH	69.50
1920233	STREICHER'S INC	719.68
1920555	STOKES PRINTING & OFFICE	358.80
	TOTAL POLICE	5,028.14
RECREATION		
1415544	NORTHLAND PORTABLES	205.45
	TOTAL RECREATION	205.45
PUBLIC LIBRARY		
1915248	SOFTWARE HARDWARE INTEGRATION	335.00
	TOTAL	335.00
CENTRAL SCHOOL		
0113233	AMERIPRIDE SERVICES INC	54.13
0609457	FILTHY CLEAN INC	1,475.00
0920060	ITASCA COUNTY TREASURER	45.00
1909510	SIM SUPPLY INC	121.96
	TOTAL	1,696.09
AIRPORT		
0221650	BURGGRAF'S ACE HARDWARE	19.77
0315455	COLE HARDWARE INC	321.98
0504825	EDWARDS OIL INC	561.10
0920060	ITASCA COUNTY TREASURER	296.20
	TOTAL	1,199.05
CIVIC CENTER		

DATE: 04/17/2018
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 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 04/23/2018

VENDOR #	NAME	AMOUNT DUE

CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE SERVICES INC	122.83
0221650	BURGGRAF'S ACE HARDWARE	57.52
0701650	GARTNER REFRIGERATION CO	143.28
0920060	ITASCA COUNTY TREASURER	90.43
1200500	L&M SUPPLY	28.49
1309090	MINERS INC	6.57
1909450	SILVERTIP GRAPHICS SIGNS	225.00
1909510	SIM SUPPLY INC	206.35
TOTAL GENERAL ADMINISTRATION		880.47
STATE HAZ-MAT RESPONSE TEAM		
2300600	W.P. & R.S. MARS COMPANY	125.76
TOTAL		125.76
ST HAZ MAT COST RECOVERY		
0401804	DAVIS OIL INC	76.49
TOTAL ST HAZ MAT COST RECOVERY		76.49
CEMETERY		
0221650	BURGGRAF'S ACE HARDWARE	82.47
0920060	ITASCA COUNTY TREASURER	45.24
1200500	L&M SUPPLY	19.22
1415590	NORTHWEST GAS	603.47
TOTAL		750.40
DOMESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE SERVICES INC	17.77
0920060	ITASCA COUNTY TREASURER	181.21
TOTAL		198.98
GENERAL CAPITAL IMPRV PROJECTS		
2010-5 MS RIVER PD BRIDGE		
1900225	SEH-RCM	1,198.50

DATE: 04/17/2018
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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 04/23/2018

VENDOR #	NAME	AMOUNT DUE

GENERAL CAPITAL IMPRV PROJECTS		
2010-5 MS RIVER PD BRIDGE		
	TOTAL 2010-5 MS RIVER PD BRIDGE	1,198.50
MUNICIPAL STATE AID STRT-CONST		
NO PROJECT		
0920060	ITASCA COUNTY TREASURER	10,003.64
	TOTAL NO PROJECT	10,003.64
PARK ACQUISITION & DEVELOPMENT		
PARK IMPROVEMENTS		
0701510	GAMETIME	4,186.98
	TOTAL PARK IMPROVEMENTS	4,186.98
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-CIVIC CENTER		
1309495	MINUTEMAN PRESS	332.70
	TOTAL CAPITAL OUTLAY-CIVIC CENTER	332.70
AIRPORT CAPITAL IMPRV PROJECTS		
2017 TAXIWAY/APRON PJT		
1900225	SEH-RCM	10,950.00
	TOTAL 2017 TAXIWAY/APRON PJT	10,950.00
2017 INFRASTRUCTURE BONDS		
2009-1 8TH AVE NE STRM WTR		
0301705	CASPER CONSTRUCTION INC	3,056.13
	TOTAL 2009-1 8TH AVE NE STRM WTR	3,056.13
2018 INFRASTRUCTURE BONDS		
2018 NE IMPROVEMENTS		
0718060	GRAND RAPIDS HERALD REVIEW	262.20
1501430	OAKWOOD TERRACE	4,784.85
1900225	SEH-RCM	8,138.29
	TOTAL 2018 NE IMPROVEMENTS	13,185.34

DATE: 04/17/2018
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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 04/23/2018

VENDOR #	NAME	AMOUNT DUE

STORM WATER UTILITY		
0221650	BURGGRAF'S ACE HARDWARE	53.98
0315455	COLE HARDWARE INC	5.29
0401804	DAVIS OIL INC	2,042.40
0514798	ENVIRONMENTAL EQUIPMENT AND	579.93
0920060	ITASCA COUNTY TREASURER	633.81
2018560	TROUT ENTERPRISES INC	1,500.00
	TOTAL	4,815.41
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$ 381,497.20
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T	781.98
0114210	D. ANDERSON - CHANGE FUND	2,360.00
0200024	BP	268.29
0201354	B. BAIRD-PETTY CASH FUND	17.66
0205640	LEAGUE OF MN CITIES INS TRUST	1,000.00
0305530	CENTURYLINK COMMUNICATIONS LLC	259.00
0312104	TONY CLAFTON	279.57
0315105	COALITION OF GREATER MN CITIES	70.00
0315454	TRAVIS COLE	91.00
0605191	FIDELITY SECURITY LIFE INS CO	71.22
0717996	GRAND ITASCA CLINIC	2,428.78
0717997	GRAND ITASCA CLINIC & HOSPITAL	382.28
0718015	GRAND RAPIDS CITY PAYROLL	237,412.59
0718070	GRAND RAPIDS STATE BANK	285.74
0815440	HOLIDAY STATIONSTORES LLC	286.62
0900060	ICTV	17,415.57
0920036	ITASCA COUNTY ATTORNEY OFFICE	1,090.00
0920055	ITASCA COUNTY RECORDER	46.00
1205105	GREG LEASE	10.91
1209516	LINCOLN NATIONAL LIFE	1,200.29
1301146	MARCO TECHNOLOGIES, LLC	1,172.93
1305046	MEDIACOM LLC	10.50
1309098	MINNESOTA MN IT SERVICES	443.80
1309199	MINNESOTA ENERGY RESOURCES	5.44
1309332	MN STATE RETIREMENT SYSTEM	5,730.00
1309335	MINNESOTA REVENUE	2,025.93
1309375	MINNESOTA UNEMPLOYMENT COMP FD	11,623.27
1315665	KELLY MORRIS	19.00
1405550	NEOPOST USA INC	1,000.00
1405850	NEXTERA COMMUNICATIONS LLC	443.99
1502645	GARY O'BRIEN	69.00
1516220	OPERATING ENGINEERS LOCAL #49	103,987.00
1608350	CINDY PHILLIPS	65.85
1609561	PIONEER TELEPHONE	9.63

DATE: 04/17/2018
 TIME: 15:27:17
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 04/23/2018

VENDOR #	NAME	AMOUNT DUE

CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
1621130	P.U.C.	30,462.72
1801206	RADIOLOGIST ASSOC. IN DULUTH	11.60
2000100	TASC	30.60
2000490	TDS Metrocom	783.00
2201535	VANTIV INTEGRATED PAYMENTS	30.00
2205637	VERIZON WIRELESS	2,060.93
2209658	VIRTUAL RADIOLOGIC	21.84
2209665	VISA	5,155.74
2209705	VISIT GRAND RAPIDS INC	20,185.09
2305300	MATTHEW WEGWERTH	99.20
2305447	WELLS FARGO BANK NA	1,050.00
T001187	HOSPITAL PATHOLOGY ASSOCIATES	4.58
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$452,259.14
TOTAL ALL DEPARTMENTS		833,756.34



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0254 **Version:** 1 **Name:** Pagel Contract
Type: Agenda Item **Status:** Consent Agenda
File created: 4/11/2018 **In control:** City Council
On agenda: 4/23/2018 **Final action:**
Title: Consider approval of a new contract between the City and Tom Pagel, City Administrator.
Sponsors:
Indexes:
Code sections:
Attachments: [Final Pagel contract 2016-2026 final version \(3\).pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approval of a new contract between the City and Tom Pagel, City Administrator.

Background Information:

The City Council has been negotiating a new contract with Tom Pagel for City Administration services. The proposed contract is attached for review.

Requested City Council Action

Make a motion to approve employment contract with Tom Pagel, City Administrator.

EMPLOYMENT CONTRACT AGREEMENT

AGREEMENT made this 23rd day of April 2018, by and between the City of Grand Rapids, a Minnesota corporation (“Employer” or “City”), and Thomas J. Pagel (“Employee”). The Parties agree as follows:

1. **POSITION.** Employee agrees to serve as City Administrator in accordance with state statutes and City ordinances and policies and to perform such other legally permissible and proper duties and functions as the City Council shall from time to time assign.

2. **TERM.** This Agreement shall remain in full force and effect from April 23rd, 2018, and continue through December 31, 2026 unless terminated by the Employer or Employee as provided in paragraph 15 of this Agreement. This agreement will continue in perpetuity unless a new contract is mutually negotiated by the parties or terminated as specified below.

3. **SALARY.** Effective January 1st, 2019 Employer shall pay Employee a salary of \$118,241.76 (computed by the previous base salary of \$112,611.20 plus the full amount of merit pay available \$5,630.56). In addition, beginning in 2019 and continuing thereafter, Employer agrees to increase Employee’s compensation each year by an amount which is no greater than the increase granted to the Employer’s other full-time, non-union employees. The amount of the increase to the base salary shall be based upon an evaluation of the Employee by the Employer and Department Heads. This Agreement shall be amended automatically to reflect any salary adjustments that are provided or required by the Employer’s compensation policies.

4. **PERFORMANCE EVALUATION.** Employee shall be given an annual performance review. The process, form, criteria, and format for the evaluation will be mutually agreed upon by the Employer and Employee. The process at a minimum will include the opportunity for both parties to: (a) prepare a written evaluation, (b) meet and discuss the evaluation, and (c) present a written summary of the evaluation results. The final written evaluation should be completed and delivered to the Employee within thirty (30) days of the evaluation meeting.

5. **PENSION PLAN.** Employer shall contribute to PERA as required by State law for Employee or an alternate pension plan as authorized by State law, if selected by Employee. Employer shall also contribute to any other benefit plans consistent with the benefits provided to other full-time, non-union employees of the Employer.

In addition, City will provide Employee on a pro-rated monthly basis with 2/3rds (67%) of the cost of a health insurance premium through the Operating Engineers Local No. 49 Health and Welfare Fund. It should be noted that these funds cannot be deposited in a post-employment Health Care Savings Plan. These funds shall be paid to Employee as a stipend for his use and the same would be a taxable event for Employee. Employee has been made aware of this fact and does not object to our opinion of how to handle the disbursement of these funds.

6. **FLEXIBLE TIME OFF.** The Employee will remain on the City’s second tier of the City’s flexible time off (FTO) policy for accruing FTO as provided in the City’s personnel policies. Accrual of FTO will commence on the Employee’s first day of employment. All of the

Employee's requests to use FTO must be submitted to the Mayor, as well as, the Human Resource Director.

7. **HOLIDAYS.** Employer shall provide Employee the same holidays as enjoyed by other full-time, non-union employees.

8. **GENERAL INSURANCE.** Employer shall provide and pay the premiums for group hospital, medical, dental for Employee and his dependents equal to that which is provided to all other employees. The Employer will also provide life insurance benefits to the Employee in an amount of \$250,000.

9. **DUES AND SUBSCRIPTIONS.** Employer shall continue to budget and pay the professional dues and subscriptions for Employee which are necessary for Employee's continued participation in national, regional, state and local associations necessary and desirable for Employee's continued professional participation, growth, and advancement. Dues and subscriptions include but are not limited to the International City/county Management Association (ICMA) and the Minnesota City/County Management Association (MCMA). Employer shall also pay all cost associated with maintaining the Employee's professional engineer's license.

10. **PROFESSIONAL DEVELOPMENT.** Employer shall continue to budget and pay the travel and subsistence expenses of Employee for professional and official travel, meetings and occasions adequate to continue the professional development of Employee and to adequately pursue necessary official and other committees thereof which Employees serves as a member. Professional development includes but is not limited to the International City/County Management Association annual conference, Minnesota City Management Association annual conference, and the League of Minnesota Cities annual conference. Employee shall use good judgment in Employee's outside activities so Employee will not neglect Employee's primary duties to the Employer.

11. **GENERAL EXPENSES.** Employer shall reimburse Employee miscellaneous job-related expenses which it is anticipated Employee will incur from time to time, when provided appropriate documentation.

12. **HOURS OF WORK.** Employee will generally be available during regular business hours. It is understood that the position of City Administrator requires attendance at evening and weekend meetings as necessary. In recognition of these work demands, the Employee shall be allowed to use reasonable flexibility in setting his office schedule.

13. **OUTSIDE ACTIVITIES.** The employment provided for by this Agreement shall be the Employee's sole employment. Recognizing that certain outside consulting or teaching opportunities provide indirect benefits to the Employer and the community, the Employee may elect to accept limited teaching or consulting opportunities, subject to a review by the City Attorney to determine if any conflict of interest or other ethical violation exists, with the understanding that such arrangements shall not constitute interference with nor a conflict of interest with his responsibilities under this Agreement, nor shall such arrangements conflict with

a regularly scheduled council meeting. The employee shall also inform the Mayor of his intent to seek such outside consulting and teaching opportunities.

14. **INDEMNIFICATION.** Employer shall defend and indemnify Employee pursuant to Minnesota Statutes, Chapter 466.07 and Chapter 465.76. In addition, Employer shall defend, hold harmless, and indemnify Employee from all torts; civil damages, penalties, and fines; violations of statutes, laws, rules and ordinances, provided the Employee was acting in good faith in the performance of the duties of the position. Nothing in this paragraph shall be deemed to be a waiver by the City of any limitations on liability set forth in Minnesota Statutes, Chapter 466.

15. **TERMINATION GUIDELINES/BENEFITS.** Either party may terminate this agreement by giving the other party 120 (one-hundred twenty) days written notice. If Employee voluntarily resigns Employee's position with Employer, Employee agrees to give the Employer one-hundred twenty (120) days advance notice. If Employee voluntarily resigns Employee's position with Employer, there shall be no termination pay due to Employee.

If the Employer does elect to terminate the Employee's employment, the Employer must pay the Employee 6 (six) months of his salary (in accordance with *Minn. Stat. 465.722*) and 30 (thirty) months of Single person medical coverage (presently this would include the \$6,177 yearly premiums and the yearly \$2,000 HSA contribution). However, if Employee had opted out of City coverage prior to the City's termination of his employment, Employee will receive only 6 months of salary and no medical benefits.

Employee shall also be entitled to all other accrual payouts, such as flexible time off, consistent with the benefits granted to other full-time, non-union employees.

16. **GENERAL CONDITIONS OF EMPLOYMENT.** Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employer to terminate the services of Employee at any time, for any reason, subject only to the provisions of this Agreement and statutory requirements. Furthermore, nothing in this Agreement shall prevent, limit or otherwise interfere with the right of Employee to resign at any time from Employee's position with Employer, subject only to the provisions of this Agreement.

17. **CHOICE OF LAW AND VENUE.** This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. Any disputes, controversies, or claims arising out of this Agreement shall be heard in the state or federal courts of Minnesota, and all parties to this Agreement waive any objection to the jurisdiction of these courts, whether based on convenience or otherwise.

18. **COUNTERPARTS.** This Agreement may be executed simultaneously in two or more counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument.

19. **MERGER.** This Agreement supersedes all prior oral or written communications between the parties.

20. **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement between the parties with respect to the employment relationship between the City and the Administrator, replaces all prior agreements or understandings, and the parties agree that there were no inducements or representations leading to the execution of this Agreement except as herein contained.

21. **SEVERABILITY.** In case any one or more of the provisions of this Agreement shall be invalid, illegal, or unenforceable in any respect, the validity, legality and enforceability of the remaining provisions contained in this Agreement will not in any way be affected or impaired thereby.

IN WITNESS WHEREOF, Employer has caused this Agreement to be signed and executed on its behalf of its Mayor and Employee has signed this Agreement, in duplicate, the day and year first written above.

EMPLOYER: CITY OF GRAND RAPIDS

EMPLOYEE: THOMAS J. PAGEL

Dale Adams, Mayor

Thomas J. Pagel

Date: _____

Date: _____

ATTEST:

Kimberly Johnson-Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	18-0259	Version:	1	Name:	Consider continuation of Phased Retirement Agreement for Facilities Maintenance employee Ronald Edminster.
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	4/13/2018	In control:		In control:	City Council
On agenda:	4/23/2018	Final action:		Final action:	
Title:	Consider continuation of Phased Retirement Agreement for Facilities Maintenance employee Ronald Edminster.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
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Consider continuation of Phased Retirement Agreement for Facilities Maintenance employee Ronald Edminster.

Background Information:

Ron Edminster, Facilities Maintenance, has been on the Phased Retirement Program since July 31, 2014. This program has provided a transition period for Ron's retirement as well as provides a benefit to the City while a replacement had been found.

We would like to have Ron continue to assist with the completion of some of our ongoing plans, particularly ADA compliance, Central School, and a southside Fire Station/Public Works/Public Utilities Storage building. As we continue to explore future opportunities and potential collaboration with our buildings, Ron's expertise will be beneficial.

Ron's current monthly salary is \$1,410.00, which was the PERA limit for 2017. We are recommending his monthly salary be increased to \$1,420.00, which is the 2018 limit. The City does not provide health insurance, Flexible Time Off, Social Security Benefits, or overtime. This will be the final extension to the Phased Retirement Agreement.

Staff Recommendation:

City Administrator Tom Pagel, Public Works Director Jeff Davies, and Human Resources Director Lynn DeGrio are recommending extending the Phased Retirement Agreement with Ron Edminster effective August 1, 2018 to July 31, 2019.

Requested City Council Action

Make a motion to extend the Phased Retirement Agreement for Facilities Maintenance employee Ronald Edminster from August 1, 2018 through July 31, 2019 at a rate of \$1,420.00 per month.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0268 **Version:** 1 **Name:** PW PT Spring/Summer Maintenance Eligibility List
Type: Agenda Item **Status:** Consent Agenda
File created: 4/16/2018 **In control:** City Council
On agenda: 4/23/2018 **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 4-23 PW Spring-Summer PT Eligibility List](#)

Date	Ver.	Action By	Action	Result
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Consider authorizing the Public Works Department to hire from the PW Part-Time Eligibility List for the 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 April 23rd, 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. Gary Hausladen and Joy Gould will be returning and receive a wage rate of \$15.50 per hour each, beginning May 1st, 2018. Alan Waller will be returning and receive a wage of \$11.00. Please see the attached document for the list of employees eligible for hiring this Spring/Summer Maintenance Season. 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 4-23 2018 Spring/Summer PT Eligibility List:

1st Thru 2nd Year Hires:

Jack Burnson
Jared Cleveland
Joy Gould
Dakota Hocking
Kate Kampa
Kohl Mattson
Jack Namyst
Terry Norgard
Sam Silko
Drew Sjostrand

3+ Years:

Dominic DeGuseppi
Gary Hausladen
Riley MacLean
John Romanik
Alan Waller



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0269 **Version:** 1 **Name:** PW Specifications for a Replacmeent Backhoe
Type: Agenda Item **Status:** Consent Agenda
File created: 4/16/2018 **In control:** City Council
On agenda: 4/23/2018 **Final action:**
Title: Consider authorizing the Public Works Department to prepare specifications for a replacement backhoe.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider authorizing the Public Works Department to prepare specifications for a replacement backhoe.

Background Information:

This request is a budgeted purchase in the 2018 Capital Improvement Plan and will be replacing a 1991 backhoe. Our current backhoe is 26 years old and has been approved in the 2018 Capital Improvement Plan for replacement. Our new unit will be specified utilizing the State of Minnesota Cooperative Purchasing Venture. We will look at their specifications from both John Deere and Caterpillar.

Staff Recommendation:

City staff recommends preparing specifications for a replacement backhoe.

Requested City Council Action

Make a motion authorizing the Public Works Department to prepare specifications for a new or late model, used backhoe.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0274 **Version:** 1 **Name:** Adv. Cont.-SuperOne Foods, Miner's Inc.
Type: Agenda Item **Status:** Consent Agenda
File created: 4/17/2018 **In control:** City Council
On agenda: 4/23/2018 **Final action:**
Title: Consider entering into an agreement with an area business for advertising at the IRA Civic Center.
Sponsors:
Indexes:
Code sections:
Attachments: [Super One Foods 2018-partially signed](#)

Date	Ver.	Action By	Action	Result
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Consider entering into an agreement with an area business for advertising at the IRA Civic Center.

Background Information:

In 1993, the City Council approved the Civic Center advertising policy to generate revenue to offset operating costs. As part of this policy, agreements are renewed at the end of each term. The following is a new agreement:

SuperOne Foods, Miner's Inc.-January 1, 2018-December 31, 2019 for a 4 x 5 interior wall sign-\$600 for 2018 and \$600 for 2019.

Staff Recommendation:

City staff is recommending approval of entering into an agreement with an area business for advertising at the IRA Civic Center.

Requested City Council Action

Make a motion to approve entering into an agreement with an area businesses for advertising at the IRA Civic Center.

AGREEMENT FOR RENTAL OF WALL LIGHTED SIGN

WHEREAS, the City of Grand Rapids, acting through the IRA Civic Center, Lessor, owns a multi-purpose facility known as the Civic Center; and

WHEREAS, it will be beneficial to certain business to acquire the privilege of using the advertising signs contained on the interior walls the IRA Civic Center for a certain period of years; and

WHEREAS, the Lessor desires to lease the available advertising sign to certain Lessees.

NOW, THEREFORE, IT IS HEREBY AGREED by the IRA Civic Center only, Lessor, and Super One Foods, Miner's Inc. that the Lessee shall lease for a period of 2 (two) years according to the terms set forth herein and upon the following terms and conditions:

1. Signs will be placed on the interior walls of the IRA Civic Center only, and Lessor shall have the final decision as to exact location of each sign. The choice of each sign and location shall be on a "FIRST COME, FIRST SERVED" basis. Lessor reserves the right to take into consideration actual placement of signs to insure maximum utilization of all advertising areas on the interior walls of the IRA Civic Center.
2. The Lessee shall pay to the Lessor in consideration of the sign, the sum of \$600.00 in cash to the Lessor at the commencement of the rental term as set forth below.
3. The Lease term for the advertising space shall be as follows: January 1, 2018 to December 31, 2019. This contract can automatically be renewed by the Lessor and Lessee for an additional term, as long as it meets with the consent of the Lessor. Advertising prior to this term will be prorated and invoiced commensurate with this contract
4. Lessee shall have the first right to rent the advertising signs to Lessee for successive years. If Lessee desires to renew this Lease for an additional year or years, Lessee shall notify Lessor at least thirty (30) days after receipt of this contract. Although signed contract is due within 30 days, lessee will be invoiced and payment in full is due February 1, 2018. The Lessee reserves the right to sell sign space if the payment is not received by February 1, 2018.
5. The Advertising logo and design to be used on the signs shall be provided by the Lessee and subject to approval by the Lessor. The Lessor will not unreasonably withhold its approval of any design submitted by Lessee, however, Lessor reserves the right to set standards for the substance and appearance of any advertising to be placed in the IRA Civic Center pursuant to this Agreement.
6. The expense of setup and art work of the sign shall be borne by the Lessee.
7. This agreement shall not be changed unless done so in writing by the Lessee.
8. The Lessee's advertising space cannot be sublet or resold.

9. All signs and materials are the property of the Lessor.
10. All maintenance of the signs will be the responsibility of the IRA Civic Center.
11. Lease rates and terms are \$600.00 per year for a 4 x 5 interior wall sign.

BY: Patrick J. Mines
Lessee

DATE: 4/12/18

CITY OF GRAND RAPIDS (Lessor)

BY: _____
Mayor

DATE: _____

City Administrator/City Clerk

Dated this _____ day of _____, 20__.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0276 **Version:** 1 **Name:** Recreation Employees Spring 2018
Type: Agenda Item **Status:** Consent Agenda
File created: 4/18/2018 **In control:** City Council
On agenda: 4/23/2018 **Final action:**
Title: 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.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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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.

Background Information:

The following individuals will be hired with the Grand Rapids Park and Recreation Department, IRA Civic Center and the Grand Rapids Sports Complex. These seasonal employees will be part of the annual operating budget, begin employment on April 23, 2018 and complete employment by December 31, 2018.

Camryn Pomplun, Youth Coach, \$9.65 per hour

Staff Recommendation:

City staff is recommending the approving of hiring of seasonal and regular part-time employees with the Grand Rapids Park and Recreation Department, IRA Civic Center and the Grand Rapids Sports Complex.

Requested City Council Action

Make a motion approving the hiring of seasonal and regular part-time employees with the Grand Rapids Park and Recreation Department, IRA Civic Center and the Grand Rapids Sports



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	18-0277	Version:	1	Name:	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.
Type:	Agenda Item	Status:			Consent Agenda
File created:	4/18/2018	In control:			City Council
On agenda:	4/23/2018	Final action:			
Title:	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.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Hibbing Ford bid 2018 Dondelinger Ford Bid 2018				

Date	Ver.	Action By	Action	Result
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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.

Background Information:

The police department would like to purchase one (1) 2018 Ford AWD Police Interceptor Sedan, this will be replacing the 2008 Dodge Durango SUV. We received two quotes, one from Hibbing Ford for \$26,041.45 and the other from Dondelinger Ford from Grand Rapids for \$30,680.00. Hibbing Ford is the only Ford dealership in Minnesota that has the State bid for the Ford AWD Police Interceptor Sedan.

After conferring with the Public Works Department, which maintains City vehicles, the Police Department included in the 2018 budget, funds to replace one (1) high mileage marked police squad car, the car is:

2008 Dodge Durango SUV with a projected mileage in June 2018: 107,824

The budgeted amount, contained within the CIP budget, includes purchase of one (1) police package replacement squad car, removal of the equipment from the current squad car, placing the useable equipment in the new squad car, purchase of certain replacement emergency equipment that has reached its life expectancy such as light bar, siren and a radar unit or what will not fit into the new brand/model of squad car such as a protective screen.

Vehicle:

The vehicle we would like to purchase is a 2018 Ford AWD Police Interceptor Sedan. They are all wheel drive to ensure that our officers can respond in inclement weather.

The total estimated cost of the 2018 Ford AWD Police Interceptor Sedan and all associated equipment costs will not exceed the budgeted amount of \$50,000.00.

Staff Recommendation:

It is the recommendation of the Police Department that the city council approve the purchase of one (1) 2018 Ford AWD Police Interceptor Sedan from Hibbing Ford, including title fees, applicable taxes and the purchase of new equipment and the installation of the equipment in the new squad car not to exceed

the budgeted amount of \$50,000.00.

Requested City Council Action

Make a motion to consider a request by the Police Department to purchase one (1) 2018 Ford AWD Police Interceptor Sedan from Hibbing Ford, including title fees, applicable taxes and the purchase of new equipment and the installation of the equipment in the new squad not to exceed the budgeted amount of \$50,000.00.

FORD of HIBBING



Contact Info:

Bob O'Hara
218-349-8955
rwohara01@aol.com

Tim Carruth
218-262-3881
timcarr33@yahoo.com

2018 FORD AWD POLICE INTERCEPTOR CONTRACT # 83064

note: BASE STARTING PRICE DOES NOT INCLUDE ANY OPTIONS

\$23,027.45

NEW OPTION 60V KEYLESS ENTRY NOW INCLUDES 4 KEY FOBs

2627 13th AVE

HIBBING, MN 55746

218-262-3881

<p>854 TRUNK UPFIT PACKAGE -inc: wiring overlay harness w/lighting and siren interface connections and vehicle engine harness including 2 light connectors supporting up to 3 LED lights each (engine compartment), 1 grille LED light connector supporting 2 LED lights, 2 50 amp battery ground circuits in power distribution junction block (in trunk) and 1 10 amp siren/speaker circuit (engine to trunk), Does not include LED lights and controller, Electronics Tray w/o Fan (4 sq ft) w/18" of travel when fully extended locks, Payload capacity 100 lbs, Rear Console Plate Contours through 2nd row, channel for wiring, Trunk Circulation Fan Mounted inside trunk, Maintains airflow from cabin to trunk, Does not include wire harness, Grille LED Lights Siren & Speaker Pre-Wiring Recommend police wire harness connector kits 77E and 51J.</p>																															
<p>855 LIGHT CONTROLLER PACKAGE -inc: wiring overlay harness w/lighting and siren interface connections and vehicle engine harness including 2 light connectors supporting up to 3 LED lights each (engine compartment), 1 grille LED light connector supporting 2 LED lights, 1 10 amp siren/speaker circuit (engine to trunk), Whelen light controller head (PCC8R), Whelen (PCC8R) light relay center (electronics tray-mounted) light controller/relay center wiring (jumper harness) and Whelen specific cable (console to trunk) connects PCC8R to control head, Does not include LED lights, Electronics Tray w/o Fan (4 sq ft) w/18" of travel when fully extended locks, Payload capacity 100 lbs, Rear Console Plate Contours through 2nd row, channel for wiring, Trunk Circulation Fan Mounted inside trunk, Maintains airflow from cabin to trunk, Does not include wire harness, Grille LED Lights Siren & Speaker Pre-Wiring Recommend Police Wire Harness Connector Kits 77E and 51J.</p>																															
<p>856 READY FOR THE ROAD PACKAGE -inc: The lights, siren and speaker are fully wired and functional, pre-set flash patterns (also configurable), determine the location of your Cencorn control head and simply plug-in the wire harness, wiring overlay harness w/lighting and siren interface connections and vehicle engine harness including 2 light connectors supporting up to 3 LED lights each (engine compartment), 1 grille LED</p>																															

<u>140</u>	2-TONE RIGHT HAND/LEFT HAND FRONT-DOORS -inc: White only		\$280.00	-	-
<u>144</u>	NON-REFLECTIVE WHITE POLICE VINYL WORD WRAP -inc: Lettering located on right hand/left hand sides of vehicle		\$736.00	-	-
<u>145</u>	REFLECTIVE BLACK POLICE VINYL WORD WRAP -inc: Lettering located on right hand/left hand sides of vehicle		\$736.00	-	-
<u>146</u>	REFLECTIVE WHITE POLICE VINYL WORD WRAP -inc: Lettering located on right hand/left hand sides of vehicle		\$736.00	-	-
<u>147</u>	NON-REFLECTIVE WHITE SHERIFF VINYL WORD WRAP -inc: Lettering located on right hand/left hand sides of vehicle		\$736.00	-	-
<u>141</u>	2-TONE VINYL PACKAGE #1 -inc: roof vinyl and right hand/left hand front and rear doors vinyl		\$779.00	-	-
<u>143</u>	2-TONE VINYL PACKAGE #3 -inc: front-doors only vinyl		\$651.00	-	-
<u>148</u>	2-TONE VINYL ROOF -inc: White only		\$394.00	-	-
<u>907</u>	TAIL LAMP/POLICE SEDAN HOUSING ONLY -inc: Pre-existing holes w/standard twist lock sealed capability (does not include LED installed lights) (eliminates need to drill housing assemblies)		\$58.00	-	-
<u>662</u>	TAIL LAMP LIGHTING SOLUTION -inc: base LED lights plus 2 rear integrated hemispheric red lighthouse LED side warning lights in taillamps, LED lights only, Controller wiring not included, Tail Lamp/Police Sedan Housing Only Pre-existing holes w/standard twist lock sealed capability (does not include LED installed lights) (eliminates need to drill housing assemblies) Recommended using trunk upfit package (854), light controller package (855) or ultimate wiring package (857).		\$394.00	-	-

<u>663 REAR LIGHTING SOLUTION</u> -inc: 2 backlit flashing linear high-intensity LED lights (driver side red/passenger side blue) mounted inside back window; surrounds brake stop light and 2 linear high intensity LED lights (driver side red/passenger side blue) mounted on inside trunk decklid (lights activate when decklid is open), LED lights only, Controller wiring not included Recommended using trunk upfit package (854), light controller package (855) or ultimate wiring package (857). LED lights only, does not include wiring or controller.	\$451.00	-	-	-
<u>55D AUTO HEADLAMPS</u> \$114.00	\$114.00	-	-	-
<u>13D POLICE SILENT MODE</u> -inc: When activated, courtesy lamps and daytime running lamps disabled (user configurable) Daytime running lamps do not disable where required by law. (Requires 942)	\$19.00	\$19.00	\$19.00	\$19.00
<u>942 DAYTIME RUNNING LAMPS</u>	\$49.00	\$49.00	\$49.00	\$49.00
<u>96E SIDE MARKER LED FENDER LIGHTS</u> -inc: red driver side and blue passenger side	\$232.00	-	-	-
<u>13P FRONT HEADLAMP/POLICE SEDAN HOUSING ONLY</u> -inc: pre-drilled hole for side marker police use, does not include LED installed lights (eliminates need to drill housing assemblies) and pre-molded side warning LED holes w/standard twist lock sealed capability (does not include LED installed lights)	\$114.00	\$114.00	\$114.00	\$114.00
<u>661 FRONT HEADLAMP LIGHTING SOLUTION</u> -inc: base projector beam headlamp plus 2 multi-function park/turn/warn (PTW) bulbs for wig-wag simulation, and 2 white hemispheric lighthead LED side warning lights, LED lights wiring included, Controller not included Recommended using trunk upfit package (854), light controller package (855) or ultimate wiring package (857). (Requires 856 or 51G)	\$850.00	-	-	-

<p>65C FRONT-DOOR BALLISTIC DOOR PANELS (LEVEL III) -inc: Tested and meets the requirements of NIJ standard 0108.01 Level III, 7.62 x 51 mm 9.7g M80 (.308 Winchester 150gr), per LAPD requirements, they're also designed to withstand special threat rounds, 7.62 x 39 mm MSC 7.9g (Type 56), 5.56 x 445 mm M193 3.36g, 5.56 x 45mm M855 4g</p>			
<p>65F DRIVER FRONT-DOOR BALLISTIC DOOR-PANELS (LVL IV+) -inc: Tested and meets the requirements of NIJ standard 0108.01 Level IV, .30-06 M2 AP 166gr (7.62 x 63 APM2 10.8g), designed to withstand special threat rounds, 7.62 x 54R LPS 9.65g, 7.62 x 51 mm M61 9.75g (.308 Winchester 150.5gr). In addition, Level IV+ includes all of the NIJ Level III and LAPD rounds listed</p>			
<p>65G FRONT-DOOR BALLISTIC DOOR-PANELS (LVL IV+) -inc: Tested and meets the requirements of NIJ standard 0108.01 Level IV, .30-06 M2 AP 166gr (7.62 x 63 APM2 10.8g), designed to withstand special threat rounds, 7.62 x 54R LPS 9.65g, 7.62 x 51 mm M61 9.75g (.308 Winchester 150.5gr). In addition, Level IV+ includes all of the NIJ Level III and LAPD rounds listed</p>			
<p>61P 6-WAY POWER PASSENGER SEAT -inc: manual recline and lumbar</p>			
<p>60V REMOTE KEYLESS ENTRY KEY FOB W/O KEY PAD -inc: 4-key fobs, Does not include PATS Fobs are specific to the vehicle and are not fobbed-alike when ordered with Keyed-Alike.</p>			
<p>62B BATTERY POWERED TRUNK RELEASE BUTTON</p>			
<p>18I REAR DOOR HANDLES INOPERABLE/LOCKS OPERABLE</p>			
<p>18G REAR DOOR HANDLES & LOCKS INOPERABLE</p>			
<p>63B HIDDEN DOOR LOCK PLUNGER/RR DOOR HANDLE OPERABLE</p>			
<p>63P HIDDEN DOOR LOCK PLUNGER/RR DOOR HANDLE INOPERABLE</p>			

<u>13C DARK CAR FEATURE</u> -inc: Courtesy lamps disabled when any door is opened (trunk not included)				\$19.00					
<u>171 1ST & 2ND ROW CARPET FLOOR COVERING</u> -inc: front and rear floor mats				\$119.00					
<u>62D ELECTRONICS TRAY W/O FAN</u> -inc: (4 sq ft) w/18" of travel when fully extended locks, Payload capacity 100 lbs				\$271.00	\$271.00			\$271.00	
<u>97T TRUNK CIRCULATION FAN</u> -inc: Mounted inside trunk, Maintains airflow from cabin to trunk, Does not include wire harness				\$95.00					
<u>19T TRUNK STORAGE VAULT W/LOCKABLE DOOR</u> \$114.00				\$114.00					
<u>77E POLICE WIRE HARNESS CONNECTOR KIT - FRONT</u> -inc: For connectivity to Ford PI package solutions includes 2 male 4-pin connectors for siren, 5 female 4-pin connectors for lighting/siren/speaker, 1 4-pin IP connector for speakers, 1 4-pin IP connector for siren controller connectivity, 1 8-pin sealed connector and 1 14-pin IP connector				\$100.00					
<u>51I POLICE WIRE HARNESS CONNECTOR KIT - REAR</u> -inc: For connectivity to Ford PI package solutions includes 1 2-pin connector for rear lighting, 1 2-pin connector for trunk circulation fan, 6 female 4-pin connectors, 6 male 4 pin connectors and 1 10-pin connector				\$123.00					
<u>77B REARVIEW CAMERA</u> -inc: electrochromic rear view mirror w/camera display This option would replace the camera that comes standard in the 4" center stack area. Camera can only be displayed in the 4" center stack (std) OR the rear view mirror (77B).				\$0.00	\$0.00			\$0.00	
<u>47K 4 REMAPPABLE STEERING WHEEL SWITCHES W/VOICE</u> (Requires 53M)				\$144.00	\$144.00			\$144.00	

VIRTC1DP

CNGP530

VEHICLE ORDER CONFIRMATION

04/18/18 10:

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Dealer: F

2018 TAURUS

Page: 2

Order No: 9999 Priority: G2 Ord FIN: QE024 Order Type: 5B Price Level

Ord Code: 500A Cust/Flt Name: GRAND RAPIDS PO Number:

RETAIL

RETAIL

63P	DR LOCK PLUNGER	\$155
642	18" PAINTED WHL	465
67D	PWR WND DISABLE	25
68C	HMI W/SYNC 4.2"	NC
76R	REV SENSING SYS	295
77B	MIRROR W/CAMERA	NC
942	RUNNING LIGHTS	50
97D	RR CONSOLE PLAT	35
98K	CAPLESS FUEL LK	20
	SP FLT ACCT CR	
	FUEL CHARGE	
	DEST AND DELIV	875

THIS IS NOT AN INVOICE

TOTAL BASE AND OPTIONS 33440

TOTAL 33440

F1=Help

F2=Return to Order

F7=Prev

F4=Submit

F5=Add to Library

F3/F12=Veh Ord Menu

S099 - PRESS F4 TO SUBMIT

QC08

V1DP0103

VIRTC1DP #

CNGP530

VEHICLE ORDER CONFIRMATION

04/18/18 10:

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Dealer: F

2018 TAURUS

Page: 1

Order No: 9999 Priority: G2 Ord FIN: QE024 Order Type: 5B Price Level

Ord Code: 500A Cust/Flt Name: GRAND RAPIDS PO Number:

		RETAIL			RETAIL
P2M	AWD INTERCEPTOR	\$29400	47K	REMAPPABLE AUD	\$150
YG	MED TITANIUM CC		53M	SYNC SYSTEM	295
R	CLOTH/VINYL		549	MAN MIR W/HEAT	60
W	BLACK		59E	SCUFF GUARDS	50
500A	EQUIP GRP		60B	RAIL BRACKT KIT	25
	.FLEX FUEL		60V	KEY FOB	335
99K	.3.7L TIVCT V6	NC	62B	TRUNK RELEASE	30
44J	.6-SPD AUTO TRAN	NC	62D	ELECTRONIC TRAY	285
13D	SILENT MODE	20			
13P	HEADLAMP PREP	120			
	FRT LICENSE BKT	NC			
18S	POLICE ENG IDLE	260			
20P	NOISE SUP BONDS	95			
21F	SPOT LAMP DR	360			
41H	HEATER, ENG BLK	35			

TOTAL BASE AND OPTIONS 33440
TOTAL 33440
THIS IS NOT AN INVOICE

* MORE ORDER INFO NEXT PAGE *

F8=Next
F3/F12=Veh Ord Menu

F1=Help F2=Return to Order
F4=Submit F5=Add to Library

S006 - MORE DATA IS AVAILABLE.

QC08

V1DP0103

DONDELINGER FORD
SELLING PRICE \$30,680.00
(PLUS ANY APPLICABLE FEES
SUCH AS TAX, LICENSE & REGISTRATION)



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0281 **Version:** 2 **Name:** Seasonal Employees Golf Course
Type: Agenda Item **Status:** Consent Agenda
File created: 4/19/2018 **In control:** City Council
On agenda: 4/23/2018 **Final action:**
Title: Consider approving seasonal employees/Pokegama Golf
Sponsors:
Indexes:
Code sections:
Attachments: [Golf Course Seasonal 2018 April 23 agenda.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving seasonal employees/Pokegama Golf

Background Information:

Seasonal employees for maintenance and outdoor services.

Start date is no sooner than April 24, 2018. End date is no later than October 31, 2018

Staff Recommendation:

Approve the attached list of recommended employees for seasonal employment at Pokegama Golf Course.

Requested City Council Action

A motion to approve that attached list of recommended employees for seasonal employment at Pokegama Golf Course.

Employment is to begin no sooner than April 24 and end no later than October 31, 2018.

Funding will come from the 2018 Pokegama Golf Course approved budget.

Name			Wage
Paul Jensen	Golf Course	Maintenance	\$9.75
Tom Carlson	Golf Course	Maintenance	\$9.75
Brady Baird	Golf Course	Maintenance	\$9.75
Ben Olson	Golf Course	Maintenance	\$9.75
Stacy Washington	Golf Course	Maintenance	\$9.75
Talia Roth	Golf Course	Maintenance	\$9.75
Gracie Davis	Golf Course	Out Door Services	\$9.65
Drew Kuschel	Golf Course	Out Door Services	\$9.65

Golf Course Seasonal
Seasonal Employees

Start Date: No sooner than April 24
End Date: No later than October 31



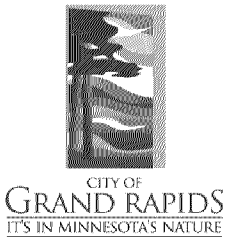
CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0279 **Version:** 1 **Name:** Board & Commission Minutes
Type: Minutes **Status:** Approved
File created: 4/18/2018 **In control:** City Council
On agenda: 4/23/2018 **Final action:**
Title: Acknowledge attached minutes for Boards & Commissions.
Sponsors:
Indexes:
Code sections:
Attachments: [January 2, 2018 Arts & Culture minutes.pdf](#)
[March 20, 2018 Golf Board minutes.pdf](#)
[March 21, 2018 PUC minutes.pdf](#)
[April 3, 2018 Police Community Advisory Board minutes.pdf](#)

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



CITY OF GRAND RAPIDS ARTS AND CULTURE COMMISSION
CONFERENCE ROOM 2B – GRAND RAPIDS CITY HALL
REGULAR MEETING, TUESDAY, JANUARY 2, 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, January 2, 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, Harry Smith, Kayla Schubert and Myrna Peterson.

Absent: Kathy Dodge

Staff Present: Matt Wegwerth, Amy Dettmer and Michele Palkki

Commissioner Merrild called the meeting to order at 3:45 pm.

Welcome new Commissioner Kayla Schubert. Introductions were made.

SETTING THE AGENDA Nothing to add

CORRESPONDENCE Nothing to report

MINUTES

APPROVAL OF MINUTES – Regular Meeting held on December 5, 2017 with changes.

MOTION BY COMMISSIONER PETERSON, SECOND BY COMMISSIONER SMITH TO APPROVE THE MINUTES FOR DECEMBER 5, 2017. Motion passed by unanimous vote.

FINANCIALS

The regular budget for 2018 is 5,000.00. This money is available from January 1, 2018 through December 31, 2018.

Ms. Dettmer reported that starting in February the budget will also include the 1.5% funding that is in the Art Adoption and Acquisition Plan, which will come from projects the city does in the future.

This money will be placed in a fund that carries over from year to year, not part of the general fund.

The Commission requested that City Engineer Matt Wegwerth join our meeting in February to share more about how funds will be generated, tracked, accessed, and what expressed purposes they can support.

NEW BUSINESS

IRA Civic Center Renovation / Role of Arts and Culture

City Engineer Matt Wegwerth was present to discuss the IRA Civic Center Renovation and what the role of the Arts and Culture Commission would be.

Mr. Wegwerth distributed a draft plan that also included an area for future tenants. This could include having an area for the Arts Commission.

The City would like to have a representative from the Arts and Culture Commission attend meetings regarding the renovation. There will likely be different working groups that will have representation during the remodel phase, including representation from the Boys & Girls Club, Invest Early, the Grand Rapids Area Hockey Association, Mobility Mania, the local arts community, the Y, and others.

Mr. Wegwerth reported that there is a meeting scheduled on January 17, 2018 at 6:30 pm at the IRA Civic Center to work as a large group and then break into committees. The City would like to have a representative from the Arts and Culture Commission. After a discussion, several members relayed that they would plan to attend.

The representative from the Arts and Culture Commission to attend any future meetings will be David Dobbs. Commissioner Dobbs will report back to the Commission when necessary.

Pedestrian Bridge

A question was raised as to when the construction would begin for the new pedestrian bridge.

Mr. Wegwerth reported that even though the bridge received \$750,000.00 in bond money there was faulty wording in the legislative language that needs to first be corrected.

The City is working with the state to get the correction, but they cannot move forward with this project until correct language is in the document. The City will keep the Commission updated.

Artist in Residence

Commissioner Peterson reported that we have a new artist to vote on tonight. The Grand Rapids Arts has recommended our approval for Kathy Mommsen to begin February 15 until May 15, 2018.

APPROVAL OF ARTIST – February 15, 2018 until May 15, 2018.

MOTION BY COMMISSIONER CONNELLY, SECOND BY COMMISSIONER MARTY TO APPROVE THE ARTIST KATHY MONNSEN BEGINNING FEBRUARY 15 AND CONTINUE UNTIL MAY 15, 2018. Motion passed by unanimous vote.

Commissioner Peterson reported that the artist area in the loft needs to be cleaned. A discussion was held as far as whose responsibility it is and that staff would check with Mr. Mattei.

A discussion was held regarding hiring someone to clean the loft and rafter areas.

ALLOCATE FUNDS – Up to \$250.00 for cleaning

MOTION BY COMMISSIONER MARTY, SECOND BY COMMISSIONER CONNELLY TO ALLOCATE UP TO SPENDING \$250.00 TO CLEAN THE ARTIST LOFT. Motion passed by unanimous vote.

OLD BUSINESS

Forecast Public Art

Commissioner Merrild reported that there was not enough time in 2017 to get this completed, however, it would be beneficial to have something started in the near future. After a discussion, the Commission felt that we need the expertise of a company like Forecast Public Art to help us get the Art Placement Plan and the work associated with the Downtown Business Corridor Grant off to a good start. A small sub group consisting of Commissioners Merrild, Connelly, Dobbs and Schubert will work on putting something together for Forecast Art to develop a scope of work.

Downtown and Business Corridor Grant

Commissioner Merrild reported that the City did receive this grant. The grant (\$28,500) will revitalize the Central Business District using art: three murals, three sculptures, sidewalk poetry and new signage, as well as three new downtown gallery entrances that are ADA compliant.

PROGRESS REPORTS

Commissioner Merrild reported that the Vergin's were wondering if a decision was made yet regarding the Lion Fountain. After further discussion it was noted that until we have a format to work with accepting art as well as purchasing art we are not making any plans at this time.

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

Respectfully submitted by Michele Palkki, Administrative Assistant

Michele Palkki

The next regular meeting of the Arts and Culture Commission will be February 6, 2018.

GRAND RAPIDS GOLF COURSE BOARD
REGULAR MONTHLY MEETING
March 20, 2018
7:00 AM

Present: Larry O'Brien, Pat Pollard, Brad Gallop, Kelly Kirwin

Absent: Todd Roth

Staff: Bob Cahill Director of Golf
Steve Ross Grounds Superintendent

- I. Pat Pollard called the meeting to order.
- II. Brad Gallop made a motion to accept the minutes of the February 20, 2018 Board meeting. Kelly Kirwin seconded the motion. The motion passed.
- III. Consideration of monthly bills: Kelly Kirwin made a motion to approve the bill list. Brad Gallop seconded the motion. The motion passed with one dissenting vote by Brad Gallop.

ABBY OX	400.00
CODY ALLEMAN	330.69
LEAGUE OF MN CITIES INS TRUST	2,893.36
CITY OF COHASSET	447.70
COLE HARDWARE INC	106.13
GOLFNOW RESERVATIONS	1,000.00
GRAND RAPIDS CITY PAYROLL	6,344.66
GRAND RAPIDS STATE BANK	5.27
HOT DEALS MINNESOTA	250.00
INSIGHT PUBLIC SECTOR SLED	70.50
L&M SUPPLY	974.81
MN PUBLIC GOLF ASSOCIATION	100.00
MINNESOTA REVENUE	442.99
MINNESOTA TORO	489.28
MINUTEMAN PRESS	229.04
NEXTERA COMMUNICATIONS LLC	3.93
OPERATING ENGINEERS LOCAL #49	1,402.00
POKEGAMA LAWN AND SPORT	375.51
P.U.C.	1,500.85
NORTHERN MN WATER COND DBA	23.00
STEVE ROSS DBA ROSS GOLF	4,166.67
STOKES PRINTING & OFFICE	99.22
TDS Metrocom	215.66
UNUM LIFE INSURANCE CO OF AMER	2.05
VANTIV INTEGRATED PAYMENTS	31.66
VERIZON WIRELESS	65.01
TOTAL ALL VENDORS:	21,969.99

IV. Visitors: None

V. Grounds Superintendent: Steve Ross reported. Cody has been sent to Toro for training on mower maintenance. Work continues on the water usage and needs report that will be given to the DNR. Instead of raising the forward tees, which would cost several thousand dollars each, they will be mowed and marked to be similar to the #10 red tee box.

VI. Concessions: None

- VII. Director of Golf: Bob Cahill reported. Bob explained the Youth on Course Program and we will join this year. It is anticipated the program will encourage youth from other areas to play at Pokegama. Bob will do further study on the cost and usefulness of including Internet booking of tee times and report at the April meeting. The Board and Bob will begin the process of selecting new tee box signs and consider having the cost covered by sponsorships.
- VIII. Old Business: None
- IX. New Business: None
- X. Correspondence and Open Discussion: None.
- XI. Adjourn: Brad Gallop made a motion to adjourn the meeting. Kelly Kirwin seconded the motion. The motion passed.

Respectfully Submitted,

Larry O'Brien
Recording Secretary



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Wednesday, March 21, 2018

4:00 PM

Conference Room of Public Utilities Service Center

1 CALL TO ORDER

A Regular Meeting of the Grand Rapids Public Utilities Commission was held on Wednesday, March 21, 2018 at 4:00 PM in the Conference Room 112 of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

2 CALL OF ROLL

Present 5 - Secretary Greg Chandler, President Glen Hodgson, Commissioner Tom Stanley, Commissioner Rick Blake, and Commissioner Kathy Kooda

Others Present: General Manager Kennedy, Finance Manager Betts, Electric Department Manager Goodell, Water/Wastewater Collection/Safety Manager Doyle, Wastewater Treatment Department Manager Mattson, Administrative/ HR Assistant Flannigan, Attorney Bengtson. Members of the media and public were also present.

3 18-0169

Acknowledge posting of the change in the regular meeting date and time.

President Hodgson acknowledged the proper posting of the change in the regular meeting date.

Received and Filed

4 APPROVAL OF MINUTES

4.a. 18-0171

Consider approving the minutes of the February 14, 2018 regular meeting and the February 27, 2018 special meeting.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to approve the minutes of the February 14, 2018 regular meeting and the February 27, 2018 special meeting. The motion PASSED by unanimous vote.

- 12.b. 18-0184 Review and Approve Braun Intertec Proposal for Soil Investigation - Enbridge Line #3.

Review and Approve Reimbursement Agreement with Enbridge Energy.

Authorize staff to conduct a neighborhood meeting on Monday, April 16 from 6 - 8 p.m. to review the agreed upon work plan.

At the request of President Hodgson, Item 12.b. was moved up on the Agenda to accommodate the media and public present at the meeting.

A motion was made by Commissioner Rick Blake, seconded by Secretary Greg Chandler, to approve the Braun Intertec Proposal for Soil Investigation regarding Enbridge Line #3, approve the Reimbursement Agreement with Enbridge Energy, and authorize staff to conduct a neighborhood meeting on Monday, April 16 from 6 - 8 p.m. to review the agreed upon work plan. The motion PASSED by unanimous vote.

5 CITY TREASURER'S REPORT AND INVESTMENT ACTIVITY REPORT

- 5.a. 18-0180 Consider approving the City Treasurer's Report and Investment Activity Report for February 2018.

Finance Manager Betts reviewed the City Treasurer's Report and Investment Activity Report for February 2018 with the Commission.

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

6 PUBLIC FORUM

No comments.

7 COMMISSION REPORTS

No items.

8 ADMINISTRATION

- 8.a. 18-0187 Review the February 2018 Administrative Report.

General Manager Kennedy reviewed the February 2018 Administrative updates with the Commission, including the February 2018 Wholesale Electric Service Cost.

Received and Filed

- 8.b. 18-0188 Consider authorizing staff to send out the Request for Proposal (RFP) for Professional Services for Assistance with Community Solar Garden (CSG) Preliminary Program Design.

A motion was made by Commissioner Rick Blake, seconded by Commissioner Tom Stanley, that this Agenda Item be Tabled, at the request of the General Manager, to allow time to follow up on eligible grants for this project. The motion PASSED by unanimous vote.

9 ACCOUNTING AND FINANCE

- 9.a. 18-0181 Review the Accounting and Finance Operations Report for February 2018.

Finance Manager Betts reviewed the Accounting and Finance Operations Report for February 2018 with the Commission.

Received and Filed

- 9.b. 18-0182 Consider approving the writeoff of March uncollectible accounts in the amount of \$264.11.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Rick Blake, to approve the writeoff of March uncollectible accounts in the amount of \$264.11. The motion PASSED by unanimous vote.

10 ELECTRIC DEPARTMENT

- 10.a. 18-0179 Review the Electric Department Operations Report for February 2018.

Electric Department Manager Goodell reviewed the Electric Department Operations Report for February 2018 with the Commission.

Received and Filed

- 10.b. 18-0186 Request authorization for sale of Truck 83, 2008 Ford Escape.

A motion was made by Commissioner Tom Stanley, seconded by Secretary Greg Chandler, to authorize the advertisement for bids for the sale of Truck #83, a 2008 Ford Escape recently damaged in a collision, starting March 21, 2018 and closing on March 30, 2018. The motion PASSED by unanimous vote.

11 WASTEWATER TREATMENT FACILITY OPERATIONS

- 11.a. 18-0176 Review the Wastewater Treatment Facility Operations Report for February 2018.

Wastewater Treatment Department Manager Mattson reviewed the Wastewater Treatment Facility Operations Report for February 2018 with the Commission.

Received and Filed

12 WATER AND WASTEWATER COLLECTION

- 12.a. 18-0183 Review Water and Wastewater Collection Operations Report February 2018.

Water/Wastewater Collection/Safety Manager Doyle reviewed the Water/Wastewater Collection Operations Report for February 2018 with the Commission.

Received and Filed

13 SAFETY

- 13.a. 18-0185 Safety Report February 2018.

Water/Wastewater Collection/Safety Manager Doyle reviewed the Safety Report for February 2018 with the Commission.

Received and Filed

14 VERIFIED CLAIMS

- 14.a. 18-0170 Consider approving verified claims for February 2018
Computer Check Register \$ 1,197,700.69
Manual Check Register \$ 546,809.64

A motion was made by Commissioner Rick Blake, seconded by Commissioner Tom Stanley, to approve verified claims for February 2018 in the amount of \$1,744,510.33 (Computer Check Register - \$ 1,197,700.69 and Manual Check Register - \$ 546,809.64). The motion PASSED by unanimous vote.

15 ADJOURNMENT

The next regular Commission meeting has been rescheduled to Wednesday, April 18, 2018 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to adjourn the meeting at 4:41 PM. The motion PASSED by unanimous vote.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.

**PUBLIC UTILITIES COMMISSION
FEBRUARY 2018
ACCOUNTS PAYABLE**

NAME	AMOUNT	NAME	AMOUNT
AE2S Nexus	1,708.50	Minnesota Power	965,269.37
Alcola Solutions Group	975.00	The Motor Shop	350.00
Amaril Uniform Co	14.41	NTS	2,775.00
AmeriPride Services	159.74	Napa Auto Parts	26.51
Aramark	326.40	Nextera Communications	626.15
AutoZone	1,235.85	North Central Laboratories	92.38
BME Lab and Science	1,080.00	Northern Business Products	932.74
Badger State Inspection	3,800.00	Northwestern Power Equip Co	2,288.00
Barr Engineering Co	4,236.30	Otis Elevator Co	1,848.96
Burggraf's Ace Hardware	532.95	Pace Analytical	327.50
Busy Bees Quality Cleaning	1,991.64	Personnel Dynamics	564.30
CW Technology	230.00	Phil's Garage Door Service	180.00
Call Net	995.00	Pitney Bowes	2,616.03
Cannon Technologies	55,217.85	Pleasant Seasons Assisted Living	427.20
Carquest	849.29	Pokegama Liquor	1,804.45
Casey's	71.57	Public Utilities Commission	6,441.00
Casper Construction	6,161.00	Quality Flow Systems Inc	112.16
Chemsearch	379.82	R & K Hillman	228.00
Citi Lites	262.50	RMB Environmental Labs	1,298.00
City of Grand Rapids	10700.58	Radtke Trucking (John R Radtke)	8,785.17
Cole Hardware	1,088.32	Railroad Management Co	214.01
Compass Minerals	2,823.18	Rapids Welding Supply	243.98
Core & Main	778.36	Resco	11,511.50
Davis Oil	1,445.26	Sandstroms	270.90
Dondelinger Automotive	132.80	S E H	381.10
Dennis Doyle	47.96	Solenis	24,424.52
Ebix Inc	38.72	Spraying Systems Co	358.53
Electric Pump	1,675.60	Stuart Irby	355.30
Energy Insight Inc.	3,534.32	Swanson Flo	1,975.09
Environmental Resource Assoc	542.40	Corey Tabbert, OD, PA	110.00
Fastenal	1,615.82	Thelen Heating & Roofing	1,164.50
Ferguson Enterprises Inc	2,864.66	Treasure Bay Printing	374.00
Grainger	636.72	Viking Electric Supply	419.81
Grand Hospitality	1,230.73	Viking Industrial Center	180.00
Grand Itasca Clinic	138.02	Waste Management	1,898.67
Grand Rapids Chevrolet	2,500.80	Wells Fargo Business Cards	2,204.45
Hach	274.77	Wenck	508.71
Hammerlund Construction, Inc	13,318.50	Wisconsin Energy Conservation	749.10
Harcros Chemicals, Inc	5,520.00	Kathy Wohlrabe	18.20
Hawkins Inc	4,323.98	Xerox	343.70
Hawkinson Construction	1,407.49	Zeigler	4,011.46
Itasca County Habitat for Humanity	793.63		
Itasca County Treasurer	1,365.50	Energy Star Rebates:	
Johnson Killen & Seiler	607.20	Ronald Namchek	50.00
KOZY	882.00		
Kaman	2,568.21		
L & M Supply	505.43	TOTAL	1,197,700.69
MDI Hired Hands	20.00		
McMaster-Carr	322.00		
Marco	1,431.40		
Mars Supply	1,796.63		
Steve Mattson	45.24		
Meds-1 Ambulance Service	1,486.19		
Gary Millard	250.00		

FEBRUARY 2018 MANUAL CHECK REGISTER

<u>Date</u>	<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
2/1/2018	3581	Wells Fargo Corporate Trust	116,068.75
2/1/2018	3582	Blue Cross Blue Shield	53,574.51
2/2/2018	3583	Selectaccount	217.42
2/5/2018	3584	Public Employees Retirement Association	14,252.64
2/5/2018	3585	Minnesota Dept. of Revenue	4,264.90
2/5/2018	3586	Wells Fargo Bank	26,332.66
2/5/2018	3587	Empower Retirement	8,160.96
2/7/2018	3588	Selectaccount	326.91
2/3/2018	3589	Invoice Cloud	1,897.80
2/5/2018	3590	Selectaccount	2,584.57
2/5/2018	3591	Selectaccount	2,612.50
2/1/2018	3592	Delta Dental of Minnesota	3,382.00
2/9/2018	3593	Minnesota Dept. of Revenue	33.17
2/9/2018	3594	Wells Fargo Bank	197.98
2/19/2018	3595	Public Employees Retirement Association	13,575.84
2/19/2018	3596	Minnesota Dept. of Revenue	3,929.03
2/19/2018	3597	Wells Fargo Bank	24,480.56
2/19/2018	3598	Empower Retirement	7,884.29
2/14/2018	3599	Selectaccount	530.71
2/20/2018	3600	Minnesota Department of Revenue	61,072.00
2/22/2018	3601	Minnesota Dept. of Revenue	292.77
2/22/2018	3602	Wells Fargo Bank	1,747.21
2/21/2018	3603	Selectaccount	746.54
2/16/2018	3604	MN Public Facilities Authority	2,188.80
2/16/2018	3605	Wells Fargo Corporate Trust	20,952.13
2/22/2018	3606	Selectaccount	2,594.57
2/2/2018	72689	Minnesota Energy Resources Corp.	465.15
2/2/2018	72690	Gustafson, Doug	96.00
2/2/2018	72691	Dickie, Brett	239.64
2/5/2018	72692	U.S. Post Office	668.79
2/2/2018	72693	Wells Fargo Bank	5,000.00
2/5/2018	72694	Gustafson, Doug	244.21
2/5/2018	72695	MN Child Support Payment Center	413.65
2/5/2018	72696	Minnesota Benefit Association	71.52
2/5/2018	72697	NCPERS Minnesota	160.00
2/7/2018	72699	United Parcel Service	120.36
2/7/2018	72700	Verizon Wireless	810.34
2/7/2018	72701	UNUM Life Insurance Co of America	1,652.50
2/9/2018	72702	U.S. Post Office	647.80
2/13/2018	72703	Selectaccount	160.32
2/13/2018	72704	AT & T Mobility	341.80
2/13/2018	72705	Verizon Wireless	378.40
2/13/2018	72706	Gustafson, Doug	99.19
2/13/2018	72707	Dickie, Brett	242.53
2/16/2018	72708	U.S. Post Office	762.42
2/19/2018	72803	MN Child Support Payment Center	839.58
2/19/2018	72804	Minnesota Council 65	1,653.00
2/20/2018	72805	Dickie, Brett	473.13
2/22/2018	72806	Minnesota Dept. of Public Safety	100.00
2/22/2018	72807	United Parcel Service	30.18
2/22/2018	72808	Ruder, Rodney	210.45
2/22/2018	72809	Minnesota Energy Resources Corp.	393.25
2/22/2018	72810	Wells Fargo Business Card	320.99
2/22/2018	72811	Wells Fargo Business Card	55.50
2/22/2018	72812	UNUM Life Insurance Co of America	1,652.08

<u>Date</u>	<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
2/22/2018	72813	O.D.C.	544.00
2/23/2018	72814	U.S. Post Office	686.11
2/23/2018	72815	United Parcel Service	12.23
2/23/2018	72816	Wells Fargo Business Card	377.92
2/23/2018	72817	City of LaPrairie	12,196.32
2/27/2018	72818	Foss, James	360.12
2/27/2018	72819	Dickie, Brett	189.12
2/28/2018	72825	City of Grand Rapids	72,333.33
2/28/2018	72826	City of Grand Rapids	66,911.99
2/28/2018	72827	City of Grand Rapids	994.50
		Checks Previously Approved	0
		Manual Checks to be approved	546,809.64
		TOTAL MANUAL CHECKS	546,809.64

CITY OF GRAND RAPIDS
POLICE COMMUNITY ADVISORY BOARD
Tuesday, April 3, 2018

CALL TO ORDER: Pursuant to due notice and call thereof a regular meeting of the Grand Rapids Police Community Advisory Board was held in Conference Room 2B of the City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota, on Tuesday, April 3, 2018 at 7:00 AM.

CALL OF ROLL:

Board Members Present: Jackie Dowell, Megan Phillips, John Nalan, Joe Barrick, Tom Neustrom, Wendy Uzelac. Board Members Absent: Conley Janssen, Weldon Braxton, Erika DeMuth. Staff Members Present: Administrative Assistant Jackie Heinrich, Assistant Police Chief Steve Schaar, Police Chief Scott Johnson.

Call to Order:

Vice Chair Nalan called the meeting to order at 7:00 AM.

Approval of Minutes:

Motion made by Neustrom and seconded by Dowell to approve the minutes from the January 9, 2018 Board meeting without amendment. Motion passed.

Public Comment:

There was none

Board Member Reports:

Mr. Neustrom suggested that a set date every quarter not be used for future meetings but rather that a poll be e-mailed to board members prior to each meeting, listing two possible dates. A discussion took place and consensus of the board members was that this should be done approximately one month prior to the month in which the meeting will be held.

Introduction of New Members:

Mr. Joe Barrick was introduced to the Board.

Old Business:

Selection of 2018 officers

Motion made by Mr. Neustrom and seconded by Mr. Barrick to nominate Board Member John Nalan as the Vice Chair. Motion passed. All members voted in the affirmative for the appointment.

Motion made by Mr. Nalan and seconded by Mr. Neustrom to nominate Board Member Joe Barrick as the Secretary. Motion passed. All members voted in the affirmative for the appointment.

New Business:

Chief Johnson updated the board as to legislative issues, the Citizens' Academy, summer police department staffing and a proposed anti-drug interdiction program this summer in collaboration with the Minnesota State Patrol .

Mr. Neustrom stated he has noticed a number of motorists driving vehicles with dogs on their laps and asked that the police pay closer attention to this violation of law. Assistant Chief Schaar stated he would ask sergeants to have officers do so.

A discussion was held regarding the presence of police officers at public demonstrations. Mr. Nalan asked if there was a plan in place to deal with demonstrators protesting an officer shooting a citizen. Chief Johnson stated that the best plan is to form a good relationship with the citizens in advance and be transparent.

Other Business:

Chief Johnson and Assistant Chief Schaar invited the Board to attend the Mock Crash at the High School in May. A reminder will be e-mailed out to the Board prior to the date.

Ms. Dowell asked about minimum meeting attendance requirements. Assistant Chief Schaar stated that he would research this in the by-laws and report back next meeting.

Setting of Next Meeting:

An e-mail will be sent to all Board Members in June with a couple of possible dates for the July meeting. After responding, the Board Chair will set the date of the July meeting and notify all Board Members.

Adjournment:

Meeting was adjourned at 7:57 AM.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	18-0270	Version:	1	Name:	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).
Type:	Public Hearing	Status:			Public Hearing
File created:	4/16/2018	In control:			City Council
On agenda:	4/23/2018	Final action:			
Title:	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).				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Zoning Map Amendment Request: Maps Planning Commission Mtg. Minutes (draft)- 4/5/2018 Paul Bunyan/Edverson Rezoning: Application				

Date	Ver.	Action By	Action	Result
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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).

Background Information:

Paul Bunyan Communications and property owner, Mr. Harley Edverson, filed an application for a Zoning Map Amendment with the City on March 16, 2018. The application requests the City’s consideration of the rezoning of the following described property from its current R-4 (Multiple-family Residential- *high density*) designation to that of GB (General Business):

THAT PT OF E 440' OF W 880' OF NW NE LESS THAT PART LYING SOUTHEASTERLY OF THE FOLLOWING DESCRIBED LINE: COMM AT THE NW CORNER OF SAID NW NE; TH N 89 DEG 34' 08" E, ASSIGNED BEARING, ALG THE N LINE OF SAID NW NE, 880.13' TO THE E LINE OF THE W 880' OF SAID NW NE; TH S 01 DEG 24' 51" E, ALG SAID E LINE 317.26' TO POB OF THE LINE TO BE HEREIN DESC; TH S 37 DEG 13' 17" W 704.71' TO THE E LINE OF THE W 440' OF SAID NW NE & SAID DESC LINE THERE TERM, ALL IN SECTION 33, TOWNSHIP 55N, RANGE 25W, ITASCA COUNTY, MINNESOTA

The petition submitted by Paul Bunyan Communications and Mr. Edverson, involves 6 acres of land, and is generally located on the south side of 21st Street SE, approximately 600’ west of 7th Avenue SE (see map #1). Map #1 illustrates the subject property in relation to the existing zoning in the area: GB (General Business) adjacent to the west and to the northwest across 21st Street, R-4 to the north and east, and a combination of R-4, I-2 (General Industrial Park) and I-1 (Industrial Park) to the south over properties owned by the City of Grand Rapids (additionally, those properties are located within the Airport Safety Zone “A” for Runway 5-23, which does not allow for the development of structures).

The Zoning Map Amendment, if approved, would facilitate the purchase of the subject property by Paul Bunyan Communications, and ultimately the development of an office building for Paul Bunyan with an attached garage for the storage of technician vehicles (draft site plan attached).

The Future Land Use map contained within the Comprehensive Plan (see map #2) shows the subject property located within a slightly larger area indicated as future Multi-family Residential. The subject property, as well as an expanded area, was rezoned by petition to the current zoning designations in 2012. At that time, it was Mr. Edverson’s hope that the R-4 designation (from Industrial) would increase marketability of his property, by addressing the need for more high-

density residential zoned property within the city.

The 9.9 acre property directly adjacent to the west of the current rezoning petition, was subject to a Zoning Map amendment request in October of 2014, in which a change from I-2 to GB was approved by the City Council.

The Planning Commission reviewed the Zoning Map Amendment petition at their April 5, 2018 regular meeting, and, based on their findings, which are incorporated into the draft ordinance, forwarded a recommendation for approval of the petitioned rezoning.

Requested City Council Action

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).

Paul Bunyan Comm./Edverson Zoning Map Amendment Request (R-4 to GB Requested)



380 190 0 380 Feet



Paul Bunyan Comm./Edverson Zoning Map Amendment Request (2011 Comprehensive Plan Future Land Use)



380 190 0 380 Feet



LEGEND

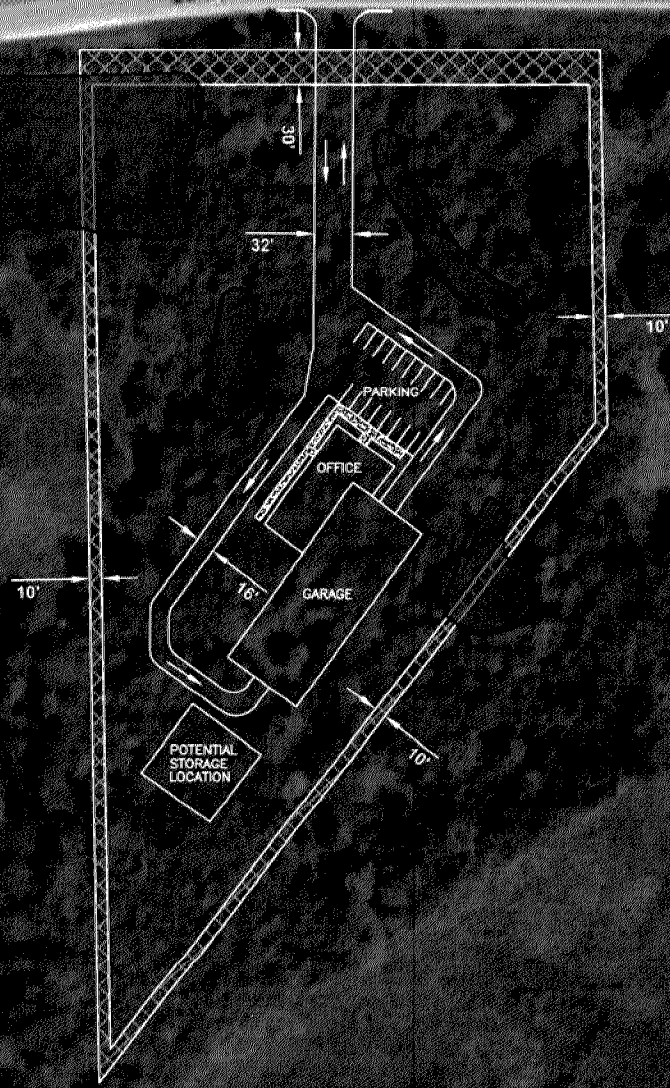


PARCEL SETBACK



LOW AREA

2151 STREET SE



SCALE

2300 BEMIDJI AVE N, SUITE 101, BEMIDJI, MN 56601
PHONE: (218) 444-8004 FAX: (218) 444-9562

PAUL BUNYAN COMMUNICATIONS
GRAND RAPIDS OFFICE

DATE: 08/08/08

SITE EXHIBIT



CITY OF GRAND RAPIDS

NOTICE OF MEETING
PLANNING COMMISSION

DRAFT

Minutes - Final Planning Commission

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

Thursday, April 5, 2018

4:00 PM

Council Chambers

Call To Order

Call of Roll

- Present** 6 - Commissioner Charles Burress, Chairperson Lester Kachinske, Commissioner Susan Lynch, Commissioner Michelle Toven, Commissioner Sue Zeige, and Commissioner Molly MacGregor
- Absent** 1 - Commissioner Mark Gothard

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

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

Approval of Minutes

Approve the minutes of the February 1, 2018, 4:00 pm regular meeting.

Motion by Commissioner Zeige, second by Commissioner Lynch to approve the minutes of the February 1st, 2018 regular meeting. The following voted in favor thereof: Toven, Burress, Kachinske, Zeige, MacGregor, Lynch. Opposed: None, passed unanimously.

General Business

Consider a recommendation to the City Council regarding the rezoning of a 6-acre parcel of land from R-4 (Multiple-family Residential- high density) to GB (General Business).

Paul Bunyan Communications and property owner, Mr. Harley Edverson, filed an application for a Zoning Map Amendment with the City on March 16, 2018. The application requests the City's consideration of the rezoning of the following described property from its current R-4 (Multiple-family Residential- high density) designation to that of GB (General Business):

THAT PT OF E 440' OF W 880' OF NW NE LESS THAT PART LYING SOUTHEASTERLY OF THE FOLLOWING DESCRIBED LINE: COMM AT THE NW CORNER OF SAID NW NE; TH N 89 DEG 34' 08" E, ASSIGNED BEARING, ALG THE N LINE OF SAID NW NE, 880.13' TO THE E LINE OF THE W 880' OF SAID NW NE; TH S 01 DEG 24' 51" E, ALG SAID E LINE 317.26' TO POB OF THE LINE TO BE HEREIN DESC; TH S 37 DEG 13' 17" W 704.71' TO THE E LINE OF THE W 440' OF SAID NW NE & SAID DESC LINE THERE TERM, all in Section 33, Township 55N, Range 25W, Itasca County, Minnesota

The Zoning Map Amendment, if approved, would facilitate the purchase of the subject property by Paul Bunyan Communications, and ultimately the development of an office building for Paul Bunyan with an attached garage for the storage of technician vehicles.

Rob St. Clair of Bemidji Paul Bunyan described the project and the hopes that in the future they will be expanding their territory therefore creating more jobs.

Jeremiah Olson a planning student at BSU questioned why multi family housing would be preferred over the expansion of a business.

The Commissioners reviewed the considerations for the record.

- 1. Will the change affect the character of neighborhoods?**
Why/Why not? No it will not affect the character of the neighborhood or cause a traffic burden.
- 2. Would the change foster economic growth in the community?**
Why/Why not? Yes, it will add to the tax base.
- 3. Would the proposed change be in keeping with the spirit and intent of the ordinance?**
Why/Why not? Yes, it is right next GB zoning already.
- 4. Would the change be in the best interest of the general public?**
Why/Why not? Yes, the land is being put to good use by being developed for a local business.
- 5. Would the change be consistent with the Comprehensive Plan?**
Why/Why not? Yes, it keeps orderly development occurring.

Motion by Commissioner Toven, second by Commissioner Burress that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward to the City Council a recommendation to approve the Zoning Map Amendment, as petitioned by Paul Bunyan Communications, and property owner, Mr. Harley Edvenson, described within the Staff Report and as shown in the maps presented here today, from R-4 (Multiple-family Residential- high density) to GB (General Business);

With the considerations reviewed for the record by the Commissioners the following voted in favor thereof: Toven, Burress, Kachinske, Zeige, Lynch, MacGregor. Opposed: None, passed unanimously.

Consider the election of Planning Commission Officer's-Chairperson and Vice Chairperson/Secretary.

Motion by Commissioner MacGregor, second by Commissioner Burress to table the election of officers to the next regular meeting. The following voted in favor thereof: Lynch, MacGregor, Zeige, Kachinske, Burress, Toven. Opposed: None, passed unanimously.

Public Input

Miscellaneous\Updates

Open Meeting Law and Conflict of Interest Guidelines Review

City Attorney Sterle provided a overview of open meeting law and conflict of interest. If any of the Commissioners should have a question regarding either they should contact Mr. Sterle or staff.

Adjourn

Motion by Commissioner Zeige, second by Commissioner Lynch to adjourn the meeting at 4:34 p.m. The following voted in favor thereof: Toven, Burress, Kachinske, Zeige, Lynch, MacGregor. Opposed: None, passed unanimously.



Petition for Rezoning (Zoning Map Amendment)

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

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

Paul Bunyan Communications
 Name of Applicant
1831 Anne Street
 Address
 Bemidji MN 56601
 City State Zip
218-444-1234/rstclair@paulbunyan.net
 Business Telephone/e-mail

Harley and Ellen Edverson
 Name of Owner (If other than applicant)
28719 E Bass Lake Rd
 Address
 Grand Rapids MN 55744
 City State Zip
 Business Telephone/e-mail

Parcel Information:

Tax Parcel # 91-033-1204 Property Size: 6 acres
 Existing Zoning: R4 (multi family) Requested Zoning: GB (General Business)
 Existing Use: Empty Lot
 Proposed Use: Office building for Paul Bunyan Communications
 Property Address/Location: 21st street between Airport road and 2nd Ave
 Legal Description: See attachments
 (Attach additional sheet if necessary)

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

[Signature]
 Signature(s) of Applicant(s)

3/16/18
 Date

[Signature]
 Signature(s) of Owner(s)-(If other than applicant)

3-16-18
 Date

Office Use Only

Date Received **MAR 16 2018** Certified Complete 3/16/2018 Fee Paid \$505

Planning Commission Recommendation Approved _____ Denied _____
 City Council Action Approved _____ Denied _____

Meeting Date 4/5/2018
 Meeting Date _____

Summary of Special Conditions of Approval: _____

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

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

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

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

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

 The properties to the west are zoned GB (General Business) – Wellness Center/Salon/Yoga studio. The property to the north is R-4 – multi family apartments, east is R-4 – vacant property, and to the NW is GB – multi family residential housing complex.

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

 North/West/South and East zoning was previously I-2 Industrial zoning. The areas directly to the west were changed to GB (General Business) to accommodate for the Wellness Center and the property to the NW was changed to GB (General Business) to accommodate for Red Willow and LJ Hair Salon. I believe Paul Bunyan’s retail location would be appropriate at this location and would fit in with the current businesses in the surrounding area. The building we are proposing will be set back from the roadway at least a couple of hundred feet. The intention would be keep as many of the mature trees as possible. By doing so the building will not be very visible from the road therefore it will not change the look and feel of the neighborhood. It will be set back much like the building to the west. See attached proposed building layout.

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

 Yes, there are utilities in the street and a sidewalk with a driveway cut in the curb already. _____

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

 Paul Bunyan Communications is looking to build an office building with an attached garage to house our technicians vehicles. PBC feels that this location would be a very suitable location for such a building. PBC would utilize the existing landscape and mature hardwoods as much as possible.

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

In 2012 the property owner made a case for the current R-4 zoning and the need for additional multi-family land for additional housing options. There have been several multi – family housing units built on the north side of 21st street in the past 4 years so I am not sure why Mr. Edvenson has not sold his land for this use.

F. Demonstrate that the proposed rezoning is the minimum change needed to allow a reasonable use of the property? In order to construct an office building we need the zoning changed to General Business, this property will otherwise fit our needs perfectly. We had an engineering firm provide us an assessment of the property as well as a proposed site layout, which is attached for your review. The assessment recommends working around any wetlands as much as possible. _____

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

The City's 2011 Future Land Use map recommended this area as Multi-Family Residential (rezoned accordingly in 2012 by petition)

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

After spending the last few months searching for property in the Grand Rapids market I have found very little property that would accommodate our building needs. The majority of the property is zoned Industrial and not in an ideal location for a retail space.

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

Paul Bunyan would like to consolidate our location in Deer River MN and Grand Rapids to one facility.

This new facility would allow Paul Bunyan to have a retail space as well as a location for our technicians. _____

Additional Instructions:

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

Findings for Approval:

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

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

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

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

ITASCA COUNTY
 Itasca County
 Auditor/Treasurer
 123 NE 4th Street
 Grand Rapids, MN
 55744

218-327-2859
 www.co.itsasca.mn.us

Property ID: 91-033-1204
 Owner: EDVENSON, HARLEY R & ELLEN

Taxpayer(s):

TAXPAYER # 6301
 EDVENSON, HARLEY R & ELLEN
 28719 E BASS LAKE RD
 GRAND RAPIDS MN 55744

Property Description:

GRAND RAPIDS CITY
 SEC:33 TWP: 55.0 RG:25 LOT: BLK: ACRES: 5.93
 THAT PT OF E 440' OF W 880' OF NW NE LESS
 THAT PART LYING SOUTHEASTERLY OF THE
 FOLLOWING DESCRIBED LINE: COMM AT THE NW

2017 Property Tax Statement

		VALUES & CLASSIFICATION	
		Taxes Payable Year: 2016 2017	
STEP	Estimated Market Value:	157,600	157,600
1	Homestead Exclusion:		
	Taxable Market Value:	157,600	157,600
	New Improvements/ Expired Exclusions:		
	Property Classification:	COMM	COMM
Sent in March 2016			
STEP	PROPOSED TAX		
2	Proposed Tax:(excluding special assessments) Sent in November 2016		
STEP	PROPERTY TAX STATEMENT		
3	First-half Taxes: May 15	8,076.00	
	Second-half Taxes: October 16	8,076.00	
	Total Taxes Due in 2017:	16,152.00	

\$\$\$ You may be eligible for one or even two refunds to reduce your property tax.
REFUNDS? Read the back of this statement to find out how to apply.

		Taxes Payable Year: 2016 2017	
1. Use this amount on Form M1PR to see if you're eligible for a property tax refund. File by August 15. If box is checked, you owe delinquent taxes and are not eligible.			
2. Use these amounts on Form M1PR to see if you are eligible for a special refund.			
PROPERTY TAX AND CREDITS			
3. Property tax before credits		5,080.72	5,131.36
4. Credits that reduce property taxes:			
A. Agricultural market value credit			
B. Taconite tax relief			
C. Other credits			
5. Property tax after credits		5,080.72	5,131.36
PROPERTY TAX BY JURISDICTION			
6. County			
		1,073.53	1,090.24
7. City or Town			
		1,463.37	1,497.07
8. State General Tax			
		1,168.31	1,100.06
9. School District: A. Voter approved levies			
		119.78	31.62
0318	B. Other local levies	363.84	471.42
		5.46	5.30
10A. Special taxing district			
B. Tax increment			
C. Fiscal disparity			
		886.43	935.65
11. Non-school voter approved referenda levies			
12. Total property tax before special assessments			
		5,080.72	5,131.36
SPECIAL ASSESSMENTS			
13A. PROJ 2001-6 21ST ST SE			
		11,561.28	11,020.64
B.			
C.			
14. Total property tax and special assessments			
		16,642.00	16,152.00

ISSUED: 12/11/2017

2 ND HALF PAYMENT STUB



*910331204

TAXPAYER # 6301
 EDVENSON, HARLEY R & ELLEN

COMM ACCT# 73639

Property ID Number:	91-033-1204
Full Tax for Year	16,152.00
Balance Due	.00
Penalty	
Total Paid	

\$30.00 service charge for all returned checks.

Pay on or before October 16 to avoid penalty
Real Estate ITASCA COUNTY

Note: When you provide a check as payment you authorize the County to use information from your check to make a one-time electronic fund transfer from your account. The funds may be withdrawn from your account the same day. You will not receive your check back from your financial institution.

Make checks payable to:
 Jeffrey T. Walker
 County Auditor/Treasurer

Mall to: Itasca County
 Auditor/Treasurer
 123 NE 4th Street
 Grand Rapids, MN
 55744

Payable in 2017

CASH
 CHECK
 COUNTER
 MAIL

Check if address change on back
 If box is checked you owe delinquent taxes
 Detach stub and include with second half payment

ISSUED: 12/11/2017

10000009103312042017073639

0000000000000016152006

1 ST HALF OR FULL PAYMENT STUB



*910331204

TAXPAYER # 6301
 EDVENSON, HARLEY R & ELLEN

COMM ACCT# 73639

Property ID Number:	91-033-1204
Full Tax for Year	16,152.00
Balance Due	.00
Penalty	
Total Paid	

\$30.00 service charge for all returned checks.

Pay on or before May 15 to avoid penalty
Real Estate ITASCA COUNTY

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 If box is checked you owe delinquent taxes
 Detach stub and include with first half or full payment

ISSUED: 12/11/2017

10000009103312042017073639

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LEGEND

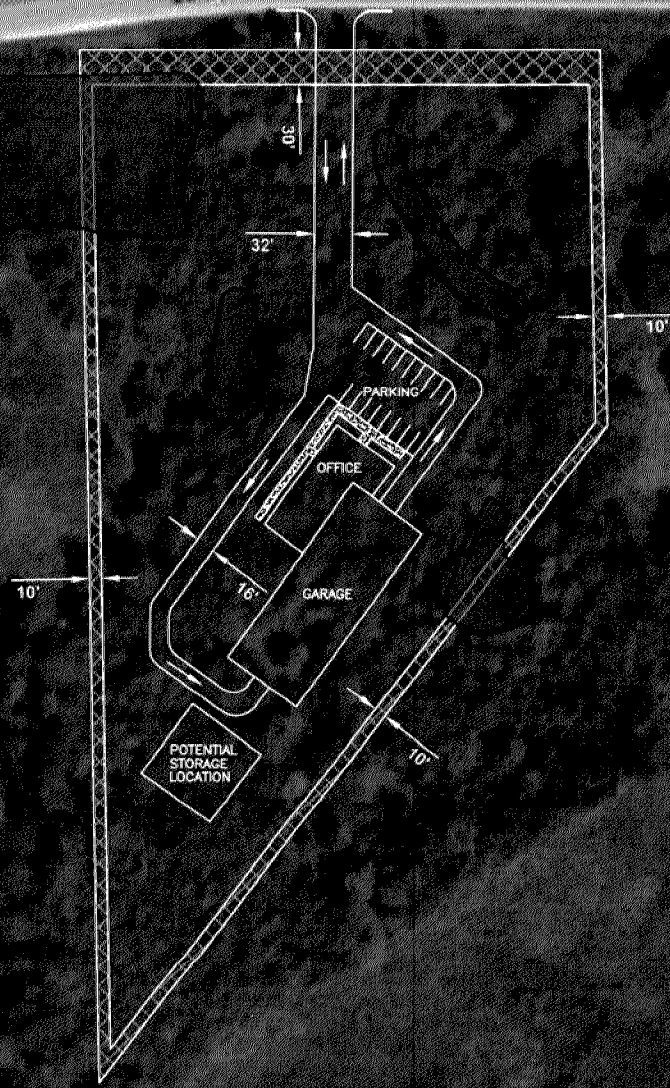


PARCEL SETBACK



LOW AREA

2151 STREET SE



SCALE

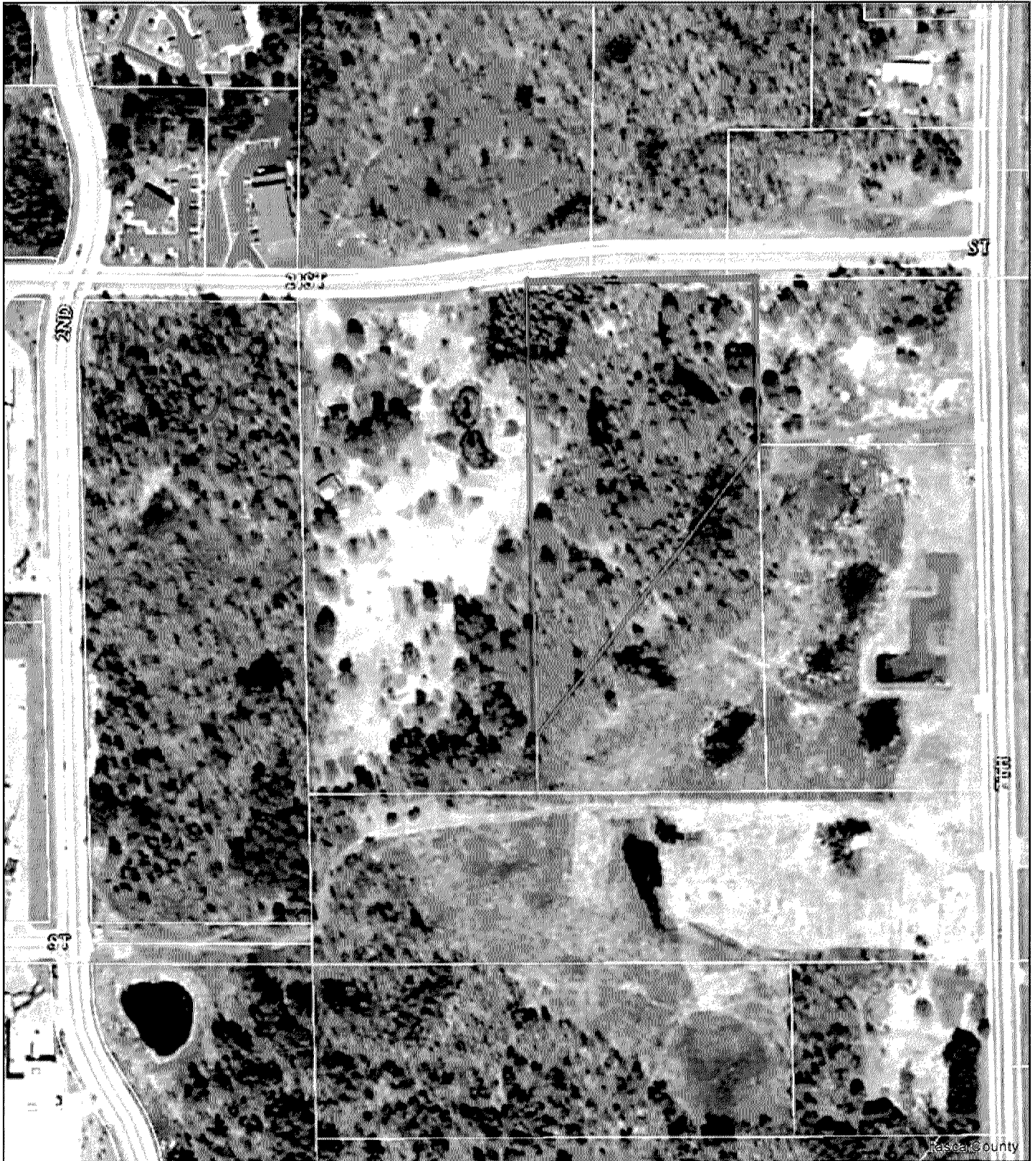


KARVAKKO
2300 BEMIDJI AVE N, SUITE 101, BEMIDJI, MN 56601
PHONE: (218) 444-8004 FAX: (218) 444-9562

DATE: 08/08/08

PAUL BUNYAN COMMUNICATIONS
GRAND RAPIDS OFFICE
SITE EXHIBIT

Itasca County GIS Map



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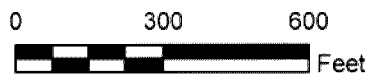
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method or in any form without written permission.

Itasca Geographic Information System
"decision support through automation"

This information is a compilation of
data from different sources with
varying degrees of accuracy and requires
a qualified field survey to verify.



1 inch = 376 feet



Legend

Tax Parcel



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0271 **Version:** 1 **Name:** 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 (G)

Type: Agenda Item **Status:** Public Hearing

File created: 4/16/2018 **In control:** City Council

On agenda: 4/23/2018 **Final action:**

Title: 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).

Sponsors:

Indexes:

Code sections:

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

Date	Ver.	Action By	Action	Result
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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).

Background Information:

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

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

Requested City Council Action

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

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

ORDINANCE NO. 18-_____

AN ORDINANCE OF THE CITY OF GRAND RAPIDS, MINNESOTA, APPROVING THE REZONING OF 6 ACRES OF LAND FROM R-4 (MULTIPLE-FAMILY RESIDENTIAL- *HIGH DENSITY*) DESIGNATION TO THAT OF GB (GENERAL BUSINESS)

WHEREAS, on April 5, 2018, the Planning Commission approved a motion forwarding a favorable recommendation to the City Council regarding the rezoning of property legally described as,

THAT PT OF E 440' OF W 880' OF NW NE LESS THAT PART LYING SOUTHEASTERLY OF THE FOLLOWING DESCRIBED LINE: COMM AT THE NW CORNER OF SAID NW NE; TH N 89 DEG 34' 08" E, ASSIGNED BEARING, ALG THE N LINE OF SAID NW NE, 880.13' TO THE E LINE OF THE W 880' OF SAID NW NE; TH S 01 DEG 24' 51" E, ALG SAID E LINE 317.26' TO POB OF THE LINE TO BE HEREIN DESC; TH S 37 DEG 13' 17" W 704.71' TO THE E LINE OF THE W 440' OF SAID NW NE & SAID DESC LINE THERE TERM, ALL IN SECTION 33, TOWNSHIP 55N, RANGE 25W, ITASCA COUNTY, MINNESOTA

from its current zoning designation of R-4 (Multiple-family Residential- high density) to GB (General Business), and

WHEREAS, the City Council conducted a public hearing on that request at their regular meeting on April 23, 2018 and all were heard, and

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

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

That the property legally described above and as shown on the attached "Exhibit A", is rezoned from its current designation of R-4 (Multiple-family Residential- high density) to GB (General Business) based on the following findings of fact;

- The proposed rezoning would not have an adverse affect the character of neighboring area, or impact traffic.
- The change would foster economic growth by allowing additional uses, and expanding the tax base.
- The change would be in keeping with the spirit and intent of the Zoning Ordinance, as it is an extension of the GB zoning in the area.
- The change would be in the best interest of the general public as it will provide for business expansion.
- That the change would be consistent with the Comprehensive Plan, by allowing for orderly development.

This Ordinance shall become effective after its passage and publication.

Adopted by the Council this 23rd day of April, 2018.

Dale Adams, Mayor

ATTEST:

Kim Gibeau, City Clerk

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

DRAFT

Zoning Map Amendment (R-4 to GB)



Subject Property: (blue-green outline)
Rezoned to: GB (General Business) Zoning
April 23, 2018

