



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council

Monday, March 26, 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, March 26, 2018 at 5:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

MEETING PROTOCOL POLICY

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

5:01 PM PUBLIC FORUM

COUNCIL REPORTS

APPROVAL OF MINUTES

18-0190 Consider approving Council minutes for March 12, 2018 Worksession and Regular meetings.

Attachments: [March 12, 2018 Worksession.pdf](#)
[March 12, 2018 Regular Meeting.pdf](#)

VERIFIED CLAIMS

18-0213 Consider approving the verified claims for the period March 6, 2018 to March 19, 2018 in the total amount of \$956,930.02, of which \$375,731.25 are bond payments.

Attachments: [COUNCIL BILL LIST 03-26-18.pdf](#)

5:10 PM CONSENT AGENDA

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

1. 18-0174 Consider allowing the Police Department to solicit bids for one (1) 2018 Ford Police

- Interceptor sedan to replace a 2008 Dodge Durango SUV police vehicle.
2. [18-0175](#) Consider approving a temporary liquor license for the Reif Arts Council for an event on May 1, 2018.
3. [18-0178](#) Adoption of a new wage schedule for Part-time, Seasonal, and Temporary employees effective April 1, 2018.
Attachments: [2018 Proposed Pay Range for Part-time, Seasonal, and Temporary Employees](#)
4. [18-0189](#) Enter into a lease agreement with Itasca Community College for the use of our sports fields.
Attachments: [ICC Baseball and Softball Lease - 2018.pdf](#)
5. [18-0191](#) 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.
6. [18-0192](#) Consider approving the 2018-2019 Police Sergeants Union Bargaining Agreement.
Attachments: [Summary of Tentative Agreements for Council approval.pdf](#)
[DRAFT - Sergeant CBA 2018-2019.pdf](#)
7. [18-0193](#) Consider adopting a resolution authorizing an application to the Minnesota Dept. of IRRR Commercial Redevelopment Grant program for the West Missabe Orthodontics Clinic Project.
Attachments: [West Missabe Orthodontics Application Authorization Resolution.pdf](#)
[Building 1_photo1.JPG](#)
[Building1_photo2.JPG](#)
[Building2_photo1.JPG](#)
8. [18-0194](#) Consider adopting a resolution accepting the Arrowhead Regional Arts Council grant in the amount of \$5,000.00.
Attachments: [Arrowhead Reg Arts for Summer Sports Camp.pdf](#)
9. [18-0195](#) Consider approving the 2018 Council Goals/Outcomes
Attachments: [2018 Final Data Sheet.pdf](#)
10. [18-0200](#) Consider adopting a resolution establishing polling places for City of Grand Rapids voting Precincts One (1) - Four (4) and approve Facility Use Policy for Zion Lutheran Church, Precinct Four Polling Place.
Attachments: [Res Establishing Polling Places for 2018.pdf](#)
11. [18-0204](#) Consider entering into agreements with area businesses for advertising at the IRA Civic Center.

Attachments: [Meds 1 Ambulance-wall sign-18-partially signed](#)
[Rapids Plumbing & Heating 2018-partially signed](#)
[State Farm - Kyle Casey 2018-partially signed](#)

12. [18-0208](#) Consider the hiring of Pokegama Golf Course Seasonal Employees

Attachments: [2018 RCA Seasonal Wages March 26 .pdf](#)

13. [18-0217](#) Consider accepting resignation from Pat Schwartz from the HRA.

5:12 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

14. [18-0216](#) Acknowledge minutes for Boards & Commissions.

Attachments: [December 1, 2017 PUC minutes.pdf](#)
[December 7, 2018 PUC minutes.pdf](#)
[December 13, 2017 PUC minutes.pdf](#)
[December 22, 2017 PUC minutes.pdf](#)
[February 14, 2018 PUC minutes.pdf](#)
[February 20, 2018 Golf Board minutes.pdf](#)
[February 27, 2018 PUC minutes.pdf](#)
[January 17, 2018 HRA Minutes.pdf](#)

5:13 DEPARTMENT HEAD REPORT
PM

15. [18-0203](#) Department Head Report - Community Development

Attachments: [Community Development March 2018 Dept. Head Report.pdf](#)

5:23 CIVIC CENTER, PARKS & RECREATION
PM

16. [18-0199](#) Consider purchasing an ADA swing to be place at Crystal Lake Park.

17. [18-0215](#) Consider entering into an Agreement with Grand Rapids Fastpitch Association to operate the concession stand at Grand Rapids Sports Complex.

Attachments: [Concession Stand Agreement.pdf](#)

5:33 ENGINEERING
PM

18. 18-0205 Consider a third addendum to the Grand Rapids/Itasca County Airport Joint Powers Cooperative Agreement related to the Airport Advisory Board
Attachments: 3rd Amendment to Airport JPAv2
19. 18-0209 Consider authorizing the submittal of a grant application to MnDOT for the DNR Local Trail Connections program for the Grand Rapids/Cohasset Connection Trail and adopting a resolution in support of the project.
Attachments: 2017 63 Trail Map
3-26-18 Resolution DNR Trail Sponsor

**5:43 GOLF COURSE
PM**

20. 18-0212 Consider an addendum to the Golf Course Superintendent contract.
Attachments: Ross Consulting Golf Contract Amendment.pdf
Ross Consulting Golf Contract.pdf

21. 18-0214 Consider a Youth on Course Agreement.
Attachments: ForCourses Minnesota Golf Association (2).pdf
Youth on Course.pdf

**5:53 LIBRARY
PM**

22. 18-0196 Consider appointing Nicole Johnson to the position of part-time Library Volunteer Coordinator at the Grand Rapids Area Library.

**6:00 ADJOURNMENT
PM**

NEXT REGULAR MEETING IS SCHEDULED FOR APRIL 9, 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 #: 18-0190 **Version:** 1 **Name:** Council minutes
Type: Agenda Item **Status:** Approval of Minutes
File created: 3/19/2018 **In control:** City Council
On agenda: 3/26/2018 **Final action:**
Title: Consider approving Council minutes for March 12, 2018 Worksession and Regular meetings.
Sponsors:
Indexes:
Code sections:
Attachments: [March 12, 2018 Worksession.pdf](#)
[March 12, 2018 Regular Meeting.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving Council minutes for March 12, 2018 Worksession and Regular meetings.

Background Information:

Draft minutes are attached for review.

Staff Recommendation:

Review minutes, note corrections if needed and approve.

Requested City Council Action

Make a motion to approve Council minutes for March 12, 2018 Worksession & Regular meetings.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Monday, March 12, 2018

4:00 PM

Conference Room 2A

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council was held on Monday, March 12, 2018 at 4:02 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

Staff present:

Tom Pagel, Chad Sterle, Scott Johnson, Jeff Davies, Steve Schaar, Matt Wegwerth, Rob Mattei

Discussion Items

1. Free Range Food Co-op Presentation - Sarah Verke, Megan Brekke, Carrie Barsness

Representatives for the Co-op presented background information, explaining how a grocery/market of this type is community owned and makes every effort to work with local farmers and suppliers to have fresh, trusted products available to customers. Noted that there are currently 452 owners, surpassing the goal to date. To become a share-holder, the cost is \$100 per family, which includes voting rights and dividends. Requesting that the City Council adopt a resolution in support of the grocery co-op.

Staff will review Comprehensive Plan and make recommendation.

Received and Filed

2. Proposed alarm ordinance amendments

Police Chief Johnson and Asst. Chief Schaar explain that the purpose of this ordinance is to ensure that individuals and businesses keep alarm systems updated. Hopefully this will decrease the number of false alarms requiring emergency response. Staff will post required notice of proposed change to City ordinance.

Referred to the City Council due back on 3/26/2018

- 3.

Director of Public Works, Jeff Davies, presented recommended changes to snow and ice policy ordinance, making it unlawful for property owners or tenants to place snow on adjacent public property normally used by the public. Staff will post required notice of proposed change to City ordinance.

Referred to the City Council due back on 3/26/2018

4. Review 5:00 PM Regular Meeting

Upon review, Council added item #13a to the Consent agenda.

ADJOURN

There being no further business, the meeting adjourned at 5:12 PM.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, March 12, 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, March 12, 2018 at 5:06 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

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

Staff present:

Tom Pagel, Chad Sterle, Scott Johnson, Matt Wegwerth, Jeff Davies, Barb Baird, Rob Mattei, Steve Schaar

MEETING PROTOCOL POLICY

5:01 PM PUBLIC FORUM

None.

5:06 PM COUNCIL REPORTS

Mayor Adams mentioned accomplishments of Grand Rapids school athletes and encouraged the community to continue support by attending events.

5:10 PM APPROVAL OF MINUTES

Consider approving Council minutes for Monday, February 26, 2018 Regular meeting.

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

VERIFIED CLAIMS

Consider approving the verified claims for the period February 17, 2018 to March 5,

2018 in the total amount of \$535,336.51.

A motion was made by Councilor Christy, seconded by Councilor Blake, 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 Theresa M. Dufner related to CP 2011-3, 2018 Northeast Improvements Project.
Approved by consent roll call
2. Consider issuing a Special Permit for Use and Possession of a Firearm within the City of Grand Rapids to Minnesota Mounted Shooters at the fairgrounds.
Approved by consent roll call
3. Consider approving temporary liquor permit for Itasca Curling Club for event scheduled March 23-25, 2018.
Approved by consent roll call
4. Consider approving final payment for Grand Rapids Multi-Use Pavilion.
Approved by consent roll call
5. Consider accepting summary of conclusions of evaluation of performance of City employee pursuant to Minn. Stat. sec. 13D.05, subd. 3(a) specifically Tom Pagel and approve merit pay.
Approved by consent roll call
6. Consider approving two public service and infrastructure easements with Douglas and Jennifer Baker related to CP 2011-3, 2018 Northeast Improvements Project.
Approved by consent roll call
7. Consider the approval of Change Order 5 with Casper Construction related to CP 2009-1, the 2017 Infrastructure Improvements Project
Approved by consent roll call
8. Consider entering into an agreement with an area business for advertising at the IRA Civic Center.
Approved by consent roll call

9. Consider entering into a contract with Stauber's Goalcrease.

Approved by consent roll call

10. Consider a motion to authorize Library staff to submit a grant application to the Northland Foundation

Approved by consent roll call

11. Consider correction to start and end date for Assistant Superintendent at the Pokegama Golf Course.

Approved by consent roll call

12. Consider entering into a contract with Personnel Dynamics for a Transcriptionist.

Approved by consent roll call

13. Consider entering into an agreement between the City of Grand Rapids, MN and Mary Magnuson.

Approved by consent roll call

13a. Consider approving a temporary liquor license for St. Joseph Parish for event scheduled for April 13, 2018.

Approved by consent roll call

Approval of the Consent Agenda

A motion was made by Councilor Christy, seconded by Councilor Connelly, to approve the amended Consent agenda to include the addition of item #13a.

The motion carried by the following vote

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

SETTING OF REGULAR AGENDA

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

**5:15 DEPARTMENT HEAD REPORT
PM**

14. Police Department - Chief Scott Johnson

Police Chief Johnson provides the Council with a mid-year summary of calls, staffing,

training, equipment and vehicles, and programs. A full text of the report is available in the Administration Department.

Received and Filed

**5:30 PUBLIC HEARINGS
PM**

16. Consider conducting the Public Hearing for the ADA Transition Plan

Engineer Matt Wegwerth provides background information on the enactment of the ADA law and the development of the transition plan to update City facilities, streets, sidewalks and parks, making them accessible.

Mayor Adams states the reason for the public hearing and Clerk Gibeau states that no correspondence has been received in the Clerk's office in regard to the proposed ADA Transition Plan.

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

Myrna Petersen, Mobility Mania, addresses the City Council lobbying at the legislature for funds and requests the presence of one or more Councilors to attend the legislative session.

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

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

**5:50 ENGINEERING
PM**

17. Consider a resolution adopting the ADA Transition Plan

Following the public hearing, the Council decided to move forward.

A motion was made by Councilor Blake, seconded by Councilor Zeige, to adopt Resolution 18-27, adopting the ADA Transition Plan 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

**5:25 ADMINISTRATION DEPARTMENT
PM**

15. Consider appointing applicants to City Boards & Commissions.

**A motion was made by Councilor Dale Christy, seconded by Councilor Rick Blake, to make the following appointments:
Pokegama Golf Board - Larry O'Brian, term expiring March 1, 2021**

Human Rights Comm. - Deanna Ensley, Charles Harrison, Alice Moren, terms expiring March 1, 2021

Planning Comm. - Charles Burrell, Mark Gothard, Lester Kachinski, terms expiring March 1, 2022

Park/Rec/Civic Center Board - Steve Olehieser, Tina Glorivigan, terms to expire March 1, 2021

PUC - Kathleen Kooda, term to expire March 1, 2022

The motion PASSED by unanimous vote.

6:00 ADJOURNMENT
PM

A motion was made by Councilor Tasha Connelly, seconded by Councilor Dale Christy, to adjourn the meeting at 5:55 pm. The motion PASSED by unanimous vote.

Respectfully submitted,

Kimberly Gibeau
Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0213 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Verified Claims
File created: 3/22/2018 **In control:** City Council
On agenda: 3/26/2018 **Final action:**
Title: Consider approving the verified claims for the period March 6, 2018 to March 19, 2018 in the total amount of \$956,930.02, of which \$375,731.25 are bond payments.

Sponsors:

Indexes:

Code sections:

Attachments: [COUNCIL BILL LIST 03-26-18.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the verified claims for the period March 6, 2018 to March 19, 2018 in the total amount of \$956,930.02, of which \$375,731.25 are bond payments.

Requested City Council Action

Make a motion approving the verified claims for the period March 6, 2018 to March 19, 2018 in the total amount of \$956,930.02, of which \$375,731.25 are bond payments.

DATE: 03/21/2018
 TIME: 16:29:55
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 03/26/2018

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
1309335	MINNESOTA REVENUE	265.00
	TOTAL	265.00
CITY WIDE		
0126725	AZTECA SYSTEMS INC	13,800.00
0315455	COLE HARDWARE INC	1.32
1309360	MN DEPT OF TRANSPORTATION	2,970.00
1915248	SOFTWARE HARDWARE INTEGRATION	997.00
	TOTAL CITY WIDE	17,768.32
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE SERVICES INC	45.88
0301685	CARQUEST AUTO PARTS	45.22
0315455	COLE HARDWARE INC	24.99
0701650	GARTNER REFRIGERATION CO	130.00
0805640	HERC-U-LIFT INC	55.00
0920060	ITASCA COUNTY TREASURER	127.55
1520350	OTIS ELEVATOR COMPANY	2,650.08
1801610	RAPIDS PLUMBING & HEATING INC	438.20
1821700	MICHAEL RUSSELL	490.00
1908248	SHERWIN-WILLIAMS	38.24
1909510	SIM SUPPLY INC	140.49
2018680	TRU NORTH ELECTRIC LLC	75.00
	TOTAL BUILDING MAINTENANCE-CITY HALL	4,260.65
COMMUNITY DEVELOPMENT		
0920060	ITASCA COUNTY TREASURER	44.64
	TOTAL COMMUNITY DEVELOPMENT	44.64
ENGINEERING		
0718060	GRAND RAPIDS HERALD REVIEW	43.70
	TOTAL ENGINEERING	43.70
FINANCE		
0315455	COLE HARDWARE INC	2.99
1309332	MN STATE RETIREMENT SYSTEM	1,062.72

DATE: 03/21/2018
 TIME: 16:29:56
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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 03/26/2018

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
FINANCE		
1805195	REDPATH AND COMPANY, LTD	1,500.00
TOTAL FINANCE		2,565.71
FIRE		
0121721	AUTO VALUE - GRAND RAPIDS	143.73
0315455	COLE HARDWARE INC	10.54
0401804	DAVIS OIL	390.69
0421725	DUTCH ROOM INC	118.37
0513231	EMERGENCY APPARATUS	137.50
0920060	ITASCA COUNTY TREASURER	107.27
1200500	L&M SUPPLY	213.86
1309090	MINERS INC	15.92
1506265	NORTHERN OFFICE OUTFITTER INC	409.97
2018225	TREASURE BAY PRINTING	64.50
2215600	VOLUNTEER FIREMANS BENEFIT	208.00
TOTAL FIRE		1,820.35
INFORMATION TECHNOLOGY		
0500050	E3 CONSULTING SERVICES	795.00
TOTAL INFORMATION TECHNOLOGY		795.00
PUBLIC WORKS		
0100046	ASV, LLC	265.84
0301685	CARQUEST AUTO PARTS	47.67
0315455	COLE HARDWARE INC	61.80
0401804	DAVIS OIL	5,134.32
0409730	DIVERSIFIED INSPECTIONS, INC.	385.00
0601690	FASTENAL COMPANY	59.53
0920060	ITASCA COUNTY TREASURER	849.79
1200500	L&M SUPPLY	299.99
1421700	NUSS TRUCK GROUP INC	2,682.00
1621125	PUBLIC UTILITIES COMMISSION	33,451.61
1801614	RAPID SUPPLY INC	48.29
2305453	WESCO RECEIVABLES CORP	762.00
TOTAL PUBLIC WORKS		44,047.84
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	125.53

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 03/26/2018

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
FLEET MAINTENANCE		
0315455	COLE HARDWARE INC	7.49
0409730	DIVERSIFIED INSPECTIONS, INC.	925.70
0920060	ITASCA COUNTY TREASURER	89.95
1309725	MITCHELL1	1,728.00
1605740	PETROCHOICE HOLDINGS INC	1,258.85
TOTAL FLEET MAINTENANCE		4,135.52
POLICE		
0102550	ABOVE ALL AUTO & TOWING LLC	150.00
0103325	ACHESON TIRE INC	20.00
0121725	AUTOMOTIVE ELECTRIC LLC	87.16
0301685	CARQUEST AUTO PARTS	148.41
0920060	ITASCA COUNTY TREASURER	3,791.69
1201434	LAKE WOODS CHRYSLER	985.24
1305060	MEDS-1 AMBULANCE SERVICE INC	169.19
1309495	MINUTEMAN PRESS	82.50
1605665	PERSONNEL DYNAMICS LLC	145.80
1920233	STREICHER'S INC	148.00
TOTAL POLICE		5,727.99
CENTRAL SCHOOL		
0113233	AMERIPRIDE SERVICES INC	54.13
0718000	GRAND RAPIDS ARTS	240.00
1309050	MIDWEST SECURITY & FIRE INC	312.00
1401650	NARDINI FIRE EQUIPMENT CO. INC	98.00
1909510	SIM SUPPLY INC	9.12
2018680	TRU NORTH ELECTRIC LLC	1,047.75
TOTAL		1,761.00
AIRPORT		
0221650	BURGGRAF'S ACE HARDWARE	36.48
0301705	CASPER CONSTRUCTION INC	12,825.00
0401804	DAVIS OIL	68.08
0504825	EDWARDS OIL INC	943.16
0920060	ITASCA COUNTY TREASURER	276.28
1608345	PHILS GARAGE DOOR	105.00
1621125	PUBLIC UTILITIES COMMISSION	726.48
TOTAL		14,980.48

DATE: 03/21/2018
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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 03/26/2018

VENDOR #	NAME	AMOUNT DUE

CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE SERVICES INC	122.83
0118230	ARENA WAREHOUSE, LLC	2,198.00
0221650	BURGGRAF'S ACE HARDWARE	261.02
0315455	COLE HARDWARE INC	249.88
0805640	HERC-U-LIFT INC	55.00
0809345	NICHOLAS HIIPAKKA	15.17
1309495	MINUTEMAN PRESS	100.92
1601753	PAUL HADDIX LOCKSMITHING	1,150.00
1901535	SANDSTROM'S INC	252.83
1909450	SILVERTIP GRAPHICS SIGNS	367.50
1909510	SIM SUPPLY INC	271.84
TOTAL GENERAL ADMINISTRATION		5,044.99
STATE HAZ-MAT RESPONSE TEAM		
0312110	CLAREY'S SAFETY EQUIPMENT INC	605.41
TOTAL		605.41
CEMETERY		
0920060	ITASCA COUNTY TREASURER	46.86
1415590	NORTHWEST GAS	1,239.86
TOTAL		1,286.72
DOMESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE SERVICES INC	17.77
0920060	ITASCA COUNTY TREASURER	110.72
TOTAL		128.49
GO STATE-AID ST BONDS 2007B		
2305447	WELLS FARGO BANK NA	82,575.00
TOTAL		82,575.00
GO STATE-AID BONDS 2012B		

DATE: 03/21/2018
 TIME: 16:29:56
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 03/26/2018

VENDOR #	NAME	AMOUNT DUE

GO STATE-AID BONDS 2012B		
2305447	WELLS FARGO BANK NA	293,156.25
	TOTAL	293,156.25
GENERAL CAPITAL IMPRV PROJECTS		
2010-5 MS RIVER PD BRIDGE		
1309303	MN BOARD OF WATER	22.10
1900225	SEH-RCM	157.50
T000247	WETLAND CREDIT AGENCY LLC	439.08
	TOTAL 2010-5 MS RIVER PD BRIDGE	618.68
PARK ACQUISITION & DEVELOPMENT		
PARK IMPROVEMENTS		
1005605	JENWAY INDUSTRIES	15,252.00
	TOTAL PARK IMPROVEMENTS	15,252.00
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-CIVIC CENTER		
0308100	CHAMBER OF COMMERCE	126.00
	TOTAL CAPITAL OUTLAY-CIVIC CENTER	126.00
AIRPORT CAPITAL IMPRV PROJECTS		
2015 CRACK REPAIR & MASTER PLN		
1900225	SEH-RCM	18,405.00
	TOTAL 2015 CRACK REPAIR & MASTER PLN	18,405.00
2017 TAXIWAY/APRON PJT		
1900225	SEH-RCM	18,250.00
	TOTAL 2017 TAXIWAY/APRON PJT	18,250.00
IRA CVC CTR CAPITAL PJT		
MULTI-USE OUTDOOR PAVILION		
1309495	MINUTEMAN PRESS	661.00
	TOTAL MULTI-USE OUTDOOR PAVILION	661.00

DATE: 03/21/2018
 TIME: 16:29:56
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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 03/26/2018

VENDOR #	NAME	AMOUNT DUE
2018	INFRASTRUCTURE BONDS	
	2018 NE IMPROVEMENTS	
1900225	SEH-RCM	20,345.75
	TOTAL 2018 NE IMPROVEMENTS	20,345.75

STORM WATER UTILITY

0126725	AZTECA SYSTEMS INC	9,200.00
0301705	CASPER CONSTRUCTION INC	27,075.00
0315455	COLE HARDWARE INC	5.42
0401804	DAVIS OIL	6,177.37
0514798	ENVIROMENTAL EQUIPMENT AND	180,000.00
0718060	GRAND RAPIDS HERALD REVIEW	57.50
0920060	ITASCA COUNTY TREASURER	669.89
1621125	PUBLIC UTILITIES COMMISSION	3,053.76
1909450	SILVERTIP GRAPHICS SIGNS	16.00
	TOTAL	226,254.94

TOTAL UNPAID IN THE AMOUNT OF \$ 780,926.43

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0113232	AMERIFLEX BUSINESS SOLUTIONS	516.75
0114210	D. ANDERSON - CHANGE FUND	1,960.00
0116600	APPLE VALLEY, CITY OF	1,221.00
0305530	CENTURYLINK COMMUNICATIONS LLC	259.00
0315470	JAMES COLUMBUS	93.00
0609700	CARL EDWARD FISCHER	250.00
0920055	ITASCA COUNTY RECORDER	184.00
1301146	MARCO TECHNOLOGIES, LLC	1,848.15
1305046	MEDIACOM LLC	93.40
1309098	MINNESOTA MN IT SERVICES	443.80
1309149	MN CHIEFS OF POLICE ASSOC	595.00
1309199	MINNESOTA ENERGY RESOURCES	88.09
1309332	MN STATE RETIREMENT SYSTEM	780.00
1309335	MINNESOTA REVENUE	3,847.24
1315665	KELLY MORRIS	93.00
1405850	NEXTERA COMMUNICATIONS LLC	438.68
1516220	OPERATING ENGINEERS LOCAL #49	103,987.00
1609561	PIONEER TELEPHONE	9.71
1621130	P.U.C.	25,960.28
2000490	TDS Metrocom	777.49
2114371	U.S. POLICE CANINE ASSOC INC	60.00
2205637	VERIZON WIRELESS	3,219.23
2209665	VISA	9,803.68
2209705	VISIT GRAND RAPIDS INC	19,325.10

DATE: 03/21/2018
TIME: 16:29:56
ID: AP443000.CGR

CITY OF GRAND RAPIDS
DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 03/26/2018

VENDOR #	NAME	AMOUNT DUE

CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
2301700	WASTE MANAGEMENT	56.99
2309452	JEFF ERIK WILSON	93.00
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$176,003.59
TOTAL ALL DEPARTMENTS		956,930.02



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0174 **Version:** 1 **Name:** Consider allowing the Police Department to solicit bids for one (1) 2018 Ford Police Interceptor sedan to replace a 2008 Dodge Durango SUV police vehicle.

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

File created: 3/9/2018 **In control:** City Council

On agenda: 3/26/2018 **Final action:**

Title: Consider allowing the Police Department to solicit bids for one (1) 2018 Ford Police Interceptor sedan to replace a 2008 Dodge Durango SUV police vehicle.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider allowing the Police Department to solicit bids for one (1) 2018 Ford Police Interceptor sedan to replace a 2008 Dodge Durango SUV police vehicle.

Background Information:

In the police department's squad car replacement schedule, we would need to replace a 2008 Dodge Durango SUV squad. We would like to replace this squad car with a 2018 Ford police interceptor sedan. We would solicit bids from area Ford dealers to the specifications that would meet our needs and bring the results back to council later for approval.

This squad car purchase was approved in the 2018 CIP budget.

Staff Recommendation:

Staff would recommend to the city council to allow the police department to solicit bids from area Ford dealers for the purchase of a 2018 Ford Police Interceptor sedan.

Requested City Council Action

Make a motion to allow the police department to solicit bids for a 2018 Ford Police Interceptor sedan, which would replace a 2008 Dodge Durango SUV police vehicle.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0175 **Version:** 1 **Name:** Reif Temporary Liquor Application
Type: Agenda Item **Status:** Consent Agenda
File created: 3/12/2018 **In control:** City Council
On agenda: 3/26/2018 **Final action:**
Title: Consider approving a temporary liquor license for the Reif Arts Council for an event on May 1, 2018.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Consider approving a temporary liquor license for the Reif Arts Council for an event on May 1, 2018.

Background Information:

The Reif Arts Council has submitted an application for a temporary on-sale liquor license for an event scheduled on May 1st at MacRostie. Fee and insurance requirements have been met.

Staff Recommendation:

Approve and authorize staff to submit to Alcohol & Gambling Enforcement for issuance of license.

Requested City Council Action

Make a motion approving a temporary liquor license for the Reif Arts Council for an event on May 1, 2018.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	18-0178	Version:	1	Name:	Adoption of a new wage schedule for Part-time, Seasonal, and Temporary employees effective April 1, 2018.
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	3/14/2018	In control:		In control:	City Council
On agenda:	3/26/2018	Final action:		Final action:	
Title:	Adoption of a new wage schedule for Part-time, Seasonal, and Temporary employees effective April 1, 2018.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	2018 Proposed Pay Range for Part-time, Seasonal, and Temporary Employees				

Date	Ver.	Action By	Action	Result
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Adoption of a new wage schedule for Part-time, Seasonal, and Temporary employees effective April 1, 2018.

Background Information:

As of January 1, 2018, the State of Minnesota will have new minimum wage rates. The "large-employers" rate increased from \$9.50 per hour to \$9.65 per hour. Attached you will find the 2018 Pay Range for Part-time, Seasonal, and Temporary Employees. We are recommending changes to the wage schedule to allow for adjustments due to the minimum wage increase. We currently have approximately 200 employees in our payroll system who make up part-time, seasonal, and temporary status. They are currently employed in several departments throughout the City, including Administration, Civic Center, Golf Course, Police, Public Works, and Recreation.

The modified wage schedule will allow for the different departments to pay their employees as it best fits their individual department needs. By structuring the wage schedule in this manner will allow for fewer status change forms throughout the year and alleviate the need to make frequent adjustments. An example of this is in the Recreation Department, where one employee may work different jobs at different pay rates. With the modified schedule, the employees in the Recreation Department will earn a flat rate of \$9.65.

Staff Recommendation:

Human Resources Director Lynn DeGrio is recommending approving the wage adjustment to current and future part-time, seasonal, and temporary City employees and to adopt the new wage schedule for Part-time, Seasonal, and Temporary employees.

Requested City Council Action

Consider approving wage adjustments to current and future part-time, seasonal, and temporary City employees and adopt the new wage schedule effective April 1, 2018.

EMPL. #	NAME	DEPARTMENT	HIRE DATE	YEARS OF SERVICE as of July 1, 2015	CURRENT WAGE	AUGUST 1, 2015 WAGE	
1013	Blake, Richard W.	Administration	6/17/2014	1	\$ 10.00	\$ 10.00	
1014	Bovitz, Marlene A.	Administration	7/23/2014	0	\$ 10.00	\$ 10.00	
1063	Casio, Pamey L.	Administration	7/12/2012	2	\$ 10.00	\$ 10.00	
1031	Denzel, Elizabeth K.	Administration	9/9/2008	6	\$ 10.00	\$ 10.00	
1062	Duke, Edward L.	Administration	7/13/2010	4	\$ 10.00	\$ 10.00	
1030	Eckert, Cindy J.	Administration	9/9/2008	6	\$ 11.00	\$ 11.00	
1061	Eckert, Michael L.	Administration	7/12/2010	4	\$ 10.00	\$ 10.00	
1005	Goslovich, Marsha L.	Administration	10/23/2006	8	\$ 11.00	\$ 11.00	
1053	Karls, Karen M.	Administration	7/13/2010	4	\$ 10.00	\$ 10.00	
1016	Krook, Kathy A.	Administration	6/10/2014	1	\$ 10.00	\$ 10.00	
1052	LaLonde, Leo F.	Administration	7/13/2010	4	\$ 10.00	\$ 10.00	
1049	Martinetto, James T.	Administration	9/9/2008	6	\$ 11.00	\$ 11.00	
1015	McLynn, Bonnie L.	Administration	7/15/2014	0	\$ 10.00	\$ 10.00	
1056	McLynn, Catherine A.	Administration	7/13/2010	4	\$ 10.00	\$ 10.00	
1006	Nardone, Colleen B.	Administration	10/23/2006	8	\$ 11.00	\$ 11.00	
1022	Nardone, James	Administration	11/6/2012	2	\$ 10.00	\$ 10.00	
1058	Olson, Jeraldine J.	Administration	7/13/2010	4	\$ 10.00	\$ 10.00	
1047	Olson, Jimmie E.	Administration	9/9/2008	6	\$ 10.00	\$ 10.00	
1070	Setness, Jessica L. H.	Administration	3/25/2014	1	\$ 15.00	\$ 15.00	
1051	Thueson, Cheryl L.	Administration	9/9/2008	6	\$ 11.00	\$ 11.00	
C336	Burbie, Cole P.	Civic Center	10/11/2014	0	\$ 8.00	\$ 9.00	
244	Burt, Janae R.	Civic Center	11/10/2009	5	\$ 8.25	\$ 10.00	\$
C335	Cole, Taylor M.	Civic Center	11/14/2014	0	\$ 8.00	\$ 9.00	
270	Geislinger, Andrew G.	Civic Center	12/8/2009	5	\$ 9.50	\$ 10.75	\$
C332	Gill, Shelby A.	Civic Center	12/16/2013	1	\$ 8.00	\$ 9.00	
C329	Glaser, Miranda L.	Civic Center	10/22/2012	2	\$ 8.00	\$ 9.25	\$
C328	Hart, Stephanie M.	Civic Center	7/7/2011	3	\$ 7.50	\$ 9.50	\$
C273	Hicks, Judith A.	Civic Center	7/1/2005	10	\$ 9.00	\$ 10.50	\$
C334	Huju, Autumn M.	Civic Center	9/9/2014	0	\$ 8.00	\$ 9.00	
C268	Johannessohn, James F.	Civic Center	9/27/2012	2	\$ 8.00	\$ 9.25	\$

275	Longmore, April L.	Civic Center	8/26/2009	5	\$	8.75	\$	10.00	\$
281	Luoma, Jace R.	Civic Center	8/31/2010	4	\$	9.50	\$	10.50	\$
274	Mackley, Valorie K.	Civic Center	11/20/2005	9	\$	10.00	\$	11.25	\$
C206	Magner, Evelyn K.	Civic Center	10/29/2013	1	\$	8.00	\$	9.00	
296	Matzdorf, Brett S.	Civic Center	9/27/2005	9	\$	10.50	\$	12.75	\$
C205	Mutchler, Samantha J.	Civic Center	10/29/2013	1	\$	8.00	\$	9.00	
273	Mutchler, Travis D.	Civic Center	1/26/2010	5	\$	9.50	\$	10.75	\$
C330	Olson, Kaitlyn R.	Civic Center	11/19/2012	2	\$	8.00	\$	9.25	\$
C250	Schulz, Brianna J.	Civic Center	11/11/2010	4	\$	8.25	\$	9.75	\$
268	Seibert, Gary P.	Civic Center	9/28/2003	11	\$	11.75	\$	13.25	\$
C322	Stejskal, Jessica N.	Civic Center	6/13/2011	4	\$	7.50	\$	9.75	\$
C337	Tillman, Hanna J.	Civic Center	5/22/2015	0	\$	8.00	\$	9.00	
C204	Tinquist, Morgan A.	Civic Center	10/16/2013	1	\$	8.00	\$	9.00	
C333	Welshinger, Katie M.	Civic Center	12/23/2013	1	\$	8.00	\$	9.00	
236	Wilson, James E.	Civic Center	8/11/2008	6	\$	10.25	\$	12.00	\$
4010	Johnson, Susan J.	Community Development	11/19/1979	35	\$	9.25	\$	9.75	
4018	Pollard, Patrick J.	Community Development	1/12/2010	5	\$	30.00	\$	30.00	
6065	Adler, Joshua E.	Fire	1/1/2011	4	\$	17.84	\$	17.84	
6060	Baird, Bruce G.	Fire	8/12/2008	6	\$	17.84	\$	17.84	
6074	Barsness, Jacob W.	Fire	9/1/2014	0	\$	17.84	\$	17.84	
6036	Calliguri, David P.	Fire	2/11/1997	18	\$	17.84	\$	17.84	
6068	Clafton, Anthony A.	Fire	1/15/2013	2	\$	17.84	\$	17.84	
6059	Cole, Travis D.	Fire	8/12/2008	6	\$	17.84	\$	17.84	
6063	Foss, Thomas A.	Fire	11/15/2010	4	\$	17.84	\$	17.84	
6067	Gaalaas, Karl J.	Fire	5/15/2012	3	\$	17.84	\$	17.84	
6031	Gibeau, David J.	Fire	8/17/1993	21	\$	17.84	\$	17.84	
6052	Gibeau, James P.	Fire	7/12/2005	9	\$	17.84	\$	17.84	
6043	Graeber, Shawn E.	Fire	1/14/2002	13	\$	17.84	\$	17.84	
6064	Greiner, Mark L.	Fire	1/1/2011	4	\$	17.84	\$	17.84	

6056	Hoerler, Jason A.	Fire	8/15/2006	8	\$	17.84	\$	17.84
6054	Horton, Andrew J.	Fire	10/25/2005	9	\$	17.84	\$	17.84
6044	Ingle, Jeffrey E.	Fire	1/15/2013	2	\$	17.84	\$	17.84
6058	Keech, Chad L.	Fire	5/1/2007	8	\$	17.84	\$	17.84
6041	Kortekaas, Adam R.	Fire	7/10/2001	13	\$	17.84	\$	17.84
6075	Kuschel, Lance P.	Fire	2/1/2015	0	\$	17.84	\$	17.84
6042	Kuschel, Robert	Fire	7/10/2001	13	\$	17.84	\$	17.84
6037	Liebel, Michael A.	Fire	9/14/1998	16	\$	17.84	\$	17.84
6049	Linder, John	Fire	1/13/2004	11	\$	17.84	\$	17.84
6061	Longoria, Lee R.	Fire	8/12/2008	6	\$	17.84	\$	17.84
6057	MacDonell, Amanda L. W.	Fire	10/11/2006	8	\$	17.84	\$	17.84
6069	Morlan, Nathan T.	Fire	1/15/2013	2	\$	17.84	\$	17.84
6055	Puelston, Jeremiah R.	Fire	10/25/2005	9	\$	17.84	\$	17.84
6073	Richter, William L.	Fire	6/9/2014	1	\$	17.84	\$	17.84
6015	Rima, Robert G.	Fire	8/11/1987	27	\$	17.84	\$	17.84
6071	Troumbly, Chad M.	Fire	1/29/2013	2	\$	17.84	\$	17.84
6072	Wilson, Donald L.	Fire	6/9/2014	1	\$	17.84	\$	17.84
6039	Zuehlke, Bryan J.	Fire	1/9/2001	14	\$	17.84	\$	17.84
G331	Alleman, Cody	Golf Course	4/1/2010	5	\$	14.00	\$	14.00
371	Alstad, Matthew C.	Golf Course	9/2/2014	0	\$	8.00	\$	9.00
345	Baril, Kent W.	Golf Course	8/23/2011	3	\$	10.00	\$	10.00
305	Cahill, Laura A.	Golf Course	5/10/2009	6	\$	9.00	\$	9.50
323	Carnes, Sharon K.	Golf Course	6/14/2010	5	\$	8.50	\$	9.50
339	Carnes, William R.	Golf Course	5/28/2013	2	\$	8.00	\$	9.00
393	Deans, Clinton A.	Golf Course	4/28/2014	1	\$	10.00	\$	10.00
346	DelGreco, Danielle J.	Golf Course	8/23/2011	3	\$	8.50	\$	9.00
327	Fowler, Austin J.	Golf Course	8/24/2010	4	\$	8.50	\$	9.00
366	Hain, McKinley L.	Golf Course	4/8/2013	2	\$	8.00	\$	9.00
G333	Huson, Darward L.	Golf Course	5/10/2005	10	\$	9.75	\$	10.00
G334	Huson, Shari L.	Golf Course	5/10/2005	10	\$	10.25	\$	10.50
399	Johnson, Tyler B.	Golf Course	5/28/2014	1	\$	8.00	\$	9.00
G336	Kottke, Reed C.	Golf Course	3/16/2015	0	\$	8.00	\$	9.00
347	Kromy, Brett A.	Golf Course	5/20/2013	2	\$	8.00	\$	9.00

312	Kromy, Mikayla J.	Golf Course	5/10/2009	6	\$	9.00	\$	9.50	
353	Laakso, Marty L.	Golf Course	7/11/2012	2	\$	8.00	\$	9.00	
344	Liebe, Ellen J.	Golf Course	5/28/2008	7	\$	8.50	\$	9.50	
G338	Olfelt, Andrew L.	Golf Course	5/27/2015	0	\$	8.00	\$	9.00	
G337	Petermeier, Emma J.	Golf Course	4/23/2015	0	\$	8.00	\$	9.00	
331	Ross, Haley R.	Golf Course	8/1/2012	2	\$	8.00	\$	9.00	
367	Sarkela, Erik A.	Golf Course	4/8/2013	2	\$	8.00	\$	9.00	
220	Saunders, Joshua D.	Golf Course	8/25/2014	0	\$	10.00	\$	10.00	
348	Scherf, Kody L.	Golf Course	5/27/2013	2	\$	8.00	\$	9.00	
365	Skelly, Kirk P.	Golf Course	6/20/2001	14	\$	10.25	\$	10.50	
368	Taylor, Judith M.	Golf Course	8/13/2013	1	\$	8.00	\$	9.00	
372	Towle, Stephen J.	Golf Course	9/10/2014	0	\$	8.50	\$	9.00	
360	Wohlrabe, Jeffrey C.	Golf Course	8/13/2013	1	\$	8.00	\$	9.00	
428	Henriksen, Bonnie L.	Library	12/17/2007	7	\$	21.23	\$	21.23	
8068	DeGrio, Gary R.	Police	7/28/2014	0	\$	18.45	\$	18.45	
8071	Deutsch, Gregg R.	Police	7/28/2014	0	\$	18.45	\$	18.45	
8059	Ewens, Kelly L.	Police	12/18/2012	2	\$	8.50	\$	9.25	\$
8073	Moen, Matthew P	Police	6/9/2015	0	\$	8.00	\$	9.25	\$
8064	Perry, Samantha J.	Police	6/2/2014	1	\$	18.45	\$	18.45	
8069	Rabbers, Joseph P.	Police	7/28/2014	0	\$	18.45	\$	18.45	
8070	Roerick, Jeffrey D.	Police	7/28/2014	0	\$	18.45	\$	18.45	
7114	Aho, Kenneth W.	Public Works	3/10/2015	0	\$	14.50	\$	15.00	
7046	Baird, Bruce G.	Public Works	12/1/2011	3	\$	14.50	\$	15.00	
7062	Bumgarner, Roger K.	Public Works	11/29/2005	9	\$	14.50	\$	15.00	
9195	Cournoyer, Tyrel T.	Public Works	6/16/2008	7	\$	9.50	\$	10.00	
7081	DeGuisseppi, Dominic J.	Public Works	5/6/2013	2	\$	9.50	\$	10.00	
7113	Doree, Devon D.	Public Works	11/10/2014	0	\$	14.50	\$	15.00	
7115	Foss, Aaron E.	Public Works	4/13/2015	0	\$	8.00	\$	9.00	
7108	Gessell, Jackson R.	Public Works	4/28/2014	1	\$	8.00	\$	9.00	
7039	Hausladen, Gary	Public Works	11/26/2002	12	\$	14.50	\$	15.00	
7075	Holmgren, Toby R.	Public Works	11/14/2011	3	\$	14.50	\$	15.00	
7117	Horsmann, David S.	Public Works	5/26/2015	0	\$	8.00	\$	9.00	

7107	LaPlant, Emily M.	Public Works	4/28/2014	1	\$	8.50	\$	9.50
7078	LaValle, Nicole B.	Public Works	6/5/2012	3	\$	9.50	\$	10.00
7092	Liebe, David M.	Public Works	5/30/2013	2	\$	9.50	\$	10.00
7116	Mischke, Quinntin R.	Public Works	4/13/2015	0	\$	8.00	\$	9.00
7110	Olson, Benjamin J.	Public Works	4/28/2014	1	\$	8.50	\$	9.50
7063	Plagemann, Gregory D.	Public Works	12/1/2008	6	\$	14.50	\$	15.00
8012	Serfling, Leigh A.	Public Works	8/31/1980	34	\$	14.50	\$	15.00
7105	Weber, Seth M.	Public Works	11/29/2013	1	\$	14.50	\$	15.00
9325	Allison, Matthew J.	Recreation	11/17/2014	0	\$	9.00	\$	9.00
9324	Anderson, Drake P.	Recreation	9/15/2014	0	\$	9.00	\$	9.00
9305	Bernard, Maddie E.	Recreation	3/10/2014	1	\$	10.00	\$	9.00
9341	Bischoff, Tyara E.	Recreation	6/8/2015	0	\$	8.00	\$	9.00
9328	Blake, Reid M.	Recreation	11/17/2014	0	\$	9.00	\$	9.00
9335	Britten, Garret M.	Recreation	2/17/2015	0	\$	10.00	\$	9.00
9316	Brown, Cecelia E.	Recreation	6/9/2014	1	\$	10.00	\$	9.00
9294	Brutlag, Hunter D.	Recreation	10/28/2013	1	\$	9.00	\$	9.00
9037	Calliguri, Kaitlyn H.	Recreation	4/9/2013	2	\$	10.00	\$	9.00
9333	Christy, Dylan R.	Recreation	12/15/2014	0	\$	10.00	\$	9.00
9326	Clafton, Matthew K.	Recreation	11/17/2014	0	\$	9.00	\$	9.00
9297	Davis, Luke A.	Recreation	12/9/2013	1	\$	9.00	\$	9.00
9330	Day, Lucas P.	Recreation	11/24/2014	0	\$	10.00	\$	9.00
9339	Fideldy, Taylor M.	Recreation	4/8/2015	0	\$	8.00	\$	9.00
9080	Geislinger, Abigail E.	Recreation	5/23/2012	3	\$	10.00	\$	9.00
9336	Giese, Alexis M.	Recreation	2/23/2015	0	\$	9.00	\$	9.00
9342	Groom, Emily E.	Recreation	6/8/2015	0	\$	8.00	\$	9.00
9307	Guertin-Wilson, M'Kayla J.	Recreation	4/7/2014	1	\$	10.00	\$	9.00
9322	Havel, Olivia L.	Recreation	9/8/2014	0	\$	10.00	\$	9.00
9313	Haynes, Carli M.	Recreation	5/27/2014	1	\$	10.00	\$	9.00
9314	Holum, Savanna J.	Recreation	5/27/2014	1	\$	10.00	\$	9.00
9327	How, Caleb A.	Recreation	11/17/2014	0	\$	9.00	\$	9.00
9331	Huebscher, Matthew A.	Recreation	11/17/2014	0	\$	10.00	\$	9.00
9304	Huffman, Kilee A.	Recreation	3/24/2014	1	\$	10.00	\$	9.00
9295	Johnson, Noah L.	Recreation	12/9/2013	1	\$	9.00	\$	9.00
9306	Justus, Brooke E.	Recreation	3/10/2014	1	\$	10.00	\$	9.00

9299	Kessler, Kaitlyn A.	Recreation	2/24/2014	1	\$	10.00	\$	9.00
9038	Keute, Madeline M.	Recreation	6/10/2013	2	\$	10.00	\$	9.00
9343	Locken, Aaron P.	Recreation	5/26/2015	0	\$	18.00	\$	18.00
9332	MacLean, Riley J. J.	Recreation	12/15/2014	0	\$	10.00	\$	9.00
9323	Mann, Paige N.	Recreation	9/22/2014	0	\$	10.00	\$	9.00
9319	Mattson, Sidney D.	Recreation	8/14/2014	0	\$	10.00	\$	9.00
9076	McLaughlin, Jordan A.	Recreation	6/10/2013	2	\$	10.00	\$	9.00
9302	Olin, Mya C.	Recreation	2/24/2014	1	\$	10.00	\$	9.00
9315	Olson, Emily L.	Recreation	5/27/2014	1	\$	10.00	\$	9.00
9077	Peterson, Annika M.	Recreation	6/10/2013	2	\$	10.00	\$	9.00
9337	Rasmussen, Abigail A.	Recreation	2/23/2015	0	\$	9.00	\$	9.00
9303	Rhode, Lindsey K.	Recreation	2/24/2014	1	\$	10.00	\$	9.00
9320	Schlauderaff, Shoshana H.	Recreation	9/9/2014	0	\$	8.00	\$	9.00
9300	Seifert, Baylie R.	Recreation	2/24/2014	1	\$	10.00	\$	9.00
9309	Shaffer, MaKenzie J.	Recreation	4/7/2014	1	\$	10.00	\$	9.00
9338	Sigfrinius, Mandie R.	Recreation	4/8/2015	0	\$	8.00	\$	9.00
9298	Silko, Makary E.	Recreation	12/9/2013	1	\$	10.00	\$	9.00
9329	Stojevich, Cole J.	Recreation	11/17/2014	0	\$	9.00	\$	9.00
9340	Vance, Heather M.	Recreation	4/14/2015	0	\$	8.00	\$	9.00
9301	Wokasch, Rilee M.	Recreation	2/24/2014	1	\$	10.00	\$	9.00

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5+ year 'round Civic Center/Golf Course
New hire
3
5
4
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8
5+
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2

5
New hire
New hire
2
2
New hire - matching his Civic Center rate
2
5+
2
New hire
2
Union Employee
Security Officer
Security Officer
Animal Control Facility Attendant
Parking Enforcement
Security Officer
Security Officer
Security Officer
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New hire
Part-time Instructor
Part-time Instructor
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New hire
Part-time Instructor

EMPL. #	NAME	HIRE DATE	YEARS OF SERVICE as		CURRENT WAGE	AUGUST 1, 2015		COM
			of July 1,	2015		WAGE	WAGE	
C336	Burbie, Cole P.	10/11/2014	0	\$	8.00	\$	9.00	
244	Burt, Janae R.	11/10/2009	5	\$	8.25	\$	10.00	
C335	Cole, Taylor M.	11/14/2014	0	\$	8.00	\$	9.00	
270	Geislinger, Andrew G.	12/8/2009	5	\$	9.50	\$	10.75	
C332	Gill, Shelby A.	12/16/2013	1	\$	8.00	\$	9.00	
C329	Glaser, Miranda L.	10/22/2012	2	\$	8.00	\$	9.25	
C328	Hart, Stephanie M.	7/7/2011	3	\$	7.50	\$	9.50	
C273	Hicks, Judith A.	7/1/2005	10	\$	9.00	\$	10.50	
C334	Huju, Autumn M.	9/9/2014	0	\$	8.00	\$	9.00	
C268	Johannessohn, James F.	9/27/2012	2	\$	8.00	\$	9.25	
275	Longmore, April L.	8/26/2009	5	\$	8.75	\$	10.00	
281	Luoma, Jace R.	8/31/2010	4	\$	9.50	\$	10.50	
274	Mackley, Valorie K.	11/20/2005	9	\$	10.00	\$	11.25	Concessions Lead
C206	Magner, Evelyn K.	10/29/2013	1	\$	8.00	\$	9.00	
296	Matzdorf, Brett S.	9/27/2005	9	\$	10.50	\$	12.75	Part-time Maintenance
C205	Mutchler, Samantha J.	10/29/2013	1	\$	8.00	\$	9.00	
273	Mutchler, Travis D.	1/26/2010	5	\$	9.50	\$	10.75	
C330	Olson, Kaitlyn R.	11/19/2012	2	\$	8.00	\$	9.25	
C250	Schulz, Brianna J.	11/11/2010	4	\$	8.25	\$	9.75	
268	Seibert, Gary P.	9/28/2003	11	\$	11.75	\$	13.25	Part-time Maintenance
C322	Stejskal, Jessica N.	6/13/2011	4	\$	7.50	\$	9.75	
C337	Tillman, Hanna J.	5/22/2015	0	\$	8.00	\$	9.00	
C204	Tinquist, Morgan A.	10/16/2013	1	\$	8.00	\$	9.00	
C333	Welshinger, Katie M.	12/23/2013	1	\$	8.00	\$	9.00	
236	Wilson, James E.	8/11/2008	6	\$	10.25	\$	12.00	Part-time Maintenance

EMPL. #	NAME	HIRE DATE	YEARS OF SERVICE	CURRENT	AUGUST 1, 2015	COMM
			as of July 1, 2015	WAGE	WAGE	
G331	Alleman, Cody	4/1/2010	5	\$ 14.00	\$ 14.00	5+ year 'round Civic Cen
371	Alstad, Matthew C.	9/2/2014	0	\$ 8.00	\$ 9.00	New hire
345	Baril, Kent W.	8/23/2011	3	\$ 10.00	\$ 10.00	3
305	Cahill, Laura A.	5/10/2009	6	\$ 9.00	\$ 9.50	5
323	Carnes, Sharon K.	6/14/2010	5	\$ 8.50	\$ 9.50	4
339	Carnes, William R.	5/28/2013	2	\$ 8.00	\$ 9.00	2
393	Deans, Clinton A.	4/28/2014	1	\$ 10.00	\$ 10.00	1
346	DelGreco, Danielle J.	8/23/2011	3	\$ 8.50	\$ 9.00	4
327	Fowler, Austin J.	8/24/2010	4	\$ 8.50	\$ 9.00	4
366	Hain, McKinley L.	4/8/2013	2	\$ 8.00	\$ 9.00	2
G333	Huson, Darward L.	5/10/2005	10	\$ 9.75	\$ 10.00	8
G334	Huson, Shari L.	5/10/2005	10	\$ 10.25	\$ 10.50	5+
399	Johnson, Tyler B.	5/28/2014	1	\$ 8.00	\$ 9.00	1
G336	Kottke, Reed C.	3/16/2015	0	\$ 8.00	\$ 9.00	New hire
347	Kromy, Brett A.	5/20/2013	2	\$ 8.00	\$ 9.00	2
312	Kromy, Mikayla J.	5/10/2009	6	\$ 9.00	\$ 9.50	5
353	Laakso, Marty L.	7/11/2012	2	\$ 8.00	\$ 9.00	
344	Liebe, Ellen J.	5/28/2008	7	\$ 8.50	\$ 9.50	
G338	Olfelt, Andrew L.	5/27/2015	0	\$ 8.00	\$ 9.00	New hire
G337	Petermeier, Emma J.	4/23/2015	0	\$ 8.00	\$ 9.00	New hire
331	Ross, Haley R.	8/1/2012	2	\$ 8.00	\$ 9.00	
367	Sarkela, Erik A.	4/8/2013	2	\$ 8.00	\$ 9.00	2
220	Saunders, Joshua D.	8/25/2014	0	\$ 10.00	\$ 10.00	New hire - matching his
348	Scherf, Kody L.	5/27/2013	2	\$ 8.00	\$ 9.00	2
365	Skelly, Kirk P.	6/20/2001	14	\$ 10.25	\$ 10.50	5+
368	Taylor, Judith M.	8/13/2013	1	\$ 8.00	\$ 9.00	2
372	Towle, Stephen J.	9/10/2014	0	\$ 8.50	\$ 9.00	New hire
360	Wohlrabe, Jeffrey C.	8/13/2013	1	\$ 8.00	\$ 9.00	2

EMPL. #	NAME	HIRE DATE	YEARS OF SERVICE	CURRENT WAGE	AUGUST 1,	COMMENT
			as of July 1, 2015		2015 WAGE	
9325	Allison, Matthew J.	11/17/2014	0	\$ 9.00	\$ 9.00	Part-time Instr
9324	Anderson, Drake P.	9/15/2014	0	\$ 9.00	\$ 9.00	Part-time Instr
9305	Bernard, Maddie E.	3/10/2014	1	\$ 10.00	\$ 9.00	Part-time Instr
9341	Bischoff, Tyara E.	6/8/2015	0	\$ 8.00	\$ 9.00	Part-time Instr
9328	Blake, Reid M.	11/17/2014	0	\$ 9.00	\$ 9.00	Rink Attendant
9335	Britten, Garret M.	2/17/2015	0	\$ 10.00	\$ 9.00	Part-time Instr
9316	Brown, Cecelia E.	6/9/2014	1	\$ 10.00	\$ 9.00	Part-time Instr
9294	Brutlag, Hunter D.	10/28/2013	1	\$ 9.00	\$ 9.00	Rink Attendant
9037	Calliguri, Kaitlyn H.	4/9/2013	2	\$ 10.00	\$ 9.00	Part-time Instr
9333	Christy, Dylan R.	12/15/2014	0	\$ 10.00	\$ 9.00	Rink Attendant
9326	Clafton, Matthew K.	11/17/2014	0	\$ 9.00	\$ 9.00	Rink Attendant
9297	Davis, Luke A.	12/9/2013	1	\$ 9.00	\$ 9.00	Rink Attendant
9330	Day, Lucas P.	11/24/2014	0	\$ 10.00	\$ 9.00	Rink Attendant
9339	Fideldy, Taylor M.	4/8/2015	0	\$ 8.00	\$ 9.00	Part-time Instr
9080	Geislinger, Abigail E.	5/23/2012	3	\$ 10.00	\$ 9.00	Part-time Instr
9336	Giese, Alexis M.	2/23/2015	0	\$ 9.00	\$ 9.00	Part-time Instr
9342	Groom, Emily E.	6/8/2015	0	\$ 8.00	\$ 9.00	Part-time Instr
9307	Guertin-Wilson, M'Kayla J.	4/7/2014	1	\$ 10.00	\$ 9.00	Part-time Instr
9322	Havel, Olivia L.	9/8/2014	0	\$ 10.00	\$ 9.00	Part-time Instr
9313	Haynes, Carli M.	5/27/2014	1	\$ 10.00	\$ 9.00	Part-time Instr
9314	Holum, Savanna J.	5/27/2014	1	\$ 10.00	\$ 9.00	Part-time Instr
9327	How, Caleb A.	11/17/2014	0	\$ 9.00	\$ 9.00	Rink Attendant
9331	Huebscher, Matthew A.	11/17/2014	0	\$ 10.00	\$ 9.00	Rink Attendant
9304	Huffman, Kilee A.	3/24/2014	1	\$ 10.00	\$ 9.00	Part-time Instr
9295	Johnson, Noah L.	12/9/2013	1	\$ 9.00	\$ 9.00	Rink Attendant
9306	Justus, Brooke E.	3/10/2014	1	\$ 10.00	\$ 9.00	Part-time Instr
9299	Kessler, Kaitlyn A.	2/24/2014	1	\$ 10.00	\$ 9.00	Part-time Instr
9038	Keute, Madeline M.	6/10/2013	2	\$ 10.00	\$ 9.00	Part-time Instr
9343	Locken, Aaron P.	5/26/2015	0	\$ 18.00	\$ 18.00	Instructor
9332	MacLean, Riley J. J.	12/15/2014	0	\$ 10.00	\$ 9.00	Part-time Instr
9323	Mann, Paige N.	9/22/2014	0	\$ 10.00	\$ 9.00	Part-time Instr

9319	Mattson, Sidney D.	8/14/2014	0	\$	10.00	\$	9.00	Part-time Instr
9076	McLaughlin, Jordan A.	6/10/2013	2	\$	10.00	\$	9.00	Part-time Instr
9302	Olin, Mya C.	2/24/2014	1	\$	10.00	\$	9.00	Part-time Instr
9315	Olson, Emily L.	5/27/2014	1	\$	10.00	\$	9.00	Part-time Instr
9077	Peterson, Annika M.	6/10/2013	2	\$	10.00	\$	9.00	Part-time Instr
9337	Rasmussen, Abigail A.	2/23/2015	0	\$	9.00	\$	9.00	Part-time Instr
9303	Rhode, Lindsey K.	2/24/2014	1	\$	10.00	\$	9.00	Part-time Instr
9320	Schlauderaff, Shoshana H.	9/9/2014	0	\$	8.00	\$	9.00	Part-time Instr
9300	Seifert, Baylie R.	2/24/2014	1	\$	10.00	\$	9.00	Part-time Instr
9309	Shaffer, MaKenzie J.	4/7/2014	1	\$	10.00	\$	9.00	Part-time Instr
9338	Sigfrinius, Mandie R.	4/8/2015	0	\$	8.00	\$	9.00	Part-time Instr
9298	Silko, Makary E.	12/9/2013	1	\$	10.00	\$	9.00	Rink Attendant
9329	Stojevich, Cole J.	11/17/2014	0	\$	9.00	\$	9.00	Rink Attendant
9340	Vance, Heather M.	4/14/2015	0	\$	8.00	\$	9.00	Part-time Instr
9301	Wokasch, Rilee M.	2/24/2014	1	\$	10.00	\$	9.00	Part-time Instr
9086	Odegaard, Kyra E.	10/29/2012	2	\$	7.50	\$	9.25	
9302	Olin, Mya C.	2/24/2014	1	\$	10.00	\$	10.00	Part-time Instr
9315	Olson, Emily L.	5/27/2014	1	\$	10.00	\$	10.00	Part-time Instr
9077	Peterson, Annika M.	6/10/2013	2	\$	10.00	\$	10.00	Part-time Instr
9337	Rasmussen, Abigail A.	2/23/2015	0	\$	9.00	\$	9.00	
9303	Rhode, Lindsey K.	2/24/2014	1	\$	10.00	\$	10.00	Part-time Instr
9310	Richardson, Allison R.	4/24/2014	1	\$	10.00	\$	10.00	Part-time Instr
9103	Rodenberg, Samuel J.	9/24/2012	2	\$	8.50	\$	9.25	
9098	Salmela, Sabrina J.	9/24/2012	2	\$	8.00	\$	9.25	
9320	Schlauderaff, Shoshana H.	9/9/2014	0	\$	8.00	\$	9.00	New hire
9300	Seifert, Baylie R.	2/24/2014	1	\$	10.00	\$	10.00	Part-time Instr
9309	Shaffer, MaKenzie J.	4/7/2014	1	\$	10.00	\$	10.00	Part-time Instr
9338	Sigfrinius, Mandie R.	4/8/2015	0	\$	8.00	\$	9.00	New hire
9298	Silko, Makary E.	12/9/2013	1	\$	10.00	\$	10.00	Part-time Instr
9329	Stojevich, Cole J.	11/17/2014	0	\$	9.00	\$	9.00	
9340	Vance, Heather M.	4/14/2015	0	\$	8.00	\$	9.00	New hire
9301	Wokasch, Rilee M.	2/24/2014	1	\$	10.00	\$	10.00	Part-time Instr

2018 Pay Range for Part-time, Seasonal, and Temporary

GRADE	MINIMUM				MID POINT				MAXIMUM	Jobs Ass
	0-1 years	2 years	3 years	4 years	5 years	6 years	7 years	8 years		
7	\$ 15.50	\$ 15.75	\$ 16.00	\$ 16.25	\$ 16.50	\$ 16.75	\$ 17.00	\$ 17.25	Maintenance Shift	
6	\$ 14.50	\$ 14.75	\$ 15.00	\$ 15.25	\$ 15.50	\$ 15.75	\$ 16.00	\$ 16.25		
5	\$ 13.50	\$ 13.75	\$ 14.00	\$ 14.25	\$ 14.50	\$ 14.75	\$ 15.00	\$ 15.25		
4	\$ 11.50	\$ 11.75	\$ 12.00	\$ 12.25	\$ 12.50	\$ 13.75	\$ 14.00	\$ 14.25	Maintenance (Civic) Maintenance II (Go Pro Shop Manager	
3	\$ 10.50	\$ 10.75	\$ 11.00	\$ 11.25	\$ 11.50	\$ 12.75	\$ 13.00	\$ 13.25	Concessions Lead (
2	\$ 10.00		\$ 10.25		\$ 10.50	\$ 11.75	\$ 12.00	\$ 12.25	Golf Shop Cashier I Parking Enforceme Scanner	
1	\$ 9.65	\$ 9.75	\$ 10.00	\$ 10.25	\$ 10.50	\$ 10.75	\$ 11.00	\$ 11.25	Animal Control Fac	
	Flat rate	2nd Year	3rd Year+						Jobs Assi	
	\$ 18.00								Communications Sp Public Works Winte	
	\$ 16.00								Public Works Sumn	
	\$ 12.00								Head Election Judg	
	\$ 11.00								Election Judge (Adr	
	\$ 9.65	\$ 10.25	\$ 10.75						Public Works Sumn	
	\$ 9.65								Beach Attendant (R Coach (Recreation) Concessions (Civic Warming House At	
	0-5 years	5-10 years	10-14 years	14+ years					Jol	
	\$ 9.65	\$ 10.25	\$ 10.75	\$ 11.25					Driving Range Atter General Maintenanc Golf Shop Cashier I Starter/Ranger (Go	

EFFECTIVE APRIL 1, 2018



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0189 **Version:** 1 **Name:** ICC Field Lease
Type: Agenda Item **Status:** Consent Agenda
File created: 3/19/2018 **In control:** City Council
On agenda: 3/26/2018 **Final action:**
Title: Enter into a lease agreement with Itasca Community College for the use of our sports fields.
Sponsors:
Indexes:
Code sections:
Attachments: [ICC Baseball and Softball Lease - 2018.pdf](#)

Date	Ver.	Action By	Action	Result
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Enter into a lease agreement with Itasca Community College for the use of our sports fields.

Background Information:

Itasca Community College uses fields at the Grand Rapids Sports Complex and Legion Field for their softball and baseball programs. The attached lease is updated annually to reflect a 3% increase in the fee we charge.

Staff Recommendation:

City staff recommends entering into a lease agreement with Itasca Community College for the use of our sports fields.

Requested City Council Action

Pass a motion to enter into a lease agreement with Itasca Community College for the use of our sports fields.

LEASE AGREEMENT

This lease, made this _____ day of _____, 2018, between the City of Grand Rapids, a Municipal Corporation, hereafter called the "Lessor", and Itasca Community College, Grand Rapids, MN, hereafter called the "Lessee".

Whereas, Lessor owns and operates the Legion Baseball Field and the Grand Rapids Sports Complex; and

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

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

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

ARTICLE I

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

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

3. Schedule of Use: Lessee shall submit to Lessor annually before March 1 for Baseball and Softball schedules of all purposed uses for the upcoming seasons, which schedules shall be subject to Lessor's approval. It is understood that ISD #318 baseball and softball teams receive priority scheduling rights.

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

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

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

ARTICLE II

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

April 1, 2018 \$6,400.00 (\$3,200.00 for softball and \$3,200.00 for baseball)

Lease payments shall be payable to the City of Grand Rapids and mailed or delivered to City Hall, 420 N Pokegama Avenue, Grand Rapids, MN 55744.

ARTICLE III

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

2. Damages: Lessee shall reimburse Lessor for the reasonable cost to repair and restore the aforementioned facilities in the event of damage to the premises caused by participants, coaches or other staff, or spectators who are in or upon the aforementioned facilities in conjunction with any of the Lessee's activities or events.

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

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

5. Facility Preparation: The Lessor shall prepare the Grand Rapids Sports Complex softball fields including mowing, infield dragging, field painting, and disposal of garbage and rest room maintenance. An outfield fence shall be placed on the game field as needed. Lessee will perform infield dragging and field painting at Legion Field.

ARTICLE IV

1. Term: The term of this Lease Agreement shall be from April 1 – October 30, 2018.

ARTICLE V

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

ARTICLE VI

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

2. Insurance: Lessee shall maintain throughout the term of this Lease Agreement policy of comprehensive general liability insurance with limits of as specified below for the calendar year 2016 and must name the City of Grand Rapids as an additional insured. The limit of such insurance policy shall not be less than the City's maximum limits of liability as set forth in **Minn. Stat. Sec. 466.04**. Said policy of insurance shall be evidenced by a certificate of insurance which shall be placed on file with Lessor by Lessee prior to commencement of occupancy of the premises by Lessee. Each such policy or certificate shall contain a valid provision or endorsement that the policy may not be canceled, terminated, changed or modified without giving Lessor thirty (30) days advance written notice of such change. The policy shall also contain a contractual liability endorsement evidencing insurance coverage for Lessee's indemnification obligation to Lessor under this Lease Agreement.

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

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

ARTICLE VII

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

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

Lessor: CITY OF GRAND RAPIDS

BY: _____
Its City Administrator

BY: _____
Its Mayor

Lessee: ITASCA COMMUNITY COLLEGE

BY: _____
Its _____

BY: _____
Its _____

Exhibit A

Softball Uses at Grand Rapids Sports Complex Include:

- ICC Women's Fastpitch Softball Practices
- ICC Women's Fastpitch Softball Regular Season and Post-Season Games (Field preparation to be performed by Lessor)
- Tournament games are NOT included in this lease and will be invoiced \$80 per game

Baseball Uses at Legion Field Include:

- ICC Spring and Fall Baseball Practices
- ICC Baseball Regular and Post-Season Games (Field preparation to be performed by Lessee)



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0191 **Version:** 1 **Name:** Swim Instructors 2 2018
Type: Agenda Item **Status:** Consent Agenda
File created: 3/19/2018 **In control:** City Council
On agenda: 3/26/2018 **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 March 26, 2018 and complete employment by December 31, 2018.

- Heather Vance, Swim Instructor, \$9.65 per hour
- Kaleb Bissonette, Life Guard/Instructor, \$9.65 per hour
- Kody Bissonette, Life Guard/Instructor, \$9.65 per hour
- Sadie Peart, Volleyball Coach, \$9.65 per hour
- Sasha Stefan, Volleyball Coach, \$9.65 per hour
- Jasmine Rohloff, Volleyball Coach, \$9.65 per hour
- Darby Anderson, Volleyball Coach, \$9.65 per hour
- Madisen McKinney, Volleyball Coach, \$9.65 per hour
- Hannah Mark, Volleyball Coach, \$9.65 per hour
- Kayden Broking, Volleyball 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 #: 18-0192 **Version:** 1 **Name:** Consider approving the 2018-2019 Police Sergeants Union Bargaining Agreement.
Type: Agenda Item **Status:** Consent Agenda
File created: 3/20/2018 **In control:** City Council
On agenda: 3/26/2018 **Final action:**
Title: Consider approving the 2018-2019 Police Sergeants Union Bargaining Agreement.
Sponsors:
Indexes:
Code sections:
Attachments: [Summary of Tentative Agreements for Council approval.pdf](#)
[DRAFT - Sergeant CBA 2018-2019.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the 2018-2019 Police Sergeants Union Bargaining Agreement.

Background Information:

We have concluded labor negotiations with the Police Sergeants, and we have tentatively agreed with the attached proposal. The essential components of the agreements are:

HOURS OF WORK

The normal work year will be two-thousand one hundred eighty-four (2,184) straight time hours.

DURATION

2-year agreement

WAGES

2018 - 1% wage increase*

2019 - 2% wage increase

*In 2018 all employees will receive a one-time lump sum payment of \$750 effective March 11, 2018.

CITY'S CONTRIBUTION TO EMPLOYEE GROUP INSURANCE PREMIUM (49ers Plan)

2018 - 100%

2019 - 100%

HOLIDAY PAY

Increase holiday pay to 92 hours from 84 hours to represent the actual holidays of 11 and ½ days.

CLOTHING/EQUIPMENT ALLOWANCE

Added an Appendix A with list of clothing and equipment provided.

FLEXIBLE TIME OFF

Full-time and Limited Term Employees hired AFTER January 1, 2018 will accrue as follows:

COMPLETED YEARS OF EMPLOYMENT

	Days/year	Hours/year	Hours/80 hour pay period
Hire date through 4th anniversary	15	120	4.62
After the 4th anniversary through the 9 th	20	160	6.15
After the 9th anniversary through the 14th	25	200	7.69
After the 14th anniversary	30	240	9.23

EXTENDED MEDICAL BENEFIT (EMB)

All employees will receive 84 hours of EMB and the accrual rate will be twice the current rate ($1.2308 \times 2 = 2.4616$)

SECTION 17.6

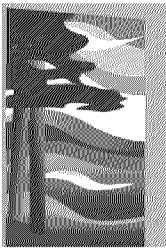
All employees shall contribute seventy-five dollars (\$75) per pay period into their post employment health care savings account.

Staff Recommendation:

City Administrator Tom Pagel, Finance Director Barb Baird, and Human Resources Director Lynn DeGrio are recommending the approval of the 2018-2019 Police Sergeants Union Bargaining Agreement.

Requested City Council Action

Consider approving the Collective Bargaining Agreement By and Between the City of Grand Rapids and Law Enforcement Labor Services, Inc. (Local No. 345) and authorize the Mayor and City Administrator to execute the agreement.



SUMMARY OF TENTATIVE AGREEMENTS REACHED BETWEEN

City of Grand Rapids & Law Enforcement Labor Services, Inc., Local #345 (Sergeants)

- The parties agreed to housekeeping language changes throughout the labor agreement.
- The following is a summary of more substantial language changes:
 - Article 1: Section 1.4 – Probation definition: Add language a newly hired employee would serve a 12-month probation period. A promoted sergeant would still only serve a 6-month probation period.
 - Article 8: Hours of Work – Delete the reference is a 2,080 work year. The normal work year will be defined as 2,184 straight time hours.
 - Article 11: Wages – Sergeants will now have a two step wage schedule, no longer tied to the patrol wages.
 - Article 13: Clothing/Equipment Allowance – Move the list of clothing outlined in Section 13.1 and make it a separate Appendix A.
 - Article 13: Clothing/Equipment Allowance – Update the language in Section 13.3 and add a new section 13.4 regarding the Employer purchasing firearms for newly hired sergeants.
 - Article 14: Active Employee Group Insurance Benefits – The language in this article is updated to reflect the Local 49 Health and Welfare Fund insurance plan.
 - Article 15: Insurance Coverage of Retired Employees: Delete old language which is no longer applicable.
 - Article 16: Holidays –
 - Section 16.2 add a sentence defining when a holiday begins for purposes of calculating when holiday pay begins. Also, change the name of “Columbus Day” to “Indigenous Peoples’ Day”
 - Article 17: Flexible Time Off – Add the reduced schedule of FTO accrual for employees hired after January 1, 2018.

- Article 21: Layoff/Seniority – Update to reflect the new probationary period definition.
- Article 24: Duration – 2 years (2018 and 2019)
- The following are the benefits agreed to by the parties:
 - Article 11: Wages –
 - 2018 = 1% general wage increase effective March 11, 2018 and a \$750 lump sum payment.
 - 2019 = 2% general wage increase effective January 1, 2019.
 - Article 14: Active Employee Group Insurance Benefits – City pays the full premium amount for medical, dental and vision insurance under the Local 49 Health and Welfare Fund.
 - Article 16: Holidays – Change the holiday pay from 84 hours per year to 92 hours per year.
 - Article 17: Flexible Time Off –
 - Section 17.4 – Change the accrual for the Extended Medical Benefit from 32 hours per year to 64 hours per year.
 - Section 17.4 – Give current sergeants and any new sergeants hired after January 1, 2018, 84 hours of Extended Medical Benefit.

COLLECTIVE BARGAINING AGREEMENT

BY AND BETWEEN

THE CITY OF GRAND RAPIDS

AND

**LAW ENFORCEMENT LABOR
SERVICES, INC. (LOCAL NO. 345)**

POLICE SERGEANTS

January 1, ~~2015~~ 2018 – December 31, ~~2017~~ 2019

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PREAMBLE

THIS AGREEMENT is entered into by and between the City of Grand Rapids (hereinafter the “Employer”) and Law Enforcement Labor Services, Inc. (hereinafter the “Union”).

ARTICLE 1 DEFINITIONS

The terms set forth below shall be defined as follows:

Section 1.1. Union: Law Enforcement Labor Services, Inc.

Section 1.2. Union Member: A member of Law Enforcement Labor Services, Inc., (Local No. 345).

Section 1.3. Employee: An Employee of the City of Grand Rapids Police Department and a person occupying a position in the bargaining unit made up of police sergeants for which Law Enforcement Labor Services, Inc. Local No. 345 is the exclusive representative.

Section 1.4. Probation: A newly promoted Employee must serve a probationary period from the date of promotion through six (6) months of employment. A newly hired employee shall serve a probationary period of twelve (12) months from the date of hire.

Section 1.5. Department: The City of Grand Rapids Police Department.

Section 1.6. Employer: The City of Grand Rapids.

Section 1.7. Chief: The Chief of the City of Grand Rapids Police Department.

Section 1.8. Union Officer: An officer elected or appointed by Law Enforcement Labor Services, Inc., (Local No. 345).

Section 1.9. Overtime: Work performed at the express authorization of the Employer in excess of the Employee’s scheduled work shift.

Section 1.10. Scheduled Work Shift: A consecutive work period including rest breaks and lunch break.

Section 1.11. Rest Breaks: A period during the scheduled work shift during which the Employee remains on continual duty and is responsible for assigned duties.

Section 1.12. Lunch Breaks: A period during the scheduled work shift during which the Employee remains on continual duty and is responsible for assigned duties.

Section 1.13. Base Rate of Pay: An Employee’s regular straight-time hourly pay rate for all straight time hours worked exclusive of any other allowances.

Section 1.14. Call Back Time: The return of an Employee to a specified work site to perform assigned duties at the express authorization of the Employer at a time other than an assigned regular scheduled work shift.

Section 1.15. Emergency: An unforeseen combination of circumstances or conditions reasonably expected to endanger life or property as defined by the Employer and calling for immediate action by the Employer.

ARTICLE 2 PURPOSE OF AGREEMENT

Section 2.1. It is the intent and purpose of this Agreement to place in written form the parties' full and complete agreement upon the terms and conditions of employment for the duration of this Agreement and to establish procedures for the resolution of disputes concerning the interpretation and/or application of the terms of this Agreement.

Section 2.2. Provisions of this Agreement constitute the sole procedures for the processing and settlement of any grievance by any employee, the Union, or the Employer for a violation of this Agreement.

ARTICLE 3 RECOGNITION

Section 3.1. The Employer recognizes the Union as the exclusive representative for collective bargaining purposes in the bargaining unit certified by the Bureau of Mediation Services, BMS Case No. 09PCL0099, August 12, 2008, as: "All Sergeants employed by the Grand Rapids Police Department, Grand Rapids, Minnesota, who are public employees within the meaning of Minn. Stat. 179A.03, subd. 17, excluding confidential and all other employees." All other City of Grand Rapids employees are excluded from this Agreement, unless otherwise agreed to in writing by the Employer and Union, or unless otherwise ordered by the Bureau of Mediation Services pursuant to a unit determination order made in accordance with Minnesota Statutes, Chapter 179A.

Section 3.2. It is hereby agreed that the Employer, during and for the duration of this Agreement, will not enter into, establish, or promulgate any resolution, agreement or ~~compact~~ contract with or affecting the employees of this bargaining unit which, in any way, conflicts with the terms and conditions of this Agreement or with the role of the Union as the exclusive bargaining agency for such employees.

ARTICLE 4 RESPONSIBILITIES OF PARTIES

Section 4.1. The parties to this Agreement hereby acknowledge the rights and responsibilities of the other party hereto and agree to discharge their respective responsibilities under this Agreement. The Employer and the Union, through this Agreement, continue their dedication to

the highest quality of public service. Both parties recognize this Agreement as a pledge to this dedication.

Section 4.2. The management of the City of Grand Rapids has the right to direct the work force, to direct, plan and control City operations and services, to hire, recall, transfer, and promote employees for good and sufficient reason, to demote, suspend, discipline and discharge employees for just cause, to lay off employees because of lack of work or for other legitimate reasons, to introduce new and improved operating methods and/or facilities and to change the existing operating methods and/or facilities, to determine the method, means, organization and number of personnel by which such operations and services are to be conducted, to make and enforce reasonable rules and regulations, to establish work schedules and assign overtime, to contract with vendors or others for goods or services, and to manage the City of Grand Rapids in the traditional manner. Such inherent managerial authority is vested exclusively in the City Council. The Employer agrees, in the exercise of these rights, it will not alter the express terms and conditions of employment contained in this Agreement.

The foregoing enumeration of the Employer's authority shall not be deemed to exclude any other inherent management rights and management functions not expressly delegated in this Agreement and not in violation of the laws of the State of Minnesota.

Section 4.3. The Employer, the Union and the Employees are firmly bound to observe the conditions of the Agreement.

Section 4.4. In addition to the responsibilities that may be provided elsewhere in this Agreement, the following shall be observed:

- 1) The applicable procedures of this Agreement will be followed for the settlement of any grievances as provided and defined in Article 7. All grievances shall be considered carefully and processed promptly in accordance with Article 7 of this Agreement.
- 2) There shall be no interference by the parties to this Agreement with the rights of employees to become or continue as members of the Union.

ARTICLE 5 UNION ACTIVITY

Section 5.1. The Employer agrees to permit the negotiation or grievance committee to appear at all negotiations or grievance meetings with the Employer ~~in negotiations or disputes~~ without loss of pay. The negotiation or grievance committee shall consist of no more than three (3) members, including the Union Business Agent. A list of the committee shall be submitted to the Employer each year prior to negotiations. Unless otherwise provided in this Agreement, all disciplinary actions shall be subject to the grievance procedure in Article 7, if the Employee involved so chooses.

Section 5.2. Representatives of Law Enforcement Labor Services, Inc. shall have access to the premises of the Employer at reasonable times and subject to reasonable rules to investigate grievances and other matters, which the Union is authorized by law to investigate.

Section 5.3. The Employer will erect and maintain a bulletin board of reasonable size where Employees report for work, space upon such bulletin board shall be reserved for the use of the Union, Employees or Employer to post any notices or documents relating to Union, Employees and Employer's affairs.

ARTICLE 6 CHECKOFF OF UNION DUES/FAIR SHARE

Section 6.1. Check off of Union Dues. The Employer agrees to deduct from the salary of each Employee who has signed an authorized payroll deduction card, a sum certified by the Union, which are Union dues, such deductions to be made from the payroll period ending the first half of each month, and transmit to the Union (address to be supplied by the Union) the total amount with any change of employees from whose pay deductions were made.

Section 6.2. Fair Share Fee. At the direction of the exclusive representative all Employees who are not members of the exclusive representative shall be required to contribute a fair share fee for services rendered by the exclusive representative in an amount as permitted by statute. The exclusive representative shall provide advance written notice of the amount of the fair share fee assessment to the Employer's Finance Department, and to the list furnished by the Employer of all Employees within the unit who will be assessed the fee. The Employer shall deduct the fee from the earnings of the Employee and transfer the fee to the exclusive representative thirty (30) days after the written notice was provided to the Employer, or in the event a fee challenge is filed, the deductions for a fair share fee shall be held in escrow by the Employer pending a decision by the ~~Employer's Finance Director~~ BMS.

Section 6.3. Indemnification. The Union agrees to indemnify, save and hold harmless the Employer from any claims arising out of the provisions of the Article.

ARTICLE 7 GRIEVANCE PROCEDURE

Section 7.1. Definition of Grievance. A grievance is defined as a dispute or disagreement as raised by an Employee covered by this Agreement against the Employer as to the interpretation and application of the specific terms and conditions contained in this Agreement.

Section 7.2. Union Representatives. The Employer will recognize representatives designated by the Union as the grievance representatives of the bargaining unit having the duties and responsibilities established by this Article. The Union shall notify the Employer in writing of the names of such Union representatives and of their successors when so designated.

Section 7.3. Processing a Grievance. It is recognized and accepted by the Union and the Employer that the processing of grievances as hereinafter provided is limited by the job duties and responsibilities of the Employees and shall therefore be accomplished during normal working hours only when consistent with such Employee's duties and responsibilities. The aggrieved Employee and the Union Representative will be released from work, without loss in pay, to investigate a grievance and to attend meetings pursuant to this Article provided the Employee and the Union Representative have notified and received the approval of the Employer who has determined such absence is reasonable and would not be detrimental to the work programs of the Employer.

Section 7.4. Grievance Procedure. A grievance, as defined by Section 7.1, shall be resolved in conformance with the following procedure:

Step 1 – An Employee claiming a violation concerning the interpretation or application of this Agreement shall, within twenty-one (21) calendar days after the Employee is or should have been aware of the alleged violation, file the alleged grievance with the Chief of Police by placing the grievance in writing setting forth the nature of the Employee's grievance, the facts on which it is based, the provision or provisions of this Agreement allegedly violated, and the remedy requested. The written grievance shall be presented by the Union and discussed with the Chief of Police and/or the Chief's designated Step 1 representative. The Chief of Police and/or the Chief's designated representative shall give the Union the Employer's Step 1 answer in writing within ten (10) calendar days after the Step 1 grievance meeting.

A grievance not resolved in Step 1 may be appealed to Step 2 within ten (10) calendar days of receipt by the Union of the Police Chief's Step 1 answer. Any grievance not appealed in writing to Step 2 by the Union within ten (10) calendar days will be considered waived.

Step 2 – If appealed, the written grievance shall be presented by the Union and discussed with the City Administrator and/or the City Administrator's designated Step 2 representative. The City Administrator or the designated representative shall give the Union the Employer's answer in writing within ten (10) calendar days after the Step 2 grievance meeting.

A grievance unresolved in Step 2 may be appealed to Step 3 within ten (10) calendar days following receipt by the Union of the City Administrator's final answer in Step 2. Any grievance not appealed in writing to Step 3 by the Union within ten (10) calendar days after receipt of the Employer's Step 2 answer, and not otherwise submitted to mediation as provided in Step 2A below, shall be considered waived.

Step 2A – A grievance unresolved in Step 2 may by mutual agreement of the parties, be submitted to mediation through the Minnesota Bureau of Mediation Services. A submission to mediation preserves the timelines for filing Step 3.

Step 3 – A grievance unresolved in Step 2 or Step 2A and appealed to Step 3 by the Union may be submitted to arbitration in accordance with the Minnesota Public Employment Labor Relations Act, Minnesota Statutes, Chapter 179A, as amended, and the “Rules Governing the Arbitration of Grievances” as established by the Bureau of Mediation Services.

Section 7.5. Arbitrator’s Authority. The arbitrator will have no right to amend, modify, nullify, ignore, add to, or subtract from the terms and conditions of this Agreement. The arbitrator shall consider and decide only the specific issue(s) submitted to the arbitrator in writing by the Employer and the Union and shall have no authority to make a decision on any other issue not so submitted.

The arbitrator shall be without power to make decisions contrary to, or inconsistent with, or modifying or varying in any way the application of laws, rules, or regulations having the force and effect of law. The arbitrator’s decision shall be submitted in writing to the Employer and Union within thirty (30) days following close of the hearing or the submission of closing briefs by the parties, whichever is later, unless the parties agree in writing to an extension. The arbitrator’s decision will be binding on both the Employer and the Union and shall be based solely on the arbitrator’s interpretation or application of the expressed terms of this Agreement and to the facts of the grievance presented.

The fees and expenses for the arbitrator’s services and proceedings shall be borne equally by the Employer and the Union provided that each party shall be responsible for compensating its own representative and witnesses. If either party desires a verbatim record of the proceedings, it may cause such a record to be made, providing it pays for the record. If both parties desire a verbatim record of the proceedings, the cost shall be shared equally.

Section 7.6. Waiver. If a grievance is not submitted within the time limits set forth above, it shall be considered “waived.” If a grievance is not appealed to the next step within the specified time limit or any agreed extension thereof, it shall be considered settled on the basis of the Employer’s last answer. If the Employer does not answer a grievance or an appeal thereof within the specified time limits, the Union may elect to treat the grievance as denied at that step and immediately appeal the grievance to the next step. The time limit in each step may be extended by mutual written agreement of the Employer and Union.

Section 7.7. Choice of Remedy. If, as a result of the written Employer response in Step 2 or mediation in Step 2A, the grievance remains unresolved, and if the grievance involves the suspension, demotion or discharge of an Employee who has completed the required probationary period, the grievance may be appealed either to Step 3 of this Article or a procedure such as, ~~Civil Service~~, Veteran’s Preference, or Human Rights, or by the grievant instituting an action in a federal or state court, state agency, or seeking relief through any statutory process for which relief may be granted. If appealed to any procedure other than Step 3 of this Article, the grievance is not subject to the arbitration procedure as provided in this Article. The aggrieved Employee will indicate in writing which procedure is to be utilized – Step 3 of Article 7 or another appeal procedure – and will sign a statement to the effect that the choice of any one

procedure precludes the aggrieved Employee from making an additional appeal through any other procedure. Upon instituting a proceeding in another forum, as described herein, the Employee shall waive the Employee's right to initiate a grievance to this Article, or if the grievance is pending in the grievance procedure, the right to pursue it further shall immediately be waived.

ARTICLE 8 HOURS OF WORK

Section 8.1. Work Schedules. The normal work year is ~~between two thousand eighty (2080) and two thousand one hundred eighty-four (2,184)~~, straight time hours, depending on the Employee's job assignment, to be accounted for by each Employee through:

- a) hours worked on assigned shifts;
- b) authorized paid leave time; and
- c) assigned training.

Section 8.2. Nothing contained in this or any other article shall be interpreted to be a guarantee of a minimum or maximum number of hours the Employer may assign Employees.

Section 8.3. Split Shifts. The Employer agrees to avoid split shifts, except in the case of emergencies.

Section 8.4. Scheduling. A standard scheduling procedure shall be established and maintained to provide fair and equitable hours of work and a distribution of responsibilities in accordance with the classifications of the Employees in the Police Department.

ARTICLE 9 OVERTIME

Section 9.1. Full-time Employees will be compensated at one and one-half (1 and ½) times the Employee's regular base rate of pay for hours worked in excess of the Employee's regular scheduled shift in accordance with the Fair Labor Standards Act. All overtime will be offered to bargaining unit Employees first.

Section 9.2. Overtime payment shall not be duplicated for the same hours worked under the terms of this Agreement, but the higher of the applicable premiums shall be used. To the extent that hours are compensated for at overtime rates under one provision, they shall not be counted as hours worked in determining overtime under the same or any other provision.

Section 9.3. All overtime hours worked shall be divided among Employees of the same job classification as equally as possible consistent with the needs of the Employer. A refusal by an Employee to work overtime hours shall be considered as time worked for purposes of allocating overtime hours as equally as possible among Employees.

ARTICLE 10 COMPENSATORY TIME

Section 10.1. Employees may choose to accumulate up to ninety-six (96) hours of overtime to be used as compensatory time off with pay. For each hour of overtime accumulated the Employee shall be entitled to one and one-half (1 and ½) hours off work without loss of pay per the Federal Fair Labor Standards Act. Any accumulated, unused compensatory time in excess of 96 hours shall be paid off in cash during the same payroll period in which it was earned or the payroll period immediately following the payroll period in which it was earned. Employees will have the option to have the entire balance of their accumulated, unused compensatory time paid out on the first payroll of June and December of each year based on the balance as of the last date of the pay period for the applicable payroll. The Employer may require that any accumulated, unused compensatory time for an Employee above 80 hours and remaining as of November 30 of each year be paid on the Employee's behalf to a Post-Retirement Health Care Savings Account.

Section 10.2. An Employee must obtain department head/supervisor approval to take compensatory time off, which may be granted or denied at the sole discretion of the department head/supervisor. If the department head/supervisor denies a request for compensatory time off, the overtime must be paid in cash if the compensatory time bank then exceeds the maximum amount permitted by this Section. If it is necessary to limit the number of employees in a department using compensatory time at the same time, conflicts shall be resolved on the basis of the seniority roster. To exercise this seniority preference in the event time off requests conflict, a senior employee must submit a request to use compensatory time off to the Employee's department head/supervisor at least 10 days prior to the approved date requested by the junior employee.

Section 10.3. An Employee may designate overtime hours to be compensated as cash overtime or compensatory time or a combination of the two for any pay period in which overtime is worked. If the Employee elects to be compensated in cash for compensatory time earned, such payment for compensatory time must be made during the same payroll period in which it was earned or the payroll period immediately following the payroll period in which it was earned.

**ARTICLE 11
WAGES**

Section 11.1. Wage Schedule ~~2015-2017~~ 2018-2019.

Contract Years	Step-1* Probationary Period	Step-2* After Probationary Period
2015-2017	8% above highest base wage on the wage schedule (non-longevity schedule) for Police Officer in effect for 2015-2017	10.50% above highest base wage on the wage schedule (non-longevity schedule) for Police Officer in effect for 2015 (eff. 1/1/15); 12% for 2016 (eff. 1/1/16); and 13.5% for 2017 (eff. 1/1/17)

YEAR 2018

		Effective			
Step 1	Probationary Period	3/11/2018 (1%)**			
	\$ 30.370 (2017 rate)	\$ 30.67	\$30.92	\$ 31.17	\$ 31.42
Step 2	After Probationary Period				
	\$ 31.920 (2017 rate)	\$ 32.24	\$32.49	\$ 32.74	\$ 32.99

YEAR 2019

		Effective			
Step 1	Probationary Period	1/1/2019 (2%)			
	\$ 30.670	\$ 31.28	\$31.53	\$ 31.78	\$ 32.03
Step 2	After Probationary Period				
	\$ 32.240	\$ 32.88	\$33.13	\$ 33.38	\$ 33.63

** In 2018, all employees in the Sergeants Union will receive a one-time lump sum payment of \$750.

*An employee in Step 1 or 2 of the above wage schedule shall receive longevity pay of \$.25 per hour in addition to the employee's base rate of pay following 10, 15, and 20 years of service, respectively.

Section 11.2. Shift Differential. A seventy-five cent (\$.75) per hour shift differential shall apply to any officer required to work between the hours of 6:00 p.m. and 6:00 a.m.

Section 11.3. Vacancies. In all cases where an Employee has been advanced to fill a temporary vacancy above their own class, the Employee shall receive such higher rate of pay for all such hours worked.

ARTICLE 12 TRAINING TIME, COURT TIME, CALL TIME

Section 12.1. Training Time. Whenever an Employee is required by the Employer to attend a seminar, training session, or courses for keeping current the Employee's qualifications, or for other reasons, the Employee shall be compensated for the Employee's attendance at the aforementioned off duty programs, and travel to and from such programs, at the Employee's base rate of pay. Such seminars, training sessions or certification programs shall be approved by the Chief and/or the City Council.

Section 12.2. License Fee. The City will pay the required POST Board licensing fees for all licensed officers.

Section 12.3. Court Time. There shall be a minimum of 2 hours pay at 1.5 times the employee's regular base rate of pay for each employee who is required to appear in court at times other than the Employee's regular work day. All time in excess of the two hours shall be compensated at 1.5 times the employee's regular rate of pay. In the event that the employee's court appearance is canceled with less than 24 hours² notice, the employee shall receive 2 hours straight time pay.

Section 12.4. Call Back Time. An Employee who is called back for work during the Employee's regular scheduled day off or time off shall receive a minimum of two (2) hours² pay at one and one-half (1 and ½) times the Employee's base pay rate. An extension or early report to a regularly scheduled shift for duty does not qualify the Employee for the two-hour minimum. This call back time shall be exclusive of any other provisions of this Agreement. The call back time worked shall be computed at one and one-half (1 and ½) times the Employee's base rate of pay unless said call back time is on a holiday and then the holiday time rate shall be used. Any call back time occurring within three (3) hours of the beginning of the Employee's regular shift shall be considered daily overtime. ~~This clause shall not affect in any manner call back time falling on an Employee's day off.~~

ARTICLE 13 CLOTHING/EQUIPMENT ALLOWANCE

~~Section 13.1. The Employer will issue new Employees the following clothing and equipment:~~

~~Three winter shirts with patches~~

~~Three summer shirts with patches
Three uniform pants
Two badges plus hat badge
One winter hat
One summer hat
Authorized duty belt
Handcuffs
Ties and dickies
Winter jacket with patches
Summer jacket with patches
Bullet proof vest
Class A uniform and uniform cap~~

~~For purposes of this paragraph a new employee is an employee who, immediately prior to appointment to the position of sergeant, was not employed as a police officer with the Grand Rapids Police Department.~~

Section 13.1. The Employer will issue new Employees the clothing and equipment outlined in Appendix A attached. For purposes of this paragraph a new employee is an employee who, immediately prior to appointment to the position of sergeant, was not employed as a police officer with the Grand Rapids Police Department.

Section 13.2. Effective January 1, 2015, a qualifying Employee who is not a new employee under Paragraph 13.1, beginning the second year of employment, or any year subsequent to the second year, shall be provided \$925.00 per year clothing/equipment allowance. The clothing/equipment allowance provided in this paragraph includes approved footwear. Approved footwear shall be determined by the Chief in the Chief's discretion and such determination shall not be subject to the grievance procedure. If an employee leaves employment prior to December 31, after receiving the annual clothing/equipment allowance for that year, the employee shall reimburse the Employer for that portion of the allowance prorated based on the number of months remaining in the year.

~~**Section 13.3.** All clothing and equipment shall be the property of the individual, including a firearm, which shall be approved by the Police Chief and purchased by the Employee. (Provided, however, firearms issued to Employees employed prior to ratification of the 1998-2000 contract shall remain the property of the City.) In the event that clothing is damaged in the line of duty due to extenuating circumstances, the Employer shall replace all such damaged clothing directly to the Employee without deducting the cost from the yearly allowance on approval by the Chief of Police and the City Council.~~

Section 13.3. All clothing and equipment shall be the property of the Employee. In the event that clothing is damaged in the line of duty due to extenuating circumstances, the Employer shall replace all such damaged clothing directly to the Employee without deducting the cost from the yearly allowance on approval by the Chief of Police and the City Council.

Section 13.4. Effective January 1, 2018, the Employer will purchase and provide to any newly hired Sergeant an Employer approved service firearm. The Employer will be the owner of the firearm. Upon leaving employment with the City, the Sergeant will return the firearm to the Employer. A Sergeant separating in good standing with the City would have the option to purchase their firearm from a licensed dealer. A determination of “good standing” shall be made by the Employer. Firearms which were purchased by Employees prior to 2018 will remain the property of the Employee. Firearms issued to Employees by the City shall remain the property of the City.

ARTICLE 14

ACTIVE EMPLOYEE GROUP INSURANCE BENEFITS

Section 14.1. Life Insurance. ~~For 2015, 2016 and 2017,~~ The Employer agrees to pay the premium and maintain a minimum value of \$10,000.00 for the group life insurance levels per Employee for the life of this Agreement.

Section 14.2. Health and Medical Insurance. ~~The Employer shall respectively pay 90% for 2015, 2016, and 2017 of the premium cost of single health and medical insurance coverage for Employees electing to participate in the Employer designated health and medical insurance plan. The Employer shall respectively pay 80% for 2015, 2016, and 2017 of the premium cost of family health and medical insurance coverage for Employees electing to participate in the Employer designated health and medical insurance plan. Health and medical insurance coverage shall be provided through an Employer designated health and medical insurance plan and shall be provided to all benefit eligible Employees upon the effective date of said coverage.~~

~~The Employer will make an annual contribution toward a Health Savings Account (HSA) for eligible employees participating in a group health and medical insurance plan offered by the Employer, which includes an HSA, as provided in this paragraph. The Employer will contribute to the HSA of each eligible employee participating in an Employer designated health and medical insurance plan, which includes an HSA, to the extent that the Employer and insurance carrier continue to offer such a plan as part of the Employer provided group health and medical insurance program, in an amount per year up to but not to exceed \$5,000 of the deductible, for the first year of employment and, \$4,000 for 2015, 2016, and 2017 for family coverage and one half the stated amount in each respective year for single coverage.~~

~~Employer agrees to self-insure and reimburse the Employee for all eligible out-of-pocket medical expenses for in-patient and out-patient hospital services up to a maximum of \$5,000 per Employee per year for family coverage and up to a maximum of \$2,500 per Employee per year for single coverage.~~

Section 14.2 Health and Welfare. While the Local 49 Health and Welfare Fund is the insurance provider for employees' health, medical, dental, vision and life insurance, and employees are not able to opt out of coverage the City will cover the full cost of the insurance premium for single and family coverage. If during the terms of this Agreement, the City changes insurance

providers in accordance with Section 14.3 and 14.5 below, the Employer and the Union agree to renegotiate the insurance contributions under this Article.

Existing level of benefits shall be continued for the duration of this Agreement subject to the application of Section 14.3 of this Article.

Section 14.3. In the event that the level of benefits offered by the existing or new provider is modified downward, the parties agree that within thirty (30) calendar days of notification of change, Article 14 may be opened by either signatory party hereto for the purpose of discussing the effect of such change. The absence of such reopening shall constitute acceptance of the change. The Employer shall not, without the agreement of the Union, change the provider of health and medical insurance coverage if such change results in a reduction of the level of benefits.

Section 14.4. Life insurance and the Employer's contribution to health and medical insurance coverage shall be provided to an Employee while on Flexible Time Off or Extended Medical Benefit, or an Employee who is unable to work due to a compensable injury.

Section 14.5. The designation of the insurance carrier in Section 14.2 is inserted for the purpose of defining benefits only, and upon notice to the Union, the Employer shall have the right to choose and to change the insurance carrier so long as benefits are not reduced below those specified, except for minimal variations, and there is no lapse in insurance coverage. ~~The Employer shall pay the same percentage of the cost of the family and single organ transplant coverage as the respective percentage of the cost of family and single health and medical insurance coverage set forth in Section 14.2 above.~~

~~Section 14.6. Dental Insurance. The Employer will designate and make available to eligible Employees a basic dental insurance plan. The Employer will pay the premium cost for the basic/low plan option for single dental insurance coverage only for those Employees electing to participate in the Employer designated dental insurance plan. The Employer may also offer through the dental insurance plan a family coverage option. The Employer contribution to dental insurance for the family dental insurance plan option will be equal to the Employer contribution for the Employer designated single basic/low dental insurance plan option. All premium costs for family dental insurance coverage or for an Employee electing a higher option/benefit single plan coverage above the Employer contribution to premium as provided herein for the single basic/low dental insurance plan option, shall be paid by the Employee electing said higher coverage.~~

ARTICLE 15 INSURANCE COVERAGE OF RETIRED EMPLOYEES

Section 15.1. ~~Laws of 1965, Chapter 296~~ Minn. Stat. § 471.61, Subd. 2a, authorized the Employer to insure or protect its retired employees and their dependents under a policy or policies or contract or contracts, of group insurance or benefits covering life, health and accident, medical and surgical benefits or hospitalization insurance or benefits and pay all or any part of the premiums or charges of such insurance protection.

Section 15.2. Eligibility of Retired Employees. The Employer will continue to provide hospitalization and medical insurance coverage for a retired employee under the following

conditions: 1) the employee must qualify for a Minnesota Public Employees Retirement Association (PERA) pension; 2) the employee must have reached a retirement age acceptable to PERA or the retired age limit set by the Employer; 3) the employee must be under the age of sixty-five (65) and not be eligible for Medicare; and 4) the employee must have exhausted all eligible funds from ~~either, a) the employee's individual sick leave fund for an employee who retires after November 1, 1972 but before December 18, 2004, or b) the employee's individual health care savings plan, as administered by the Minnesota State Retirement Systems (MSRS), for an employee who retires after December 18, 2004 (effective date of the Employer's Flexible Time Off Policy).~~

For an employee who retires after December 18, 2004, provided the employee meets the above eligibility requirements, the Employer will pay One Hundred Dollars (\$100.00) per month toward the full single rate and dependency cost for hospitalization and medical insurance coverage, and the employee shall pay the remaining amount. This shall continue until the employee reaches age sixty-five (65) or becomes eligible for Medicare. Upon the death of the employee, all obligations under Article 15 are terminated subject to IRS regulations and governing MSRS statutes, rules and procedures with respect to health care savings plans.

~~For an employee who retires after November 1, 1972 but before December 18, 2004, and meets the eligibility requirements provided above, the procedures contained in Appendix B-2 to the agreement between the Employer and Union in effect from the period January 1, 2001 through December 31, 2003 shall apply.~~

**ARTICLE 16
HOLIDAYS**

Section 16.1. All Employees shall receive ~~eighty-four (84)~~ ninety-two (92) hours holiday pay per year, payable in two separate checks in the first pay period of June and December of each year.

Section 16.2. Any Employee working ~~any portion of~~ a Federal holiday or one-half the hours worked on Christmas Eve Day shall receive one and one-half (1 and ½) times the Employee's regular base rate of pay for ~~only the actual~~ hours worked on the listed holidays. For purposes of calculating when holiday pay begins, the holiday will be designated to begin at 6:00 a.m. on the holiday and conclude at 5:59 a.m. on the following day to align with the Department's current 12-hour shifts.

New Year's Day
Birthday of Martin Luther King, Jr.
Washington's Birthday
Memorial Day
Independence Day
Labor Day
Columbus Day Indigenous Peoples' Day
Veterans Day
Thanksgiving Day
Friday after Thanksgiving Day

Half the hours worked on Christmas Eve Day
Christmas Day

Section 16.3. In the event that the Employee is scheduled off duty on a holiday listed in Section 16.2 above, and is called back for work, the Employee shall receive a minimum of four (4) hours' pay at one and one-half (1 and ½) times the Employee's regular base rate of pay regardless of whether or not the four (4) hours are actually worked.

**ARTICLE 17
FLEXIBLE TIME OFF**

Section 17.1. All Employees are subject to the Flexible Time Off Plan, as incorporated into the City of Grand Rapids Personnel Policies. The Flexible Time Off Plan shall replace all previous sick leave, vacation and other paid time off, as well as severance pay, to which Employees were previously entitled. All current and future Employees of the Union shall be subject to the Flexible Time Off Plan, as it exists as of the effective date of the plan.

Section 17.2. The interpretation and application of the Employer's Flexible Time Off Plan shall not be subject to any term of this Agreement or any past practices, prior agreements, resolutions, policies, rules, or regulations that are inconsistent with the Flexible Time Off Plan adopted by the Employer.

Section 17.3. Accrual of FTO. The amount of Flexible Time Off (FTO) available annually to regular full-time Employees or limited-term Employees, as defined in the Employer's Flexible Time Off Plan, as incorporated into the Employer's Personnel Policies, is based on the length of employment using the most recent date of regular or limited-term employment according to the following schedule:

Full-time and Limited Term Employees hired BEFORE January 1, 2018 will accrue as follows:

Completed Years of Employment Flexible Time Off Accrued

Completed Years Of Employment	Days per year	Hours per year	Hours per 80 hour pay period
Hire date through 4th anniversary	23	184	7.0769
After the 4th anniversary through the 9th	30	240	9.2320
After the 9th anniversary through the 14th anniversary	35	280	10.7692
After the 14th anniversary	39	312	12.

Full-time and Limited Term Employees hired AFTER January 1, 2018 will accrue as follows:

Completed Years of Employment Flexible Time Off Accrued

COMPLETED YEARS OF EMPLOYMENT	Days per year	Hours per year	Hours per 80 hour pay period
Hire date through 4 th anniversary	<u>15</u>	<u>120</u>	<u>4.62</u>
After the 4 th anniversary through the 9 th	<u>20</u>	<u>160</u>	<u>6.15</u>
After the 9 th anniversary through the 14 th anniversary	<u>25</u>	<u>200</u>	<u>7.69</u>
After the 14 th anniversary	<u>30</u>	<u>240</u>	<u>9.23</u>

Regular part-time Employees will accrue FTO on a prorated basis pursuant to the above schedule, with such proration based on the actual hours worked by the regular part-time Employee.

The City computerized payroll system is the official record for Flexible Time Off, Extended Medical Benefit, and Personal Conversion Account balances.

Employees may carry over accumulated FTO hours from one year to the next up to a maximum of 248 hours (31 days). Accumulated FTO may not exceed 248 hours (31 days) on the Employee's anniversary date. On the anniversary date, any accumulated unused FTO in excess of 248 hours will be forfeited.

Section 17.4. Extended Medical Benefit (EMB) Accrual. As provided and defined in the Employer's Flexible Time Off Plan, as incorporated into the Employer's Personnel Policies, Extended Medical Benefit (EMB) shall accrue according to the following schedule:

Days Per Year	Hours Per Year	Hours Per 80 hour Pay Period
4	<u>32</u>	<u>1.2308</u>
8	<u>64</u>	<u>2.4616</u>

In 2018 only, the sergeants currently employed by the City of Grand Rapids will receive a one-time deposit of 84 hours of EMB time placed into their EMB bank after the execution of this labor agreement.

Any sergeant who is newly hired with the City of Grand Rapids after January 1, 2018 will receive 84 hours of EMB time placed into his/her EMB bank at the time of hire.

Section 17.5. Except for employees hired after January 1, 2013, employees with three years of service that have accumulated over 248 hours of FTO on their hire date of each year will have those hours, up to a maximum of forty (40) hours, converted into cash and deposited in their post-

employment health care savings account. This conversion is available only if the employee has used at least eighty (80) hours of FTO during the twelve (12) months preceding the hire date. Any Employee hired after January 1, 2013, will not have the option of depositing up to a maximum of forty (40) hours of FTO into the Employee's post-employment health care savings account as provided in this section.

Section 17.6. All employees shall contribute ~~forty~~ ~~seventy-five~~ dollars (\$~~50~~ 75) per pay period ~~to~~ ~~be~~ into their post employment health care savings account.

ARTICLE 18 LEAVE

Section 18.1. Extended Medical Leave. In the case of (1) an extended illness, after an Employee has used all accumulated Flexible Time Off, Extended Medical Benefit, and Family and Medical Leave Act leave for which the Employee is eligible, or (2) the birth or adoptive placement of a child after the Employee has used all accumulated Flexible Time Off, Extended Medical Benefit, parenting leave, and Family and Medical Leave Act leave for which the Employee is eligible, the Employee, subject to approval by the Employer, may be granted a six (6) month leave of absence without having their name removed from the payroll. Any further extension of the six (6) month leave period will be granted or denied at the Employer's sole discretion; however, the Employer shall not grant leave in excess of twenty-four (24) months. In evaluating a request for an extension of leave by an Employee beyond six (6) months, the Employee shall provide the Employer with a detailed Doctor's report by no later than ten (10) days prior to the last day of the six (6) month leave period. If the Employer decides to grant or deny an Employee's request for extension of leave, the Employer shall notify the Union and employee of its decision in writing, and the Employer shall provide the Union and employee with an opportunity to meet to discuss the Employer's decision provided the Union and employee requests such a meeting within ten (10) days of the Union's receipt of notice from the Employer. An Employee on extended medical leave must provide the Employer with at least one (1) week's notice prior to returning from leave.

ARTICLE 19 DISCIPLINE

Section 19.1. The Employer will discipline for just cause only. The parties recognize the principles of progressive discipline, including the fact that the appropriate level of discipline is dependent on the facts of the particular disciplinary incident. Discipline will be in one or more of the following forms:

- a. Oral reprimand
- b. Written reprimand
- c. Suspension, with or without pay
- d. Demotion, or
- e. Discharge

Section 19.2. Notices of suspension, demotions and discharges will be in written form and will state the reason(s) for the action taken. Suspensions will set forth the time period for which the

suspension shall be effective. Demotions will state the classification to which the Employee is demoted.

Section 19.3. Written reprimands, notices of suspension, notices of demotion, and notices of discharge, which are to become part of an Employee's personnel file, shall be read and acknowledged by signature of the Employee. The Employee will receive a copy of such reprimand and/or notices.

Section 19.4. Employees will not be questioned concerning an investigation of disciplinary action unless the Employee has been given an opportunity to have a union representative present at such questioning.

Section 19.5. Upon written request, Employees may examine their own individual personnel file at a reasonable time agreed upon by the Employer and Employee and under the direct supervision of the Employer. Employees may place written responses to specific charges recorded in the Employee's personnel file, into said personnel file at any time.

Section 19.6. Grievances relating to this Article may be initiated by the Union ~~at~~ at Step 2 of the grievance procedure.

Section 19.7. The Employer agrees to abide by the terms of the Peace Officers Disciplinary Procedures Act, Minn. Stat. 626.89 and the Government Data Practices Act (Chapter 13).

ARTICLE 20 COMPLIANCE WITH FEDERAL~~Y~~, STATE AND LOCAL LAWS

Section 20.1. It is hereby declared to be the intention of the parties to this Agreement that the sections, paragraphs, sentences, clauses, and phrases of this Agreement are separable, and if any phrase, clause, sentence, paragraph, or section of this Agreement shall be declared invalid by the valid judgment or decree of a court of competent jurisdiction because of any conflict with Minnesota state law, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, and sections of this Agreement.

Section 20.2. The City of Grand Rapids and the Union agree that they will meet within a thirty (30) day period following the declaration of invalidity to begin negotiations upon a substitute clause to replace the provisions found to be invalid. This places no time limitations on the parties during which they may negotiate.

ARTICLE 21 LAYOFF/SENIORITY

Section 21.1. Layoffs. In the event of a layoff or a reduction in force, Employees shall be laid off in the inverse order of hiring and rehired in the inverse order of layoff. Seniority shall govern the order in which any reduction in hours is applied.

Section 21.2. Seniority. Seniority status shall be granted to all Employees and an Employee's position on the seniority list shall be determined on the basis of the Employee's continuous (unbroken) length of service for the Employer since the first date of hire or promotion to the sergeant position and within the present bargaining unit. Employees upon completion of a probationary period of ~~twelve (12) months~~ as defined in Article 1.4 shall be placed on a seniority list as of the first day of their employment within the bargaining unit. The Employer may terminate new probationary Employees at any time during the probationary period for any reason, and a promoted sergeant from patrol may be demoted to patrol at any time during the probationary period. The Employer, at its sole discretion, may extend the initial probationary period for an additional six (6) months. If anyone outside the bargaining unit accepts a position within the bargaining unit, their seniority begins to accrue on the date they enter the bargaining unit.

Section 21.3. Seniority List. When two or more Employees have the same position on the seniority list as determined by their first date of hire, seniority shall be determined by a coin toss. No later than February 1st of each year, the Employer shall prepare a seniority roster, shall post it on all official bulletin boards, and shall provide one (1) copy to the Union. The roster shall list each Employee in the order of seniority and reflect each Employee's date of service along with current job classification.

Section 21.4. Loss of Seniority. An Employee shall cease to have seniority, if:

1. The Employee does not return to work on the specified return date as contained in a written leave of absence or from lay-off within five calendar days after being given notice to return to work by registered mail at the Employee's last known address.
2. The Employee's separation from employment has been for more than twenty-four (24) months, except that separation from employment for authorized military leave shall be consistent with state and federal law applicable to such leave.
3. The Employee is discharged for just cause or is released without cause during the Employee's ~~twelve (12) month~~ probationary period as defined in Article 1.4.
4. The Employee voluntarily terminates employment.
5. The Employee takes an unauthorized leave of absence or fails to notify the Employer of the cause of an absence for two days or more.

ARTICLE 22 RIGHT TO SUBCONTRACT

Nothing in this Agreement shall prohibit or restrict the right of the Employer from subcontracting any or all work performed by Employees covered by this Agreement, provided that if the Employer exercises its option to subcontract, the Employer will endeavor to obtain an agreement with the subcontractor to seek employment for as many of the present Employees as the subcontractor needs to carry out the functions of the Police Department.

**ARTICLE 23
WAIVER**

Section 23.1. This Agreement represents the entire Agreement of the parties and shall supersede all previous agreements. The parties acknowledge that during the negotiations which resulted in the Agreement each had the unlimited right and opportunity to make demands and proposals with respect to any subject or matter not removed by the law from the area of collective bargaining, and that all of the understandings and agreements arrived at by the parties after the exercise of that right and opportunity are set forth in this Agreement.

Section 23.2. The Union agrees that the Employer shall not be obligated to meet and negotiate with respect to any subject or matter not specifically referred to or covered in this Agreement. All terms and conditions of employment shall continue to be subject to the Employer's direction and control.

Section 23.3. Any and all prior agreements, resolutions, practices, policies, rules and regulations regarding the terms and conditions of employment, to the extent inconsistent with the provisions of this Agreement, are hereby superseded.

Section 23.4. This Agreement may be reopened before its expiration date only upon the express and mutual written agreement of the parties hereto.

**ARTICLE 24
DURATION OF CONTRACT**

Except as otherwise provided, this Agreement shall continue in effect and in force from January 1, ~~2015~~ 2018 through December 31, ~~2017~~ 2019, provided, however, that either party shall have the right to give written notice to the other party sixty (60) days prior to January 1, ~~2017~~ 2020, of their desire to reopen the agreement for the purpose of negotiations and settlement of a new agreement.

IN WITNESS whereof the parties hereto have hereunto set their hands and seals the respective date and year written below.

CITY COUNCIL, GRAND RAPIDS

LAW ENFORCEMENT LABOR SERVICES, INC.

BY: _____
Dale Adams, Mayor

BY: _____
Andrew Masterman, Business Agent

BY: _____
Tom Pagel, City Administrator

BY: _____
President, Local 345

DATE: _____

DATE: _____

APPENDIX A

Initial Issue:

- (3) Long Sleeve Shirts with Patches
- (3) Short Sleeve Shirts with Patches
- (3) Uniform Pants
- (2) Breast Badges
- (1) Hat Badge
- (1) Winter Hat (GRPD Stocking Cap)
- (1) Stormy Kromer Hat (GRPD Authorized)
- (1) Summer Hat (Police Saucer Hat)
- (1) Summer Hat Rain Cover
- (1) Outer Duty Belt
- (1) Inner Duty Belt
- (1) Key Holder
- (3) Belt Keepers
- (1) Radio Holder
- (1) Flashlight Holder
- (1) Flashlight Traffic Wand
- (1) Rechargeable LED Flashlight with Charger
- (1) Pair of Winter Gloves
- (1) Double Magazine Pouch
- (1) Chemical Irritant Holder
- (1) Medical Glove Pouch
- (1) Set of Handcuffs
- (1) Spare Handcuff Key
- (1) Handcuff Case
- (1) Holster
- (2) Neck ties or (1) Neck tie and (1) Dickie
- (1) Tie Clasp
- (1) One long rain coat
- (1) Snowmobile Bibs
- (1) Pair of Boots or (1) Pair of Shoes
- ** (1) Winter Jacket with patches
- ** (1) Spring/Fall Jacket with patches
- **Or One All-Season Jacket with patches
- (1) One Jacket Name Tag
- (1) One Shirt Name Tag
- (1) One Ballistic Vest with Carrier
- (1) One Jacket Collar Brass
- (1) One Shirt Collar Brass
- (1) One Belt Clip Badge Holder

If the Employer decides to require a Class A uniform it will be provided at no cost to the employee.

The Employer reserves the right to specify color, style and type of uniform items, including clothing.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0193 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Consent Agenda
File created: 3/20/2018 **In control:** City Council
On agenda: 3/26/2018 **Final action:**

Title: Consider adopting a resolution authorizing an application to the Minnesota Dept. of IRRR Commercial Redevelopment Grant program for the West Missabe Orthodontics Clinic Project.

Sponsors:

Indexes:

Code sections:

Attachments: [West Missabe Orthodontics Application Authorization Resolution.pdf](#)
[Building 1 photo1.JPG](#)
[Building1 photo2.JPG](#)
[Building2 photo1.JPG](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution authorizing an application to the Minnesota Dept. of IRRR Commercial Redevelopment Grant program for the West Missabe Orthodontics Clinic Project.

Background Information:

The proposed project involves the redevelopment of a commercial site located along 169 East at 615 NE 4th St. The site would be cleared of two buildings, one which was originally a Dairy Queen and more recently a used car lot and the other building, a garage, has served as an auto repair business. The cleared site will make way for the construction of a 2,400 sf clinic for the practice of orthodontia by Dr. Ryan Mueller.

Dr. Mueller is a Grand Rapids native, a Marine Corp veteran and a graduate of the University of Minnesota school of dentistry and orthodontia. He worked in the Brainerd area following the completion of his training in 2014. In 2015 he teamed up with a few dentists in the Grand Rapids and Coleraine area and also added a location in Aitken in 2016. His growth of business in the Grand Rapids and Coleraine area has been limited by a lack of available dental office space for lease. This new facility will allow him to increase his practice here to 2-3 days/week.

In addition to Dr. Mueller, West Missabe Orthodontics will employ a full time office manager at \$24/hour, 1-2 dental assistants at \$22/hour and a receptionist for 2-3 days/week at \$14-\$16/hour. Two existing dental assistants will be also be retained at 2-3 days/week.

The total estimated cost of the project is just over one million dollars. The estimated cost of the demolition and the amount of the grant request is \$24,000. The project is expected to break ground this April and be completed in October.

Staff Recommendation:

Adopt the attached resolution authorizing an application to the Minnesota Dept. of IRRR Commercial Redevelopment Grant program for the West Missabe Orthodontics Clinic Project

Requested City Council Action

Adopt a resolution authorizing an application to the Minnesota Dept. of IRRR Commercial Redevelopment Grant program for the West Missabe Orthodontics Clinic Project

CITY OF GRAND RAPIDS, MINNESOTA
RESOLUTION NO. 18-

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

**RESOLUTION AUTHORIZING THE CITY TO MAKE APPLICATION TO THE MN
DEPT. OF IRRR COMMERCIAL REDEVELOPMENT GRANT PROGRAM FOR THE
WEST MISSABE ORTHODONTICS PROJECT**

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

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

Upon vote taken thereon, the following voted:

For:

Against:

Whereupon said Resolution No. _____ was declared duly passed and adopted this
26th day of March, 2018

Mayor

Attest: _____
City Clerk









CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0194 **Version:** 1 **Name:** Recreation Summer Arts Grant
Type: Agenda Item **Status:** Consent Agenda
File created: 3/20/2018 **In control:** City Council
On agenda: 3/26/2018 **Final action:**
Title: Consider adopting a resolution accepting the Arrowhead Regional Arts Council grant in the amount of \$5,000.00.

Sponsors:

Indexes:

Code sections:

Attachments: [Arrowhead Reg Arts for Summer Sports Camp.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution accepting the Arrowhead Regional Arts Council grant in the amount of \$5,000.00.

Background Information:

The Park and Recreation Department submitted a grant application to the Arrowhead Regional Arts Council requesting funds for expenses related to developing arts curriculum for the Summer Sports Camp. The grant will allow students from the Minneapolis College of Art and Design to incorporate three weeks of art sessions into the existing summer camp, emphasizing the role of the arts in community development. The grant has been awarded in the amount of \$5,000. In order to process the check, the City Council must accept the grant by resolution.

Staff Recommendation:

Staff recommends adopting a resolution accepting the Arrowhead Regional Arts Council grant in the amount of \$5,000.00.

Requested City Council Action

Make a motion adopting a resolution accepting the Arrowhead Regional Arts Council grant in the amount of \$5,000.00 to develop arts curriculum for the Summer Sports Camp.

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

RESOLUTION NO. 18-

A RESOLUTION ACCEPTING A \$5,000 COMMUNITY ARTS LEARNING GRANT FROM THE ARROWHEAD REGIONAL ARTS COUNCIL FOR THE CITY OF GRAND RAPIDS TO DEVELOP AN ART CURRICULUM FOR THE SUMMER SPORTS CAMP

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

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

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

- The Arrowhead Regional Arts Council has granted the City of Grand Rapids a Community Arts Learning Grant in the amount of \$5,000 to be used by the City of Grand Rapids to develop an art curriculum for the Summer Sports Camp.

Adopted this 26th day of March, 2018

Dale C. Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0195 **Version:** 1 **Name:** 2018 Council Goals/Outcomes
Type: Agenda Item **Status:** Consent Agenda
File created: 3/20/2018 **In control:** City Council
On agenda: 3/26/2018 **Final action:**
Title: Consider approving the 2018 Council Goals/Outcomes
Sponsors:
Indexes:
Code sections:
Attachments: [2018 Final Data Sheet.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the 2018 Council Goals/Outcomes

Background Information:

On an annual basis the City Council with the assistance of City staff create goals for staff to achieve during the calendar year. These goals are directly related to the direction within the City's Comprehensive Plan. Attached are the final goals for 2018.

Staff Recommendation:

City staff is recommending the attached goals for 2018.

Requested City Council Action

A motion approving the 2018 Council Goals/Outcomes.

2018 Council Goals/Outcome Data

Initial Submittal Form

Description of Council Member/Department Head Outcome	Section in Comp Plan Goal Fits	Goal in Section	Subgoal in Goal	Lead Department
Working with the Community Development Director and City Attorney, Review/Amend/Update city Ordinance Chapter 38 - Nuisances.	Community Services	Goal 2: Provide services to protect the public health, safety and general welfare.	D: Periodically review regulations and programs for effectiveness.	Police
Arrange for, sponsor, and ensure implementation of two advanced law enforcement training courses to be taught in Grand Rapids and invite all Itasca County law enforcement officers to attend.	Emergency Services	Goal 1: Ensure the safety and security of the Grand Rapids Community	C: Continue to promote inter-agency cooperation (mutual-aid) in providing services to Grand Rapids and surrounding communities.	Police
Install wheel chair accessible swing at the Rotary Park	Natural Infrastructure	Provide support and management of the city's Parks and Trails	Support, manage, and promote parks within City boundaries	Civic & Recreation
Grow shoulder season events by increasing curling teams from 16 to 32 in the Fall bonspiel.	Economic Infrastructure	Build the City's economic sustainability	Support investments with tourism value	Civic & Recreation
Create a report that summarizes all youth sport associations, providing demographic information, number of tournaments, and potential opportunities and barriers to growing tournaments.	Economic Infrastructure	Build the City's economic sustainability	Support investments with tourism value	Civic & Recreation

Investigate means to improve energy efficiency at the IRA Civic Center	Community Services	Efficient use of public assets in providing services	Protect the public interest through fiscally responsible practices	Civic C Recrea
Rearrange Library space to accommodate increasing community needs for gathering spaces and programming spaces	Arts and Culture Roadmap	Goal 3: Foster Inclusive Arts and Cultural Offerings and expand access	Facilitate Community Spaces and Programming that welcome the entire community	Library
Create and market "teacher cards" to support students and teachers literacy/STEM	Community Services	Goal Educational Excellence for all	Continue and Enhance Working Relationships between City Staff and the School District	Library
Increase services to populations unable to visit the Library. In particular seniors who are living in assisted living and care facilities or may be home bound. Another population would be jail inmates.	Arts and Culture Roadmap	Goal 3: Foster Inclusive Arts and Cultural Offerings and expand access	Increase the amount of inclusive arts and cultural offerings through public-private partnerships	Library
Review City ROW ordinance and permit process to improve tracking and efficiencies	Community Service Goals	Goal 2: Provide services to protect public health, safety and general welfare	d. Periodically review regulations and programs for effectiveness	Engin
Explore opportunities for connecting our City trails and sidewalks to the Tioga Trail in Cohasset, specifically along County Road 63 and 76	Natural Infrastructure	Goal 4: Provide support and management of the City's Parks and Trails	Promote bicycle and pedestrian connectivity within neighborhoods and between destinations; Work with adjacent local governing units and the State	Engin

Implement the Comprehensive Plan update process	Guiding Principals	The Comprehensive Plan is the foundation for City Actions	The Plan should be followed, updated every five years, and progress reported to the public	Comm
Complete the Rental Housing Licensing and Inspection program feasibility analysis, and follow up on actions taken.	Community Services	Goal 2: Provide services that protect public health, safety and general welfare	Continue to provide City services that enhance the general welfare	Comm
Pending the outcome of the elementary school facilities referendum, continue to work with ISD 318 toward land exchanges that support educational excellence as well as new housing opportunities	Community Services and Future Land Use	Future Land Use Goal 4: Protect and enhance the diversity and livability of residential areas Community Services Goal 3: Educational excellence for all	Promote the development and retention of traditional neighborhoods in and adjacent to the urbanized area. Ensure the provision and maintenance of adequate educational infrastructure	Comm
Have an independent network review completed that will assess our strengths, weaknesses, and recommend needed areas of improvement.	Community Services	Goal 1: Efficient Use of Public asset in providing services.	Sustain critical city operations that contribute to quality of life.	IT
Develop transitional plan for PW	Community Services	Goal 1: Efficient Use of Public asset in providing services.	Sustain critical city operations that contribute to quality of life.	Public

Develop an electronic vendor payment system.	Community Services	Goal 1: Efficient Use of Public asset in providing services.	Protect the public interest through fiscally responsible practices	Financ
Finalize cooperative work with DNR to establish a "Water Use Draught Management Plan".	Emergency Services Natural Infrastructure	Protect Natural Infrastructure Economic Assets	Encourage education and research to explore useful products that use natural resources in a closed-loop system	Golf
Work with Visit Grand Rapids staff, and lodging partners to grow daily fee, visitor, tourism rounds of golf.	Economic Infrastructure	Build the City's economic sustainability	Support investments with tourism value	Golf
Develop lifetime activity that teaches 9 core values: Honesty, Integrity, Sportsmanship, Respect, Confidence, Responsibility, Perseverance, Courtesy, and Judgement	Community Services	Community Service Goal 3: Educational Excellence for all	e. Proactively address the need for extracurricular activities within the community.	Golf
Complete an Arts Placement Plan, which complements the recently adopted Art Adoption/Acquisition Plan (note, this plan may also identify current and future opportunities for pop-up parks/activities)	Arts and Culture Roadmap	Goal 4: use the arts to animate the physical realm and improve connectivity	Create initial public art policies and develop a program that consistently contributes to the vitality and economic	Arts a
Work with City to create an amendment to the Downtown Development Plan that specifically addresses the issue of fragmentation and pedestrian wayfinding through artistic streetscape interventions and additional infrastructure	Arts and Culture Roadmap	Goal 4: Use the arts to animate the physical realm and improve connectivity	Infuse and align existing city policies, plans, and projects with arts and culture to help achieve broader community health and	Arts a

<p>Clarify and streamline city rules related to street festivals , performances in parks, and street performers via fact and FAQ sheets and a volunteer arts help desk (or improved online function/access)</p>	<p>Arts and Culture Roadmap</p>	<p>Goal 3: Foster inclusive arts and culture offerings and expand access</p>	<p>Facilitate community spaces and programming that welcome the entire community</p>	<p>Arts a</p>
<p>Based on the 2017 Riverfront Venue Feasibility Study, form a representative working group to advance design, management, and funding options for a future riverfront venue along the Mississippi.</p>	<p>Arts and Culture Roadmap</p>	<p>Goal 3: Foster inclusive arts and culture offerings and expand access</p>	<p>Increase the amount of inclusive arts and cultural offerings through public-private partnerships</p>	<p>Arts a</p>



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0200 **Version:** 1 **Name:** Establish Polling Place
Type: Agenda Item **Status:** Consent Agenda
File created: 3/20/2018 **In control:** City Council
On agenda: 3/26/2018 **Final action:**
Title: Consider adopting a resolution establishing polling places for City of Grand Rapids voting Precincts One (1) - Four (4) and approve Facility Use Policy for Zion Lutheran Church, Precinct Four Polling Place.

Sponsors:

Indexes:

Code sections:

Attachments: [Res Establishing Polling Places for 2018.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution establishing polling places for City of Grand Rapids voting Precincts One (1) - Four (4) and approve Facility Use Policy for Zion Lutheran Church, Precinct Four Polling Place.

Background Information:

Due to the unavailability of the Grand Rapids National Guard Armory, the polling place for Precinct Two (2) must be relocated. Staff has met with Ms. Colleen Nardone, Board Chair for Christ Episcopal Church, and secured use of the facility for the 2018 Primary and General Elections at no charge. Polling places for Precincts One, Three and Four will remain the same as the 2016 Elections.

Zion Lutheran Church, serving as the polling place in Precinct Four, requires the City of Grand Rapids sign a Facility Use Policy agreement and submit with a refundable damage deposit of \$100.00. This deposit is returned at the conclusion of the elections, providing no clean up or repairs are required by Church staff.

Staff Recommendation:

Review and adopt resolution, designating polling places for the 2018 elections.

Requested City Council Action

Make a motion adopting a resolution establishing polling places for City of Grand Rapids voting Precincts One (1) - Four (4) and approve Facility Use Policy for Zion Lutheran Church, Precinct Four Polling Place and authorize \$100 refundable damage deposit.

Councilor introduced the following resolution and moved for its adoption:

RESOLUTION NO. 18-

A RESOLUTION ESTABLISHING THE OFFICIAL POLLING PLACES FOR GRAND RAPIDS PRECINCTS ONE (1), TWO (2), THREE (3) AND FOUR (4)

WHEREAS, Polling places are designated by the governing body of each municipality; and

WHEREAS, the governing body of a municipality making designations for polling places must designate, by ordinance or resolution, a polling place for every precinct; and

WHEREAS, changes cannot be made less than 90 days before the next election, including school district elections or referenda, nor anytime between the state primary and general elections; and

WHEREAS, the previous polling place for Grand Rapids Precinct Two, Grand Rapids National Guard Armory, cannot accommodate the needs of the City in the upcoming 2018 elections, therefore a new polling place must be established; and

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, hereby establishes the following locations as the official polling places for:

Grand Rapids Precinct One (1)	Grand Rapids/Itasca County Airport 1500 SE 7 th Avenue
Grand Rapids Precinct Two (2)	Christ Episcopal Church 520 N. Pokegama Avenue
Grand Rapids Precinct Three (3)	IRA Civic Center (Upper Level) 1401 NW 3 rd Avenue
Grand Rapids Precinct Four (4)	Zion Lutheran Church 2901 S. US Highway 169

Adopted this 11th day of April 2016.

Dale C. Adams, Mayor

Attest:

Kimberly Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0204 **Version:** 1 **Name:** Adv. Cont-Meds 1, Rapids Plumbing, State Farm
Type: Agenda Item **Status:** Consent Agenda
File created: 3/21/2018 **In control:** City Council
On agenda: 3/26/2018 **Final action:**
Title: Consider entering into agreements with area businesses for advertising at the IRA Civic Center.
Sponsors:
Indexes:
Code sections:
Attachments: [Meds 1 Ambulance-wall sign-18-partially signed](#)
[Rapids Plumbing & Heating 2018-partially signed](#)
[State Farm - Kyle Casey 2018-partially signed](#)

Date	Ver.	Action By	Action	Result
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Consider entering into agreements with area businesses 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:

Meds-1 Ambulance-January 1, 2018-December 31, 2019 for a wall sign and dasherboard-\$1,200 for 2018 and \$1,200 for 2019.

Rapids Plumbing and Heating-January 1, 2018-December 31, 2019 for a wall sign-\$600 for 2018 and \$600 for 2019.

Kyle Casey, State Farm Insurance-January 1, 2018-December 31, 2019 for a wall sign and dasherboard-\$1,200 for 2018 and \$1,200 for 2019.

Staff Recommendation:

City staff is recommending approval of entering into agreements with area businesses for advertising at the IRA Civic Center.

Requested City Council Action

Make a motion to approve entering into agreements with 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 Meds-1 Ambulance that the Lessee shall lease for a period of 2 (two) years, and will be automatically renewed yearly unless cancelled in writing according to paragraph 3 below, and 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 \$1200.00 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 will be automatically be renewed by the Lessor and Lessee yearly unless the Lessee provides written notice to the Lessor of their intent not to renew said lease. This written notice must be provided no later than December 1 of the year prior to the Lessee's cancellation. For example, if the lease has been automatically renewed for a third year, which would end December 31, 2020, the Lessee must notify the Lessor in writing no later than December 1, 2020 for cancellation effective December 31, 2020.
4. Lessee shall have the first right to rent the advertising signs to Lessee for successive years. Although the signed contract is due within 30 days, lessee will be invoiced and payment in full is due by N/A. The Lessor reserves the right to sell sign space if the payment is not received by N/A.
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 \$1,200.00 per year for a 4 x 6 interior wall sign and one dasher ad.

BY: 
Lessee

DATE: 2/22/10

CITY OF GRAND RAPIDS (Lessor)

BY: _____
Mayor

DATE: _____

City Administrator

Dated this _____ day of _____, 20____.

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 Rapids Plumbing and Heating that the Lessee shall lease for a period of 2 (two) years, and will be automatically renewed yearly unless cancelled in writing according to paragraph 3 below, and 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 will be automatically be renewed by the Lessor and Lessee yearly unless the Lessee provides written notice to the Lessor of their intent not to renew said lease. This written notice must be provided no later than December 1 of the year prior to the Lessee's cancellation. For example, if the lease has been automatically renewed for a third year, which would end December 31, 2020, the Lessee must notify the Lessor in writing no later than December 1, 2020 for cancellation effective December 31, 2020.
4. Lessee shall have the first right to rent the advertising signs to Lessee for successive years. Although the signed contract is due within 30 days, lessee will be invoiced and payment in full is due by N/A. The Lessor reserves the right to sell sign space if the payment is not received by N/A.
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 6 interior wall sign.

BY: Stephanie Zimmie
Lessee

DATE: 3-16-18

CITY OF GRAND RAPIDS (Lessor)

BY: _____
Mayor

DATE: _____

City Administrator

Dated this _____ day of _____, 20__.

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 and/or dasherboard in 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 Kyle Casey, State Farm Insurance, Lessee, 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 and/or dasherboard 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 and/or dasherboard of the IRA Civic Center.
2. The Lessee shall pay to the Lessor in consideration of the sign and/or dasherboard, the sum of \$800 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 will be automatically be renewed by the Lessor and Lessee yearly unless the Lessee provides written notice to the Lessor of their intent not to renew said lease. This written notice must be provided no later than December 1 of the year prior to the Lessee's cancellation. For example, if the lease has been automatically renewed for a third year, which would end December 31, 2019, the Lessee must notify the Lessor in writing no later than December 1, 2019 for cancellation effective December 31, 2019.
4. Lessee shall have the first right to rent the advertising signs to Lessee for successive years. Although the signed contract is due within 30 days, lessee will be invoiced and payment in full is due January 30, 2018. The Lessor reserves the right to sell sign space if the payment is not received by January 30, 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 \$1,200 per year for 2018 and 2019 for a 4 x 5 interior wall sign and/or one dasherboard advertisement.

BY: 
Lessee

DATE: 01/02/18

CITY OF GRAND RAPIDS (Lessor)

BY: _____
Mayor

DATE: _____

Tom Pagel, City Administrator

Dated this _____ day of _____, 20__.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0208 **Version:** 1 **Name:** Pokegama Golf Course Seasonal Employees
Type: Agenda Item **Status:** Consent Agenda
File created: 3/21/2018 **In control:** City Council
On agenda: 3/26/2018 **Final action:**
Title: Consider the hiring of Pokegama Golf Course Seasonal Employees
Sponsors:
Indexes:
Code sections:
Attachments: [2018 RCA Seasonal Wages March 26 .pdf](#)

Date	Ver.	Action By	Action	Result
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Consider the hiring of Pokegama Golf Course Seasonal Employees

Background Information:

The attached list of names is for approval as seasonal employees at Pokegama Golf Course. All but one name listed has their years of experience accumulated at Pokegama Golf Course/City of Grand Rapids. Mike Klabough has 25 + years experience in the golf industry and thus is listed in the category matching the highest hourly rate of pay for Golf Shop Cashier at \$12.25. His experience has been at other facilities. Mike is a PGA Member Professional that we contract with for Golf Instruction purposes. We are adding separate golf shop cashier hours as a seasonal employee.

Staff Recommendation:

Approve the seasonal employees at Pokegama Golf Course

Requested City Council Action

A motion approving the employees in the attached list for seasonal employment at Pokegama Golf Course. Funding is to come from the 2018 Pokegama Golf Course budget that has been approved by the City Council.

NAME	DEPARTMENT		Wage
			2018
Baril, Kent W.	Golf Course	Maintenance	13.75
Huson, Shari L.	Golf Course	Cashier	12.25
Klabough, Mike F.	Golf Course	Cashier	12.25
Kottke, Reed C.	Golf Course	Cashier	10.00
Kromy, Mikayla J.	Golf Course	Cashier	12.25
Petermeier, Emma J.	Golf Course	Cashier	10.25
Skelly, Kirk P.	Golf Course	Cashier	12.25
Taylor, Judith M.	Golf Course	Cashier	10.25
Wohlrabe, Jeffrey C.	Golf Course	Outdoor Services	10.00
Jamie Hernandez	Golf Course	Maintenance	10.50
Reidar Jensen	Golf Course	Maintenance	10.00
Logan Kuschel	Golf Course	Outdoor Services	9.75
Anthony DelGreco	Golf Course	Outdoor Services	9.75
These Seasonal Employees to start no sooner than April 1, 2018			
These Seasonal Employees to end no later than October 31, 2018			
March 26, 2018 RCA			



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0217 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Consent Agenda
File created: 3/22/2018 **In control:** City Council
On agenda: 3/26/2018 **Final action:**
Title: Consider accepting resignation from Pat Schwartz from the HRA.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Consider accepting resignation from Pat Schwartz from the HRA.

Background Information:

Pat Schwartz has submitted his resignation from the HRA. This will also create a vacancy on the Residential Rental Licensing & Inspection Task Force as his was an appointment to serve as the HRA representative.

Staff Recommendation:

Accept resignation and authorize staff to advertise the vacancy.

Requested City Council Action

Make a motion to accept the resignation from Pat Schwartz from the HRA and authorize staff to advertise the vacancy.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0216 **Version:** 1 **Name:**
Type: Minutes **Status:** Approved
File created: 3/22/2018 **In control:** City Council
On agenda: 3/26/2018 **Final action:**
Title: Acknowledge minutes for Boards & Commissions.
Sponsors:
Indexes:
Code sections:
Attachments: [December 1, 2017 PUC minutes.pdf](#)
[December 7, 2018 PUC minutes.pdf](#)
[December 13, 2017 PUC minutes.pdf](#)
[December 22, 2017 PUC minutes.pdf](#)
[February 14, 2018 PUC minutes.pdf](#)
[February 20, 2018 Golf Board minutes.pdf](#)
[February 27, 2018 PUC minutes.pdf](#)
[January 17, 2018 HRA Minutes.pdf](#)

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



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Friday, December 1, 2017

3:30 PM

Conference Room of Public Utilities Service Center

CALL TO ORDER

A Special Meeting/Work Session of the Grand Rapids Public Utilities Commission was held on Friday, December 1, 2017 at 3:30 PM in the Conference Room 112 of the Public Works/Public Utilities Service Center located at 500 SE 4th Street.

CALL OF ROLL

Present 4 - President Stephen Welliver, Secretary Greg Chandler, Commissioner Glen Hodgson, and Commissioner Rick Blake

Absent 1 - Commissioner Tom Stanley

Others Present: General Manager Kennedy, Wastewater Treatment Department Manager Mattson, Administrative/ HR Assistant Flannigan.

17-0873

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

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

ADMINISTRATION

17-0866

Consider accepting the resignation of Mr. Zach Meyers and declaring a vacancy exists and authorize the posting and/or advertising for a Wastewater Treatment Facility Operator position.

A motion was made by Commissioner Glen Hodgson, seconded by Commissioner Rick Blake, to accept the resignation of Mr. Zach Meyers as of December 19, 2017, declare a vacancy exists and authorize the posting and/or advertising for a Wastewater Treatment Facility Operator position. The motion PASSED by unanimous vote.

ADJOURNMENT

By call of the chair, the special meeting/work session was declared adjourned at 4:00 PM.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Thursday, December 7, 2017

12:00 PM Conference Room of Public Utilities Service Center

1 CALL TO ORDER

A Special Meeting/Work Session of the Grand Rapids Public Utilities Commission was held on Thursday, December 7, 2017 at 12:00 PM in the Conference Room 112 of the Public Works/Public Utilities Service Center located at 500 SE 4th Street.

2 CALL OF ROLL

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

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, Mike Kane and Kathy Gregerson of Greater Insurance Service of MN.

3 17-0875

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

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

4 ADMINISTRATION

4.a. 17-0867

Review the Proposed 2018 Budget.

Mike Kane and Kathy Gregerson of Greater Insurance Service of MN reviewed the 2018 Property and Liability Insurance quote from Employers Mutual Casualty Company and the 2018 Workers' Compensation Insurance quote from the League of Minnesota Cities with the Commission. Discussion followed. No action was taken at this time. The Commission will consider approving the insurance coverages at the regular meeting on Wednesday, December 13, 2017 at 4:00 PM.

The General Manager reviewed the 2018 Proposed Budget with the Commission. Discussion followed. No action was taken at this time. The Commission will consider approving the 2018 Budget at the regular meeting on Wednesday, December 13, 2017 at 4:00 PM.

5 ADJOURNMENT

By call of the chair, the special meeting/work session was declared adjourned at 1:35 PM.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Wednesday, December 13, 2017

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, December 13, 2017 at 4:00 PM in the Conference Room 112 of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

2 CALL OF ROLL

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

Absent 1 - President Stephen Welliver

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.

3 APPROVAL OF MINUTES

3.a. 17-0884

Consider approving the minutes of the November 6, 2017 special meeting, the November 15, 2017 special meeting, the November 22, 2017 special meeting, and the November 22, 2017 regular meeting.

A motion was made by Commissioner Glen Hodgson, seconded by Commissioner Tom Stanley, to approve the minutes of the November 6, 2017 special meeting, the November 15, 2017 special meeting, the November 22, 2017 special meeting, and the November 22, 2017 regular meeting. The motion PASSED by unanimous vote.

4 CITY TREASURER'S REPORT AND INVESTMENT ACTIVITY REPORT

4.a. 17-0921

Consider approving the City Treasurer's Report and Investment Activity Report for November 2017.

Finance Manager Betts reviewed the City Treasurer's Report and Investment Activity Report for November 2017 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 November 2017. The motion PASSED by unanimous vote.

5 PUBLIC FORUM

None present.

6 COMMISSION REPORTS

No items.

7 ADMINISTRATION

- 7.a. 17-0824 Consider accepting a quotation from Employer's Mutual Casualty Co. (EMC) for the 2018 General Liability and Commercial Property Insurance.

A motion was made by Commissioner Rick Blake, seconded by Commissioner Glen Hodgson, to accept a quotation from Employer's Mutual Casualty Co. (EMC) for the 2018 General Liability and Commercial Property Insurance in the amount of \$129,189.23, as reviewed at the Special Meeting/Work Session of the Grand Rapids Public Utilities Commission on Thursday, December 7, 2017 at 12:00 PM. The motion PASSED by unanimous vote.

- 7.b. 17-0825 Consider accepting quotation from the League of Minnesota Cities Insurance Trust to provide the 2018 Worker's Compensation Insurance.

A motion was made by Commissioner Tom Stanley, seconded by Commissioner Glen Hodgson, to accept a quotation from the League of Minnesota Cities Insurance Trust to provide the 2018 Worker's Compensation Insurance in the amount of \$ 135,628.00, as reviewed at the Special Meeting/Work Session of the Grand Rapids Public Utilities Commission on Thursday, December 7, 2017 at 12:00 PM. The motion PASSED by unanimous vote.

- 7.c. 17-0868 Review the November 2017 Administrative Report.

General Manager Kennedy reviewed the November 2017 Administrative updates with the Commission, including the November 2017 Wholesale Electric Service Cost and attendance at the recent Itasca Clean Energy Team Community Forum held on Monday, December 4 at the Blandin Foundation.

Received and Filed

- 7.d. 17-0869 Consider making a voluntary assessment in the amount of \$4,002 to the Coalition of Greater Minnesota Cities (CGMC) Environmental Action Fund for their efforts to advocate for the environmental interests of Greater Minnesota cities.

Commissioner Blake reviewed the request on behalf of the City of Grand Rapids.

A motion was made by Commissioner Rick Blake, seconded by Commissioner Glen Hodgson, to approve a voluntary assessment in the amount of \$4,002.00 to the Coalition of Greater Minnesota Cities (CGMC) Environmental Action Fund for their efforts to advocate for the environmental interests of Greater Minnesota cities. The motion PASSED by unanimous vote.

- 7.e. 17-0871 Consider adopting Resolution No. 12-13-17-1 for the Rescission of Resolution No. 5-12-87-2 regarding Membership in the Arrowhead Procure Insurance Purchasing Pool.
- General Manager Kennedy reviewed the item as reviewed at the Special Meeting/Work Session of the Grand Rapids Public Utilities Commission on Thursday, December 7, 2017 at 12:00 PM.*
- A motion was made by Commissioner Tom Stanley, seconded by Commissioner Glen Hodgson, adopting Resolution No. 12-13-17-1 for the Rescission of Resolution No. 5-12-87-2 regarding Membership in the Arrowhead Procure Insurance Purchasing Pool, as reviewed at the Special Meeting/Work Session of the Grand Rapids Public Utilities Commission on Thursday, December 7, 2017 at 12:00 PM. The motion PASSED by unanimous vote.**
- 7.f. 17-0853 Consider approving a new employment agreement for the General Manager.
- Commissioner Stanley reviewed the item as reviewed and recommended by Personnel Committee members Commissioner Stanley and Secretary Chandler.*
- A motion was made by Commissioner Rick Blake, seconded by Commissioner Glen Hodgson, to approve the employment agreement for the General Manager, as presented. The motion PASSED by unanimous vote.**
- 7.g. 17-0852 Consider adjustments to the 2018 remuneration of the exempt employee group.
- General Manager Kennedy recommended a 2% salary adjustment for the exempt employees other than the General Manager, equivalent to the non-exempt employees' adjustment effective January 1, 2018, based on a review of multiple industry salary databases and employee performance.*
- A motion was made by Commissioner Rick Blake, seconded by Commissioner Tom Stanley, to approve a 2% adjustment to the 2018 remuneration of the exempt employee group. The motion PASSED by unanimous vote.**
- 8 **ACCOUNTING AND FINANCE**
- 8.a. 17-0922 Review the Accounting and Finance Operations Report for November 2017.
- Finance Manager Betts reviewed the Accounting and Finance Operations Report for November 2017 with the Commission.*
- Received and Filed**
- 8.b. 17-0924 Consider approving the GRPUC 2018 Budget.
- Finance Manager Betts reviewed the 2018 Budget with the Commission.*
- A motion was made by Commissioner Tom Stanley, seconded by Commissioner Glen Hodgson, to approve the GRPUC 2018 Budget, as presented and reviewed at the Special Meeting/Work Session of the Grand Rapids Public Utilities Commission on Thursday, December 7, 2017 at 12:00 PM. The motion PASSED by unanimous vote.**

- 8.c. 17-0916 Consider waiving the bond requirement and authorize reissuance of lost check #2187 to Jason Blanchard in the amount of \$255.06.
- A motion was made by Commissioner Glen Hodgson, seconded by Commissioner Tom Stanley, to approve waiving the bond requirement and authorize reissuance of lost check #2187 to Jason Blanchard in the amount of \$255.06. The motion PASSED by unanimous vote.
- 8.d. 17-0927 Consider waiving the bond requirement and authorize reissuance of lost check #72275 to Minnesota Council 65 in the amount of \$1,767.00.
- A motion was made by Commissioner Rick Blake, seconded by Commissioner Tom Stanley, to approve waiving the bond requirement and authorize reissuance of lost check #72275 to Minnesota Council 65 in the amount of \$1,767.00. The motion PASSED by unanimous vote.
- 8.e. 17-0923 Consider approving the writeoff of December uncollectible accounts in the amount of \$6,246.79.
- A motion was made by Commissioner Glen Hodgson, seconded by Commissioner Rick Blake, to approve the writeoff of December uncollectible accounts in the amount of \$6,246.79. The motion PASSED by unanimous vote.

9 ELECTRIC DEPARTMENT

- 9.a. 17-0925 Review the Electric Department Operations Report for November 2017.
- Electric Department Manager Goodell reviewed the Electric Department Operations Report for November 2017 with the Commission.*
- Received and Filed

10 WASTEWATER TREATMENT FACILITY OPERATIONS

- 10.a. 17-0920 Review the Wastewater Treatment Facility Operations Report for November 2017.
- Wastewater Treatment Department Manager Mattson reviewed the Wastewater Treatment Facility Operations Report for November 2017 with the Commission.*
- Received and Filed
- 10.b. 17-0934 Consider awarding the contract for Industrial Sludge Landfill Contract A: 2018 Sludge Placement.
- A motion was made by Commissioner Rick Blake, seconded by Commissioner Glen Hodgson, to award the contract for Industrial Sludge Landfill Contract A: 2018 Sludge Placement to awarded to Mesabi Brushing (John Radtke), the sole and responsible bidder, for a total contract amount of \$1.29 / cubic yard. The motion PASSED by unanimous vote.

- 10.c. 17-0936 Consider approving the capital expenditure of acquiring a 4000 gallon water hauling truck.

A motion was made by Commissioner Tom Stanley, seconded by Commissioner Glen Hodgson, to approve the purchase of a 4,000 gallon water hauling truck through the state bid from Harrison Truck Center for a Freightliner 114SD for \$99,985.00, with the purchase of the tank separately from Polar Tank for \$25,999.00 with and installation cost of \$6,297.00, for a total cost of \$132,281.00, with a four year financing option through Daimler Truck Financial. The motion PASSED by unanimous vote.

- 10.d. 17-0938 Consider approving the capital expenditure of acquiring a 12 yard dump truck.

A motion was made by Commissioner Glen Hodgson, seconded by Commissioner Rick Blake, to approve the purchase of a 12 yard dump truck through the state bid from Harrison Truck Center for a Freightliner M2-106 for \$81,442.00, with the purchase of the dump bucket separately from Truck Bodies and Equipment International for \$22,131.00, for a total cost of \$103,573.00, with a four year financing option through Daimler Truck Financial. The motion PASSED by unanimous vote.

11 WATER AND WASTEWATER COLLECTION

- 11.a. 17-0933 Water and Wastewater Collection Operations Report November 2017.

Water/Wastewater Collection/Safety Manager Doyle reviewed the Water/Wastewater Collection Operations Report for November 2017 with the Commission.

Received and Filed

12 SAFETY

- 12.a. 17-0935 Safety Report November 2017.

Water/Wastewater Collection/Safety Manager Doyle reviewed the Safety Report for November 2017 with the Commission.

Received and Filed

13 DISCUSSION AND CORRESPONDENCE

- 13.a. 17-0885 League of Minnesota Cities-International Public Management for Human Resources (IPMA-HR) Compensation and Pay Equity Presentation, November 16, 2017, St. Paul, MN-Julie Kennedy.

Received and Filed

14 VERIFIED CLAIMS

- 14.a. 17-0905 Consider approving verified claims for November 2017.
Computer Check Register \$ 1,780,311.76
Manual Check Register \$ 438,638.17

A motion was made by Commissioner Glen Hodgson, seconded by Commissioner Tom Stanley, to approve the verified claims for November 2017 in the amount of \$2,218,949.93 (Computer Check Register \$ 1,780,311.76 and Manual Check Register \$438,638.17). The motion PASSED by unanimous vote.

15 ADJOURNMENT

The next regular Commission meeting is Wednesday, January 17, 2018 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

By call of the chair, the special meeting/work session was declared adjourned at

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Friday, December 22, 2017

8:30 AM

Conference Room of Public Utilities Service Center

1 CALL TO ORDER

A Special Meeting/Work Session of the Grand Rapids Public Utilities Commission was held on Friday, December 22, 2017 at 8:30 AM PM in the Conference Room 112 of the Public Works/Public Utilities Service Center located at 500 SE 4th Street.

2 CALL OF ROLL

Present 4 - President Stephen Welliver, Commissioner Glen Hodgson, Commissioner Tom Stanley, and Commissioner Rick Blake

Absent 1 - Secretary Greg Chandler

Others Present: General Manager Kennedy, Finance Manager Betts, Electric Department Manager Goodell, Administrative/ HR Assistant Flannigan.

3 17-0968

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

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

4 ADMINISTRATION

4.a. 18-0005

Consider a request to Minnesota Power to prepare an amendment to the current GRPUC electric service agreement that would include the terms in the attached proposal regarding the construction and funding for the Tioga Substation Project.

A motion was made by Commissioner Rick Blake, seconded by Commissioner Tom Stanley, to authorize a request to Minnesota Power to prepare an amendment to the current GRPUC electric service agreement that would include the terms in the proposal, as presented, regarding the construction and funding for the Tioga Substation Project, with minor revisions discussed at this meeting regarding contract language and public bidding. The motion PASSED by unanimous vote.

5 ADJOURNMENT

The next regular Commission meeting was rescheduled to Tuesday, January 16, 2018 at 12:00 Noon in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

By call of the chair, the special meeting/work session was declared adjourned at 9:30 AM.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant



CITY OF GRAND RAPIDS

Minutes - Final - Final Public Utilities Commission

Wednesday, February 14, 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, February 14, 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 3 - President Stephen Welliver, President Glen Hodgson, and Commissioner Tom Stanley

Absent 1 - Commissioner Rick Blake

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.

3 APPROVAL OF MINUTES

- 3.a. 18-0115 Consider approving the minutes of the January 16, 2018 regular meeting and the January 29, 2018 special meeting.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Glen Hodgson, to approve the minutes of the January 16, 2018 regular meeting and the January 29, 2018 special meeting. The motion PASSED by unanimous vote.

4 CITY TREASURER'S REPORT AND INVESTMENT ACTIVITY REPORT

- 4.a. 18-0111 Consider approving the City Treasurer's Report and Investment Activity Report for January 2018.

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

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

5 PUBLIC FORUM

None present.

6 COMMISSION REPORTS

No items.

7 ADMINISTRATION

- 7.a. 17-0939 Consider election of officers.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to open nominations for the offices of President and Secretary, to be effective March 1, 2018. The motion PASSED by unanimous vote.

President Stephen Welliver called for nominations for the office of President. Secretary Greg Chandler nominated Commissioner Glen Hodgson for the office of President. No other nominations were placed. Commissioner Glen Hodgson accepted the nomination for one year until the end of his term on February 28, 2019. A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to close nominations and declare Commissioner Glen Hodgson elected to the office of President, effective March 1, 2018. The motion PASSED by unanimous vote.

President Stephen Welliver called for nominations for the office of Secretary. Commissioner Tom Stanley nominated Secretary Greg Chandler for the office of Secretary. Secretary Greg Chandler accepted the nomination. No other nominations were placed. A motion was made by Commissioner Glen Hodgson, seconded by Commissioner Tom Stanley, to close nominations and declare Secretary Greg Chandler elected to the office of Secretary, effective March 1, 2018. The motion PASSED by unanimous vote.

A motion was made by Commissioner Tom Stanley, seconded by Commissioner Glen Hodgson, to declare the elections closed. The motion PASSED by unanimous vote.

- 7.b. 18-0113 Review the Administrative Report for January 2018.

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

Received and Filed

8 ACCOUNTING AND FINANCE

- 8.a. 18-0112 Review the Accounting and Finance Operations Report for January 2018.

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

Received and Filed

9 ELECTRIC DEPARTMENT

- 9.a. 18-0108 Request adoption of Resolution No. 02-14-18-1 certifying the Grand Rapids Public Utilities Commission adopts the attached Policy Regarding Distributed Generation and Net Metering and the associated Rules Governing the Interconnection of Cogeneration and Small Power Production Facilities.

A motion was made by Commissioner Glen Hodgson, seconded by Commissioner Tom Stanley, to adopt Resolution No. 02-14-18-1 certifying the Grand Rapids Public Utilities Commission adopts the attached Policy Regarding Distributed Generation and Net Metering and the associated Rules Governing the Interconnection of Cogeneration and Small Power Production Facilities as amended to insert "Grand Rapids Public Utilities" on Page 7, Subp. 22. Utility. The motion PASSED by unanimous vote.

- 9.b. 18-0116 Consider approval of the 2018 GRPUC Cogeneration and Small Power Production Tariff.

A motion was made by Commissioner Tom Stanley, seconded by Secretary Greg Chandler, to approve the 2018 GRPUC Cogeneration and Small Power Production Tariff. The motion PASSED by unanimous vote.

- 9.c. 18-0110 Request Commission's approval of 2017 Cogeneration Report.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Glen Hodgson, to approve the 2017 Cogeneration Report. The motion PASSED by unanimous vote.

- 9.d. 18-0106 Review the Electric Department Operations Report for January 2018.

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

Received and Filed

10 WASTEWATER TREATMENT FACILITY OPERATIONS

- 10.a. 18-0091 Review the Wastewater Treatment Facility Operations Report for January 2018.

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

Received and Filed

11 WATER AND WASTEWATER COLLECTION

- 11.a. 18-0103 Review Water and Wastewater Collection Operations Report January 2018.

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

Received and Filed

- 11.b. 18-0105 Request Authorization to Prepare Bid Documents, Advertise for Bid and Contract with Cogsdale to write the Mass Meter Import Config File for the Water AMI Water Meter Project.

A motion was made by Commissioner Glen Hodgson, seconded by Commissioner Tom Stanley, to authorize the preparation and advertisement of bid documents for the purchase and installation of the remaining residential water nodes and for the replacement of residential meters that are greater than 10 years old, and contract with Cogsdale to write the Mass Meter Import Configuration file necessary for the completion of the AMI Water Meter Project. The motion PASSED by unanimous vote.

12 SAFETY

- 12.a. 18-0104 Safety Report January 2018.

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

Received and Filed

13 DISCUSSION AND CORRESPONDENCE

No items.

14 CLAIMS FOR PAYMENT

- 14.a. 18-0098 Short Elliott Hendrickson, Inc. (SEH)
Invoice # 343882 \$ 550.00
Invoice # 343883 \$ 870.00

A motion was made by Secretary Chandler, seconded by Commissioner Stanley, to approve payment to Short Elliott Hendrickson, Inc. (SEH) in the amount of \$1,420.00 (Invoice # 343882 for \$550.00 and Invoice # 343883 for \$870.00). The motion carried by the following vote.

Aye: 3 - President Stephen Welliver, Greg Chandler, and Commissioner Tom Stanley

Abstain: 1 - President Glen Hodgson

15 VERIFIED CLAIMS

- 15.a. 18-0114 Consider approving verified claims for January 2018
Computer Check Register \$ 1,357,122.22
Manual Check Register \$ 651,917.27

A motion was made by Secretary Greg Chandler, seconded by Commissioner Glen Hodgson, to approve verified claims in the amount of \$2,009,039.49 (Computer Check Register in the amount of \$1,357,122.22 and Manual Check Register in the amount of \$651,917.27). The motion PASSED by unanimous vote.

16 ADJOURNMENT

A Special Meeting/Work Session is scheduled on Tuesday, February 27, 2018 at 12:00 Noon in conference room 112 of the PW/PU Service Center at 500 SE 4th Street, Grand Rapids, MN 55744.

The March Regular Commission Meeting is rescheduled to Wednesday, March 21, 2018 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

The April Regular Commission meeting is 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.

By call of the chair, the regular meeting was declared adjourned at 4:41 PM

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.

**PUBLIC UTILITIES COMMISSION
ACCOUNTS PAYABLE
JANUARY 2018**

NAME	AMOUNT	NAME	AMOUNT
APG Media	185.74	Minnesota Municipal Utilities	29,310.00
Acheson Tire	76.00	Minnesota Power	1,049,658.88
Amaril Uniform Co	575.00	Minnesota Power	344.67
AmeriPride Services	153.15	Nextera Communications	612.54
Aramark	219.90	North Central Laboratories	370.30
Arrow Embroidery	36.00	Northern Business Products	870.94
Arrowhead Procure Insurance	1,110.00	Northern Drug Screening	125.00
Burggraf's Ace Hardware	76.95	Nortrax, Inc	249.67
Busy Bees Quality Cleaning	2,066.02	Dennis O'Toole	1,525.00
CW Technology	7,608.00	Pace Analytical	640.00
Call Net	995.00	Pitney-Bowes	226.08
Carquest	53.97	Polydyne Inc	45,611.60
Casper Construction	6,048.50	Power Process Equipment	3,919.96
Citi Lites	251.00	Public Utilities Commission	8,561.58
City of Grand Rapids	1,934.74	Quality Flow Systems Inc	9,211.14
Cole Hardware	724.25	RC Rentals LLC	272.50
Cogsdale	7,786.78	R & K Hillman	456.00
Compass Minerals	2,867.90	RMB Environmental Labs	407.00
Core & Main	22.05	Radtke Trucking (John R Radtke)	15,204.42
Davis Oil	2,013.22	Rapid Pest Control Inc	101.75
Dorholt Tile & Home Center	9,402.00	Rapids Welding Supply	29.00
Dennis Doyle	92.11	Safetycal	642.21
Electric Pump	11,208.04	Sandstroms	1,591.57
Energy Insight Inc.	3,515.88	Scooter Septic Service	500.00
Engineered Sales Co	634.39	Julie Skelly	320.00
Fastenal	1,436.61	Solenis	23,453.38
Ferguson Enterprises Inc	2,805.64	Stokes	1,887.60
Fidely Brothers Well Drilling	800.00	Stuart Irby	856.13
Gopher State One Call	50.00	Thelen Heating & Roofing	1,343.50
Grainger	581.90	Titan Energy Systems (Pioneer Pwr)	1,892.00
Grand Rapids Newspapers	60.00	Viking Electric Supply	748.39
Hach	1,687.79	Walgreens	1,193.90
Hammerlund Construction, Inc	12,679.00	Waste Management	1,898.67
Harcros Chemicals, Inc	5,520.00	Wells Fargo Business Cards	934.49
Hawkins Inc	12,408.84	Wilson Development Services LLC	156.00
Herc-U-Lift	778.09	Wisconsin Energy Conservation	35.00
Itasca Computer Resources	169.99	Xerox	318.42
Itasca County Treasurer	1,304.46		
Itron	853.25	Energy Star Rebates:	
Jack's Auto Service Center	69.47	Corey D Jahn	30.00
John Deere Financial	34,379.72	Nicholas Larson	25.00
Johnson Killen & Seiler	1,482.90	Douglas Winckler	30.00
KOZY	882.00		
Kaman	135.90	TOTAL	1,357,122.22
Keller Fence Company	990.00		
L & M Supply	1,001.50	S E H	1,420.00
Lano, O'Toole & Bengston	918.00		
McMaster-Carr	1,494.49		
Mars Supply	1,194.24		
Steve Mattson	53.41		
Mielke Electric Works	3,062.81		
Miller & Holmes Inc	5,101.33		

JANUARY 2018 MANUAL CHECK REGISTER

Date	Check #	Vendor Name	Amount
1/3/2018	3557	Delta Dental of Minnesota	3,423.00
1/5/2018	3558	Selectaccount	95,450.00
1/5/2018	3559	Wells Fargo Bank	27,082.85
1/5/2018	3560	Minnesota Dept. of Revenue	4,391.63
1/5/2018	3561	Empower Retirement	8,464.57
1/5/2018	3562	Public Employees Retirement Association	14,581.55
1/16/2018	3563	Wells Fargo Bank	592.46
1/16/2018	3564	Minnesota Dept. of Revenue	98.26
1/16/2018	3565	Empower Retirement	135.48
1/16/2018	3566	Public Employees Retirement Association	316.12
1/2/2018	3567	Blue Cross Blue Shield	58,558.53
1/20/2018	3568	Minnesota Department of Revenue	109.00
1/19/2018	3569	Minnesota Department of Revenue	53,223.00
1/19/2018	3570	Wells Fargo Bank	28,170.40
1/19/2018	3571	Empower Retirement	8,408.93
1/19/2018	3572	Public Employees Retirement Association	14,715.94
1/19/2018	3573	Minnesota Dept. of Revenue	4,602.19
1/26/2018	3574	Wells Fargo Bank	1,406.26
1/26/2018	3575	Minnesota Dept. of Revenue	209.73
1/26/2018	3576	Empower Retirement	222.48
1/26/2018	3577	Public Employees Retirement Association	519.12
1/31/2018	3578	US Bank, N.A.	166,593.75
1/18/2018	3579	Selectaccount	2,149.15
1/4/2018	3580	Invoice Cloud	1,882.25
1/2/2018	72563	U.S. Post Office	748.78
1/8/2018	72564	NCPERS Minnesota	160.00
1/8/2018	72565	Minnesota Benefit Association	71.52
1/8/2018	72566	MN Child Support Payment Center	319.24
1/9/2018	72567	U.S. Post Office	649.72
1/10/2018	72568	Minn Dept of Commerce	66.35
1/10/2018	72569	Miranda Nelson	92.64
1/10/2018	72570	Roger & Diane Adkins	6.39
1/10/2018	72571	Fannie Mae	55.74
1/10/2018	72572	Itasca Strength & Condition	397.33
1/16/2018	72573	Minnesota Dept. of Public Safety	100.00
1/16/2018	72574	Minnesota Department of Natural Resource	3,598.70
1/16/2018	72575	Minnesota Pollution Control Agency	1,575.00
1/16/2018	72576	Minnesota Dept. of Health	32.00
1/16/2018	72577	Minnesota Energy Resources Corp.	18.27
1/17/2018	72578	Customer Refunds- Utility Accounts	108.00
1/19/2018	72579	U.S. Post Office	748.61
1/22/2018	72674	Grand Rapids Area Community Foundation	552.36
1/22/2018	72675	Minnesota Pollution Control Agency	15.00
1/23/2018	72676	MN Child Support Payment Center	413.65
1/23/2018	72677	Minnesota Council 65	1,767.00
1/24/2018	72678	City of LaPrairie	10,867.98
1/26/2018	72680	U.S. Post Office	688.92
1/25/2018	72681	Postage By Phone System	2,000.00
1/30/2018	72682	City of Grand Rapids	51,292.38
1/30/2018	72684	Customer Refunds- Utility Accounts	7.44
1/31/2018	72685	City of Grand Rapids	936.00
1/31/2018	72686	Manor House	5,507.66
1/31/2018	72687	Woodland Homes	1,480.57
1/31/2018	72688	City of Grand Rapids	72,333.37
		Checks Previously Approved	0
		Manual Checks to be approved	651,917.27
		TOTAL MANUAL CHECKS	651,917.27

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

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

Absent: Todd Roth

Staff: Bob Cahill Director of Golf

- I. Pat Pollard called the meeting to order.
- II. Brad Gallop made a motion to accept the minutes of the January 16, 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. Larry O'Brien seconded the motion. The motion passed with one dissenting vote by Brad Gallop.

ABBY OX	508.00
CITY OF COHASSET	444.30
GARTNER REFRIGERATION CO	228.98
GRAND RAPIDS CITY PAYROLL	6,344.66
GRAND RAPIDS STATE BANK	38.49
ITASCA COUNTY SHERIFFS DEPT	10.00
M & R ENTERPRISES	1,326.87
MN STATE RETIREMENT SYSTEM	2,000.00
MINNESOTA REVENUE	21.30
MINNESOTA UNEMPLOYMENT COMP FD	6.17
NEXTERA COMMUNICATIONS LLC	3.93
OPERATING ENGINEERS LOCAL #49	1,325.00
P.U.C.	1,451.05
STEVE ROSS DBA ROSS GOLF	4,166.67
TDS Metrocom	215.83
VANTIV INTEGRATED PAYMENTS	31.66
TOTAL ALL VENDORS:	18,122.91

IV. Visitors: Dale Adams

V. Grounds Superintendent: No report.

- VI. Concessions: Janelle and Stewart Bastian attended the meeting. Discussions involved ways the Golf Course could help the Concessionaire and ways the Concessionaire could help the Golf Course. Some issues discussed included: Nine and Dine, moving Snag Golf to Sundays to involve parents, golf in the schools with the younger grades (K-4), possibly hosting the ICC event, changes to the menu, and better beverage cart service.
- VII. Director of Golf: Bob Cahill reported. Pat Pollard made a motion to amend the maintenance services contract with Steven Ross beginning with the 2018 year. Kelly Kirwin seconded the motion. The motion passed. Color brochures promoting Grand Lakes Golf have been completed and will be distributed. Abby Ox Marketing will begin providing social media / email marketing work instead of the City doing it and it will be an expense neutral change. Piggyback passes will be grandfathered out as current users discontinue using the pass. Public Country Club membership will be used on a limited basis with the understanding that it will be revenue positive for Pokegama Golf Course.

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

Tuesday, February 27, 2018

12:00 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 Tuesday, February 27, 2018 at 12:00 Noon in the Conference Room 112 of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

2 CALL OF ROLL

Present 4 - President Stephen Welliver, President Glen Hodgson, Commissioner Tom Stanley, and Commissioner Rick Blake

Others Present: General Manager Kennedy, Wastewater Treatment Department Manager Mattson, Administrative/ HR Assistant Flannigan, and Itasca Clean Energy Team Members Bill Schnell, Art Norton, Simon Gretton, Harry Hutchins and Vicki Andrews.

3 18-0145

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

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

4 ADMINISTRATION

4.a. 18-0148

Community Solar Presentation by the Itasca Clean Energy Team.

A motion was made by Commissioner Rick Blake, seconded by Commissioner Tom Stanley, to authorize staff to prepare a Request for Proposal for Professional Services for consultant services for program design assistance to be reviewed at the March 21, 2018 Regular meeting. The motion PASSED by unanimous vote.

4.b. 18-0149

Consider approval of the revised Electric Service Agreement Amendment with Minnesota Power to include language regarding the Tioga Substation Project.

A motion was made by Commissioner Tom Stanley, seconded by Commissioner Glen Hodgson, to rescind the Electric Service Agreement Amendment with Minnesota Power approved at the January 29, 2018 special meeting, and approve the Amended and Restated Electric Service Agreement with Minnesota Power as presented, with minor revisions as reviewed and approved by Minnesota Power. The motion PASSED by unanimous vote.

4.c. 18-0150 Review WWTP Organizational Analysis by General Manager (2018 Goal).

A motion was made by Secretary Greg Chandler, seconded by Commissioner Rick Blake, to declare a vacancy exists and authorize the posting and/or advertising to fill the position of Wastewater Treatment Facility Operator. The motion PASSED by unanimous vote.

4.d. 18-0144 Consider approval of Commissioner health insurance premium reimbursements.

A motion was made by Secretary Greg Chandler, seconded by Commissioner Tom Stanley, to approve the health insurance premium reimbursements to Commissioners who were previously covered and transferred out of the Procure Pool on January 1, 2018 and procured other lower cost health insurance coverage retroactive to January 1, 2018 for the duration of their Commission membership. The motion PASSED by unanimous vote.

4.e. 18-0146 Mid-month Accounts Payable list.

A motion was made by Commissioner Glen Hodgson, seconded by Secretary Greg Chandler, to approve the Mid-month January Accounts Payable #2 list in the amount of \$ 4,258.72. The motion PASSED by unanimous vote.

5 ADJOURNMENT

By call of the chair, the special meeting/work session was declared adjourned at 1:45 PM.

Respectfully submitted: Christine Flannigan, Administrative/HR Assistant.

**THE HOUSING AND REDEVELOPMENT AUTHORITY
OF GRAND RAPIDS, MN
REGULAR MEETING January 17, 2018**

CALL TO ORDER

Pursuant to due notice and call thereof, a Regular Meeting of the Housing and Redevelopment Authority of Grand Rapids was called to order by Chairperson Len Salmela, at 4:05 p.m. in the Community Room, located at 411 NW 7th Street, Grand Rapids, MN.

CALL OF ROLL

On a Call of Roll the following Grand Rapids HRA Commissioners were present:
Commissioner Len Salmela - Commissioner Chris Henrichsen - Commissioner Bill Zeige
Commissioner Marilyn Rossman – Commissioner Patrick Schwartz

ABSENT: Executive Director Jerry Culliton

HRA: Administrative Assistant Kathryn Tatro

PUBLIC FORUM: None

APPROVAL OF MINUTES

Commissioner Zeige made a motion to approve the Regular meeting minutes of December 20, 2017 as presented. Seconded by Commissioner Henrichsen. Voting Aye, all. Motion carried.

FINANCIAL REPORTS

Discussion was held among the Board members on the financial reports for the month of December, 2017, for the Public Housing Fund, Crystal Lake Townhomes Fund, and Pooled Housing Fund. Commissioner Zeige made motion to approve all financial statements as presented. Seconded by Commissioner Henrichsen. Voting Aye, all. Motion carried.

APPROVAL OF VERIFIED CLAIMS

After discussion of the verified claims, Commissioner Zeige made a motion to approve the Public Housing verified claims in the amount of \$25,078.63. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried. Commissioner Zeige made a motion to approve Crystal Lake Townhomes verified claims in the amount of \$27,917.30. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried. Commissioner Zeige made a motion to approve the Pooled Housing verified claims in the amount of \$57,654.50. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried.

PUBLIC HOUSING REPORT

Administrative Assistant Kathryn Tatro stated; we are 100% occupied with short waiting list, otherwise operations are normal and routine at both buildings.

APPROVED

**Grand Rapids HRA
Meeting Minutes 1/17/2018
Page 2**

CONSIDER RESOLUTION TO PAY CERTAIN CLAIMS

Commissioner Schwartz made a motion to approve and have Chairperson Salmela and the Executive Director sign Resolution 2018-02 delegating authority to pay certain claims. Seconded by Commissioner Rossman. Voting Aye, all. Motion carried.

CRYSTAL LAKE HOUSING REPORT

Crystal Lake has 10 vacancies with one or two possible move-ins being processed; Board members had questions as to where we are with the variance for the removal of the garages, otherwise operations are normal and routine.

POOLED HOUSING REPORT

Administrative Assistant Kathryn Tatro gave a report stating that we are 100% occupied at Lake Shore Place with two vacancies and four move-outs coming in January for Forest Park West; otherwise operations are normal and routine.

CONSIDER LAND PURCHASE FROM MN DOT

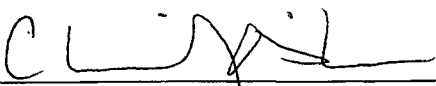
After discussion among the Board Commissioner, Schwartz made a motion to accept the land offer from MN Dot for the sale of property on highway 38, and authorize the Executive Director to sign and execute the documents. Seconded by Commissioner Zeige. Voting Aye, all. Motion carried.

OTHER MATTERS

Commissioner Schwartz stated that he had met with the Rental Task Force two weeks ago and would inform the Board at a later date of any new information.

ADJOURNMENT

There being no further information of the HRA of Grand Rapids for January 17, 2018, Commissioner Henrichsen made a motion to adjourn the meeting at 4:46 p.m. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried.

Signed 
Secretary, Commissioner Chris Henrichsen

APPROVED

**THE HOUSING AND REDEVELOPMENT AUTHORITY
OF GRAND RAPIDS, MN
RE-ORGANIZATIONAL MEETING, JANUARY 17, 2018**

CALL TO ORDER

Pursuant to due notice and call thereof, a Re-Organizational Meeting of the Housing and Redevelopment Authority of Grand Rapids was called to order by Chairperson Len Salmela at 4:00 p.m., January 17, 2018 at 411 NW 7th Street, in the Community Room.

CALL OF ROLL

On a Call of Roll the following Grand Rapids HRA Commissioners were present: Chairperson Len Salmela, Commissioner Bill Zeige - Commissioner Chris Henrichsen – Commissioner Pat Schwartz – Commissioner Marilyn Rossman.

HRA: Administrative Assistant Kathryn Tatro

Elect Chairperson

Commissioner Schwartz made a motion to re-elect Commissioner Len Salmela as the Chairperson. Seconded by Commissioner Henrichsen. Voting Aye, all. Motion carried.

Elect Vice-Chairperson

Commissioner Henrichsen made a motion to re-elect Commissioner Marilyn Rossman as the Vice Chairperson. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried.

Elect Treasurer/Secretary

Commissioner Schwartz made a motion to elect Commissioner Chris Henrichsen to be the Treasurer/Secretary. Seconded by Commissioner Zeige. Voting Aye, all. Motion carried.

Schedule Meeting – date and time

Commissioner Henrichsen made a motion to maintain the third Wednesday of every month at 4:00 p.m. as the regular meeting schedule date and time for the Grand Rapids HRA meetings, and conducted under newly revised Roberts Rules of Order. Seconded by Commissioner Zeige. Voting Aye, all. Motion carried.

Appoint HRA Attorney

Commissioner Zeige made a motion to appoint the Sterle law firm (Chad Sterle) as the HRA Attorney for calendar year 2018. Seconded by Commissioner Henrichsen. Voting Aye, all. Motion carried.

APPROVED

**HRA Grand Rapids
Meeting Minutes 1/17/2018
Page 2**

Designate signatory

Commissioner Schwartz made a motion to maintain the Chairperson, Secretary/Treasurer and Executive Director as the signatories for the Grand Rapids HRA for the fiscal year 2018. Seconded by Commissioner Zeige. Voting Aye, all. Motion carried.

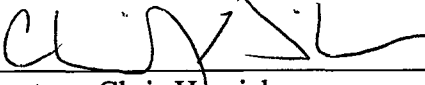
Elect designated depositories

Commissioner Schwartz made a motion to appoint Woodland Bank and Wells Fargo Bank & Investments as the public housing and Crystal Lake Townhomes depository and Deerwood Bank for the Forest Park West and Lake Shore Place properties. Seconded by Commissioner Henrichsen. Voting Aye, all. Motion carried.

Designate official newspaper

Commissioner Henrichsen made a motion to appoint the Grand Rapids Herald Review as the official newspaper for the Grand Rapids HRA for calendar year 2018. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried.

There being no further information of the HRA of Grand Rapids for January 17, 2018
Commissioner Henrichsen made a motion to adjourn the meeting at 4:05 p.m. Seconded by
Commissioner Schwartz. Voting Aye, all. Motion carried

Signed 
Secretary, Chris Henrichsen

APPROVED



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0203 **Version:** 1 **Name:**

Type: Department Head Report **Status:** Department Head Report

File created: 3/21/2018 **In control:** City Council

On agenda: 3/26/2018 **Final action:**

Title: Department Head Report - Community Development

Sponsors:

Indexes:

Code sections:

Attachments: [Community Development March 2018 Dept. Head Report.pdf](#)

Date	Ver.	Action By	Action	Result
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Department Head Report - Community Development



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

Community Development

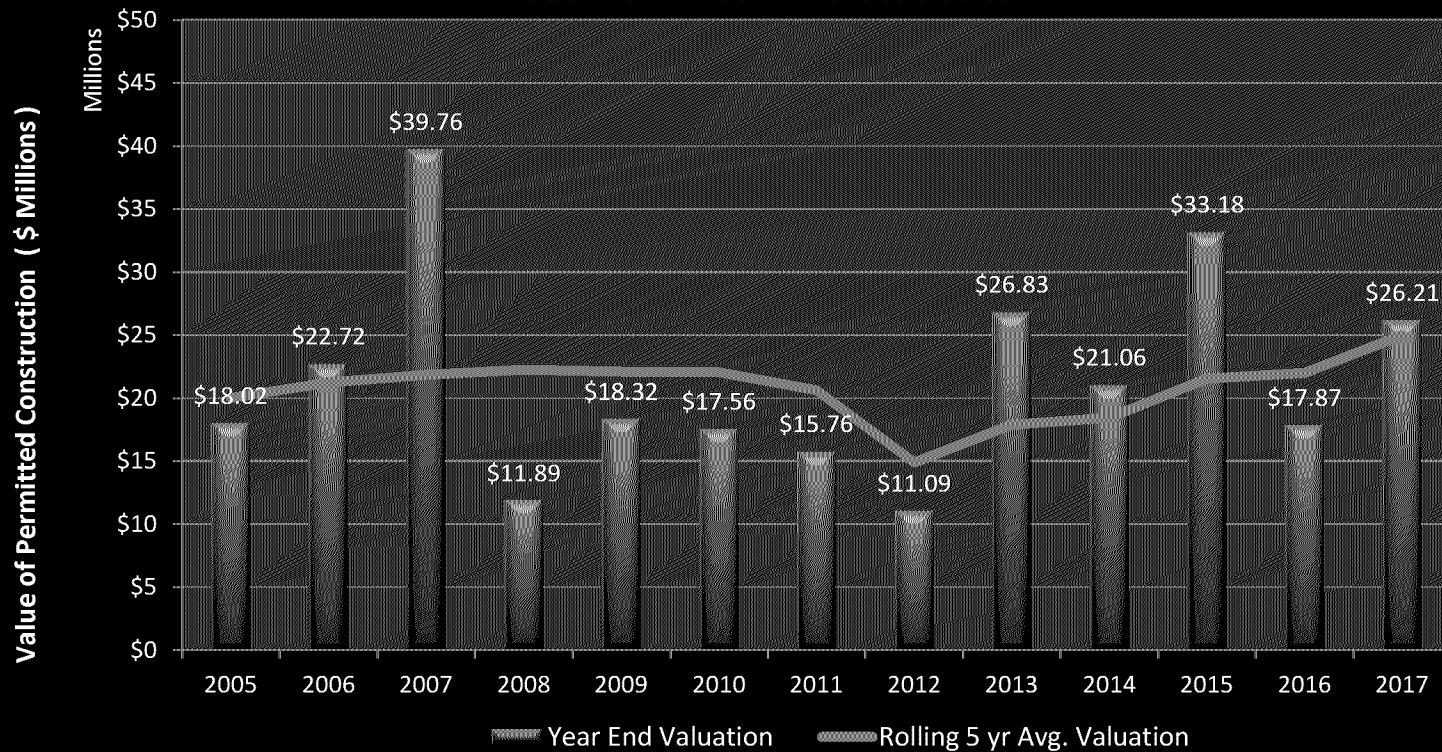
Department Report
March 26, 2018



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

Building Permit Valuation Year End Statistics

Building Permit Valuation History 2005-2017 Year End Statistics

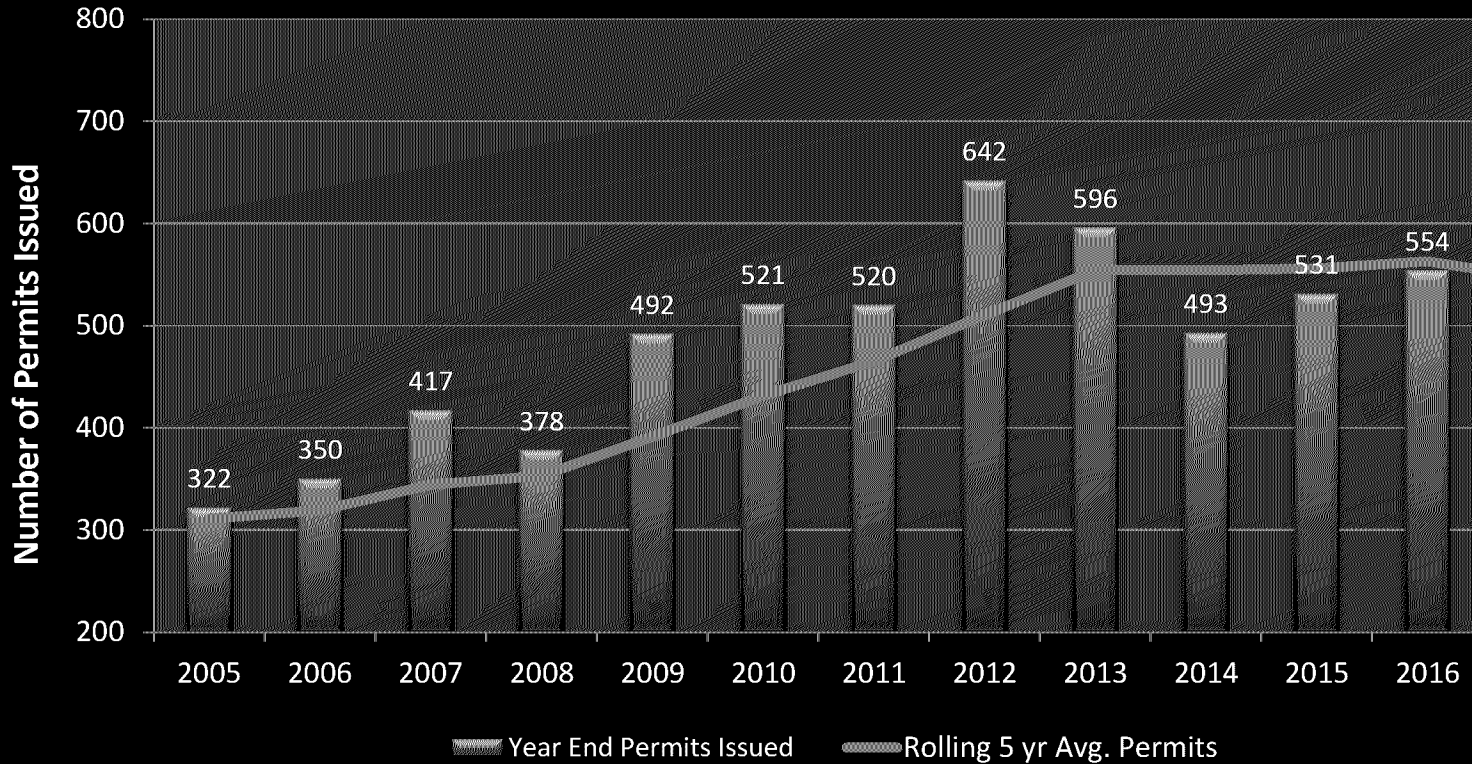




CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

Issued Building Permits Year End Statistics

**Building Permit Totals
2005-2017 Year End Statistics**

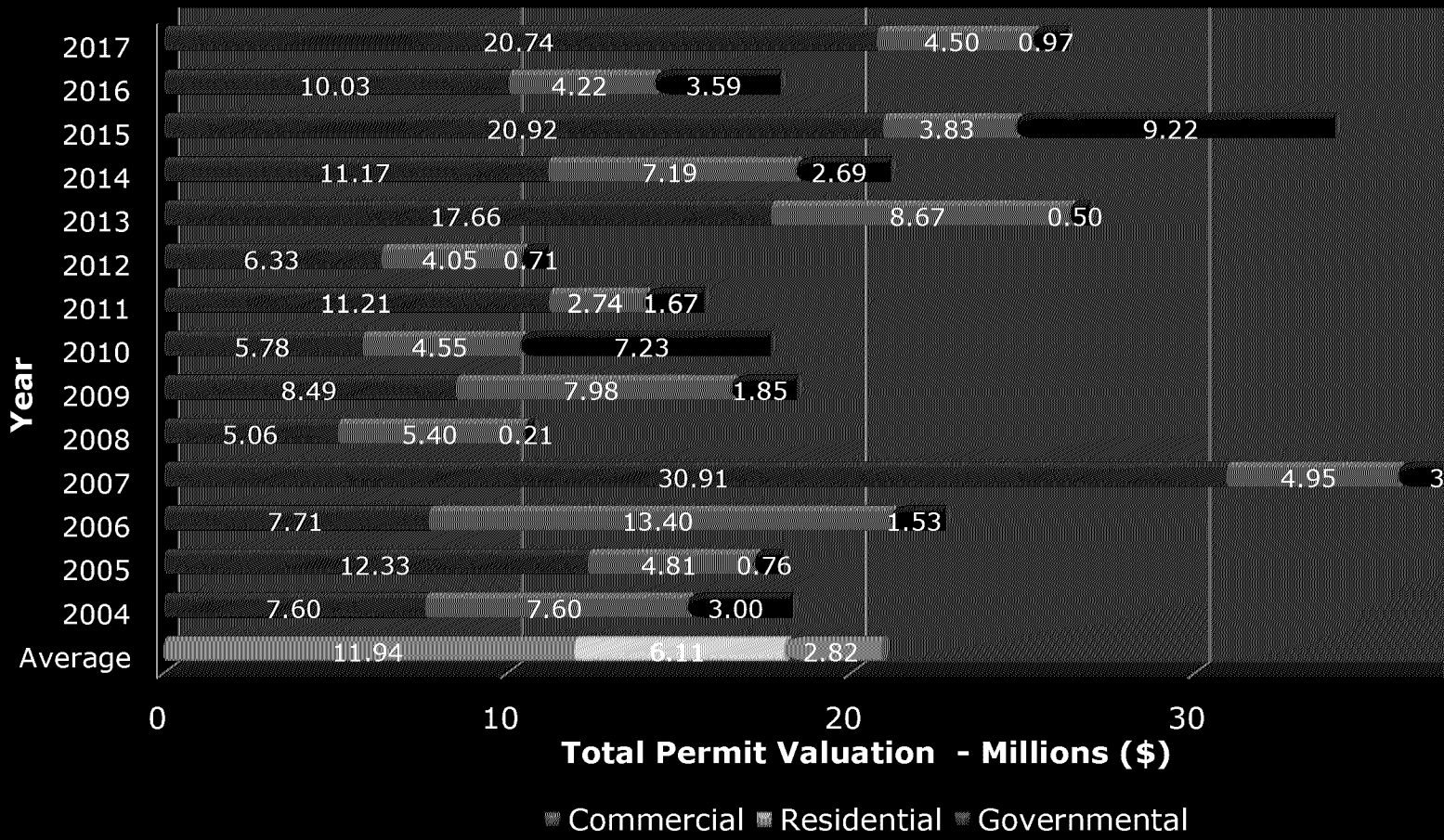




CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

Building Permit Valuation by Category

Year End Statistics



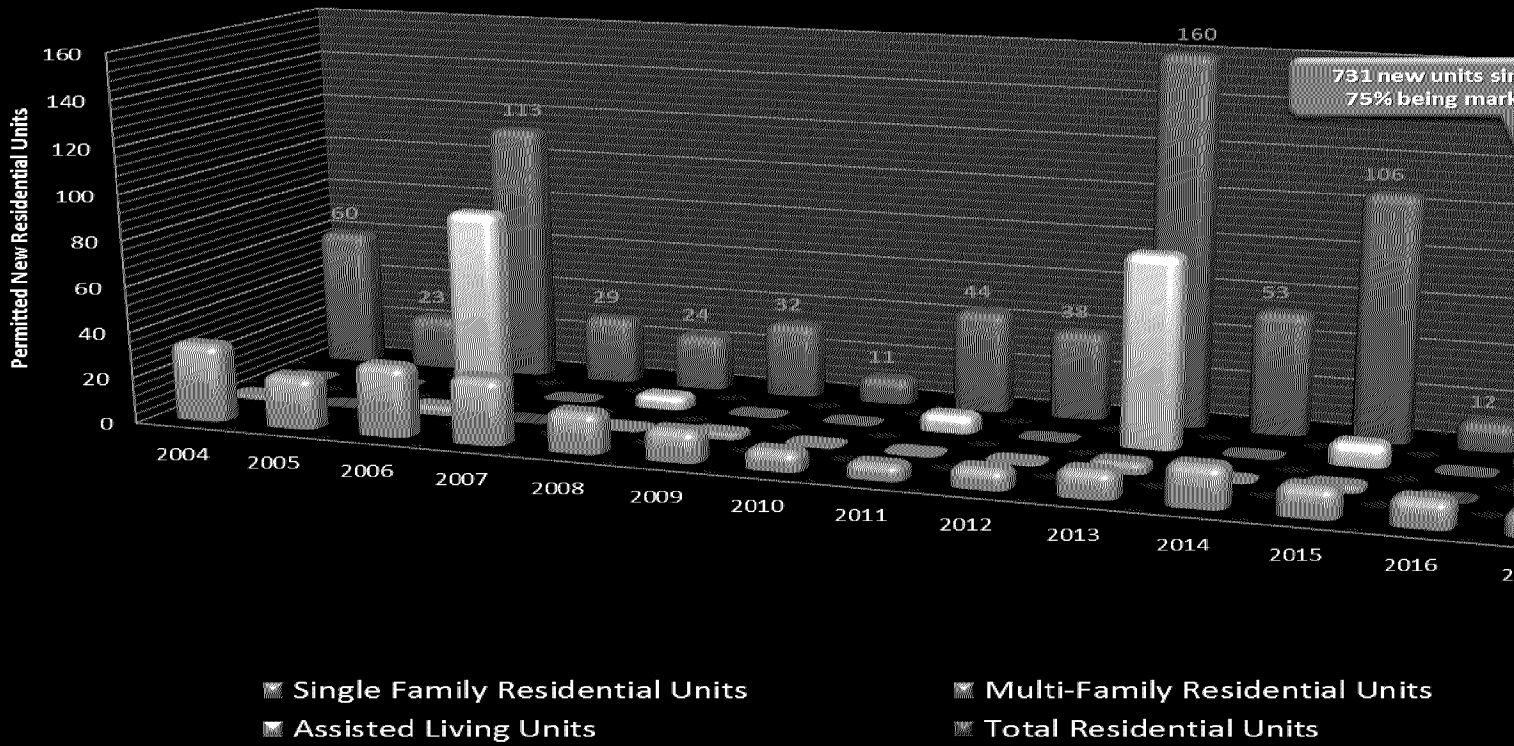
Community Development Department



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

New Housing Statistics

Grand Rapids New Residential Development History



Community Development Department

2017 Permitted Construction Highlights



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

- ❖ **10 New Single Family (1 Twin-home & 8 site built SFD's)- \$2.25M**
 - (13 in 2015, 12 in 2016, Ten year – year end average = 13.2)

- ❖ **Major New Commercial**
 - **Hernesman Brothers (Rays Sport & Marine) – New Marine Dealership (895 NE 1st St.) - \$1.1M**
 - **Casey's Retail Co. (Casey's General Store) – New Convenience Store (302 SE 7th Ave.) - \$1.1M**
 - **KTJ 284 LLC. (Fresenius) – Dialysis Center/Medical Office (155 SE 13th St.) - \$1.5M (total)**
 - **Wernimont Properties (Culver's) – New Restaurant (1175 S. Pokegama Ave.) - \$1.1M**

- ❖ **Commercial Remodels/Additions**
 - **Majestic Pines Grand LLC.– 16 residential units (Majestic Pines)- \$1.9M**
 - **Hawkinson Construction – Office Building Addition (501 Co. Rd. 63)- \$263K**
 - **Horseshoe Prof. Building – Clinic Addition (1542 Golf Course Road)- \$6.3M**
 - **Klockow Enterprises LLC. – Brewery/Taproom (36 SE 10th St. - \$350K**
 - **Grand Itasca Hospital & Clinic – Oncology & Cardiology B/O (1601 GC Rd.) - \$2.2M**
 - **Miner's Inc. – Interior remodel/new roof (Super One- 503 NW 4th St.) - \$456K**



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

Building Safety Activity

❖ **Residential Rental Ordinance Feasibility Assessment Project**

- **Staff has been coordinating/assisting the Council appointed taskforce established to advise them on the feasibility of enacting a residential rental licensing and inspection ordinance.**
- **The taskforce has been conducting open meetings since August; collecting and reviewing information from other cities who have implemented an ordinance, visited the City of Bemidji, spoke with the Bemidji landlord association, developing budget information and received public input meeting at City Hall.**
- **The taskforce will be reviewing all of this information and will prepare a recommendation to the City Council within the next two months.**

Community Development Department

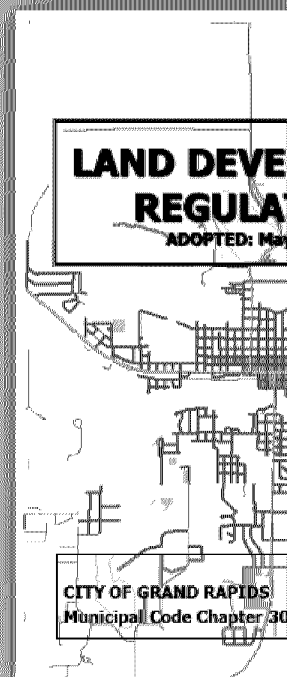


CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

Planning/Zoning Activity

- ❖ **2017 Zoning Requests Addressed by the Planning Commission**
 - **1 Rezoning – 5 Right of Way/Easement Vacation – 2 Text Amendments to Zoning Ord. – 2 Variances – 1 CUP (amendment) and 1 Subdivision.**

- ❖ **Initiated and completed Zoning Ordinance text amendments pertaining to Brewery/Taproom Uses**



Community Development Department



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

2017 Economic Development Acti

❖ ASV Parts Distribution Center



- **Project relocated ASV parts distribution business function from a contracted third-party logist in Southaven, MS.**
- **GREDA applied for and received a \$125,000 Minnesota Investment Fund (MIF) grant to provid interest equipment loan to ASV in the same amount, with \$50,000 portion including forgivabl**
- **The Grand Rapids Project involves:**
 - Locating in 53,000 sf of leased warehouse space owned by Arrowhead Promotion & Fulfillment at 1104 SE 8th St.
 - The building lighting upgrades. (approximately \$64K)
 - The total estimated cost of the project is approximately \$680,000
 - ASV anticipates employment of a minimum of 13 FTE. Min. base wage of \$15.49/hr., average base wage of \$19.04/hr. employee benefit package which includes: health, dental, life insurance and retirement contribution.
- **ASV recently reported that all but one of the new positions has been filled and they were curr process of moving their parts inventory to Grand Rapids.**



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

2017 Economic Development Acti

❖ **DEED Small Cities Development Program (SCDP) Grant**

- **Grant amount awarded in 2017 - \$878,720**
- **The grant involves funding the rehabilitation of at least 20 owner occupied residential at a maximum assistance of \$22,400/unit and at least 10 commercial building rehabilitations, with a maximum SCDP assistance of \$32,000/rehabilitation project. Areas)**
- **GREDA offered supplemental financing, with enhanced terms, through its Commercial Improvement Loan (CBIL) Program**
- **In October of 2017 GREDA sought applications through a direct mailing to all commercial properties in the designated target areas. We received 19 applications and went through a selection process that chose the 10 that best met the grant objectives. Construction will commence in the spring on many of those projects.**
- **A direct mailing by Itasca County HRA to all residential properties in that target area resulted in 10 applicants thus far. Additional marketing of the program will be done in the spring.**
- **The grant is open until its expiration on Sept. 30, 2020.**





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

2017 Economic Development Acti

❖ **Miscellaneous**

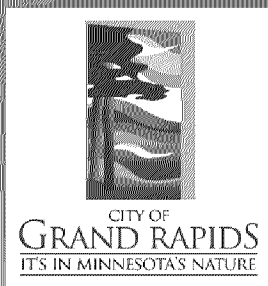
- **Worked in collaboration with IEDC to survey commercial properties with lease space to better connect business interest with potential locations.**
- **Secured a grant from MN IRRR to fund utility service extension to the new V Med Flight hangar, GREDA hangar and future hangar sites.**
- **Secured a grant from MN IRRR to enable a business loan from GREDA, with forgivable terms, to Grand Itasca Clinic and Hospital specialty services project.**
- **Secured Commercial Redevelopment grants from MN IRRR for building demolition work associated with proposed projects; Rapids Brewing and Sammy's Pizzeria.**
- **Recruited interest from Rebound Enterprises in the Block 20/21 site and executed LOI. Rebound has since decided to pursue redevelopment of the Sawmill Inn.**



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

2018 Current and Future Specific Activity

- ❖ **Continued participation in a long term economic strategy team, coordinating IEDC, in response to the recent manufacturing layoffs**
- ❖ **Continued work with Rebound Enterprises in their development concept for Sawmill Inn site.**
- ❖ **Implementation of the Small Cities Development Program (SCDP) commercial and residential redevelopment projects.**
- ❖ **Begin the process of updating the City's Comprehensive Plan.**



Community Development Department Staff

- ❖ **Aurimy Groom – Administrative Assistant/Permit Technician**
- ❖ **Eric Trast – Community Development Specialist**
- ❖ **Travis Cole – Building Official**
- ❖ **Jon Peterson – Building Inspector**

Community Development Department



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

Questions?



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0199 **Version:** 1 **Name:** Purchase ADA Swing
Type: Agenda Item **Status:** Civic Center, Parks & Recreation
File created: 3/20/2018 **In control:** City Council
On agenda: 3/26/2018 **Final action:**
Title: Consider purchasing an ADA swing to be place at Crystal Lake Park.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider purchasing an ADA swing to be place at Crystal Lake Park.

Background Information:

One of the 2018 goals of the Parks & Recreation department was to install a wheelchair swing at one of our City Parks. After researching several different options, we decided to purchase the swing from Jenway Industries in Australia. The City of Willmar, MN installed one of these swings in their Destination Park and are very pleased with it. Myrna Peterson tested out the swing in her visit to the park last summer and stated that the experience was extremely liberating.

The cost of the swing is \$15,252 and will be funded out of the Park Land Dedication account along with a donation of \$750 from Mobility Mania. Because it is an international order we are required to wire them 50% of the purchase price to ship it, then pay the remaining 50% upon receipt.

Staff Recommendation:

City staff recommends purchasing an ADA swing from Jenway Industries to be placed at Crystal Lake Park.

Requested City Council Action

Pass a motion approving the purchase of an ADA swing from Jenway Industries to be placed at Crystal Lake Park.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0215 **Version:** 1 **Name:** Concession Stand Agreement - GRSC
Type: Agenda Item **Status:** Civic Center, Parks & Recreation
File created: 3/22/2018 **In control:** City Council
On agenda: 3/26/2018 **Final action:**
Title: Consider entering into an Agreement with Grand Rapids Fastpitch Association to operate the concession stand at Grand Rapids Sports Complex.

Sponsors:

Indexes:

Code sections:

Attachments: [Concession Stand Agreement.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider entering into an Agreement with Grand Rapids Fastpitch Association to operate the concession stand at Grand Rapids Sports Complex.

Background Information:

Since 1995 we have operated the concession stand at Grand Rapids Sports Complex. With a decline in adult softball numbers and increased employee wages, we have merely broke even over the past couple seasons. Having the ability to utilize volunteer labor, the Grand Rapids Fastpitch Association stands to make a profit operating the concessions. Attorney Sterle drafted an Agreement and it is attached for your review.

Staff Recommendation:

City staff recommends entering into an Agreement with Grand Rapids Fastpitch Association to operate the concession stand at Grand Rapids Sports Complex.

Requested City Council Action

Make a motion to enter into an Agreement with Grand Rapids Fastpitch Association to operate the concession stand at Grand Rapids Sports Complex.

CONCESSION STAND AGREEMENT

This agreement is entered into this ____ day of _____, 2018, by and between the City of Grand Rapids (hereinafter "City") and the Grand Rapids Fastpitch Association (hereinafter "Concessionaire").

1. **General Nature.** The City hereby enters into this agreement to allow said Concessionaire non-exclusive access and use of the concession stand at the Grand Rapids Sports Complex for fund-raising purposes.
2. **Term of Agreement.** This agreement shall extend from the date of its execution until terminated. Either party may terminate this agreement at any time if the same appears to be in the interests of the City and/or Concessionaire. It is anticipated that Concessionaire will operate the concession stand from April 1 through October 15 of each year, but the dates of operation may be amended by mutual agreement of the parties.
3. **Consideration.** As consideration for operation of the concession stand, Concessionaire agrees to pay to City the fee of \$1.00 per year, due by April 1 of each year, to the Grand Rapids Finance Department.
4. **Equipment and Supplies.** Concessionaire shall provide all necessary equipment, beverages and supplies to perform the duties of Concessionaire and shall retain the proceeds from the sales. Concessionaire also accepts responsibility for cleaning and maintaining the existing equipment during the time it operates the concession stands and shall be held responsible for any damage to City-owned equipment occurring while it is operating the concession stands. All equipment provided by the City shall remain the property of the City. The sale of alcoholic beverages is strictly prohibited.
5. **Exclusive Contracts.** Association shall abide by and be bound by any exclusive contracts the City has entered into or may enter into in the future with regard to the sale of beverages at sports events.
6. **Health Codes.** Concessionaire shall be responsible for complying with all local, county and state health codes during the time it operates the concession stand. Should the City receive any citation or penalty regarding health code violations arising from the Concessionaire's operation of the stand, Concessionaire shall indemnify and reimburse City for any costs, including but not limited to finds, penalties and/or court costs.
7. **Indemnification.** Concessionaire shall indemnify and hold the City harmless from any liability for personal injuries and/or damages arising from Concessionaire's operation of the concession stand. Concessionaire expressly promises and agrees to indemnify and hold harmless the City of Grand Rapids, its officers, employees and agents free and harmless from any and all loss, cost, or expense, including attorney's fees, on account of any claim for injury or damage to

person or property on account of or in any way connected with the operation of the concession stand.

8. **Insurance.** Concessionaire must obtain and provide the City with a certificate of liability insurance naming City as an additional insured (minimum coverage \$1,000,000).

9. **Assignment.** Concessionaire shall not have the right to assign this agreement or any portion thereof without the prior written approval of the City. Approval to permit an assignment shall be at the sole discretion of the City.

10. **Prior Agreement.** This agreement supersedes and replaces any prior agreements or understandings between the parties.

Dated: _____, 2018

Dated: _____, 2018

**GRAND RAPIDS FASTPITCH
ASSOCIATION**

CITY OF GRAND RAPIDS

By: _____

By: _____

By: _____



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0205 **Version:** 1 **Name:** GPZ Addendum 3 to JPA
Type: Agenda Item **Status:** Engineering
File created: 3/21/2018 **In control:** City Council
On agenda: 3/26/2018 **Final action:**
Title: Consider a third addendum to the Grand Rapids/Itasca County Airport Joint Powers Cooperative Agreement related to the Airport Advisory Board

Sponsors:

Indexes:

Code sections:

Attachments: [3rd Amendment to Airport JPAv2](#)

Date	Ver.	Action By	Action	Result
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Consider a third addendum to the Grand Rapids/Itasca County Airport Joint Powers Cooperative Agreement related to the Airport Advisory Board

Background Information:

In 2011, the City and County entered into a Joint Powers Agreement (JPA) relating to joint ownership, operation and maintenance of the Grand Rapids-Itasca County Airport. In the 2011 JPA, paragraphs 3 and 4 outline the establishment of a six-person Airport Advisory Board (AAB) for the purpose of making recommendations regarding maintenance, management and operations. With the loss of commercial air service and the completion of the master plan, the need for this advisory board has been greatly reduced. All airport issues are currently being discussed at the monthly City/County meetings. For these reasons, both the City and County agree that the AAB is not necessary and that airport matters can be discussed at the City/County meetings. The attached addendum abolishes the Airport Advisory Board and replaces the purpose of this board with the City/County meeting.

Staff Recommendation:

City staff recommend approval of a third addendum to the Grand Rapids/Itasca County Airport Joint Powers Cooperative Agreement related to the Airport Advisory Board

Requested City Council Action

A motion approving a third addendum to the Grand Rapids/Itasca County Airport Joint Powers Cooperative Agreement related to the Airport Advisory Board

**THIRD ADDENDUM TO GRAND RAPIDS/ITASCA COUNTY
AIRPORT JOINT POWERS COOPERATIVE AGREEMENT**

THIS AGREEMENT is made and entered into on this ____ day of _____, 2018, by and between Itasca County (hereinafter "County") and the City of Grand Rapids (hereinafter "City").

WHEREAS, the City and County previously entered into a Grand Rapids/Itasca County Airport Joint Powers Cooperative Agreement relating to joint ownership, operation and maintenance of the Grand Rapids-Itasca County Airport dated November 1, 2011, as amended by a First Addendum dated January 21, 2014 and Second Addendum dated April 25, 2017; and

WHEREAS, pursuant to paragraphs 3 and 4 in said Grand Rapids/Itasca County Airport Joint Powers Agreement, a six-person Airport Advisory Board was established for the purpose of making recommendations to the City and County regarding long-term airport maintenance, management and operations; and

WHEREAS, the parties to the Cooperative Agreement wish to abolish the Airport Advisory Board;

NOW, THEREFORE, in consideration of the joint and mutual promises contained herein and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto state and agree as follows:

1. The Airport Advisory Board is hereby abolished.
2. In the Board's absence the City and County agree to meet quarterly to discuss issues relating to the long-term maintenance, management and operations of the Airport.
3. Except as modified herein, the terms and conditions of the Grand Rapids/Itasca County Joint Powers Cooperative Agreement as amended to the date hereof shall remain in full force and effect. In the event of a conflict between the Joint Powers Cooperative Agreement and subsequent amendments this Addendum, provisions of this Addendum shall prevail.

AGREED AND ACCEPTED:

CITY OF GRAND RAPIDS

ITASCA COUNTY

By: _____

By: _____

By: _____

By: _____

Date: _____

Date: _____



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	18-0209	Version:	1	Name:	GR/Cohasset Trail Grant Application
Type:	Agenda Item	Status:		Status:	Engineering
File created:	3/21/2018	In control:		In control:	City Council
On agenda:	3/26/2018	Final action:		Final action:	
Title:	Consider authorizing the submittal of a grant application to MnDOT for the DNR Local Trail Connections program for the Grand Rapids/Cohasset Connection Trail and adopting a resolution in support of the project.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	2017_63 Trail Map 3-26-18 Resolution DNR Trail Sponsor				

Date	Ver.	Action By	Action	Result
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Consider authorizing the submittal of a grant application to MnDOT for the DNR Local Trail Connections program for the Grand Rapids/Cohasset Connection Trail and adopting a resolution in support of the project.

Background Information:

Grand Rapids / Cohasset Connection Trail Project, proposes to make a connection between the City of Grand Rapids and the City of Cohasset along County Road 63. The trail would start at the intersection of CR 76/CR 63 and extend along the south side of the roadway to the Mississippi River bridge. See attached map. Completing this segment of our trail system is recommended in the Complete Streets Plan which is supported by the City's Comprehensive Plan. The trail would allow Grand Rapids residents to expand their network to the west and also allow surrounding communities to access the already existing Grand Rapids non-motorized trail network. City Staff feel that this project would be a good candidate for the Local Trail Connections program grant which provides grant support for trails that provide significant connectivity. The Local Trail grant request is for \$150,000, or 23% of the project. The remaining 77%, or \$510,000, will be funded by local sources and grants, including a cost share by the City of Cohasset. A resolution in support of the project is required as part of the grant application. The resolution is attached for your review.

Staff Recommendation:

City Staff recommends they be allowed to prepare and submit a grant application to MnDOT for the DNR Local Trail Connections program for the Grand Rapids/Cohasset Connection Trail and adopting a resolution in support of the project.

Requested City Council Action

A motion authorizing the submittal of a grant application to MnDOT for the DNR Local Trail Connections program for the Grand Rapids/Cohasset Connection Trail and adopting a resolution in support of the project.



MN Great River Road
County Road 63

Existing Tioga
Trail

MN Great River Road
County Road 76

City of Cohasset

City of Grand Rapids

Mississippi River

Proposed Trail

Commercial
Dr
Commercial Dr

Elida Dr

Ciferle Dr

W US Hwy 2

Co Rd 153

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

RESOLUTION NO. 18-__

**A RESOLUTION OF SPONSORSHIP
FOR LOCAL TRAIL CONNECTIONS GRANT APPLICATION
(GRAND RAPIDS / COHASSET CONNECTION TRAIL)**

WHEREAS, the City of Grand Rapids supports the grant application made to the Minnesota Department of Natural Resources for the Local Trail Connections Program. The application is to 0.82 miles of paved trail along County Road 63. The trail will connect the City of Grand Rapids Trail system and the City of Cohasset Trail system, and

NOW, THEREFORE, BE IT RESOLVED, if the City of Grand Rapids is awarded a grant by the Minnesota Department of Natural resources, the City of Grand Rapids agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above referenced project. The City of Grand Rapids will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement, and

BE IT FURTHER RESOLVED that the applicant has read the Conflict of Interest Policy contained in the Local Trail Connections Grant Manual and certifies it will report any actual, potential, perceived, or organizational conflicts of interest upon discovery to the state related to the application or grant award.

BE IT FURTHER RESOLVED, the City Council of the City of Grand Rapids names the fiscal agent for the City of Grand Rapids for this project as:

Matt Wegwerth
City Engineer
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744

BE IT FURTHER RESOLVED, the City of Grand Rapids hereby assures the Grand Rapids/Cohasset Connection Trail will be maintained for a period of no less than 20 years.

Adopted by the Council this 26th day of March, 2018.

Dale Adams, Mayor

ATTEST:

Kim Johnson-Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0212 **Version:** 1 **Name:** Golf Course Superintendent Addendum
Type: Agenda Item **Status:** Golf Course
File created: 3/21/2018 **In control:** City Council
On agenda: 3/26/2018 **Final action:**
Title: Consider an addendum to the Golf Course Superintendent contract.
Sponsors:
Indexes:
Code sections:
Attachments: [Ross Consulting Golf Contract Amendment.pdf](#)
[Ross Consulting Golf Contract.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider an addendum to the Golf Course Superintendent contract.

Background Information:

The attached Contract for Golf Course Maintenance Services agreement that was approved by council in January of 2016 had no provisions included for periodic cost of living increases. At the February 20, 2018 Golf Board meeting, the board discussed and approved annual cost of living increases to the 2016 contract as per the attached addendum. The 2016 payment figure approved was \$50,000 annually. The 2018 Addendum states that the 2018 payment will be \$52,015 with annual increases beginning in 2019 equal to the same annual percentage as city department heads. The adjustment demonstrates the golf boards belief that Mr. Ross's excellent work deserves cost of living increases on a regular basis. The annual payment for Mr. Ross's services is a great value to Pokegama Golf Course and the City of Grand Rapids. The Addendum was created by City Attorney Chad Sterle.

Staff Recommendation:

Consider approving the attached Addendum to Golf Course Maintenance Services Contract. The contract states a 2018 payment of \$52,015 with annual increases equal to that of City of Grand Rapids Department Heads.

Requested City Council Action

A motion approving the attached Addendum to Golf Course Maintenance Services Contract. The contract states a 2018 payment of \$52,015 with annual increases beginning in 2019 that are equal to that of City of Grand Rapids Department Heads. This will be funded from the 2018 Pokegama Golf Course budget approved by City Council.

**ADDENDUM TO GOLF COURSE
MAINTENANCE SERVICES CONTRACT**

THIS ADDENDUM shall amend the "Contract for Golf Course Maintenance Services" between the City of Grand Rapids, a Minnesota corporation ("Employer" or "City"), and Steven Ross d/b/a Ross Golf Course/Grounds Consulting, LLC, hereinafter referred to as "Contractor" dated _____.

The Parties agree as follows:

1. Beginning January 1, 2018, Contractor's annual compensation for services provided under the terms of the contract dated _____ will be \$52,015.
2. Thereafter Contractor's compensation will be increased annually commensurate with the same percentage increases given to other City of Grand Rapids department heads.
3. All other terms and conditions of the Contract for Golf Course Maintenance Services dated _____, remain unchanged.

Dated this ___ day of _____, 2018.

CITY OF GRAND RAPIDS

CONTRACTOR: STEVEN ROSS

Dale Adams, Mayor

Steven Ross

Date: _____

Date: _____

ATTEST:

Kimberly Johnson-Gibeau, City Clerk

CONTRACT FOR GOLF COURSE MAINTENANCE SERVICES

THIS CONTRACT made and entered into by and between the City of Grand Rapids, Minnesota, hereinafter referred to as the "City", and Steven Ross d/b/a Ross Golf Course/Grounds Consulting, LLC, hereinafter referred to as the "Contractor".

WITNESSETH:

WHEREAS, the Grand Rapids City Council desires to employ the Contractor to provide Golf Course maintenance services for the City of Grand Rapids owned Golf Course, known as Pokegama Golf Course, as specified in detail by Exhibit "A".

WHEREAS, the Contractor can provide those services needed.

NOW THEREFORE, in consideration of the mutual covenants and considerations hereinafter contained, it is agreed by and between the City and the Contractor as follows:

1. Scope of Services

It shall be the general intent of the Scope of Services to have the Contractor perform functions as defined in Exhibit "A".

2. Working Relationships

The Contractor will report to the Director of Golf and maintain a close working relationship with the said Director of Golf.

3. Deliverables and Conditions for Payment

All services provided by the Contractor pursuant to this Contract shall be performed to the satisfaction of the Director of Golf, and in accordance with all applicable federal, state and local laws, ordinances, rules and regulations. Payment shall be withheld for work found by the City to be unsatisfactory, or performed in violation of federal, state, and local laws, ordinances, rules or regulations.

Tasks are to be completed as shown on Exhibit "A".

The amount of compensation for services provided for by the terms of this Contract shall be \$50,000 annually and paid to the Contractor in 12 equal monthly installments. Said compensation may be adjusted, by resolution of the City Council and without further amending this agreement, not more than once annually, in an amount subject to negotiation between City and Contractor.

4. Time of Performance

The contract will be perpetual.

All work authorized by the City through this Agreement will be performed in a timely manner and in accordance with a time schedule prescribed by the Director of Golf.

5. Ownership of Plans

Any original documents prepared, or possessed, by the Contractor under this Contract shall be the property of the City.

6. Termination of the Contract

Either party may cancel this Contract (or any part thereof), at any time by giving written notice to the other party at least ninety (90) calendar days prior to the effective date of the termination. The Contractor shall be paid for the work performed prior to the effective date of termination based upon the payment terms of this Contract. Such payment shall not exceed the maximum amount provided for by the terms of this Contract.

Notice to the City shall be mailed or delivered to:

Bob Cahill, Director of Golf,
City of Grand Rapids,
420 North Pokegama Avenue,
Grand Rapids, Minnesota 55744.

Notice to the Contractor shall be delivered to:

Steven Ross
Ross Golf Course/Grounds consulting, LLC
33788 Mohawk Drive
Grand Rapids, MN 55744

7. Independent Contractor

It is agreed that nothing contained in this Contract is intended or should be construed as creating the relationship of co-partner, joint ventures, or an association with the City and Contractor. Contractor is an independent contractor and neither it, its employees, agents, subcontractors nor representatives shall be considered employees, agents, or representatives of the city. Except as otherwise provided herein, Contractor shall maintain, in all respects, its present control over the means and personnel by which this Contract is performed. From any amounts due Contractor, there shall be no deductions for federal income tax or FICA payments nor for any state income tax, nor for any other purposes which are associated with an employer/employee relationship unless otherwise required by law. Payment of federal

income tax, FICA payments, state income tax, unemployment compensation taxes, and other payroll deductions and taxes are the sole responsibility of Contractor.

8. Choice of Law

The laws of the State of Minnesota shall govern all questions as to the execution, nature, obligation, instruction, validity, and performance of this Contract.

9. Accuracy of Work

The Contractor shall be responsible for the quality and timeliness of the work and shall promptly make necessary modifications or corrections resulting from errors and omissions on the part of the Contractor without additional compensation.

All items of work to be performed by the Contractor shall be done in accordance with the requirements and recommendations of, and subject to the approval of, the Director of Golf.

10. Subletting, Assignment, or Transfer

No portion of the work under the Contract shall be sublet, sold, transferred, assigned, or otherwise disposed of except with the prior written consent of the City.

11. Indemnity

The Contractor shall save and protect, hold harmless, indemnify and defend the City, its council members, officers, agents, employees and volunteer workers against any and all liability, causes of action, claims, loss, damages or cost and expense arising from any professional errors and omissions and/or negligent acts and omissions of Contractors in the performance of this Contract.

Contractor shall be responsible for the quality, technical accuracy, and the coordination of all services furnished by Contractor under this Contract. Contractor shall, without additional compensation, correct any errors or deficiencies in contractor's responsibilities as described in Exhibit "A".

12. Insurance

Contractor shall not commence work under this Contract until they have obtained at their own cost and expenses all insurance required herein. All insurance coverage is subject to approval of City and shall be maintained by Contractor at all times this Contract is in effect. Contractor further agree that to protect themselves as well as City under the indemnity Contract set forth above, they shall at all times during the term of the Contract have and keep in force:

A. Comprehensive General Liability

1. Bodily Injury: \$1,000,000 per occurrence
\$1,000,000 products & completed operations
2. Property Damage: \$1,000,000 per occurrence
3. Personal Injury
Liability Limit: \$1,000,000 per occurrence
4. Contract Liability
 - Bodily Injury: \$1,000,000 per occurrence
 - Property Damage: \$1,000,000 per occurrence

B. Workers' Compensation

The contractor shall obtain and maintain for the duration of this Contract, statutory workers' compensation insurance and employer's liability insurance as required under the laws of the State of Minnesota.

1. State: Minnesota - Statutory
2. Employer's Liability

Insurance certificates evidencing that the above insurance is in force with companies acceptable shall be submitted for examination and approval prior to the execution of the Contract, after which they shall be filed with the City. The insurance certificates shall specifically provide that a certificate shall not be modified, canceled, or non-renewed except upon thirty (30) days prior written notice. Neither the City's failure to require or insist upon certificates or other evidence of insurance showing a variance from the specified coverage changes Contractor's responsibility to comply with the insurance specifications.

The City may withhold payment for failure of the contractor to furnish certificates of insurance as required above.

13. Settlement of Claims

In any case where the Contractor deems that extra compensation is due for services, materials or damages not expressly required by the Contract or not ordered in writing by the City as extra work, the Contractor shall notify the City in writing before it begins any such work on which the claim is based. If such notification is not previously given or the claim is not separately and strictly accounted for, and approved by the City in writing before the Contractor commences said work, the Contractor hereby waives and releases forever any claim or costs for such extra compensation. However, such notice or accounting shall not in

any way be construed as proving the validity of any claim by Contractor.

The City shall decide all claims, questions, and disputes of whatever nature which are referred to it relative to the prosecution and fulfillment of this Contract; and its decision upon all claims, questions, and disputes shall be final and conclusive upon the parties thereto administratively. Nothing in this Contract shall be construed as making final the decision of the City on a question of law. Furthermore, the parties agree that any dispute over extra services, or questions of whatever nature arising out of this contract not resolved between the parties must be submitted to mediation prior to any litigation.

14. Successors and Assigns

The City and Contractor, respectively, bind themselves, their partners, successors, assigns, and legal representatives to the other party to this Contract and to the partners, successors, assigns, and legal representatives of such other party with respect to all covenants of this Contract. Neither the City nor Contractor shall assign, sublet, or transfer any interest in this Contract without the prior written consent of the other.

15. Equal Employment and Nondiscrimination and Affirmative Action

In connection with the work under this Contract, Contractor agrees to comply with the applicable provisions of state and federal equal employment opportunity and non-discrimination statutes and regulations.

16. Severability

In the event any provision of this Contract shall be held invalid and unenforceable, the Remaining provisions shall be valid and binding upon the parties unless such invalidity or non-enforceability would cause the Contract to fail its purpose. One or more waivers by either party of any provision, term, condition, or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party.

17. Entire Contract

It is understood and agreed that the entire Contract of the parties is contained herein and that this Contract supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous contracts presently in effect between the City and Contractor relating to the subject matter hereof.

18. Relationship with Others

The Contractor shall cooperate fully with the City, other contractors on adjacent projects, municipalities, local government officials, public utility companies, and others as may be directed by the City. This shall include attendance at meetings, discussions, and hearings as may be requested by the City, furnishing data as may be requested from time to time by the

City to effect such cooperation and compliance with all directives issued by the City.

19. Covenant Against Contingent Fees

The Contractor warrants that it has not employed or retained any company or person other than a bona fide employee working solely for the Contractor to solicit or secure this Contract and that it has not paid or agreed to pay any company or person other than a bona fide employee working solely for the Contractor and fee, commission, percentage, brokerage fee, gifts, or any other consideration contingent upon or resulting from the award or making of this Contract. For breach or violation of this warranty, the City shall have the right to annul this Contract without liability, or in its discretion, to deduct from the Contract price or consideration or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gifts or contingent fee.

20. Laws

The Contractor shall keep himself fully informed of all existing and current regulations of the city, county, state and federal laws which in any way limit or control the actions or operations of those engaged upon the work or affecting the materials supplied to or by them. The Contractor shall at all times observe and comply with all ordinances, laws, and regulations and shall protect and indemnify the City as provided in Article 12 of this Contract.

21. Authorized Agent of the City of Grand Rapids

The City of Grand Rapids shall appoint an authorized agent for the purpose of administration of this Contract. Contractor is notified of the authorized agent of the City is as follows:

Bob Cahill
Director of Golf
420 North Pokegama Avenue
Grand Rapids, Minnesota 55744

22. Modification of Contract

Any alterations, variations, modifications, or waivers of provisions of this Contract shall only be valid when they have been reduced to writing, signed by the Mayor and City Administrator of the City and the contractor and attached to the original of this Contract.

IN WITNESS WHEREOF, the City and the Contractor by their authorized partner or officer have hereunto subscribed their names.

DATE: _____

CITY OF GRAND RAPIDS, MINNESOTA

By: _____
Dale Adams, Mayor

By: _____
Tom Pagel, City Administrator

DATE: _____

**ROSS GOLF COURSE/GROUNDS
CONSULTING, LLC**

By: _____
Steven Ross, Its President

EXHIBIT "A"

This is a professional/skilled labor position responsible for the maintenance and improvement of all golf course grounds including the 18 hole championship course, practice areas, and the grounds surrounding the buildings and entrances to the course. The Contractor is responsible for the maintenance of all golf associated buildings including the clubhouse, maintenance facility, and on course restrooms. The Contractor must exercise judgment in executing maintenance programs.

Essential Functions

1. Supervises, assigns and directs staff subordinates, including delegating and following up on subordinate's job duties. Coordinates with the Club Professional to monitor personnel program for hiring, promotion, training, discipline or dismissal of subordinates.
2. Develop division budget and coordinate all division purchases including the maintenance of accurate records, budget expenditures, prepare employee records and coordinate division purchases.
3. Inspect golf course grounds for disease and determine appropriate measures based on integrated pest management to insure a proper course of action for growth and minimizing turf diseases.
4. Supervise the mowing and trimming of golf course grounds.
5. Plant and trim trees, shrubs and flowers, including routine maintenance.
6. Determine the seed and fertilizer levels based on inspection of the grounds.
7. Responsible for the maintenance of all equipment: including preparations of recommendations for the purchase of equipment and training subordinates on the use and maintenance of golf course grounds equipment.
8. Responsible for maintaining the golf course irrigation and pump system including programming, repairs or modification where appropriate.
9. Other related duties or projects as assigned, including but not limited to, improvement projects for the golf course, writing bids and specifications and other responsibilities as assigned by the supervisor.

ENVIRONMENT

The work environment characteristics described herein are representative of those the Contractor may encounter while performing the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform essential functions.

Primary: Work involves a combination of general office and outside work with exposure to weather extremes.

WORK REQUIREMENTS

To perform this job successfully, the Contractor must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skills and/or abilities required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Skills Involved:

- Ability to plan, organize and supervise work crews.
- Ability to instruct workers on proper work techniques.
- Ability to keep records and make complete reports.
- Some basic knowledge of basic golf course administrative procedures and recreational practices.
- Ability to respond to complaints and direct appropriate action.
- Ability to establish and maintain tactful and effective working relationships with employees and general public.

Schedules and
Other Conditions: Work involves a varied schedule, which may include seven days per week, Morning to late evening hours.

Physical Demands: The Contractor must be able to see, hear, talk, use hands and fingers, walk, drive, and remain in a normal seated position. As duties involve overseeing of maintenance and facilities, the employee may be required to lift up to 75 pounds, carry materials, and walk on a variety of terrains, bend, crouch, crawl, climb, and stoop.

Mental Abilities: Must have a general learning ability, including the ability to understand meanings of words and ideas associated with and use them effectively. The Contractor must have the ability to perform arithmetic operations quickly and accurately and the ability to perceive pertinent detail in verbal and tabular matter.

Minimum Qualifications:

1. High school diploma or equivalent
2. Possession of a Minnesota Pesticide Applicator's License
3. Two year turf related degree
4. Two years experience as a golf course superintendent
5. Good public relations and business skills and ability to work as a team member

Desirable Qualifications:

1. Bachelor's degree in turf management or related degree
2. Minnesota Golf Course Superintendent Association Class "A" rating
3. Five (5) years experience as a golf course superintendent
4. Knowledge of integrated pest management
5. Knowledge of local government functions.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0214 **Version:** 1 **Name:** Youth on Course Agreement
Type: Agenda Item **Status:** Golf Course
File created: 3/22/2018 **In control:** City Council
On agenda: 3/26/2018 **Final action:**
Title: Consider a Youth on Course Agreement.
Sponsors:
Indexes:
Code sections:
Attachments: [ForCourses Minnesota Golf Association \(2\).pdf](#)
[Youth on Course.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider a Youth on Course Agreement.

Background Information:

What is Youth on Course? The core of Youth on Course is subsidized rounds of golf. Youth on Course members (\$15 to join) ages 6-18 , pay a \$5.00 or less Green Fee to play golf at Pokegama Golf Course. Youth on Course ensures that PGC doesn't lose money by subsidizing an additional \$10 per round. Eligible times of play are controlled by PGC. For additional information on Youth on Course please see attached PDF

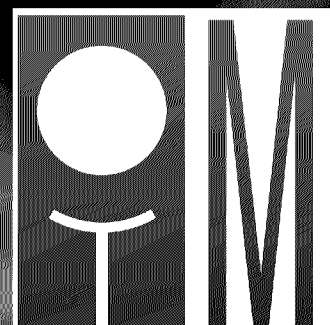
Staff Recommendation:

Enter into an Agreement with Youth On Course to become a Youth on Course Member Facility that accepts the Youth on Course program members. There is no charge to Pokegama Golf Course to belong to this organization.

Requested City Council Action

A motion entering into an Agreement with Youth On Course to become a Youth on Course Member Facility that accepts the Youth on Course program members.

YOUTH
on-course



MINNESOTA GOLF ASSOCIATION

Youth on Course Facilities Overview

**The core purpose of Youth on Course
provide youth with access to life-changing
opportunities through golf.**



Youth on Course has proudly partnered with
the Minnesota Golf Association to bring affordable
to members in your region!

WHAT IS YOUTH ON COURSE?

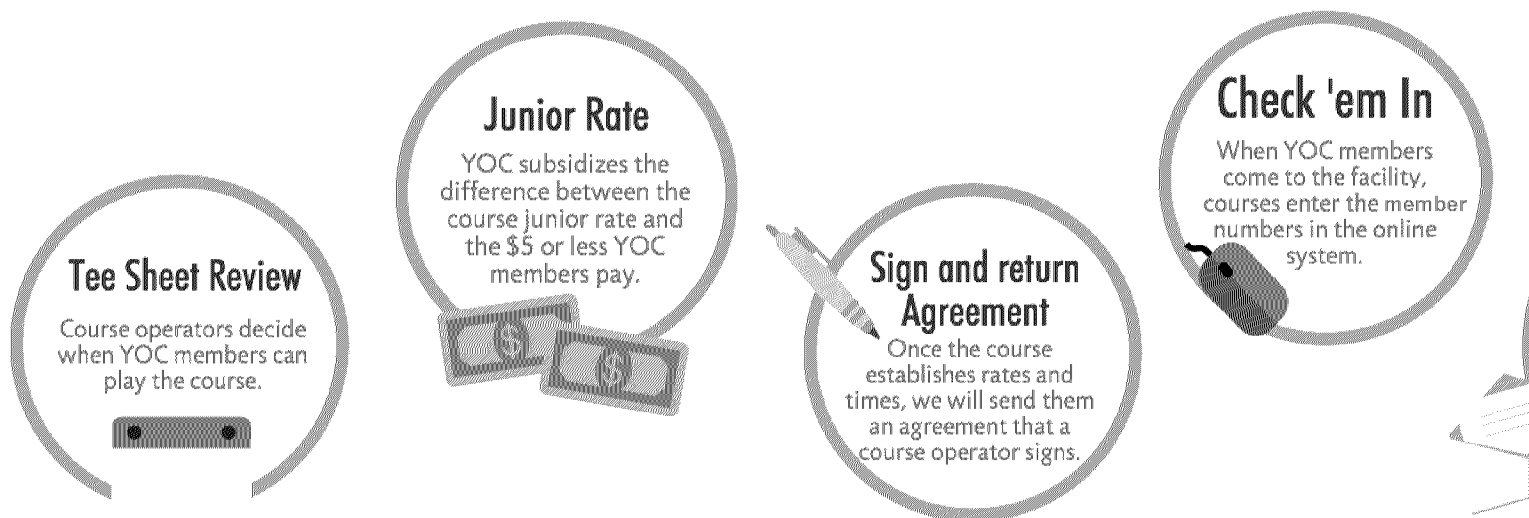
The core of Youth on Course is subsidized rounds. We ensure that Youth on Course members (members of the Minnesota Golf Association) - ages 6-18 - pay \$5 or less to play golf at participating courses like yours.

We also ensure your course doesn't lose money by subsidizing the difference between our \$5 normal junior rate during times you designate are okay for members to play.

Youth get access to a sport they love that teaches them valuable lessons, and courses fill up without loss of revenue.

HOW IT WORKS FOR COURSES

We ensure that Youth on Course members - ages 6-18 - always pay \$5 or less to play golf at pa



Youth on Course members, who have signed up through the MGA and have been given Y membership cards with membership numbers can arrive to the course and pla during the designated times for \$5 or less.

EXAMPLE RATE STRUCTURE: Junior rate \$15, YOC Members pay \$5 - YO



AGREEMENT FORM

Please fill out this form with the most up-to-date information.
If contact information changes at any time, contact us.

Course Name: _____

Course Mailing Address: _____

City: _____ State: _____ Zip: _____

Please check box if mailing address is different than the physical address of the course.

Course Contact: _____

Title: _____ Phone: _____

Email: _____

Availability: _____

Participants Pay: _____ Subsidy: _____

Your login credentials for youthoncourse.org/checkin:

Username: _____ Password: _____

In order to expedite the process of your reimbursement, the following must transpire:

Youth on Course rates are exclusively for Youth on Course participants who present a white Youth on Course card with their active membership number OR a temporary print out of the card with their active membership number.

- Temporary cards should be accepted year-round
- Valid Youth on Course membership cards can be presented at an any course, in any state participating in Youth on Course, regardless of the participants home state

Youth on Course will *NOT* subsidize green fees if the green fees in question are determined to be for an event, tournament or organized golf camp.

If you agree to these terms and conditions, please sign and remit or your facility will not receive reimbursements from Youth on Course. Please keep a copy of this agreement for your records.

Signature: _____

Date: _____

PLEASE CONTACT YOUTH ON COURSE WITH ANY QUESTIONS: (831) 625-4653

Participating faci
letting the MGA
Course members
subsidized rate -
lets you know yo
What if things ch
and you want to
a new point of co
Contact us and w
changes.



HOW IT WORKS FOR

Youth ages 6-18 become a member of the MGA by registering. They get a membership number and can begin establishing a habit. Youth who participate in Youth on Course are all “course ready”.

Within a few weeks, they receive a Youth on Course membership card. The Youth on Course card gives members access to all courses across the United States. As a member, they play for \$5 or less a round during designated times. There is no limit to how often they can use their Youth on Course card.

THE BENEFITS FOR YOUR COURSE

- Your course fills unused, designated times with little to no loss of revenue
- Often times, Youth on Course members bring their parents to the course - who pay and/or purchase food and beverage, or gear for themselves or their participant
- Youth on Course is growing nationwide. Your course receives national exposure on both MGA website and the Youth on Course national website and map, driving members from around your region (and the country) to your course
- A check after each month of successful round submission!
- Develop a young and loyal customer base that are excited about your course
- Youth on Course is here to support your goals and your course - call anytime for assistance
- Helping to grow the game for future generations

TESTIMONIALS

“The juniors in the Sacramento Area (and their parents) LOVE Youth on Course. The program attracts youth onto the golf course, and is creating more lifelong golfers in our area.”

- Mike Woods, PGA Director of Golf - Haggin Oaks Golf Complex - Sacramento California

“Once we began, it took no time at all for our youth rounds to grow. Our youth play has increased and we have more revenue to do so. Another benefit is we are seeing more families coming out versus individuals. Our demographics are changing to a younger clientele and there is no doubt in my mind Youth on Course has a hand in that.”

- Gilbert Urbano, Course Manager- Emerald Lakes Golf Course - Elk Grove, California

FREQUENTLY ASKED QUESTIONS

I don't want kids at my course during busy Sunday mornings or certain days.

No problem. When we set up your course as a facility YOU set the times that kids can play there. Additionally, we also ask that kids call ahead to courses to make tee times just to double check.

What are some examples of "restricted times"?

Some examples: "Twilight only" "Weekdays only" "Anytime after 12pm" etc.

How often does my facility get reimbursed?

We will cut a check for your facility once a month.

How does my course keep track of kids playing here so we can get the right reimbursement?

We have an online check in system that is really easy to use. Your course will get custom login information and begin checking in Youth on Course members in as little as 5 minutes.

How will I know if kids are Youth on Course members when they check in?

Youth on Course members should bring in their official membership cards when they check in, but if they don't, you will still be able to verify their membership on the online system.

What do we do next to get going!?

Please reach out to Youth on Course to get started! - (831) 625.4653



AGREEMENT FORM

Please fill out this form with the most up-to-date information.

If contact information changes at any time, contact us.

YOUTH
on course

Course Name: Pokegama Golf Course

Course Mailing Address: 3910 Golf Course Road

City: Grand Rapids

State: MN

Zip: 55744

Please check box if mailing address is different than the physical address of the course.

Course Contact: Bob Cahill

Title: Director of Golf

Phone: 218-326-3444

Email: golf@pokegamagolf.com

Availability: _____

Participants Pay: \$5.00

Subsidy: \$10.00

Your login credentials for youthoncourse.org/checkin:

Username: _____

Password: _____

In order to expedite the process of your reimbursement, the following must transpire:

Youth on Course rates are exclusively for Youth on Course participants who present a white Youth on Course card with their active membership number OR a temporary print out of the card with their active membership number.

- Temporary cards should be accepted year-round

- Members will only be charged \$1 on YOC Day (with higher subsidy for that day only) TBD day every year

- Valid Youth on Course membership cards can be presented at any course, in any state participating in Youth on Course, regardless of the participants home state

Youth on Course will NOT subsidize green fees if the green fees in question are determined to be for an event, tournament or organized golf camp.

If you agree to these terms and conditions, please sign and remit or your facility will not receive reimbursements from Youth on Course. Please keep a copy of this agreement for your records.

Signature: _____

Date: _____

PLEASE CONTACT YOUTH ON COURSE WITH ANY QUESTIONS: (831) 625-4653

YOC office use only. Course ID _____



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	18-0196	Version:	1	Name:	Consider appointing Nicole Johnson to the position of part-time Library Volunteer Coordinator at the Grand Rapids Area Library.
Type:	Agenda Item	Status:		Status:	Library
File created:	3/20/2018	In control:		In control:	City Council
On agenda:	3/26/2018	Final action:		Final action:	
Title:	Consider appointing Nicole Johnson to the position of part-time Library Volunteer Coordinator at the Grand Rapids Area Library.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
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Consider appointing Nicole Johnson to the position of part-time Library Volunteer Coordinator at the Grand Rapids Area Library.

Background Information:

At the January 22, 2018 City Council meeting, the Council accepted the notice of retirement from Bonnie Henriksen, Library Volunteer Coordinator at the Grand Rapids Area Library and authorized City staff to begin the process of filling the vacancy. The vacancy was posted, applications reviewed, and interviews were held. The interview committee consisting of Marcia Anderson, Amy Dettmer, and Lynn DeGrio is recommending the hiring of Nicole Johnson to the Library Volunteer Coordinator position effective April 2, 2018. This is a part-time Library Union position.

Nicole is a graduate from Grand Rapids High School and received her Bachelors Degree in Journalism: Public Relations; Communications Studies from the University of Minnesota in Minneapolis. Nicole was previously employed at Life Time Fitness as an Events & Sponsorships Specialist and most recently as an Associate Manager at Life Time Foundation. Nicole is a Board member of the District 318 Endowment Fund and currently Chair of the Granting committee, which reviews all new grant requests and service on the Fundraising committee where she assists in the planning and execution of the annual event. She has also volunteered for the ISD #318 Wellness Committee and served on the Communications sub-committee to develop communications and tools for internal and external stakeholders.

The Library Board will acknowledge the recommendation at their next board meeting, which will be held on March 28, 2018.

Staff Recommendation:

Library Director Marcia Anderson, Assistant Library Director Amy Dettmer, and Human Resources Director Lynn DeGrio are recommending the hiring of Nicole Johnson to the position of part-time Library Volunteer Coordinator effective April 2, 2018.

Requested City Council Action

Make a motion to appoint Nicole Johnson to the position of Library Volunteer Coordinator, effective April 2, 2018 at a rate of \$20.37 according to the Library Union contract.