



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council

Monday, January 22, 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, January 22, 2018 at 5:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

MEETING PROTOCOL POLICY

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

5:01 PM PUBLIC FORUM

5:06 PM COUNCIL REPORTS

5:09 PM APPROVAL OF MINUTES

18-0055 Consider approving Council minutes for Monday, January 8, 2018 Regular meeting.
Attachments: [January 8, 2018 Regular Meeting.pdf](#)

VERIFIED CLAIMS

18-0043 Consider approving the verified claims for the period January 3, 2018 to January 22, 2018 in the total amount of \$6,130,521.42, of which \$5,371,110.01 are debt service payments.
Attachments: [COUNCIL BILL LIST 01-22-18.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. 18-0037 Consider removing Sam Perry, Joe Rabbers, and John Rubesh from the Hospital Security Part-time Roster.

2. [18-0038](#) Consider authorizing the Mayor to sign the Pay Equity Implementation Form.
Attachments: [Pay Equity Implementation Form](#)
3. [18-0039](#) Consider adopting a resolution accepting a donation of \$125.00 dollars from Jim and Marie Fierek, to be used for training.
Attachments: [pddonationletter.pdf](#)
[PD J&M Fierek Res.pdf](#)
4. [18-0040](#) Consider hiring Brooks Roth as a part-time winter maintenance worker for the remainder of the 2017-2018 Snow Removal Season.
5. [18-0042](#) Consider approving the hiring of a permanent part-time employee at the City of Grand Rapids Park and Recreation Department and the IRA Civic Center.
6. [18-0045](#) Considering authorizing staff to apply for a FEMA grant.
7. [18-0048](#) Consider refunding prorated liquor license fees to Grand Rapids Development Corp. dba Sawmill Inn.
8. [18-0049](#) Consider approving Off-Sale Liquor License for Walmart Inc.
9. [18-0050](#) Consider approving five (5) temporary liquor licenses for the MacRostie Art Center, events scheduled February through June, 2018.
10. [18-0052](#) Consider approving two (2) temporary liquor licenses for United Way, events scheduled for February 2 & March 2, 2018.
11. [18-0053](#) Consider entering into agreement with "Mallrats" for entertainment related to Tall Timber Days, 2018 and authorize payment of deposit.
Attachments: [Mallrats Contract.pdf](#)
12. [18-0059](#) Consider authorizing Community Development staff to solicit quotes for a work vehicle to be utilized by the Building Inspectors.
13. [18-0065](#) Consider authorizing the hiring Vivian Olson on a temporary basis.
14. [18-0041](#) Consider proceeding with the purchase of the Tymco 500X through Tymco, Inc.'s Municipal Lease/Purchase Program.
Attachments: [2018 1-22 Attachment 1 Tymco Dumping Capability Photo](#)
[2018 1-22 Attachment 2 Tymco 500X Municipal Leasae-Purchase Program](#)

5:11 **SETTING OF REGULAR AGENDA**
PM

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

ACKNOWLEDGE BOARDS & COMMISSIONS

15. 18-0054 Acknowledge the attached Board & Commission minutes.
Attachments: [December 19, 2017 Golf minutes.pdf](#)
[December 13, 2018 Library Board minutes.pdf](#)

5:12 DEPARTMENT HEAD REPORT

PM

16. 18-0046 Engineering Department - Matt Wegwerth

COMMUNITY DEVELOPMENT

17. 18-0066 Consider approval of the final plat of Pokegama Pines.
Attachments: [Pokegama Pines: Draft Resolution and Final Plat](#)
[Pokegama Pines: Area Map](#)
[Pokegama Pines - Subdivision Agreement FINAL DRAFT January-22-18.pdf](#)

5:26 ADMINISTRATION DEPARTMENT

PM

18. 18-0051 Consider accepting notice of retirement from Bonnie Henriksen, Library Volunteer Coordinator, from the Grand Rapids Area Library.

5:30 PUBLIC HEARINGS

PM

19. 18-0029 Consider conducting the Public Hearing for CP 2011-3, the 2018 Northeast Improvements Project.

5:45 ENGINEERING

PM

20. 18-0030 Consider adopting a resolution ordering CP 2011-3, the 2018 Northeast Improvements Project and the plans and specifications for the Project to be completed.
Attachments: [1-22-18 Resolution CP 2011-3 Order Improvement and Plans and Specs](#)
21. 18-0057 Consider approving SLA 2011-3 with SEH for design and construction engineering services related to CP 2011-3, 2018 Northeast Improvements Project.
Attachments: [sla 2011-3 for 2018 Northeast Improvements Project](#)

**5:55 ADJOURNMENT
PM**

NEXT REGULAR MEETING IS SCHEDULED FOR FEBRUARY 12, 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
IT'S IN MINNESOTA'S NATURE

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0055 **Version:** 1 **Name:** Council minutes
Type: Agenda Item **Status:** Approval of Minutes
File created: 1/18/2018 **In control:** City Council
On agenda: 1/22/2018 **Final action:**
Title: Consider approving Council minutes for Monday, January 8, 2018 Regular meeting.
Sponsors:
Indexes:
Code sections:
Attachments: [January 8, 2018 Regular Meeting.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving Council minutes for Monday, January 8, 2018 Regular meeting.

Background Information:

Draft minutes are attached for review.

Staff Recommendation:

Review draft minutes and make corrections if necessary.

Requested City Council Action

Make a motion to approve Council minutes for Monday, January 8, 2018 Regular meeting.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, January 8, 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, January 8, 2018 at 5:00 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Present 4 - Councilor Dale Christy
Mayor Dale Adams
Councilor Bill Zeige
Councilor Tasha Connelly

Absent 1 - Councilor Rick Blake

MEETING PROTOCOL POLICY

5:02 PM ORGANIZATIONAL MEETING

A. Designate Mayor Pro-tem

A motion was made by Councilor Bill Zeige, seconded by Councilor Dale Christy to designate Councilor Tasha Connelly as Mayor Pro-tem for 2018. The motion PASSED by unanimous vote.

B. Consider adopting City Council By-Laws as amended.

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

C. Designation of official newspaper for the City of Grand Rapids.

A motion was made by Councilor Dale Christy, seconded by Councilor Tasha Connelly, to designate the Herald Review as the official newspaper for the City of Grand Rapids. The motion PASSED by unanimous vote.

D. Consider appointing the following financial institutions as depository designations for 2018: American Bank, Deerwood Bank, Grand Rapids State Bank, Grand Rapids State Investments, Morgan Stanley, U.S. Bank, and Wells Fargo Bank of Minnesota.

A motion was made by Councilor Bill Zeige, seconded by Councilor Dale Christy, to appoint financial institutions as depository designations for 2018 as presented. The motion PASSED by unanimous vote.

E. Appoint Council representatives to Boards & Commissions.

A motion was made by Councilor Dale Christy, seconded by Councilor Tasha Connelly, to approve Council appointments to the following Boards & Commissions:

- Councilor Tasha Connelly - Park/Rec/Civic Center Board & alternate for Cable Commission**
 - Councilor Rick Blake - GREDA & PUC**
 - Councilor Dale Christy - GREDA**
 - Councilor Bill Zeige - HRA & Airport Advisory Board**
 - Mayor Dale Adams - Cable Commission**
- The motion PASSED by unanimous vote.**

F. Appoint representatives to selected agencies.

A motion was made by Councilor Bill Zeige, seconded by Councilor Dale Christy, to appoint the following to serve as Council representatives to select agencies as presented:

- Councilor Dale Christy - RAMS, City/County Co-op, & Joint Powers Gas Board**
 - Councilor Tasha Connelly - RAMS, City/County Co-op & Greenway Joint Recreation Board**
 - Councilor Bill Zeige - WMMPB, Active Living Center, & Local Gov. Collaboration Board**
 - Councilor Rick Blake - CGMC**
 - Mayor Dale Adams - WMMPB, Fire Relief Assoc., ARDC & Joint Powers Gas Board**
 - Finance Director Barb Baird - Fire Relief Assoc.**
- The motion PASSED by unanimous vote.**

5:20 PUBLIC FORUM
PM

None.

5:25 COUNCIL REPORTS
PM

Mayor Adams announced the upcoming Community Appreciation event for the Multi Purpose Pavilion scheduled for Sunday, February 11th.

Councilor Christy offered a reminder of the annual RAMS meeting scheduled for Wednesday, January 10, 2018.

5:30 APPROVAL OF MINUTES
PM

Consider approving Council minutes for Wednesday, December 20, 2017 Special 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.

**5:31 VERIFIED CLAIMS
PM**

Consider approving the verified claims for the period December 14, 2017 to January 2, 2018 in the total amount of \$705,206.20.

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

Aye 4 - Councilor Dale Christy
Mayor Dale Adams
Councilor Bill Zeige
Councilor Tasha Connelly

**5:32 CONSENT AGENDA
PM**

1. Consider approving computer software agreements for 2018 with Harris Computer Systems for \$19,612.39.
Approved by consent roll call
2. Consider approving temporary on-sale liquor license to Itasca Curling Club.
Approved by consent roll call
3. Consider approving the continuation of temporary part-time employees at the City of Grand Rapids Park and Recreation Department and the IRA Civic Center.
Approved by consent roll call
4. Consider approving a public service and infrastructure permanent easement from Northern Community Radio related to CP 2010-5, Mississippi River Pedestrian Bridge.
Approved by consent roll call
5. Consider authorizing City staff to make an application to the Blandin Foundation grant program for CP 2010-5
Approved by consent roll call
6. Consider wage increase for Communications Specialist Lauren Van Den Heuvel.
Approved by consent roll call
7. Consider terminating services with Ameriflex.
Approved by consent roll call

- 8. Consider approving five (5) year extension of Contract for Municipal Services between City of Grand Rapids and Itasca County for connection to emergency generator.
Approved by consent roll call
- 9. Consider entering into an Agreement with Grand Itasca Clinic and Hospital for Sports Medicine Services.
Approved by consent roll call
- 10. Consider a resolution to sign a letter of support for the North Country National Scenic Trail Route Adjustment legislation.
Approved Resolution 18-01 by consent roll call
- 11. Consider the adoption of a resolution accepting a grant from the Minnesota Department of Iron Range Resources and Rehabilitation (IRRR) Downtown and Business Corridor program.
Approved Resolution 18-02 by consent roll call
- 12. Consider adopting a resolution accepting \$14.00 in donations for the 2018 Shop with a Hero Event.
Approved Resolution 18-03 by consent roll call

Approval of the Consent Agenda

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

Aye 4 - Councilor Dale Christy
Mayor Dale Adams
Councilor Bill Zeige
Councilor Tasha Connelly

**5:37 SETTING OF REGULAR AGENDA
PM**

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

ACKNOWLEDGE BOARDS & COMMISSIONS

- 13. Acknowledge minutes for Boards & Commissions.
Acknowledge Boards and Commissions

5:40 DEPARTMENT HEAD REPORT**PM**

14. Administration Department - Human Resources, Lynn DeGrio

Lynn DeGrio, Director of Human Resources, presented a report covering staffing, budget, policies, current contract negotiations, safety and wellness, records retention, benefits, etc. A complete text of the report is available in the Administration Office.

Received and Filed

5:50 ADJOURNMENT**PM**

A motion was made by Mayor Dale Adams, seconded by Councilor Dale Christy, to adjourn the meeting at 5:25 pm. The motion PASSED by unanimous vote.

Respectfully submitted:

Lynn DeGrio, Director of Human Resources



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0043 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Verified Claims
File created: 1/17/2018 **In control:** City Council
On agenda: 1/22/2018 **Final action:**
Title: Consider approving the verified claims for the period January 3, 2018 to January 22, 2018 in the total amount of \$6,130,521.42, of which \$5,371,110.01 are debt service payments.
Sponsors:
Indexes:
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Attachments: [COUNCIL BILL LIST 01-22-18.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the verified claims for the period January 3, 2018 to January 22, 2018 in the total amount of \$6,130,521.42, of which \$5,371,110.01 are debt service payments.

Requested City Council Action

Make a motion approving the verified claims for the period January 3, 2018 to January 22, 2018 in the total amount of \$6,130,521.42, of which \$5,371,110.01 are debt service payments.

DATE: 01/17/2018
 TIME: 13:10:21
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 01/22/2018

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
1309256	MN MANAGEMENT & BUDGET	960.00
	TOTAL	960.00
CITY WIDE		
0508450	EHLERS AND ASSOCIATES, INC	723.80
0519650	ESRI INC	21,000.00
	TOTAL CITY WIDE	21,723.80
SPECIAL PROJECTS-NON BUDGETED		
T001184	MALLRATS	1,000.00
	TOTAL SPECIAL PROJECTS-NON BUDGETED	1,000.00
ADMINISTRATION		
0102660	ABRAMS & SCHMIDT LLC	2,280.00
0718060	GRAND RAPIDS HERALD REVIEW	911.42
	TOTAL ADMINISTRATION	3,191.42
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE LINEN & APPAREL	45.88
0920060	ITASCA COUNTY TREASURER	274.81
1909510	SIM SUPPLY INC	42.21
	TOTAL BUILDING MAINTENANCE-CITY HALL	362.90
COMMUNITY DEVELOPMENT		
0920060	ITASCA COUNTY TREASURER	77.69
1309133	MINNESOTA BUILDING PERMIT	100.00
	TOTAL COMMUNITY DEVELOPMENT	177.69
COUNCIL/COMMISSION/BOARDS		
0920060	ITASCA COUNTY TREASURER	921.74
	TOTAL COUNCIL/COMMISSION/BOARDS	921.74

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INVOICES DUE ON/BEFORE 01/22/2018

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
ENGINEERING		
1800115	RTVISION INC	1,700.00
1900225	SEH-RCM	127.50
TOTAL ENGINEERING		1,827.50
FIRE		
0118625	ARROW EMBROIDERY	77.96
0121721	AUTO VALUE - GRAND RAPIDS	536.34
0315455	COLE HARDWARE INC	2.99
0401804	DAVIS OIL	229.12
0609686	FIREEMS ACADEMY	1,440.00
0920060	ITASCA COUNTY TREASURER	66.56
1309336	MN STATE FIRE DEPT ASSOCIATION	423.00
1920555	STOKES PRINTING & OFFICE	203.69
2300600	W.P. & R.S. MARS COMPANY	139.16
TOTAL FIRE		3,118.82
INFORMATION TECHNOLOGY		
1915248	SOFTWARE HARDWARE INTEGRATION	1,668.00
TOTAL INFORMATION TECHNOLOGY		1,668.00
PUBLIC WORKS		
0100046	ASV, LLC	1,048.00
0103325	ACHESON TIRE COMPANY INC	1,080.00
0305510	CENTRAL LANDSCAPE SUPPLY INC	6.00
0315455	COLE HARDWARE INC	270.96
0401804	DAVIS OIL	5,335.48
0501650	EARL F ANDERSEN	55.90
0514802	ENVIROTECH SERVICES INC	13,806.92
0801836	HAWKINSON SAND & GRAVEL	402.71
0920060	ITASCA COUNTY TREASURER	934.95
0920061	ITASCA COUNTY TREASURER	4.20
1200500	L&M SUPPLY	65.17
1315690	MORTON SALT	5,589.07
1415640	NORTRAX EQUIPMENT COMPANY	470.24
1421155	NUCH'S IN THE CORNER	169.00
1503150	OCCUPATIONAL DEVELOPMENT CTR	1,237.50
1612045	PLAGEMANNS LANDSCAPING	750.00
1800655	R & R SPECIALTIES INC	444.75
1801899	RAY'S SPORT & CYCLE	1,161.80
2305453	WESCO DISTRIBUTION INC	327.00

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CITY OF GRAND RAPIDS
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INVOICES DUE ON/BEFORE 01/22/2018

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
PUBLIC WORKS		
2605225	ZEE SERVICE COMPANY	120.15
TOTAL PUBLIC WORKS		33,279.80
FLEET MAINTENANCE		
0315455	COLE HARDWARE INC	26.98
0920060	ITASCA COUNTY TREASURER	84.54
1309357	STATE OF MINNESOTA	64.00
1500700	OSI ENVIRONMENTAL BR 50	100.00
TOTAL FLEET MAINTENANCE		275.52
POLICE		
0221650	BURGGRAF'S ACE HARDWARE INC	33.93
0712225	GLEN'S ARMY NAVY STORE INC	2,079.87
0717996	GRAND ITASCA CLINIC	501.95
0914722	IACP	150.00
0920060	ITASCA COUNTY TREASURER	3,492.59
1309032	MID STATES ORGANIZED CRIME	150.00
1309495	MINUTEMAN PRESS	104.70
1801570	RAPIDS AUTO WASH	42.00
1920233	STREICHER'S INC	808.90
1920555	STOKES PRINTING & OFFICE	68.94
2000400	T J TOWING	345.00
TOTAL POLICE		7,777.88
RECREATION		
0920060	ITASCA COUNTY TREASURER	0.87
TOTAL RECREATION		0.87
CENTRAL SCHOOL		
0609457	FILTHY CLEAN INC	1,300.00
0718060	GRAND RAPIDS HERALD REVIEW	400.00
TOTAL		1,700.00
AIRPORT		

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CITY OF GRAND RAPIDS
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INVOICES DUE ON/BEFORE 01/22/2018

VENDOR #	NAME	AMOUNT DUE
AIRPORT		
0315455	COLE HARDWARE INC	59.93
0504825	EDWARDS OIL INC	2,095.01
0801836	HAWKINSON SAND & GRAVEL	241.55
0920060	ITASCA COUNTY TREASURER	179.21
	TOTAL	2,575.70
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	114.89
0221650	BURGGRAF'S ACE HARDWARE INC	555.59
0312109	CLAFTON SALES - CLAFTON SKATE	27.00
0315495	COMMERCIAL REFRIGERATION	5,360.00
0715435	GOLD MEDAL PRODUCTS CO	609.29
0920060	ITASCA COUNTY TREASURER	38.45
1200500	L&M SUPPLY	303.98
1309090	MINERS INC	101.15
1309192	MN FRATERNAL ORDER OF POLICE	166.50
1309495	MINUTEMAN PRESS	156.85
1605611	PEPSI-COLA	2,306.47
1801610	RAPIDS PLUMBING & HEATING INC	343.65
1901535	SANDSTROM COMPANY INC	2,722.47
1909510	SIM SUPPLY INC	213.08
2116600	UPPER LAKE FOODS INC	2,119.80
	TOTAL GENERAL ADMINISTRATION	15,139.17
STATE HAZ-MAT RESPONSE TEAM		
0312109	CLAFTON SALES - CLAFTON SKATE	640.00
0513235	EMERGENCY RESPONSE SOLUTIONS	125.76
	TOTAL	765.76
CEMETERY		
0401804	DAVIS OIL	1,029.40
0920060	ITASCA COUNTY TREASURER	0.58
1200500	L&M SUPPLY	11.12
1415590	NORTHWEST GAS	933.46
	TOTAL	1,974.56

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INVOICES DUE ON/BEFORE 01/22/2018

VENDOR #	NAME	AMOUNT DUE
DOMESTIC ANIMAL CONTROL FAC		
0315455	COLE HARDWARE INC	7.93
0920060	ITASCA COUNTY TREASURER	163.72
	TOTAL	171.65
GO RFDG BONDS 2017B		
0508450	EHLERS AND ASSOCIATES, INC	180.95
	TOTAL	180.95
2009D GO EQPT CERTIFICATE		
0508450	EHLERS AND ASSOCIATES, INC	180.95
2305447	WELLS FARGO BANK NA	136,198.75
	TOTAL	136,379.70
SP ASSESS IMP BOND-2006C		
0508450	EHLERS AND ASSOCIATES, INC	181.00
2100265	U.S. BANK	795,600.00
	TOTAL	795,781.00
SP ASSESS IMP BOND-2007A		
0508450	EHLERS AND ASSOCIATES, INC	180.95
2305447	WELLS FARGO BANK NA	821,607.50
	TOTAL	821,788.45
GO STATE-AID ST BONDS 2007B		
0508450	EHLERS AND ASSOCIATES, INC	180.95
	TOTAL	180.95
SP ASSESS IMP BOND-2008C		

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 01/22/2018

VENDOR #	NAME	AMOUNT DUE
SP ASSESS IMP BOND-2008C		
0508450	EHLERS AND ASSOCIATES, INC	180.95
2305447	WELLS FARGO BANK NA	577,525.00
TOTAL		577,705.95
GO STREET RECONST BNDS 2008B		
0508450	EHLERS AND ASSOCIATES, INC	180.95
2305447	WELLS FARGO BANK NA	536,650.00
TOTAL		536,830.95
GO IMP BONDS 2009C		
0508450	EHLERS AND ASSOCIATES, INC	180.95
2305447	WELLS FARGO BANK NA	376,720.00
TOTAL		376,900.95
GO IMP, CIP & REFUNDING 2010A		
0508450	EHLERS AND ASSOCIATES, INC	180.95
2305447	WELLS FARGO BANK NA	189,862.50
TOTAL		190,043.45
GO IMP & RFNDING BONDS 2011B		
0508450	EHLERS AND ASSOCIATES, INC	180.95
2305447	WELLS FARGO BANK NA	135,607.50
TOTAL		135,788.45
GO IMPROVEMENT BONDS 2012A		
0508450	EHLERS AND ASSOCIATES, INC	180.95
2305447	WELLS FARGO BANK NA	160,968.75
TOTAL		161,149.70

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CITY OF GRAND RAPIDS
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INVOICES DUE ON/BEFORE 01/22/2018

VENDOR #	NAME	AMOUNT DUE

GO STATE-AID BONDS 2012B		
0508450	EHLERS AND ASSOCIATES, INC	180.95
	TOTAL	180.95
GO IMP REFNDING BONDS-2013A		
0508450	EHLERS AND ASSOCIATES, INC	180.95
2305447	WELLS FARGO BANK NA	203,902.50
	TOTAL	204,083.45
GO IMPRV RECONST BONDS 2013B		
0508450	EHLERS AND ASSOCIATES, INC	180.95
2100265	U.S. BANK	292,793.75
	TOTAL	292,974.70
GO IMP BONDS 2014A		
0508450	EHLERS AND ASSOCIATES, INC	180.95
2100265	U.S. BANK	260,268.76
	TOTAL	260,449.71
GO IMPRV RECONST BONDS 2016A		
0508450	EHLERS AND ASSOCIATES, INC	180.95
2100265	U.S. BANK	137,030.00
	TOTAL	137,210.95
GO IMPRV RECONST BONDS 2017A		
0508450	EHLERS AND ASSOCIATES, INC	180.95
	TOTAL	180.95

1ST AVE CONDO ABATEMENT

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INVOICES DUE ON/BEFORE 01/22/2018

VENDOR #	NAME	AMOUNT DUE

1ST AVE CONDO ABATEMENT		
0100000	1ST AVE CONDOMINIUMS LLC	21,440.58
	TOTAL	21,440.58
TIF 1-8 LAKEWOOD APTS		
1201450	LAKEWOOD HEIGHTS	15,964.46
	TOTAL	15,964.46
TIF 1-6 OLD HOSPITAL BONDS		
2305447	WELLS FARGO BANK NA	746,375.00
	TOTAL	746,375.00
TIF 1-7 BLK 37 REDEVELOPMENT		
0718070	GRAND RAPIDS STATE BANK	7,046.46
	TOTAL	7,046.46
TIF 1-6 OLD HOSP HSING PAYGO		
0717989	GRAND PLAZA HOUSING	13,309.81
	TOTAL	13,309.81
TIF 1-5 BLK BEAR HOMES		
0920033	ITASCA COUNTY AUDITOR/TREAS.	23,829.05
	TOTAL	23,829.05
TIF 1-10 RIVER HILLS APT		
1809793	RIVER HILLS APTS OF GR, LLLP	14,626.66
	TOTAL	14,626.66

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INVOICES DUE ON/BEFORE 01/22/2018

VENDOR #	NAME	AMOUNT DUE

TIF 1-9 MAJESTIC PINES		
1301400	MAJESTIC PINES GRAND LLC	74,816.61
	TOTAL	74,816.61
GENERAL CAPITAL IMPRV PROJECTS		
2010-5 MS RIVER PD BRIDGE		
1900225	SEH-RCM	15,108.75
	TOTAL 2010-5 MS RIVER PD BRIDGE	15,108.75
AIRPORT CAPITAL IMPRV PROJECTS		
2017 TAXIWAY/APRON PJT		
1900225	SEH-RCM	16,350.00
	TOTAL 2017 TAXIWAY/APRON PJT	16,350.00
2017 INFRASTRUCTURE BONDS		
2009-1 14TH ST NW OVERLAY		
1900225	SEH-RCM	1,394.73
	TOTAL 2009-1 14TH ST NW OVERLAY	1,394.73
STORM WATER UTILITY		
0401804	DAVIS OIL	1,956.44
0519650	ESRI INC	4,000.00
0920060	ITASCA COUNTY TREASURER	254.24
	TOTAL	6,210.68
	TOTAL UNPAID IN THE AMOUNT OF:	\$ 5,682,896.78
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0114210	D. ANDERSON - CHANGE FUND	6,100.00
0114211	D. ANDERSON-PETTY CASH FUND	13.85
0200024	BP	42.02
0305530	CENTURYLINK COMMUNICATIONS LLC	259.00
0308659	DALE R. CHRISTY	32.10
0315454	TRAVIS COLE	665.32
0605191	FIDELITY SECURITY LIFE INS CO	64.65
0718015	GRAND RAPIDS CITY PAYROLL	239,352.33
0718070	GRAND RAPIDS STATE BANK	65.00

DATE: 01/17/2018
 TIME: 13:10:22
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 01/22/2018

VENDOR #	NAME	AMOUNT DUE
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0718550	AURIMY GROOM	495.58
0800076	HSA BANK	7,900.00
0900060	ICTV	15,771.68
1205095	LEAGUE OF MN INSURANCE TRUST	1,000.00
1301146	MARCO TECHNOLOGIES, LLC	1,082.85
1305046	MEDIACOM LLC	93.40
1309098	MINNESOTA MN IT SERVICES	443.80
1309113	MINNESOTA DEPT OF AGRICULTURE	10.00
1309291	MN POLLUTION CONTROL AGENCY	400.00
1309304	MN DEPT OF PUBLIC SAFETY	100.00
1309332	MN STATE RETIREMENT SYSTEM	1,690.00
1309338	MN STATE TREAS/BLDG INSPECTOR	1,089.42
1315665	KELLY MORRIS	488.28
1405850	NEXTERA COMMUNICATIONS LLC	446.38
1516220	OPERATING ENGINEERS LOCAL #49	100,810.00
1601305	THOMAS J. PAGEL	887.75
1605734	JON PETERSON	92.00
1609561	PIONEER TELEPHONE	9.71
1621130	P.U.C.	43,103.93
2000100	TASC	30.60
2000490	TDS Metrocom	777.02
2205637	VERIZON WIRELESS	3,295.16
2209665	VISA	5,280.66
2209705	VISIT GRAND RAPIDS INC	15,732.15
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$447,624.64
TOTAL ALL DEPARTMENTS		6,130,521.42



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0037 **Version:** 1 **Name:** Consider removing Sam Perry, Joe Rabbers, and John Rubesh from the Hospital Security Part-time Roster.

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

File created: 1/15/2018 **In control:** City Council

On agenda: 1/22/2018 **Final action:**

Title: Consider removing Sam Perry, Joe Rabbers, and John Rubesh from the Hospital Security Part-time Roster.

Sponsors:

Indexes:

Code sections:

Attachments:

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

Consider removing Sam Perry, Joe Rabbers, and John Rubesh from the Hospital Security Part-time Roster.

Background Information:

Sam Perry and Joe Rabbers have been on the part-time Hospital Security roster since July 28, 2014, and John Rubesh was hired on February 9, 2016. All three of them have since found other positions and no longer have time to fill in on an as-needed basis, so we are requesting the removal of them from the roster.

Staff Recommendation:

Assistant Police Chief Steve Schaar is recommending the removal of Sam Perry, Joe Rabbers, and John Rubesh from the Hospital Security Part-time Roster effective immediately.

Requested City Council Action

Make a motion to remove Sam Perry, Joe Rabbers, and John Rubesh from the Hospital Security Part-time Roster effective immediately.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0038 **Version:** 1 **Name:** Consider authorizing the Mayor to sign the Pay Equity Implementation Form.
Type: Agenda Item **Status:** Consent Agenda
File created: 1/15/2018 **In control:** City Council
On agenda: 1/22/2018 **Final action:**
Title: Consider authorizing the Mayor to sign the Pay Equity Implementation Form.
Sponsors:
Indexes:
Code sections:
Attachments: [Pay Equity Implementation Form](#)

Date	Ver.	Action By	Action	Result
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Consider authorizing the Mayor to sign the Pay Equity Implementation Form.

Background Information:

The Local Government Pay Equity Act, M.S. 471.991-999 and Minnesota Rules, Chapter 3920 require local government jurisdictions to submit a pay equity report to the State of Minnesota every three years. The City of Grand Rapids has their next report due on January 31, 2018. This report shows data in place as of December 31, 2017. Jurisdictions who do not submit a report on or before January 31, 2018, will be out of compliance. Approval from the governing body is required to submit a report.

Once Minnesota Management and Budget reviews our report, we will receive a notice informing us whether the City of Grand Rapids is "in compliance" or "out of compliance." No penalties or other negative consequences will occur before we receive a formal notice of non-compliance.

Jurisdictions receiving a notice of non-compliance will have an opportunity to make adjustments to achieve compliance. A jurisdiction which remains out of compliance, past the grace period specified in the notice, will receive a second notice of non-compliance and will be subject to a penalty. The penalty is a five percent reduction in state aid payment or \$100 per day, whichever is greater, from January 1, 2018.

Staff Recommendation:

Human Resources Director Lynn DeGrio is recommending authorizing the Mayor to sign the Pay Equity Implementation Form in order to submit the report.

Requested City Council Action

Make a motion authorizing the Mayor to sign the Pay Equity Implementation Form in order to submit the report.

Pay Equity Implementation Form

Information entered on this page is not submitted until you click "sign and submit." This page may be printed and shared with your governing body for approval. After you receive approval, you will need to come back to this page, complete the necessary information, then click "sign and submit."

Part A: Jurisdiction Identification

Jurisdiction: Grand Rapids

420 North Pokegama Avenue

Grand Rapids

Jurisdiction Type: CITY - City

Table with 4 columns: Contact, Name, Title, Phone, Email. Row 1: Lynn DeGrio, HR Director, 218-326-7606, ldegrio@ci.grand-rapids.mn.us

Part B: Official Verification

1. The job evaluation system used measured skill, effort responsibility and working conditions and the same system was used for all classes of employees.

The system used was:

Consultant's System (specify) v

Describe: (*less than 240 characters)

Springsted

2. Health Insurance benefits for male and female classes of comparable value have been evaluated and

There is no difference v and female classes are not at a disadvantage.

3. An official notice has been posted at:

City Hall (prominent location) (*less than 60 characters)

informing employees that the Pay equity Implementation Report has been filed and is available to employees upon request. A copy of the notice has been sent to each exclusive representative, if any, and also to the public library.

The report was approved by:

City Council (governing body) (*less than 60 characters)

Dale Adams (chief elected official)(*less than 60 characters)

Mayor (title) (*less than 60 characters)

Checking this box indicates the following:

- signature of chief elected official
approval by governing body
all information is complete and accurate, and
all employees over which the jurisdiction has final budgetary authority are included

Part C: Total Payroll

\$5,549,967.49 is the annual payroll for the calendar year just ended December 31.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0039 **Version:** 1 **Name:** Consider adopting a resolution accepting a donation of \$125.00 dollars to be used for training.

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

File created: 1/16/2018 **In control:** City Council

On agenda: 1/22/2018 **Final action:**

Title: Consider adopting a resolution accepting a donation of \$125.00 dollars from Jim and Marie Fierek, to be used for training.

Sponsors:

Indexes:

Code sections:

Attachments: [pddonationletter.pdf](#)
[PD J&M Fierek Res.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution accepting a donation of \$125.00 dollars from Jim and Marie Fierek, to be used for training.

Background Information:

The Police Department received a letter in the mail from Jim and Marie Fierek, along with the letter they sent a check in the amount of \$125.00 dollars. They would like to make this donation to the Police Department to be used for training purposes. They thanked us for our continued service and support us anyway they are able.

Staff Recommendation:

Please consider adopting a resolution accepting a donation of \$125.00 dollars to be used for training purposes in the Police Department.

Requested City Council Action

Make a motion to adopt a resolution accepting a donation of \$125.00 dollars from Jim and Marie Fierek, to be used for training purposes in the Police Department.

Jim & Marie Fierek 67997 State Highway 65, Togo, MN 55723

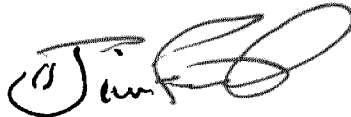
31 December 2017

Grand Rapids Police Department
420 N Pokegama Ave
Grand Rapids, MN 557442

To the members of the Grand Rapids Police Department, Marie and I would like to make a donation for the training of the department.

Enclosed is a check for \$125.00 for this purpose.

Thank You for your continued service and we will continue to support you anyway we're able.



Jim & Marie Fierek

file

R. JAMES OR JAMES R. FIEREK
PH. 218-326-4567
9705 W LONG HILLS DR.
SUN CITY, AZ 85351-2040

75-1117/912 7256

DATE 31 DEC 17

PAY TO THE ORDER OF G.R.P.D. \$ 125.00

ONE HUNDRED TWENTY FIVE & NO/1000 DOLLARS

Heat Reactive Ink

GRAND RAPIDS STATE BANK
PO Box 409 | 218.326.9114 | www.grsb.com

THE GRAND ACCOUNT

MEMO

① Jim Fierek

① 091211701 256186211 7256

LOOK FOR FRAUD-DETECTING FEATURES INCLUDING THE SECURITY SQUARE AND HEAT-REACTIVE INK. DETAILS ON BACK.

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

RESOLUTION NO. 18-

A RESOLUTION ACCEPTING A DONATION OF \$125 FROM JIM & MARIE FIEREK
TO THE GRAND RAPIDS POLICE DEPARTMENT TO BE USED TOWARDS
POLICE TRAINING

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:

- Jim & Marie Fierek has donated \$125 to the Grand Rapids Police Department be used for police training.

Adopted this 22nd day of January, 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 #: 18-0040 **Version:** 1 **Name:** PW Hiring a PT Winter Maintenance Worker
Type: Agenda Item **Status:** Consent Agenda
File created: 1/16/2018 **In control:** City Council
On agenda: 1/22/2018 **Final action:**
Title: Consider hiring Brooks Roth as a part-time winter maintenance worker for the remainder of the 2017-2018 Snow Removal Season.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Consider hiring Brooks Roth as a part-time winter maintenance worker for the remainder of the 2017-2018 Snow Removal Season.

Background Information:

The Public Works Department utilizes intermittent employees to facilitate snow removal during the winter snow plowing season. The part-time employees that are hired, work on an "as needed" basis. The effective start date for Brooks Roth will be 1-22-18, with an end date of 4-30-18. The wage rate will be \$17.75 per hour. The cost of this part-time intermittent maintenance worker is included in the Public Works Budget.

Staff Recommendation:

Jeff Davies, Public Works Director, recommends hiring Brooks Roth as a part-time winter maintenance worker for the remainder of the 2017-2018 Snow Removal Season.

Requested City Council Action

Approve the Public Works Department hiring Brooks Roth as a part-time winter maintenance worker for the remainder of the 2017-2018 Snow Removal Season.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0042 **Version:** 1 **Name:** PT Hire-Lundquist
Type: Agenda Item **Status:** Consent Agenda
File created: 1/17/2018 **In control:** City Council
On agenda: 1/22/2018 **Final action:**
Title: Consider approving the hiring of a permanent part-time employee at the City of Grand Rapids Park and Recreation Department and the IRA Civic Center.

Sponsors:

Indexes:

Code sections:

Attachments:

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

Background Information:

Bryan Lundquist will be hired as a permanent part-time employee with the Grand Rapids Park and Recreation Department and the I.R.A. Civic Center. This position is part of the annual operating budget and will be effective January 23, 2018 until December 31, 2018.

Staff Recommendation:

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

Make a motion approving the hiring of a permanent part-time employee at the City of Grand Rapids Park and Recreation Department and the IRA Civic Center.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0045 **Version:** 1 **Name:** FEMA AFG Grant 2017
Type: Agenda Item **Status:** Consent Agenda
File created: 1/18/2018 **In control:** City Council
On agenda: 1/22/2018 **Final action:**
Title: Considering authorizing staff to apply for a FEMA grant.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Considering authorizing staff to apply for a FEMA grant.

Background Information:

The Grand Rapids Fire Department has the opportunity to apply for the Assistance to Firefighters Grant through FEMA. Staff is looking to utilize the grant to replace all self contained breathing apparatus.

Staff Recommendation:

Allow staff to submit an Assistance to Firefighters Grant through FEMA

Requested City Council Action

Make a motion to authorize staff to apply for an Assistance to Firefighters Grant through FEMA



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0048 **Version:** 1 **Name:** Sawmill Liquor License Refund Request
Type: Agenda Item **Status:** Consent Agenda
File created: 1/18/2018 **In control:** City Council
On agenda: 1/22/2018 **Final action:**
Title: Consider refunding prorated liquor license fees to Grand Rapids Development Corp. dba Sawmill Inn.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Consider refunding prorated liquor license fees to Grand Rapids Development Corp. dba Sawmill Inn.

Background Information:

Grand Rapids Development Corp. dba Sawmill Inn submitted renewal application for a 2018 liquor license and paid the full fee of \$2700.00, which included Sunday sales. Shelley Dagenais, Front Desk Manager, contacted City staff to advise that as of January 7, 2018, the Sawmill Inn is no longer operating. Past practice has been to pro-rate the license fee based on a monthly cost, refunding for complete months that the business did not operate. In the case of the Sawmill Inn, the total refund amount would be calculated as $\$2700/12*11 = \2475.00 .

Staff Recommendation:

Approve refunding pro-rated liquor license fees for the Sawmill Inn.

Requested City Council Action

Make a motion refunding prorated liquor license fees to Grand Rapids Development Corp. dba Sawmill Inn in the amount of \$2475.00.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0049 **Version:** 1 **Name:** Walmart Off-Sale Liquor 2018
Type: Agenda Item **Status:** Consent Agenda
File created: 1/18/2018 **In control:** City Council
On agenda: 1/22/2018 **Final action:**
Title: Consider approving Off-Sale Liquor License for Walmart Inc.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider approving Off-Sale Liquor License for Walmart Inc.

Background Information:

Wal-Mart Stores Inc. dba Wal-Mart Supercenter #1609 has changed there Licensee and Trade Names to name to Walmart Inc. dba as Walmart #1609. Although this is a name change only, the State of Minnesota Alcohol and Gambling Enforcement treats this as a new license requirement. All appropriate documentation has been received.

Staff Recommendation:

Approve off-sale license for Walmart Inc.

Requested City Council Action

Make a motion approving off-sale liquor license for Walmart Inc. for 2018.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0050 **Version:** 1 **Name:** Temp Liquor for MacRostie Arts
Type: Agenda Item **Status:** Consent Agenda
File created: 1/18/2018 **In control:** City Council
On agenda: 1/22/2018 **Final action:**
Title: Consider approving five (5) temporary liquor licenses for the MacRostie Art Center, events scheduled February through June, 2018.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider approving five (5) temporary liquor licenses for the MacRostie Art Center, events scheduled February through June, 2018.

Background Information:

MacRostie Art Center has submitted applications for temporary liquor licenses for the following First Friday Events: February 2, March 2, April 6, May 4 and June 1, 2018. Minn. State Statute allows for 12 days total temporary liquor licensing per non-profit group, per calendar year. Insurance and appropriate fees have been received.

Staff Recommendation:

Approve licenses and authorize staff to forward to State of Minnesota for issuance of permits.

Requested City Council Action

Make a motion approving five (5) temporary liquor licenses for the MacRostie Art Center, events scheduled February through June, 2018.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0052 **Version:** 1 **Name:** United Way Temp Liquor
Type: Agenda Item **Status:** Consent Agenda
File created: 1/18/2018 **In control:** City Council
On agenda: 1/22/2018 **Final action:**
Title: Consider approving two (2) temporary liquor licenses for United Way, events scheduled for February 2 & March 2, 2018.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider approving two (2) temporary liquor licenses for United Way, events scheduled for February 2 & March 2, 2018.

Background Information:

United Way of 1000 Lakes has submitted applications for a temporary liquor licenses for a first Friday events to be held at Lake + Co Shop, 403 NW 1st Avenue. Applications, insurance and fee have been received.

Staff Recommendation:

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

Requested City Council Action

Make a motion approving temporary liquor licenses for the United Way of 1000 Lakes, events scheduled for February & March, 2018.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0053 **Version:** 1 **Name:** Mallrats for Tall Timber Days
Type: Agenda Item **Status:** Consent Agenda
File created: 1/18/2018 **In control:** City Council
On agenda: 1/22/2018 **Final action:**
Title: Consider entering into agreement with "Mallrats" for entertainment related to Tall Timber Days, 2018 and authorize payment of deposit.

Sponsors:

Indexes:

Code sections:

Attachments: [Mallrats Contract.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider entering into agreement with "Mallrats" for entertainment related to Tall Timber Days, 2018 and authorize payment of deposit.

Background Information:

Tall Timber Days carries an insurance policy that will not cover liability related to concerts and band performances. The City's insurance policy will cover concerts and bands if they are contracted by the City of Grand Rapids. Tall Timber Days has requested that the City contract with "Mallrats" for entertainment at this years event. Tall Timber Days organization will be responsible for paying all per diem expenses noted in the contracts directly to the bands and will reimburse the City of Grand Rapids for performance expenses totaling \$6000,00. Contract is attached for review.

Staff Recommendation:

City staff is recommending approval of contract.

Requested City Council Action

Make a motion to enter into agreement with "Mallrats" for entertainment related to Tall Timber Days and authorize payment of \$1000.00 deposit.

MALLRATS COPY

PERFORMANCE CONTRACT

Please return a copy to:
tmazzone77@yahoo.com or
2425 40th St. North
Sartell, MN 56377

This contract is for the personal services of the musical group known as MALLRATS, hereinafter referred to as "PERFORMERS" and CITY OF GRAND RAPIDS, MN, hereinafter referred to as "EMPLOYER", made this 10TH day of DECEMBER, 2017.

The PERFORMERS are hereby engaged severally and do hereby agree only to the following terms and conditions.

PERFORMANCE TIMES:
8:00-9:10 - JACKPINE SAVAGE
9:30-11:45 - MALLRATS

Place of Performance GRAND RAPIDS, MN
Date of Performance: SATURDAY, AUGUST 4TH 2017
Time of Performance 8:00 P.M.-11:45 Specific Activity TALL TIMBER DAYS

Payment Amount: \$6,000.00 Deposit \$1000.00 Guaranteed Minimum SEE #12

- 1. PERFORMERS agree to furnish musicians and crew. **MALLRATS will provide opening band "Jackpine Savage"
2. PERFORMERS may have the option to substitute or arrange for alternate musicians as they deem advisable or necessary.
3. PERFORMERS agree to entertain with the type of music they are best known for and reserve the right to choose music from their repertoire unless otherwise agreed herein and with provisions as indicated under other conditions. (paragraph no. 2)
4. PERFORMERS reserve the right to cancel this contract by non-performance in the case of a legitimate condition beyond their control.
5. Cancellation by either party must be in writing and received by the other party not less than forty-five (45) days prior to the date of performance, (however, preserving the condition of paragraph no. 4)
6. If EMPLOYER cancels the performance less than fifteen (15) days before the performance date, the EMPLOYER will render full payment of original agreed upon "Payment Amount" to the PERFORMERS.
7. The EMPLOYER shall be responsible for providing chaperones and supervisory personnel for the individuals attending the performance.
8. The EMPLOYER agrees to substitute and amount of gate receipts if contract term for "Payment Amount" is percent of gate.
9. The EMPLOYER shall have or arrange for any insurance coverage that may be considered advisable for the performance and shall bear the cost thereof.
10. Recording, reproduction, transmission or replay of the whole or any part of this performance without specific written agreement of the PERFORMERS is strictly prohibited.
11. The PERFORMERS accept no responsibility for any damage to the building or contents as the EMPLOYER has accepted the responsibility of audience control and supervision.
12. Other terms or conditions IF CANCELLED DUE INCLEMENT WEATHER, MALLRATS WILL BE PAID \$5,000.00
13. The entire agreement is herein contained and no other provisions, whether implied or verbal, shall be binding unless it shall be in writing and attached hereto and made a part thereof.
14. The EMPLOYER and PERFORMERS hereby acknowledges receipt of a copy of this contract.

CITY OF GRAND RAPIDS, MN

EMPLOYER
Phone () -

REPRESENTATIVE / AGENT
Date:

MALLRATS

Tony

Mazzone

PERFORMER

REPRESENTATIVE / AGENT



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0059 **Version:** 1 **Name:**

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

File created: 1/19/2018 **In control:** City Council

On agenda: 1/22/2018 **Final action:**

Title: Consider authorizing Community Development staff to solicit quotes for a work vehicle to be utilized by the Building Inspectors.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider authorizing Community Development staff to solicit quotes for a work vehicle to be utilized by the Building Inspectors.

Background Information:

This purchase is a budgeted 2018 expenditure. A form of proposal for this vehicle will be delivered to all three local dealerships.

Staff Recommendation:

Solicit quotes.

Requested City Council Action

Make a motion authorizing Community Development staff to solicit quotes for a work vehicle to be utilized by the Building Inspectors.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0065 **Version:** 1 **Name:** Consider authorizing the hiring Vivian Olson on a temporary basis.
Type: Agenda Item **Status:** Consent Agenda
File created: 1/19/2018 **In control:** City Council
On agenda: 1/22/2018 **Final action:**
Title: Consider authorizing the hiring Vivian Olson on a temporary basis.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Consider authorizing the hiring Vivian Olson on a temporary basis.

Background Information:

With the upcoming retirement of Michele Palkki, we have a need for someone to take minutes for the Arts and Culture Commission and Human Rights Commission until a permanent replacement has been determined.

Staff Recommendation:

Human Resources Director Lynn DeGrio is recommending the temporary hiring of Vivian Olson on an as-needed basis through Personnel Dynamics at a rate of \$13.00 per hour.

Requested City Council Action

Make a motion to hire Vivian Olson as a Recorder through Personnel Dynamics effective January 31, 2018 at a rate of \$13.00 per hour.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0041 **Version:** 1 **Name:** PW Tymco 500X Street Sweeper
Type: Agenda Item **Status:** Public Works
File created: 1/16/2018 **In control:** City Council
On agenda: 1/22/2018 **Final action:**
Title: Consider proceeding with the purchase of the Tymco 500X through Tymco, Inc.'s Municipal Lease/Purchase Program.

Sponsors:

Indexes:

Code sections:

Attachments: [2018 1-22 Attachment 1 Tymco Dumping Capability Photo](#)
[2018 1-22 Attachment 2 Tymco 500X Municipal Lease-Purchase Program](#)

Date	Ver.	Action By	Action	Result
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Consider proceeding with the purchase of the Tymco 500X through Tymco, Inc.'s Municipal Lease/Purchase Program.

Background Information:

Street Sweeping obviously allows us to maintain the "Clean City Image", that we strive for. More importantly is that routine sweeping assures that we are complying with the guidelines established for MS4 cities, mandated by the Minnesota Pollution Control Agency (MPCA). Keeping the streets clean, prevents granular contaminants as well as litter from entering into the storm sewer, thus keeping it from our wetlands, rivers and lakes. Street sweeping is identified as a Best Management Practice in our Storm Water Prevention Plan (SWPPP). This purchase is identified in our Storm Water Utility Budget for \$180,000.00.

Last summer, for the second time, we demo-ed a Tymco 500X, regenerative air sweeper. The performance of the machine was impressive and the accessibility for preventative maintenance is superior. The high dump feature will allow the sweeper to dump directly into a dump truck which will increase production during peak spring clean-up and fall leaf collection (Attachment 1). St. Cloud, Minneapolis, Blaine, Stillwater, Bloomington, White Bear Lake, Burnsville and Lakeville are all cities that utilize the Tymco 500X Street Sweeper.

This purchase would be under the State Contract and the number is S-843(5), #103152. The purchase price of the Tymco 500X exceeds our budgeted account. However, there is an option that has been reviewed and supported by Barb Baird, City Finance Director and Tom Pagel, City Administrator, that would enable us to proceed with this purchase this year. Attached is Tymco, Inc.'s Municipal Lease/Purchase Program, which shows under Option One, that the City would finance \$61,468.35 for one year with the final amount after financing, being \$63,035.79 (Attachment 2). There is also a \$50,000.00 trade in value for our existing Crosswind sweeper.

Staff Recommendation:

Jeff Davies, Public Works Director, recommends proceeding with purchasing the Tymco 500X through Tymco, Inc.'s Municipal Lease/Purchase Program.

Requested City Council Action

Make a motion to authorize for Public Works to purchase the Tymco 500X, from Tymco, Inc.'s Dealer, Environmental Equipment & Services, Inc., for the purchase price of \$241,468.35 (includes sales tax and licensing and also the trade in value of \$50,000.00 for the existing sweeper), less the Storm Water Utility Budget of \$180,000.00 of which leaves

\$61,468.35 to refinance through their Municipal Lease/Purchase Program for one year with the final amount after financing being \$63,035.79, (stated in Attachment 2).





TYMCO, Inc.
MUNICIPAL LEASE/PURCHASE PROGRAM
FINANCE REQUEST

DEALER INFORMATION

Dealer #: 1140500
 Name: Environmental Equipment & Services, Inc.
 Address: 27365 Zachary Ave.
 City: Elko
 Contact: Al Walford

Phone No.: 952-461-3650
 Fax No.: 952-461-3689
 State: MN
 Zip Code: 55020

LESSEE INFORMATION

Name: City of Grand Rapids
 Address: 420 North Pokegama
 City: Grand Rapids
 Contact:

Phone No.: 218-326-7600
 Fax No.:
 State: MN
 Zip Code: 55744

Fiscal Year Ending:
 County:

BID REQUEST INFORMATION

Bid Closing Date:

State Sales Tax (% if any): 6.500%
Unless shown state sales tax not included

EQUIPMENT

Quantity: 1 New Model: 500X

Price before trade-in: \$276,590.00

Price Per Unit after trade-in:	\$226,590.00
Plus: Sales Tax, Title & fees	\$14,878.35
Sales Price Subtotal:	<u>\$241,468.35</u>
Less: Down Payment	-\$180,000.00
Finance Amount:	<u><u>\$61,468.35</u></u>

	OPTION I	OPTION II	OPTION III
No. of Years:	1	2	3
Pmt. Frequency:	Annual	Annual	Annual
Advance/Arrears:	Arrears	Arrears	Arrears
No. of Pmts.:	1	2	3
Finance Amt.:	\$61,468.35	\$61,468.35	\$61,468.35
A.P.R.:	2.55%	2.65%	2.75%
Payment-periodic:	\$63,035.79	\$31,961.18	\$21,626.56
Pmt. Factor:	1.025500	0.519962	0.351832
Total Annual Pmt:	\$63,035.79	\$31,961.18	\$21,626.56
VALID THROUGH:	01/17/18	01/17/18	01/17/18

Notes: Budgetary Proposal. Financing based on approved credit and acceptance of TYMCO's lease purchase documents. Rates subject to change. Down pmt due on delivery, annually thereafter. No lease document fees. No prepayment penalties. Non-binding until lease is signed.



27365 Zachary Avenue • Elko, MN 55020

Toll Free 1-877-461-3650 • Office 952-461-3650 • Fax 952-461-3689

September 26, 2017

Jeff Davies
Director of Public Works
City of Grand Rapids, MN
420 North Pokegama
Grand Rapids, MN 55744

Dear Jeff,

Thank you for the opportunity to quote a new Tymco 500X mounted on an International chassis.
The Minnesota State contract number is S-843(5), #103152.

Base Price	\$252,500.00
Air Horn	\$250.00
Electric, Heated West Coast Mirrors	Standard
12" Parabolic Mirrors	Standard
2 Cameras, Color Monitors	\$2,450.00
Cloth High Back Air Ride Seats	Standard
AM/FM/CD Player	Standard
Abrasion Protection Package	Standard
Air Purge	\$225.00
Auto Sweep Interrupt (ASI)	\$1,850.00
Auxiliary Hand Hose	\$3,950.00
Auxiliary Hydraulic System	\$1,400.00
Gutter Broom Tilt Adjuster (Right & Left)	\$2,800.00
Reverse Pick-Up Head System	\$650.00
Hose Reel – 50' Hose	\$1,300.00
Gutter Broom Over-ride (Right & Left)	\$2,800.00
Hydraulic Curtain Lifter System	\$1,400.00
Hopper Vibrator (Electric)	Standard
Air Dryer Brakes	Standard
LED Light Bar	\$1,350.00
Arrow Board LED	\$1,350.00
Hopper Deluge System	\$1,450.00
High Output Water System	\$865.00
Base Price Includes Factory Training for 4 people at Tymco	Standard

Price:	\$276,590.00
Less trade-in Elgin Crosswind: -	<u>50,000.00</u>
	\$226,590.00

The City of Grand Rapids is responsible for 6.5% MN motor vehicle sales tax, & titling/registration fees.
Thank you again for your interest.

Sincerely,

Alan D. Walford, Vice President

14a.



CITY OF GRAND RAPIDS

Text File

File Number: 18-0067

Agenda Date: 1/22/2018

Version: 1

Status: Consent Agenda

In Control: City Council

File Type: Agenda Item

Consider appointing Molly MacGregor to the Planning Commission and Anne-Marie Erickson to the Arts & Culture Commission.

Background Information:

There is currently an unexpired term vacancy on the Arts & Culture Commission through December 31, 2018 and an unexpired term vacancy on the Planning Commission through March 1, 2020. These vacancies were advertised and received applications. Mayor Adams talked with interested parties and is recommending the appointment of Anne-Marie Erickson to the Arts & Culture Commission, term to expire December 31, 2018 and Molly MacGregor to the Planning Commission, term to expire March 1, 2020.

Staff Recommendation:

Appoint members to board and commission vacancies.

Requested City Council Action

Make a motion to appoint Anne-Marie Erickson to the Arts & Culture Commission, term to expire December 31, 2018 and Molly MacGregor to the Planning Commission, term to expire March 1, 2020.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0054 **Version:** 1 **Name:** Board & Commission minutes
Type: Minutes **Status:** Approved
File created: 1/18/2018 **In control:** City Council
On agenda: 1/22/2018 **Final action:**
Title: Acknowledge the attached Board & Commission minutes.
Sponsors:
Indexes:
Code sections:
Attachments: [December 19, 2017 Golf minutes.pdf](#)
[December 13, 2018 Library Board minutes.pdf](#)

Date	Ver.	Action By	Action	Result
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Acknowledge the attached Board & Commission minutes.

GRAND RAPIDS GOLF COURSE BOARD
REGULAR MONTHLY MEETING
December 19, 2017
7:00 AM

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

Absent: None

Staff: Bob Cahill Director of Golf

- I. Pat Pollard called the meeting to order.
- II. Todd Roth made a motion to accept the minutes of the November 22, 2017 Board meeting. Brad Gallop seconded the motion. The motion passed.
- III. Consideration of monthly bills: Brad Gallop made a motion to approve the bill list. Kelly Kirwin seconded the motion. The motion passed.

BLUE CROSS & BLUE SHIELD OF MN	2,191.50
BUNES SEPTIC SERVICE INC	367.50
JAMES V. CARLSON DBA	200.00
CITY OF COHASSET	328.85
DELTA DENTAL OF MINNESOTA	123.55
CITY OF GRAND RAPIDS	14,975.00
GRAND RAPIDS CITY PAYROLL	19,978.63
GRAND RAPIDS HERALD REVIEW	360.00
GRAND RAPIDS STATE BANK	445.76
GROOMS YARD SERVICES	415.00
L&M SUPPLY	80.08
MINNESOTA REVENUE	1,083.28
MINUTEMAN PRESS	1,085.72
NARDINI FIRE EQUIPMENT CO. INC	650.62
NEXTERA COMMUNICATIONS LLC	3.93
P.U.C.	1,506.87
STEVE ROSS DBA ROSS GOLF	4,166.67
STOKES PRINTING & OFFICE	53.38
TDS Metrocom	205.45
UNUM LIFE INSURANCE CO OF AMER	4.10
VANTIV INTEGRATED PAYMENTS	31.66
VERIZON WIRELESS	95.37
VISA	393.51
WASTE MANAGEMENT	27.44
WILLARD LEROY PETERSON	200.00
JEFF FRAZIER	200.00
SCOTT ANDERSON	200.00
KATIE PETERMEIER	200.00
JEFF MELLANG	200.00
DENNIS SCHAAR	200.00
TOTAL ALL VENDORS:	49,973.87

IV. Visitors: None

V. Grounds Superintendent: No report.

- VI. Concessions: The Board discussed ways to improve coordination between the Concessionaire and the golf course to increase golf course revenue. The Concessionaire will be invited to the January meeting for further discussions and planning.
- VII. Director of Golf: Bob Cahill reported. City Rec is having problems continuing with monthly payments of membership fees and an alternative is being researched. Color brochures are being completed. Early indications are that the late smaller amounts of rain followed by a later snowfall should not hurt the course. Ash trees around the # 17 tee box will be removed.
- VIII. Old Business: None
- IX. New Business: None
- X. Correspondence and Open Discussion: None.
- XI. Adjourn: Todd Roth made a motion to adjourn the meeting. Brad Gallop seconded the motion. The motion passed.

Respectfully Submitted,

Larry O'Brien
Recording Secretary

Grand Rapids Area Library Board Regular Board Meeting

December 13, 2017 Meeting

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

Roll Call:

Members Present: Dennis Jerome, Randy McCarty, Sue Zeige, Jean MacDonell,
Shannon Benolken, Richard Thouin, and Deb Kee

Members Absent: Lisa Tabbert and Max Peters

Staff Present: Marcia Anderson

Public Comment: None

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

B. Minutes: A motion was made by to approve minutes by Jean MacDonell and was seconded by Sue Zeige the motion was passed unanimously.

C. Communications

- a. Report to City Council: Remains positive and supportive.
- b. Report to County Commission: Marcia was asked about how much they actually get, and talked about talking to legislators to set a new minimum of support.
- c. Tax Letter from Itasca County

D. Financial Report

- a. A motion was made to approve the financial reports and payment of bills as listed by Randy McCarty a second was made by Shannon Benolken. On a roll call vote the motion was passed unanimously.

INVOICES DUE ON/BEFORE 12/13/2017

VENDOR #	NAME	PAID THIS FISCAL YEAR	AMOUNT DUE
0113100	AMAZON.COM	2,513.55	219.76
0113233	AMERIPRIDE LINEN & APPAREL	5,178.24	53.36
0118660	ARROWHEAD LIBRARY SYSTEM	1,762.08	35.22
0201428	BAKER & TAYLOR, INC	22,312.12	3,139.89
0205345	JENNIFER BEHM	1,250.00	125.00
0212750	BLUE CROSS & BLUE SHIELD OF MN	644,369.50	6,888.00
0221650	BURGGRAF'S ACE HARDWARE INC	18,146.60	113.58
0221700	BUSY BEES QUALITY CLNG SVC INC	18,700.00	1,700.00
0301530	CANON USA INC	5,310.00	134.00
0315455	COLE HARDWARE INC	10,311.97	11.98
0318097	CRABTREE PUBLISHING CO	0.00	311.75
0405447	DELTA DENTAL OF MINNESOTA	29,901.45	205.35
0502705	EBSCO SUBSCRIPTION SERVICE	35.00	7,410.00
0609525	FINDAWAY WORLD LLC	1,157.33	413.20
0718010	CITY OF GRAND RAPIDS	49,994.96	7,600.00
0718015	GRAND RAPIDS CITY PAYROLL	5,778,661.93	38,246.86
0914800	INVEST EARLY PROJECT	6,405.00	1,920.00
1021515	JUNIOR LIBRARY GUILD	397.60	63.00
1205650	THE LERNER PUBLISHING GROUP	0.00	50.37
1205850	LEXIS NEXIS	208.10	208.10
1209516	LINCOLN NATIONAL LIFE	13,366.92	78.00
1209795	LIVE OAK MEDIA	0.00	472.77
1301145	MARCO TECHNOLOGIES, LLC	292.33	292.33
1309199	MINNESOTA ENERGY RESOURCES	59,457.90	74.57
1309335	MINNESOTA REVENUE	50,762.00	50.42
1401650	NARDINI FIRE EQUIPMENT CO. INC	4,873.40	1,521.73
1405850	NEXTERA COMMUNICATIONS LLC	4,853.52	82.19
1415377	NORTHERN BUSINESS PRODUCTS INC	9,155.50	320.22
1415475	NORTHERN CAULKING & SEALANTS	8,778.00	8,778.00
1524250	OXFORD UNIVERSITY PRESS USA	377.36	430.01
1601750	PAUL BUNYAN COMMUNICATIONS	5,985.89	488.16
1605527	PENWORTHY/MEDIA SOURCE	181.72	166.65
1605665	PERSONNEL DYNAMICS LLC	14,790.43	619.14
1621130	P.U.C.	272,695.21	2,866.17
1805150	RECORDED BOOKS	2,313.52	352.09
1815750	ROURKE PUBLISHING GROUP	0.00	20.95
1903225	SCENIC RANGE NEWS FORUM	20.00	20.00
1909510	SIM SUPPLY INC	17,588.82	329.25
2114356	UNIQUE MANAGEMENT SERVICES	1,673.65	286.40
2114750	UNUM LIFE INSURANCE CO OF AMER	2,830.64	24.60
2205637	VERIZON WIRELESS	36,769.84	112.88

2209421	VIKING ELECTRIC SUPPLY INC	9,374.84	293.21
2209665	VISA	59,873.86	308.22
2301700	WASTE MANAGEMENT	31,724.75	279.14
2308300	BETSY WHIRLEY	1,250.00	125.00
T001169	MARK STENSAAS	200.00	200.00
TOTAL ALL VENDORS:			87,441.52

E. Staff Reports: Council approved levy, and budget was as submitted. Union contract negotiations were today, not sure on answer for sure, assuming it was approved. Marcia is hoping to have a firm quote for all things by January.

F. Old Business

- a. Budget approved December 11

G. New Business

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

1. Approve payment of late bills (none)
2. Approve Contracts and payment to presenters (none)
3. Approve Resolution 2017-13 Accepting Donations
 - a. \$1000 from the John and Gina Hawkinson Advised Fund – undesignated
 - b. \$250 from the Nick and Nancy Elgroth Fund – undesignated
 - c. \$339 from the Friends of the Grand Rapids Area Library Foundation for subscription to Book Page

- d. \$12,373.04 from Grand Rapids Area Library Foundation for the following:
 - i. \$2400 Story Times, May-August
 - ii. \$1500 Summer Children's Programs
 - iii. \$8473.04 for children's and adult materials (proceeds from Loveland donations)

Regular Agenda:

- 1. Accept matching grant of \$12,050 from Minnesota Department of Education and authorize staff to obtain quotes for accessibility projects.
 - a. A motion was made by Randy McCarty to accept the grant and authorize staff to obtain quotes, a second was made by Deb Kee. The motion passed unanimously.

Adjourn: The monthly board meeting was adjourned at 5:27 by Dennis Jerome.



CITY OF
GRAND RAPIDS
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CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0046 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Department Head Report
File created: 1/18/2018 **In control:** City Council
On agenda: 1/22/2018 **Final action:**
Title: Engineering Department - Matt Wegwerth
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Engineering Department - Matt Wegwerth



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	18-0066	Version:	1	Name:	Consider approval of the final plat of Pokegama Pines.
Type:	Agenda Item	Status:		Status:	Community Development
File created:	1/19/2018	In control:		In control:	City Council
On agenda:	1/22/2018	Final action:		Final action:	
Title:	Consider approval of the final plat of Pokegama Pines.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Pokegama Pines: Draft Resolution and Final Plat Pokegama Pines: Area Map Pokegama Pines - Subdivision Agreement FINAL DRAFT January-22-18.pdf				

Date	Ver.	Action By	Action	Result
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Consider approval of the final plat of Pokegama Pines.

Background Information:

A preliminary plat entitled Pokegama Pines was submitted by Mike Kellin and filed with the City on September 11, 2017. The property included within the preliminary plat is 12.3 acres in area, including proposed right-of-way, and its location can generally be described as Part of Government Lot 1, Section 30, Township 55, adjacent to the NW edge of the Grace Bible Church property, and lying south of County Road 76.

At the regular meeting, on October 5, 2017, the Planning Commission took up consideration of the preliminary plat of Pokegama Pines, conducted a public hearing, and made a recommendation to the City Council for its approval.

The City Council, at their regular meeting on October 23, 2017, accepted the recommendation of the Planning Commission, and approved the preliminary plat as recommended by the Planning Commission.

The final plat documentation, in complete form, was recently filed with the City. Mr. Kellin is now requesting approval of the final plat of Pokegama Pines.

The Planning Commission recently reviewed the final plat document at their regular meeting held on December 7, 2017 and forwarded, to the City Council, a recommendation for approval, contingent upon the following items being addressed:

- The execution of the associated Subdivision Agreement, which has been reviewed and approved by the City Attorney, as well as the applicant, and is attached for the Council’s review.
- In accordance with Minnesota Statute §§505.02, Subdivision 1, the Subdivider shall set survey monuments of a permanent character in the locations on the boundary of the subdivision, and within it, as required within 1 year of the filing and recording of the Plat.

An updated Subdivision agreement will be provided to the Council at the January 22nd meeting.

Requested City Council Action

Pass a motion accepting the recommendations of the Planning Commission and adopting the attached resolution

approving the final plat of Pokegama Pines, and authorize the Mayor and City Clerk to sign the plat documents and associated Subdivision Agreement.

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

THE CITY OF GRAND RAPIDS, MINNESOTA

RESOLUTION NO. 18-__

**THE FINAL PLAT ENTITLED
“POKEGAMA PINES”**

WHEREAS, on October 5, 2017 the Planning Commission conducted a public hearing on the preliminary plat of Pokegama Pines, and

WHEREAS, on October 5, 2017 the Planning Commission recommended approval of said preliminary plat, and

WHEREAS, the City Council approved the preliminary plat of Pokegama Pines as recommended by the Planning Commission on October 23, 2017, and

WHEREAS, the Planning Commission reviewed the final plat of Pokegama Pines on December 7, 2017 and found the plat to be in compliance with the City Code, and recommended approval of said final plat contingent upon the following conditions being adhered to;

- The execution of the associated Subdivision Agreement.
- In accordance with Minnesota Statute §§505.02, Subdivision 1, the Subdivider shall set survey monuments of a permanent character in the locations on the boundary of the subdivision, and within it, as required within 1 year of the filing and recording of the Plat, and

WHEREAS, the final plat of Pokegama Pines conforms to the approved preliminary plat.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grand Rapids as follows:

That the plat of Pokegama Pines, a subdivision of the City of Grand Rapids, is hereby approved.

Approved by the City Council of the City of Grand Rapids this 22nd day of January, 2018.

Dale Adams, Mayor

Attest:

Kim Gibeau, City Clerk

Grand Rapids City 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.

POKEGAMA PINES

PART OF GOVERNMENT LOT 1, SECTION 30,
TOWNSHIP 55 NORTH, RANGE 25 WEST,
ITASCA COUNTY, MINNESOTA

FLAT DEDICATION
GOVERNMENT LOT 1, SECTION 30, TOWNSHIP 55 NORTH, RANGE 25 WEST, ITASCA COUNTY, MINNESOTA
KNOWN ALL MEN BY THESE PRESENTS: That Michael L. Kellin and Lisa M. Kellin, husband and wife, and First National Bank of Coleraine, Mortgagee, owners of the following described property situated in the County of Itasca, State of Minnesota, to wit:

LEGAL DESCRIPTION

Government Lot 1, Section 30, Township 55 North, Range 25 West, Itasca County, Minnesota, Less the west 300.00 feet and less the east 500.00 feet lying south of the north 475.00 feet thereof.

LESS AND EXCEPT:

The part of Government Lot 1, Section 30, Township 55 North, Range 25 West, Itasca County, Minnesota described as follows: Commencing at the northeast corner of said Government Lot 1, thence along the east line thereof on an assigned bearing South 00 degrees 26 minutes 47 seconds West a distance of 355.19 feet to the Point of Beginning, thence continue along said east line South 00 degrees 26 minutes 47 seconds West a distance of 193.95 feet to a point on the north line of the north 475.00 feet lot, thence North 00 degrees 09 minutes 45 seconds East a distance of 89.86 feet, thence North 54 degrees 01 minutes 49 seconds West a distance of 52.40 feet, thence northeasterly along a non-circular curve concave to the northwest, radius 128.00 feet, central angle 13 degrees 51 minutes 14 seconds, arc length 31.19 feet, the chord of said curve bears North 42 degrees 55 minutes 48 seconds East a distance of 31.12 feet, thence South 54 degrees 01 minutes 49 seconds East a distance of 26.37 feet, thence South 89 degrees 50 minutes 15 seconds East a distance of 372.98 feet to the Point of Beginning and there terminating. Said parcel contains 1.09 acres, more or less.

TOGETHER WITH

The part of Government Lot 1, Section 30, Township 55 North, Range 25 West, Itasca County, Minnesota described as follows: Commencing at the northeast corner of said Government Lot 1, thence along the east line thereof on an assigned bearing South 00 degrees 26 minutes 47 seconds West a distance of 475.13 feet to a point on the south line of the north 475.00 feet of said Government Lot 1, thence along said south line, South 89 degrees 05 minutes 05 seconds West a distance of 372.45 feet to the Point of Beginning, thence South 89 degrees 05 minutes 05 seconds West a distance of 121 feet, more or less to the shoreline of Pokegama Lake, thence southeasterly along said shoreline to the intersection with a line bearing South 00 degrees 09 minutes 45 seconds West from the Point of Beginning, thence North 00 degrees 09 minutes 45 seconds East a distance of 193 feet, more or less to the Point of Beginning and there terminating.

Said parcel contains 0.46 acres, more or less.

Subject to easements, restrictions and revelations of record.

Has caused the same to be surveyed and platted as POKEGAMA PINES, and does hereby donate to the public for public use forever the roadway as shown on this plat and also dedicating the easements as shown on this plat for the purposes specified hereon.

OWNER

Michael L. Kellin

In witness whereof, said Michael L. Kellin and Lisa M. Kellin have caused these presents to be signed by its proper officers this _____ day of _____, 20____.

By _____
Michael L. Kellin By _____
Lisa M. Kellin
STATE OF MINNESOTA
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____
by Michael L. Kellin and Lisa M. Kellin.

Notary Public, _____ County, Minnesota

My Commission Expires _____

In witness whereof, First National Bank of Coleraine, Mortgagee, has caused these presents to be signed.

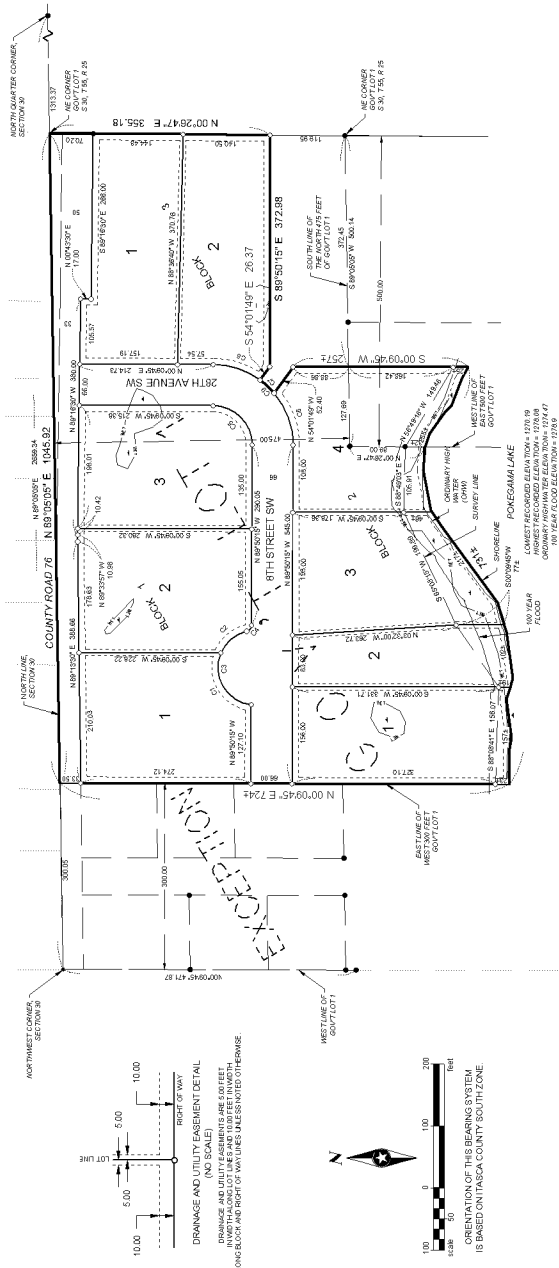
By _____
Christopher S. Lynch, Vice President

SURVEYORS CERTIFICATION

I hereby certify that I have surveyed and plotted or directly supervised the survey and plotting of the property described on this plat as POKEGAMA PINES, that this plat is a correct representation of the survey, that all mathematical data and labels are correctly designated on this plat, that all monuments have been or will be correctly placed in the ground within one year as indicated on this plat, that the outside boundary lines are correctly designated on this plat and that there are no water boundaries or wetlands defined in Minnesota Statutes 556.01, Subdivision 3, or public highways to be designated other than as shown.

Daniel W. Skurmer, Licensed Professional Land Surveyor,
Minnesota License Number 40927
STATE OF MINNESOTA
COUNTY OF ITASCA

The foregoing instrument was acknowledged before me this _____ day of _____, 20____
by Daniel W. Skurmer, Professional Land Surveyor,
Minnesota License Number 40927.



PARCEL CURVE DATA

CURVE	RADIUS	LENGTH	CHORD	DIRECTION	DELTA
C1	60.00	112.00	94.47	S 89°22'07" W	107°00'29"
C2	60.00	68.50	54.62	N 40°04'17" W	54°10'29"
C3	60.00	188.65	118.39	S 86°25'32" W	161°02'51"
C4	10.00	13.40	12.42	S 51°30'38" E	76°47'12"
C5	63.00	98.96	86.10	N 42°09'49" E	90°00'00"
C6	128.00	90.02	68.86	S 68°59'59" W	49°02'21"
C7	128.00	31.19	31.12	S 42°53'48" W	19°51'14"
C8	128.00	80.62	79.31	N 19°03'58" E	39°48'29"
C9	128.00	202.63	192.43	N 40°16'54" E	90°00'00"

LEGEND

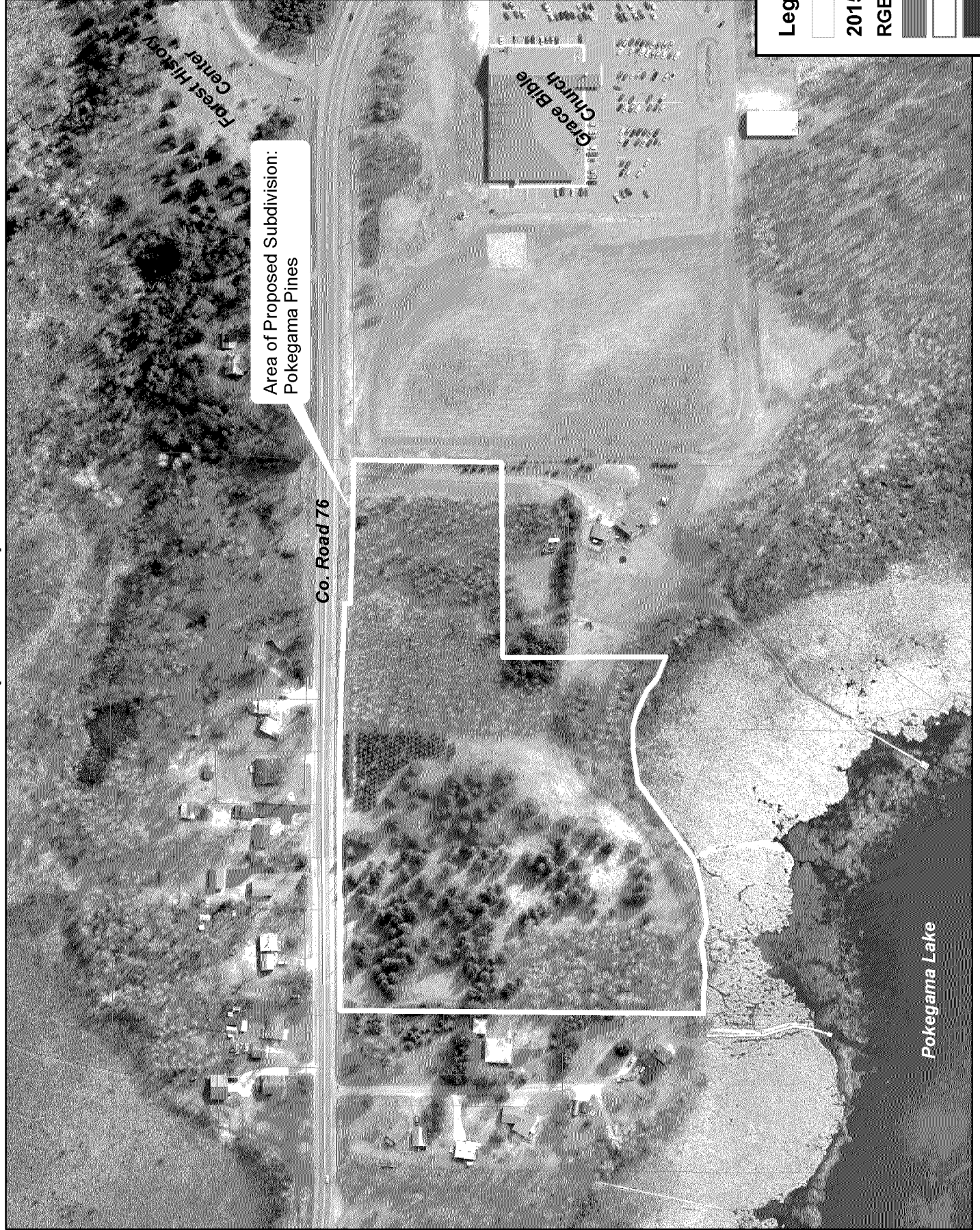
- DENOTES FOUND MONUMENT
- DENOTES SET OFF REBAR W/ CAP, LIC. NO. 48827

VICINITY MAP

Pokegama Pines (Final Plat)



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



Legend

- Property Lines
- 2015 Aerial Photo

RGB

- Red: Red
- Green: Green
- Blue: Blue



SUBDIVISION AGREEMENT

THIS SUBDIVISION AGREEMENT (this "Agreement") is made and entered into as of _____, 2018, by and between Michael L. Kellin and Lisa M. Kellin, of Itasca County, Minnesota, hereinafter referred to as the "Subdivider" and the City of Grand Rapids, a Minnesota municipal corporation (the "City").

RECITALS

- A. Subdivider has submitted a preliminary Plat to subdivide certain real estate located within the corporate limits of the City; said preliminary Plat is entitled Pokegama Pines. (Exhibit A)
- B. This City has, pursuant to its Subdivision Ordinance (the "Ordinance"), approved on a preliminary basis the Plat of Pokegama Pines (the "Plat").(Exhibit B)
- C. The City has determined that, should Subdivider comply with the terms of this Agreement, the language and intent of the Ordinance will be complied with and it would be appropriate for the City to approve a final version of the Plat, which then may be appropriately filed.

AGREEMENT

1. **CONSIDERATION.** This is a mutual Agreement, which the parties acknowledge is supported by adequate consideration, and which shall be legally binding upon the parties.
2. **PARK LAND DEDICATION.** In lieu of dedication of parkland within the Plat, the Subdivider, as is provided in the Ordinance, will make a cash payment to the City in the amount of \$6,220 (six thousand two hundred twenty dollars) immediately upon execution of this agreement.

3. REQUIRED IMPROVEMENTS – PLAN A. The Subdivider agrees to construct at the Subdivider’s sole cost the following improvements within the Plat, and in conformity with all applicable standards, ordinances, and with the final construction plans for those improvements upon their review and approval by the City Engineering Department. The Plan A Required Improvements will involve the completion of: grading, aggregate base, storm water infrastructure, signing, street lighting, and turf establishment along:

(a) 28th Avenue SW – a rural residential section of street (from Co. Road 67 to 8th Street SW)

(b) 8th Street SW – a rural residential section of street (from 28th Avenue SW to and including the cul-de-sac)

4. PLAN B IMPROVEMENTS. The City agrees to allow for the phased construction of certain improvements, required by the Ordinance and the approved Plat, heretofore referred to as the “Plan B Required Improvements”. The Plan B Required Improvements will involve the completion of all courses of asphalt pavement and aggregate shoulder along:

(a) 28th Avenue SW (from Co. Road 67 to 8th Street SW)

(b) 8th Street SW (from 28th Avenue SW to and including the cul-de-sac)

5. SCHEDULE FOR REQUIRED IMPROVEMENTS. The City and Subdivider agree that the Plan A - Required Improvements, described in above paragraph, shall be substantially completed on or before November 1, 2018.

The City and Subdivider agree that the Plan B - Required Improvements shall be completed within one year following the sale of a combination of two Lots within either Block 1 or Block 2 of said Plat.

The above-described improvements shall be in compliance with all applicable statutes, codes, and ordinances and with the construction standards of the City at the Subdivider’s expense.

It shall be the duty of the Subdivider to retain the services of an independent testing agency during the construction phase of the improvements listed above in Paragraphs 3 & 4 to conduct material and construction quality testing in accordance with the Schedule of Materials and Testing (Exhibit D). The Subdivider will forward a copy of the testing agencies reports, regarding the results of this testing, to the City.

It shall be the duty of the Subdivider to notify the City of the completion of the Work in writing and to thereby request a final inspection of the Work by employees of the City. A civil engineer, registered in the State of Minnesota and retained by the Subdivider, shall provide written certification to the City that the improvements have been completed in accordance with the approved plans and specifications.

The City, following inspection of the Required Improvements and the determination that the Required Improvements have been satisfactorily completed, shall give notice of the date of actual completion and acceptance to the Subdivider. Notice of deficiencies and of required corrections shall be given to the Subdivider, who shall re-notify the City in writing when corrections have been made and may be inspected.

No Certificate of Occupancy shall be granted to any property nor shall any person occupy any property until Plan A improvements are substantially completed in accordance with the terms set forth by this Agreement.

6. CONSTRUCTION PLANS. Construction plans and specifications for the required improvements, conforming in all respects with the standards of the City Engineer and the ordinance of the city, shall be prepared at the subdivider's expense by a professional engineer who is registered in the state, and the plans shall contain his or her seal. Such plans, together with the quantities of construction items, shall be submitted to the city engineer for his approval and for his estimate of the total cost of the required improvements; upon approval they shall become a part of this Agreement (Exhibit C). The original plans approved by the city engineer plus two prints, and electronic as-builts, shall be furnished to the city to be filed by the city engineer as a record in the engineering department.

7. FINANCIAL GUARANTEE: The Subdivider agrees to furnish the City with a financial guarantee in the form of a cash escrow; an irrevocable letter of credit provided by a Minnesota financial institution or other financial institution reasonably acceptable to the City; or in the form of other financial instruments which provide equivalent assurance to the City and which are approved by the City Director of Finance.

The Subdivider shall furnish the City with a financial guarantee in the amount of \$178,471 70/100 dollars, which constitutes 110 percent of the City Engineering Department's estimated cost of outstanding improvements as outlined in Paragraph 3 (which estimate is attached as Exhibit C hereto), and such financial guarantee shall continue in full force and effect until the City Council has approved and accepted all of the Work undertaken to be done, and shall thereby release the surety and/or Subdivider from any further liabilities; provided, however, that the City Council may reduce the amount of the financial guarantee upon partial completion of the Work as certified by the City Administrator.

The financial guarantee shall be conditioned upon the full and faithful performance of all elements of this Agreement, and upon compliance with applicable statutes, codes, and ordinances of the City, and shall further be subject to the following provisions, which shall be deemed to be incorporated in such financial guarantee and made part thereof.

When any instrument such as an irrevocable letter of credit, submitted as a financial guarantee for the Work, contains provision for an expiration date, after which the instrument may not be drawn upon, notwithstanding the status of the Work, it is hereby agreed that the following special conditions shall apply:

The expiration date of all such instruments shall be no earlier than December 31st, of the year in which it is issued or the

closest business day in the case of weekends and legal holidays.

The Subdivider (or in the case of a Letter of Credit, the bank or other issuer of the Letter of Credit) shall notify the City in writing, by certified mail, at least sixty (60) days prior to the expiration date of the instrument, that (1) the instrument will not be renewed upon expiration; or (2) the instrument will be renewed and extended for at least six months beyond the initial expiration date.

In the case of the intention not to renew an instrument upon expiration, the Subdivider hereby agrees that an appropriate new instrument shall be submitted at least thirty (30) days prior to expiration of the initial instrument, to guarantee the completion of remaining work unless, prior to the expiration date, the City Council has found that all work has been completed and has, therefore, released the Subdivider from the obligation to provide a guarantee. If a new financial instrument is not timely submitted, and the City Council has not so released the Subdivider, the Subdivider shall be in a breach of this Agreement.

In the case of an intention to renew the instrument, the Subdivider hereby agrees that a written notice of extension from the financial institution providing the instrument shall be submitted to the City at least thirty (30) days prior to the expiration date in the initial instrument. The term of any extension shall be approved by the City.

8. **SURVEY MONUMENTS.** In accordance with Minnesota Statute §§505.02, Subdivision 1, the Subdivider shall set survey monuments of a permanent character in the locations on the boundary of the subdivision, and within it, as required within 1 year of the filing and recording of the Plat.

9. **REMEDIES FOR BREACH.** At any time after the completion date and any extension thereof, if any of the Work is deemed incomplete, or if a letter of credit or surety will expire without renewal prior to completion, the City may proceed in any one or more of the following ways to enforce the undertakings herein set forth, and to collect any and all overhead expenses incurred by the City in connection therewith, including but not limited to engineering, legal, planning, and litigation expenses; but the enumeration of the remedies hereunder shall be in addition to other remedies available to the City.

- (a) Specific Performance. The City may in writing direct the surety or the Subdivider to cause the Work to be undertaken and completed within a specified reasonable time. If the surety and/or the Subdivider fail to cause the

Work to be done and completed in a manner and time acceptable to the City, the City may proceed in an action for specific performance to require such work to be undertaken.

- (b) Completion by the City. The City, after 10 days notice to Subdivider, may enter the premises and proceed to have the Work done either by contract, by day labor, or by regular City forces, and neither the Subdivider nor the corporate surety may question the manner of doing such work or the letting of any such contracts for the doing of any such work, or the doing of such work. Upon completion of such work, the surety and/or the Subdivider shall promptly pay the City the full cost thereof as aforesaid.
- (c) Funds on Deposit. In the event that the financial guarantee is in the form of cash, certified check, irrevocable letter of credit, or other arrangement making the financial guarantee immediately accessible to the City, the City may immediately draw on a letter of credit, cash, a certified check, or demand payment by a surety. It may then deposit the financial guarantee in its general account. The City may then proceed to complete the Work, reimburse itself for the cost of completion as defined hereunder, and return the balance to the Subdivider.

10. **AGREEMENT TO PAY ATTORNEY'S FEES AND EXPENSES.** Whenever any default occurs and the City employs attorneys or incur other reasonable expenses in enforcement or performance of the obligations under this agreement, the Subdivider agrees on demand to pay the City the reasonable fees or expenses incurred by the City.

11. **MISCELLANEOUS TERMS.** This Agreement shall also be subject to the following terms and conditions:

- (a) This Agreement shall be interpreted in accordance with the laws of the State of Minnesota.
- (b) The terms of this Agreement shall not be amended, supplemented, or varied, except by written agreement signed by the parties.
- (c) All terms of this Agreement which are binding upon Subdivider shall run with the land and shall be binding upon all heirs, successors, assigns, mortgages, lien holders, trustees, receivers, or any other person or entity which shall succeed to any rights of Subdivider in the Real Estate.
- (d) The Subdivider shall provide the City with copies of the recorded Subdivision Agreement, Plat, Covenants & other legal instruments pertaining to the Plat upon their filing with the County Recorder. No building permits will be issued by the City until this written verification has been provided.

This Agreement is made and entered into as of the date and year written above.

SUBDIVIDER

CITY OF GRAND RAPIDS

Michael L. Kellin

By: _____

Lisa M. Kellin

Its: Mayor

By: _____

Its: City Clerk

STATE OF MINNESOTA)
)ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this ____ day of _____, 2018, by _____ and _____, the Subdivider.

Notary Public

STATE OF MINNESOTA)
)ss.
COUNTY OF ITASCA)

The foregoing instrument was acknowledged by the City of Grand Rapids before me this ____ day of _____, 2018, by _____ and _____, the _____ and _____, respectively, of the City.

Notary Public

EXHIBIT A

Preliminary Plat Pokegama Pines

Draft

EXHIBIT B

Final Plat Pokegama Pines "The Plat"

Draft

EXHIBIT C

City Engineering Department's Cost Estimate

Plat of Pokegama Pines
Opinion of Construction Cost
January 19, 2018

Draft

EXHIBIT D

Schedule for Materials and Testing

Product	Test Type	Approximate Frequency	Remark
Trench Compaction	Compaction	1 per 1000 cy (CV)	Owners Rep shall contact Testing Firm to take sample and perform test
Embankment	Compaction	1 per 10,000 cy (CV)	Owners Rep shall contact Testing Firm to take sample and perform test
Aggregate	Gradation	1 per source	Owners Rep shall contact Testing Firm to take sample and perform test
Aggregate	Compaction (Modified Penetration index method)	1 per 500 cy (CV)	Owners Rep shall contact Testing Firm to perform test
Bituminous	All required testing	1 set per 500 tons per mix blend at start of production	Contractor
Bituminous	Pavement Coring (coring of wear course will be waived)	1 set per 500 tons per mix blend at start of production	Contractor to deliver sample to owners rep
Concrete (sidewalk, curb and driveways)	Cylinder Sample and Slump and Air Tests	1 per 300 cy testing 1 st truck	Owners Rep shall contact Testing Firm to take sample and perform test



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	18-0051	Version:	1	Name:	Consider accepting notice of retirement from Bonnie Henriksen, Library Volunteer Coordinator, from the Grand Rapids Area Library.
Type:	Agenda Item	Status:			Administration Department
File created:	1/18/2018	In control:			City Council
On agenda:	1/22/2018	Final action:			
Title:	Consider accepting notice of retirement from Bonnie Henriksen, Library Volunteer Coordinator, from the Grand Rapids Area Library.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
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Consider accepting notice of retirement from Bonnie Henriksen, Library Volunteer Coordinator, from the Grand Rapids Area Library.

Background Information:

Bonnie Henriksen, Library Volunteer Coordinator at the Grand Rapids Area Library, has submitted her notice of retirement. Bonnie began her employment with the Grand Rapids Area Library on December 17, 2007. In her position, Bonnie has had to recruit and manage volunteers as well as work with the Program Committee. This is a part-time Library Union position.

The Library Board will acknowledge Bonnie's notice of retirement at their regular board meeting, which will be held on February 14, 2018. We would like to begin the process of filling the vacancy so that Bonnie will be available to train in the new employee. We will come back to the City Council at a later date with a recommendation for hire.

Staff Recommendation:

Library Director Marcia Anderson, Assistant Library Director Amy Dettmer, and Human Resources Director Lynn DeGrio are recommending accepting Bonnie Henriksen's notice of retirement. On behalf of the City of Grand Rapids, we would like to wish Bonnie many happy retirement years.

Requested City Council Action

Make a motion to accept the notice of retirement from Bonnie Henriksen, Library Volunteer Coordinator, effective April 19, 2018 and authorize City staff to begin the process of filling the vacancy.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0029 **Version:** 1 **Name:** CP 2011-3 Conduct Public Hearing
Type: Agenda Item **Status:** Public Hearing
File created: 1/11/2018 **In control:** City Council
On agenda: 1/22/2018 **Final action:**
Title: Consider conducting the Public Hearing for CP 2011-3, the 2018 Northeast Improvements Project.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Consider conducting the Public Hearing for CP 2011-3, the 2018 Northeast Improvements Project.

Background Information:

The City's Capital Improvement Plan calls for the reconstruction of existing public infrastructure within the right of way and utility or alley easements of 7th Street NE from 8th Avenue NE to 13th Avenue NE, 11th Avenue NE from 7th Street NE to the Sports Complex Entrance, 10th Avenue NE from 5th Street NE to 7th Street NE, the Alley between 6th Avenue NE and 7th Avenue NE from 6th Street NE to 7th Street NE by reconstructing streets, storm sewer, sanitary sewer, street lights, sidewalks, and associated appurtenances. In order to proceed with the Project, the City Council must conduct a Public Hearing. The Public Hearing for this Project is scheduled for 5:30 p.m. in the Council Chambers on January 22, 2018.

Staff Recommendation:

City Staff recommends conducting the Public Hearing for CP 2011-3, the 2018 Northeast Improvements Project.

Requested City Council Action

Conduct the Public Hearing for CP 2011-3, the 2018 Northeast Improvements Project.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 18-0030 **Version:** 1 **Name:** CP 2011-3 Order Improvement
Type: Agenda Item **Status:** Public Hearing
File created: 1/11/2018 **In control:** City Council
On agenda: 1/22/2018 **Final action:**
Title: Consider adopting a resolution ordering CP 2011-3, the 2018 Northeast Improvements Project and the plans and specifications for the Project to be completed.
Sponsors:
Indexes:
Code sections:
Attachments: [1-22-18 Resolution CP 2011-3 Order Improvement and Plans and Specs](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution ordering CP 2011-3, the 2018 Northeast Improvements Project and the plans and specifications for the Project to be completed.

Background Information:

Once the Public Hearing is complete for CP 2011-3, the 2018 Northeast Improvements Project, the City Council may consider ordering the Project and the plans and specifications. The attached resolution accomplishes this task. Please note that a 4/5th Council vote is required for approval because the Council initiated the Project.

Staff Recommendation:

City Staff recommends adopting a resolution ordering CP 2011-3, the 2018 Northeast Improvements Project and the plans and specifications for the Project to be completed.

Requested City Council Action

Make a motion adopting a resolution ordering CP 2011-3, the 2018 Northeast Improvements Project and the plans and specifications for the Project to be completed.

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

RESOLUTION NO.18-__

**A RESOLUTION ORDERING IMPROVEMENT OF
AND PLANS AND SPECIFICATIONS FOR THE
2018 Northeast Improvements Project
City Project 2011-3**

WHEREAS, Resolution 17-115 of the City Council dated the 11th day of December, 2017, accepted the Feasibility Report for the 2018 Northeast Improvements Project; and

WHEREAS, the reconstruction of existing public infrastructure within the right of way and utility or alley easements of 7th Street NE from 8th Avenue NE to 13th Avenue NE, 11th Avenue NE from 7th Street NE to the Sports Complex Entrance, 10th Avenue NE from 5th Street NE to 7th Street NE, the Alley between 6th Avenue NE and 7th Avenue NE from 6th Street NE to 7th Street NE, by reconstructing streets, storm sewer, sanitary sewer, street lights, sidewalks, and associated appurtenances, are needed; and

WHEREAS, the construction described in the Feasibility Report for the 2018 Northeast Improvements Project is the most cost effective solution; and

WHEREAS, a resolution of the City Council adopted the 11th day of December, 2017, fixed a date of January 22, 2018, for a Council Hearing on the proposed improvement; and

WHEREAS, ten days' mailed notice and two weeks' published notice of hearing was given and hearing was held thereon on the 22nd day of January, 2018, at which all persons desiring to be heard were given an opportunity to be heard.

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

1. Such improvement is hereby ordered as proposed in accordance with the Feasibility Report and referred to therein.
2. The City Engineer is hereby designated as the City's representative for this improvement and he or his designee shall prepare plans and specifications for the making of such improvement.
3. The City reasonably intends to make expenditures for the 2018 Northeast Improvements Project, City Project 2011-3, and reasonably intends to reimburse itself for such expenditures from the proceeds of debt to be issued by the city in the maximum principal amount of \$2,613,428.
4. The Council shall let the contract for all or part of such improvement, or otherwise as authorized by Minn. Stat. 429.041, subd. 2, no later than January 22, 2019.

Adopted by the Council this 22nd day of January, 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 #: 18-0057 **Version:** 1 **Name:** CP 2011-3 Design and Const SLA
Type: Agenda Item **Status:** Public Hearing
File created: 1/19/2018 **In control:** City Council
On agenda: 1/22/2018 **Final action:**
Title: Consider approving SLA 2011-3 with SEH for design and construction engineering services related to CP 2011-3, 2018 Northeast Improvements Project.
Sponsors:
Indexes:
Code sections:
Attachments: [sla 2011-3 for 2018 Northeast Improvements Project](#)

Date	Ver.	Action By	Action	Result
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Consider approving SLA 2011-3 with SEH for design and construction engineering services related to CP 2011-3, 2018 Northeast Improvements Project.

Background Information:

The City has a Master Municipal Engineering Agreement with SEH for design and construction engineering services. The attached SLA authorizes design and construction engineering services on CP 2011-3, 2018 Northeast Improvements Project.

Staff Recommendation:

City staff is recommending approval of SLA 2011-3 with SEH.

Requested City Council Action

A motion approving SLA 2011-3 with SEH for design and construction engineering services related to CP 2011-3, 2018 Northeast Improvements Project.



Building a Better World
for All of Us®

Supplemental Letter Agreement No. 2011-3

January 22, 2018

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

RE: 2018 Northeast Improvements Project
City Project 2011-3
SLA for Design and Construction Services

Dear Mayor Adams,

City Project 2011-3 involves construction of 7th Street NE, 10th Avenue NE, 11th Avenue NE and an existing alley between 6th and 7th Street NE and 6th and 7th Avenue NE. The existing gravel alley will be reconstructed with bituminous pavement. An overlay will be placed on 7th Street NE from 7th Avenue NE to 10th Avenue NE with a complete reconstruct continuing to 13th Avenue NE, a concrete walkway will be constructed from 8th Avenue NE to 13th Avenue NE of the 7th Street NE project. The project also involves complete reconstruction of 10th Avenue NE from 5th Street NE to 7th Street NE and on 11th Avenue NE from 7th Street NE to the Sports Complex Entrance. A concrete walkway will also be placed along the entire segment of 11th Avenue NE. The project includes: bituminous pavement overlay, bituminous roadway reconstruction, sidewalk construction, lighting, storm sewer, sanitary sewer, watermain and all associated appurtenances.

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

SEH Work Scope

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

Project Schedule

Neighborhood Meeting	December 2017
Accept Feasibility Report	December 2017
Public Hearing	January 2018
Council orders plans and specifications	January 2018
Council approves plans and specifications and authorizes bid	March 2018
Advertise in Herald Review (GR – official newspaper)	March 2018

Project Schedule Continued

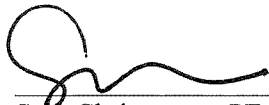
Bid opening	April 2018
Council considers award of contract	April 2018
Construction	May 2018 – June 2019
Substantial completion	September 2018
Final assessments	October 2018

Fee Schedule

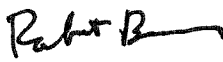
The fees for design and construction will be as listed in the Master Engineering Services Contract (design fee = 6.5% of low construction bid and a construction fee = 8% of final construction cost). The current construction estimate for this design is \$2,086,743.00, which equates to an estimated SEH design fee of \$135,638.29 and an estimated SEH construction fee of \$166,939.44.

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

Sincerely,
Short Elliott Hendrickson Inc.



 Sara Christenson, PE Date
 Project Manager/Professional Engineer 1/22/18



 Robert Beaver, PE Date
 Office Manager/Principal 1/22/18

City of Grand Rapids Authorization:

 Kim Johnson-Gibeau Date
 City Clerk

 Dale Adams Date
 Mayor of Grand Rapids

C: SEH contract file