



# CITY OF GRAND RAPIDS

## Meeting Agenda Full Detail - Final City Council

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Monday, October 9, 2017

5:00 PM

City Hall Council Chambers

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### CALL OF ROLL

### PRESENTATIONS/PROCLAMATIONS

### 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 PUBLIC FORUM PM

#### 5:06 COUNCIL REPORTS PM

#### 5:11 VERIFIED CLAIMS PM

17-0728 Consider approving the verified claims for the period September 19, 2017 to October 2, 2017 in the total amount of \$668,727.31.

**Attachments:** [COUNCIL BILL LIST 10-09-17.pdf](#)

#### 5:12 APPROVAL OF MINUTES PM

17-0718 Consider approving Council minutes for Monday, September 25, 2017 Worksession & Regular Meetings and October 2, 2017 Special Worksession.

**Attachments:** [September 25, 2017 Worksession.pdf](#)  
[September 25, 2017 Regular Meeting.pdf](#)  
[October 2, 2017 Special Worksession.pdf](#)

#### 5:13 CONSENT AGENDA PM

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

17-0722 Consider adopting a resolution accepting a donation of \$250.00 from the Itasca County Agriculture Association to the Grand Rapids Police Reserve Program.

**Attachments:** [It Cty Agri-PD Reserves.pdf](#)

17-0723 Consider approving an amendment to the grant agreement for Legion Park

**Attachments:** [Amend 2 for sig 9-27-17](#)

17-0724 Consider voiding lost Accounts Payable check #117163, issue a new check, and waiving bond requirements for check issued to Deer River Hired Hands, Inc., now an affiliate of Minnesota Diversified Industries, Inc. in the amount of \$40.00.

**Attachments:** [Affidavit of Lost Check.pdf](#)

17-0727 Consider approving the extension of Joyce Gould as a part-time seasonal maintenance employee for the Public Works Department.

17-0731 Consider approving the hiring of part-time employees at the Grand Rapids Park and Recreation Department and the IRA Civic Center.

17-0732 Consider approving a Satisfaction of Mortgage for homeowner with household number 014973 who has satisfied the requirements of the Department of Trade and Economic Development Home Rehabilitation Grant Program and authorizing the necessary signatures.

17-0733 Consider approving the Grand Rapids State Bank Merchant Agreement and Merchant Application for the use of a credit card machine.

17-0734 Consider entering into an agreement with area businesses for advertising at the IRA Civic Center.

**Attachments:** [Lake Woods Chrysler - 2017-partially signed](#)  
[Zorbaz - 2018-partially signed](#)

17-0735 Consider approving a Satisfaction of Mortgage for homeowner with household number 008337 who has satisfied the requirements of the Department of Trade and Economic Development Home Rehabilitation Grant Program and authorizing the necessary signatures.

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

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

**5:16 DEPARTMENT HEAD REPORT  
PM**

17-0730 Public Works Department Head Report

**Attachments:** [2017 10-9 PW Fall DH Report](#)  
[2017 10-9 PW Fall DH Report Presentation](#)

**5:26 ADMINISTRATION DEPARTMENT**  
**PM**

17-0736 Consider the creation of an eligibility list and appointments for Part-time Hospital Security Officers.

**5:31 ADJOURNMENT**  
**PM**

*NEXT REGULAR MEETING IS SCHEDULED FOR MONDAY, OCTOBER 23, 2017 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.*



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0728      **Version:** 1      **Name:** VERIFIED CLAIMS  
**Type:** Agenda Item      **Status:** Verified Claims  
**File created:** 10/3/2017      **In control:** City Council  
**On agenda:** 10/9/2017      **Final action:**  
**Title:** Consider approving the verified claims for the period September 19, 2017 to October 2, 2017 in the total amount of \$668,727.31.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [COUNCIL BILL LIST 10-09-17.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the verified claims for the period September 19, 2017 to October 2, 2017 in the total amount of \$668,727.31.

**Requested City Council Action**

Make a motion approving the verified claims for the period September 19, 2017 to October 2, 2017 in the total amount of \$668,727.31.

DATE: 10/03/2017  
 TIME: 15:04:08  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 10/09/2017

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
CITY WIDE		
0103735	ACTIVE NETWORK, LLC	864.00
0914690	INSIGHT PUBLIC SECTOR SLED	303.70
1915248	SOFTWARE HARDWARE INTEGRATION	2,945.00
1920240	CHAD B STERLE	10,500.00
TOTAL CITY WIDE		14,612.70
SPECIAL PROJECTS-NON BUDGETED		
2309500	MARY JO WIMMER	400.00
TOTAL SPECIAL PROJECTS-NON BUDGETED		400.00
ADMINISTRATION		
1415377	NORTHERN BUSINESS PRODUCTS INC	43.30
TOTAL ADMINISTRATION		43.30
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE LINEN & APPAREL	42.74
0405697	THE DESIGN GROUP INC	1,950.00
1909510	SIM SUPPLY INC	55.79
TOTAL BUILDING MAINTENANCE-CITY HALL		2,048.53
COMMUNITY DEVELOPMENT		
0914690	INSIGHT PUBLIC SECTOR SLED	186.90
2305451	WELLSON GROUP INC	6,500.00
TOTAL COMMUNITY DEVELOPMENT		6,686.90
ENGINEERING		
1621125	PUBLIC UTILITIES COMMISSION	47.47
TOTAL ENGINEERING		47.47
FINANCE		
0700035	GASB	252.00
1309332	MN STATE RETIREMENT SYSTEM	1,210.53
1415377	NORTHERN BUSINESS PRODUCTS INC	30.18
1721360	QUILL CORPORATION	98.33

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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 10/09/2017

VENDOR #	NAME	AMOUNT DUE
-----		
GENERAL FUND		
FINANCE		
	TOTAL FINANCE	1,591.04
FIRE		
0218363	MATTHEW JAMES BRINK	220.00
0221650	BURGGRAF'S ACE HARDWARE INC	55.40
0409730	DIVERSIFIED INSPECTIONS, INC.	1,579.90
0513235	EMERGENCY RESPONSE SOLUTIONS	715.00
0609671	FIRE SAFETY USA, INC	349.00
1309090	MINERS INC	119.60
	TOTAL FIRE	3,038.90
INFORMATION TECHNOLOGY		
1915248	SOFTWARE HARDWARE INTEGRATION	75.00
	TOTAL INFORMATION TECHNOLOGY	75.00
PUBLIC WORKS		
0103325	ACHESON TIRE COMPANY INC	7,277.68
0104799	ADVANCED SERVICES INC	1,969.00
0112450	ALL FLAGS LLC	376.99
0121721	AUTO VALUE - GRAND RAPIDS	42.54
0221650	BURGGRAF'S ACE HARDWARE INC	208.91
0301685	CARQUEST AUTO PARTS	304.09
0315455	COLE HARDWARE INC	162.11
0400720	D&S STUMP GRINDING, LLC	1,320.00
0421695	DUST B GONE	483.50
0501650	EARL F ANDERSEN	1,828.22
0518366	ERICKSON'S ITASCA LUMBER INC	52.00
0801836	HAWKINSON SAND & GRAVEL	189.21
0821705	HUSKY SPRING	290.48
1205110	LEASE LANDSCAPING	350.00
1415030	NAPA SUPPLY OF GRAND RAPIDS	92.38
1615427	POKEGAMA LAWN AND SPORT	33.82
1621125	PUBLIC UTILITIES COMMISSION	2,574.47
1801615	RAPIDS WELDING SUPPLY INC	16.20
1801899	RAY'S SPORT & CYCLE	14.39
1908248	SHERWIN-WILLIAMS	136.28
2209421	VIKING ELECTRIC SUPPLY INC	59.74
2305453	WESCO DISTRIBUTION INC	900.00
	TOTAL PUBLIC WORKS	18,682.01

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CITY OF GRAND RAPIDS  
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INVOICES DUE ON/BEFORE 10/09/2017

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	537.30
0315455	COLE HARDWARE INC	39.99
TOTAL FLEET MAINTENANCE		577.29
POLICE		
0301685	CARQUEST AUTO PARTS	141.35
0315455	COLE HARDWARE INC	3.04
0409501	DIMICH LAW OFFICE	4,583.33
0512350	ELITE K-9, INC	110.21
0920057	ITASCA COUNTY SHERIFFS DEPT	262.51
1200500	L&M SUPPLY	34.99
1201434	LAKE WOODS CHRYSLER	31.96
1301025	MAKI BODY & GLASS	272.20
1605665	PERSONNEL DYNAMICS LLC	643.95
1920240	CHAD B STERLE	348.75
2000400	T J TOWING	345.00
TOTAL POLICE		6,777.29
RECREATION		
0103735	ACTIVE NETWORK, LLC	864.00
1205110	LEASE LANDSCAPING	1,490.00
1809165	DBA RICOH USA INC	162.50
TOTAL RECREATION		2,516.50
CENTRAL SCHOOL		
0113233	AMERIPRIDE LINEN & APPAREL	50.46
0221650	BURGGRAF'S ACE HARDWARE INC	55.96
0315455	COLE HARDWARE INC	11.98
1100550	KOZY/KMFY RADIO INC	345.00
1309495	MINUTEMAN PRESS	273.35
1801555	RAPID PEST CONTROL INC	63.25
1909510	SIM SUPPLY INC	66.91
TOTAL		866.91
AIRPORT		
0315455	COLE HARDWARE INC	96.51

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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 10/09/2017

VENDOR #	NAME	AMOUNT DUE
AIRPORT		
1200530	LNR UNDERGROUND, LLC	820.00
1401650	NARDINI FIRE EQUIPMENT CO. INC	273.50
2018680	TRU NORTH ELECTRIC LLC	677.75
TOTAL		1,867.76
CIVIC CENTER		
GENERAL ADMINISTRATION		
0103735	ACTIVE NETWORK, LLC	864.00
0113233	AMERIPRIDE LINEN & APPAREL	105.86
0221650	BURGGRAF'S ACE HARDWARE INC	68.52
0301685	CARQUEST AUTO PARTS	208.51
0308745	CHUCK'S AUTO SALVAGE INC	40.00
0315495	COMMERCIAL REFRIGERATION	2,600.15
0405697	THE DESIGN GROUP INC	1,950.00
0421725	DUTCH ROOM INC	1,039.12
1200500	L&M SUPPLY	21.84
1309090	MINERS INC	37.17
1809165	DBA RICOH USA INC	162.50
1909510	SIM SUPPLY INC	351.97
1920555	STOKES PRINTING & OFFICE	24.39
T001162	MARV BURT	50.00
TOTAL GENERAL ADMINISTRATION		7,524.03
RECREATION PROGRAMS		
0321712	CUSTOMINK LLC	574.60
T001164	DEREK GUSTAFSON	65.00
TOTAL		639.60
STATE HAZ-MAT RESPONSE TEAM		
1315554	MOORHEAD FIRE DEPARTMENT	1,239.95
TOTAL		1,239.95
CEMETERY		
0221650	BURGGRAF'S ACE HARDWARE INC	38.44
0501650	EARL F ANDERSEN	481.95



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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 10/09/2017

VENDOR #	NAME	AMOUNT DUE
-----		
CEMETERY		
1200500	L&M SUPPLY	203.09
1615427	POKEGAMA LAWN AND SPORT	177.63
1920555	STOKES PRINTING & OFFICE	5.33
T001165	BRADLEY FOSTER	345.00
	TOTAL	1,251.44
DOMESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE LINEN & APPAREL	16.56
	TOTAL	16.56
GENERAL CAPITAL IMPRV PROJECTS		
0401500	DAMBERG.SCOTT.GERZINA.WAGNER	9,600.00
	TOTAL	9,600.00
MUNICIPALITIES COLLABORATION		
2309500	MARY JO WIMMER	1,300.00
	TOTAL MUNICIPALITIES COLLABORATION	1,300.00
MUNICIPAL STATE AID STRT-CONST		
2017	STREET LIGHT IMPROVMNTS	
1201545	LANYK ELECTRIC INC	22,609.05
	TOTAL 2017 STREET LIGHT IMPROVMNTS	22,609.05
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-IT DEPT		
1915248	SOFTWARE HARDWARE INTEGRATION	10,000.00
	TOTAL CAPITAL OUTLAY-IT DEPT	10,000.00
CAPITAL OUTLAY-POLICE		
0409300	DIGITAL ALLY INC	570.00
	TOTAL CAPITAL OUTLAY-POLICE	570.00

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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

INVOICES DUE ON/BEFORE 10/09/2017

VENDOR #	NAME	AMOUNT DUE
-----		
IRA CVC CTR CAPITAL PJT		
MULTI-USE OUTDOOR PAVILION		
2018225	TREASURE BAY PRINTING INC	1,898.84
TOTAL MULTI-USE OUTDOOR PAVILION		1,898.84
2017 INFRASTRUCTURE BONDS		
2009-1 4TH AVE & 13TH ST NW		
0218115	BRAUN INTERTEC CORPORATION	3,389.00
0301705	CASPER CONSTRUCTION INC	89,291.62
TOTAL 2009-1 4TH AVE & 13TH ST NW		92,680.62
2009-1 9TH ST NE		
0301705	CASPER CONSTRUCTION INC	26,502.43
TOTAL 2009-1 9TH ST NE		26,502.43
2009-1 14TH ST NW OVERLAY		
0301705	CASPER CONSTRUCTION INC	24,090.24
TOTAL 2009-1 14TH ST NW OVERLAY		24,090.24
2009-1 8TH AVE NE STRM WTR		
0301705	CASPER CONSTRUCTION INC	21,430.26
TOTAL 2009-1 8TH AVE NE STRM WTR		21,430.26
STORM WATER UTILITY		
0121721	AUTO VALUE - GRAND RAPIDS	8.99
0301685	CARQUEST AUTO PARTS	37.96
0801836	HAWKINSON SAND & GRAVEL	93.47
1415484	NORTHERN LIGHTS TRUCK	1,093.71
1621125	PUBLIC UTILITIES COMMISSION	2,210.42
TOTAL		3,444.55
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$ 284,629.17
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T	791.30
0114207	JARED ANDERSON	11.00

DATE: 10/03/2017  
 TIME: 15:04:08  
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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 10/09/2017

VENDOR #	NAME	AMOUNT DUE
-----		
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0201355	BARBARA BAIRD	181.90
0305530	CENTURYLINK COMMUNICATIONS LLC	56.15
0312104	TONY CLAFTON	11.00
0315454	TRAVIS COLE	11.00
0405305	LYNN DEGRIO	347.09
0405447	DELTA DENTAL OF MINNESOTA	2,810.85
0405505	JAMES DENNY	406.00
0504610	RON EDMINSTER	69.55
0605191	FIDELITY SECURITY LIFE INS CO	67.16
0609685	FIREMEN'S RELIEF ASSOCIATION	128,621.81
0718015	GRAND RAPIDS CITY PAYROLL	224,726.64
0805150	JANELL HECIMOVICH	455.02
0805358	JACKIE HEINRICH	57.00
0914295	JEFFREY INGLE	195.04
1015323	KIM JOHNSON-GIBEAU	200.88
1201402	LAKE COUNTRY POWER	46.14
1205110	LEASE LANDSCAPING	1,000.00
1209225	MICHAEL LIEBEL	3,460.74
1209516	LINCOLN NATIONAL LIFE	1,113.91
1309183	MN FALL MAINTENANCE EXPO	80.00
1309199	MINNESOTA ENERGY RESOURCES	786.12
1309335	MINNESOTA REVENUE	6,124.32
1415479	NORTHERN DRUG SCREENING INC	20.00
1601305	THOMAS J. PAGEL	792.67
1601750	PAUL BUNYAN COMMUNICATIONS	275.39
1621130	P.U.C.	6,750.53
2000100	TASC	30.60
2018128	ERIC D. TRAST	290.15
2201535	VANTIV INTEGRATED PAYMENTS	65.00
2301700	WASTE MANAGEMENT	3,243.18
T001161	JODI WESTON	1,000.00

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:\$384,098.14

TOTAL ALL DEPARTMENTS 668,727.31



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0718      **Version:** 1      **Name:** Council minutes  
**Type:** Agenda Item      **Status:** Approval of Minutes  
**File created:** 9/26/2017      **In control:** City Council  
**On agenda:** 10/9/2017      **Final action:**  
**Title:** Consider approving Council minutes for Monday, September 25, 2017 Worksession & Regular Meetings and October 2, 2017 Special Worksession.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [September 25, 2017 Worksession.pdf](#)  
[September 25, 2017 Regular Meeting.pdf](#)  
[October 2, 2017 Special Worksession.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving Council minutes for Monday, September 25, 2017 Worksession & Regular Meetings and October 2, 2017 Special Worksession.

**Background Information:**

Draft Council minutes are attached.

**Staff Recommendation:**

Review minutes, make necessary corrections and approve.

**Requested City Council Action**

Make a motion to approve Council minutes for Monday, September 25, 2017 Worksession and Regular meetings and October 2, 2017 Special Worksession.



# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council Work Session

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Monday, September 25, 2017

4:00 PM

Conference Room 2A

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**CALL TO ORDER:** Pursuant to due notice and call thereof a **Special Meeting/Worksession of the Grand Rapids City Council** was held on **Monday, September 25, 2017 at 4:01 p.m.** beginning in **Conference Room 2A 420 North Pokegama Avenue**, and continuing at the **Grand Rapids Fire Hall, 18 NE 5th Street, Grand Rapids, Minnesota.**

**CALL OF ROLL:** On a call of roll, the following members were present:

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

### Discussion Items

1. Tour Fire Hall and review needs

*Members of the Fire Department, including Mike Liebel, Nate Morlan, Travis Cole, John Linder, and Rob Rima, provide tour of facility. Staff noted many issues related to maintenance and safety, as well as plans for future updates.*

#### Received and Filed

2. Review 5:00 PM Regular Meeting

*Upon review, item #1 is moved to Regular agenda under the Verified Claims and item #23 is moved from Regular agenda to Consent as #14a.*

### ADJOURN

*There being no further business, the meeting adjourned at 4:54 PM.*

*Respectfully submitted:*

*Kimberly Gibeau*  
Kimberly Gibeau, City Clerk



# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council

---

Monday, September 25, 2017

5:00 PM

City Hall Council Chambers

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**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, September 25, 2017 at 5:00 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.**

### CALL OF ROLL

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

**Absent** 1 - Councilor Dale Christy

### Others:

*Tom Pagel, Chad Sterle, Lauren VanDenHeuvel, Marcia Anderson, Steve Schaar, Scott Johnson, Matt Wegwerth, Barb Baird, Erik Scott, Rob Mattei, Eric Trast*

**5:01 PM PRESENTATIONS/PROCLAMATIONS**

Proclaim Constitution Week - September 17th - 23rd, 2017

**Approved**

### MEETING PROTOCOL POLICY

**5:03 PM PUBLIC FORUM**

*None.*

**5:08 PM COUNCIL REPORTS**

*None.*

**5:10 PM VERIFIED CLAIMS**

Consider approving the verified claims for the period September 2, 2017 to September

18, 2017 in the total amount of \$1,259,412.31 of which \$35,731.25 are debt service payments.

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

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

- A.** Consider approving a resolution adopting the 2017 proposed levy/collectible in 2018 and setting December 4, 2017 at 6:01 p.m. to discuss the proposed budget, levy and allow for public comment and December 11, 2017 for the subsequent meeting to adopt the final levy and budget.

*Finance Director Baird provided overview regarding draft budget, recent recommended changes and proposed levy.*

**A motion was made by Councilor Blake, seconded by Councilor Zeige, to adopt Resolution 17-90, adopting the 2017 proposed levy/collectible in 2018 and setting December 4, 2017 at 6:01 PM to discuss the proposed budget, levy, public comment and set a subsequent meeting on December 11, 2017 to adopt final levy and budget. The motion carried by the following vote.**

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

## **5:11 APPROVAL OF MINUTES PM**

Consider approving Council minutes for Monday, September 11, 2017 Worksession & Regular meetings and September 18, 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.**

## **5:12 CONSENT AGENDA PM**

*Item #1 moved to Verified Claims as item #A, item 23 from Regular agenda moved to Consent as item #14a.*

- 2.** Consider adopting a resolution approving a request from property owner of Parcel Identification Number 91-595-0530 to defer assessments for City Project 2009-1 NW 4th Ave, NE 9th St., NW 13th St., & Hale Lake Lane Improvements in the amount of \$3,291.65 and to record this deferment with the Itasca County Recorder with a copy to the Itasca County Auditor.

**Adopted Resolution 17-91 by consent roll call**

3. Consider adopting a resolution closing the Debt Service Fund-2006B Capital Improvement Plan Refunding Bond and transfer the remaining balance of approximately \$8,817 to the Capital Project Fund-Permanent Improvement Revolving Fund.

**Adopted Resolution 17-92 by consent roll call**

4. Consider adopting a resolution approving LG230 Off-Site Gambling application for Grand Rapids Amateur Hockey Association.

**Adopted Resolution 17-93 by consent roll call**

5. Consider approving temporary liquor licenses for United Way of 1000 Lakes First Friday events scheduled for October 6th, November 3rd and December 1st, 2017.

**Approved by consent roll call**

6. Consider approving Taproom License & Brewer Off-Sale License for Klockow Brewing Company Inc. contingent upon receipt of all required documentation.

**Approved by consent roll call**

7. Consider approving a resolution for the deed restriction at Legion Park

**Adopted Resolution 17-94 by consent roll call**

8. Consider adopting a resolution accepting a Clean Water Legacy grant from the State of Minnesota for CP 2009-1, 2017 Infrastructure Improvements Project.

**Adopted Resolution 17-95 by consent roll call**

9. Consider adopting a new City Ordinance for Aggressive Panhandling.

**Adopted City Ordinance 17-09-09 by consent roll call**

10. Consider accepting low quote from SHI and authorizing the purchase of a replacement server.

**Approved by consent roll call**

11. Consider adopting a resolution authorizing the City to make application to the Minnesota Department of Iron Range Resources and Rehabilitation (IRRR) Development Infrastructure program to provide business assistance to the Grand Itasca Clinic and Hospital expansion project through a grant to the Grand Rapids EDA revolving loan fund.

**Adopted Resolution 17-96 by consent roll call**

12. Consider approving the hiring of part-time employees at the Grand Rapids Park and Recreation Department and the IRA Civic Center.

**Approved by consent roll call**



13. Consider adopting a resolution accepting a donation of two Area Rae Pro gas detection monitors from the State of Minnesota Department of Homeland Security Emergency Management.

**Adopted Resoluion 17-97 by consent roll call**

14. Terminate temporary part-time employees for the IRA Civic Center, Grand Rapids Sports Complex and Parks & Recreation

**Approved by consent roll call**

14a. Consider a motion to authorize Library staff to apply for a matching grant from the Minnesota Department of Education for accessibility improvements for the Library.

**Approved by consent roll call**

**Approval of the Consent Agenda**

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

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

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

**A motion was made by Councilor Rick Blake, seconded by Councilor Tasha Connelly, to approve the Regular agenda as amended. The motion PASSED by unanimous vote.**

**5:15 ACKNOWLEDGE BOARDS & COMMISSIONS  
PM**

15. Acknowledge minutes for Boards & Commissions

*Civic Center, Parks & Recreation: May 10, 2017  
PUC: June 14 & 20, 2017, July 18, 2017, August 16 & 30, 2017  
Golf Board: August 15, 2017  
Residential Rental Taskforce: August 22, 2017  
Airport: May 17, 2017*

**Acknowledge Boards and Commissions**

**5:16 DEPARTMENT HEAD REPORT  
PM**

16. Community Development Department Report

*Community Development Direct, Rob Mattei, provided overview of department activities*

and updates on current projects including:

~Increase in building permit activity

~Building Safety activity

~New housing statistics

~New Commercial, remodels and additions

~Project Activity

~Residential Rental Housing Licensing & Inspection Taskforce

~Economic Development Activity

~EDA Grants received

~DEED Grant

~Staff acknowledgement

A full text of the report is available in the Administration department.

#### Received and Filed

### 5:30 PUBLIC HEARINGS

PM

*Recessed regular meeting for public hearing at 5:37 pm*

17.

Conduct a public hearing to consider the vacation of certain publically retained easements located within the City of Grand Rapids.

*Mayor Adams states the reason for the public hearing. Clerk Gibeau confirms that all required notices have been made and a letter of support was received and submitted for public comment.*

*Mr. Mattei presented background information, presenting findings of fact submitted by the Planning Commission.*

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

*Mayor Adams reads letter of support from Richard & Joyce Delich into the record.*

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

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

18.

Consider the adoption of a resolution approving the vacation of three publically retained easements located within Block 9, Grand Rapids Third Division and Block 6, Huhn's Addition to Grand Rapids respectively.

*Mr. Mattei reveals vacation and notes recommendation for approval by the Planning Commission.*

**A motion was made by Councilor Blake, seconded by Councilor Connelly, adopting Resolution 17-98, approving vacation of three publically retained easements located within Block 9, Grand Rapids Third Division and Block 6, Huhn's Addition to Grand Rapids. The motion carried by the following vote.**

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

**5:50 PM COMMUNITY DEVELOPMENT**

*Mr. Mattei provides overview of items 19 through 22, as they are all related to the Sammy's Pizza Expansion project.*

19. Consider adopting a resolution accepting a Commercial Redevelopment grant from the Minnesota Department of Iron Range Resources (IRRR) for the Sammy's Pizza Expansion project.

**A motion was made by Councilor Connelly, seconded by Councilor Zeige, adopting Resolution 17-99, accepting Commercial Redevelopment grant from MN Dept. of Iron Range Resources for Sammy's Pizza expansion project. The motion carried by the following vote.**

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

20. Consider approval of an Agreement with Tony and Kelly Jerulle dba Sammy's Pizza

**A motion was made by Councilor Zeige, seconded by Councilor Connelly, approving agreement with Tony and Kelly Jerulle dba Sammy's Pizza. The motion carried by the following vote.**

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

21. Consider approval of a Grant Contract with Minnesota Department of Iron Range Resources (IRRR) for a Commercial Redevelopment Grant to complete demolition and hazardous material abatement associated with the Sammy's Pizza expansion project.

**A motion was made by Councilor Connelly, seconded by Councilor Zeige, approving Grant Contract with MN Dept. of Iron Range Resources for completion of demolition and hazardous material abatement association with Sammy's Pizza expansion project. The motion carried by the following vote.**

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

22. Consider approval of a proposal from SEH for professional services associated with the Sammy's Pizza Expansion demolition contract.

**A motion was made by Councilor Blake, seconded by Councilor Zeige, approving professional services with SEH associated with Sammy's Pizza expansion demolition contract. The motion carried by the following vote.**

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

6:10 LIBRARY  
PM

*Item #23 moved to Consent as #14a.*

**ADJOURNMENT**

A motion was made by Councilor Tasha Connelly, seconded by Councilor Bill Zeige, to adjourn the meeting at 5:51 PM. The motion PASSED by unanimous vote.

*Respectfully submitted:*

*Kimberly Gibeau*  
Kimberly Gibeau, City Clerk



# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council Work Session

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Monday, October 2, 2017

4:00 PM

IRA CIVIC CENTER

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**CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council was held on Monday, October 2, 2017 at 4:00 p.m. at the IRA Civic Center, 1401 NW 3rd Avenue, Grand Rapids, Minnesota.**

**CALL OF ROLL: On a call of roll, the following members were present:**

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

**Others present:**

*Tom Pagel, Matt Wegwerth, Barb Sanderson, John Erickson*

### Discussion Items

1. On-Site review of proposed IRA Civic Center Expansion and Renovation project.

*Mr. Pagel provided history, with full text provided as attachment, and overview of proposed project. Presentation included two separate options with varying ideas for growth including the possibility of adding another level. Specific areas of questions and concerns included:*

- *Is there adequate space for growth*
- *Parking issues such as possible loss of space, access, flow, separation*
- *Snow removal from playground area*
- *Increased accessibility, elevator installation*
- *Concession needs: permanent space or consider mobile carts*
- *Viewing over both rinks, structural analysis needed*
- *Possible press box area*

*Getting the message out to the public is very important. Use of social media, open houses and public meetings. Mr. Pagel will schedule a public meeting for November 15th at the Civic Center to receive input from the community. Presentations will also be made at various community group meetings such as Kiwanis, Chamber, Lions, YMCA, etc.*

*Discussed funding from infrastructure bonding and possible naming rights.*

*Completed meeting with tour of facility.*

*Proposed timeline for this project is as follows:*

1. Design - June 2018
2. Bidding - January/February 2019
3. Order project - March 2019
4. Ice out - April 2019
5. Project Completion - May/September 2020

**ADJOURN**

*There being no further business, the meeting adjourned at 5:20 pm.*

*Respectfully submitted: Lynn DeGrio, Director of Human Resources*



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	17-0722	<b>Version:</b>	1	<b>Name:</b>	Consider adopting a resolution accepting a donation of \$250.00 from the Itasca County Agriculture Association to the Grand Rapids Police Reserve Program.
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Consent Agenda
<b>File created:</b>	10/2/2017	<b>In control:</b>		<b>In control:</b>	City Council
<b>On agenda:</b>	10/9/2017	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Consider adopting a resolution accepting a donation of \$250.00 from the Itasca County Agriculture Association to the Grand Rapids Police Reserve Program.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">It Cty Agri-PD Reserves.pdf</a>				

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution accepting a donation of \$250.00 from the Itasca County Agriculture Association to the Grand Rapids Police Reserve Program.

### **Background Information:**

The Grand Rapids Police Departments Reserve Officers have been providing security at the Itasca County Fair for the many years. In appreciation for their volunteer service for this event, the Itasca County Agriculture Association wishes to donate \$250.00 to the Grand Rapids Police Reserve Program.

### **Staff Recommendation:**

Please consider adopting a resolution to accept a \$250.00 donation from the Itasca County Agriculture Association to the Grand Rapids Police Reserve Program.

### **Requested City Council Action**

Make a motion adopting a resolution to accept a \$250.00 donation to the Grand Rapids Police Reserve Program from the Itasca County Agriculture Association.

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

RESOLUTION NO. 17-

A RESOLUTION ACCEPTING A \$250.00 DONATION FROM ITASCA COUNTY AGRICULTURAL ASSOCIATION TO THE GRAND RAPIDS POLICE DEPARTMENT'S RESERVE PROGRAM FOR EXPENDITURES

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 donors as follows:

- Itasca County Agricultural Association donated \$250.00 to the Grand Rapids Police Department for Police Reserve Expenditures

Adopted this 9th day of October, 2017

\_\_\_\_\_  
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 #:** 17-0723      **Version:** 1      **Name:** Legion Park grant amendment  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 10/2/2017      **In control:** City Council  
**On agenda:** 10/9/2017      **Final action:**  
**Title:** Consider approving an amendment to the grant agreement for Legion Park  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Amend 2 for sig 9-27-17](#)

Date	Ver.	Action By	Action	Result
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Consider approving an amendment to the grant agreement for Legion Park

**Background Information:**

The City of Grand Rapids accepted a grant from the Minnesota Department of Natural Resources in 1978 for the construction of trails located within Legion Park. With this grant agreement, a park boundary was established that outlined the area. During review of right-of-way for the State's Highway 38 project, it was found that the park boundary extended into the Highway 38 right-of-way. In order for the State to perform the roadway work in 2018, this boundary needed to be adjusted. City staff worked with the State of Mn and MnDNR staff to adjust the boundary. Attached is a copy of the amendment, map of park boundary and original grant agreement.

**Staff Recommendation:**

City staff recommends approving an amendment to the grant agreement for Legion Park

**Requested City Council Action**

Make a motion approving an amendment to the grant agreement for Legion Park

**Amendment # 2 for Grant Contract #LW27-00876**

Contract Start Date:	<u>5/30/1978</u>	Total Contract Amount:	<u>\$6,000.00</u>
Original Contract Expiration Date:	<u>NA</u>	Original Contract:	<u>\$6,000.00</u>
Current Contract Expiration Date:	<u>                    </u>	Previous Amendment(s) Total:	<u>\$</u>
Requested Contract Expiration Date:	<u>                    </u>	This Amendment:	<u>\$</u>

This amendment is by and between the State of Minnesota, through its Commissioner of Natural Resources (“State”) and City of Grand Rapids, 420 North Pokegama Avenue, Grand Rapids, MN 55744 (“Grantee”).

**Recitals**

1. The State has a grant contract with the Grantee identified as LW27-00876 (“Original Grant Contract”) to provide outdoor recreation facilities at American Legion Memorial Park.
2. This amendment is required because changes in adjacent road alignment needed to promote public safety require a change to the park boundary.
3. The State and the Grantee are willing to amend the Original Grant Contract as stated below.

**Grant Contract Amendment**

REVISION 1. Clause 1. “Grant Boundary” is amended as follows:

- 1.1 *Delete 0.62 acres and add 0.67 acres to the park boundary as shown on Attachments A and B that are attached to and made part of this amendment.*
- 1.2 The City agrees to file a restriction on the property deed(s), in a form approved by the State, to all land described in Attachment B with the county land records office and submit an attested copy to the state by 9/13/2018.

Except as amended herein, the terms and conditions of the Original Grant Contract (attached) and all previous amendments remain in full force and effect.

**1. STATE ENCUMBRANCE VERIFICATION**

*Individual certifies that funds have been encumbered as required by Minn. Stat. " 16A.15 and 16C.05*

Signed: Not applicable

SWIFT Contract/PO No(s). \_\_\_\_\_

**3. STATE AGENCY**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**2. GRANTEE**

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

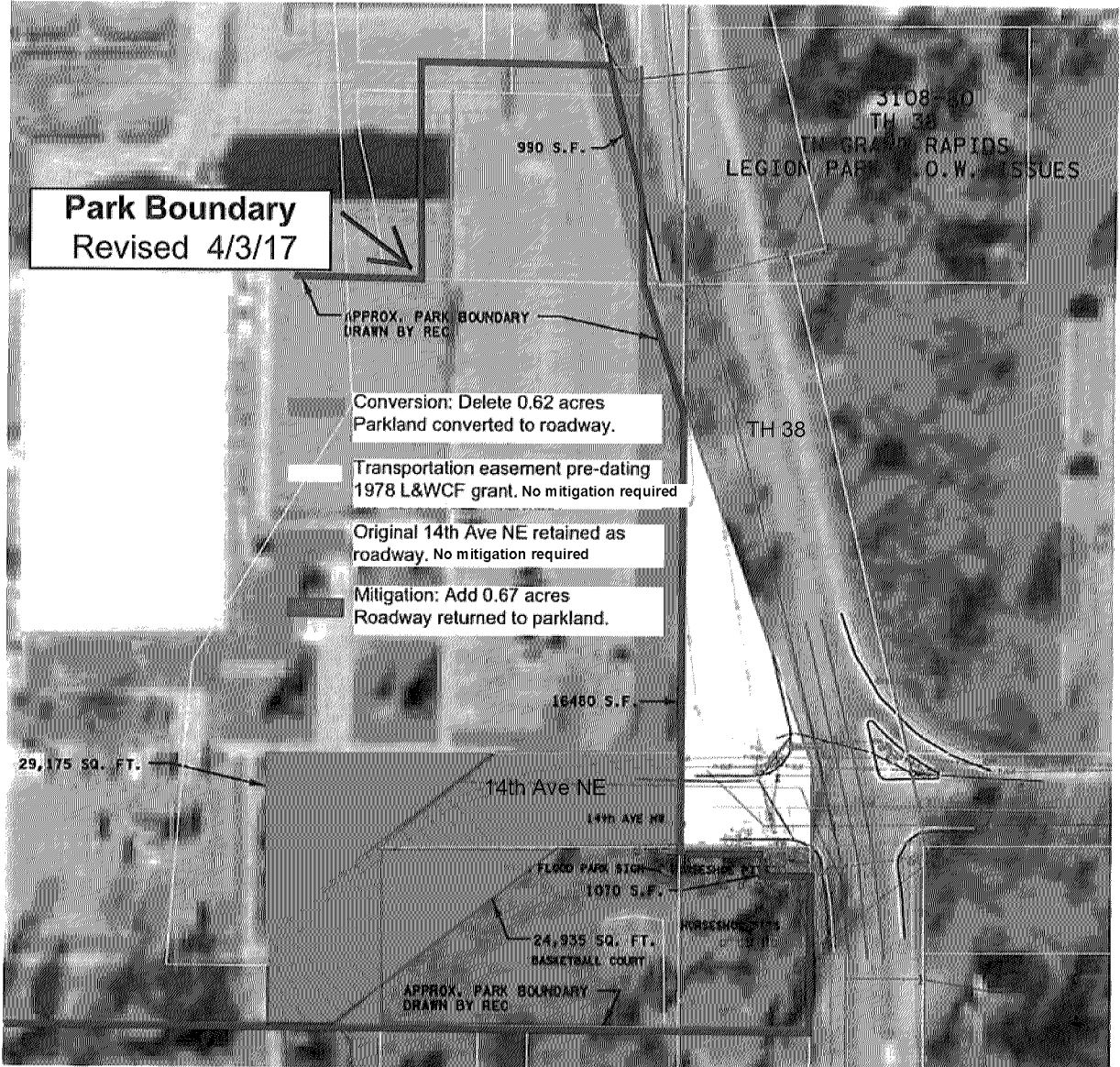
Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Distribution:**

- Agency
- Grantee
- State’s Authorized Representative

# Attachment A Amendment 27-00876.2



# Attachment B Amendment 27-00876.2



**Revised Park Boundary**  
Aerial photography was flown May of 2015



Created By: Engineering Department  
Date: 2/17/2017

STATE OF MINNESOTA  
STATE PLANNING AGENCY  
OFFICE OF LOCAL AND URBAN AFFAIRS

LAND AND WATER CONSERVATION FUND PROJECT

City of Grand Rapids

Local Unit of Government

Legion Memorial Park

Project Title

Date of approval through 12/31/80

Period Covered by this Agreement

PROJECT SCOPE: The City of Grand Rapids will develop the project by constructing a hiking and ski touring trail for recreational purposes. Eligible items include woodchips, structures and sitework. Any reference to the Recreation (BOR) contained in the agreement, or incorporated thereto, shall hereinafter be con- sidered to be incorporated into the Heritage Conservation and Recreation Se-

Entire project

Stage Covered by this Agreement

Project Cost

The following are  
incorporated into

5. "LAWCON" means the program established by the Act of Congress entitled Act of 1965, (as amended 78 Stat. 897) that provides grants for outdoor recreation.
6. "Local Unit" means the political subdivision of the State of Minnesota which receives a grant, in accordance with this agreement.
7. "Manual" means the Bureau of Outdoor Recreation's Grants-in-Aid Manual.
8. "Project" means the planned undertaking for outdoor recreation that is the subject of a grant.
9. "Regional Director" means the Director of the Bureau of Outdoor Recreation or any person delegated the authority to act for said Regional Director.
10. "State" means the State of Minnesota, the Office of Local and Urban Affairs, or any person which administers the LAWCON program for the State of Minnesota.

#### **A. GENERAL PROVISIONS**

1. The State hereby agrees, in consideration of the promises made by the United States and to reimburse the local unit for the United States monies approved by the Regional Director. This agreement shall not obligate the local unit for the project described herein, except the monies received from the United States for the project completed by the local unit. The State shall not be held liable for costs of the project determined to be nonreimbursable by the BOR. Costs shall not be reimbursed if the funds have been paid.
2. The local unit hereby agrees, in consideration of the promises made by the United States, that the project stage herein described in accordance with the terms of this agreement, and that the local unit has reviewed the attached BOR forms and the attached agreement is acceptable.
3. The local unit further agrees that in the event the project or any part thereof is determined nonreimbursable, any federal monies already paid under this agreement shall be repaid on the demand of BOR to the State for repayment to the United States.

2. The local unit shall execute and complete the project in accordance with the time schedule set forth in the project proposal. Failure to render satisfactory progress or to complete this or any other project under the LAWCON program to the satisfaction of the Commissioner, Director, or Regional Director may be cause for the suspension of all obligations of the United States and the State under this agreement.
  3. Construction contracted for by the local unit shall meet the following requirements:
    - (a) Contracts for construction in excess of \$2,500 shall be awarded through a process of competitive bidding. One (1) copy of all bids and one (1) copy of the contract shall be submitted to the Director after BOR approval of this agreement.
    - (b) The local unit shall inform all bidders on contracts for construction in excess of \$2,500 that Federal funds are being used in the construction.
    - (c) Written change orders to contracts for construction in excess of \$2,500 shall be issued for all necessary changes in the facility. The orders shall be made a part of the project file and shall be kept available for audit upon request for three years after completion of the project. One (1) copy of the order shall be submitted to the Director.
    - (d) The local unit shall incorporate, or cause to be incorporated, into all construction contracts the following provisions:

"During the performance of this contract, the contractor agrees as follows:

      - "(1) The contractor shall not discriminate against any employee or applicant for employment because of race, creed, color, or national origin. The contractor shall take affirmative action to insure that applicants are employed, and that employees are treated during employment, without regard to their race, creed, color, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. The contractor shall post in conspicuous places, available to employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of this nondiscrimination clause as provided by Minnesota and Federal statutes.
      - "(2) The contractor shall in all solicitations or advertisements for employees placed by or on behalf of the contractor, state that all qualified applicants shall receive consideration for employment without regard to race, creed, color, or national origin.
      - "(3) The contractor shall send to each labor union or representative of workers with which he has a collective bargaining agreement or other contract or understanding, a notice, to be provided by the agency contracting officer, advising the labor union or workers' representative of the contractor's commitments under Section 202 of Executive Order No. 11246 of September 24, 1965, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
      - "(4) The contractor shall comply with all provisions of Executive Order No. 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.
      - "(5) The contractor shall furnish all information and reports required by Executive Order No. 11246 of September 24, 1965, and by the rules, regulations, and orders of the Secretary of Labor, or pursuant thereto, and shall permit access to his books, records, and accounts by the contracting agency and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.
      - "(6) In the event of the contractor's noncompliance with the nondiscrimination clauses of this contract or with any of such rules, regulations, or orders, this contract may be cancelled, terminated, or suspended in whole or in part and the contractor may be declared ineligible for further Government contracts in accordance with procedures authorized in Executive Order No. 11246 of September 24, 1965, and such other sanctions may be imposed and remedies invoked as provided in Executive Order No. 11246 of September 24, 1965, or by rule, regulations, or order of the Secretary of Labor, or as otherwise provided by law.
      - "(7) The contractor shall include the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders, of the Secretary of Labor issued pursuant to Section 204 of Executive Order No. 11246 of September 24, 1965, so that such provisions shall be binding upon each subcontractor or vendor. The contractor shall take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing such provisions, including sanctions for noncompliance: Provided, however, that in the event the contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of such direction by the contracting agency, the contractor may request the United States to enter into such litigation to protect the interests of the United States."
  - (e) The local unit shall (1) comply with the above provisions in construction work carried out by itself, (2) assist and cooperate actively with the BOR and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the above contract provisions and with the rules, regulations, and relevant orders of the Secretary of Labor, (3) obtain and furnish to the BOR and to the Secretary of Labor such information as they may require for the supervision of such compliance, (4) enforce the obligation of contractors and subcontractors under such provisions, rules, regulations, and orders, (5) carry out sanctions and penalties for violation of such obligations imposed upon contractors and subcontractors by the Secretary of Labor or the BOR pursuant to Part II, Subpart D, of Executive Order No. 11246 of September 24, 1965, and (6) refrain from entering into any contract with a contractor debarred from Government contracts under Part II, Subpart D, of Executive Order No. 11246 of September 24, 1965.
4. The local unit shall secure completion of the work in accordance with the approved construction plans and specifications, and shall secure compliance with all applicable Federal, State, and local laws and regulations.

5. The local unit shall permit periodic site visits by the Regional Director and by the Director to insure work progress in accordance with the approved project, including a final inspection upon project completion.
6. In the event funds shall not be available for future stages of the project, the local unit shall bring the project to a point of usefulness agreed upon by the local unit, the Director, and the Regional Director.
7. Prior to any major changes from the project proposal, the recommended change shall be submitted to the Director, who shall transmit the recommendation to the Regional Director for approval.
8. Development plans and specifications shall be available for review by the Director upon request.
9. The local unit shall comply with the terms of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, 84 Stat. 1894 (1970), and the applicable regulations and procedures implementing such Act and Minn. Stat. Sect. 117.50 et seq., relating to eminent domain and uniform relocation assistance.
10. When any tract or parcel of, or interest in, real property subject to purchase under this agreement, but not identified herein, shall be found by the Director or Regional Director to be unsuitable for Federal funds, all obligations of the United States hereunder shall cease as to the parcel, tract or interest.

#### D. PROJECT COSTS

1. Project costs eligible for assistance shall be determined upon the basis of the criteria set forth in the Manual and OMB Circular No. A-87.
2. This agreement shall include the use of the indirect cost rate, if any, currently approved by the Office Audit and Investigations, Department of the Interior, in accordance with OMB Circular No. A-87, for the local unit.
3. All program income earned during the project period shall be retained by the local unit and shall be deducted from the total project costs to determine the net costs on which the BOR's share of costs shall be based. In addition, on acquisition projects, all additional program income earned after the project period has expired, but before the project has been developed for public outdoor recreation purposes, shall be deducted from the total project costs of other active projects to determine the net costs on which the BOR's share of costs of the project shall be based. (For the purpose of this clause, the term "program income" shall mean any income received by the grantee from the sale, rental, lease, or other disposition of any of the project assets, and shall not include entrance fees and other charges customarily collected from recreation users of the site.)

#### E. PROJECT ADMINISTRATION

1. The local unit shall promptly submit any reports that the Director may request.
2. Property and facilities acquired or developed pursuant to this agreement shall be available for inspection by the Director or Regional Director upon request.
3. Any monies advanced to the local unit are "public monies" (owned by the Federal Government) and shall be deposited in a bank with FDIC insurance coverage and the balances exceeding the FDIC coverage shall be collaterally secured as provided for in 12 U.S.C. 265.
4. The local unit shall use any funds received by way of advance payment from the United States under the terms of this agreement solely for the project or project stage described herein.
5. Because one of the basic objectives of the LAWCON program is to enhance and increase the nation's outdoor recreation resources, the local units shall use the Federal funds granted hereunder consistent with those objectives. These funds shall result in a net increase in a local unit's outdoor recreation program, at least commensurate with the Federal cost share, and shall not be used as a replacement or substitution of a local unit's outdoor recreation funds.

#### F. PROJECT TERMINATION

1. A project shall commence when the local unit makes any expenditure or incurs any obligation with respect to the project. The local unit may unilaterally rescind this agreement at any time prior to the commencement of the project. After project commencement, this agreement may be rescinded, modified, or amended only by mutual agreement.
2. Failure by the local unit to comply with this agreement or any similar agreement may be cause for the suspension of all obligations of the United States or State hereunder. However, such failure to comply with this agreement shall not be cause for the suspension of all of these obligations when, in the judgment of the Regional Director and Director, the failure was not due to the fault of the local unit. In such case, the minimum costs of any irrevocable obligations properly incurred shall be eligible for funds under this agreement.
3. It shall be recognized that the benefit to be derived by the United States from the full compliance by the local unit with the terms of this agreement is the preservation, protection, and the net increase in the quantity and quality of public outdoor recreation facilities and resources which are available to the people of the State and of the United States. Because repayment by the local unit to the State of the funds extended under this agreement would inadequately compensate the United States for any breach of this agreement by the local unit, the local unit agrees that the appropriate remedy for a breach of this agreement by the local unit shall be the specific performance of this agreement.

#### G. CONFLICT OF INTERESTS

1. No official or employee of the local unit who shall be authorized in his official capacity to negotiate, make, accept, or approve, or to take part in decisions regarding a contract or subcontract in connection with this project shall have any



financial or other personal interest in any such contract or subcontract.

2. No person performing services for the local unit in connection with this project shall have a financial or other personal interest other than his employment or retention by the local unit, in any contract or subcontract in connection with this project. No officer or employee of such person retained by the local unit shall have any financial or other personal interest in any real property acquired for this project unless such interest is openly disclosed upon the public records of the State, and the officer, employee or person has not participated in the acquisition for or on behalf of the State or the local unit.
3. No member of or delegate to Congress shall be allowed any share or part of this agreement, or to any benefit to arise hereupon, unless such benefit shall be in the form of an agreement made with a corporation for its general benefit.
4. The State and local unit shall be responsible for the enforcement of these conflict of interest provisions.

#### H. HATCH ACT

No officer or employee of the State or Local unit whose principal employment is connected to any activity which is financed in whole or in part by this agreement shall take part in any of the political activity proscribed in the Hatch Political Activity Act, 5 U.S.C. Sec. 118k (1964), with the exceptions therein enumerated.

#### I. RETENTION AND CUSTODIAL REQUIREMENTS FOR RECORDS

1. Financial records, supporting documents, statistical records, and all other records pertinent to this grant shall be retained for a period of three years, with the following qualifications:
  - (a) The records shall be retained beyond the three-year period when audit findings have not been resolved.
  - (b) Records for nonexpendable property which was acquired with Federal grant funds shall be retained for three years after its final disposition.
2. The retention period shall commence on the date of the submission of the final expenditure report.
3. State and local units shall be authorized to substitute microfilm copies in lieu of original records.
4. The Secretary of the Interior and the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers, and records of the State and local units and their subgrantees which are pertinent to a specific project for the purpose of making audit, examination, excerpts and transcripts.
5. The local unit may use any generally accepted account system that meets minimum requirements set forth in the Manual.

#### J. USE OF FACILITIES

1. The local unit shall provide suitable public acknowledgement of the use of LAWCON funds on the project site.
2. The local unit shall not at any time convert any property acquired or developed pursuant to this agreement to uses other than the public outdoor recreation uses specified in the project proposal attached, hereto, without the prior written approval of the Director or Regional Director.
3. The local unit shall operate and maintain or cause to be operated and maintained, the property or facilities acquired or developed pursuant to this agreement, in accordance with the requirements of the Manual. Sanitation and sanitary facilities shall be maintained in accordance with the applicable state and local public health standards. Properties shall be kept reasonably safe for public use. Fire prevention, lifeguards, and similar supervision shall be provided to the extent possible. Buildings, roads, trails, and other structures and improvements shall be kept in reasonable repair throughout their estimated lifetime to prevent undue deterioration and to encourage use of the project.
4. The local unit shall keep the facility open to the general public at reasonable hours and at times of the year consistent with the type of facility.

#### K. NONDISCRIMINATION

1. The local unit shall comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and in accordance with Title VI of that Act, no person in the United States shall, on the grounds of race, color, or National origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in the use of any property or facility acquired or developed pursuant to this agreement. The local unit shall immediately take any measures necessary to effectuate this provision. This assurance shall be binding on the State or any political subdivision or other appropriate public agency to which fund assistance or property acquired or developed with fund assistance has been transferred for the period during which the area or facility is used for public outdoor recreation purposes.
2. The local unit shall comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) prohibiting employment discrimination where (1) the primary purpose of a grant shall be to provide employment or (2) discriminatory employment practices shall result in unequal treatment of persons who are or should be benefiting from the grant-aided activity.
3. The local unit shall comply with the regulations promulgated pursuant to the Civil Rights Act of 1964 by the Secretary of the Interior, 43 C.F.R. 17.
4. The local unit shall not discriminate against any person on the basis of residence, except to the extent that reasonable differences in admission or other fees may be based on residence.

**K. COMPLIANCE**

The local unit shall be responsible for compliance with this agreement by any political subdivision or public agency to which funds are transferred pursuant to this agreement. Failure by the political subdivision or public agency to comply shall be deemed a failure by the local unit to comply with this agreement.

**M. MANUAL**

The local unit shall comply with the policies and procedures set forth in the Bureau of Outdoor Recreation Manual. Said Manual is hereby incorporated into and made a part of this agreement.

**N. SPECIAL PROVISIONS**

The following special project terms and conditions were added to this agreement before it was signed by the parties hereto:

This agreement shall be binding on the State and the local unit, and the persons whose signatures appear hereon, as authorized by statute and resolution to sign this agreement in behalf of the aforesaid local unit. In witness whereof, the parties hereto have executed this agreement as of the date entered below.

For Development Project Only: \_\_\_\_\_

### PRECONSTRUCTION CERTIFICATION

"I hereby certify that construction plans and specifications to be used in conjunction with \_\_\_\_\_  
LW27-00 \_\_\_\_\_ shall meet all applicable Federal, State and Local codes and current engineering  
practices; shall meet the requirements and standards of the Minnesota Department of Health; that health, safety,  
durability, and economy shall receive consideration consistent with the scope and objectives of the project; that the  
design shall be conscientiously prepared; that the proposed development shall be in a suitable environment and shall not  
unduly detract from the esthetic value of the area; and that provisions shall be made to insure adequate supervision by  
competent personnel."

By \_\_\_\_\_  
SIGNATURE  
\_\_\_\_\_  
NAME

\_\_\_\_\_  
COUNTY/MUNICIPAL ENGINEER OR ARCHITECT  
\_\_\_\_\_  
DATE

NATURAL RESOURCE AND

GRANT APPLICATION

TO ACQUIRE AND/OR DEVELOP LAND FOR P

Where to Submit:

Send two original signed copies with Project Documentation to  
Planning Agency, Office of Local and Urban Affairs, 550 Cedar

A. Name, address and phone number of political  
sub-division responsible for the project.

City of Grand Rapids

Grand Rapids, Minnesota

Itasca County

Zip 55744

B. Person  
showing

Name \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

Zip 557 \_\_\_\_\_

C. Project Title

Legion Memorial Park Trail System

D. Type of application and project completion date

Acquisition  Development

Section II NATURAL RESOURCES

	Acquisition
Total Cost	\$
State Share	\$
Local Share	\$

Development
\$
\$
\$

Name, Title and mailing address to appear on check:

O.M. Hollom, City Clerk-Administrator, City Hall

G. Project documentation - (refer to check list)

The documents submitted in support of this application shall be enclosed.

ii. Previous approved application  Yes  No Date of approval: \_\_\_\_\_

Project Number: \_\_\_\_\_  Acquisition  Development

i. Execution

IN WITNESS THEREOF, the applicant has caused this application to be signed

on February 8, \_\_\_\_\_, 1978

City of Grand Rapids  
 Legal Name of Applicant

By O.M. Hollom  
 Signature

City Clerk  
 Title

STATE OF MINNESOTA  
STATE PLANNING AGENCY  
OFFICE OF LOCAL AND URBAN AFFAIRS

AMENDMENT TO

- LAND AND WATER CONSERVATION FUND AGREEMENT  
 STATE NATURAL RESOURCES FUND AGREEMENT  
 STATE OUTDOOR RECREATION GRANT AGREEMENT

City of Grand Rapids

Local Unit of Government

Itasca

LW 27-00876.1

Project Number

Leg

- NR (LW revision < 50% total  
 OR element cost)

M/SPA :

This Amendment to Project Agreement(s) Number(s) M/SPA 8999-120  
hereby made and agreed upon by the State of Minnesota through its  
City of Grand Rapids pursuant to:

- Land and Water Conservation Fund Act of 1965, 78 Stat. 897. (LW)  
 Minn. Laws 1965, Ch. 810 and subsequent applicable laws, and rules and regulations of the  
 Agency. (NR)  
 Minn. Laws 1977, Ch. 421, Sec. 2, Subd. 2, 3 and 4 subsequent applicable laws, and rules and regulations of the  
State Planning Agency. (OR)

In mutual consideration of the promises made herein and in the Agreement(s) do agree to amend said Agreement(s) as follows:

The project period covered by the agreement and the project  
hereby extended from Date of Approval through 12/31/



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0724      **Version:** 1      **Name:** Lost Accounts Payable Check  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 10/3/2017      **In control:** City Council  
**On agenda:** 10/9/2017      **Final action:**  
**Title:** Consider voiding lost Accounts Payable check #117163, issue a new check, and waiving bond requirements for check issued to Deer River Hired Hands, Inc., now an affiliate of Minnesota Diversified Industries, Inc. in the amount of \$40.00.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Affidavit of Lost Check.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider voiding lost Accounts Payable check #117163, issue a new check, and waiving bond requirements for check issued to Deer River Hired Hands, Inc., now an affiliate of Minnesota Diversified Industries, Inc. in the amount of \$40.00.

**Background Information:**

Accounts payable check #117163 issued to Deer River Hired Hands, Inc. on January 28, 2014 is lost. Minnesota Diversified Industries, Inc., who now operates and owns Deer River Hired Hands, has completed an Affidavit of Lost Check.

**Requested City Council Action**

Make a motion to void lost Accounts Payable check 117163, issue a new check and waiving bond requirements for check issued to Deer River Hired Hands, Inc., now an affiliate of Minnesota Diversified Industries, Inc. in the amount of \$40.00.

AFFIDAVIT

STATE OF ) Minnesota

) SS

COUNTY OF ) Itasca

**MDI, formerly DRHH**, being first duly sworn on oath, states that he/she resides at **3501 Broadway ST NE, Suite 100, Minneapolis, MN, 55413-1710** and that he/she is the payee named in a check number **117163**, issued to **Deer River Hired Hands**, drawn by **City of Grand Rapids** dated **01/28/2014**, for the sum of **\$40.00**; that to my knowledge this check was never endorsed by me, that I did not authorize anyone to endorse it for me, and that the circumstances of the loss or destruction of the check are as follows:

**Accounts Payable Lost Check**

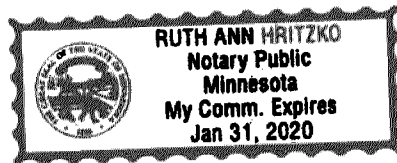
I am making this Affidavit in conjunction with my request that the **City of Grand Rapids** issue a duplicate check. I understand that I make this Affidavit under oath and that I may be subject to criminal penalty if my statements in this Affidavit are false.

SIGNED *Ruth Ann Hritzko*

Subscribed and sworn to before me

This 27 day of September, 2017.

*Ruth Ann Hritzko*  
Notary Public







# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0727      **Version:** 1      **Name:** PW PT Employee Extension  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 10/3/2017      **In control:** City Council  
**On agenda:** 10/9/2017      **Final action:**  
**Title:** Consider approving the extension of Joyce Gould as a part-time seasonal maintenance employee for the Public Works Department.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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Consider approving the extension of Joyce Gould as a part-time seasonal maintenance employee for the Public Works Department.

### **Background Information:**

The Public Works Department hires part-time seasonal workers for Fall maintenance which includes, but is not limited to City Parks, flower maintenance, athletic fields and Right of Way maintenance. Joyce Gould has been an employee for the Summer maintenance season this year and we would like to extend her employment from September 30th through November 4th, 2017 at her current rate of pay of \$14.50 per hour.

### **Staff Recommendation:**

Jeff Davies, Public Works Director, recommends extending Joyce Gould's employment with Public Works.

### **Requested City Council Action**

Make a motion to extend Joyce Gould's employment as a part-time seasonal maintenance employee from September 30th through November 4th, 2017.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0731      **Version:** 1      **Name:** PT Hire-Scherf, Trettel, Bloch, Bender  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 10/4/2017      **In control:** City Council  
**On agenda:** 10/9/2017      **Final action:**  
**Title:** Consider approving the hiring of part-time employees at the 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 part-time employees at the Grand Rapids Park and Recreation Department and the IRA Civic Center.

### **Background Information:**

The following individuals will be hired with the Grand Rapids Park and Recreation Department and the IRA Civic Center. These regular part-time employees will be part of the annual operating budget, begin employment on October 10, 2017 and complete employment by December 31, 2017.

Teresa Scherf, Concessions, Hourly Pay Rate: \$9.50  
James Trettel, Concessions, Hourly Pay Rate: \$9.50  
Sawyer Bloch, Maintenance, Hourly Pay Rate: \$10.75  
Richard Bender, Maintenance, Hourly Pay Rate: \$10.75

### **Staff Recommendation:**

City staff is recommending the approval of hiring of regular part-time employees with the Grand Rapids Park and Recreation Department and the IRA Civic Center.

### **Requested City Council Action**

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0732      **Version:** 1      **Name:** Satisfaction of Mortgage  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 10/4/2017      **In control:** City Council  
**On agenda:** 10/9/2017      **Final action:**  
**Title:** Consider approving a Satisfaction of Mortgage for homeowner with household number 014973 who has satisfied the requirements of the Department of Trade and Economic Development Home Rehabilitation Grant Program and authorizing the necessary signatures.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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Consider approving a Satisfaction of Mortgage for homeowner with household number 014973 who has satisfied the requirements of the Department of Trade and Economic Development Home Rehabilitation Grant Program and authorizing the necessary signatures.

**Background Information:**

The City of Grand Rapids received a \$1,309,000 grant from the Department of Trade and Economic Development in May 2000 for water, sewer, and residential rehabilitation for the Stoeke Addition.

The program offered deferred loans to qualifying individuals for residential rehabilitation. If the homeowner lived in the residence for five years, the loan is forgiven. The names of the individuals who received these loans are confidential; consequently, they are referred to by household number.

A homeowner with household number 014973 has satisfied the requirements of the Deferred Loan Repayment Agreement and Mortgage.

**Staff Recommendation:**

Staff recommends approving a Satisfaction of Mortgage for homeowner with household number 014973 who has satisfied the requirements of the Department of Trade and Economic Development Home Rehabilitation Grant Program and authorizing the necessary signatures.

**Requested City Council Action**

Make a motion approving a Satisfaction of Mortgage for homeowner with household number 014973 who has satisfied the requirements of the Department of Trade and Economic Development Home Rehabilitation Grant Program and authorizing the necessary signatures.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0733      **Version:** 1      **Name:** Credit Card Application&Merchant Agreement  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 10/4/2017      **In control:** City Council  
**On agenda:** 10/9/2017      **Final action:**  
**Title:** Consider approving the Grand Rapids State Bank Merchant Agreement and Merchant Application for the use of a credit card machine.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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Consider approving the Grand Rapids State Bank Merchant Agreement and Merchant Application for the use of a credit card machine.

**Background Information:**

In May 2009, the City Council approved the Merchant Agreement and Application for the use of a credit card machine at City Hall. Grand Rapids State Bank is in the process of changing their Merchant credit card processing company and needs to have the City complete new merchant applications and Merchant agreements for the new company, FiNet.

**Staff Recommendation:**

Staff recommends approving the Grand Rapids State Bank Merchant Agreement and Merchant Application for the use of credit card machines and authorize the necessary signatures.

**Requested City Council Action**

Make a motion approving the Grand Rapids State Bank Merchant Agreement and Merchant Application for the use of credit card machines and authorize the necessary signatures.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0734      **Version:** 1      **Name:** Adv. Cont-Lake Woods, Zorbaz  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 10/4/2017      **In control:** City Council  
**On agenda:** 10/9/2017      **Final action:**  
**Title:** Consider entering into an agreement with area businesses for advertising at the IRA Civic Center.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Lake Woods Chrysler - 2017-partially signed](#)  
[Zorbaz - 2018-partially signed](#)

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

### **Background Information:**

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

Zorbaz-January 1, 2018-December 31, 2019 for dashboard advertisements-\$1,200 for 2018 and \$1,200 for 2019.  
Lake Woods Chrysler-January 1, 2017-December 31, 2018 for ice resurfacer and dashboard advertisements-\$1,950 for 2017 and \$1,950 for 2018.

### **Staff Recommendation:**

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

### **Requested City Council Action**

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

## **AGREEMENT FOR RENTAL OF WALL LIGHTED SIGN**

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

WHEREAS, it will be beneficial to certain business to acquire the privilege of using the advertising signs contained on the ice resurfacer and/or dasherboards the IRA Civic Center for a certain period of years; and

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

NOW, THEREFORE, IT IS HEREBY AGREED by the IRA Civic Center only, Lessor, and Lake Woods Chrysler that the Lessee shall lease for a period of 2 (two) years, and will be automatically renewed yearly unless cancelled in writing according to paragraph 3 below, and according to the terms set forth herein and upon the following terms and conditions:

1. Signs will be placed on the ice resurfacer and/or dasherboards of the IRA Civic Center only, and Lessor shall have the final decision as to exact location of each sign. The choice of each sign and location shall be on a "FIRST COME, FIRST SERVED" basis. Lessor reserves the right to take into consideration actual placement of signs to insure maximum utilization of all advertising areas on the ice resurfacer and/or dasherboards of the IRA Civic Center.
2. The Lessee shall pay to the Lessor in consideration of the sign and/or dasherboard, the sum of \$0.00 in cash to the Lessor at the commencement of the rental term as set forth below.
3. The Lease term for the advertising space shall be as follows: January 1, 2017 through December 31, 2018. This contract will automatically be renewed by the Lessor and Lessee yearly unless the Lessee provides written notice to the Lessor of their intent not to renew said lease. This written notice must be provided no later than December 1 of the year prior to the Lessee's cancellation. For example, if the lease has been automatically renewed for a third year, which would end December 31, 2019, the Lessee must notify the Lessor in writing no later than December 1, 2018 for cancellation effective December 31, 2019.
4. Lessee shall have the first right to rent the advertising signs to Lessee for successive years. Although the signed contract is due within 30 days, lessee will be invoiced and payment in full is due monthly. The Lessor reserves the right to sell sign space if the payment is not received by January 31, 2017.
5. The Advertising logo and design to be used on the signs shall be provided by the Lessee and subject to approval by the Lessor. The Lessor will not unreasonably withhold its approval of any design submitted by Lessee; however, Lessor reserves the right to set standards for the substance and appearance of any advertising to be placed in the IRA Civic Center pursuant to this Agreement.
6. The expense of setup and art work of the sign shall be borne by the Lessee.

- 7. This agreement shall not be changed unless done so in writing by the Lessee.
- 8. The Lessee's advertising space cannot be sublet or resold.
- 9. All signs and materials are the property of the Lessor.
- 10. All maintenance of the signs will be the responsibility of the IRA Civic Center.
- 11. Lease rates and terms are \$1,950.00 for 2017 and \$1,950.00 for 2018 for an ice resurfacers and/or dasherboard advertisement. Lessee will be billed \$162.50 monthly.

BY:   
Lessee

DATE: 2/20/17

CITY OF GRAND RAPIDS (Lessor)

BY: \_\_\_\_\_  
Mayor

DATE: \_\_\_\_\_

\_\_\_\_\_  
City Clerk/Administrator

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

## **AGREEMENT FOR RENTAL OF WALL LIGHTED SIGN**

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

WHEREAS, it will be beneficial to certain business to acquire the privilege of using the advertising signs contained on the interior walls and/or dasherboards (2) in the IRA Civic Center for a certain period of years; and

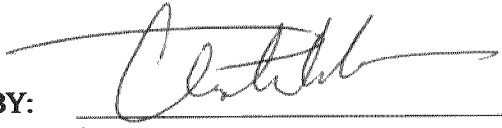
WHEREAS, the Lessor desires to lease the available advertising sign to certain Lessees.

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

1. Signs will be placed on the interior walls and/or dasherboards (2) of the IRA Civic Center only, and Lessor shall have the final decision as to exact location of each sign. The choice of each sign and location shall be on a "FIRST COME, FIRST SERVED" basis. Lessor reserves the right to take into consideration actual placement of signs to insure maximum utilization of all advertising areas on the interior walls and/or dasherboards (2) of the IRA Civic Center.
2. The Lessee shall pay to the Lessor in consideration of the sign and/or dasherboard, the sum of \$1200.00 in cash to the Lessor at the commencement of the rental term as set forth below.
3. The Lease term for the advertising space shall be as follows: January 1, 2018 to December 31, 2019. This contract will be automatically be renewed by the Lessor and Lessee yearly unless the Lessee provides written notice to the Lessor of their intent not to renew said lease. This written notice must be provided no later than May 1 of the year prior to the Lessee's cancellation. For example, if the lease has been automatically renewed for a third year, which would end December 31, 2019, the Lessee must notify the Lessor in writing no later than December, 2019 for cancellation effective December 31, 2019.
4. Lessee shall have the first right to rent the advertising signs to Lessee for successive years. Although the signed contract is due within 30 days, lessee will be invoiced and payment in full is due by August 15, 2017. The Lessor reserves the right to sell sign space if the payment is not received by August 15, 2017.
5. The Advertising logo and design to be used on the signs shall be provided by the Lessee and subject to approval by the Lessor. The Lessor will not unreasonably withhold its approval of any design submitted by Lessee, however, Lessor reserves the right to set standards for the substance and appearance of any advertising to be placed in the IRA Civic Center pursuant to this Agreement.
6. The expense of setup and art work of the sign shall be borne by the Lessee.



7. This agreement shall not be changed unless done so in writing by the Lessee.
8. The Lessee's advertising space cannot be sublet or resold.
9. All signs and materials are the property of the Lessor.
10. All maintenance of the signs will be the responsibility of the IRA Civic Center.
11. Lease rates and terms are \$1,200.00 per year for 2018 and 2019 for two dashboard advertisements.

BY:   
Lessee

DATE: 8-31-17

CITY OF GRAND RAPIDS (Lessor)

BY: \_\_\_\_\_  
Mayor

DATE: \_\_\_\_\_

\_\_\_\_\_  
Tom Pagel, City Administrator

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0735      **Version:** 1      **Name:** Satisfaction of Mortgage 008337  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 10/5/2017      **In control:** City Council  
**On agenda:** 10/9/2017      **Final action:**  
**Title:** Consider approving a Satisfaction of Mortgage for homeowner with household number 008337 who has satisfied the requirements of the Department of Trade and Economic Development Home Rehabilitation Grant Program and authorizing the necessary signatures.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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Consider approving a Satisfaction of Mortgage for homeowner with household number 008337 who has satisfied the requirements of the Department of Trade and Economic Development Home Rehabilitation Grant Program and authorizing the necessary signatures.

**Background Information:**

The City of Grand Rapids received a \$1,309,000 grant from the Department of Trade and Economic Development in May 2000 for water, sewer, and residential rehabilitation for the Stoeke Addition.

The program offered deferred loans to qualifying individuals for residential rehabilitation. If the homeowner lived in the residence for five years, the loan is forgiven. The names of the individuals who received these loans are confidential; consequently, they are referred to by household number.

A homeowner with household number 008337 has satisfied the requirements of the Deferred Loan Repayment Agreement and Mortgage.

**Staff Recommendation:**

Staff recommends approving a Satisfaction of Mortgage for homeowner with household number 008337 who has satisfied the requirements of the Department of Trade and Economic Development Home Rehabilitation Grant Program and authorizing the necessary signatures.

**Requested City Council Action**

Make a motion approving a Satisfaction of Mortgage for homeowner with household number 008337 who has satisfied the requirements of the Department of Trade and Economic Development Home Rehabilitation Grant Program and authorizing the necessary signatures.



CITY OF  
GRAND RAPIDS  
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# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0730      **Version:** 1      **Name:** PW Department Head Report  
**Type:** Department Head Report      **Status:** Department Head Report  
**File created:** 10/4/2017      **In control:** City Council  
**On agenda:** 10/9/2017      **Final action:**  
**Title:** Public Works Department Head Report  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [2017 10-9 PW Fall DH Report](#)  
[2017 10-9 PW Fall DH Report Presentation](#)

Date	Ver.	Action By	Action	Result
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Public Works Department Head Report



**Public Works Fall 2017 Department Head Report**

10-9-17

Our last Public Works Department Head Report was in March. The two primary focuses of 2017 that come to mind was the increased demand required by the Storm Water Utility and Forestry.

**Storm Water Utility**

This summer we spent more attention to the maintenance of our residential raingardens. We currently have 49 rain gardens and added 3 more with the 4<sup>th</sup> Ave NW construction project. Rain Gardens are an environmentally sound solution to urban storm water runoff. They filter pollution and garbage which protects our rivers, streams and lakes. Our increase in labor consists of collection of garbage and scheduled pruning the vegetation within the rain gardens. In addition our public rain gardens there are 9 privately owned rain gardens.

There are also 36 public and private retention ponds which include the McGowan Ponds, 4<sup>th</sup> St. SW Pond and the McKinney Lake Flowage to Crystal Lake. Our newest pond is at the NE quadrant of 8<sup>th</sup> Ave NE and Hwy 2 This summer we had contractors clean the McKinney Lake Flowage, Lost Creek Pond, Ace Pond and the 10<sup>th</sup>-11<sup>th</sup> Street Detention Pond. The work was funded by the Storm Water Utility.

The level of Lilly Lake has been high which affects the drainage of our detention pond between 10<sup>th</sup> and 11<sup>th</sup> street SE just west of Airport Road. It rained 5.2 inches in August which is 1.8 inches over the 30 year average for August. And between September 17<sup>th</sup> and the 26<sup>th</sup> it rained another 5.17 inches. September's 30 year average of rainfall is 3.39 inches. In addition to the recent rainfall is the issue of some pesky beavers. They have created some additional work and our trapping efforts haven't been successful.

Even with our inspections excessive rain usually brings about some type of failure in our system. A sink hole was reported and after inspections and the locates, the repair was made.. In this case the entire culvert was rotten and needed replacing.

**Forestry**

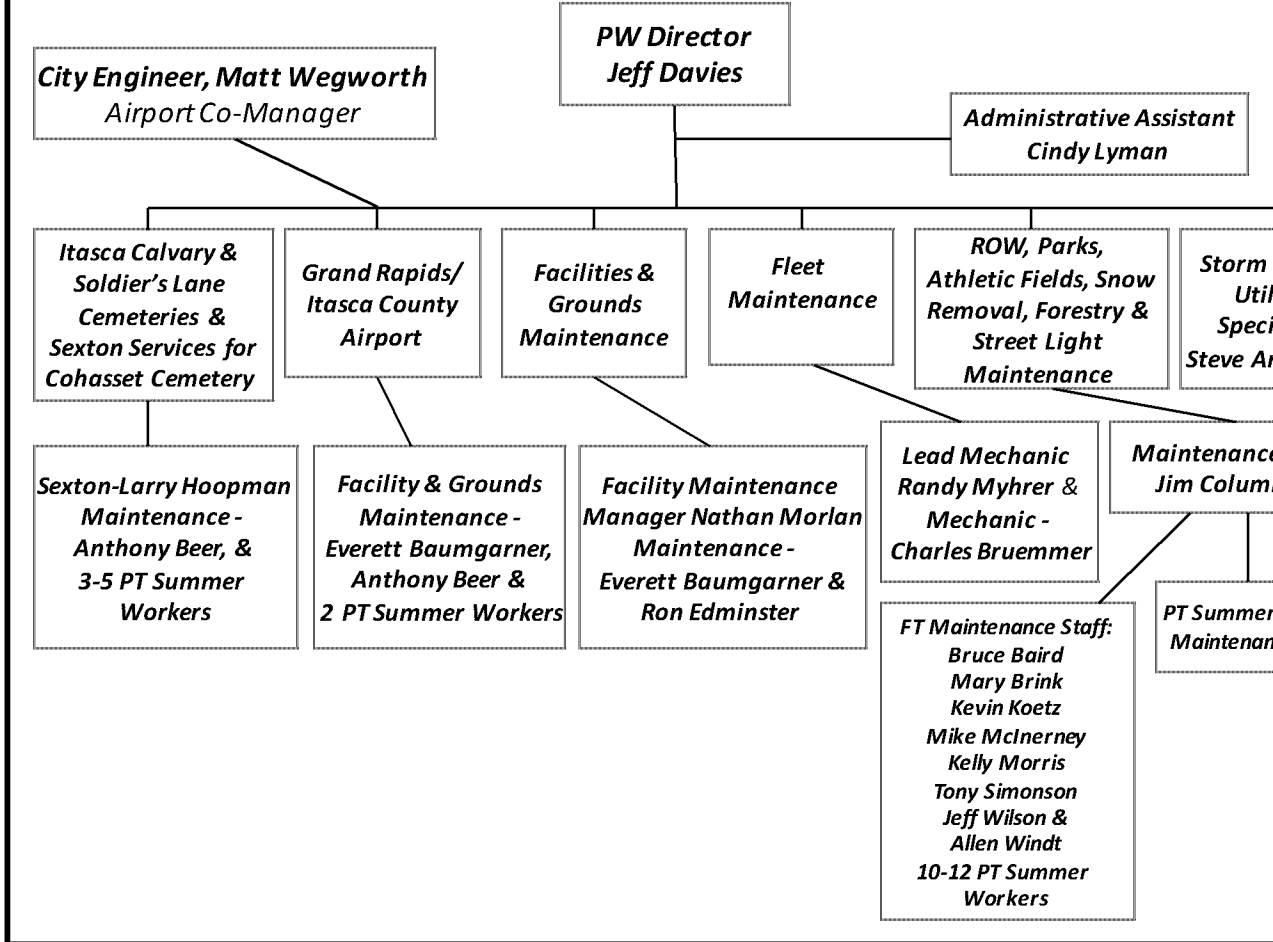
Tree trimming includes improving visibility at intersections, maintaining the canopy of the street, sidewalk clearance and removing hazard branches. It's not uncommon to receive a call regarding alley's needing trimming. There was a huge increase in tree removal this summer caused by this year's spread in Dutch Elm Disease. On average the last several years 3 to 5 Elm trees have needed to be taken down. This past summer we have taken just over 40 elm trees. Infected areas populate the beetle and this summer there has been an increase in Native and European Bark Beetle. Excessive rain and above average temperatures in late winter and continued rain through the summer are factors being considered. Also consecutive mild winter temperatures has helped the beetles survive. Typically our extreme cold January temperatures increase the fatality rate of the beetles.

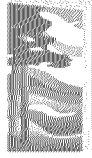
**Public Works  
Fall 2017  
Department Head Report**



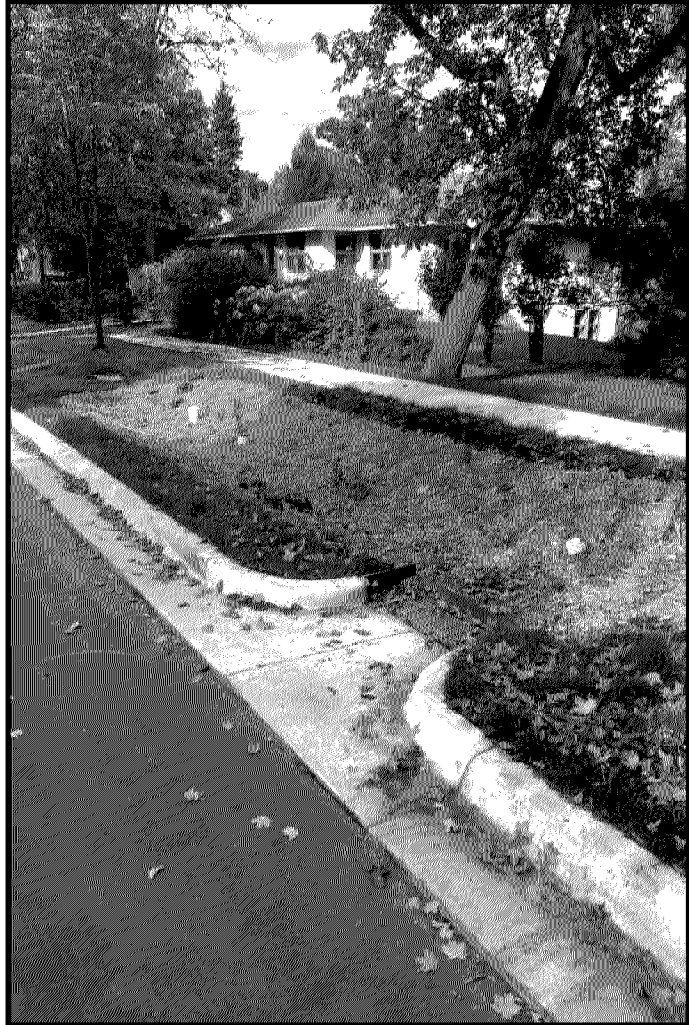
GRAND RAPIDS  
ITS IN MINNESOTA'S NATURE

# PW DEPT ORGANIZATIONAL CHART





GRAND RAPIDS  
IT'S IN MINNESOTA'S NATURE

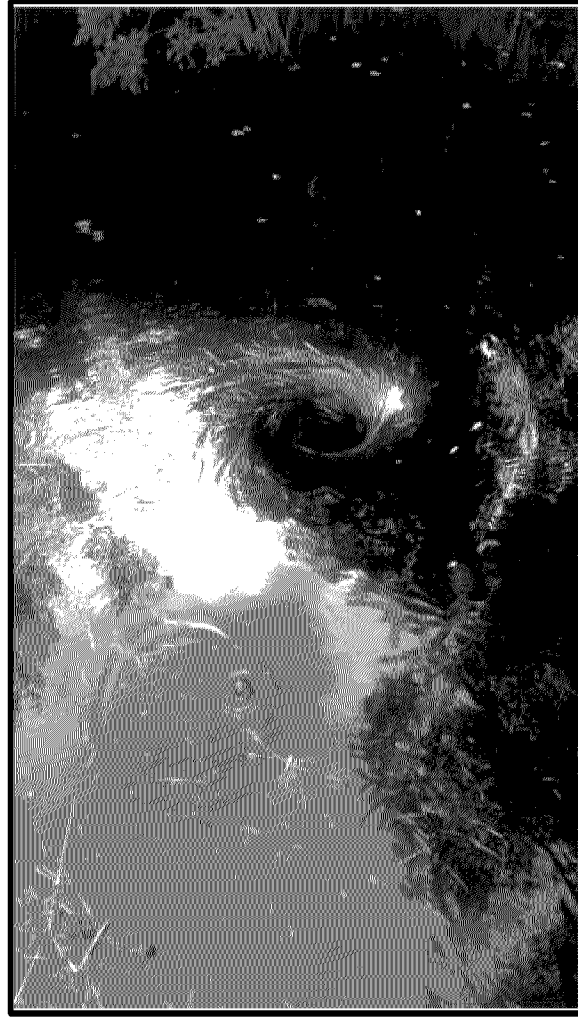




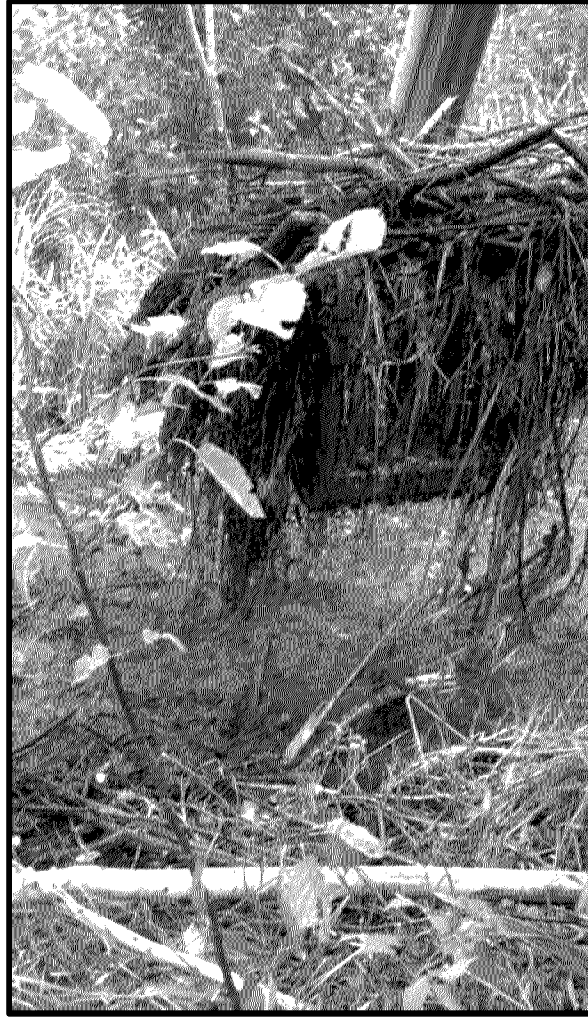










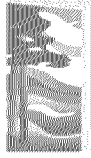












GRAND RAPIDS  
IT'S IN MINNESOTA'S NATURE

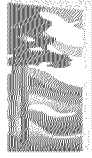






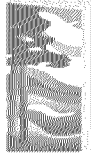






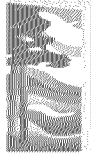
GRAND RAPIDS  
IT'S IN MINNESOTA'S NATURE



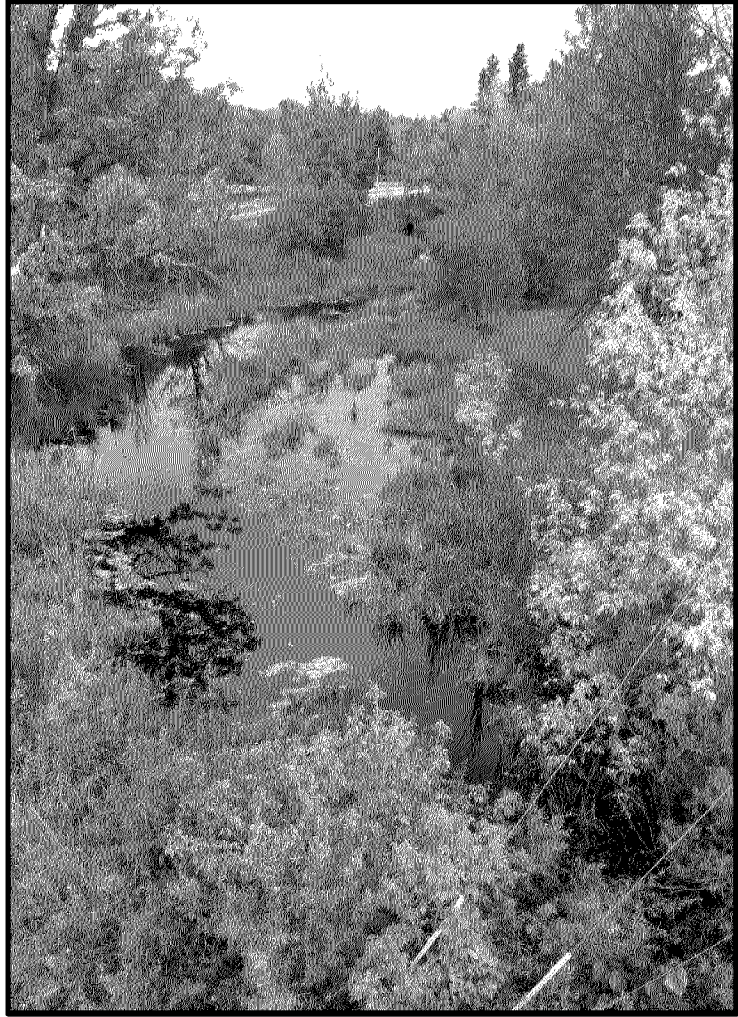


GRAND RAPIDS  
IT'S IN MINNESOTA'S NATURE

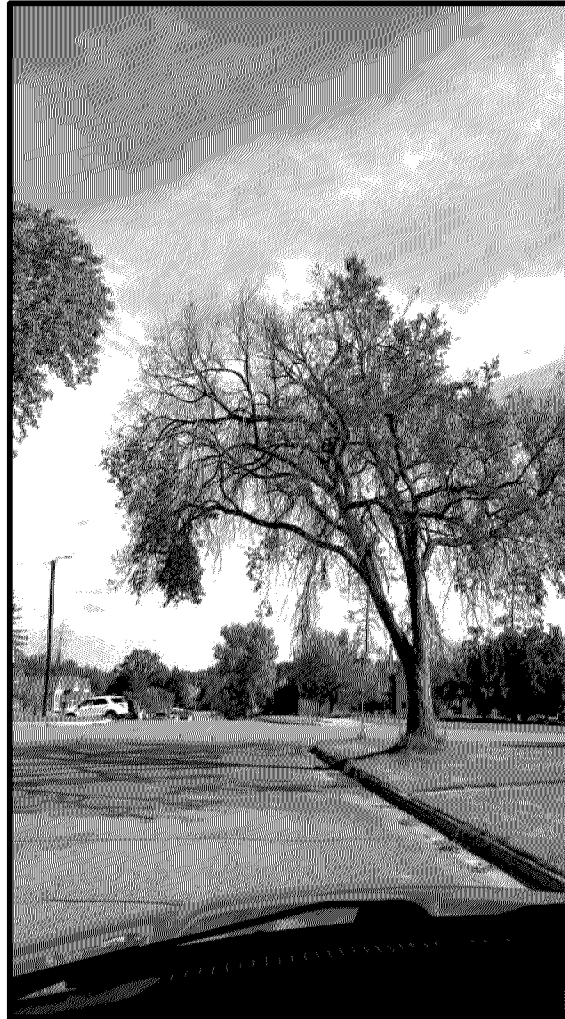




GRAND RAPIDS  
IT'S IN MINNESOTA'S NATURE

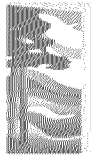












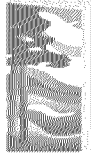
GRAND RAPIDS  
IT'S IN MINNESOTA'S NATURE





GRAND RAPIDS  
IT'S IN MINNESOTA'S NATURE





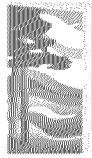
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## **PUBLIC WORKS LABOR SUMMARY**

<b>City ROW Maint</b>	<b>\$18,509.65</b>
<b>Pothole Patching</b>	<b>\$14,111.28</b>
<b>Grading</b>	<b>\$8,990.71</b>
<b>Sign Maint</b>	<b>\$19,780.02</b>
<b>Traffic Painting</b>	<b>\$8,965.01</b>
<b>Forestry-City Tree Maint</b>	<b>\$54,329.85</b>

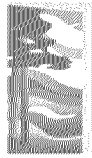


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## **PUBLIC WORKS LABOR SUMMARY**

<b>Community Events</b>	<b>\$9,506.45</b>
<b>Community Events: TTDAYS</b>	<b>\$15,040.43</b>
<b>Flower Maint</b>	<b>\$17,548.66</b>
<b>Banners/Flags/Bench Maint</b>	<b>\$21,153.44</b>
<b>City Parks/Trail Maint</b>	<b>\$43,118.70</b>
<b>Sports Complex</b>	<b>\$31,058.87</b>
<b>Legion BaseBall Field</b>	<b>\$10,518.24</b>

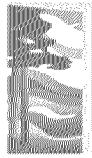




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## FLEET LABOR SUMMARY

<b>Departments</b>	<b>Hours</b>
Public Works	824
Fire Dept	10
Police Dept	235
PUC-Admin/Elec/W&S/WWTP	132.5
IRA Civic Center/Recreation	5
Airport	28
Building Maint	2.5
Community Development	6.5
Storm Water Utility	342



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## 2017 Itasca Calvary Cemetery Summary

### Burials

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Full	23
Cremations	38
Cremations Disinterment	1
Infant Disinter & Re-Inter	1
<b>Total:</b>	<b>61</b>

### Grave Sales

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Adult	50
Infant	1
<b>Total:</b>	<b>51</b>

## 2017 Cohasset Cemetery Summary

### Burials

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Full	11
Cremations	13
<b>Total:</b>	<b>24</b>

### Grave Sales:

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Adult	11
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# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	17-0736	<b>Version:</b>	1	<b>Name:</b>	Consider the creation of an eligibility list and appointments for Part-time Hospital Security Officers.
<b>Type:</b>	Agenda Item	<b>Status:</b>			Administration Department
<b>File created:</b>	10/5/2017	<b>In control:</b>			City Council
<b>On agenda:</b>	10/9/2017	<b>Final action:</b>			
<b>Title:</b>	Consider the creation of an eligibility list and appointments for Part-time Hospital Security Officers.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>					

Date	Ver.	Action By	Action	Result
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Consider the creation of an eligibility list and appointments for Part-time Hospital Security Officers.

### **Background Information:**

At the August 28, 2017 City Council Meeting, the city authorized City staff to begin the process of creating an eligibility list for Part-time Hospital Security Officers. The selection process has concluded and the interviewing committee consisting of Sergeant Kevin Ott, Hospital Security Officer Gary DeGrio, Marc Dulong from Grand Itasca Clinic & Hospital, and Human Resources Director Lynn DeGrio has recommended creating an eligibility list consisting of Lindsey Carpenter, Matt Laubach, Kohl Mattson, and Rick Moen. We would like to appoint all four of them to the part-time position of Part-time Hospital Security Officers, contingent upon successful completion of a background check, pre-employment medical exam, psychological exam, drug test and City Council Approval.

All four of the candidates are currently serving on the Grand Rapids Police Reserves and bring a wide array of education and experience. We are specifically looking for employees who are flexible and have the ability to fill in on scheduled days off, holidays, and unscheduled needs.

We are recommending a starting wage of \$15.00 per hour until they reach 100 hours, at which time their hourly wage would increase to \$19.00 per hour.

### **Staff Recommendation:**

The selection process has concluded and the interviewing committee consisting of Sergeant Kevin Ott, Hospital Security Officer Gary DeGrio, Marc Dulong from Grand Itasca Clinic & Hospital, and Human Resources Director Lynn DeGrio have recommended creating an eligibility list consisting of Lindsey Carpenter, Matt Laubach, Kohl Mattson, and Rick Moen and appointing all four of them to the position of Part-time Hospital Security Officer contingent upon successful completion of a background check, pre-employment medical exam, psychological exam, drug test and City Council Approval.

### **Requested City Council Action**

Make a motion to create an eligibility list for Part-time Hospital Security Officers consisting of Lindsey

Carpenter, Matt Laubach, Kohl Mattson, and Rick Moen and appoint all four of them to the position contingent upon successful completion of a background check, pre-employment medical exam, psychological exam, drug test and City Council Approval effective October 10, 2017 at a rate of \$15.00 per hour.