



# CITY OF GRAND RAPIDS

## Meeting Agenda Full Detail City Council

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Monday, August 14, 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 will be held on Monday, August 14, 2017 at 5:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

### CALL OF ROLL

**5:01 PM PRESENTATIONS/PROCLAMATIONS**

17-0521 Proclaim August 4, 2017 Mike Johnson Day.

**Attachments:** [Mike Johnson Day.pdf](#)

### MEETING PROTOCOL POLICY

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

**5:03 PM PUBLIC FORUM**

**5:08 PM COUNCIL REPORTS**

**5:10 PM APPROVAL OF MINUTES**

17-0551 Consider approving City Council minutes for Monday, July 24, 2017 Worksession & Regular meetings and Monday, July 31, 2017 Special meeting.

**Attachments:** [July 24, 2017 Worksession.pdf](#)  
[July 24, 2017 Regular Meeting.pdf](#)  
[July 31, 2017 Special Meeting.pdf](#)

**5:40 PM VERIFIED CLAIMS**

17-0577 Consider approving the verified claims for the period July 18, 2017 to August 7, 2017 in the total amount of \$1,446,752.89.

**Attachments:** [COUNCIL BILL LIST 08-14-17.pdf](#)

**5:11 PM CONSENT AGENDA**

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

1. [17-0541](#) Consider authorizing the Police Department to sell three (3) forfeited vehicles and one (1) forfeited ATV at the Minnesota DNR auction.
2. [17-0543](#) Consider adopting a resolution accepting a \$100 donation from Grand Rapids Amateur Hockey Association (GRAHA) Gambling to be utilized for Independence Day Fireworks.  
**Attachments:** [GRAHA Fireworks Resolution.pdf](#)  
[GRAHA Lawful Gambling.pdf](#)
3. [17-0547](#) Consider adopting a resolution accepting and approving additional donations for the IRA Civic Center Multi-Use Pavilion.  
**Attachments:** [MUP In-kind and donation.pdf](#)
4. [17-0548](#) Consider approving temporary liquor license for St. Joseph's Catholic Church, event scheduled for Saturday, September 9, 2017.  
**Attachments:** [St. Joe's - September 9, 2017.pdf](#)
5. [17-0552](#) Consider accepting the Fire Relief Association Schedule Form for Lump Sum Pensions reporting Year 2017, and the 2016 Financial Statements, and authorize the budgeted \$5,000 contribution to the Fire Relief Association.  
**Attachments:** [2017 SC-17.pdf](#)
6. [17-0557](#) Consider renewing a 3 year Software License Agreement with Schedule Anywhere, (ABS) Atlas Business Solutions, Inc. for the Police Department.  
**Attachments:** [2017 scheduleanywhere.pdf](#)
7. [17-0558](#) Consider adopting a resolution accepting donations of \$50 from Wal-Mart, \$100 from Grand Rapids State Bank, \$100 from Rowe Funeral Home, \$10 from Ruth Sejnoha, \$122.72 from Sandstrom's , 1 bike from Phil Windorski Memorial Foundation, 1 bike from North Homes, 1 bike from Target, 2 bikes from US Bank, 1 bike from Jurvelin Hardware/Vic Williams, 2 bikes from 1000 lakes FOP, 4 bikes from 1000 lakes FOP Auxiliary, 1 bike from Ross Resources, and 1 bike from American Bank of the North to be used for and given away at this year's National Night Out.  
**Attachments:** [PD Natl Night Out-2.pdf](#)
8. [17-0560](#) Consider approving a public service and infrastructure permanent easement from Burggraf Properties LLP related to CP 2017-4, 2017 Street Light Improvements.  
**Attachments:** [Burggraf signed](#)

9.     17-0563     Consider adopting a resolution approving LG230 Off-Site gambling application for Confidence Learning Center.  
**Attachments:**    Confidence Learning Center Off-Site.pdf  
                          17 - Off-Site Gambling Permit.pdf
10.    17-0565     Consider issuing a Special Permit for Use and Possession of a Firearm within the City of Grand Rapids to 2017 MN Governor's Deer Hunting Opener.  
**Attachments:**    Minnesota Deer Hunter Assoc. 2017.pdf
11.    17-0566     Consider adopting a resolution accepting a donation of \$500.00 for the Shop with a Hero program.  
**Attachments:**    PD CMHS Shop with Hero Res.pdf
12.    17-0569     Consider commencing proceedings and adopting a resolution establishing a public hearing date to consider the vacation certain public easements and a portion of right-of-way within the Plats of Grand Rapids Third Division and Huhn's Addition.  
**Attachments:**    Vacation Memo & Map- from Matt Wegwerth  
                          City Initiated Vacations: Resolution Establishing Public Hearing
13.    17-0572     Consider approving five (5) temporary liquor licenses for the MacRostie Art Center, events scheduled September through January 2018.  
**Attachments:**    MacRostie Art Center - Liquor Lic. Apps.pdf
14.    17-0573     Consider approving final payment on the dehumidification replacement project at the IRA Civic Center.
15.    17-0574     Consider a resolution amending the IRA Civic Center fee schedule.  
**Attachments:**    Fee Schedule - Draft Changes.pdf  
                          Fee Schedule Resolution.pdf
16.    17-0575     Consider adopting a resolution to accept grant funds from MN DOT and a resolution entering into a grant agreement with the State of Minnesota for the GPZ Apron and Taxilane Construction project.  
**Attachments:**    State Agreement  
                          State Resolution  
                          MN Apron Taxilane Resolution.pdf
17.    17-0578     Consider approving temporary liquor license for Grand Rapids Area Community Foundation.
18.    17-0581     Consider adopting two resolutions to execute the MnDOT Airport Maintenance and Operation Grant Contract #1028994 and authorize the Mayor and the Clerk to sign such Contract.

**Attachments:** [Grand Rapids agreement](#)  
[Airport M & O Resolution.pdf](#)  
[Grand Rapids M&O.pdf](#)

19. [17-0587](#) Consider adopting a resolution to accept grant funds from the FAA for the GPZ Apron and Taxilane Construction project.

**Attachments:** [FAA Apron Taxilane Resolution](#)

20. [17-0562](#) Consider adopting the Outdoor Performance Venue Feasibility Study.

**Attachments:** [160187 Grand Rapids Outdoor Performance Venue Study 20170602 FINAL](#)

**5:13 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.*

**5:14 ACKNOWLEDGE BOARDS & COMMISSIONS**  
**PM**

21. [17-0567](#) Acknowledge minutes for Boards & Commissions

**Attachments:** [June 21, 2017 HRA Minutes.pdf](#)  
[May 17, 2017 HRA Minutes.pdf](#)  
[May 31, 2017 Human Rights minutes.pdf](#)

**5:15 DEPARTMENT HEAD REPORT**  
**PM**

22. [17-0579](#) Fire Department - Fire Chief Mike Liebel

**5:25 FINANCE DEPARTMENT**  
**PM**

23. [17-0556](#) Consider adopting a resolution awarding the sale of the \$2,130,000 General Obligation Street Reconstruction Bonds, 2017A.

**Attachments:** [Grand Rapids GO Street Recon 2017A Award Resolution - 504910v1.pdf](#)

**5:30 ADMINISTRATION DEPARTMENT**  
**PM**

24. [17-0538](#) Appointment of Dion Holcomb-Card to the Library Public Services Clerk position in the Children's Department.

25. [17-0544](#) Consider approving Greenway Joint Recreation Association Joint Powers Agreement and appoint a Council member to serve on the Board.

**Attachments:** [Greenway Joint Recreation Association Joint Powers Agreement.pdf](#)

**5:40 ADJOURNMENT  
PM**

*NEXT REGULAR MEETING IS SCHEDULED FOR AUGUST 28, 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.*

*Attest: Kimberly Gibeau, City Clerk*



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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0521      **Version:** 1      **Name:** Mike Johnson Proclamation  
**Type:** Agenda Item      **Status:** PRESENTATIONS/PROCLAMATIONS  
**File created:** 7/14/2017      **In control:** City Council  
**On agenda:** 8/14/2017      **Final action:**  
**Title:** Proclaim August 4, 2017 Mike Johnson Day.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Mike Johnson Day.pdf](#)

Date	Ver.	Action By	Action	Result
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Proclaim August 4, 2017 Mike Johnson Day.

# Proclamation

## MIKE JOHNSON DAY

WHEREAS, Mike Johnson, retired Provost of Itasca Community College, served the institution in numerous capacities from 1979 to 2014, selflessly striving to provide students with an extraordinary education and to strengthen the community for the betterment of future generations; and

WHEREAS, Mike Johnson advanced the mission of Itasca Community College for over 35 years, by growing nationally recognized curricular and co-curricular programs, nurturing philanthropic giving, advancing the campus infrastructure and developing the college's residential living program; and

WHEREAS, Mike Johnson, a recognized and respected community leader and innovator, generously gave of his time and talent to further enhance the region's quality of living and economic development through his leadership on the Blandin Foundation Board, the Northland Foundation Board, Itasca Economic Development Board, and with numerous other local and regional entities; and

WHEREAS, an outstanding relationship builder, forged educational partnerships with sister higher education organizations, area communities, business and industry, and the Itasca Area Schools Collaborative, providing exceptional opportunities to better the lives of our citizens; and

WHEREAS, Mike Johnson provided tremendous support and leadership to the Northeast Higher Education District at a time of great need, by serving as interim Provost at Rainy River Community College and Mesabi Range College while fulfilling his duties at Itasca Community College; and

WHEREAS, Mike Johnson, a champion of youth development, led college and community athletic programs, having served for many years as head coach for college baseball, as assistant coach for college hockey, as community softball coach, and as a tireless advocate and participant in community sports; and

WHEREAS, Mike Johnson, a believer of the common and greater good, served as role model of servant leadership to the students, staff, faculty and administration, building a positive environment and providing individuals the opportunity to reach their potential; and

WHEREAS, the City of Grand Rapids recognizes and sincerely thanks Mike Johnson for his many years of remarkable leadership for the college and the community and congratulates him on having the Itasca Community College Liberal Arts building officially named in his honor.

NOW THEREFORE, BE IT RESOLVED, that I, Dale Adams, Mayor of the City of Grand do hereby proclaim August 4, 2017, as Mike Johnson Day.

IN WITNESS WHEREOF, I have hereto subscribed my name and the seal of the City of Grand Rapids, Minnesota, this 4<sup>th</sup> day of August Two thousand and seventeen.



Dale Adams, Mayor  
City of Grand Rapids







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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0551      **Version:** 1      **Name:** Council minutes  
**Type:** Agenda Item      **Status:** Approval of Minutes  
**File created:** 7/26/2017      **In control:** City Council  
**On agenda:** 8/14/2017      **Final action:**

**Title:** Consider approving City Council minutes for Monday, July 24, 2017 Worksession & Regular meetings and Monday, July 31, 2017 Special meeting.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [July 24, 2017 Worksession.pdf](#)  
[July 24, 2017 Regular Meeting.pdf](#)  
[July 31, 2017 Special Meeting.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving City Council minutes for Monday, July 24, 2017 Worksession & Regular meetings and Monday, July 31, 2017 Special meeting.

**Background Information:**

Draft minutes for July 24, 2017 Worksession and Regular meetings are attached for review.

**Staff Recommendation:**

Review draft minutes and approve if no changes are identified.

**Requested City Council Action**

Make a motion to approved City Council minutes for Monday, July 24, 2017 Worksession & Regular meetings and Monday, July 31, 2017 Special meeting.



# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council Work Session

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Monday, July 24, 2017

4:00 PM

Blandin Beach & 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, July 24, 2017 p.m. beginning at Blandin Beach and continuing in City Hall Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

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

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

**Others present:**

*Tom Pagel, Matt Wegwerth, Dale Anderson*

### Discussion Items

1. Review the condition of Blandin Beach House.  
  
*Mr. Anderson led attendees on a tour of the Blandin Beach house, which is currently closed to the public. The facility has deteriorated and is recommended for demolition. Discussed future plans to build two unisex bathrooms on the current beach house site and identify another location at the Blandin Beach park to construct a public pavilion.*  
  
*Meeting was recessed at 4:29 PM to allow for transit time back to City Hall where the meeting will reconvene.*  
  
*Reconvened at 4:35 PM in Conference Room 2A.*  
  
*Continued discussion included funding for demolition and restrooms included in the CIP and possible funding for future pavilion.*  
  
**Received and Filed**
2. Review 5:00 PM Regular Meeting  
  
*Added to Rob Stauber Goalcrease contract to Consent as #17a and moved item #19 to Consent as #17b.*  
  
*Reviewed process for appointing applicants to Residential Rental Licensing & Inspection Taskforce.*

**ADJOURN**

*There being no further business, the meeting adjourned at 4:52 PM.*

*Respectfully submitted:*

*Kimberly Gibeau*  
Kimberly Gibeau, City Clerk



# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council

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Monday, July 24, 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, July 24, 2017 at 5:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.**

### CALL OF ROLL

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

### Staff present

*Tom Pagel, Matt Wegwerth, Steve Schaar, Barb Baird, Scott Johnson*

### MEETING PROTOCOL POLICY

**5:01 PM PUBLIC FORUM**

*None.*

**5:06 PM COUNCIL REPORTS**

*Councilor Christy advised residents of upcoming changes in Waste Management collection and gave a reminder to residents about filing for property tax refunds.*

**5:09 PM APPROVAL OF MINUTES**

Consider approving Council minutes for Monday, July 10, 2017 Worksession & Regular meetings and July 17, 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.**

**5:10 PM VERIFIED CLAIMS**

Consider approving the verified claims for the period July 1, 2017 to July 17, 2017 in the total amount of \$1,224,940.17 of which \$305,307.12 are debt service payments.

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

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

**5:11 PM CONSENT AGENDA**

1. Considering authorizing staff to apply for an Arrowhead Regional Arts Council Grant  
**Approved by consent roll call**
2. Consider adjustment to rate of pay for Public Works seasonal employee.  
**Approved by consent roll call**
3. Consider entering into an agreement with Constellation Energy to provide natural gas at the IRA Civic Center.  
**Approved by consent roll call**
4. Consider approving the 2017 budgeted operating transfers.  
**Adopted Resolution 17-60 by consent roll call**
5. Consider a request by the Grand Rapids Police Department to solicit donations for this year's National Night Out and adopt a resolution accepting donations of \$100.00 from the Fraternal Order of Eagles #2469, \$200.00 from Cole Hardware, \$250.00 from the Blandin Foundation, \$100.00 from Cap Baker Lions Club, \$100.00 from Kevin McNichols, and \$200.00 from John Dimich to be used for National Night Out.  
**Adopted Resolution 17-61 by consent roll call**
6. Consider adopting a resolution accepting a donation of 50 - \$5.00 gift certificates (\$250.00) from Cherry Berry to be handed out by Grand Rapids Police Officers to children in the community for doing good deeds.  
**Adopted Resolution 17-62 by consent roll call**
7. Consider awarding a contract for CP 2017-3, the Taxilane Utilities Project  
**Approved by consent roll call**

8. Consider entering into an agreement with area businesses for advertising at the IRA Civic Center.  
**Approved by consent roll call**
9. Consider approving the hiring of a part-time employee at the Grand Rapids Park and Recreation Department, IRA Civic Center and the Grand Rapids Sports Complex.  
**Approved by consent roll call**
10. Consider adopting an ordinance amending the City's Municipal Code to allow operation of ATV's in a larger portion of the Central Business District.  
**Adopted Ordinance 17-07-06 by consent roll call**
11. Consider awarding a contract for CP 2017-4, the 2017 Street Light Improvements Project  
**Approved by consent roll call**
12. Consider entering into Independent Golf Contracts with Sheri Kirkpatrick and Mike Klabough.  
**Approved by consent roll call**
13. Consider entering into an agreement with Grand Rapids Area Chamber of Commerce for advertising in the 2018 Directory.  
**Approved by consent roll call**
14. Consider allowing the Fire Department to Submit a Request for Proposal as a Chemical Assessment Team.  
**Approved by consent roll call**
15. Consider awarding a contract for the Taxilane Construction Project at the GPZ Airport.  
**Approved by consent roll call**
16. Consider appointing Teagan Provinzino to the position of part-time Animal Control Facility Attendant effective July 25, 2017.  
**Approved by consent roll call**
17. Consider the approval of Change Order 1 with TNT Aggregates related to CP 2017-3, the Taxilane Utilities Project  
**Approved by consent roll call**
- 17a. Consider entering into a contract with Stauber's Goalcrease.  
**Approved by consent roll call**
- 17b. Consider entering into a rental agreement with the City of Moorhead for the use of a

hazardous materials training trailer.

**Approved by consent roll call**

### **Approval of the Consent Agenda**

**A motion was made by Councilor Christy, seconded by Councilor Connelly, to approve the Consent agenda, amended with the addition of item #17a, Stauber Goalcrease contract and moving item #19 from regular agenda to Consent as item #17b. The motion carried by the following vote**

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

### **SETTING OF REGULAR AGENDA**

**A motion was made by Councilor Bill Zeige, seconded by Councilor Dale Christy, to approve the Regular agenda, amendment noted in Consent approval. The motion PASSED by unanimous vote.**

#### **5:13 DEPARTMENT HEAD REPORT PM**

18. Engineering Department - Matt Wegwerth

*Engineer Wegwerth provides semi-annual department report including staffing, current projects, rate increase for stormwater utility and projects, GIS projects, Airport projects, etc. A full report is available in the Administration department.*

**Received and Filed**

#### **5:23 FIRE DEPARTMENT PM**

*Item #19 moved to Consent as item #17b.*

#### **5:25 ADMINISTRATION DEPARTMENT PM**

20. Consider appointing individuals to the Residential Rental Licensing & Inspection Task force

*City Administrator Pagel provides background information regarding taskforce, applicants and designees.*

**A motion was made by Councilor Christy, seconded by Councilor Zeige, to appoint the following:**

- 1) Lori Duchesneau, large private apartment rental owner
- 2) Duane Schraw, medium private apartment rental owner
- 3) Steve Loney, small private apartment rental owner
- 4) Rozanne Casey, Kootasca
- 5) Diane Larson, Itasca County HRA

6) Barb Sanderson, public member

7) Pat Schwartz, Grand Rapids HRA

8) Rick Blake, City Council

The motion carried by the following vote.

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

**5:30 PUBLIC HEARINGS  
PM**

*Recessed regular meeting at 5:22 PM, for scheduled public hearing.*

21. Conduct a Public Hearing to consider the issuance of bonds by the Housing and Redevelopment Authority of the City of Saint Paul, Minnesota, on behalf of Fairview Health Services under Minnesota Statutes, Sections 469.152 to 469.165.

*Finance Director Baird provides background information.*

*Mayor Adams states the reason for the public hearing. Clerk Gibeau states that all notice requirements have been and no correspondence was received in the Clerk's office regarding this matter.*

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

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

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

**5:45 FINANCE DEPARTMENT  
PM**

22. Consider approving a resolution approving the issuance of bonds by the Housing and Redevelopment Authority of the City of Saint Paul, Minnesota, on behalf of Fairview Health Services under Minnesota Statutes, Sections 469.152 to 469.165.

*Todd Christianson, Grand Itasca, answers questions regarding finances and scope of the project.*

*Finance Director Baird confirmed that the City of Grand Rapids has no financial obligation in this matter. The City is serving as a type of financial conduit only.*

**A motion was made by Councilor Christy, seconded by Councilor Blake, adopting Resolution 17-63, issuance of bonds by HRA of St. Paul, MN on behalf of Fairview Health Services as presented. The motion carried by the following vote.**

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



**ADJOURNMENT**

A motion was made by Councilor Tasha Connelly, seconded by Councilor Bill Zeige, to adjourn the meeting at 5:37 PM. The motion PASSED by unanimous vote.

*Respectfully submitted:*

*Kimberly Gibeau*  
Kimberly Gibeau, City Clerk



# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council

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Monday, July 31, 2017

7:30 AM

Conference Room 2A

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**CALL TO ORDER:** Pursuant to due notice and call thereof a Special Meeting of the Grand Rapids City Council was held on Monday, July 31, 2017 at 7:34 a.m. in City Hall Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

### CALL OF ROLL

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

### Staff present:

*Tom Pagel*

Consider entering into a grant agreement with the FAA for the GPZ Apron and Taxilane Construction project.

*City Administrator Pagel provided background information and review of proposed grant agreement.*

**A motion was made by Councilor Rick Blake, seconded by Councilor Bill Zeige, to approve the GPZ Apron and Taxilane Construction project grant agreement with the FAA as presented. The motion PASSED by unanimous vote.**

### ADJOURNMENT

*There being no further business, the meeting adjourned at 7:42 AM.*

*Respectfully submitted: Tom Pagel, City Administrator*



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0577      **Version:** 1      **Name:** VERIFIED CLAIMS  
**Type:** Agenda Item      **Status:** Verified Claims  
**File created:** 8/10/2017      **In control:** City Council  
**On agenda:** 8/14/2017      **Final action:**  
**Title:** Consider approving the verified claims for the period July 18, 2017 to August 7, 2017 in the total amount of \$1,446,752.89.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [COUNCIL BILL LIST 08-14-17.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the verified claims for the period July 18, 2017 to August 7, 2017 in the total amount of \$1,446,752.89.

**Requested City Council Action**

Make a motion approving the verified claims for the period July 18, 2017 to August 7, 2017 in the total amount of \$1,446,752.89.

DATE: 08/09/2017  
 TIME: 14:53:28  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 08/14/2017

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
CITY WIDE		
0914690	INSIGHT PUBLIC SECTOR SLED	175.70
1200800	LHB ENGINEERS & ARCHITECTS	3,760.18
1503245	OFFICE ENTERPRISES INC	157.01
1801610	RAPIDS PLUMBING & HEATING INC	1,799.00
1920240	CHAD B STERLE	14,514.20
	TOTAL CITY WIDE	20,406.09
SPECIAL PROJECTS-NON BUDGETED		
1105530	KENNEDY & GRAVEN	171.00
	TOTAL SPECIAL PROJECTS-NON BUDGETED	171.00
ADMINISTRATION		
0718060	GRAND RAPIDS HERALD REVIEW	310.50
1415377	NORTHERN BUSINESS PRODUCTS INC	36.56
	TOTAL ADMINISTRATION	347.06
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE LINEN & APPAREL	85.48
0221650	BURGGRAF'S ACE HARDWARE INC	32.99
0315455	COLE HARDWARE INC	33.98
0718010	CITY OF GRAND RAPIDS	115.11
0920060	ITASCA COUNTY TREASURER	131.72
1000068	JK MECHANICAL CONTRACTORS INC	736.00
1801610	RAPIDS PLUMBING & HEATING INC	54.50
1909510	SIM SUPPLY INC	317.30
	TOTAL BUILDING MAINTENANCE-CITY HALL	1,507.08
COMMUNITY DEVELOPMENT		
0920060	ITASCA COUNTY TREASURER	70.43
1309495	MINUTEMAN PRESS	172.26
1920555	STOKES PRINTING & OFFICE	43.99
	TOTAL COMMUNITY DEVELOPMENT	286.68
FINANCE		
0718060	GRAND RAPIDS HERALD REVIEW	437.00
	TOTAL FINANCE	437.00

DATE: 08/09/2017  
 TIME: 14:53:28  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 08/14/2017

VENDOR #	NAME	AMOUNT DUE
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GENERAL FUND		
FIRE		
0100010	5 STAR PEST CONTROL &	125.00
0121721	AUTO VALUE - GRAND RAPIDS	126.98
0221650	BURGGRAF'S ACE HARDWARE INC	26.97
0301685	CARQUEST AUTO PARTS	30.45
0315455	COLE HARDWARE INC	6.49
0401804	DAVIS OIL	412.94
0609685	FIREMEN'S RELIEF ASSOCIATION	5,000.00
0920060	ITASCA COUNTY TREASURER	74.64
	TOTAL FIRE	5,803.47
PUBLIC WORKS		
0100002	3D SPECIALTIES	784.28
0103325	ACHESON TIRE COMPANY INC	1,304.68
0121721	AUTO VALUE - GRAND RAPIDS	63.50
0201650	BARGEN INC	36,686.00
0205350	BEIER'S GREENHOUSE	124.33
0221650	BURGGRAF'S ACE HARDWARE INC	404.82
0301685	CARQUEST AUTO PARTS	263.69
0301705	CASPER CONSTRUCTION INC	1,121.74
0315455	COLE HARDWARE INC	155.96
0401420	DAKOTA FLUID POWER, INC	6.79
0401804	DAVIS OIL	1,704.14
0418350	DRIVELINE SPECIALISTS INC	67.84
0421125	JOHN P DUBOVICH	559.00
0518366	ERICKSON'S ITASCA LUMBER INC	22.75
0601690	FASTENAL COMPANY	70.92
0718215	GREEN AGAIN LAWN & AERATION	1,491.09
0801836	HAWKINSON SAND & GRAVEL	1,361.81
0920060	ITASCA COUNTY TREASURER	1,136.18
1200500	L&M SUPPLY	611.11
1201730	LATVALA LUMBER COMPANY INC.	18.43
1205110	LEASE LANDSCAPING	186.50
1309332	MN STATE RETIREMENT SYSTEM	1,917.22
1415377	NORTHERN BUSINESS PRODUCTS INC	127.23
1421700	NUSS TRUCK GROUP INC	404.31
1615427	POKEGAMA LAWN AND SPORT	139.27
1801615	RAPIDS WELDING SUPPLY INC	42.87
1801899	RAY'S SPORT & CYCLE	14.39
1813125	RMB ENVIROMENTAL	168.00
1905655	SERVICONE TRUCK EQUIPMENT	2,900.00
1908248	SHERWIN-WILLIAMS	637.42
1909450	SILVERTIP GRAPHICS SIGNS	382.00
1920555	STOKES PRINTING & OFFICE	19.27
2305453	WESCO DISTRIBUTION INC	99.21

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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 08/14/2017

VENDOR #	NAME	AMOUNT DUE
-----		
GENERAL FUND		
PUBLIC WORKS		
	TOTAL PUBLIC WORKS	54,996.75
FLEET MAINTENANCE		
0103325	ACHESON TIRE COMPANY INC	3,320.00
0121725	AUTOMOTIVE ELECTRIC LLC	231.94
0301685	CARQUEST AUTO PARTS	103.42
0315455	COLE HARDWARE INC	57.43
0601750	FRED FAUST	79.95
0920060	ITASCA COUNTY TREASURER	71.88
1201850	LAWSON PRODUCTS INC	253.68
1415030	NAPA SUPPLY OF GRAND RAPIDS	76.11
1801590	RAPIDS FORD LINCOLN	31.07
1901264	SAFETY KLEEN SYSTEMS INC	259.00
1920555	STOKES PRINTING & OFFICE	4.99
	TOTAL FLEET MAINTENANCE	4,489.47
POLICE		
0205725	BETZ EXTINGUISHER COMPANY	45.00
0221650	BURGGRAF'S ACE HARDWARE INC	1.99
0301685	CARQUEST AUTO PARTS	178.74
0409501	DIMICH LAW OFFICE	4,583.33
0609526	FOG FIREARMS & CATRIDGE CO	2,097.10
0712225	GLEN'S ARMY NAVY STORE INC	76.94
0718021	GRAND RAPIDS GM INC	197.64
0920060	ITASCA COUNTY TREASURER	3,106.57
1201434	LAKE WOODS CHRYSLER	289.09
1205250	LEFTYS TENT & PARTY RENTAL	131.65
1305060	MEDS-1 AMBULANCE SERVICE INC	197.39
1801613	RAPIDS PRINTING	1,889.50
1920233	STREICHER'S INC	2,687.40
1925500	SYMBOL ARTS, LLC	270.00
	TOTAL POLICE	15,752.34
RECREATION		
1920555	STOKES PRINTING & OFFICE	32.26
	TOTAL RECREATION	32.26

PUBLIC LIBRARY

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CITY OF GRAND RAPIDS  
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INVOICES DUE ON/BEFORE 08/14/2017

VENDOR #	NAME	AMOUNT DUE
PUBLIC LIBRARY		
0914690	INSIGHT PUBLIC SECTOR SLED	261.45
	TOTAL	261.45
CENTRAL SCHOOL		
0113233	AMERIPRIDE LINEN & APPAREL	50.46
0315455	COLE HARDWARE INC	90.73
0405223	DEER RIVER HIRED HANDS INC	90.00
1520350	OTIS ELEVATOR COMPANY	2,812.01
1801555	RAPID PEST CONTROL INC	63.25
1909510	SIM SUPPLY INC	295.81
	TOTAL	3,402.26
AIRPORT		
0112100	ALAMO SALES CORP	569.03
0114200	ANDERSON GLASS	1,015.00
0221650	BURGGRAF'S ACE HARDWARE INC	170.59
0315455	COLE HARDWARE INC	137.98
0504825	EDWARDS OIL INC	569.40
1105444	KELLER FENCE COMPANY	175.00
2018680	TRU NORTH ELECTRIC LLC	2,495.00
2209421	VIKING ELECTRIC SUPPLY INC	231.40
	TOTAL	5,363.40
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	123.61
0221650	BURGGRAF'S ACE HARDWARE INC	60.33
0308103	CHAMPION FIRE PROTECTION	1,867.10
0315455	COLE HARDWARE INC	194.99
0315495	COMMERCIAL REFRIGERATION	8,186.00
0501656	THE EARTHGRAINS COMPANY INC	39.68
0715095	GOALCREASE INC	5,500.00
0920060	ITASCA COUNTY TREASURER	35.96
1200500	L&M SUPPLY	19.72
1309495	MINUTEMAN PRESS	202.77
1605105	TODD R. PEART	1,450.00
1605611	PEPSI-COLA	1,223.68
1801235	RADOTICH INC	6,677.30

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CITY OF GRAND RAPIDS  
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INVOICES DUE ON/BEFORE 08/14/2017

VENDOR #	NAME	AMOUNT DUE
-----		
CIVIC CENTER		
GENERAL ADMINISTRATION		
1801405	RAJALA TIMBER COMPANY	4,225.00
1901535	SANDSTROM COMPANY INC	1,006.04
1908248	SHERWIN-WILLIAMS	62.55
1909510	SIM SUPPLY INC	358.23
	TOTAL GENERAL ADMINISTRATION	31,232.96
RECREATION PROGRAMS		
T001156	MICHELLE ASSELIN	150.00
	TOTAL	150.00
STATE HAZ-MAT RESPONSE TEAM		
2300600	W.P. & R.S. MARS COMPANY	71.58
	TOTAL	71.58
POLICE DESIGNATED FORFEITURES		
1920233	STREICHER'S INC	780.00
	TOTAL	780.00
CEMETERY		
0221650	BURGGRAF'S ACE HARDWARE INC	320.15
0920060	ITASCA COUNTY TREASURER	297.64
1200500	L&M SUPPLY	30.06
1615427	POKEGAMA LAWN AND SPORT	110.78
	TOTAL	758.63
DOMESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE LINEN & APPAREL	16.56
0315455	COLE HARDWARE INC	29.48
0920060	ITASCA COUNTY TREASURER	153.90
1415048	NORTH COUNTRY VET CLINIC	151.00
1801610	RAPIDS PLUMBING & HEATING INC	29.70



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CITY OF GRAND RAPIDS  
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INVOICES DUE ON/BEFORE 08/14/2017

VENDOR #	NAME	AMOUNT DUE
-----		
DOMESTIC ANIMAL CONTROL FAC		
	TOTAL	380.64
GENERAL CAPITAL IMPRV PROJECTS		
	RAPIDS BREWING/BLK 19 REDEVEL	
0718060	GRAND RAPIDS HERALD REVIEW	163.50
	TOTAL RAPIDS BREWING/BLK 19 REDEVEL	163.50
MUNICIPAL STATE AID STRT-CONST		
	2017 STREET LIGHT IMPROVMNTS	
0718060	GRAND RAPIDS HERALD REVIEW	163.50
	TOTAL 2017 STREET LIGHT IMPROVMNTS	163.50
CAPITAL EQPT REPLACEMENT FUND		
	CAPITAL OUTLAY-RECREATION	
0612083	FLAGSHIP RECREATION	661.75
	TOTAL CAPITAL OUTLAY-RECREATION	661.75
AIRPORT CAPITAL IMPRV PROJECTS		
	2017 TAXIWAY/APRON PJT	
0718060	GRAND RAPIDS HERALD REVIEW	163.50
	TOTAL 2017 TAXIWAY/APRON PJT	163.50
2017 INFRASTRUCTURE BONDS		
	2009-1 4TH AVE & 13TH ST NW	
0218115	BRAUN INTERTEC CORPORATION	4,453.25
0301705	CASPER CONSTRUCTION INC	257,027.36
	TOTAL 2009-1 4TH AVE & 13TH ST NW	261,480.61
	2009-1 9TH ST NE	
0301705	CASPER CONSTRUCTION INC	143,890.42
	TOTAL 2009-1 9TH ST NE	143,890.42

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CITY OF GRAND RAPIDS  
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INVOICES DUE ON/BEFORE 08/14/2017

VENDOR #	NAME	AMOUNT DUE
2017	INFRASTRUCTURE BONDS	
2009-1	14TH ST NW OVERLAY	
0301705	CASPER CONSTRUCTION INC	30,643.58
	TOTAL 2009-1 14TH ST NW OVERLAY	30,643.58
2009-1	8TH AVE NE STRM WTR	
0301705	CASPER CONSTRUCTION INC	15,541.08
	TOTAL 2009-1 8TH AVE NE STRM WTR	15,541.08
STORM WATER UTILITY		
0113219	AMERICAN ENGINEERING TESTING	3,521.35
0301685	CARQUEST AUTO PARTS	372.38
0315455	COLE HARDWARE INC	50.66
0401804	DAVIS OIL	1,109.08
0801836	HAWKINSON SAND & GRAVEL	302.50
0920060	ITASCA COUNTY TREASURER	216.98
1301015	MACQUEEN EQUIPMENT INC	207.48
1909450	SILVERTIP GRAPHICS SIGNS	122.00
2301906	WAYNE'S AUTOMOTIVE	1,541.06
	TOTAL	7,443.49
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$ 606,781.55
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T	776.88
0113232	AMERIFLEX BUSINESS SOLUTIONS	524.70
0114210	D. ANDERSON - CHANGE FUND	2,060.00
0116600	APPLE VALLEY, CITY OF	1,103.00
0201354	B. BAIRD-PETTY CASH FUND	37.97
0212750	BLUE CROSS & BLUE SHIELD OF MN	200.00
0305530	CENTURYLINK COMMUNICATIONS LLC	56.39
0315454	TRAVIS COLE	32.05
0405447	DELTA DENTAL OF MINNESOTA	2,661.90
0405505	JAMES DENNY	406.00
0504610	RON EDMINSTER	69.55
0605191	FIDELITY SECURITY LIFE INS CO	60.90
0718015	GRAND RAPIDS CITY PAYROLL	493,817.01
0718070	GRAND RAPIDS STATE BANK	7,025.00
0718229	GREENWAY JOINT RECREATION ASSC	188.50
0718236	MARK GREINER	5.32
0815440	HOLIDAY COMPANIES	214.50
0900060	ICTV	24,457.35

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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 08/14/2017

VENDOR #	NAME	AMOUNT DUE
-----		
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0920055	ITASCA COUNTY RECORDER	138.00
0920120	ITASCA UTILITIES INC	1,000.00
1201402	LAKE COUNTRY POWER	45.21
1301146	MARCO TECHNOLOGIES, LLC	1,848.15
1305046	MEDIACOM LLC	82.90
1309199	MINNESOTA ENERGY RESOURCES	1,173.79
1309335	MINNESOTA REVENUE	6,990.44
1309338	MN STATE TREAS/BLDG INSPECTOR	5,755.75
1601305	THOMAS J. PAGEL	792.67
1601750	PAUL BUNYAN COMMUNICATIONS	275.17
1621125	PUBLIC UTILITIES COMMISSION	5,719.50
1621130	P.U.C.	8.38
1809501	ROBERT RIMA	265.92
1913336	MORGAN STANLEY	245,000.00
2000100	TASC	30.60
2000490	TDS Metrocom	747.40
2114360	UNITED PARCEL SERVICE	226.91
2114750	UNUM LIFE INSURANCE CO OF AMER	259.94
2201535	VANTIV INTEGRATED PAYMENTS	65.00
2205637	VERIZON WIRELESS	1,201.64
2209705	VISIT GRAND RAPIDS INC	28,025.89
2301700	WASTE MANAGEMENT	2,582.21
2305300	MATTHEW WEGWERTH	1,118.85
T001149	STROMBERG CONSTRUCTION	500.00
T001151	ENGRIDGE ENERGY PARTNERS	2,000.00
T001157	JENNIFER VAIL-STORRS	420.00
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$839,971.34
TOTAL ALL DEPARTMENTS		1,446,752.89



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0541      **Version:** 1      **Name:** Consider authorizing the Police Department to sell three (3) forfeited vehicles and one (1) forfeited ATV at the Minnesota DNR auction.

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

**File created:** 7/24/2017      **In control:** City Council

**On agenda:** 8/14/2017      **Final action:**

**Title:** Consider authorizing the Police Department to sell three (3) forfeited vehicles and one (1) forfeited ATV at the Minnesota DNR auction.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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Consider authorizing the Police Department to sell three (3) forfeited vehicles and one (1) forfeited ATV at the Minnesota DNR auction.

**Background Information:**

The Police Department has used the Minnesota DNR auction (located in Grand Rapids) in the past to dispose of our forfeited vehicles. The auction will be held at the Minnesota DNR facility located on Hwy #2 East in the City of Grand Rapids. The Auction will be held on August 26, 2017.

The vehicles and ATV held for forfeiture have gone through the forfeiture process and have been awarded to us by the courts and are now titled to the City of Grand Rapids and can be sold. Money earned from The sale of these vehicles will be distributed according to MN State Statute.

Vehicle descriptions are as follows:

**ICR # MAKE / MODEL VIN #**

1. 2005 Acura TL VIN # 19UUA65585A065641
2. 2003 Nissan Altima VIN # 1N4AL11D93C321479
3. 1999 Toyota 4-Runner VIN # JT3HN87R0X0232457
4. 2001 Bombardier DS650 ATV VIN # 2BVBBCB141V002707

**Staff Recommendation:**

Recommend the City Council allow the Police Department to sell three (3) forfeited vehicles and one (1) forfeited AVT at the Minnesota DNR auction on August 26,2017 in Grand Rapids.

**Requested City Council Action**

Make a motion authorizing the Police Department to sell three (3) forfeited vehicles and one (1) forfeited ATV at the Minnesota DNR auction on August 26, 2017.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0543      **Version:** 1      **Name:**

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

**File created:** 7/24/2017      **In control:** City Council

**On agenda:** 8/14/2017      **Final action:**

**Title:** Consider adopting a resolution accepting a \$100 donation from Grand Rapids Amateur Hockey Association (GRAHA) Gambling to be utilized for Independence Day Fireworks.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [GRAHA Fireworks Resolution.pdf](#)  
[GRAHA Lawful Gambling.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution accepting a \$100 donation from Grand Rapids Amateur Hockey Association (GRAHA) Gambling to be utilized for Independence Day Fireworks.

**Background Information:**

GRAHA Gambling would like to donate \$100 to the City to be used towards expenses of the Independence Day Fireworks.

**Requested City Council Action**

Make a motion adopting a resolution accepting \$100 donation from Grand Rapids Amateur Hockey Association (GRAHA) Gambling to be utilized for Independence Day Fireworks.

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

RESOLUTION NO. 17-

A RESOLUTION ACCEPTING A \$100 DONATION FROM THE GRAND RAPIDS  
AMATEUR HOCKEY ASSOCIATION (GRAHA) FOR THE INDEPENDENCE DAY  
FIREWORKS AT POKEGAMA LAKE

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

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

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

- The Grand Rapids Amateur Hockey Association (GRAHA) has donated \$100 to be used toward the 4<sup>th</sup> of July Fireworks at Pokegama Lake.

Adopted this 14th day of August 2017.

\_\_\_\_\_  
Dale C. Adams, Mayor

Attest:

\_\_\_\_\_  
Kim 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.

# LG555 Government Approval or Acknowledgment for Use of Gambling Funds

Keep this completed form attached to the LG100C in your organization's records. You do not need to submit this form to the Gambling Control Board or the Department of Revenue.

## ORGANIZATION AND EXPENDITURE INFORMATION (attach additional sheets if necessary)

Organization Name: <b>Grand Rapids Amateur Hockey Association</b>	License Number: <b>02682</b>
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Address: <b>PO Box 467</b>	City/State/Zip: <b>Grand Rapids, MN 55744</b>
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1. Amount of proposed lawful purpose expenditure: \$ 100.00.
2. Check one expenditure category:
  - A. **Contribution to a unit of government**—United States, state of Minnesota, or any of its subdivisions, agencies, or instrumentalities.
  - B. **Wildlife management project or activity** that benefits the public at large, with approval by the Minnesota Department of Natural Resources (DNR).
  - C. **Grooming and maintaining snowmobile or all-terrain vehicle trails** established under Minnesota Statutes, Sections 84.83 and 84.927, including purchase or lease of equipment, with approval by the DNR. All trails must be open to public use.
  - D. **Supplies and materials for safety training and educational programs** coordinated by the DNR, including the Enforcement Division.
  - E. **Citizen monitoring of surface water quality testing** for public waters by individuals or nongovernmental organizations, with Minnesota Pollution Control Agency (MPCA) guidance on monitoring procedures, quality assurance protocols, and data management, providing that data is submitted to the MPCA.

3. Describe the proposed expenditure, including vendors:

\$100 donation to the Independence Day Fireworks

- **NO FINANCIAL OR OTHER BENEFIT:** I affirm that the contribution or expenditure does not result in any monetary, economic, financial, or material benefit to our organization, in compliance with Minn. Rule 7861.0320, subp. 17, para. C.
- **FOR DNR-RELATED PROJECTS:** I affirm that when lawful gambling funds are used for grooming and maintaining snowmobile or all-terrain vehicle trails or for any wildlife management project for which reimbursement is received from a unit of government, the reimbursement funds must be deposited in our lawful gambling account and recorded on form LG100C.
- **FOR SURFACE WATER QUALITY TESTING:** I affirm that the MPCA has been consulted in developing the monitoring plan and that the data collected will be submitted to the MPCA. Send form for signature to: Manager, Water Monitoring Section, Minnesota Pollution Control Agency, 520 Lafayette Road North, St. Paul, MN 55155. Website: [www.pca.state.mn.us](http://www.pca.state.mn.us)

 Chief Executive Officer's Signature	<u>7-17-17</u> Date
<u>Sean Colter</u> Print Name	<u>218-910-6908</u> Daytime Phone

## GOVERNMENT APPROVAL/ACKNOWLEDGMENT

- Contribution amount: \$ 100.00. Government use of contribution (check one):
- Wildlife**—DNR approves the wildlife management project or activity.
  - Trails**—DNR approves the grooming/maintaining of snowmobile and/or all-terrain vehicle trails.
  - Safety training**—DNR approves the supplies/materials for DNR safety training and educational programs.
  - Water quality testing**—MPCA approves the surface water quality testing project.
  - Donation to other unit of government** (city, county, state, federal, or any of their subdivisions) provided the funds will not be used for a pension or retirement fund.

Unit of Government: <b>City of Grand Rapids</b>	Phone: <b>326-7600</b>
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Address: <u>420 N Pokegama Ave</u>	City/State/Zip: <u>Grand Rapids MN 55744</u>
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By signature below, the representative of the unit of government acknowledges and approves the contribution amount for the use as listed above.

 Signature	<u>9/24/2017</u> Date
<u>Laura Pfeifer</u> Print Name	<u>Asst Fin Director</u> Title

**Questions?** Contact the Minnesota Gambling Control Board at 651-539-1900. This form will be made available in alternative format (i.e. large print, braille) upon request. The information requested on this form will become public information, when requested by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0547      **Version:** 1      **Name:**  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 7/26/2017      **In control:** City Council  
**On agenda:** 8/14/2017      **Final action:**  
**Title:** Consider adopting a resolution accepting and approving additional donations for the IRA Civic Center Multi-Use Pavilion.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [MUP In-kind and donation.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution accepting and approving additional donations for the IRA Civic Center Multi-Use Pavilion.

**Staff Recommendation:**

City Staff recommends accepting and approving the \$1,000 donation from Jeremy and Amber Carlson and \$5,000 in-kind donation from Anderson Glass Company, Inc. to be used for the IRA Civic Center Multi-Use Pavilion.

**Requested City Council Action**

Make a motion adopting a resolution for a \$1,000 cash and \$5,000 in-kind donation for the IRA Civic Center Multi-Use Pavilion.



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

RESOLUTION NO. 17-

A RESOLUTION ACCEPTING AND APPROVING A DONATION FROM JEREMY & AMBER CARLSON AND AN IN-KIND DONATION FROM ANDERSON GLASS COMPANY, INC. FOR THE IRA CIVIC CENTER MULTI-USE PAVILION

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; and

WHEREAS, some of the donors have executed sponsorship agreements that provide advertising benefits to them; and

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

- Donation from Jeremy and Amber Carlson of \$1,000 for the IRA Civic Center Multi-Use Pavilion.
- In-kind donation from Anderson Glass Company, Inc. of materials for a value of \$5,000 for the Multi-Use Pavilion Locker Room.

Adopted this 14<sup>th</sup> day of August, 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 #:** 17-0548      **Version:** 1      **Name:** Temp. Liquor License  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 7/26/2017      **In control:** City Council  
**On agenda:** 8/14/2017      **Final action:**  
**Title:** Consider approving temporary liquor license for St. Joseph's Catholic Church, event scheduled for Saturday, September 9, 2017.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [St. Joe's - September 9, 2017.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving temporary liquor license for St. Joseph's Catholic Church, event scheduled for Saturday, September 9, 2017.

**Background Information:**

St. Joseph's Catholic Church has submitted an application for a temporary liquor license for an event scheduled for September 9, 2017. Insurance certificate and license fee have been received.

**Staff Recommendation:**

Approve permit and authorize staff to forward to the State of Minnesota for issuance.

**Requested City Council Action**

Make a motion to approve temporary liquor license for St. Joseph's Catholic Church, event scheduled for Saturday, September 9, 2017.



Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement Division  
 445 Minnesota Street, Suite 222, St. Paul, MN 55101  
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization		Date organized	Tax exempt number
St. Joseph's Church		1894	8806214
Address	City	State	Zip Code
315 SW 21st St	Grand Rapids	Minnesota	55744
Name of person making application		Business phone	Home phone
Nancy Kopacek		2183262843	
Date(s) of event	Type of organization		
September 9, 2017	<input type="checkbox"/> Club <input type="checkbox"/> Charitable <input checked="" type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name	City	State	Zip Code
Fr. Jerome Weiss		Minnesota	
Organization officer's name	City	State	Zip Code
		Minnesota	
Organization officer's name	City	State	Zip Code
		Minnesota	
Organization officer's name	City	State	Zip Code
		Minnesota	

Location where permit will be used. If an outdoor area, describe.  
 Inside the social hall and gathering space of church and lower level commons room.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.  
 N/A

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.  
 Catholic Mutual Group

**APPROVAL**

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

<p><u>Grand Rapids</u>          City or County approving the license</p> <p><u>\$30.00</u>          Fee Amount</p> <p><u>7-20-17</u>          Date Fee Paid</p> <p><u><i>Kirk Gil</i></u>          Signature City Clerk or County Official</p>	<p>_____ Date Approved</p> <p>_____ Permit Date</p> <p>_____ City or County E-mail Address</p> <p>_____ City or County Phone Number</p> <p>_____ Approved Director Alcohol and Gambling Enforcement</p>
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CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.  
 PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT  
 BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO [AGE.TEMPORARYAPPLICATION@STATE.MN.US](mailto:AGE.TEMPORARYAPPLICATION@STATE.MN.US)**



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0552      **Version:** 1      **Name:** Fire Relief Association Financials  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 7/26/2017      **In control:** City Council  
**On agenda:** 8/14/2017      **Final action:**  
**Title:** Consider accepting the Fire Relief Association Schedule Form for Lump Sum Pensions reporting Year 2017, and the 2016 Financial Statements, and authorize the budgeted \$5,000 contribution to the Fire Relief Association.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [2017 SC-17.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider accepting the Fire Relief Association Schedule Form for Lump Sum Pensions reporting Year 2017, and the 2016 Financial Statements, and authorize the budgeted \$5,000 contribution to the Fire Relief Association.

**Background Information:**

Minnesota State Statute 69.772 requires the officers of the Fire Relief to certify the financial requirements of the Relief Association and minimum obligation of the City with respect to the Special pension fund.

Attached is the Schedule Form for Lump Sum Pension Reporting Year 2016 that shows the plan liabilities and the required municipal contribution for 2018. The Fire Relief Association is requesting approval for the payment of the budgeted elective contribution of \$5,000. The 2016 Financial Report is on file for your review in the City Finance Department.

**Staff Recommendation:**

Staff is recommending accepting the Fire Relief Association Schedule Form for Lump Sum Pensions reporting Year 2017, and the 2016 Financial Statements, and authorize the budgeted \$5,000 contribution to the Fire Relief Association.

**Requested City Council Action**

Make a motion accepting the Fire Relief Association Schedule Form for Lump Sum Pensions reporting Year 2017, and the 2016 Financial Statements, and authorize the budgeted \$5,000 contribution to the Fire Relief Association.

# Grand Rapids Fire Relief Association

## 2017 Schedule Form for Lump-Sum Pension Plans (Form SC-17)

### Active Members

Annual benefit level in effect for 2017: \$5,500						2017		2018	
Name	Status	Birth Date	Entry Date	Leaves of Absence and Breaks in Service (months)	Return to Service	Yrs Of Service	Accrued Liability	Yrs Of Service	Accrued Liability
Robert Rima	Active		08/11/1987	0		30	165,000	31	170,500
David Calligurri	Active		02/11/1997	0		21	115,500	22	121,000
Michael Liebel	Active		09/14/1998	0		19	101,420	20	110,000
Bryan Zuehlke	Active		01/09/2001	0		17	85,800	18	93,390
Adam Kortekaas	Active		07/10/2001	12		15	71,720	16	78,540
Robert Kuschel	Active		07/10/2001	6		16	78,540	17	85,800
Shawn Graeber	Active		01/15/2002	0		16	78,540	17	85,800
John Linder	Active		01/13/2004	0		14	65,120	15	71,720
James Gibeau	Active		07/12/2005	0		12	52,910	13	58,850
Andrew Horton	Active		10/25/2005	0		12	52,910	13	58,850
Jeremiah Puelston	Active		10/25/2005	2		12	52,910	13	58,850
Jason Hoerler	Active		08/15/2006	0		11	47,190	12	52,910
Amanda MacDonell	Active		10/11/2006	0		11	47,190	12	52,910
Chad Keetch	Active		05/01/2007	0		11	47,190	12	52,910
Bruce Baird	Active		08/12/2008	0		9	36,630	10	41,800
Lee Longoria	Separated-Not Vested		08/12/2008	12		8	0	9	0
Travis Cole	Active		08/12/2008	0		9	36,630	10	41,800
Tom Foss	Active		11/15/2010	0		7	27,060	8	31,680
Josh Adler	Active		01/01/2011	0		7	27,060	8	31,680
Mark Greiner	Active		01/01/2011	0		7	27,060	8	31,680
Karl Gaalaas	Active		05/15/2012	0		6	22,550	7	27,060
Jeff Ingle	Active		01/15/2013	0		5	18,370	6	22,550
Nate Morlan	Separated-Not Vested		01/15/2013	0		5	0	6	0
Tony Clifton	Active		01/15/2013	0		5	18,370	6	22,550
Chad Troumbly	Active		01/29/2013	0		5	18,370	6	22,550
Donald Wilson	Separated-Not Vested		06/23/2014	0		4	0	5	0
William Richter	Active		06/23/2014	0		4	14,300	5	18,370

**Grand Rapids Fire Relief Association**  
**2017 Schedule Form for Lump-Sum Pension Plans (Form SC-17)**  
**Active Members**

Annual benefit level in effect for 2017: \$5,500						2017		2018	
Name	Status	Birth Date	Entry Date	Leaves of Absence and Breaks in Service (months)	Return to Service	Yrs Of Service	Accrued Liability	Yrs Of Service	Accrued Liability
Jake Barsness	Active		07/28/2014	0		3	10,450	4	14,300
Lance Kuschel	Active		03/03/2015	0		3	10,450	4	14,300
William Thayer	Active		11/10/2015	0		2	6,820	3	10,450
Heath Smith	Active		08/01/2016	0		1	3,300	2	6,820
Bradley Thompson	Separated-Not Vested		08/01/2016	0		1	0	2	0
Jared Anderson	Active		04/11/2017	0		1	3,300	2	6,820
Jeff Cook	Active		04/11/2017	0		1	3,300	2	6,820
Sean Martinson	Active		06/13/2017	0		1	3,300	2	6,820
Ashley Moran	Active		06/13/2017	0		1	3,300	2	6,820

# Grand Rapids Fire Relief Association

## 2017 Schedule Form for Lump-Sum Pension Plans (Form SC-17)

### Deferred Members

Name	Birth Date	Yrs Of Service		Deferred Interest Paid	Interest Period	Leaves Of Absence
	Entry Date	Benefit Level	Vesting Min Yrs Required	Interest Option		Member Status Name
	Separation Date	Vesting Percent	Return To Service	Months Of Service Paid	Liability Curr	Liability Next
Albert Morse	05/05/1973	20 Years 8 Months		Yes	FullPeriod	0 Months
	06/11/1994	5,000	10 Years	Board set ROR up to 5%		Deferred
	03/03/2015	100 %	No	Yes	113,006	118,656
	Rate of Return	2015: 5.00 % 2016: 5.00 %				
David Protelsch	07/14/1975	12 Years 9 Months		No		18 Months
	02/27/2001	5,000	10 Years			Deferred
	05/27/2015	68 %	No	Yes	43,350	43,350
	Rate of Return	-				
Samual Grigsby	10/25/1968	14 Years 0 Months		No		0 Months
	07/12/1994	5,000	10 Years			Deferred
	07/15/2008	76 %	No	Yes	53,200	53,200
	Rate of Return	-				
Tony McInerney	02/24/1973	10 Years 0 Months		No		0 Months
	01/13/2003	5,000	10 Years			Deferred
	01/13/2013	60 %	No	Yes	30,000	30,000
	Rate of Return	-				
William Olson	02/08/1972	11 Years 0 Months		No		2 Months
	09/12/2000	5,000	10 Years			Deferred
	11/30/2011	64 %	No	Yes	35,200	35,200
	Rate of Return	-				

**Grand Rapids Fire Relief Association**  
**2017 Schedule Form for Lump-Sum Pension Plans (Form SC-17)**  
**Unpaid Installments**

Name	Member Status	Birth Date	Entry Date	Separation Date	Amount Previously Paid	2017 Estimated Liability	2018 Estimated Liability
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No Unpaid Installments



**Grand Rapids Fire Relief Association**  
**2017 Schedule Form for Lump-Sum Pension Plans (Form SC-17)**  
**Financial Projections**

<b>Calculation of Normal Cost</b>	2017	2018
Total Active Member Liabilities	1,352,560	1,516,900
Total Deferred Member Liabilities	274,756	280,406
Total Unpaid Installments	0	0
Grand Total Special Fund Liability	A. <u>1,627,316</u>	B. <u>1,797,306</u>
Normal Cost (Cell B - Cell A)		C. <b>169,990</b>

**Projection of Net Assets for Year Ending December 31, 2017**

Special Fund Assets at December 31, 2016 (FIRE-16 ending assets)	1.	2,037,523
Projected Income for 2017		
Fire State Aid	D.	104,427
Supplemental State Aid (actual 2016 supplemental state aid)	E.	25,332
Municipal / Independent Fire Dept. Contributions	F.	5,000
Interest / Dividends	G.	0
Appreciation / (Depreciation)	H.	101,876
Member Dues	I.	0
Other Revenues	J.	0
Total Projected Income for 2017 (Add Lines D through J)	2.	<u>236,635</u>
Projected Expenses for 2017		
Service Pensions	K.	0
Other Benefits	L.	0
Administrative Expenses	M.	11,046
Total Projected Expenses for 2017 (Add Lines K through M)	3.	<u>11,046</u>
Projected Net Assets at December 31, 2017 (Line 1 + Line 2 - Line 3)	4.	<b>2,263,112</b>

**Projection of Surplus or (Deficit) as of December 31, 2017**

Projected Assets (Line 4)	5.	2,263,112
2017 Accrued Liability (Page 4, cell A)	6.	1,627,316
Surplus or (Deficit) (Line 5 - Line 6)	7.	<u><b>635,796</b></u>

# Grand Rapids Fire Relief Association

## 2017 Schedule Form for Lump-Sum Pension Plans (Form SC-17)

### Calculation of Required Contribution

Year Incurred	Deficit Information - Original		Deficit Information - Adjusted		
	Original Amount	Amount Retired as of 12/31/2016	Original Amount	Amount Retired as of 12/31/2017	Amount Left to Retire 1/1/2018
2008	0	0	0	0	0
2009	0	0	0	0	0
2010	0	0	0	0	0
2011	0	0	0	0	0
2012	0	0	0	0	0
2013	0	0	0	0	0
2014	0	0	0	0	0
2015	0	0	0	0	0
2016	0	0	0	0	0
2017	0	0	0	0	0
<b>Totals</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

Normal Cost	8.	169,990
2016 Administrative Expense (FIRE-16)	2016 9.	10,672
2017 Projected Administrative Expense	2017	11,046
Amortization of Deficit (Total of Original Amount X 0.10)	10.	0
10% of Surplus	11.	63,580
Fire and Supplemental Aid	12.	129,759
Member Dues	13.	0
5% of Projected Assets at December 31st, 2017	14.	113,156
<b>Required Contribution</b>	<b>15.</b>	<b>0</b>

**Grand Rapids Fire Relief Association**  
**2017 Schedule Form for Lump-Sum Pension Plans (Form SC-17)**  
**2017 Maximum Benefit Worksheet**

	A	B	C	D	E
	Fire State Aid and Supplemental State Aid	Municipal Contribution	10% of Surplus	Active Members in Relief Association	Per Year Average [(A+B+C)/D]
2016	From (FIRE-16) 129,759	From (FIRE-16) 5,000	From (SC-16) 58,102	From (FIRE-16) 32	6,027
2015	From (FIRE-15) 129,098	From (FIRE-15) 5,000	From (SC-15) 52,716	From (FIRE-15) 30	6,227
2014	From (RF-14) 124,812	From (RF-14) 5,000	From (SC-14) 59,545	From (RF-14) 32	5,917

Average available financing per active member for the most recent 3-year period: **6,057.00**

Maximum Lump Sum Benefit Level under Minn. Stat. § 424A.02, subd. 3 **10,000.00**

**Grand Rapids Fire Relief Association**  
**2017 Schedule Form for Lump-Sum Pension Plans (Form SC-17)**

# Grand Rapids Fire Relief Association

## 2017 Schedule Form for Lump-Sum Pension Plans (Form SC-17)

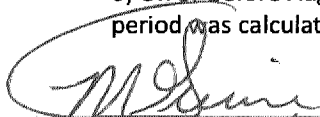
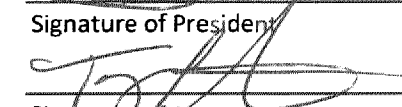
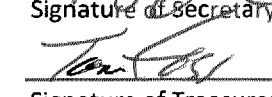
To be eligible for fire state aid this Schedule Form must be fully completed, certified by the relief association officers, forwarded to the municipal clerk/independent secretary on or before August 1, 2017, and submitted to the Office of the State Auditor.

### Relief Association Officer Certification

I have obtained a copy of the schedule form with Confirmation Id 33606663-eaff-4014-a084-2e2e3524d81e displayed in the lower left corner of each page.

We, the officers of the Grand Rapids Fire Relief Association certify that this Schedule Form was prepared under Minn. Stat. § 424A.092 and that:

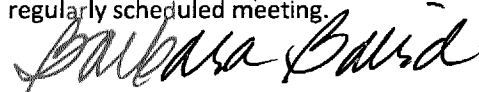
- 1) The annual benefit level of \$5,500 per year of service was established according to the average amount of available financing;
- 2) We understand that this form shows that the Relief Association has a projected SURPLUS of \$635,796 and a projected funding ratio of 139.07 percent;
- 3) The required 2018 contribution is \$0 based on the financial requirements of the Relief Association's Special Fund for the 2017 calendar year;
- 4) The Maximum Benefit Worksheet (MBW) portion of this form shows that the Relief Association's maximum allowable benefit level for 2017 is \$10,000;
- 5) We understand that the Relief Association cannot establish a benefit level that exceeds this statutory maximum. We understand that municipal or independent nonprofit firefighting corporation board approval may be required for a benefit increase; and
- 6) On or before August 1, the average amount of available financing per active member for the most recent three-year period was calculated on the MBW portion of this form in accordance with Minn. Stat. § 424A.02, subd. 3.

	Mark	Greiner	7/25/17
Signature of President	First Name	Last Name	Date
	Anthony	Clifton	7/25/17
Signature of Secretary	First Name	Last Name	Date
	Tom	Fosi	7/25/17
Signature of Treasurer	First Name	Last Name	Date

### Municipal Clerk / Independent Secretary Certification\*

I received the completed Schedule Form from the Grand Rapids Fire Relief Association with Confirmation Id 33606663-eaff-4014-a084-2e2e3524d81e displayed in the lower left corner of each page.

I have reviewed Line 15 of the Schedule Form. If Line 15 shows a required contribution, I certify that I will advise the governing municipal body or the independent nonprofit firefighting corporation of any required contribution at its next regularly scheduled meeting.

	Barbara	Baird	7/26/17
Signature of Municipal Clerk / Secretary of independent nonprofit firefighting corporation	First Name	Last Name	Date
Finance Director			

\* See the form instructions for additional information about certification requirements.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	17-0557	<b>Version:</b>	1	<b>Name:</b>	Consider renewing a 3 year Software License Agreement with Schedule Anywhere, (ABS) Atlas Business Solutions, Inc. for the Police Department.
<b>Type:</b>	Agenda Item	<b>Status:</b>			Consent Agenda
<b>File created:</b>	8/3/2017	<b>In control:</b>			City Council
<b>On agenda:</b>	8/14/2017	<b>Final action:</b>			
<b>Title:</b>	Consider renewing a 3 year Software License Agreement with Schedule Anywhere, (ABS) Atlas Business Solutions, Inc. for the Police Department.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">2017_scheduleanywhere.pdf</a>				

Date	Ver.	Action By	Action	Result
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Consider renewing a 3 year Software License Agreement with Schedule Anywhere, (ABS) Atlas Business Solutions, Inc. for the Police Department.

### **Background Information:**

The Police Department uses Schedule Anywhere, (ABS) Atlas Business Solutions, Inc., which is an online scheduling software program we use for scheduling of shifts for police, administration, and hospital security personnel. The police department's current 3 year Software License Agreement with ABS is set to expire on September 3, 2017. We have been using Schedule Anywhere for the past 5 years and it has proven to be a great asset for the scheduling of personnel. The cost of this would be \$576.00 per year for three years. There is a cost savings by going with a three year contract vs. a one year contract. The contract was reviewed by City Attorney Chad Sterle.

### **Staff Recommendation:**

It is the recommendation of the Grand Rapids Police Department that the City Council renew a three year Software License Agreement with (ABS) Atlas Business Solutions, Inc. at a cost of \$576.00 per year.

### **Requested City Council Action**

Make a motion approving a three year Software License Agreement with (ABS) Atlas Business Solutions, Inc. at a cost of \$576.00 per year.



### ScheduleAnywhere Hosting Agreement

This Software License Agreement (“**Agreement**”) is entered into as of September 3, 2017 (“**Effective Date**”), by and between Atlas Business Solutions, Inc. , a North Dakota corporation with its principal place of business located at 3330 Fiechtner Drive SW, Suite 200, Fargo, ND 58103 (“**ABS**”) and Grand Rapids Police Department, 420 North Pokegama Ave. Grand Rapids, MN 55744 (“**Customer**”). This Agreement supersedes all prior agreements and understandings (whether written or oral) between ABS and Customer with respect to the subject matter hereof.

**CUSTOMER SHALL NOT ALTER OR AMEND THIS AGREEMENT IN ANY MANNER WITHOUT WRITTEN CONSENT OF ABS. ANY ALTERATIONS OR AMENDMENTS WITHOUT SUCH CONSENT WILL VOID THIS AGREEMENT AND LICENSE TO USE THE SOFTWARE.**

Under this Agreement, Customer agrees to purchase access to a web-based, employee scheduling service from ABS called ScheduleAnywhere (“**ScheduleAnywhere**”), which is hosted by ABS and located at [www.scheduleanywhere.com](http://www.scheduleanywhere.com).

Therefore, the parties agree as follows:

1. Term  
The term of this Agreement shall begin on the Effective Date and will continue through September 2, 2020 (the “**Term**”) with automatic one (1) year renewal periods thereafter, unless either party prior to such renewal anniversary date exercises a 30-day written notice of termination.
2. License & Fees  
During the Term, Customer is licensed to use ScheduleAnywhere for up to 30 active employees. The cost for using ScheduleAnywhere will be \$576.00 per year. If Customer’s use of ScheduleAnywhere exceeds its license, additional active employees will be billed at a rate of \$1.60 per employee per year.
3. Training  
If training is required, ABS uses an online “train-the-trainer” method. Customer is responsible for identifying key personnel who will receive online ScheduleAnywhere training. Training sessions will be conducted using the GoToMeeting service, and offered during normal ABS office hours, which are 8:00 a.m. to 5:00 p.m. Central Time, Monday through Friday (except major U.S. holidays). Training is available at a cost of \$150.00/hour and ABS and Customer will agree upon a training schedule.
4. Upgrades & Support  
All upgrades are included in the cost of ScheduleAnywhere and are automatically uploaded to the ScheduleAnywhere server. Whenever the Customer accesses ScheduleAnywhere, the Customer will be using the latest version of ABS’s ScheduleAnywhere scheduling software.  
  
ABS will provide unlimited telephone and e-mail support to a designated single point of contact designated by Customer. ABS technical support hours are 8:00 a.m. to 5:00 p.m. Central Time, Monday through Friday (except major U.S. holidays).
5. Employee Import  
If an import of employees is requested by Customer, ABS and Customer will agree on a timeline for a one-time import of employees. ABS can import employee names, positions, contact info, etc. into ScheduleAnywhere. ABS will provide Customer with the required format for importing. The cost for the optional import is based upon the number of employees imported.



6. Terms of Service

Customer agrees to use ScheduleAnywhere in accordance with the terms of service located at <https://www.scheduleanywhere.com/site/terms.aspx>.

7. Payment Terms

All Customer invoices will be billed net 30. Payments to ABS must be made in U.S. dollars by check, credit card or by wire. Payments made by wire should be sent to: Bell Bank, Fargo ND, ABA: 091310521, Name: Atlas Business Solutions, Inc., Account #600054464. If Customer chooses to pay by credit card, it must provide ABS valid credit card information. ABS will charge Customer's credit card the amount set forth in Section 2. If for some reason ABS is unable to charge Customer's credit card, Customer is still liable for any and all charges incurred and must pay ABS the amount due.

SHOULD CUSTOMER NOT REMIT PAYMENTS TO ABS IN ACCORDANCE WITH THIS AGREEMENT, ABS, AT ITS SOLE DISCRETION, MAY TERMINATE CUSTOMER'S ACCESS TO SCHEDULEANYWHERE UNTIL PAYMENT HAS BEEN RECEIVED.

8. Late Fees

In the event Customer does not pay an invoice or bill within the terms specified in Section 7, ABS reserves the right to assess a service charge of 18% per annum (or 1.5% per month) to cover administrative costs resulting from non-payment of services.

IN WITNESS WHEREOF, the authorized representatives hereto have executed this Agreement as of the Effective Date.

ABS: Atlas Business Solutions, Inc.

Signed: \_\_\_\_\_

Printed: Jon Forknell

Title: Vice President & General Manager

Customer: Grand Rapids Police Department

Signed: \_\_\_\_\_

Printed: \_\_\_\_\_

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





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0558      **Version:** 1      **Name:** Consider approving a resolution accepting donations for National Night Out.

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

**File created:** 8/3/2017      **In control:** City Council

**On agenda:** 8/14/2017      **Final action:**

**Title:** Consider adopting a resolution accepting donations of \$50 from Wal-Mart, \$100 from Grand Rapids State Bank, \$100 from Rowe Funeral Home, \$10 from Ruth Sejnoha, \$122.72 from Sandstrom's , 1 bike from Phil Windorski Memorial Foundation, 1 bike from North Homes, 1 bike from Target, 2 bikes from US Bank, 1 bike from Jurvelin Hardware/Vic Williams, 2 bikes from 1000 lakes FOP, 4 bikes from 1000 lakes FOP Auxiliary, 1 bike from Ross Resources, and 1 bike from American Bank of the North to be used for and given away at this year's National Night Out.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [PD Natl Night Out-2.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution accepting donations of \$50 from Wal-Mart, \$100 from Grand Rapids State Bank, \$100 from Rowe Funeral Home, \$10 from Ruth Sejnoha, \$122.72 from Sandstrom's , 1 bike from Phil Windorski Memorial Foundation, 1 bike from North Homes, 1 bike from Target, 2 bikes from US Bank, 1 bike from Jurvelin Hardware/Vic Williams, 2 bikes from 1000 lakes FOP, 4 bikes from 1000 lakes FOP Auxiliary, 1 bike from Ross Resources, and 1 bike from American Bank of the North to be used for and given away at this year's National Night Out.

**Background Information:**

Several people and businesses donated money and bikes for National Night Out this year. Once again it was another very successful event. National Night Out is held the first Tuesday in August every year, this year it was held on August 1st from 5 pm to 8 pm on the Central School grounds. Donations were received from Wal-Mart \$50.00, Grand Rapids State Bank \$100.00, Rowe Funeral Home \$100.00, Ruth Sejnoha \$10.00, Sandstrom's \$122.72, Phil Windorski Memorial Foundation 1 bike, North Homes 1 bike, Target 1 bike, US Bank 2 bikes, Jurvelin Hardware/Vic Williams 1 bike, 1000 Lakes FOP 2 bikes, 1000 Lakes FOP Auxiliary 4 bikes, Ross Resources 1 bike, and American Bank of the North 1 bike.

**Staff Recommendation:**

Please consider approving a resolution to accept the following donations, Wal-Mart \$50.00, Grand Rapids State Bank \$100.00, Rowe Funeral Home \$100.00, Ruth Sejnoha \$10.00, Sandstrom's \$122.72, Phil Windorski Memorial Foundation 1 bike, North Homes 1 bike, Target 1 bike, US Bank 2 bikes, Jurvelin Hardware/Vic Williams 1 bike, 1000 Lakes FOP 2 bikes, 1000 Lakes FOP Auxiliary 4 bikes, Ross Resources 1 bike, and American Bank of the North 1 bike for National Night Out.

**Requested City Council Action**

Make a motion adopting a resolution accepting the following donations, Wal-Mart \$50.00, Grand Rapids State Bank \$100.00, Rowe Funeral Home \$100.00, Ruth Sejnoha \$10.00, Sandstrom's \$122.72, Phil Windorski Memorial Foundation 1 bike, North Homes 1 bike, Target 1 bike, US Bank 2 bikes, Jurvelin Hardware/Vic Williams 1 bike, 1000 Lakes FOP 2 bikes, 1000 Lakes FOP Auxiliary 4 bikes, Ross Resources 1 bike, and American Bank of the North 1 bike

for National Night Out.

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

RESOLUTION NO. 17-

A RESOLUTION ACCEPTING A \$50.00 GIFT CARD FROM WAL-MART, \$100.00 DONATION FROM ROWE FUNERAL HOME, \$100 DONATION FROM GRAND RAPIDS STATE BANK and A \$10.00 DONATION FROM RUTH SEJNOHA ALONG WITH FOOD AND BICYCLES FROM VARIOUS BUSINESSES TO THE GRAND RAPIDS POLICE DEPARTMENT'S PUBLIC SAFETY EDUCATION FUND FOR NATIONAL NIGHT OUT 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 donations and terms of the donors as follows:

- Wal-Mart donated a \$50.00 gift card to the Grand Rapids Police Department for National Night Out event.
- Rowe Funeral Home has donated \$100.00, Grand Rapids State Bank has donated \$100.00 and Ruth Sejnoha has donated \$10.00 to the Grand Rapids Police Department for National Night Out expenditures.
- Sandstrom's has donated \$122.72 worth of potato chips to the Grand Rapids Police Department for National Night Out event.
- The following businesses donated bicycles to the Grand Rapids Police Department to be given away at the National Night Out event:
  - Phil Windorski Memorial Fund – one bike
  - North Homes – one bike
  - Target – one bike
  - USBank – two bikes
  - Jurvelin Hardware/Vic Williams – one bike
  - 1,000 Lakes FOP – two bikes
  - 1,000 Lakes FOP Auxiliary – four bikes
  - American Bank of the North – one bike
  - Ross Resources – one bike

Adopted this 14th day of August, 2017

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Dale C. Adams, Mayor

Attest:

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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 #:** 17-0560      **Version:** 1      **Name:** CP 2017-4 Burggraf easement  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 8/4/2017      **In control:** City Council  
**On agenda:** 8/14/2017      **Final action:**  
**Title:** Consider approving a public service and infrastructure permanent easement from Burggraf Properties LLP related to CP 2017-4, 2017 Street Light Improvements.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Burggraf signed](#)

Date	Ver.	Action By	Action	Result
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Consider approving a public service and infrastructure permanent easement from Burggraf Properties LLP related to CP 2017-4, 2017 Street Light Improvements.

**Background Information:**

CP 2017-4 includes the intallation of new street lights along TH 169. In order to properly construct the new lights, an easement is required from the property owner. The property owner has executed the necessary documents and the total cost for this easement is \$0.00. The documents are attached.

**Staff Recommendation:**

City staff is recommending approval of a public service and infrastructure permanent easement from Burggraf Properties LLP related to CP 2017-4, 2017 Street Light Improvements.

**Requested City Council Action**

Make a motion to approve a public service and infrastructure permanent easement from Burggraf Properties LLP related to CP 2017-4, 2017 Street Light Improvements.

## PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT

THIS INDENTURE is made and entered into this 3 day of August, 2017, between **Burggraf Properties LLP**, a Limited Liability Partnership, of Grand Rapids, Minnesota, hereinafter referred to as "Grantor," and the CITY OF GRAND RAPIDS, Minnesota, Municipal Corporation, and road authority, hereinafter referred to as "Grantee."

WITNESSETH:

WHEREAS, said Grantor is the owner of real property situated in Itasca County, Minnesota, described as follows, to-wit:

### **Parcel 91-560-0640**

#### **Existing Legal Description**

**Lots Eleven (11) through Thirteen (13), Block 6, HUHNS ADDITION TO GRAND RAPIDS, Itasca County, Minnesota on file and of record in the office of the Itasca County Recorder.**

WHEREAS, Grantor has agreed to grant Grantee an easement for public service and infrastructure purposes across said property.

NOW, THEREFORE, said Grantor, for other valuable considerations, the receipt and sufficiency of which are hereby acknowledged, does hereby grant and convey an easement unto the CITY OF GRAND RAPIDS, MN, as Grantee, for public infrastructure purposes, free and clear of all encumbrances, the below described real estate in the County of Itasca, State of Minnesota, and the said grantor for (himself) (his) (themselves) (their) heirs executors and assigns, does release the City of Grand Rapids, State of Minnesota, its successors and assigns, from all claims for any and all damages resulting to the lands contained within the permanent easement area as hereinafter described by reason of the location, grading, construction, maintenance, and use of public service and infrastructure over and upon and the removal of materials from the premises hereby conveyed and from the uses incident thereto, and the City of Grand Rapids, State of Minnesota, shall have the right to use and remove all earth and materials contained within the permanent easement area as hereinafter described and the right to construct and maintain upon the lands contained within the permanent easement area as herein after described and the right to allow utilities within the easement more particular described as follows, to-wit:

Rights to be Acquired:

Parcel 91-425-0930

Burggraf Properties LLP, a Limited Liability Partnership.

A permanent easement for public infrastructure purposes over, under, and across that part of the above described Parcel 91-425-0930 described as follows:

The west 20.00 feet of the above described Lots 9 and 10 along with the vacated alley adjacent to said Lots 9 and 10, Block 9. TOGETHER WITH: The southerly 15.00 feet of the above described Lots 10, 11, 14 and 15 lying northerly of Trunk Highway 169

Containing 5,273 square feet, more or less

Easement shown on attached EXHIBIT A

IN WITNESS WHEREOF, said Grantor has caused this instrument to be executed on the day and year first above written.

GRANTOR: **Burggraf Properties LLP**

Craig J. Burggraf  
Craig J. Burggraf, Owner

Steven H. Burggraf  
Steven H. Burggraf, Owner

STATE OF MINNESOTA    )  
  ) ss:  
COUNTY OF Itasca    )

The foregoing instrument was acknowledged before me this 3 day of August, 2017, by Craig J. Burggraf and Steven H. Burggraf.

(Notary Stamp

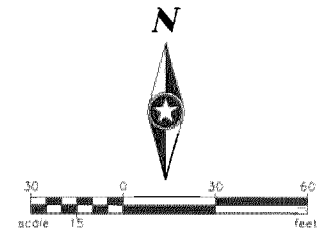
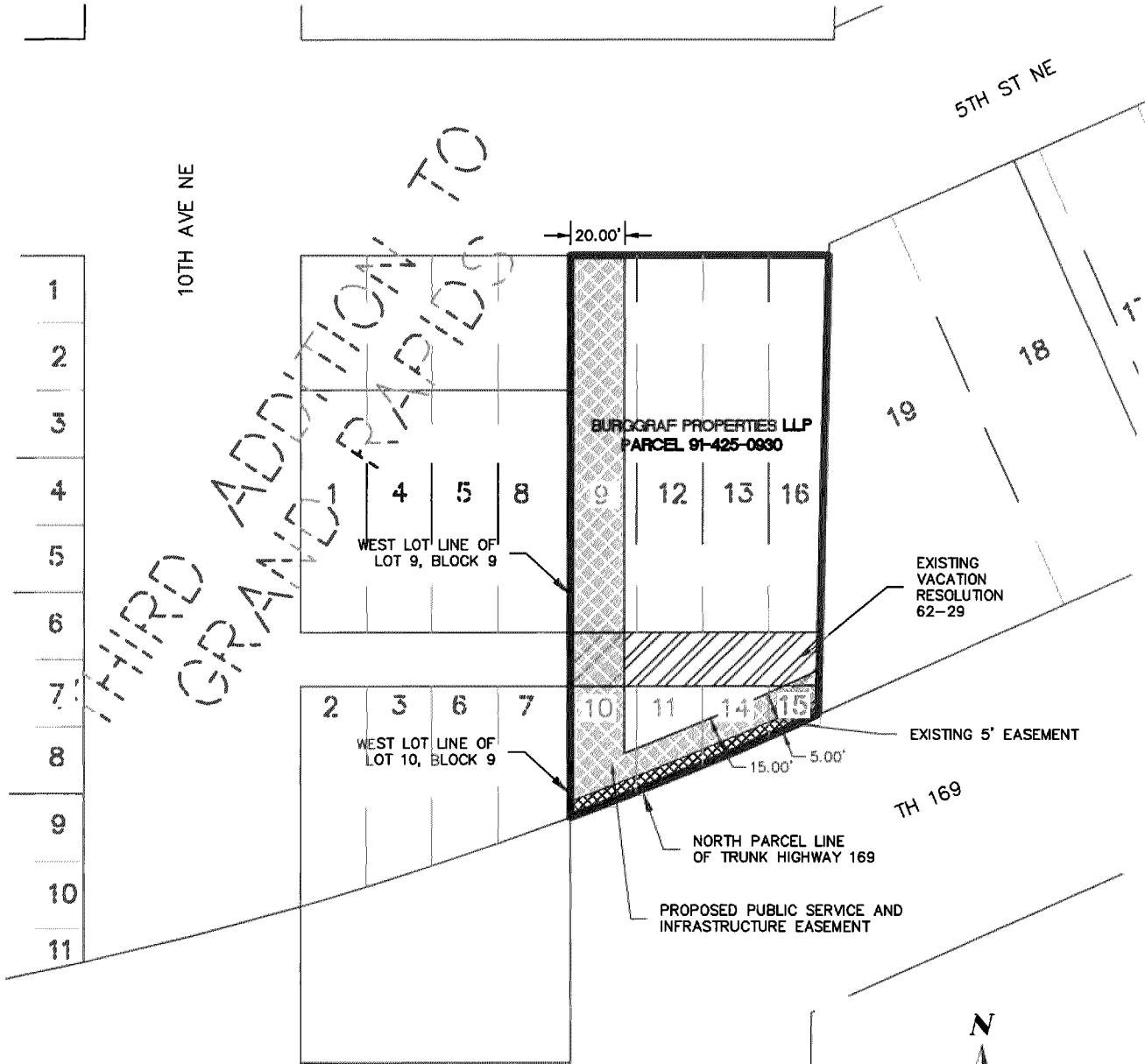


Stephanie Warren  
Signature of Person Taking Acknowledgement

This conveyance is entitled to recording without payment of fee pursuant to Minnesota Statutes Section 386.77, it being for the benefit of the City of Grand Rapids, MN.

This instrument was drafted by: William Herschbach for the City of Grand Rapids, MN. 55744

P:\V\G\GRANR\140263\Trail Lighting\5-final-dsgn\51-drawings\10-Civil\cod\dwg\EXHIBIT\Burggraf Lighting Esmt.dwg 7/26/2017 12:00 PM schristenson



LEGEND	
	PARCEL BOUNDARY
	PROPOSED PERMANENT EASEMENT
	EXISTING PERMANENT EASEMENT

Parcel Number	91-425-0930
Owner	Burggraf Properties LLP
Parcel Area	15,949 SF
Area of Permanent Easement	5,273 SF

PHONE: 218.322.4500  
 21 NE 5TH ST STE 200  
 GRAND RAPIDS, MN 55744-2601  
 www.sehinc.com

FILE NO. GRANR 140263
DATE: 07/26/17

**BURGGRAF PROPERTIES LLP  
 PERMANENT EASEMENT  
 GRAND RAPIDS, MINNESOTA**

**EXHIBIT  
 A**



## PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT

THIS INDENTURE is made and entered into this 3 day of August, 2017, between **Burggraf Properties LLP**, a Limited Liability Partnership, of Grand Rapids, Minnesota, hereinafter referred to as "Grantor," and the CITY OF GRAND RAPIDS, Minnesota, Municipal Corporation, and road authority, hereinafter referred to as "Grantee."

WITNESSETH:

WHEREAS, said Grantor is the owner of real property situated in Itasca County, Minnesota, described as follows, to-wit:

### **Parcel 91-425-0930**

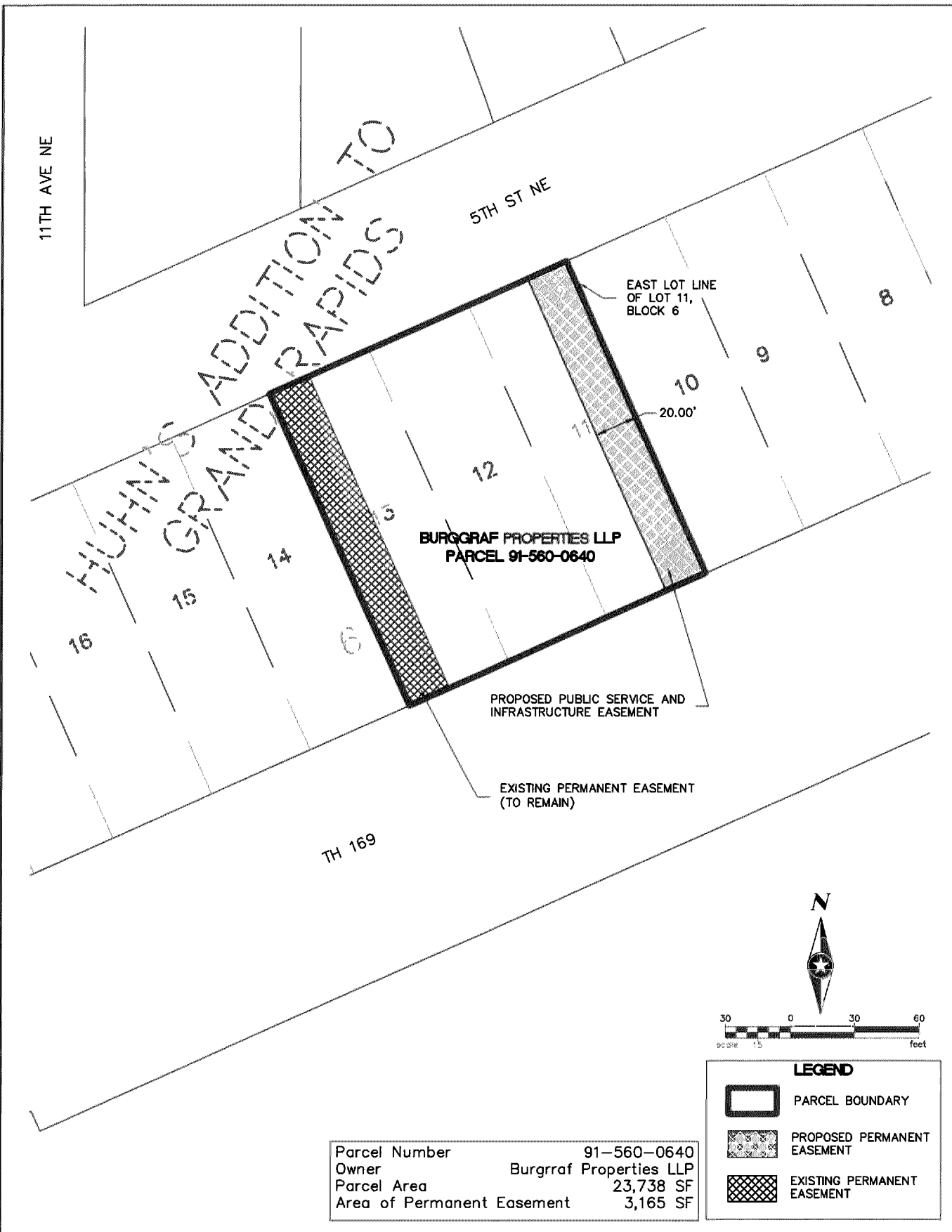
#### **Existing Legal Description (Doc. # 524159)**

**Lots Nine through Sixteen (9-16), less highway right of way, Block Nine (9), and the vacated alley adjacent thereto, THIRD DIVISION of GRAND RAPIDS, according to the recorded plat thereof in the office of the County Recorder, Itasca County, Minnesota.**

WHEREAS, Grantor has agreed to grant Grantee an easement for public service and infrastructure purposes across said property.




NOW, THEREFORE, said Grantor, for other valuable considerations, the receipt and sufficiency of which are hereby acknowledged, does hereby grant and convey an easement unto the CITY OF GRAND RAPIDS, MN, as Grantee, for public infrastructure purposes, free and clear of all encumbrances, the below described real estate in the County of Itasca, State of Minnesota, and the said grantor for (himself) (his) (themselves) (their) heirs executors and assigns, does release the City of Grand Rapids, State of Minnesota, its successors and assigns, from all claims for any and all damages resulting to the lands contained within the permanent easement area as hereinafter described by reason of the location, grading, construction, maintenance, and use of public service and infrastructure over and upon and the removal of materials from the premises hereby conveyed and from the uses incident thereto, and the City of Grand Rapids, State of Minnesota, shall have the right to use and remove all earth and materials contained within the permanent easement area as hereinafter described and the right to construct and maintain upon the lands contained within the permanent easement area as herein after described and the right to allow utilities within the easement more particular described as follows, to-wit:

P:\JUG\GRANR\140263\Trail Lighting\5-finol-dsgn\51-drawings\10-Civil\cdd\dwg\EXHIBIT\Burggraf Lighting Easmt.dwg 7/26/2017 11:07 AM schristensen



Parcel Number	91-560-0640
Owner	Burggraf Properties LLP
Parcel Area	23,738 SF
Area of Permanent Easement	3,165 SF

**LEGEND**

-  PARCEL BOUNDARY
-  PROPOSED PERMANENT EASEMENT
-  EXISTING PERMANENT EASEMENT



PHONE: 218.322.4500  
 21 NE 5TH ST STE 200  
 GRAND RAPIDS, MN 55744-2601  
 www.sehinc.com

FILE NO.  
 GRANR 140263

DATE:  
 06/30/17

**BURGGRAF PROPERTIES LLP  
 PERMANENT EASEMENT  
 GRAND RAPIDS, MINNESOTA**

**EXHIBIT  
 1**

Rights to be Acquired:

Parcel 91-560-0640

Burggraf Properties LLP, a Limited Liability Partnership.

A permanent easement for public infrastructure purposes over, under, and across that part of the above described Parcel 91-560-0640 described as follows:

The east 20.00 feet of the above described Lot Eleven (11), Block 6.

Containing 3,165 square feet, more or less

Easement shown on attached EXHIBIT 1

IN WITNESS WHEREOF, said Grantor has caused this instrument to be executed on the day and year first above written.

GRANTOR: **Burggraf Properties LLP**

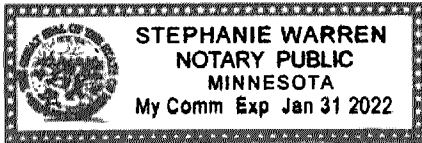
Craig J. Burggraf  
Craig J. Burggraf, Owner

Steven H. Burggraf  
Steven H. Burggraf, Owner

STATE OF MINNESOTA    )  
  ) ss:  
COUNTY OF Itasca    )

The foregoing instrument was acknowledged before me this 3 day of August, 2017, by Craig J. Burggraf and Steven H. Burggraf.

(Notary Stamp or Seal)



Stephanie Warren  
Signature of Person Taking Acknowledgement

This conveyance is entitled to recording without payment of fee pursuant to Minnesota Statutes Section 386.77, it being for the benefit of the City of Grand Rapids, MN.

This instrument was drafted by: William Herschbach for the City of Grand Rapids, MN. 55744



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0563      **Version:** 1      **Name:** Off-Site Gambling Applicaton  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 8/7/2017      **In control:** City Council  
**On agenda:** 8/14/2017      **Final action:**  
**Title:** Consider adopting a resolution approving LG230 Off-Site gambling application for Confidence Learning Center.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Confidence Learning Center Off-Site.pdf](#)  
[17 - Off-Site Gambling Permit.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution approving LG230 Off-Site gambling application for Confidence Learning Center.

**Background Information:**

Confidence Learning Center has submitted an application to conduct off-site gambling at Grand Rapids Eagles Club on August 29, 2016. The State of Minnesota, Gambling Control Board requires the City Council to approve by adoption of a resolution.

**Staff Recommendation:**

Adopt the resolution and approve application.

**Requested City Council Action**

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

LG230 Application to Conduct Off-Site Gambling

No Fee

ORGANIZATION INFORMATION

Organization Name: Confidence Learning Center License Number: 00691
Address: 1620 Mary Fawcett Memorial Drive City: East Gull Lake, MN Zip: 56401
Chief Executive Officer (CEO) Name: Jeff Olson Daytime Phone: 218-828-2344
Gambling Manager Name: Michelle Mathis Daytime Phone: 218-828-2344

GAMBLING ACTIVITY

Twelve off-site events are allowed each calendar year not to exceed a total of 36 days.

From 08 / 28 / 17 to 08 / 28 / 17

Check the type of games that will be conducted:

- Raffle Pull-Tabs Bingo Tipboards Paddlewheel

GAMBLING PREMISES

Name of location where gambling activity will be conducted: Eagles Aerie
Street address and City (or township): 1776 Pokegama Ave Grand Rapids Zip: 55744 County: ITASCA

Does your organization own the gambling premises?

- Yes If yes, a lease is not required.
No If no, the lease agreement below must be completed, and signed by the lessor.

LEASE AGREEMENT FOR OFF-SITE ACTIVITY (a lease agreement is not required for raffles)

Rent to be paid for the leased area: \$0 (if none, write "0")

All obligations and agreements between the organization and the lessor are listed below or attached.

- Any attachments must be dated and signed by both the lessor and lessee.
This lease and any attachments is the total and only agreement between the lessor and the organization conducting lawful gambling activities.
Other terms, if any:

Lessor's Signature: Date: 8-4-2016

Print Lessor's Name:

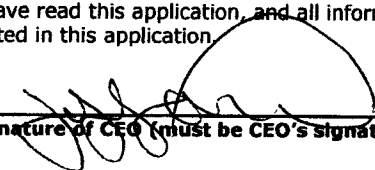
**Acknowledgment by Local Unit of Government: Approval by Resolution**

CITY APPROVAL for a gambling premises located within city limits	COUNTY APPROVAL for a gambling premises located in a township
City Name: <u>Grand Rapids</u>	County Name: _____
Date Approved by City Council: <u>6-14-17</u>	Date Approved by County Board: _____
Resolution Number: _____ (If none, attach meeting minutes.)	Resolution Number: _____ (If none, attach meeting minutes.)
Signature of City Personnel: _____	Signature of County Personnel: _____
Title: _____ Date Signed: _____	Title: _____ Date Signed: _____
<p><b>Local unit of government must sign.</b></p>	<p><b>TOWNSHIP NAME:</b> _____</p> <p><b>Complete below only if required by the county.</b> On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.)</p> <p>Print Township Name: _____</p> <p>Signature of Township Officer: _____</p> <p>Title: _____ Date Signed: _____</p>

**CHIEF EXECUTIVE OFFICER (CEO) ACKNOWLEDGMENT**

The person signing this application must be your organization's CEO and have their name on file with the Gambling Control Board. If the CEO has changed and the current CEO has not filed a LG200B Organization Officers Affidavit with the Gambling Control Board, he or she must do so at this time.

I have read this application, and all information is true, accurate, and complete and, if applicable, agree to the lease terms as stated in this application.


7/21/17  
 \_\_\_\_\_  
 Signature of CEO (must be CEO's signature; designee may not sign) Date

<p><b>Mail or fax to:</b></p> <p>Minnesota Gambling Control Board Suite 300 South 1711 West County Road B Roseville, MN 55113 <b>Fax: 651-639-4032</b></p>	<p><b>No attachments required.</b></p> <p>Questions? Contact a Licensing Specialist at 651-539-1900.</p>
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This publication will be made available in alternative format (i.e. large print, braille) upon request.

**Data privacy notice:** The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application.

Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public.

If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public.

Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor; national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

Councilor            introduced the following resolution and moved for its adoption:

RESOLUTION NO. 17 -

RESOLUTION APPROVING CONFIDENCE LEARNING CENTER OFF-SITE GAMBLING

WHEREAS, the Confidence Learning Center has presented the City Council of Grand Rapids an application to conduct off-site gambling at the Grand Rapids Eagles Aerie #2469, 1766 South Highway 169, Grand Rapids; and

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

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Grand Rapids approves the LG230 Application to Conduct Off-Site Gambling for the Confidence Learning Center at the Grand Rapids Eagles Aerie 2469, 1766 Highway 169 South, Grand Rapids, Minnesota on August 28, 2017.

Adopted by the City Council this 14<sup>th</sup> day of August, 2017.

---

Dale Adams, Mayor

ATTEST:

---

Kimberly Gibeau, City Clerk

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0565      **Version:** 1      **Name:** Special Firearms/Archery Permit  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 8/8/2017      **In control:** City Council  
**On agenda:** 8/14/2017      **Final action:**  
**Title:** Consider issuing a Special Permit for Use and Possession of a Firearm within the City of Grand Rapids to 2017 MN Governor's Deer Hunting Opener.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Minnesota Deer Hunter Assoc. 2017.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider issuing a Special Permit for Use and Possession of a Firearm within the City of Grand Rapids to 2017 MN Governor's Deer Hunting Opener.

**Background Information:**

Bri Stacklie, MDHA Event Coordinator, has submitted an application on behalf of the 2017 MN Governor's Deer Hunting Opener for a special permit for the use and possession of a firearm/archery within the City of Grand Rapids. This 3-D Archery event is scheduled for 3:00 PM, Thursday, November 2, 2017 at the Timberlake Lodge, located at 144 SE 17th Street, Grand Rapids.

Completed application and insurance certificate are attached for review.

**Staff Recommendation:**

Review application and approve permit.

**Requested City Council Action**

Make a motion approving Special Permit for Use and Permission of a Firearm within the City of Grand Rapids to Minnesota Deer Hunters Association on behalf of the 2017 MN Governor's Deer Hunting Opener.





# APPLICATION FOR SPECIAL PERMIT FOR USE AND POSSESSION OF A FIREARM/ARCHERY WITHIN GRAND RAPIDS CITY LIMITS

(City of Grand Rapids Municipal Code, Chapter 42, Article II, Sec. 42-42)

DATE OF APPLICATION: August 1<sup>st</sup>, 2017

NAME OF LICENSEE: 2017 MN GOVERNOR'S DEER HUNTING OPENER

PHONE NUMBER: 218-259-1368

CONTACT PERSON: Bri Stacklie, MDHA Event Coordinator

LOCATION OF EVENT: Timberlake Lodge - 144 SE 17<sup>th</sup> Street Grand Rapids, MN 55744

DATES OF EVENT: Thursday, November 2<sup>nd</sup>, 2017

SPONSORING ORGANIZATION:

Minnesota Deer Hunter Association - 460 Peterson Road Grand Rapids, MN 55744

DETAILED DISCRPTION OF PROPOSED EVENT:

As part of the tradition of the Minnesota Governor's Deer Hunting Opener the Minnesota DNR Archery in the Schools Program has competed in the conducted an Archery Shoot between the Host Community School and a neighboring School.

This year's event is scheduled between Grand Rapids and Hill City in a 3-D Archery event. Each School will select their Top 6 Archer's. Each Archer will shoot a total of 30 Arrows, 5 at each target, from 10 to 15 Meters under the 40'X60' Tent. In the North Parking Lot of the Timber Lake Lodge. See Attachment (1) The Backstop of Ballistic Nylon Netting will be placed between the Targets and the rear wall of the tent. See attachment (2) This is the same safety layout used in the Archery in the School Programs around the state. Additionally the alley behind the tent will be marked to indicate the archery event as per the guideline provided by the National Archery in the Schools Program.

The School Archery Event will run from 3:00 PM until 3:45 PM under the tent.

Once the Archery event is completed the Archery range would be taken down and two blow up ranges would be added. These events are open to the public from 4:00PM until 6:00 PM when the Governor's

Banquet Begins. The Two blow up ranges are the Rocky Mountain Elk Foundation Daisy BB Gun Range and the Cabela's Inflatable SAFE Archery Hover Ball Archery Range.

The Rocky Mountain Elk Foundation Daisy BB Gun Range, Attachment (3) is a self-contained operation where the youth can learn basic Firearms Safety & Marksmanship Skills under the Direction of Instructor Pat McMullen Regional Rep for the Rocky Mountain Elk Foundation.

The Cabela's SAFE Archery's Hover Ball Archery Range, Attachment (4) is a blow up range where small plastic balls are suspended on columns of air supplied by the fan that inflates the range. The Hover Ball Range is operated by Cabela's Regional Marketing Coordinator, Eddie Hagberg. The arrows have a large protecting tip for safety.

**FIREARMS PRESENT (number and caliber):**

The Firearms/Archery equipment present will be the 2 Red Ryder BB Guns for the Rocky Mountain Elk Foundation Daisy BB Gun Range. Caliber is 4.5mm or .177 Caliber. The NASP Program will have 12 Genesis® Bows during the competition and the Cabela's Hover Ball Range will us two Recurve bows.

**INSURANCE POLICY (Number and Agency):**

The Minnesota Governor's Deer Hunting Opener will be covered by (2) Policies during the event:

**Minnesota Deer Hunter Association:**

Company: West Bend Mutual Insurance Company

Agent: Itasca Reliable Insurance Agency – Grand Rapids, MN

Policy #:0990661 | D & O #: A148433 | EPLI #: A148436 | Work Comp #: A118015

Effective Dates: 5.14.17 – 5.14.18

Timber Lake Lodge: TBD

**ADDITIONAL INFORMATION:**

These three events have been a large part of the Minnesota's Governor's Deer Hunting Opener for the past years and have had a perfect safety record. This is in large part due to the dedication and training of the instructors.

I hereby apply for a special permit to a Firearms Event as allowed by Ordinance Chapter 42.15, Article 42 article II, section 42.42.

The under-signed agrees that more information may be demanded by the Grand Rapids Police Chief and or City Council before considering the request.

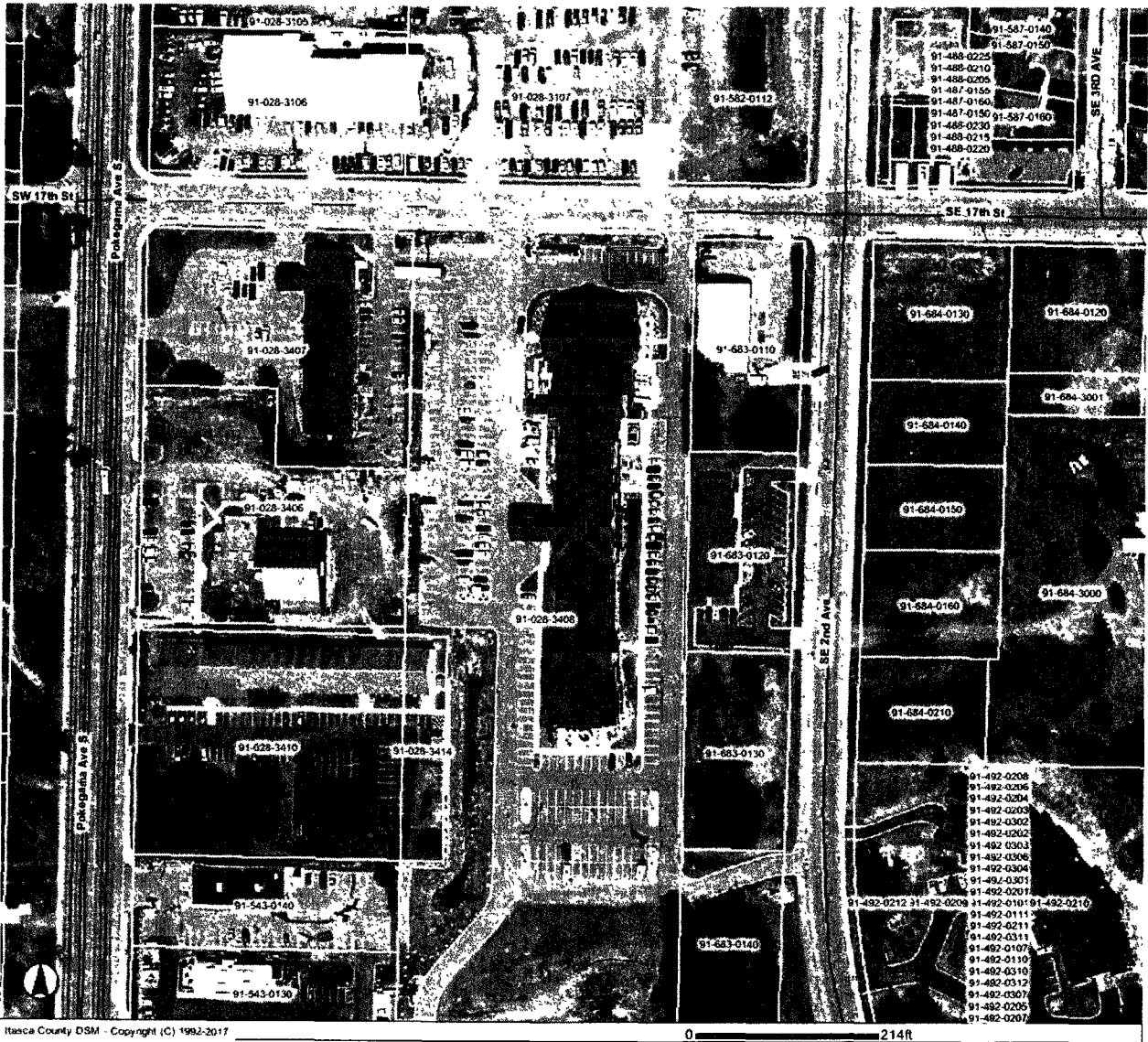
Minnesota Deer Hunter Association  
Name of License

Signature of Authorized Officer,  
Bri Stacklie, Event Coordinator

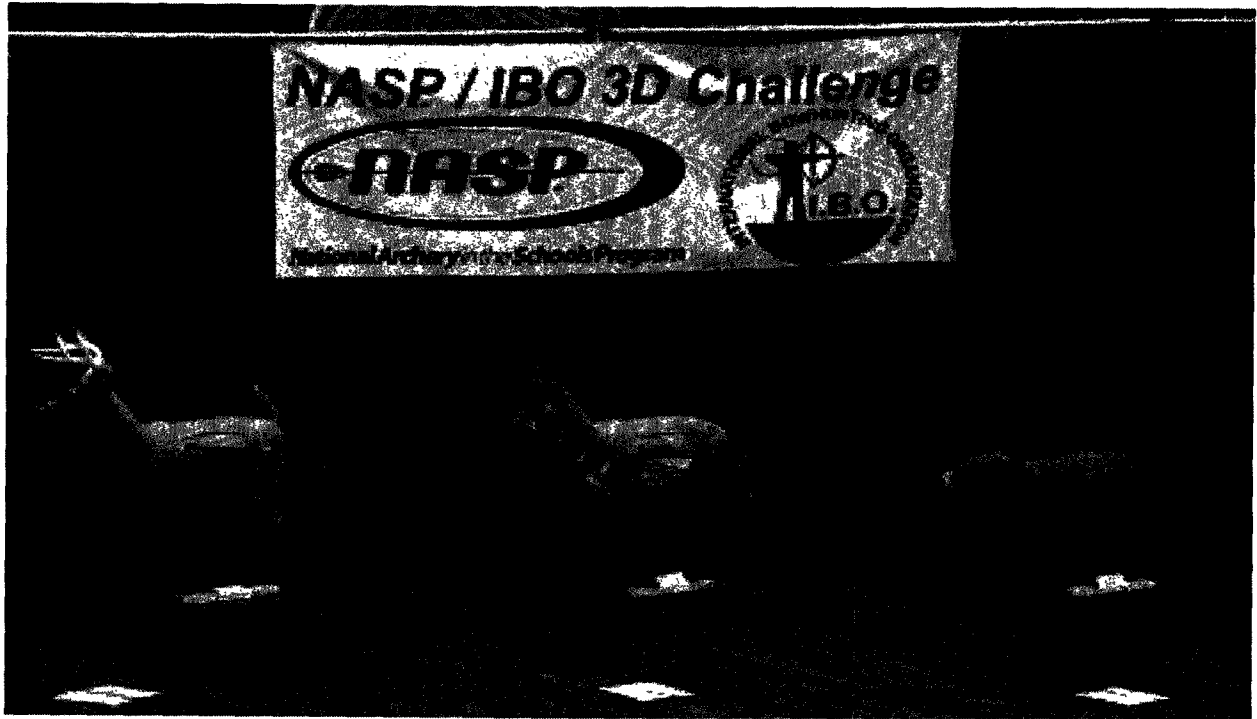
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FOR OFFICE USE ONLY

Approved by the City Council on



Attachment (1) Showing the Timber Lake Lodge, 144 SE 17<sup>th</sup> Street, Grand Rapids, MN and the approximate location of the tent. (Red Outline)

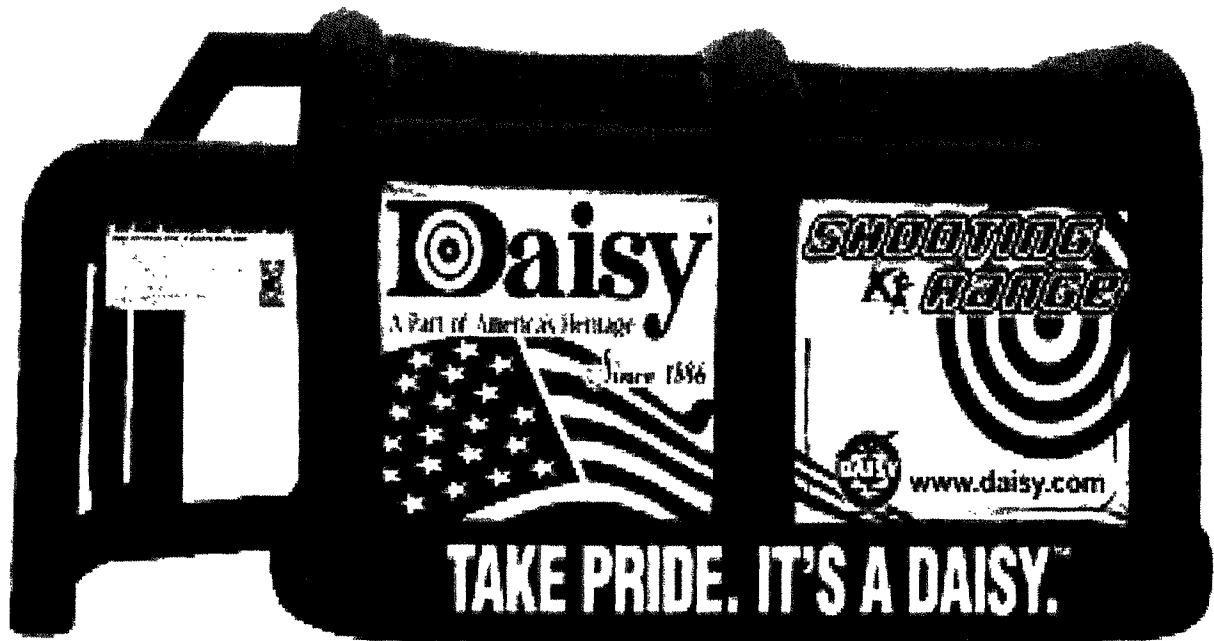


Attachment (2)

NASP 3-D Archery Range with Ballistic Curtain behind targets

Kraig Kiger  
Minnesota DNR Shooting Sports Coordinator  
1201 Hwy 2 East  
Grand Rapids, MN 55744  
218-328-8868

Robert J. Elkington Middle School NASP Coach/Certified School Instructor  
Rich Will, 218-398-0031  
Hill City Public School NASP Coach/Certified School Instructor  
Mark Meyer 218-251-2738

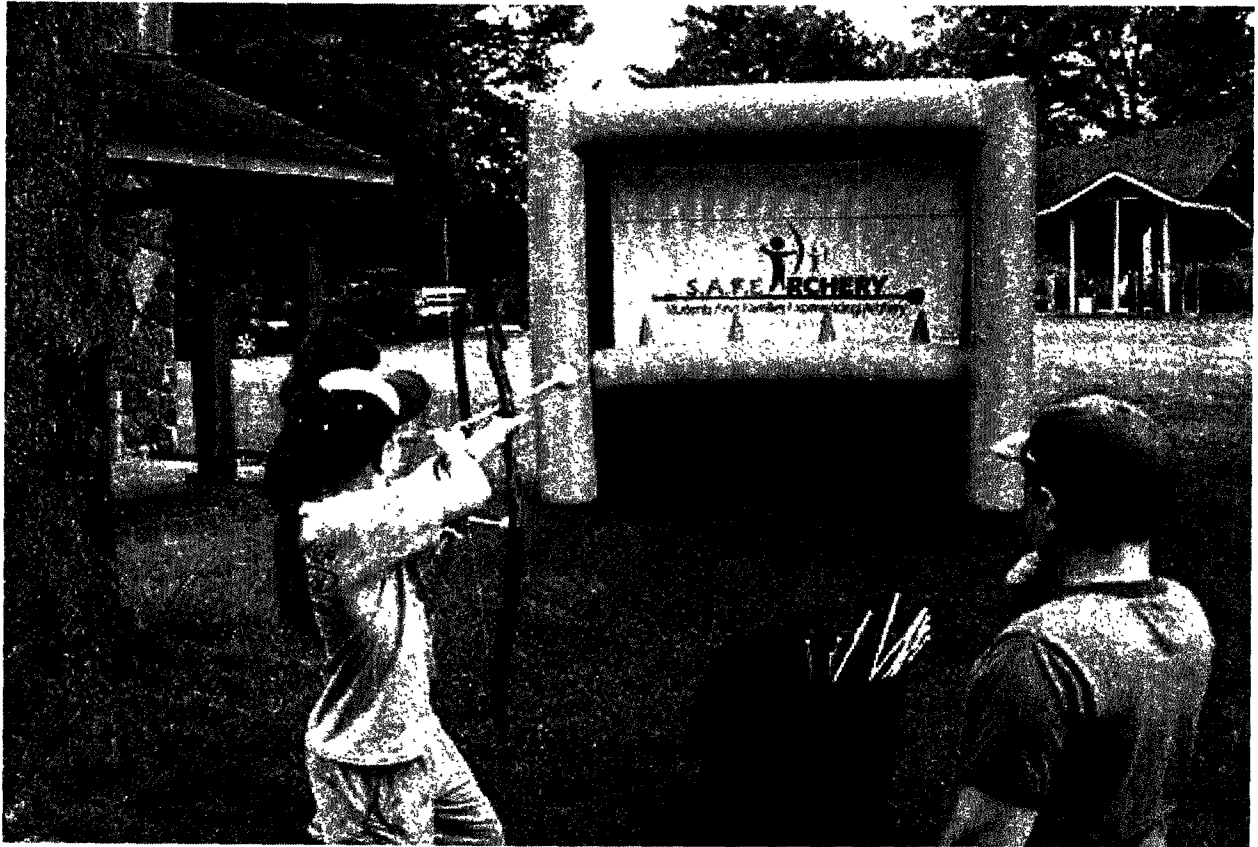


Attachment (3)

Rocky Mountain Elk Foundation Inflatable Daisy BB Gun Range

All Self Contained, BB's do not leave the range.

Pat McMullen, Regional Rep for Rocky Mountain Elk Foundation  
877-255-9540



Attachment (4)  
Cabela's Hover Ball Archery Range

Cabela's Regional Marketing Coordinator  
Eddie Hagberg 612-255-0046

Assisted as needed by:  
Robert J. Elkington Middle School NASP Coach/Certified School Instructor  
Rich Will, 218-398-0031

Hill City Public School NASP Coach/Certified School Instructor  
Mark Meyer 218-251-2738



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0566      **Version:** 1      **Name:** Consider adopting a resolution accepting a donation of \$500.00 for the Shop with a Hero program.  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 8/8/2017      **In control:** City Council  
**On agenda:** 8/14/2017      **Final action:**  
**Title:** Consider adopting a resolution accepting a donation of \$500.00 for the Shop with a Hero program.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [PD CMHS Shop with Hero Res.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution accepting a donation of \$500.00 for the Shop with a Hero program.

**Background Information:**

The Grand Rapids Police Department will be holding its 6<sup>th</sup> annual Shop with a Hero program. This event will be taking place in December of this year (date to be determined) at the Grand Rapids Wal-Mart store. Children’s Mental Health held a 5K event this summer and wanted to donate their earnings to the Shop with a Hero program. Children’s Mental Health raised \$500.00 for the Grand Rapids Police Department’s 6th Annual Shop with a Hero program.

With these donations, children will be given a \$100.00 dollar gift card. These children will be paired with a public safety professional and the child and professional will then Christmas shop for the child’s family members.

Upon completion of shopping, the child will be directed to a designated check out area where the child’s presents will be gift wrapped by volunteers. The children will enjoy refreshments and tour emergency vehicles followed by a visit with Santa Claus. Santa will be providing each child a personal Christmas gift for them to enjoy.

**Staff Recommendation:**

Please consider adopting a resolution accepting a \$500.00 donation from Children’s Mental Health for the 6<sup>th</sup> annual Shop with a Hero program.

**Requested City Council Action**

Make a motion adopting a resolution accepting a \$500.00 donation from Children’s Mental Health for the 6<sup>th</sup> annual Shop with a Hero program.

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

RESOLUTION NO. 17-

A RESOLUTION ACCEPTING A \$500.00 DONATION FROM CHILDREN'S MENTAL  
HEALTH SERVICES FOR THE GRAND RAPIDS POLICE DEPARTMENT  
ANNUAL SHOP WITH A HERO EVENT

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

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

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

- Children's Mental Health Services has donated \$500 to the Grand Rapids Police Department Annual Shop with a Hero Event.

Adopted this 14th day of August, 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)

<b>File #:</b>	17-0569	<b>Version:</b>	1	<b>Name:</b>	Consider commencing proceedings and establishing a public hearing date to consider the vacation certain public easements and a portion of right-of-way within the Plats of Grand Rapids Third Division and Huhn's Addition.
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Consent Agenda
<b>File created:</b>	8/8/2017	<b>In control:</b>		<b>In control:</b>	City Council
<b>On agenda:</b>	8/14/2017	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Consider commencing proceedings and adopting a resolution establishing a public hearing date to consider the vacation certain public easements and a portion of right-of-way within the Plats of Grand Rapids Third Division and Huhn's Addition.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">Vacation Memo &amp; Map- from Matt Wegwerth</a> <a href="#">City Initiated Vacations: Resolution Establishing Public Hearing</a>				

Date	Ver.	Action By	Action	Result
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Consider commencing proceedings and adopting a resolution establishing a public hearing date to consider the vacation certain public easements and a portion of right-of-way within the Plats of Grand Rapids Third Division and Huhn's Addition.

### **Background Information:**

As part of a City street lighting installation project, in the area of Burggraf's Ace Hardware, various public easements were identified as unneeded, as well as two easements needed to be acquired.

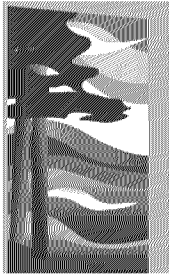
The attached memo, from City Engineer, Matt Wegwerth, identifies three proposed vacations (1-right-of-way and 2-public easements), as well as easements to be retained by the City, as well as easements to be acquired by the City.

Pursuant to Minnesota Statute 412.851, the City Council has the authority, by their own motion, to initiate the process to consider these vacations.

The attached draft resolution initiates the consideration of these vacations, and establishes a City Council public hearing date of 5:30 pm, September 25, 2017. With adoption of this resolution, the matter will be forwarded to the Planning Commission for their advisory recommendation to the Council at their next meeting on September 7th.

### **Requested City Council Action**

Make a motion to commence proceedings and adopting a resolution establishing a public hearing date to consider the vacation certain public easements and a portion of right-of-way within the Plats of Grand Rapids Third Division and Huhn's Addition.



# Memo

To: Rob Mattei, Community Development Director

From: Matt Wegwerth, PE  
City Engineer

CC: Jeff Davies, Public Works Director

Date: July 26, 2017

Re: City Initiated Vacations

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It has come to the City's attention that there are several easements and a section of Right-of-Way (ROW) that are unused and unnecessary as they are located through an existing building. Below is a summary of the locations (also see exhibit 1A) and the recommendations of the Engineering Department.

**Easement 1:**

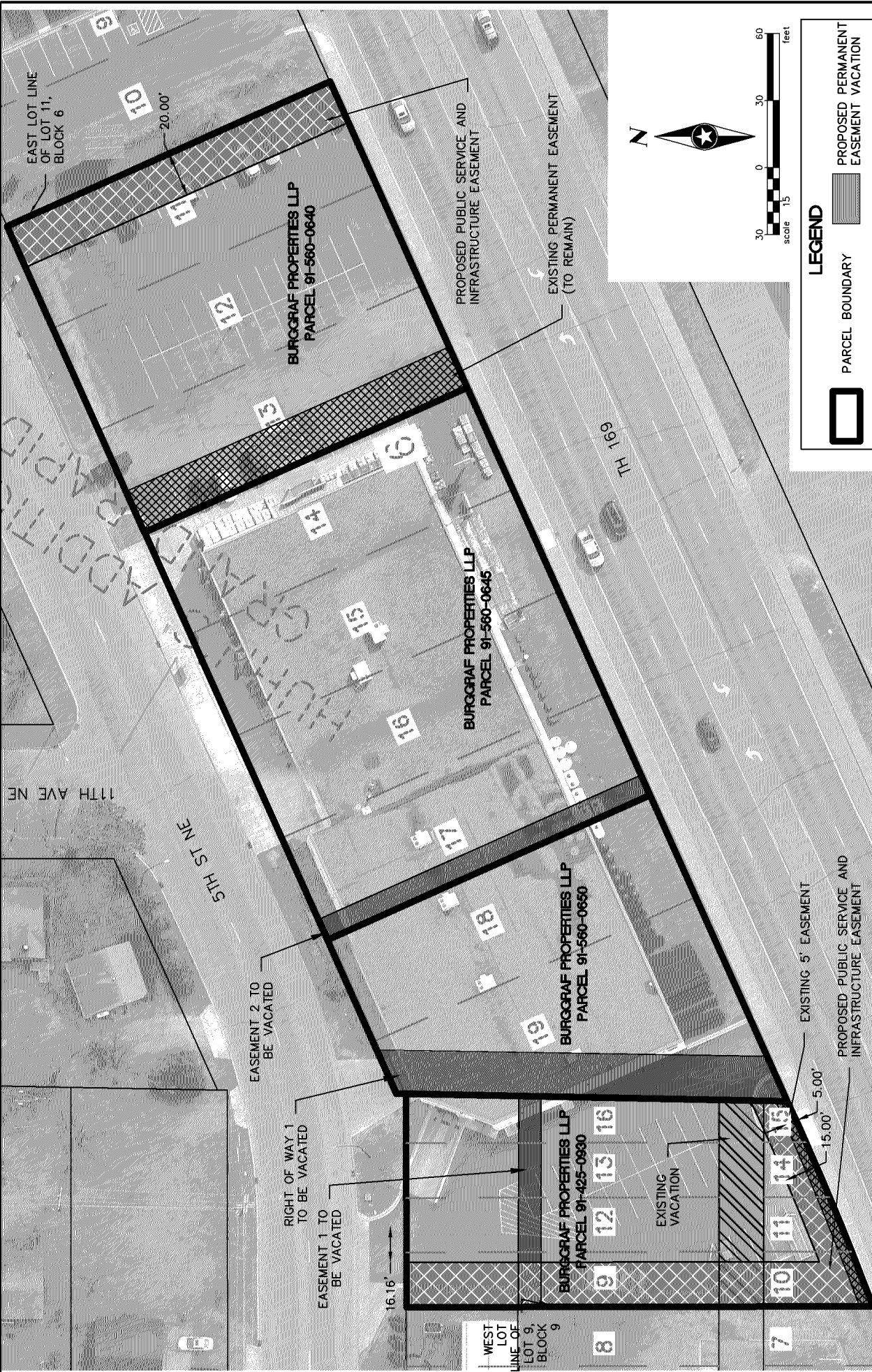
The easement was recorded in 1962 for the purpose of installing and maintaining public utilities. Said easement currently cuts through the middle of the parking lot and is partially located within the building. Based on the location within the parcel, there is not a need for this easement. The Engineering Department is recommending this easement be vacated.

**Right-of-Way 1:**

The public right-of-way was recorded in 1963 for the purpose of public access and for maintaining public utilities. Said right-of-way is located primarily within the existing building footprint and is not usable. The Engineering Department is recommending this right-of-way be vacated.

**Easement 2:**

The easement was recorded in 1984 for the purpose of installing and maintaining an electric line. No electric line is currently located within this easement and the majority of the easement is located with the existing building footprint. The Engineering Department is recommending this easement be vacated.



<b>SEH</b> PHONE: 218.322.4500 21 NE 5TH ST STE 200 GRAND RAPIDS, MN 55744-2601 www.sehinc.com	FILE NO. GRANR 140263	<b>BURGGRAF PROPERTIES LLP          PROPOSED EASEMENTS          AND VACATIONS          GRAND RAPIDS, MINNESOTA</b>	<b>EXHIBIT          1A</b>
	DATE: 07/24/17		

274

DEED RECORD NO. 240

Easement 1

Mo. 233811

Leonard G. Hedman, et ux  
to  
Village of Grand Rapids

Filed for record on the 13th day of August,  
1962, at 9:05 o'clock A. M.  
Jerome H. Meyers, Register of Deeds  
By: Verladene M. Stabe, Deputy

EASEMENT FOR PUBLIC UTILITIES

THIS INDENTURE, Made this 25th day of July, 1962, by and between Leonard G. Hedman and Olga Hedman, husband and wife, of the Village of Grand Rapids, Itasca County, Minnesota, parties of the first part, and the VILLAGE OF GRAND RAPIDS, a municipal corporation of the State of Minnesota, party of the second part,

WITNESSETH:

That the parties of the first part, being the owners of the premises hereinafter described, for and in consideration of the sum of One Dollar (\$1.00) and other valuable considerations to them in hand paid, receipt whereof is hereby acknowledged, do hereby grant, convey and warrant unto said party of the second part, its successors and assigns, a right-of-way and easement described as follows:

The north 10 feet (10') of the south ninety feet (90') of Lots One (1), Four (4), Five (5), Eight (8), Nine (9), Twelve (12), Thirteen (13) and Sixteen (16), in Block Nine (9), Grand Rapids Third Division, according to the plat thereof on file and of record in the office of the Register of Deeds of Itasca County, Minnesota, for the purpose of installing and maintaining public utilities.

Together with the right of the party of the second part, its servants, agents and employees and its Public Utilities Commission, to enter upon said premises for the purpose of constructing, digging, repairing and maintaining said public utilities and for doing all things necessary and expedient for the proper maintenance and operation of said public utilities.

The right is hereby expressly reserved to the first parties to every use and enjoyment of said lands not inconsistent with the maintenance and operation of said public utilities, and this said easement hereby created shall continue for so long as said described premises shall be used for the purposes herein provided.

IN WITNESS WHEREOF, The parties of the first part have hereunto set their hands and seals the day and year first above written.

IN PRESENCE OF:  
Leonard A. Krook  
Malcolm Campbell

Leonard G. Hedman  
Leonard G. Hedman  
Olga Hedman  
Olga Hedman

STATE OF MINNESOTA  
SS  
COUNTY OF ITASCA

On this 25th day of July, 1962, before me, a Notary Public within and for said County, personally appeared

Leonard G. Hedman and Olga Hedman, husband and wife, to me known to be the persons described in, and who executed, the foregoing instrument and acknowledged that they executed the same as their free act and deed.

(Notarial Seal)  
OK

Leonard L. Hedman  
LEONARD L. HEDMAN  
(Notary's Signature)  
Notary Public, Itasca County, Minn.  
My Commission Expires July 7, 1968  
(Notarial Stamp and Seal)

C No. 238096

# DEED RECORD NO. 240

427  
Right-of-Way 1

## RIGHT-OF-WAY GRANT

DC Ben Aultman, et al  
to  
Village of Grand Rapids

Filed for record on the 27th day of August,  
1963, at 3:17 o'clock P. M.

Leonard A. Bengston, Register of Deeds  
By: Doris Burton, Deputy

### RIGHT OF WAY GRANT KNOW ALL MEN BY THESE PRESENTS:

That the undersigned, hereinafter called grantors, whether one or more, for and in consideration of One Thousand Dollars (\$1,000.00) cash in hand paid, receipt of which is hereby acknowledged, and for covenants and agreements hereinafter stated, does hereby grant and convey unto the Village of Grand Rapids, Minnesota, a municipal corporation, hereinafter called grantee, its successors and assigns, a right of way and easement for the purpose of laying, maintaining, operating, patrolling, altering, repairing, renewing and removing in whole or in part a sewer line known as sanitary sewers and a storm sewer line for the transportation of water and sewage, together with the necessary fixtures, equipment and appurtenances, over through, upon, under and across the following described land situated in the County of Itasca, Village of Grand Rapids, State of Minnesota, to-wit:

The West Twenty Feet (W 20') of Lot Nineteen (19), Block Six (6), Huhn's Addition to Grand Rapids, according to the plat thereof on file and of record in the office of the Register of Deeds of said county and state, together with the right to clear the right of way and remove or trim trees and brush, and remove other obstruction, for a sufficient distance along both sides of said sewer line so as to prevent damage or interference with its efficient operation and patrol, and together with the right of ingress and egress to and from said right of way through and over said above described land for any and all purposes necessary to the exercise by grantee of the rights herein granted.

The grantee further covenants and agrees that if and when the sanitary sewer is installed upon said right of way, that they will not assess any assessments for the same against Lots Eighteen (18) and Nineteen (19) of Block Six (6), Huhn's Addition to Grand Rapids. Exempt from state deed tax

Grantee further covenants and agrees that it will furnish one sanitary service and bring the same within one foot of the present building on the north side thereof where the present septic tank discharge leaves the building now situated upon said premises, and that there will be no charge made for the one sanitary service or the laying of the necessary service to within one foot of the present building, and should they not install the sanitary sewer on the right of way provided herein, but in lieu thereof, install the sanitary sewer on Fifth Street, that they will furnish the service provided herein regardless of the location of the main sanitary sewer.

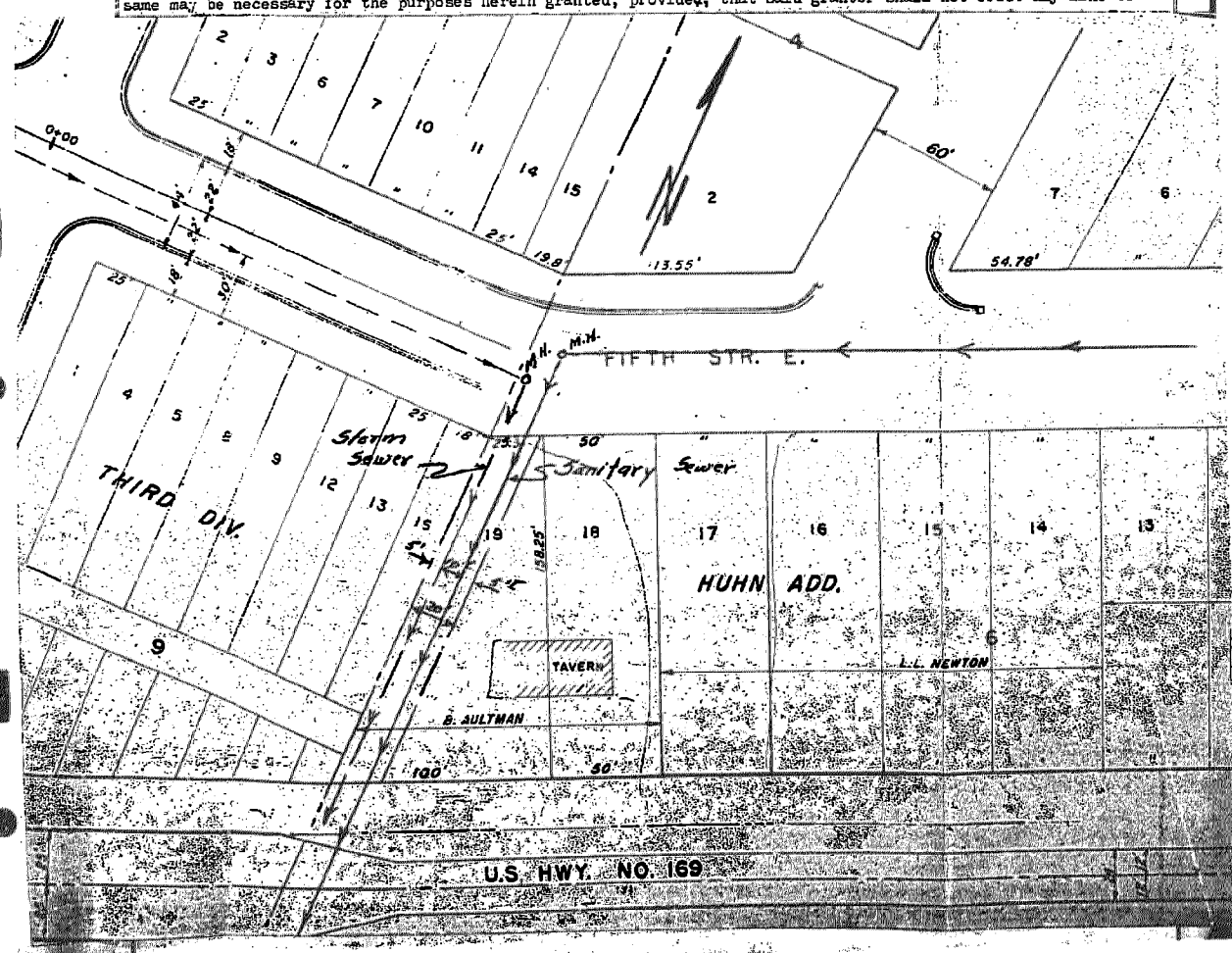
Grantors covenant and agree that there shall be no payment made in addition to the above as stated herein for any destruction of trees or any necessary destruction to the barbecue pit which may be located upon the right of way and which may be damaged in the construction of the sewer lines.

Grantor covenants with grantee that he is the lawful owner of the aforesaid lands, that he has the right and authority to make this grant and that he will forever warrant and defend the title thereto against all claims whatsoever.

The grantee, by the acceptance hereof, agrees to bury said pipe lines through the said property so that they will not interfere with the ordinary cultivation thereof, and specifically, grants to the grantor the right to use the said right of way for parking facilities or other facilities but prohibits the grantor from building any structures over or upon said right of way, but grants the right for the grantor to pave said right of way if he so desires.

Grantee agrees that in the event of any repairs or improvements that shall be made over and across the easement right of way, they shall restore the premises to their original condition as the same were in at the time of the making of said improvements or repairs.

The undersigned grantor reserves the right to the full use and enjoyment of said premises except as the same may be necessary for the purposes herein granted; provided, that said grantor shall not erect any line or



U.S. HWY. NO. 169

EASEMENT FOR ELECTRIC LINE

THIS INDENTURE, Made 30th day of March, 1984, by

L. L. Newton

of Grand Rapids, County of Itasca, State of Minnesota, parties of the first part, and the Village of Grand Rapids, a municipal corporation, of the State of Minnesota, party of the second part,

WITNESSETH

That the parties of the first part, being the owners of the premises hereinafter described, for and in consideration of the sum of One Dollar (\$1.00) and other valuable consideration, to them in hand paid, the receipt whereof is hereby acknowledged, do hereby grant, convey and warrant unto the said party of the second

part, its successors and assigns, a right-of-way and easement Ten (10) feet in width, being the West Ten (10) feet of Lot Seventeen (17) Block Six (6) Huhn's Addition to Grand Rapids, situated in the City of Grand Rapids, the County of Itasca and the State of Minnesota.

This easement shall be used by the Public Utilities Commission for the purpose of installing and maintaining underground electrical power cables.

Together with the right of the party of the second part, its servants, agents, and employees, to enter upon said premises for the purpose of constructing, digging, repairing, and patrolling said electric line, and for doing all things necessary and expedient for the proper control, maintenance and operation of said electrical power line.

The right is hereby expressly reserved to the first parties to every use and enjoyment of said lands not inconsistent with the maintenance and operation and repair of said electric light and power line.

The Easement hereby created and granted shall continue for so long as said described premises shall be used for the purposes herein provided.

IN WITNESS WHEREOF, The parties of the first part hereunto set their hands and seals the day and year first above written.

[Handwritten signature of L.L. Newton]

STATE OF MINNESOTA }
COUNTY OF ITASCA } SS.

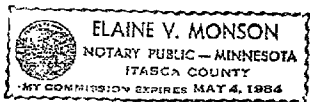
On this 30th day of March, 1984, before me, a Notary Public within and for

said County, personally appeared L.L. Newton and [blank], husband and wife, to me known to be the persons described in, and who executed the foregoing instrument, and acknowledged that they executed the same as their free act and deed.

[Handwritten signature of Elaine V. Monson]
Notary Public, Itasca County, Minn.

My commission expires May 4, 1984
(Notarial Seal)

This instrument was drafted by the Public Utilities Commission.



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

RESOLUTION NO. 17-\_\_

**A RESOLUTION SETTING A PUBLIC HEARING ON THE VACATION OF CERTAIN PUBLIC EASEMENTS AND A PORTION OF RIGHT-OF-WAY WITHIN THE CITY OF GRAND RAPIDS**

**THE CITY COUNCIL OF THE CITY OF GRAND RAPIDS, MINNESOTA DOES HEREBY RESOLVE AS FOLLOWS:**

**WHEREAS**, the City Council pursuant to Minnesota Statute §412.851 desires to consider the vacation of certain public easements and a portion public right-of-way within the City of Grand Rapids; and

**WHEREAS**, the easements and right-of-way the City Council desires to consider the vacation of are generally described as (*and depicted in Exhibit "1A"*):

- 1. The N 10 ft. of the S 90 ft. of Lots 1, 4, 5, 8, 9, 12, 13, and 16, in Block 9, Grand Rapids Third Division, Itasca County, Minnesota - (Doc. Listed in Recorders # A000233811)*
- 2. The W 20 ft. of Lot 19, Block 6, Huhn's Addition to Grand Rapids, Itasca County, Minnesota - (Doc. Listed in Recorders # A000238096)*
- 3. The W 10 ft. of Lot 17, Block 6, Huhn's Addition to Grand Rapids, Itasca County, Minnesota - (Doc. Listed in Recorders # A000363989)*

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

- The Council will consider the vacation of said public right-of-way easement and public utility easements and, a public hearing shall be held on such proposed vacations at 5:30 pm on the 25<sup>th</sup> day of September, 2017, before the City Council in the City Hall located at 420 N. Pokegama Ave., Grand Rapids, Minnesota.
- The City Clerk is hereby directed to give published, posted and mailed notice of such hearing as required by law.

Adopted by the Council this 14<sup>th</sup> day of August, 2017.

---

Dale Adams, Mayor

ATTEST:

\_\_\_\_\_  
Kim Gibeau, City Clerk

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

DRAFT





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	17-0572	<b>Version:</b>	1	<b>Name:</b>	Temporary Liquor Licenses
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Consent Agenda
<b>File created:</b>	8/8/2017	<b>In control:</b>		<b>In control:</b>	City Council
<b>On agenda:</b>	8/14/2017	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Consider approving five (5) temporary liquor licenses for the MacRostie Art Center, events scheduled September through January 2018.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">MacRostie Art Center - Liquor Lic. Apps.pdf</a>				

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

### **Background Information:**

MacRostie Art Center has submitted applications for temporary liquor licenses for the following First Friday Events: September 1st, October 6th, November 3rd, December 1st, 2017 and January 5, 2018. Minn. State Statute allows for 12 days total temporary liquor licensing per non-profit group, per calendar year. If approved, Macrostie will have reached a total of 12 days for the year 2017 and one (1) for 2018. Insurance and appropriate fees have been received. Applications are attached for your consideration.

### **Staff Recommendation:**

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

### **Requested City Council Action**

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





Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement Division  
445 Minnesota Street, Suite 222, St. Paul, MN 55101  
651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization <b>MacRostie Art Center</b>		Date organized <b>11/28/1966</b>	Tax exempt number <b>23-7105948</b>
Address <b>405 NW 1st Ave</b>	City <b>Grand Rapids</b>	State <b>Minnesota</b>	Zip Code <b>55744</b>
Name of person making application <b>Katie Marshall, Executive Director</b>		Business phone <b>218-326-2697</b>	Home phone <b>218-326-2046</b>
Date(s) of event <b>Friday, September 1, 2017</b>	Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name <b>X Aaron Squadroni</b>		City <b>Coleraine</b>	State <b>Minnesota</b>
		State <b>Minnesota</b>	Zip <b>55722</b>
<b>Add New Officer</b>			

Location where permit will be used. If an outdoor area, describe.

**MacRostie Art Center, 405 NW 1st Ave, Grand Rapids, MN 55744**

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

**N/A**

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

**West Bend Mutual, \$1,000,000**

**APPROVAL**

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

<b>GRAND RAPIDS</b> City/County	Date Approved
<b>\$20.00</b> City Fee Amount	Permit Date
<b>8-8-17</b> Date Fee Paid	City/County E-mail Address
<i>Kristin Gubear</i> Signature City Clerk or County Official	Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**



Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement Division  
 445 Minnesota Street, Suite 222, St. Paul, MN 55101  
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY  
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization <b>MacRostie Art Center</b>		Date organized <b>11/28/1966</b>	Tax exempt number <b>23-7105948</b>
Address <b>405 NW 1st Ave</b>		City <b>Grand Rapids</b>	State <b>Minnesota</b>
		Zip Code <b>55744</b>	
Name of person making application <b>Katie Marshall, Executive Director</b>		Business phone <b>218-326-2697</b>	Home phone <b>218-326-2046</b>
Date(s) of event <b>Friday, October 6, 2017</b>		Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit	
Organization officer's name <b>X Aaron Squadroni</b>		City <b>Coleraine</b>	State <b>Minnesota</b>
		Zip <b>55722</b>	
<input type="button" value="Add New Officer"/>			

Location where permit will be used. If an outdoor area, describe.

**MacRostie Art Center, 405 NW 1st Ave, Grand Rapids, MN 55744**

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

**N/A**

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

**West Bend Mutual, \$1,000,000**

**APPROVAL**

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

<b>GRAND RAPIDS</b>	Date Approved
City/County	
<b>\$ 20.00</b>	Permit Date
City Fee Amount	
<b>8-8-17</b>	City/County E-mail Address
Date Fee Paid	
	Approved Director Alcohol and Gambling Enforcement
Signature City Clerk or County Official	

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO [AGE.TEMPORARYAPPLICATION@STATE.MN.US](mailto:AGE.TEMPORARYAPPLICATION@STATE.MN.US)**



Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement Division  
 445 Minnesota Street, Suite 222, St. Paul, MN 55101  
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY  
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization <b>MacRostie Art Center</b>		Date organized <b>11/28/1966</b>	Tax exempt number <b>23-7105948</b>
Address <b>405 NW 1st Ave</b>	City <b>Grand Rapids</b>	State <b>Minnesota</b>	Zip Code <b>55744</b>
Name of person making application <b>Katie Marshall, Executive Director</b>		Business phone <b>218-326-2697</b>	Home phone <b>218-326-2046</b>
Date(s) of event <b>Friday, November 3, 2017</b>	Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name <b>X Aaron Squadroni</b>		City <b>Coleraine</b>	State <b>Minnesota</b>
			Zip <b>55722</b>
<b>Add New Officer</b>			

Location where permit will be used. If an outdoor area, describe.

**MacRostie Art Center, 405 NW 1st Ave, Grand Rapids, MN 55744**

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

**N/A**

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

**West Bend Mutual, \$1,000,000**

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

<u>GRAND RAPIDS</u> City/County	_____
<u>\$ 50.00</u> City Fee Amount	_____
<u>8-8-17</u> Date Fee Paid	_____
	_____
	_____
	_____

<u>Billy Guleau</u> Signature City Clerk or County Official	_____
	Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO [AGE.TEMPORARYAPPLICATION@STATE.MN.US](mailto:AGE.TEMPORARYAPPLICATION@STATE.MN.US)**



Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement Division  
 445 Minnesota Street, Suite 222, St. Paul, MN 55101  
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization: **MacRostie Art Center** Date organized: **11/28/1966** Tax exempt number: **23-7105948**

Address: **405 NW 1st Ave** City: **Grand Rapids** State: **Minnesota** Zip Code: **55744**

Name of person making application: **Katie Marshall, Executive Director** Business phone: **218-326-2697** Home phone: **218-326-2046**

Date(s) of event: **Friday, December 1, 2017** Type of organization:  Club  Charitable  Religious  Other non-profit

Organization officer's name: **X Aaron Squadroni** City: **Coleraine** State: **Minnesota** Zip: **55722**

**Add New Officer**

Location where permit will be used. If an outdoor area, describe.

**MacRostie Art Center, 405 NW 1st Ave, Grand Rapids, MN 55744**

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

**N/A**

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

**West Bend Mutual, \$1,000,000**

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

GRAND RAPIDS City/County

\$ 20.00 City Fee Amount

8-8-17 Date Fee Paid

\_\_\_\_\_ Date Approved

\_\_\_\_\_ Permit Date

\_\_\_\_\_ City/County E-mail Address

*Kimberly Gilman* Signature City Clerk or County Official

\_\_\_\_\_ Approved Director Alcohol and Gambling Enforcement

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event.

**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0573      **Version:** 1      **Name:** Radotich Final Payment  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 8/9/2017      **In control:** City Council  
**On agenda:** 8/14/2017      **Final action:**  
**Title:** Consider approving final payment on the dehumidification replacement project at the IRA Civic Center.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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Consider approving final payment on the dehumidification replacement project at the IRA Civic Center.

**Background Information:**

At the February 27 meeting, City Council approved the replacement of the dehumidification system at the IRA Civic Center. The project was awarded to Radotich, Inc. with the low bid of \$155,546.00. A change order in the amount of \$1,100.00 was approved as we were able to use the existing cement slab. To date we have paid \$147,768.70, leaving a balance of \$6,677.30. The project is complete and the system is working perfectly, keeping the Civic Center dry during summer ice.

**Staff Recommendation:**

City staff recommends approving final payment of \$6,677.30 to Radotich, Inc. for the dehumidification replacement project at the IRA Civic Center.

**Requested City Council Action**

Make a motion to approve final payment of \$6,677.30 to Radotich, Inc. for the dehumidification replacement project at the IRA Civic Center.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0574      **Version:** 1      **Name:** Civic Center Fee Schedule  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 8/9/2017      **In control:** City Council  
**On agenda:** 8/14/2017      **Final action:**  
**Title:** Consider a resolution amending the IRA Civic Center fee schedule.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Fee Schedule - Draft Changes.pdf](#)  
[Fee Schedule Resolution.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider a resolution amending the IRA Civic Center fee schedule.

**Background Information:**

Attached is the amended IRA Civic Center fee schedule. The most significant change is a 9% increase in ice rates due to increased electrical usage.

**Staff Recommendation:**

City staff recommends adopting a resolution amending the IRA Civic Center fee schedule.

**Requested City Council Action**

Make a motion to adopt a resolution amending the IRA Civic Center fee schedule.



**DEPARTMENTAL FEE SCHEDULE FOR CITY SERVICES**

Effective Date: ~~12/31/03~~08/14/2017

Updated: 5/13/13  
Updated: 10/15/13

<b>CITY WIDE FEES</b>	
Photo copy – file material – <b>100</b> pages or less of black and white, letter or legal size government data.	\$ .25 per page (copy) (amended 8-8-05)
Photo copy – file material – <b>101</b> pages or more of government data	\$.10 per copy and actual cost of searching for and retrieving government data, including the cost of employee time, certifying, compiling, and electronically transmitting the copies of the data. (amended 8-8-05)
Photo copy – material provided by the person making request	\$1.00 1 <sup>st</sup> page - .10 cents each additional
<b>ADMINISTRATION DEPARTMENT</b>	
Amusements (theatre)	\$75.00 per screen per year
Circus	\$75.00 event
Fortune Telling	\$35.00 per day
<b>Intoxicating Liquor</b>	
<b>Consumption and Display</b>	
Bottle Club	\$500.00 per year
Public Place	\$100.00 per year
<b>Private On-Sale</b>	
Investigation Fee	\$150.00
Annual License Fee	\$2,500.00
Annual On-Sale Wine	\$550.00
Sunday On-Sale	\$200.00
<b>Club On-Sale</b>	
Club with under 200 members	\$300.00
201- 500 members	\$500.00
501- 1,000 members	\$650.00
1,001 – 2,000 members	\$800.00
More than 2,000	\$1,000.00
Sunday On-Sale	\$150.00
Private Off-Sale	\$150.00
Temporary On-Sale	\$20.00

<b>Convention Facilities On-Sale</b>	
City issued on-sale license	\$25.00
Adjacent municipality	\$100.00
<b>Non-intoxicating malt liquor 3.2</b>	
Annual on-sale	\$275.00
Annual off-sale	\$100.00
Temporary on-sale	\$25.00
Rollerskating License	\$200.00 per year or fraction thereof
Synthetic Drug Establishments	\$600.00 annually
Sidewalk Café	\$25.00
Taxicabs	\$25.00 each vehicle
Fireworks	350.00 – tents, etc.) 100.00 – retail buildings (in store)
Peddlers, Solicitors and Transient Merchant (Resolution No. 06-110 – October 24, 2006)	\$150.00 per year
<b>CENTRAL SCHOOL BUILDING</b>	
<b>Monthly Rental Fees</b>	
Garden Level	\$11.02 *
1 <sup>st</sup> Floor	\$11.97 *
2 <sup>nd</sup> Floor	\$11.49 *
3 <sup>rd</sup> Floor	\$ 8.58 *
<b>CIVIC CENTER</b>	
Icetime	<del>\$75.00</del> 115.00 per hour – non prime
	<del>\$96.00</del> 148.00 per hour – prime
	<u>\$200.00 per hour – tournament/competition</u>
	<u>\$115.00 per hour – Miner's Pavilion (non-GRAHA)</u>
Dryfloor space	East Venue
	<del>\$595.00</del> 700.00 per day – receptions/parties
	<del>\$1,425.00</del> 1,300.00 per day – commercial
	<del>\$1,850.00</del> – Wedding Receptions
	West Venue
	<del>\$540.00</del> 600.00 per day – receptions/parties
	<del>\$1,045.00</del> 1,200.00 per day – commercial
	Miner's Pavilion
	<u>\$20.00 per hour – sports</u>
	<u>\$100.00 half day event</u>
	<u>\$200.00 full day event</u>
Lobby space	\$20.00 per hour (minimum 2 hours)

Tables	<del>\$6,507.50</del> each (3-27-06)
Chairs	<del>.65-75</del> each (3-27-06)
<del>Table setting</del> Linens	<del>\$2,005.00</del> each (3-27-06)
Staging	\$15.00 per 4' x 8' section
Skate Sharpening	<del>\$3.00</del> - <del>\$6.00</del> <u>5.00</u>
Public Skating	\$2.00 children & seniors
	\$3.00 adults
<del>Open Hockey</del>	<del>\$7.00</del>
Skate Rental	\$1.00
Wall Advertising	<del>\$500.00</del> <u>600.00</u> per year
In-Ice Advertising	<del>\$850.00</del> <u>1,250.00</u> per year
Resurfacers Advertising	\$300 - <del>\$1,000.00</del> <u>1,500.00</u> per year
Dasher Advertising	\$800.00 per year <u>for 1, \$1,200.00 per year for 2</u>
Scoreboard Advertising	\$700.00 per year
Banner Advertising	\$750.00 per year
Wall Sign & 1 Dasher	<del>\$1,400.00</del> <u>1,200.00</u> per year
Wall Sign & 2 Dashers	<del>\$1,500.00</del> <u>1,600.00</u> per year
<b>COMMUNITY DEVELOPMENT</b>	
Building Permits	
\$1.00 - \$500.00	\$23.50 *
\$501.00 - \$2,000.00	\$23.75 * for the first \$500.00 plus \$3.50 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2,001.00 - \$25,000.00	\$70.00 * for the first \$2,000.00 plus \$14.20* for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00 (3-27-06)
\$25,001.00 to \$50,000.00	\$391.65* for the first \$25,000.00 plus \$10.20* for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to 4100,000.00	\$650.20* for the first \$50,000.00 plus \$7.10* for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$1,003.70* for the first \$100,000.00 plus \$5.66* for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,266.10* for the first \$500,000.00 plus \$4.80* for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00

\$1,000,001.00 and up	\$5,664.85* for the first \$1,000,000.00 plus \$3.18* for each additional \$1,000.00 or fraction thereof			
	Projects valued at greater than \$5,000,000.00 the City may, at its own discretion, negotiate this component of the building permit fee with the project owner/developer. (revised 4-12-04)			
Annual building Permit (as per MN Rule 1300.0120, Subparts 2 and 3)	\$505.00*			
Plan Review Fee	65% of the Permit fee			
Plan Review Fee (Similar Plans)	25% of the Permit fee			
State Surcharge	(As per MN Statute 16B.70)			
<b>Other Inspections and Fees:</b>				
1. Outside of normal business hours	\$55.55/hour*			
2. Re-inspection fees	\$55.55/hour*			
3. Inspections for which no fee is specifically indicated	\$55.55/hour*			
4. Additional plan review required by changes, additions, or revisions to plans	\$55.55/hour*			
5. Investigation Fee	\$55.55/hour*			
6. Work commencing without building permit.	Investigative Fee/Double building permit fee. (as per MN Rule 1300.0160, Subpart 8).			
7. For use of outside consultants for plan checking and inspections or both.	Actual costs, including administrative and overhead			
8. Investigating and resolving Property Maintenance Code violations	\$55.55/hour*			
<b>Flat fees for small Residential projects</b>	<b>Base Permit Fee</b>	<b>Plan Check Fee</b>	<b>State Surcharge Fee</b>	<b>Total Fee</b>
Re-roofing (12-17-12)	\$60.00		\$1.00	\$61.00
Garage Door (12-17-12)	\$40.00		\$1.00	\$41.00
Siding Replacement (3-27-06)	\$60.00		\$1.00	\$61.00
All Regulated Signs-requiring structural review. (3-27-06)	\$57.88	\$37.62	\$1.00	\$96.50
Detached Steps/Deck over 30" high (non-enclosed)	\$40.30	\$26.20	\$1.00	\$67.50
Attached Steps/Deck (non enclosed)	\$79.70	\$51.80	\$1.00	\$132.50
Covered porch (non enclosed) (2-9-15)	\$113.03	\$73.47	\$1.00	\$186.50
Fence over 6 feet in height (3-27-06)	\$57.88	\$37.62	\$1.00	\$96.50
Retaining Wall -Over 4 feet in height (3-27-06)	\$57.88	\$37.62	\$1.00	\$67.50
Egress Windows (new)	\$40.30	\$26.20	\$1.00	\$67.50
Residential Window replacement (3-27-06)	\$60.00		\$1.00	\$61.00

Furnace-Replacement (3-27-06)	\$40.30	\$26.20	\$1.00	\$67.50
Water Heater/Softener	\$40.30	\$26.20	\$1.00	\$67.50
Replace sink, toilet, faucet, tub (minor repairs)	\$14.50		\$1.00	\$15.50
Residential & Commercial Demolitions (3-27-06)	\$40.00*		\$1.00	\$41.00
Fireplaces -& free standing stoves (Gas or Wood) (3-27-06)	\$54.85*	\$35.65	\$1.00	\$91.50
Emergency Number Sign (10-13-09)	\$50.00 each			
Comprehensive Plan (3-27-06)	\$15.15* each			
Comprehensive Plan Appendix (3-27-06)	\$25.25* each			
Zoning Letter	\$35.35* each			
Zoning Map	\$15.15*each			
Zoning Ordinance	\$30.30* each			
Subdivision Ordinance	\$5.05* each			
Zoning Permit (Residential)	\$55.55*			
Zoning Permit (Commercial)	\$65.65*/hour (actual cost)			
Fill Permit	\$75.75*			
Sign permit (for signs not requiring structural review) (3-27-06)	\$55.55*			
Conditional Use Permit	\$505.00*			
Conditional Use Permit-General Sales and Service with a building footprint greater than 70,000 s.f. (5-14-07-Res. 07-35)	Total Actual Cost Incurred by the City (\$3,500 deposit required via escrow agreement)			
Environmental Assessment Worksheet preparation, review and processing	Total Actual Cost Incurred by the City (\$10,000 deposit required via escrow agreement) (amended fee schedule 10/24/05)			
Subdivision	\$2,525.00*			
Minor Subdivision (8-12-12 Res: 13-71)	\$1,200.00			
Planned Unit Development	\$2,525.00*			
Rezoning or zoning Text Amendment	\$505.00*			
Variance	\$252.50*			
Right-of-Way/Easement	\$505.00*			
<b>ENGINEERING DEPARTMENT</b>				
Right of Way Improvement permit	\$20.00			
Batches of 10 or more	\$15.00			
City Map	\$10.00			
<b>Prints:</b>				

24/24	\$3.50 each
24/36	\$5.00 each
36x48	\$10.00

Aerials contours (hard copies)	\$40.00 first copy - \$5.00 additional copy of same
Aerial electronic photos (1 photo 160 acres)	\$150.00
Aerial prints 8 ½ x 11 with property and utility	\$10.00 per parcel
GIS Technician	\$26.70/Hour
<b>FINANCE DEPARTMENT</b>	
Assessment Certificates	\$15.00
Fax	\$2.00 first page each additional page 10 cents
Worthless Check	\$20.00
Credit Card Charge for Special Assessments	\$3.95*
<b>FIRE DEPARTMENT</b>	
Fire report	See City wide fees relative to photo copies <small>Amended 4/28/08</small>
It. County false alarm ordinance – 4 <sup>th</sup> false alarm and up	\$500.00
Yearly Day Care/Foster Care	\$50.00
Inspection fees	\$50.00
<b>Inspection Fees:</b>	
First Fire Inspection	.00
Second Inspection only if violation isn't fixed or substantial progress is not made on violations	\$125.00
Each additional inspection	\$100.00 increments up to \$500.00
Complaint based inspections (considered a first inspection)	.00
Requested fire inspection	\$50.00/hour (\$50.00 minimum)
<b>Storage of Flammable Liquids:</b>	
Bulk storage of flammable liquids	\$150.00/year
Bulk storage of liquefied petroleum (LP)	\$150.00/year
Each station dispensing liquefied petroleum (LP)	\$50.00/year
Above or underground fuel tank installation	\$50.00
Underground tank removal	\$50.00
Fire Safety House <small>(Added 6/26/06- Res.06-54)</small>	\$250.00/day if agency is <b>within Itasca County</b> (up to eight hour day).  \$250.00/day if <b>outside Itasca County</b> , plus requesting agency additionally agrees to compensate the Grand Rapids Fire Departmental a rate of fifty cents per mile, as calculated by utilizing the Map Quest computer program.
<b>PARKS AND RECREATION</b>	
Picnic kits	\$5.00

User Fees (softball, baseball & soccer leagues)	\$5.00 (Kids)
	\$7.50 (Adults)
Softball Fields	\$5.00 per game for tournaments or user fees ***
Baseball Fields	\$25.00 per hour or user fees ***
Soccer Fields	User fees ***
Recreation programs	0 - \$60.00 dependant on programs
Pool Rental	\$7.75 - \$45.00 per hour
Family Activity Pass	\$35.00
Softball Field Advertising	\$150.00
*** Participants of private organizations (such as Northwoods Soccer) pay \$5.00 per player per year to use our fields. Adults pay \$15.00 per player.	
<b>POLICE DEPARTMENT</b>	
Dogs	\$10.00/year
Cats	\$10.00/year
Duplicate for dog/cat	\$2.00/year
Pound Fee	\$10.00/day
Housing potentially dangerous dogs	\$84.00/day
<b>Disposal of Animals:</b>	
Dog	\$35.00 within City
Dog	\$45.00 out of City
Cat	\$20.00 within City
Cat	\$25.00 out of City
Vehicle Tow Fees	Rate charged by towing company to the City.
Funeral Escort	\$50.00
Vehicle lockouts	\$25.00
Impoundment - Storage & Administration	\$20.00 upon arrival \$10.00 for each 24 hours thereafter
CBD Parking Permits	\$25.00 annually
Golf Cart Permit Fee	\$25.00 annually



False Alarm	N/C 1 <sup>st</sup> through 3 <sup>rd</sup> false alarm \$50.00 4 <sup>th</sup> false alarm \$75.00 5 <sup>th</sup> false alarm \$100.00 6 <sup>th</sup> false alarm \$125.00 7 <sup>th</sup> false alarm \$150.00 8 <sup>th</sup> false alarm \$175.00 9 <sup>th</sup> false alarm \$500.00 10 <sup>th</sup> false alarm \$500.00 all calls after 10 <sup>th</sup> (amended 1-26-04)
<b>POLICE ADMINISTRATIVE PENALTIES</b>	
Alcohol – Consuming Alcohol in unauthorized places	\$60.00
<b>Animals:</b>	
Vicious animal	\$50.00
All other animal violations	\$25.00
Registration of a Dangerous Dog (Res. 06-61 – July 24, 2006)	\$500.00
<b>Fires:</b>	
Fire Code	\$100.00
No open fires	\$25.00
<b>Fireworks:</b>	
Illegal Use, Possession	\$250.00
<b>Miscellaneous:</b>	
Building Code	\$100.00
Curfew	\$25.00
Fill permits	\$100.00
Failure to apply for license	\$100.00
Golf cart and all terrain vehicle violations	\$60.00
Illegal dumping	\$50.00
Noise complaints	\$50.00
Noise complaints second violation in 12 months	\$100.00
Park ordinance violations	\$25.00
Public nuisance	\$100.00
Regulated businesses	\$25.00
Signs	\$50.00
Snowmobile Violations	\$60.00
Skateboard violations	\$40.00
Trespassing	\$50.00

Display for sale vehicles (Ord. 23.7-D1)	\$50.00
<b>Parking:</b>	
Handicap Zone	\$100.00
Fire Lane	\$50.00
Blocking Fire Hydrant	\$50.00
All Other Illegal Parking	\$25.00
<b>Smoking:</b>	
Smoking in violation of State Statute 144	\$50.00
<b>Traffic:</b>	
Exhibition Driving	\$100.00
<b>Speed (1-10 mph over posted limit)</b>	<b>\$60.00*</b> (as required by State Statute 5-21-09)
<b>Stop Signs</b>	<b>\$60.00*</b> (as required by State Statute 5-21-09)
<b>Unreasonable Acceleration</b>	<b>\$60.00*</b> (as required by State Statute 5-21-09)
<b>Mufflers 169.69 (Add)</b>	<b>\$60.00*</b> (as allowed by State Statute 5-21-09)
<b>Hitching 169.46 (Add)</b>	<b>\$60.00*</b> (as allowed by State Statute 5-21-09)
<b>Weapons:</b>	
Discharge of Display of Pellet/Guns	\$50.00
<b>PUBLIC WORKS</b>	
Equipment Hourly rates: **	
Pickups #201-255, 257-290, 294	\$25.00
Trucks -2#252, 286-289, 293, 295-299	\$45.00
Heavy equipment #256, 281, 284, 285, 292	\$80.00
Equipment #27, 28, 38	\$25.00
Chipper, compressor, steamer	\$25.00
Lawn movers/weed eaters	\$15.00
<b>Materials: **</b>	
MC Mix	\$75.00/ton
Salt/Sand	\$30.00/yard
Salt	\$53.00/yard
Paint	\$13.37/gal.
Magnesium Chloride	\$.69/gal.
** Rates apply to contract services provided for Intergovernmental agencies such as Itasca County, MNDOT, ICC, School District 318, and the DNR. Hourly wage and benefits to be included in addition to listed hourly equipment rates.	

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Councilor                    introduced the following resolution and moved for its adoption:

RESOLUTION NO. 17-

**A RESOLUTION AMENDING THE GRAND RAPIDS CITY-WIDE FEE SCHEDULE FOR CITY SERVICES**

WHEREAS, Minnesota Law establishes that all municipalities establish fees that are commensurate with service, and that they be fair, reasonable, and proportionate to the actual cost of the service for which the fee is imposed; and

WHEREAS, consistent with Minnesota Law, the Grand Rapids City Council establishes the rates to be applied, or charges for, specific areas of service, provided by the City, through the adoption and periodic amendment of a fee schedule; and

WHEREAS, from time to time, staff reviews the department fee schedule to ensure consistency with fees charged, for City services provided; and

NOW THEREFORE, BE IT RESOLVED, that the Grand Rapids City Council hereby amends the Grand Rapids' City Wide Fee Schedule for City Services as follows:

<b>CIVIC CENTER</b>		
Icetime		\$115.00 per hour – non prime
		\$148.00 per hour - prime
		\$200.00 per hour – tournament/competition
		\$115.00 per hour – Miner’s Pavilion (non-GRAHA)
Dryfloor space	East Venue	\$700.00 per day – receptions/parties
		\$1,300.00 per day - commercial
		\$1,850.00 - Wedding Receptions
	West Venue	\$600.00 per day – receptions/parties
		\$1,200.00 per day - commercial
	Miner’s Pavilion	\$20.00 per hour - sports
		\$100.00 half day event
		\$200.00 full day event
Lobby space		\$20.00 per hour (minimum 2 hours)
Tables		\$7.50 each
Linens		\$5.00 each
Staging		\$15.00 per 4' x 8' section
Skate Sharpening		\$5.00

Public Skating	\$2.00 children & seniors
	\$3.00 adults
Open Hockey	\$7.00
Wall Advertising	\$600.00 per year
In-Ice Advertising	\$1,250 per year
Resurfacers Advertising	\$300 - \$1,500 per year
Dasher Advertising	\$800 per year for 1, \$1,200 per year for 2
Scoreboard Advertising	\$700 per year
Banner Advertising	\$750 per year
Wall Sign & 1 Dasher	\$1,200 per year
Wall Sign & 2 Dashers	\$1,600 per year

Adopted this 14<sup>th</sup> day of August, 2017

\_\_\_\_\_  
Dale C. Adams, Mayor

Attest:

\_\_\_\_\_  
Kimberly Gibeau, City Clerk

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0575      **Version:** 1      **Name:** GPZ Apron and Taxilane State grant agreement  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 8/9/2017      **In control:** City Council  
**On agenda:** 8/14/2017      **Final action:**

**Title:** Consider adopting a resolution to accept grant funds from MN DOT and a resolution entering into a grant agreement with the State of Minnesota for the GPZ Apron and Taxilane Construction project.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [State Agreement](#)  
[State Resolution](#)  
[MN Apron Taxilane Resolution.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution to accept grant funds from MN DOT and a resolution entering into a grant agreement with the State of Minnesota for the GPZ Apron and Taxilane Construction project.

**Background Information:**

The apron design and taxilane construction project are listed on the airports 5-year CIP plan and both projects have been authorized by the Council contingent upon receipt of the grant. As expected, the City recently received a grant offer from the State for these projects. The amount of the grant is \$13,395.00, which is 5% of the project cost. This is in addition to the \$241,110.00 that the City received from the FAA. This grant covers design of the apron and the design/construction of the taxilane. A future grant will be requested from the FAA for the construction of the apron. The City's portion of the project costs will come from the Airport CIP fund. Attached is a copy of the grant agreement, as well as a resolution authorizing the execution of the agreement.

**Staff Recommendation:**

City staff recommends approving a resolution and entering into a grant agreement with the State of Minnesota for the GPZ Apron and Taxilane Construction project.

**Requested City Council Action**

Make a motion adopting a resolution to accept funds from MN DOT and a resolution entering into a grant agreement with the State of Minnesota for the GPZ Apron and Taxilane Construction project.

## GRANT AGREEMENT FOR AIRPORT IMPROVEMENT EXCLUDING LAND ACQUISITION

This Agreement is by and between the State of Minnesota acting through its Commissioner of Transportation (“State”), and the **City of Grand Rapids** (“Recipient”).

**WHEREAS**, the Recipient desires the financial assistance of the State for an airport improvement project (“Project”) as described in Article 2 below; and

**WHEREAS**, the State is authorized by Minnesota Statutes Sections 360.015 (subdivisions 13 & 14) and 360.305 to provide financial assistance to eligible airport sponsors for the acquisition, construction, improvement, or maintenance of airports and other air navigation facilities; and

**WHEREAS**, the Recipient has provided the State with the plans, specifications, and a detailed description of the airport improvement Project.

NOW, THEREFORE, it is agreed as follows:

1. This Agreement is effective upon execution by the Recipient and the State, and will remain in effect until **June 30, 2021**.
2. The following table provides a description of the Project and shows a cost participation breakdown for each item of work:

<u>Item Description</u>	<u>Federal Share</u>	<u>State Share</u>	<u>Local Share</u>
Const Taxilane; Design Apron	90%	5%	5%

3. The Project costs will not exceed **\$267,900.00**. The proportionate shares of the Project costs are: Federal: **\$241,110.00**, State: **\$13,395.00**, and Recipient: **\$13,395.00**. Federal funds for the Project will be received and disbursed by the State. In the event federal reimbursement becomes available or is increased for this Project, the State will be entitled to recover from such federal funds an amount not to exceed the state funds advanced for this Project. No funds are committed under this Agreement until they are encumbered by the State. No more than 95% of the amount due under this Agreement will be paid by the State until the State determines that the Recipient has complied with all terms of this Agreement, and furnished all necessary records.
4. The Recipient will designate a registered engineer (the “Project Engineer”) to oversee the Project work. If, with the State’s approval, the Recipient elects not to have such services performed by a registered engineer, then the Recipient will designate another responsible person to oversee such work, and any references herein to the “Project Engineer” will apply to such responsible person.
5. The Recipient will complete the Project in accordance with the plans, specifications, and detailed description of the Project, which are on file with the State’s Office of Aeronautics and are incorporated into this Agreement by reference. Any changes in the plans or specifications of the Project after the date of this Agreement will be valid only if made by written change order signed by the Recipient, the Project Engineer, and the contractor. Change orders must be submitted to the State. Subject to the availability of funds the State may prepare an amendment to this Agreement to reimburse the Recipient for the allowable costs of qualifying change orders.
6. The Recipient will make payments to its contractor on a work-progress basis. The Recipient will submit requests for reimbursement of certified costs to the State on state-approved forms. The State will reimburse the Recipient for the state and federal shares of the approved Project costs.
  - a. At regular intervals, the Recipient or the Project Engineer will prepare a partial estimate in accordance with the terms of the contract, special provisions, and standard specifications for the Project(s). Partial estimates must be completed no later than one month after the work covered by the estimate is completed. The Project Engineer and the contractor must certify that each partial estimate is true and correct, and that the costs have not been included on a previous estimate.
  - b. Following certification of the partial estimate, the Recipient will make partial payments to the contractor in accordance with the terms of the contract, special provisions, and standard specifications for the Project(s).

- c. Following certification of the partial estimate, the Recipient may request reimbursement from the State for costs eligible for federal and state participation. A copy of the partial estimate must be included with the Recipient's request for payment. Reimbursement requests and partial estimates should not be submitted if they cover a period in which there was no progress on the Project.
  - d. Upon completion of the Project(s), the Recipient will prepare a final estimate in accordance with the terms of the contract, special provisions, and standard specifications for the Project(s). The final estimate must be certified by the Recipient, Project Engineer and the contractor.
  - e. Following certification of the final estimate, the Recipient will make final payment to the contractor in accordance with the terms of the contract, special provisions, and standard specifications for the Project(s).
  - f. Following certification of the final estimate, the Recipient may request reimbursement from the State for costs eligible for federal and state participation. A request for final payment must be submitted to the State along with those project records required by the State.
7. For a Project which involves the purchase of equipment, the Recipient will be reimbursed by the State in one lump sum after the Recipient: (1) has acquired both possession and unencumbered title to the equipment; and (2) has presented proof of payment to the State, and (3) a certificate that the equipment is not defective and is in good working order. The Recipient will keep such equipment, properly stored, in good repair, and will not use the equipment for any purpose other than airport operations.
  8. If the Project involves force-account work or project donations, the Recipient must obtain the written approval of the State and Federal Aviation Administration (FAA). Force-account work performed or project donations received without written approval by the State will not be reimbursed under this Agreement. Force-account work must be done in accordance with the schedule of prices and terms established by the Recipient and approved by the State.
  9. Pursuant to Minnesota Statutes Section 360.305, subdivision 4 (g) (1), the Recipient will operate its airport as a licensed, municipally-owned public airport at all times of the year for a period of 20 years from the date the Recipient receives final reimbursement under this Agreement. The Airport must be maintained in a safe, serviceable manner for public aeronautical purposes only. The Recipient will not transfer, convey, encumber, assign, or abandon its interest in the airport or in any real or personal property, which is purchased or improved with State aid funds without prior written approval from the State. If the State approves such transfer or change in use, the Recipient must comply with such conditions and restrictions as the State may place on such approval. The obligations imposed by this clause survive the expiration or termination of this Agreement.
  10. This Agreement may be terminated by the Recipient or State at any time, with or without cause, upon ninety (90) days written notice to the other party. Such termination will not remove any unfulfilled financial obligations of the Recipient as set forth in this Agreement. In the event of such a termination, the Recipient will be entitled to reimbursement for eligible expenses incurred for work satisfactorily performed on the Project up to the date of termination. The State may immediately terminate this Agreement if it does not receive sufficient funding from the Minnesota Legislature or other funding source, or such funding is not provided at a level sufficient to allow for the continuation of the work covered by this Agreement. In the event of such termination, the Recipient will be reimbursed for work satisfactorily performed up to the effective date of such termination to the extent that funds are available. In the event of any complete or partial state government shutdown due to a failure to have a budget approved at the required time, the State may suspend this Agreement, upon notice to the Recipient, until such government shutdown ends, and the Recipient assumes the risk of non-payment for work performed during such shutdown.
  11. Pursuant to Minnesota Rules 8800.2500, the Recipient certifies that (1) it presently has available sufficient unencumbered funds to pay its share of the Project; (2) the Project will be completed without undue delay; and (3) the Recipient has the legal authority to engage in the Project as proposed.
  12. Pursuant to Minnesota Statutes Section 16C.05, subdivision 5, the Recipient will maintain such records and provide such information, at the request of the State, so as to permit the Department of Transportation, the Legislative Auditor, or the State Auditor to examine those books, records, and accounting procedures and practices of the Recipient relevant to this Agreement for a minimum of six years after the expiration of this Agreement.
  13. The Recipient will save, defend, and hold the State harmless from any claims, liabilities, or damages including, but not limited to, its costs and attorneys' fees arising out of the Project which is the subject of this Agreement.

14. The Recipient will not utilize any state or federal financial assistance received pursuant to this Agreement to compensate, either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a State contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or material supplier. This restriction does not prevent the Recipient from utilizing these funds to pay any party who might be disqualified or debarred after the Recipient's contract award on this Project.
15. All contracts for materials, supplies, or construction performed under this Agreement will comply with the equal employment opportunity requirements of Minnesota Statutes Section 181.59.
16. The amount of this Agreement is limited to the dollar amounts as defined in Article 3 above. Any cost incurred above the amount obligated by the State is done without any guarantee that these costs will be reimbursed in any way. A change to this Agreement will be effective only if it is reduced to writing and is executed by the same parties who executed this Agreement, or their successors in office.
17. For projects that include consultant services, the Recipient and its consultant will conduct the services in accordance with the work plan indicated in the Recipient's contract for consultant services, which shall be on file with the State's Office of Aeronautics. The work plan is incorporated into this Agreement by reference. The Recipient will confer on a regular basis with the State to coordinate the design and development of the services.
18. The parties must comply with the Minnesota Government Data Practices Act, as it relates to all data provided to or by a party pursuant to this Agreement.
19. Minnesota law, without regard to its choice-of-law provisions, governs this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.
20. For projects including federal funding, the Recipient must comply with applicable regulations, including, but not limited to, Title 14 Code of Federal Regulations, subchapter I, part 151; and Minnesota Rules Chapter 8800.
21. For all projects, the Recipient must comply, and require its contractors and consultants to comply, with all federal and state laws, rules, and regulations applicable to the work. The Recipient must advertise, let, and award any contracts for the project in accordance with applicable laws. The State may withhold payment for services performed in violation of applicable laws.
22. Under this Agreement, the State is only responsible for receiving and disbursing federal and state funds. Nothing in this Agreement will be construed to make the State a principal, co-principal, partner, or joint venture with respect to the Project(s) covered herein. The State may provide technical advice and assistance as requested by the Recipient, however, the Recipient will remain responsible for providing direction to its contractors and consultants and for administering its contracts with such entities. The Recipient's consultants and contractors are not intended to be third party beneficiaries of this Agreement.



**State Encumbrance Verification**

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

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

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

MAPS Order No: \_\_\_\_\_

**Recipient**

Recipient certifies that the appropriate person(s) have executed the Agreement on behalf of the Recipient as required by applicable resolutions, charter provisions or ordinances.

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

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

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

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

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

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

**Commissioner, Minnesota Department of Transportation**

By: \_\_\_\_\_  
Director, Office of Aeronautics

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

**Mn/DOT Contract Management**

as to form & execution

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

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

**Office of Financial Management-Grant Unit  
Agency Grant Supervisor**

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

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

**RESOLUTION**

**AUTHORIZATION TO EXECUTE  
MINNESOTA DEPARTMENT OF TRANSPORTATION  
GRANT AGREEMENT FOR AIRPORT IMPROVEMENT  
EXCLUDING LAND ACQUISITION**

It is resolved by the **City of Grand Rapids** as follows:

- 1. That the state of Minnesota Agreement No. **1029163**,  
"Grant Agreement for Airport Improvement Excluding Land Acquisition," for  
State Project No. **A3101-94** at the **Grand Rapids Municipal Airport** is accepted.

- 2. That the \_\_\_\_\_ and \_\_\_\_\_ are  
(Title) (Title)  
authorized to execute this Agreement and any amendments on behalf of the  
**City of Grand Rapids**.

**CERTIFICATION**

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the

\_\_\_\_\_  
(Name of the Recipient)

at an authorized meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
as shown by the minutes of the meeting in my possession.

Signature: \_\_\_\_\_  
(Clerk or Equivalent)

CORPORATE SEAL /OR/

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

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

RESOLUTION NO. 17-

A RESOLUTION APPROVING MINNESOTA DEPARTMENT OF TRANSPORTATION OFFICE OF AERONAUTICS GRANT AGREEMENT #SP3101-94 IN THE AMOUNT OF \$13,395.00 FOR TAXILANE CONSTRUCTION AND APRON DESIGN

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

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

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

- The Minnesota Department of Transportation Office of Aeronautics has awarded grant agreement #SP 3101-94 for Airport Taxilane Construction and Apron Design in the amount of \$13,395.00.

Adopted this 14th day of August 2017

\_\_\_\_\_  
Dale C. Adams, Mayor

Attest:

\_\_\_\_\_  
Kim 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)

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**File #:** 17-0578      **Version:** 1      **Name:**  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 8/10/2017      **In control:** City Council  
**On agenda:** 8/14/2017      **Final action:**  
**Title:** Consider approving temporary liquor license for Grand Rapids Area Community Foundation.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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Consider approving temporary liquor license for Grand Rapids Area Community Foundation.

**Background Information:**

The Community Foundation has submitted an application for temporary liquor for the North Star Expo at the Itasca County Fairgrounds. Fees have been received and the application is attached for review.

**Staff Recommendation:**

Approve application and authorize staff to submit to the State of Minnesota for issuance of permit.

**Requested City Council Action**

Make a motion approving temporary liquor license for the Grand Rapids Area Community Foundation for the North Star Expo at Itasca County Fairgrounds.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0581      **Version:** 1      **Name:** GPZ State M&O grant agreement  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 8/10/2017      **In control:** City Council  
**On agenda:** 8/14/2017      **Final action:**  
**Title:** Consider adopting two resolutions to execute the MnDOT Airport Maintenance and Operation Grant Contract #1028994 and authorize the Mayor and the Clerk to sign such Contract.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Grand Rapids agreement](#)  
[Airport M & O Resolution.pdf](#)  
[Grand Rapids M&O.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting two resolutions to execute the MnDOT Airport Maintenance and Operation Grant Contract #1028994 and authorize the Mayor and the Clerk to sign such Contract.

### **Background Information:**

The attached resolutions and contract from the MNDOT Office of Aeronautics are required to process the Airport Maintenance and Operations grant for state fiscal years 2018 and 2019 in an amount not to exceed \$132,976.00 (\$66,488.00 each year). These dollars are to be used for airport maintenance and operations.

### **Staff Recommendation:**

City staff recommends adopting two resolutions to execute the MnDOT Airport Maintenance and Operation Grant Contract #1028994 and authorize the Mayor and the Clerk to sign such Contract.

### **Requested City Council Action**

Make a motion adopting two resolutions to execute the MnDOT Airport Maintenance and Operation Grant Contract #1028994 and authorize the Mayor and the Clerk to sign such Contract.



**STATE OF MINNESOTA  
AIRPORT MAINTENANCE AND OPERATION GRANT CONTRACT**

**State Project Number (S.P.): A3101-MO18**

**State Project Number (S.P.): A3101-MO19**

This contract is between the State of Minnesota, acting through its Commissioner of Transportation (“Grantor”) and **Grand Rapids/Itasca County Airport** acting through its **Grand Rapids City Council as Fiscal Agent for the Grand Rapids/Itasca County Airport** (“Grantee”).

**RECITALS**

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1. Minnesota Statutes §§360.015 and 360.305 authorize Grantor to provide financial assistance to airports for maintenance and operation activities.
2. Grantee owns, operates, or controls an airport (“Airport”) in the state system, and Grantee desires financial assistance from the Grantor for maintenance and operation activities for State Fiscal Year 2018 and State Fiscal Year 2019.
3. Grantee assures the Grantor that Grantee will operate and maintain the airport according to the duties and obligations set forth in this Contract.

**CONTRACT TERMS**

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**1. Term of Contract and Survival of Terms**

- 1.1 **Effective Date:** This contract will be effective on the date Grantor obtains all required signatures under Minnesota Statutes §16C.05, subdivision 2.
- 1.2 **Expiration Date:** This contract will expire on June 30, 2019 or when all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms:** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this contract, including, without limitation, the following clauses: 9. Indemnification; 10. State Audits; 11. Government Data Practices; 13. Governing Law, Jurisdiction and Venue; and 14. Data Disclosure.

**2. Grantee’s Duties**

- 2.1 Grantee will operate and maintain the Airport in a safe, serviceable manner for aeronautical purposes only for the use and benefit of the public.
- 2.2 The Grantee will keep the runway and the area around the lights mowed at the Airport. The grass must be mowed at least 7 feet beyond the lights, and the grass must not exceed 6 inches in height on the landing area.
- 2.3 If the Airport remains operational during the winter months, the Grantee will keep at least one runway, associated taxiway, and apron area cleared of snow and ice to the same priority as arterial roads. Snow banks must be limited in height so that aircraft wings, engines, and propellers will clear them. Landing strip markers and/or lights must remain visible.
- 2.4 If the Grantor contracts for the periodic paint striping of the Airport’s runways and taxiways during the term of this Contract, the Grantee will cooperate with the marking operation. The Grantee must coordinate seal coat pavement maintenance projects with the State to maximize the pavement marking life.
- 2.5 The Grantee will allow a representative of the Grantor’s Office of Aeronautics access to any area of the Airport necessary for the purpose of periodic inspections.

**3. Grantor’s Assurances**

- 3.1 In accordance with Minnesota Statutes § 360.305, subdivision 4, Grantee assures the Grantor that Grantee will operate and maintain the Airport in a safe, serviceable manner for aeronautical purposes only for the use and

benefit of the public.

3.2 Grantee represents and warrants that Grantor has established a zoning authority for the Airport, and such authority has completed, or is in the process of and will complete, with due diligence, an airport zoning ordinance in accordance with Minnesota Statutes §§ 360.061 to 360.074.

#### 4. Third-Party Contracting

4.1 Grantee will comply with all applicable local, state, or federal laws, regulations, policies and procedures in the procurement of goods and services funded in whole or in part under this Contract.

#### 5. Consideration and Payment

5.1 **Consideration.** Grantor will pay for all eligible maintenance and operation costs incurred by Grantee under this Contract as follows:

5.1.1 **Basis.** Grantee will be paid for 75% of the eligible maintenance and operation costs not reimbursed by any other source, not to exceed **\$66,488.00** of state aid for each state fiscal year.

5.1.2 **Total Obligation.** The total obligation of Grantor for all compensation and reimbursements to Grantee under this contract will not exceed **\$132,976.00** [Total for both fiscal years] (**\$66,488.00** for FY2018 and **\$66,488.00** for FY2019).

#### 5.2 Payment

5.2.1 The Grantee must submit a reimbursement request of its eligible costs to the Director of the Office of Aeronautics on a quarterly basis. The Grantor's Office of Aeronautics will supply the reimbursement request forms which Grantee must submit. Reimbursement requests must be submitted according to the following schedule:

- In October, **No later than November 15**, for the period July 1 through September 30.
- In January, **No later than February 15**, for the period October 1 through December 31.
- In April, **No later than May 15**, for the period January 1 through March 31.
- In July, **No later than August 15**, for the period April 1 through June 30.

The Grantor reserves the right to reject items that may not be eligible for reimbursement.

#### 6. Conditions of Payment

6.1 All services provided by Grantee under this contract must be performed to Grantor's satisfaction, as determined at the sole discretion of Grantor's Authorized Representative and in accordance with all applicable federal, state and local laws, ordinances, rules and regulations, including business registration requirements of the Office of the Secretary of State. Grantee will not receive payment for work found by Grantor to be unsatisfactory or performed in violation of federal, state or local law. In addition to the foregoing, Grantee will not receive payment for Airport's failure to pass periodic inspections by a representative of the Grantor's Office of Aeronautics.

#### 7. Authorized Representatives

7.1 **Grantor's Authorized Representative.** Grantor's Authorized Representative will be:

Jenny Bahneman, Grants Specialist  
222 East Plato Boulevard  
Saint Paul, Minnesota 55107-1618  
651-234-7240

Grantor's Authorized Representative or his /her successor, will monitor Grantee's performance and has the authority to accept or reject the services provided under this contract. If the Grantee's duties are performed in a satisfactory manner, the Grantor's Authorized Representative will certify acceptance on each reimbursement request submitted for payment.

7.2 **Grantee's Authorized Representative.** Grantee's Authorized Representative will be:

**Matt Wegwerth, City Engineer**  
**420 North Pokegama Avenue, Grand Rapids, MN 55744**  
**218-326-7625**  
**mwegwerth@ci.grand-rapids.mn.us**

If Grantee's Authorized Representative changes at any time during this contract, Grantee must immediately notify Grantor.

## **8. Assignment, Amendments, Waiver and Contract Complete**

- 8.1 **Assignment.** Grantee may neither assign nor transfer any rights or obligations under this contract without the prior consent of Grantor and a fully executed Assignment Contract, executed and approved by the same parties who executed and approved this contract, or their successors in office.
- 8.2 **Amendments.** Any amendment to this contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original contract, or their successors in office.
- 8.3 **Waiver.** If Grantor fails to enforce any provision of this contract that failure does not waive the provision or Grantor's right to subsequently enforce it.
- 8.4 **Contract Complete.** This contract contains all prior negotiations and agreements between Grantor and Grantee. No other understanding regarding this contract, whether written or oral, may be used to bind either party.

## **9. Indemnification**

- 9.1 In the performance of this contract by Grantee, or Grantee's agents or employees, Grantee must indemnify, save and hold Grantor, its agents, and employees harmless from any and all claims or causes of action, including reasonable attorney's fees incurred by Grantor, to the extent caused by Grantee's: 1) intentional, willful or negligent acts or omissions; 2) breach of contract or warranty; or 3) breach of the applicable standard of care. The indemnification obligations of this section do not apply if the claim or cause of action is the result of Grantor's sole negligence. This clause will not be construed to bar any legal remedies Grantee may have for Grantor's failure to fulfill its obligation pursuant to this contract.

## **10. Grantor Audits**

- 10.1 Under Minnesota Statutes §16C.05, subdivision 5, Grantee's books, records, documents and accounting procedures and practices relevant to this contract are subject to examination by Grantor, Grantor's Auditor or the Legislative Auditor, as appropriate, for a minimum of six years from the expiration date of this contract.

## **11. Government Data Practices**

- 11.1 Government Data Practices. Grantee and Grantor must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by Grantor under this contract, and as it applies to all data created, collected, received, stored, used, maintained or disseminated by Grantee under this contract. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by either Grantee or Grantor. If Grantee receives a request to release the data referred to in this Clause, Grantee must immediately notify Grantor and consult with Grantor as to how Grantee should respond to the request. Grantee's response to the request must comply with applicable law.

## **12. Workers' Compensation**

- 12.1 Grantee certifies that it is in compliance with Minnesota Statutes §176.181, subdivision 2, pertaining to workers' compensation insurance coverage. Grantee's employees and agents will not be considered Grantor employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the Grantor's obligation or responsibility.

## **13. Governing Law, Jurisdiction and Venue**

- 13.1 Minnesota law, without regard to its choice-of-law provisions, governs this contract. Venue for all legal



proceedings arising out of this contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

#### **14. Data Disclosure**

14.1 Under Minnesota Statutes §270C.65, and other applicable law, Grantee consents to disclosure of its social security number, federal employer tax identification number and Minnesota tax identification number, already provided to Grantor, to federal and state agencies and state personnel involved in the payment of grantor obligations. These identification numbers may be used in the enforcement of federal and state laws which could result in action requiring Grantee to file state tax returns and pay delinquent state tax liabilities, if any, or pay other state liabilities.

#### **15. Termination and Suspension**

15.1 **Termination by Grantor.** Grantor may cancel this contract at any time, with or without cause, upon 30 days' written notice to Grantee. Upon termination, Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

15.2 **Termination for Insufficient Funding.** Grantor may immediately terminate this contract if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written notice to Grantee. Written notice may be transmitted by electronic means. Grantor is not obligated to pay for any services that are provided after notice and effective date of termination. However, Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. Grantor will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. Grantor must provide Grantee notice of the lack of funding within a reasonable time of Grantor's receiving that notice.

#### **16. Discrimination Prohibited by Minnesota Statutes §181.59**

16.1 Grantee will comply with the provisions of Minnesota Statutes §181.59 which requires that every contract for or on behalf of the State of Minnesota, or any county, city, town, township, school, school district or any other district in the state, for materials, supplies or construction will contain provisions by which Contractor agrees: 1) That, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no Contractor, material supplier or vendor, will, by reason of race, creed or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates; 2) That no Contractor, material supplier, or vendor, will, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause 1 of this section, or on being hired, prevent or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed or color; 3) That a violation of this section is a misdemeanor; and 4) That this contract may be canceled or terminated by the state of Minnesota, or any county, city, town, township, school, school district or any other person authorized to grant contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this contract.

**THE BALANCE OF THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK**

**GRANTOR ENCUMBRANCE VERIFICATION**

Individual certifies that funds have been encumbered as required by Minnesota Statutes §16A.15 and §16C.05.

Signed: \_\_\_\_\_

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

SWIFT Contract (SC) ID No. \_\_\_\_\_

Purchase Order (PO) ID No. \_\_\_\_\_

**DEPARTMENT OF TRANSPORTATION**

By: \_\_\_\_\_  
(with delegated authority)

Title: Assistant Director

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

**GRANTEE**

Grantee certifies that the appropriate person(s) have executed Contracts on behalf of Grantee as required by applicable article bylaws or resolutions.

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

Print Name: \_\_\_\_\_

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

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

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

Print Name: \_\_\_\_\_

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

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

**MnDOT CONTRACT MANAGEMENT**

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

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

**OFFICE OF FINANCIAL MANAGEMENT-GRANT UNIT  
AGENCY GRANT SUPERVISOR**

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

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

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

RESOLUTION NO. 17-

A RESOLUTION APPROVING STATE OF MINNESOTA DEPARTMENT OF  
TRANSPORTATION; AIRPORT MAINTENANCE and OPERATIONS GRANT  
AGREEMENT #1028994 IN THE AMOUNT OF \$66,488.00 FOR EACH STATE FISCAL  
YEAR 2018 and 2019

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

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

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

- The Minnesota Department of Transportation Aeronautics Division has authorized Agreement #1028994 for Airport Maintenance and Operations for a reimbursement of \$66,488.00 for each State Fiscal Year 2018 and 2019.

Adopted this 14th day of August 2017

\_\_\_\_\_  
Dale C. Adams, Mayor

Attest:

\_\_\_\_\_  
Kim 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.

**RESOLUTION**

**AUTHORIZATION TO EXECUTE  
MINNESOTA DEPARTMENT OF TRANSPORTATION  
AIRPORT MAINTENANCE AND OPERATION GRANT CONTRACT**

It is resolved by the **Grand Rapids City Council as Fiscal Agent for the Grand Rapids/Itasca County Airport** as follows:

1. That the state of Minnesota Contract Number **1028994**,  
"Airport Maintenance and Operation Grant Contract," at the  
**Grand Rapids/Itasca County Airport** is accepted.
2. That the \_\_\_\_\_ and \_\_\_\_\_ are  
(Mayor, Chairperson, President, etc.) (Clerk, Auditor, Secretary, etc.)  
authorized to execute this Contract and any amendments on behalf of the  
**Grand Rapids City Council as Fiscal Agent for the Grand Rapids/Itasca County Airport.**

**CERTIFICATION**

STATE OF MINNESOTA

COUNTY OF \_\_\_\_\_

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the

\_\_\_\_\_  
(Name of the Recipient)

at an authorized meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

as shown by the minutes of the meeting in my possession.

Signature: \_\_\_\_\_  
(Clerk or Equivalent)

CORPORATE SEAL

/OR/

\_\_\_\_\_  
NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0587      **Version:** 1      **Name:** GPZ FAA grant resolution  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 8/10/2017      **In control:** City Council  
**On agenda:** 8/14/2017      **Final action:**  
**Title:** Consider adopting a resolution to accept grant funds from the FAA for the GPZ Apron and Taxilane Construction project.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [FAA Apron Taxilane Resolution](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution to accept grant funds from the FAA for the GPZ Apron and Taxilane Construction project.

**Background Information:**

The apron design and taxilane construction project are listed on the airports 5-year CIP plan and both projects have been authorized by the Council contingent upon receipt of the grant. As expected, the City recently received a grant offer from the FAA for these projects. The amount of the grant is \$241,110. This grant covers design of the apron and the design/construction of the taxilane. Attached is a resolution accepting the funds

**Staff Recommendation:**

City staff recommends adopting a resolution to accept grant funds from the FAA for the GPZ Apron and Taxilane Construction project.

**Requested City Council Action**

Make a motion adopting a resolution to accept grant funds from the FAA for the GPZ Apron and Taxilane Construction project.

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

RESOLUTION NO. 17-

A RESOLUTION APPROVING FEDERAL AVIATION ADMINISTRATION GRANT AGREEMENT #AIP 3-27-0037-20-17 IN THE AMOUNT OF \$241,110.00 FOR TAXILANE CONSTRUCTION AND APRON DESIGN

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

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

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

- The Federal Aviation Administration has awarded grant agreement #AIP 3-27-0037-20-17 for Airport Taxilane Construction and Apron Design in the amount of \$241,110.00.

Adopted this 14th day of August 2017

\_\_\_\_\_  
Dale C. Adams, Mayor

Attest:

\_\_\_\_\_  
Kim 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 #:** 17-0562      **Version:** 1      **Name:** Adopt Outdoor Performance Venue Feasibility Study  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 8/7/2017      **In control:** City Council  
**On agenda:** 8/14/2017      **Final action:**  
**Title:** Consider adopting the Outdoor Performance Venue Feasibility Study.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [160187 Grand Rapids Outdoor Performance Venue Study 20170602 FINAL](#)

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

Consider adopting the Outdoor Performance Venue Feasibility Study.

### **Background Information:**

In 2016 the Arts and Culture Commission began working with LHB Corporation towards the completion of a Riverfront Venue Feasibility Study. The study was completed in May 2017. The study was presented to the City Council at the Monday, June 12 work session. At their August 1 meeting, the Arts and Culture Commission accepted and adopted the study.

### **Requested City Council Action**

Make a motion adopting the Outdoor Performance Venue Study.



# OUTDOOR PERFORMANCE VENUE

## Feasibility Study

City of Grand Rapids, MN





## LETTER FROM THE CHAIR



*"I hope the City of Grand Rapids will be open to creative ideas and projects for developing buildings and lots that involve art and artists"*

~ Grand Rapids Survey Respondent

### ***Dear Friends,***

The Grand Rapids Arts and Culture Roadmap, adopted by the City of Grand Rapids in early 2015, is rich with community members' wishes that the city intentionally connect arts, heritage, and the natural environment.

The study you are about to read is a direct result of that expressed community desire. It's also the result of a thoughtful public process that examined how the City of Grand Rapids can continue to honor its long-standing tradition of promoting arts and culture as an important part of our distinctive identity - especially along the Mississippi River.

The Arts & Culture Commission would like to thank LHB of Duluth and Minneapolis for their guidance and diligence as we crafted this feasibility study of options for developing a performing arts venue along the river. It was important to the commission that we welcomed broad public input, that ideas were financially feasible, and that environmental and economic development perspectives were considered. Thank you to the many community members and organizational partners who gave generously of their time, ideas, and expertise. It is that broad scope of input that lends this study its credibility.

It is the Arts & Culture Commission's hope that the completed feasibility study will inspire future investment in amenities along the Mississippi. We believe that by encouraging intentional riverside enhancements, we can help strengthen a community in which residents and visitors alike will find increased connection with local art and culture — as well as with the national treasure that lays right at our doorstep.

Sonja Merrild, Chair  
City of Grand Rapids Arts & Culture Commission





# ACKNOWLEDGEMENTS

## ***Grand Rapids Arts and Culture Commission Working Group***

John Connelly  
Harry Smith  
Kathy Dodge  
Sonja Merrill  
Amy Dettmer

## ***Grand Rapids Arts and Culture Commissioners***

Lois Bendix  
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Kathy Dodge  
Myrna Peterson  
John Connelly  
David Dobbs  
Karen Walker  
Sonja Merrill

## ***City of Grand Rapids***

Amy Dettmer  
Michele Palkki

## ***Special Thanks***

Grand Rapids Area Library  
KAXE, Northern Community Radio  
Forest History Center

## ***Consultant Team***

LHB, Corp.  
Donjek, Inc.  
Bruce Jacobson





GRAND RAPIDS  
MINNESOTA



RESEARCH  
CONSULTING



DONIER

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# PURPOSE

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Stakeholder Involvement ..... 5

Guiding Principles ..... 6



## BACKGROUND

**Grand Rapids, home to over 11,000 residents and an emerging arts scene, has a rich history of arts celebration and performance.**

The City's arts and culture plan (GRMN Creates: an arts and culture roadmap) identified, through a public process, the desire to better celebrate the Mississippi River within the community. This connection of art to nature was realized during the sixty-year history of the Showboat Landing, where the Mississippi Melodie would disembark performers who would engage and delight the audience with song, dance and theatricals.

The site itself captivated audiences in part due to the spectacle of the performance but also the magic of the backdrop, the Mississippi River. It is this same magic that this current study will endeavor to capture, define and report.

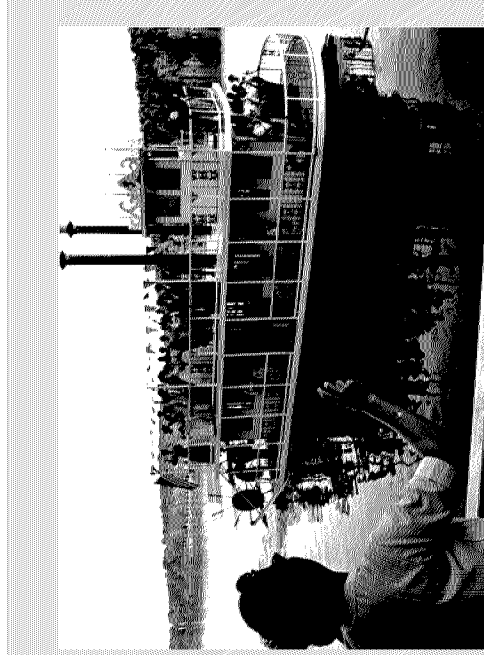


Image Credit: Visit Grand Rapids, <http://www.visitgrandrapids.com/wp-content/uploads/2015/06/River-Festival.jpg>

## Historical Record

Started in 1956 by Lois Gildemeister, the only outdoor live theater stage on the Mississippi River entertained audiences of up to 1,100 people. After serving the community for 60 years, the venue closed in 2015 in a land swap between the Blandin Paper Company and the City of Grand Rapids.

The tradition of entertainment along the banks of the Mississippi in Grand Rapids is acknowledged through the desire and commitment of the Grand Rapids Arts and Culture Commission and through the feasibility study for an outdoor performance venue, to continue the legacy of performance on the river.



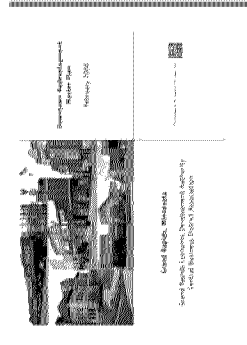
July 3, 1965 Lois Gildemeister directs the showboat, Star Tribune (October 17, 2015)



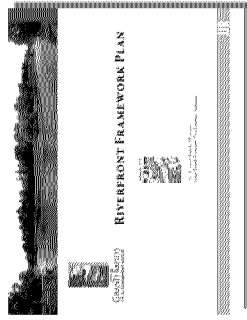
# CITY AND COMMISSION GOALS

## The City of Grand Rapids has a rich history of arts and culture planning.

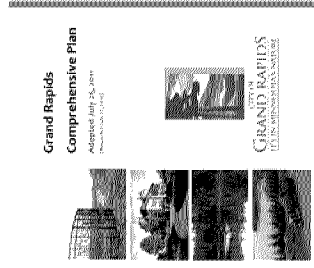
This vibrant and growing arts community plays an important economic role in the region. Arts and Culture are a core component of daily life in the community, home to cultural organizations like the Judy Garland Museum, and the Minnesota Forest History Center; to fine arts institutions like MacRostie Art Center and the Reif Performing Arts Center. Art and culture events, activities and happenings occur at all scales including the individual and small group scale. City goals and policies look to foster and enhance engagement with the arts at all levels as demonstrated in the following city planning documents, policies and programs.



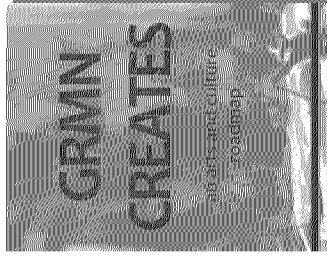
A tool developed to establish and describe the character, quality and features of downtown Grand Rapids



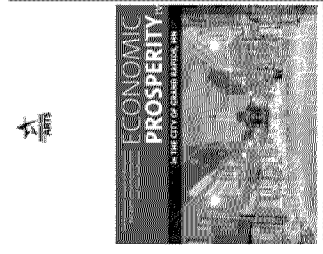
A community driven master plan providing guidance related to riverfront and adjacent economic development and redevelopment opportunities.



City goals, objectives and implementation priorities



City arts and culture planning recommendations and implementation strategies



Economic impact analysis of the arts and culture industry in the City

## 2006

- The library, combined with the Blandin Foundation and KAXE Radio, starts the process of linking Downtown with the riverfront.
- Improved trail connections provide the best opportunity for strengthening the relationship between Downtown and the River.

## 2011

- Promote and improve the festival area and performance stage along the river.
- "Construct a riverfront amphitheater within the waterfront plaza" Also proposed budgeting \$450K for a waterfront plaza and \$185K for an amphitheater.

## 2011 (Amended 2015)

### KEY THEMES

- Integrate the visual and natural functions of the Mississippi River into riverfront development.
- Improving the connection of the City's urban area to the natural infrastructure within and adjacent to the urban area.
- Better utilize the River as an economic asset.

## 2015

- Enhance Grand Rapids' distinctive identity through arts and culture.
- Foster inclusive arts and cultural offerings and expand access.
- Use the arts to animate the physical realm and improve connectivity.

## 2015

- \$5.1 million dollars in total arts-related economic activity.
- \$2.8 million dollars by nonprofit arts and culture organizations and an additional \$2.2 million dollars in event related spending by their audiences.



## PURPOSE

*The Feasibility Study endeavors to clarify the need for an outdoor performance venue on the Grand Rapids Mississippi Riverfront.*

This study addresses regional demand, site analysis and selection, facility operations and management, site programming, and long-term sustainability issues.

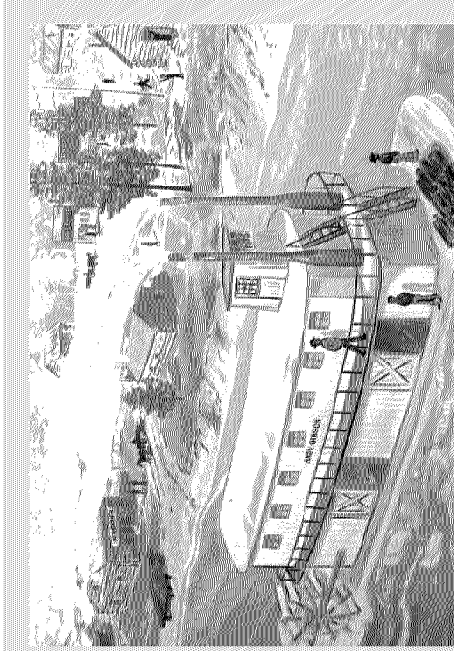
The information included within summarizes the assessment and achievability of a riverfront venue, and will be used for decision making as well as future planning regarding development of an outdoor venue site that best fits the needs of the Grand Rapids community.



## Foundational Work

The Feasibility Study dovetails the goals outlined in the 2015 Arts and Culture Roadmap (GRMN Creates):

- Goal 1 – Enhance Grand Rapids’ distinctive identity through arts and culture
- Goal 2–Expand opportunities for life-long arts learning
- Goal 3- Foster inclusive arts and cultural offerings and expand access
- Goal 4–Use the arts to animate the physical realm and improve connectivity
- Goal 5–Foster support for artists and arts and cultural organizations



*Stairwell Painting, Central School by Ted Tinquist (1958)*

# STUDY OBJECTIVES

## *The City of Grand Rapids, through the Arts and Culture Commission, sought proposals for the development of a feasibility study in 2016.*

Guided by the goals identified in the City's arts and culture plan (GRMN Creates: an arts and culture roadmap) the Commission invited the LHB consultant team to examine, evaluate, measure and summarize the need for and potential users of a new or expanded outdoor entertainment venue on the Grand Rapids Mississippi Riverfront. As part of the study the Commission required a public process with the objective of promoting meaningful participation while fostering a sense of ownership among community members. The study divided in two phases assessed the following:

### **Phase 1**

- Evaluate, measure and summarize the need for and potential users of a new or expanded outdoor entertainment venue on the Grand Rapids Riverfront.
- Evaluation of present facilities.
- Examine local management capabilities.
- Provide examples of successful facility management structures in other communities.
- Provide relevant data pertaining to the economic benefit of similar venues.

### **Phase 2**

- Gather input and evaluate up to three site options for outdoor performance venues.
- Develop preliminary spatial requirements for program features.
- Develop a preliminary budget.
- Examine minimum operating procedures.
- Provide a preliminary project schedule.



Engagement Activity April 2017



Forest History Center



Rotary Tent

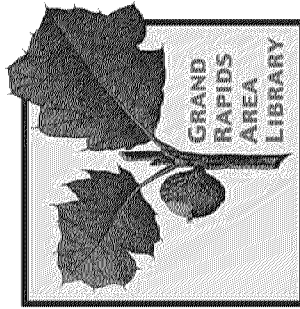
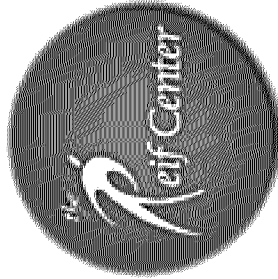
## STAKEHOLDER INVOLVEMENT

***The role of the stakeholder is to give voice to the priorities and concerns of a community, including to advocate for the best interests of the community.***

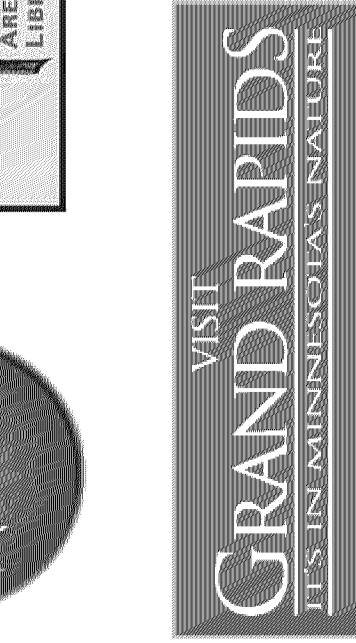
Unique to the project was the level of sophisticated input and engagement the project received from neighbors, organizations, business owners, and non-profits. Of greatest value, was the role of the Grand Rapids Arts and Culture Commission who fostered enriching opportunities for discussion, collaboration and creativity. The process included the creation of a Working Group, made up of five Commissioners, who provided valuable insight and guidance to the LHB team throughout the process. This included affirming project goals and objectives, developing guiding principles and attendance of several meetings with the consultant team, community members and City staff. Indicated below are some of the many stakeholders we engaged as part of the public process.



**MACROSTIE ART CENTER**  
celebrating 50 years



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



[GrandRapidsArts.org](http://GrandRapidsArts.org)



GRAND RAPIDS  
ARTS AND CULTURE COMMISSION

June 2017

PERSONAL  
PHOTOGRAPH



## GUIDING PRINCIPLES

### *To maximize and measure success of the project*

The Working Group was asked to define specific, yet flexible principles to guide the study. Defining project priorities and vision through the development of guiding principles ensured project stakeholders remained organized, focused and decisive throughout the evolution of the study. To the right, represents the measurable outcomes of success for the Outdoor Performance Venue Feasibility Study.

### **Reflect a broad range of community ideas and voices**

Engage a broad cross-section of the community to co-create a process and design that best reflects our area.

### **Provide a unique Mississippi River experience**

Develop a design for a venue that strengthens our community's relationship with the river.

### **Ensure a financially feasible project**

Ensure the scope of project is within the community's capacity to build and sustain.

### **Create an environmentally sustainable space**

Incorporate local resources in an authentic way minimizing the impact on surrounding landscape and showcasing the natural habitat of the Mississippi River.

### **Promote economic development**

Accommodate and encourage a diverse range of local and regional uses and act as a catalyst for community connections and growth.



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# ANALYSIS

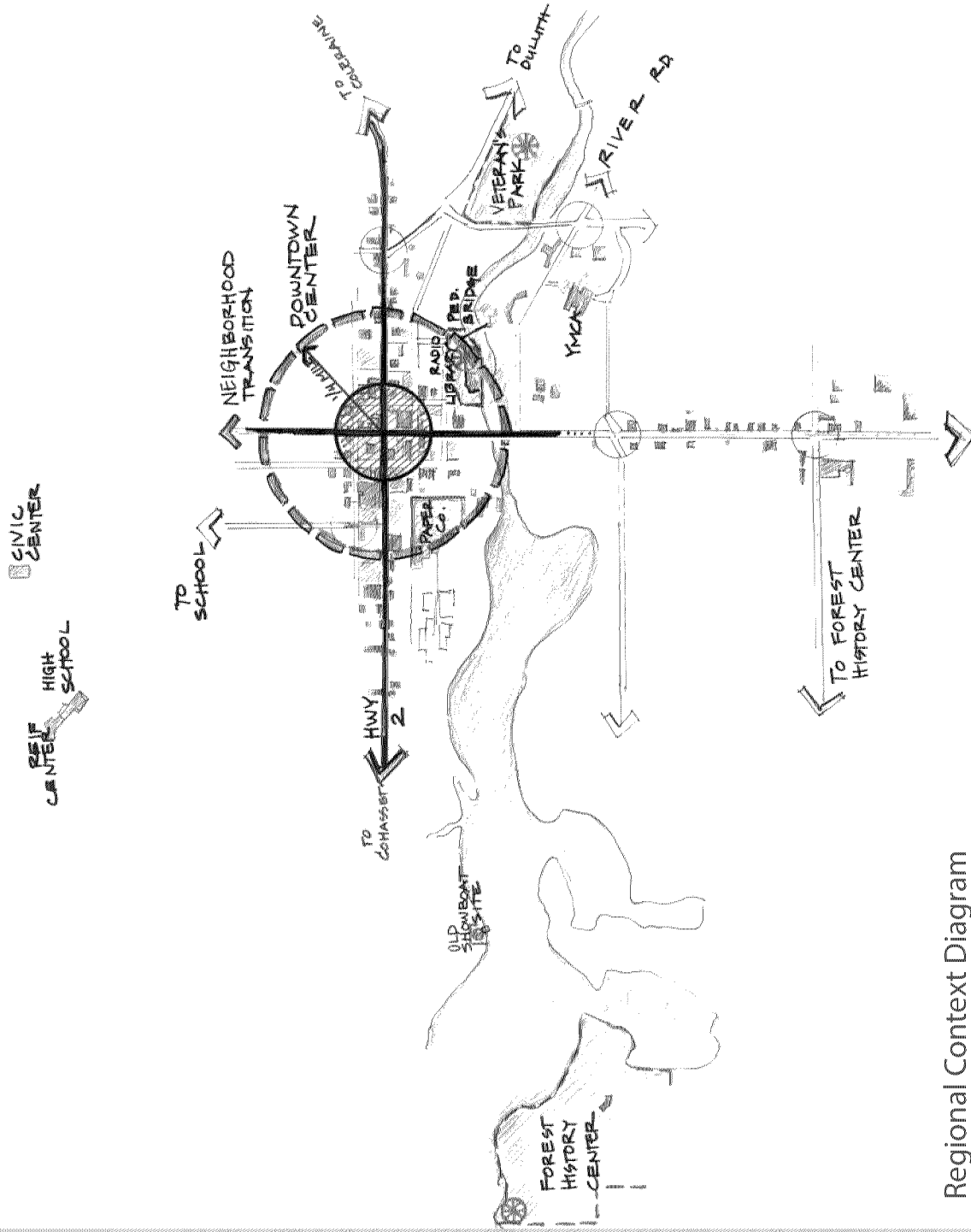
Regional Demand Analysis.....9-10

Comparables Evaluation.....11-12

Conclusions.....13

Existing Site Conditions.....14-21

The feasibility study analyzed three sites; The Forest History Center, Northern Community Radio, and Veteran's Memorial Park. Based on input and direction from the community public meeting during Phase 1, it was determined that two sites should advance to Phase 2 study. The sites that were explored in more depth were Forest History Center and Northern Community Radio.



Regional Context Diagram

# REGIONAL DEMAND ANALYSIS

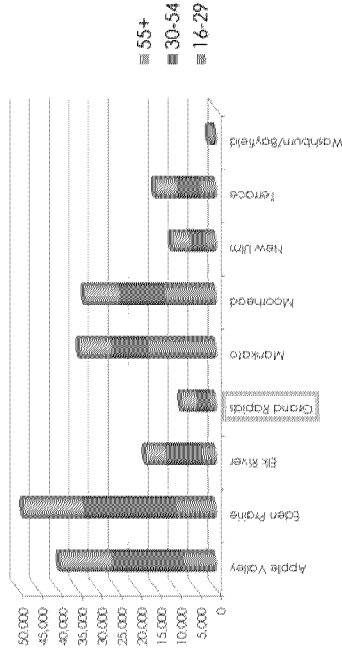
## Demographic Snapshot

**Successful outdoor performance venues happen in vibrant communities.**

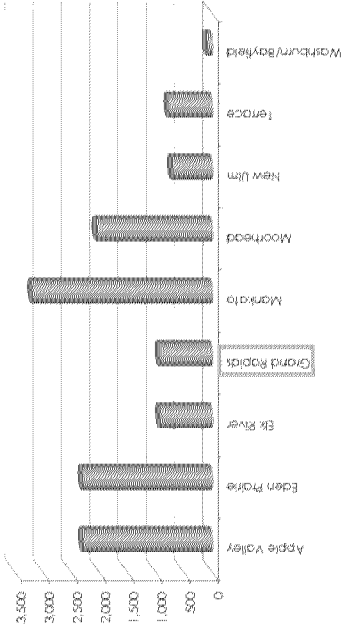
The pool of comparables includes communities ranging in population from 2,500 to 60,000 and included venues in riverfront, lakeside, pastoral and urban settings. Resident artists in Grand Rapids comprise the highest proportion of the community among these cities, and Grand Rapids ranks in the middle of the field in terms of number of arts-related establishments overall. (see bottom two graphs).

Our overview also included research on successful outdoor performance spaces and interviews of their managers. Models vary in terms of ownership, maintenance, management and programming of these performance venues.

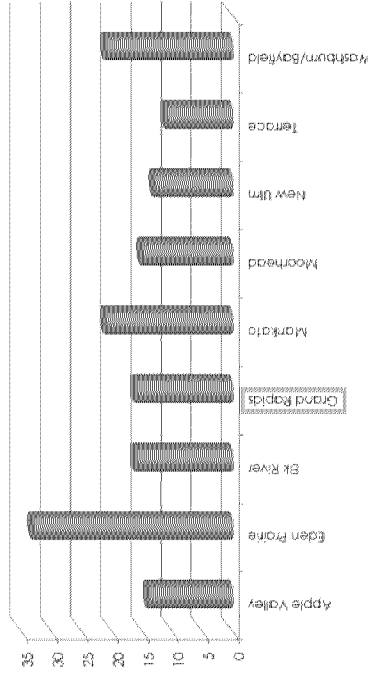
**Each Community's Employment Stacked by age group**



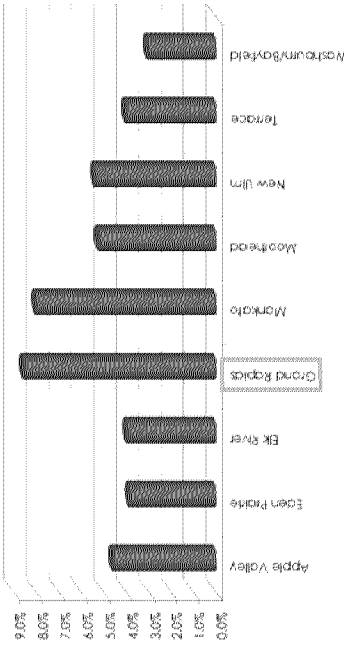
**Resident Artists (By census definition)**



**Arts, Entertainment, Recreation Establishments**



**Resident Artists as proportion of population**



American Community Survey, 2011-15 (latest release).



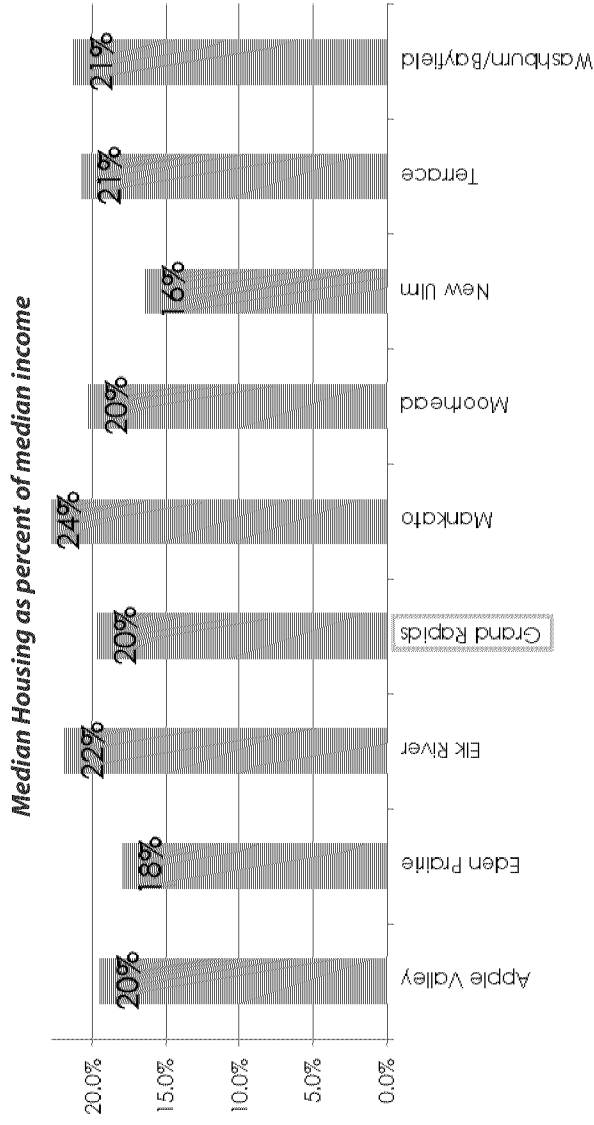


# REGIONAL DEMAND ANALYSIS

## Cost of Living Index

### Factors contributing to income available to arts spending.

The capacity of venue in discussion in Grand Rapids, 300-600, places the space among the smaller group of comparables; generally, these venues have been owned and maintained by cities as one of several public spaces. In each case, programming of the space has been handled by a designated party with experience in event management and performance specifically.



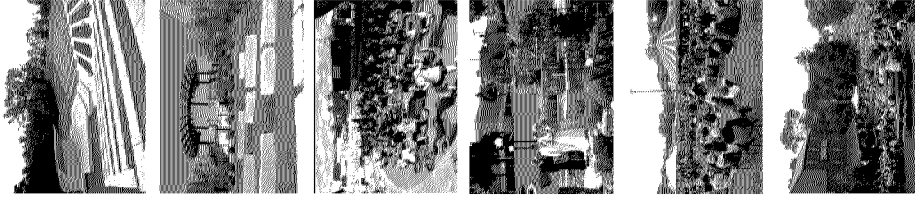
American Community Survey, 2011-15 (latest release). Establishments information uses data for North American Industry Classification System (NAICS) category 71: The Arts, Entertainment, and Recreation sector.



# COMPARABLES EVALUATION

## A Study of eight regional venues

A field of eight community facilities in Minnesota and Wisconsin were reviewed to support the examination and study of the ability of Grand Rapids to support an outdoor performance venue. In the review, features considered included the local marketplace, demography, housing characteristics, and characteristics of the arts environment in each community.



Venue	Location	Setting	Capacity	City Population
Grand Rapids Riverfront	Grand Rapids, MN	Riverfront	Unknown	11,000
Staring Lake Amphitheater	Eden Prairie, MN	Lakeside	400	60,000
River's Edge Commons Park	Elk River, MN	Riverfront	3,000	23,500
Vetter Stone Amphitheater	Mankato, MN	Riverfront	2,000	40,000
German Park Outdoor Amphitheater	New Ulm, MN	Urban	350	13,300
Lake Superior Big Top Chautauqua	Bayfield, WI	Lakeside	950	3,000
Terrace Mill	Glenwood, MN	Riverfront	Unknown	2,530
Weesner Family Amphitheater	Apple Valley, MN	Pastoral	1,450	50,200
Bluestem Amphitheater	Moorhead, MN	Riverfront	3,000	39,400

*Donjek analysis and interviews.*



PERSONALIZED  
ARCHITECTURE



June 2017

# COMPARABLES EVALUATION

*Metrics Evaluated included individual facility characteristics and market measures*

## Facility Metrics

- Capacity
- Setting
- ADA Accessibility
- Temporary vs. Permanent
- Seating
- Views

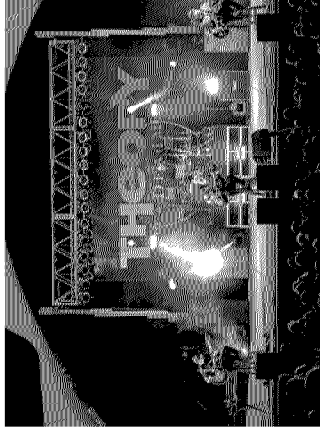
## Market Metrics

- City population.
- City employment including by age demographic.
- Artist Population.
- Median household income and median housing cost.
- Art establishments, payroll and total receipts.

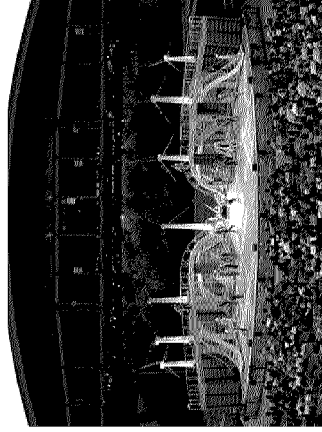
River's Edge Commons Park  
Elk River



Vetter Stone Amphitheater  
Mankato



Bluestem Amphitheater  
Moorhead



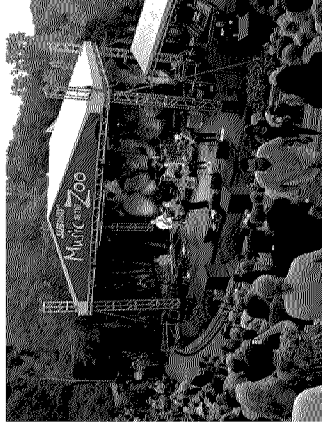
German Park Outdoor Amphitheater  
New Ulm



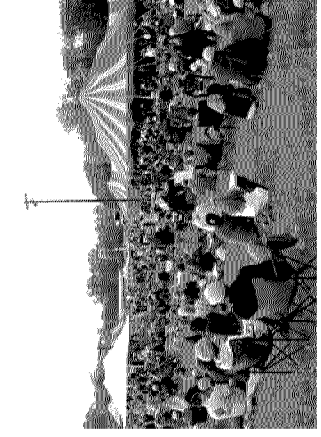
Terrace Mill  
Willmar



Weesner Family Amphitheater  
Apple Valley



Lake Superior Big Top Chautauqua  
Washburn/Bayfield, WI



Staring Lake Amphitheatre  
Eden Prairie



The Showboat Landing  
Grand Rapids



## REGIONAL DEMAND ANALYSIS CONCLUSIONS

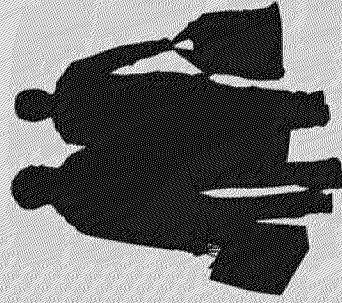
**Findings concluded an outdoor performance venue would be viable in Grand Rapids.**

### Perspectives

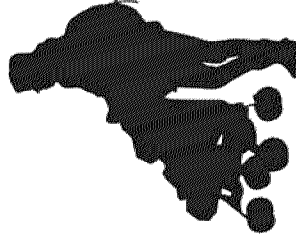
Outdoor performance venues are viable in multiple Minnesota markets that are larger and smaller than Grand Rapids.

- In selected interviews, stakeholders describe a wide range of uses and user groups who could utilize an outdoor performance venue.
- Funding of ongoing maintenance and operations is most likely a local responsibility with limited event revenue.
- Demonstrated interest and advocacy, and sufficient market, indicate viability of a permanent performance venue on the Mississippi River in Grand Rapids.

**"There seems to me no lack of interest around Grand Rapids. KAXE has a nice stage and it's a good program. But it's only one week per summer they produce an event. In my view, the key question is can the site accommodate needs like food and traffic ongoing?"**



**"All the planning by the City and others points toward a riverfront venue. State legislators liked the Forest History Center site because parking, ticketing, restrooms, all are on site already; facilities management bandwidth already in place. An agreement with the City and others that use it – this could work well."**



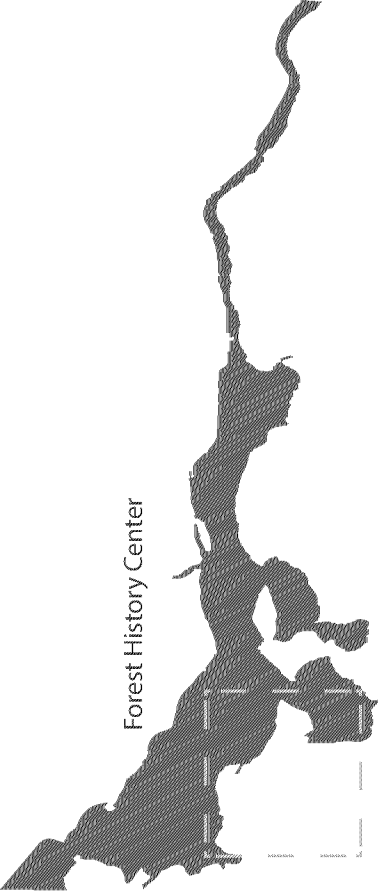
**"The Showboat was a big loss, but the level of interest in performance has only grown in recent years. Especially if linked up with partners like the Reif or the School District, I'm very confident a venue would be a huge success."**



# FOREST HISTORY CENTER

## Existing Conditions

Forest History Center



**The Forest History Center owned and operated by the Minnesota Historical Society,** is located on 171.5 acres of land. The land is a blend of forest, grassland and wetland offering expansive views of the Mississippi River. The site is notable because of its unique topography which rises at its core surrounded by lowlands to the east and bluffs to the west.

- Estimate Site Acreage: 110 Acres
- Shoreline Frontage: 5, 288 Feet
- Parcel Count: 9 (MN Historical Society and Blandin Paper Company)



# FOREST HISTORY CENTER

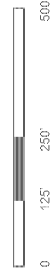
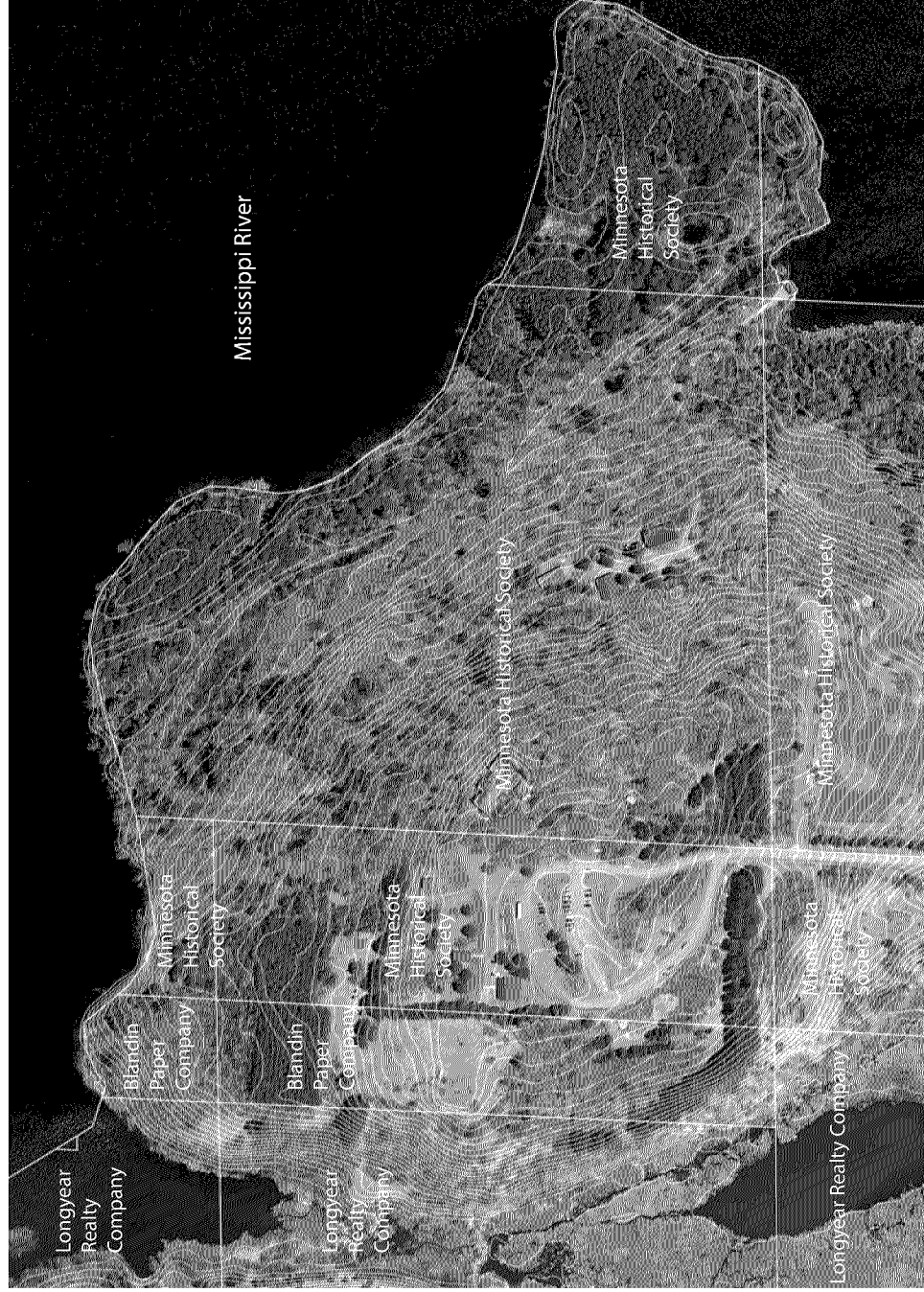
## Parcel Ownership

### *The Forest History Center sits on parcels*

owned by the Minnesota Historical Society, but is adjacent to both Blandin Paper Company owned sites and the Longyear Realty Company. There may be opportunity for future expansion on the adjacent parcels to the west, depending on market and political forecasts.

### Site Features

- The Forest History Center is handicapped accessible.
- Parking for approximately 120 cars.
- Over 5 miles of nature trails.
- A range of ecosystems exist on the site, including old growth forest, pine plantation, and lowland marsh.
- Water and sewer connected to the south portion of the site
- Located roughly 4 miles from town center.
- Site is located upstream from the Blandin dam where the river is considerable in width.



June 2017  
GRAND RAPIDS  
ARTS AND CULTURE COMMISSION



PERSONAL  
PHOTOGRAPH



# FOREST HISTORY CENTER

## Site Issues and Constraints

*The site is distinguished by its natural features*

and the sense of seclusion it offers visitors. The natural setting, creates a sense of enclosure and enhances the rustic qualities of the site. The challenges of the Forest History Center site include:

- Distance to center of town is perceived to be far.
- Public transportation/alternative modes of transportation are limited.
- Potential for competing activities or events could impact scheduling or programming.
- Necessity to build additional amenities to serve a new performance venue would be required.
- Potential for noise impacts, both coming into the site (from neighboring industries) as well as noise leaving the site are a concern.
- Perceived complexity and limitations working with the Minnesota Historical Society.
- Much of the site within the MN Historical Society property may be off-limits due to environmentally sensitive areas, such as the old growth forest,



- and wetlands along the shoreline.
- Distance from existing infrastructure (parking, utilities) to new riverfront venue is considerable.
- Significant site upgrades would likely be required for river proximity and to accommodate ADA accessibility.

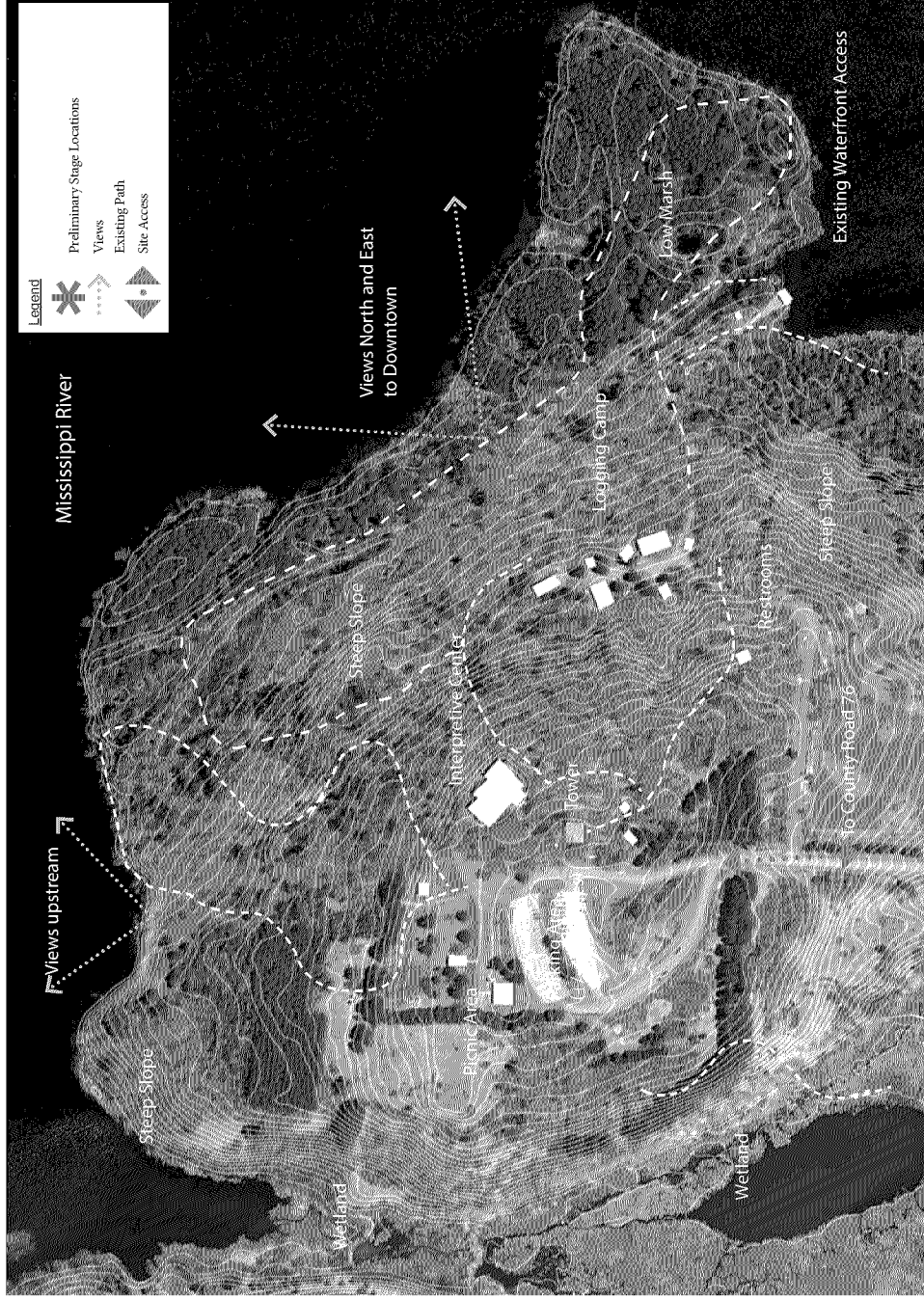
# FOREST HISTORY CENTER

## Site Opportunities

*The Forest History Center is peppered with architecturally relevant features*

including a fire tower, a themed logging camp, a visitor's center and a 1930's Minnesota Forest Service cabin. Opportunities Include:

- A unique combination of nature themed experiences and educational opportunities through its exhibits, demonstrations and tours.
- A successful collaboration could be realized.
- A beloved destination in Itasca County and beyond, engaging thousands of visitors every year.
- The site has been host to weddings, concerts, festivals, and conferences and has the capacity to serve a range of uses and scale of activities.
- Beyond the physical site, the location has a strong network of supporters and a leadership structure in the Minnesota Historical Society to buoy programming and marketing of events at the site.





# NORTHERN COMMUNITY RADIO

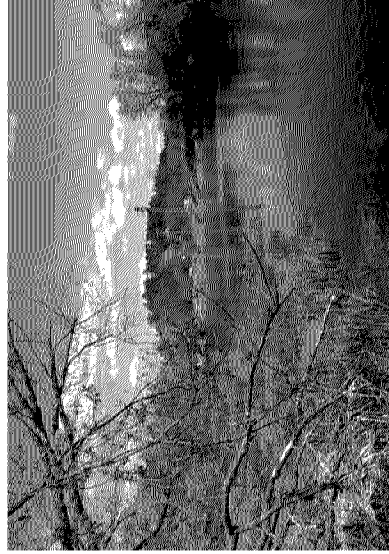
## Existing Conditions

### *The Northern Community Radio site*

is owned by the radio station and sits adjacent to their broadcast building. Located on four acres, the site is distinguished by its immediacy to the river and gentle slope. A city trail bisects the site. Some formal plantings skirt the broadcast building and library. The site is primarily unshaded offering southern exposure with views to the river.

- Estimate Site Acreage: 4 Acres
- Shoreline Frontage: 635 Feet
- Parcel Count: 5 (City Owned/ Northern Community Radio)

Northern Community Radio



# NORTHERN COMMUNITY RADIO

## Parcel Ownership

**The Northern Community Radio site** is maintained and operated by both City and KAXE. The City executes trail maintenance on the river trail, while lawn mowing services and site programming is managed by KAXE. KAXE is an independent, nonprofit organization operating two unique community based public radio stations, one in Grand Rapids and one in Bemidji.

### Site Features

- The Northern Community Radio site is handicapped accessible.
- Event parking is shared, utilizing both the Library lots and the lot at the intersection of 2nd St. and 3rd Ave.
- Water and electric connected.
- Existing public art interspersed throughout.
- Existing tent/canopy structure for performances.
- Adjacent to public library.
- Located less than .5 miles from town center.
- Site is located downstream from the Blandin dam where the river is narrow and intimate.



# NORTHERN COMMUNITY RADIO

## Site Issues and Constraints

*The site is well known and highly regarded*

in town as a destination for events. It however has been challenged by its size and the design of the existing stage structure which creates a barrier to the river. The challenges of the Northern Community Radio site include:

- Elevation and proximity to river. The site is within the 100-year floodplain, which restricts certain types of structures to be constructed within designated shoreline setbacks.
- Wetlands appear to be present along the shoreline; avoiding these or minimally impacting these environmentally sensitive areas will limit the development footprint.
- Little flexibility due to site size; can only accommodate small to medium size crowds (500 or less).
- Undesirable activity is occurring in perimeter areas and would need to be mitigated.
- Proximity to adjacent neighborhoods may create noise conflicts.



- The existing radio tower is an undesirable structure which may create a site or circulation constraint as relocating the tower may not be feasible.

# NORTHERN COMMUNITY RADIO

## Site Opportunities

### *The Northern Community Radio Site*

is adjacent to downtown and the library. Opportunities include:

- It offers great connectivity by trail, bike, vehicle and public transit.
- The site features adequate open space and immediate access to the river both visually and physically by dock and trail.
- The site is proximate to a new pedestrian bridge programmed for implementation in 2018. This would give immediate access to those on the south side of the river to travel to events on foot.
- Situated next to the library, the site allows for natural synergies with programming, collaboration and existing partnerships.
- The site is also visible from the Pokegama Avenue bridge, offering excellent exposure to passersby.



# ENGAGEMENT

Public Meeting # 1.....	23
Online Survey.....	24-25
Two-Day Workshop.....	26-29
Public Meeting # 2.....	30-31



# PUBLIC MEETING #1

February 1, 2017

The City and the Grand Rapids Arts and Culture Commission along with consultants hosted the first of two public meetings to report on Phase 1 findings and to gather input and feedback on the feasibility and need for an outdoor performance venue. Approximately 35 individuals participated in small group discussions covering topics ranging from project values, site benefits and drawbacks, opportunities, and priority features. Below represent preliminary perspectives:

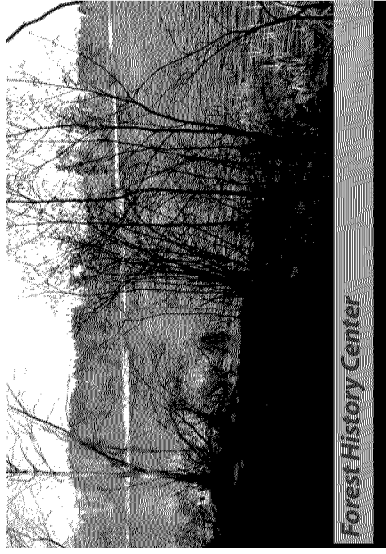
## Forest History Center

### Benefits

- Beautiful setting.
- Site character “feels like Grand Rapids.”
- Potential for shared or complimentary programming with the Minnesota Historical Society.

### Drawbacks

- Not very close to Downtown.
- May not provide as much economic opportunity for town center growth.
- Concern over future potential industrial uses adjacent to site.
- Limited/seasonal hours (gated entrance).



Forest History Center

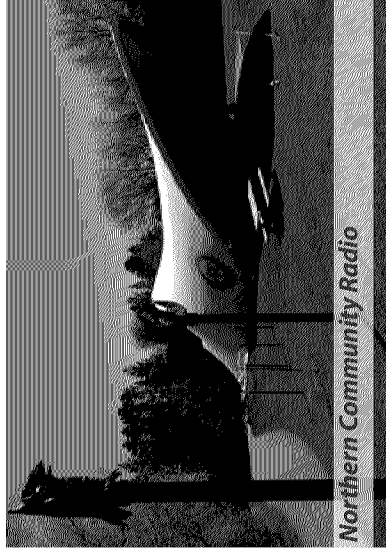
## Northern Community Radio

### Benefits

- Walkable from Downtown.
- Potential to adapt to a range of event types.
- Existing trails connect broadly to community.

### Drawbacks

- Radio tower location may pose a constraint to design.
- Site will require additional investment in amenities.
- Existing undesirable uses occurring at the site.



Northern Community Radio

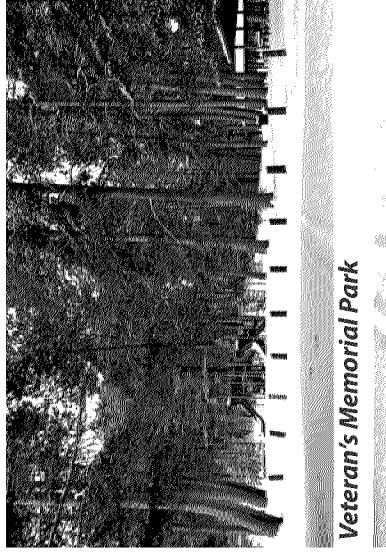
## Veteran’s Memorial Park

### Benefits

- Site topography could be utilized for amphitheater style seating.
- Pedestrian bridge connects to Oakland Park & adjacent neighborhood.
- Intimate setting.

### Drawbacks

- Would require site modifications that may impact existing tree canopy.
- Site will require significant investment in amenities (i.e. utilities & parking lot).
- Dog Park may need relocation.



Veteran’s Memorial Park

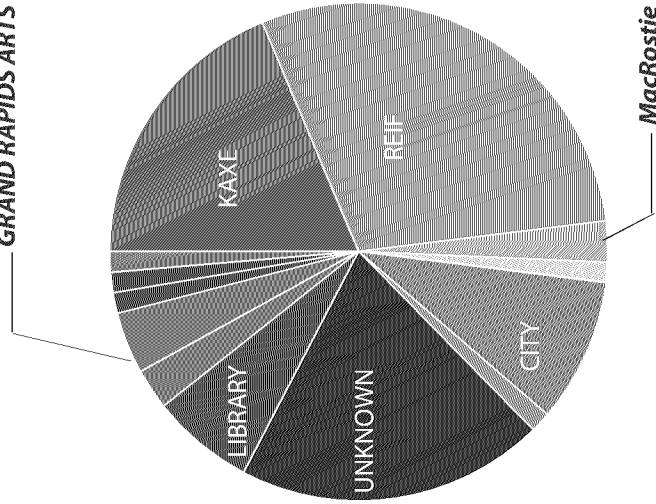
# ONLINE SURVEY

## An alternative way to gather community feedback

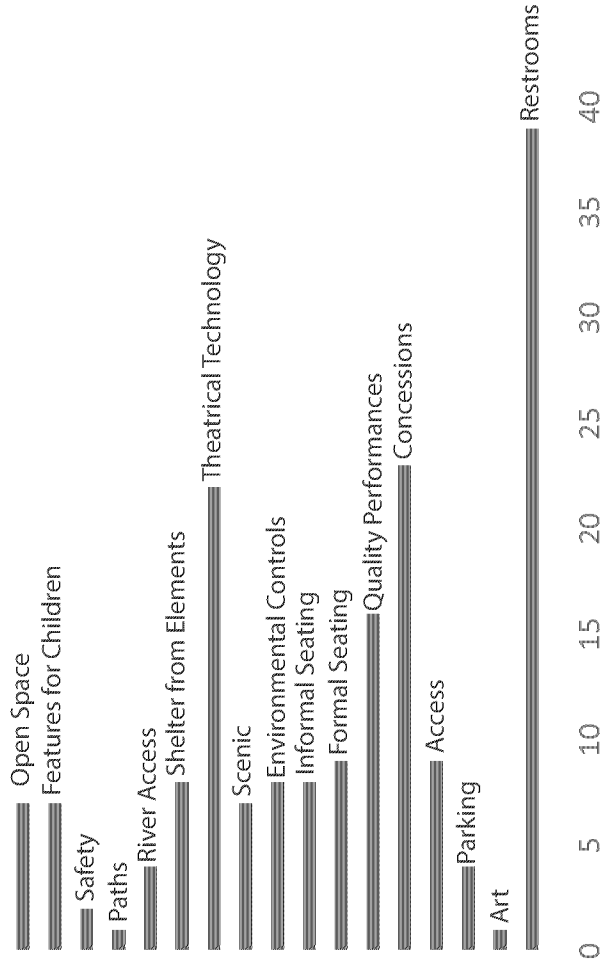
was executed through the collection of survey responses on four questions. A weblink was hosted on the City's website for a duration of eight weeks. The intention was to gather specific data on preferences, perceptions and desires for the programming, partnership and amenities desired at an outdoor performance venue. Oftentimes online surveys are used to gather more candid responses from an alternative sector of the population. The intention of the survey was not to vote on most popular features but to gather a cross-section of perspectives from a portion of the community who may not have engaged through meetings.

Is there a local organization in town that is best suited to run and operate an outdoor performance venue?

GRAND RAPIDS ARTS



What chief amenities would an outdoor performance venue host?



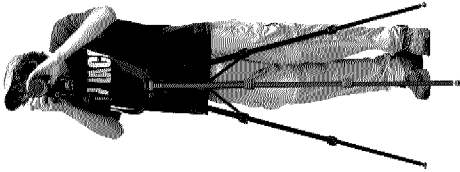
Survey data collected using online survey tool Survey Monkey - February 2017-April 2017.

## ONLINE SURVEY

**Respondents to the online survey** offered specific feedback when asked:

**“What is the measure of success for an outdoor performance venue in Grand Rapids?”**

This type of question often reveals more intimate responses, which can provide guidelines for project implementation and post project evaluation.



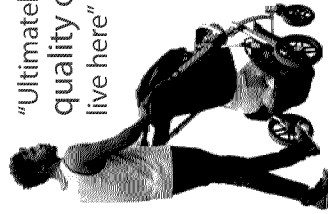
“Venue does not take away from other venues”



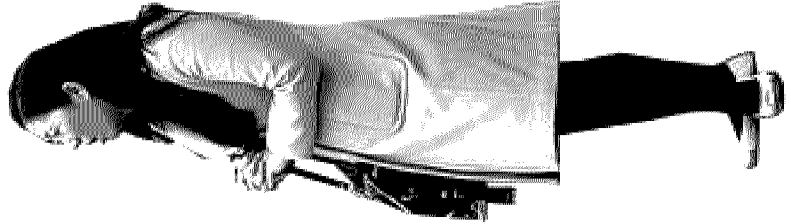
“Community has a sense of ownership”



“Diversity of attendees”



“Ultimately contributes to quality of life of people who live here”



“Attendance”



“Self-sustaining”



“It’s a beautiful and cozy and cool place to hang out.”

“People who attended leave fulfilled by the event”



“We need a site that will continue to engage the broader community and our visitors”

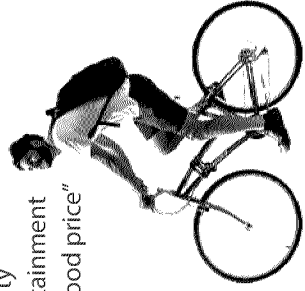


“Honors the setting and the river, and enhances the community”

## ENGAGEMENT

## RECOMMENDATIONS

“Quality entertainment at a good price”





# 2-DAY WORKSHOP

## Site Evaluation

Stakeholders were asked to compare several site variables to determine the feasibility for an outdoor performance venue. The evaluation parameters were broken into four categories;

- Ecological Attributes, Physical Characteristics
- Site Development Considerations
- Political Characteristics

April 4-5, 2017

The LHB consultant team facilitated a 2-day workshop to address operational strategies, site programming and exploration of two site options

### Site Evaluation Matrix

*Handwritten note: CAN YOU THINK OF OTHER CRITERIA?*

SITE	Ecological Attributes				Physical Characteristics				Site Development Considerations				Political Characteristics									
	Vegetation	Soil Types	Soil Cover Type	Site Capacity	Site Location	Topography - Slope Degree	Site Size	Name Appeal	Proximity to River	Non-motorized Access	Regional Access	Distance to Downtown Core	Public Transportation	Trails and Pathways	Water Connections	Sanitary Facilities	Concession Opportunity	Distance from Parking to Venue - Local	Agreement with City Goals	Partnership Opportunities	Priority Consideration	zoning and other plan considerations
FOREST HISTORY CENTER	+	0	0	0	0	0	0	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+
NORTHERN COMMUNITY RADIO	-	-	-	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+	+

*Handwritten notes: "LHB CONSULTANT" and "WORK SHEET" are visible in the top right corner of the matrix.*

The purpose of the exercise was to evaluate the Commission's priorities and their perspectives and perceptions of the success of either site. The exercise challenged the group to ask themselves;

- Which site offers the greatest opportunity to strengthen the community's relationship to the river?
- Which site is most likely positioned to be a catalyst for community connections and growth?

Based on the accumulated results, the Northern Community Radio site offered twice as many positive attributes than the Forest History Center site.



## 2-DAY WORKSHOP

### *Design Priorities Listening Session*

The purpose of the listening session was to dig deeper into design priorities including identifying operational must-haves and exploring different partnership models and roles. The first exercise, LHB requested the group to identify the most important features using an operational requirements matrix developed to prioritize key features and facilities as part of the outdoor venue. The Commission reviewed three categories of operational requirements; Facilities Program, Security/Maintenance, Management. Within the categories, the Commission discussed the level of service provided for key areas or program elements. The findings include:

#### **Facilities Program**

- Bathrooms: Must Have-portable toilets, Desired-flush toilets.
- Site Furnishings: Must Have-moderate furnishings including trash receptacles, benches, bike racks, signage, etc.
- Venue Seating: Must Have-a combination of designated seating and lawn seating.
- Designated Parking: Must Have-minimum of 50 spaces, Desired-up to 100 spaces, explore overflow and shuttle-based parking alternatives.
- Concessions: Must Have-a flexible outdoor space with concrete pad for vendors including an electrical hook-up. Explore a canopy or cover for the space.
- Stage & Performance System: Must Have-stage with electrical hook-up, Desired-stage with acoustic, lighting, and electricity features.

#### **Security and Maintenance**

- Site Security/Lighting: Must Have-parking and pathway lighting.
- Facility Security: Not Needed-explore a modest manual lock system for stage area.
- Site Maintenance Plan: Must Have-basic grounds maintenance including lawn mowing, trash service, and snow removal.

#### **Management**

- Reservation/Programming Personnel (Daily Operations): Must Have-seasonal part-time staff.
- Legacy, Capital Improvements & Finance Committee (Long-term Operations): Must Have-partially paid/designated position.



# 2-DAY WORKSHOP

## Partnership Planning

LHB presented three management models to the Commission for discussion. The purpose was to gain consensus from the group on what model would make sense for the long-term viability and ongoing operation of an outdoor performance venue.

### Public

A government entity or department responsible for operation, maintenance and managements. Funds generated generally are funneled back into site maintenance, operation, and site improvements. This generally means the management is run through a city department like a parks department.

- MAY BE EASY TO FIND A DEPARTMENT TO TAKE ON THE SITE TO MANAGE
- MORE STABLE SOURCE OF FUNDS
- SUBJECT TO POLITICAL INFLUENCE
- PARKS ALREADY RUN AS A CITY CENTER OF PUBLIC ACTIVITIES
- CITY'S TEAM WORKING TOGETHER
- BUDGETS ARE KNOWN
- OPERATIONAL COSTS
- NOT TOO MANY

### Private

Private business, company or entity providing services to the community with the ability to derive direct financial benefit from management, operation, and promotion of a site. Management could be run by a restaurant or brewery, a performing company or a foundation.

- COMPANY MAY BE MORE INTERESTED IN THE SPACE THAN THE SITE
- MAY HAVE MORE FUNDS
- MORE STABLE SOURCE OF FUNDS
- SUBJECT TO POLITICAL INFLUENCE
- PARKS ALREADY RUN AS A CITY CENTER OF PUBLIC ACTIVITIES
- CITY'S TEAM WORKING TOGETHER
- BUDGETS ARE KNOWN
- OPERATIONAL COSTS
- NOT TOO MANY

### "Friends" Group / Conservancy\*

Generally, a smaller, primarily volunteer-led organization or entity responsible for space management and stewardship. Any financial benefit derived from activities on site generally go back to organization for operational expenses.

- MAY BE EASY TO FIND A DEPARTMENT TO TAKE ON THE SITE TO MANAGE
- MORE STABLE SOURCE OF FUNDS
- SUBJECT TO POLITICAL INFLUENCE
- PARKS ALREADY RUN AS A CITY CENTER OF PUBLIC ACTIVITIES
- CITY'S TEAM WORKING TOGETHER
- BUDGETS ARE KNOWN
- OPERATIONAL COSTS
- NOT TOO MANY

\*A fourth partnership model emerged through conversation, privately -owned public space. This model will be discussed in the recommendations section of the document.



## 2-DAY WORKSHOP

### **Right-Size Activity**

Day 2 of the Workshop explored site scale, site constraints and site construction challenges through an exercise using scaled site features on aerial maps. Participants were asked to lay out the desired features, as identified in the survey and at community meetings, in a pattern that best suited the goals of the project. Site elements included:

- Stage
- Concession Area
- Restroom Facilities
- Parking
- Formal Seating
- Lawn Seating

The exercise, “Right-Size,” explored site capacity and venue placement at both the Forest History Center and Northern Community Radio sites. The exercise challenged the groups to balance priorities, understand site challenges and benefits, and work collaboratively to identify desired alignment of Commission, City, and potential partner goals.



## Key Take-Aways

### **Forest History Center**

- Parking is plentiful.
- Capacity to host large events.
- Dovetails with Minnesota Historical Society's future planned programming at the Forest History Center.
- Would require additional infrastructural investments.

### **Northern Community Radio**

- Location is already established as a gathering space in Grand Rapids.
- Potential for two alternative stage locations.
- Can accommodate new investments for restroom and concession facilities.
- Parking and traffic management would require additional coordination.



# PUBLIC MEETING #2

April 4, 2017

The Public Open House was organized in a "round-robin" style with modules for interactive participation. Participants broke into two groups to participate in programming, partnership and design exercises.

## Calendar of Events

The activity at Station 1 was to develop a calendar of events, utilizing a large format print, pictured to the right. LHB staff solicited input on events that could be hosted at an outdoor performance venue. The group provided both existing annual happenings as well as imagined or future planned events.

Key considerations discussed by the groups included factoring in the seasonal restrictions of an outdoor venue, the venue's scale, the size of the events and site's capacity, the need for parking and other considerations. Events ranged from public large scale festivals to small religious ceremonies. To the right, is a list of some of the identified events:

## Events

### Existing Events

- Judy Garland Festival
- Rotary Gavel
- Chamber Fishing Opener
- Mississippi Riverfest
- Forest Jam
- Tall Timber Days
- Green Cheese Annual Picnic
- Praise 10 Concert
- October Fest
- Shakespear-In-The-Park

### Planned Events

- Library concerts
- YMCA health and fitness events
- Bike tune-up/rides
- Paddle board rental
- Art fair
- 4th of July festivities
- Kayak and canoe festival
- Farmer's Market
- Art programming for kids
- Community education events
- 4-H competitions
- Center Stage Thursdays
- Wedding/Religious events
- First Friday Art Walk
- Wine on the river
- Naturalist programs
- Environmental education
- History and culture conversations
- Halloween festival
- Hunting festival
- Winter Ice Sculpture
- Skating Rink
- Festival of lights



## PUBLIC MEETING #2

April 4, 2017

Station 2 functioned to provide an overview of a range of architectural features, finishes and canopy types. LHB provided the group with visual aids demonstrating stage scales and comparisons against local stages in Grand Rapids. A second activity challenged the group to prioritize amenities and desired features at an outdoor performance venue using a selection of 36 different images formatted as small cards.

### Architectural Priorities

- Desire for backstage space.
- Desire for wing space, does not need to be permanent.
- Stage size can be smaller than 40' x 60'.
- A blend of stationary seating and lawn seating is desired.
- ADA accessibility is crucial.
- Desire to provide quality theatrical technology.
- Desire to cover stage.
- Varying interest in protecting the audience with a cover from weather.
- "Simplicity over complexity" as a guiding principle.



### Amenity and Feature Desires

- Restrooms, preference for flushing toilets.
- Play space for families and children.
- Concessions, a concrete pad with electricity was identified to be acceptable.
- Landscaped pathways
- A combination of movable and stationary seating desired.



# RECOMMENDATIONS

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## SITE SELECTION

### ***Both the Forest History Center and the Northern Community Radio site have enormous potential***

for hosting a new riverfront venue, yet a preferred site did not emerge during the 2-day workshop. After further site evaluation and comparison by the consultant team, however, one site slowly rose to the top when continually measured against the project's goals, objectives, and guiding principles.

### ***Northern Community Radio***

- We recommend moving forward with the Northern Community Radio site for further site investigation and design exploration.
- The Northern Community Radio site offers the greatest opportunity to strengthen the community's relationship with the river while also allowing for **revitalization, town connectivity and economic growth** to occur in the **most flexible** and dynamic ways.
- Proximity to Downtown is a primary benefit.
  - Adjacent uses, like YMCA and library are synergistic.
  - Connection with river is more intimate.
  - Potential increase in partnership opportunities and attendance due to future hotel development.
  - Parking overflow can be consumed by existing downtown district.
  - Water and utilities are more easily accessible.
  - Site is currently maintained by a combination of City staff and Library staff.
  - Site is well known as an existing performance site.

Specifically, site features that can be built upon include:

- Already established as a community gathering space.
  - Ability to reuse/reposition existing rotary tent.
  - Has better potential for an enhanced level of foot-traffic and "drop-ins."
  - Proximity to radio station would make broadcasting events easier.
- Proposed pedestrian bridge provides additional connectivity to adjacent neighborhoods and other community organizations/assets.
  - Stage could potentially be positioned in the backwater of the site, allowing for venue experience to occur from the water (by boat), while paying homage to original Showboat Landing site.





# CONCEPTUAL SITE PLAN-OPTION 1

***This site plan represents the collaborative efforts of Group 1 stakeholders.***

Key themes and design suggestions include:

- The stage cantilevers out over the water, similar to the original Showboat Landing stage.
- The backdrop behind the stage not only features the picturesque river, but also the proposed pedestrian bridge.
- Seating is a combination of 275 designated spaces near the front of the stage, with informal lawn seating on the hill behind. The existing paved trail intersects the two areas, providing for clear circulation and better definition.
- A new restroom facility is situated at the terminus of NE 3rd Ave and NW 2nd Street.
- A shared concession area, equipped with concrete surfacing and electrical hook-ups, is strategically placed along the roadway to service multiple users/events.
- Additional parking for 175 spaces are located as infill lots within the adjacent 4 block area. Assumes patrons are willing to walk .25 mile to the site and/or use alternative modes of transportation (bike, bus, walk).



Conceptual Site Plan- Option 1

# Perspective View 1



*Perspective View 1-View east  
Covered stage, seating area, and trail with pedestrian bridge illustrated in the background.*



## CONCEPTUAL SITE PLAN-OPTION 2

*This site plan represents the collaborative efforts of Group 2 stakeholders.*

Key themes and design suggestions include:

- Includes 2 stages, a primary and secondary performance area for multi-show events. Secondary stage could be a temporary structure if library chooses to expand.
- Primary stage is in the same general location as existing tent near Radio station, but provides more open views to the river with 500 designated/tiered seats surrounding the central stage. The secondary stage is located to the west of the Library with informal lawn seating, and may be used for more intimate shows, community education, and/or children's programming.
- A modest restroom facility could be placed centrally located along the trail between the 2 stages, and/or in a more discreet location near the bridge access.
- A seasonal equipment shed could also be placed centrally on the site allowing for bike, kayak/ canoe, ski and snowshoe rentals to occur.
- A shared concession area, equipped with concrete surfacing and electrical hook-

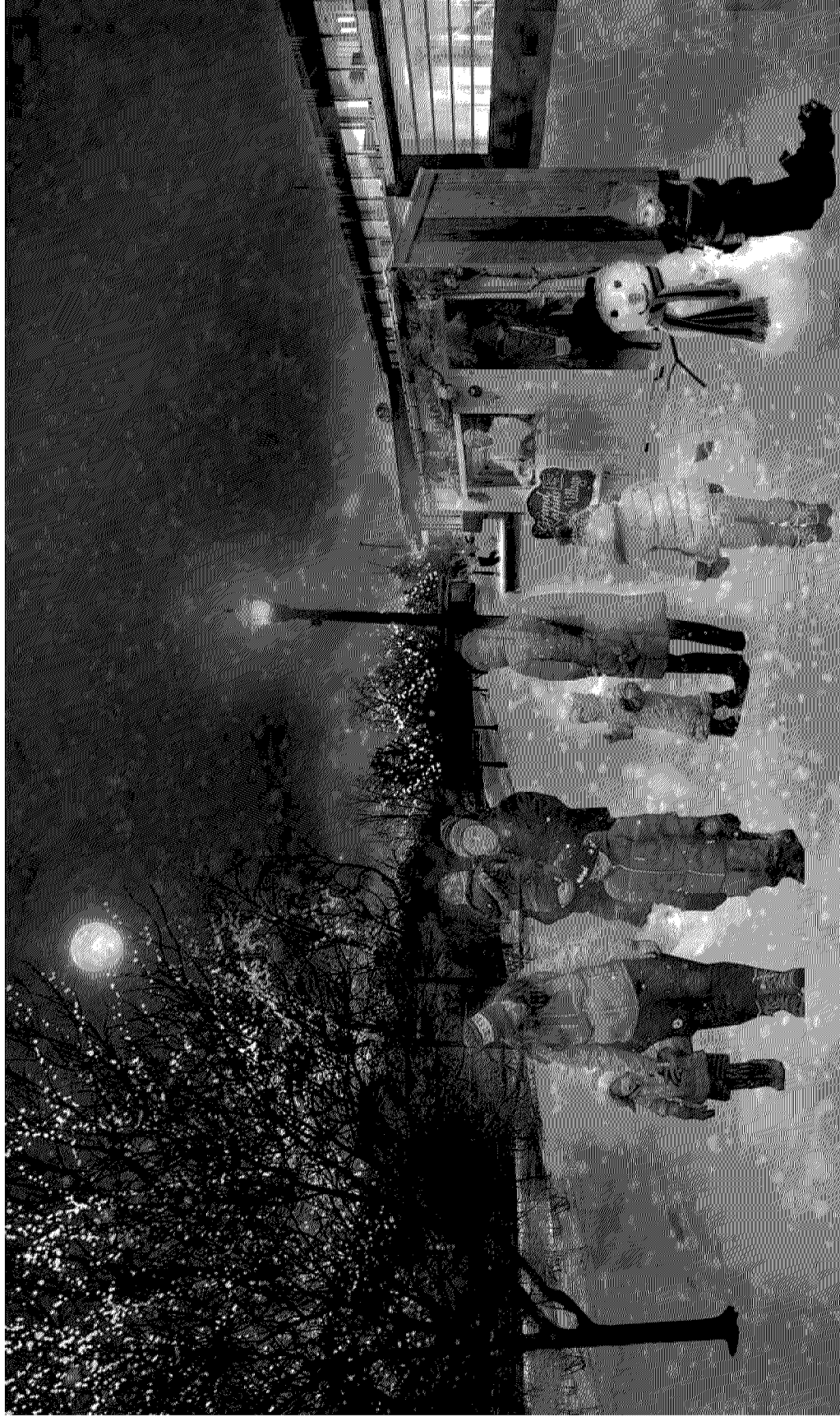


Conceptual Site Plan- Option 2

ups, is strategically placed along the roadway to service multiple users/events.

- Additional parking for 175 spaces are located off-site but within a reasonable walking distance of the site. There is also potential for shared parking across NW 2nd street if agreed upon by future hotel developer.

## Perspective View 2



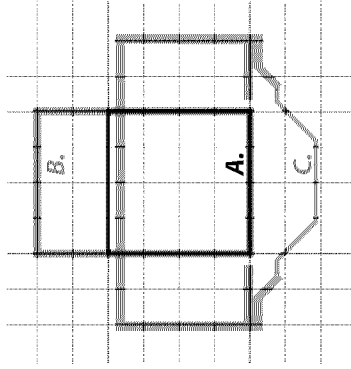
*Perspective View 2-View, west  
Winter along river trail with secondary stage in the background.*

# ARCHITECTURAL PRIORITIES

## Preliminary Design Considerations

An open stage allowing uninterrupted views to the river.

### SPATIAL COMPARISON



### SPATIAL COMPARISON

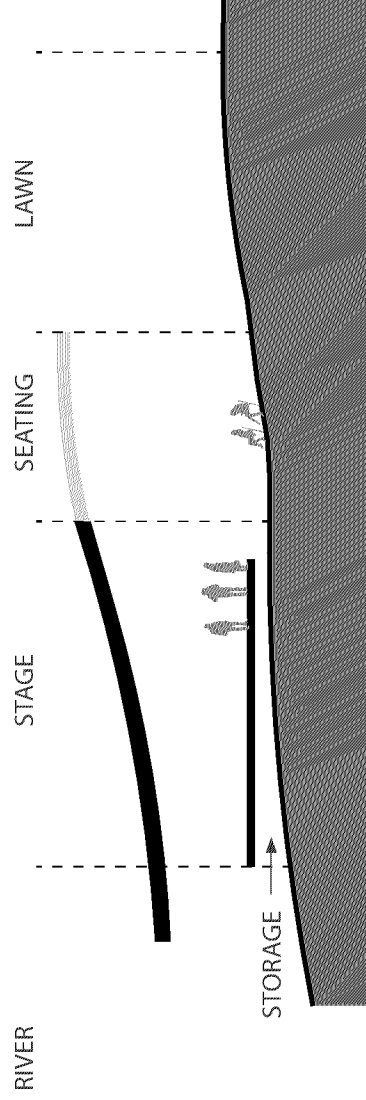
The stage area is to be forty feet by forty feet as a basis for a formal design process. The size will allow for flexibility in programming local and touring productions of varying types.

The venue must be designed to accommodate technical theatrical equipment of a professional caliber. While the extent of venue-owned equipment will be determined in the future, simple audio and basic stage lighting systems will allow for impromptu use by a larger portion of the community.

The stage will have a roof to protect from mild weather. That roof may extend over a portion of the audience in a manner similar to how the Rotary tent at KAXE can shelter an area in front of a stage. Regardless of the specific strategy, a formal design process will address the need for a covered area beyond the stage. Such an area may or may not be directly over a portion of the audience seating area, and may or may not be a permanent piece of infrastructure.

Specific material and aesthetic considerations have yet to be formally addressed.

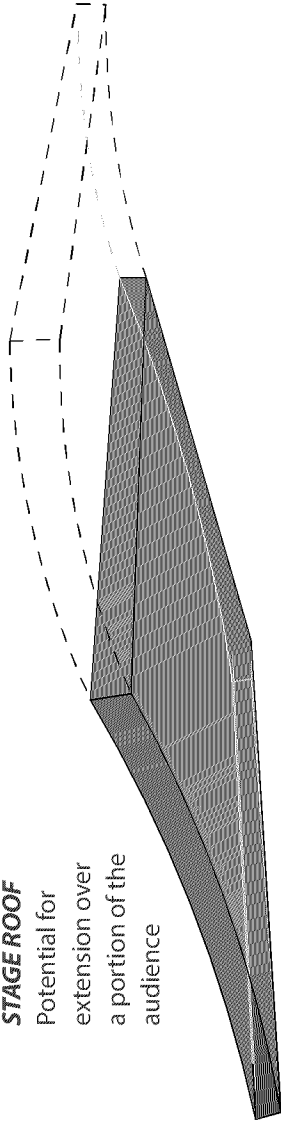
- A. **"Typical" Theatrical Stage Area**  
40' X 40' (Recommended)
- B. **Rotary Tent @ KAXE Stage Area**  
40' X 60'
- C. **Reif Main Stage Area**  
48' X 35' (53' to front of apron) 13' and 16' Wings to SL and SR



# ARCHITECTURAL PRIORITIES

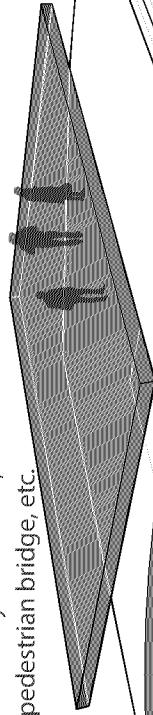
## STAGE ROOF

Potential for extension over a portion of the audience



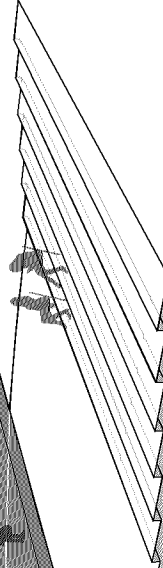
## OPEN, RAISED STAGE

Views beyond to river, pedestrian bridge, etc.



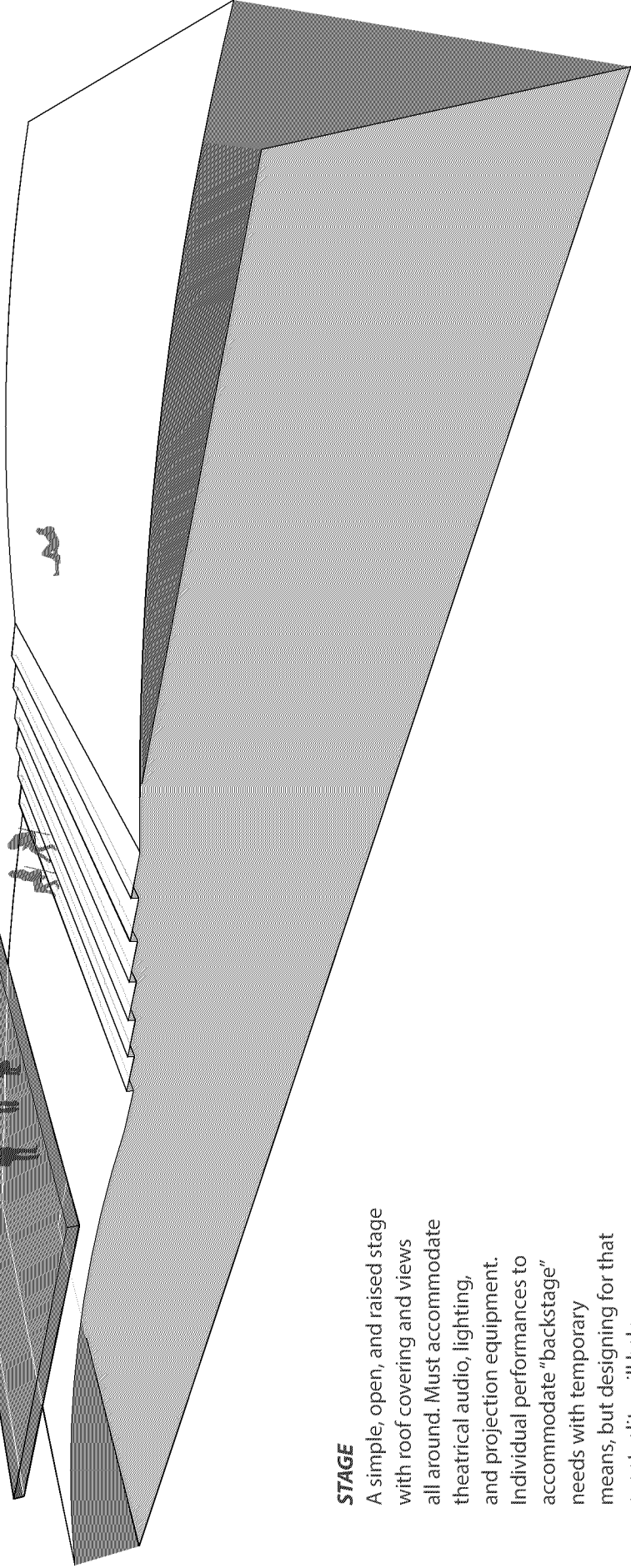
## FORMAL SEATING AREA

(200-300 seats)



## OPEN LAWN SEATING

(Venue to reach capacity for plus or minus 500)



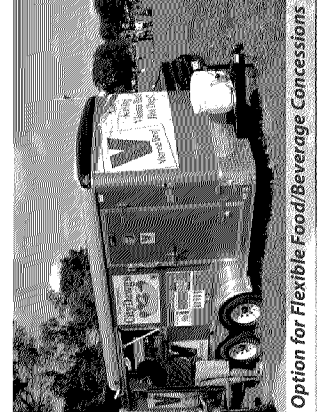
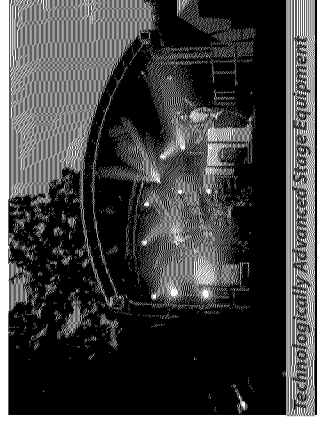
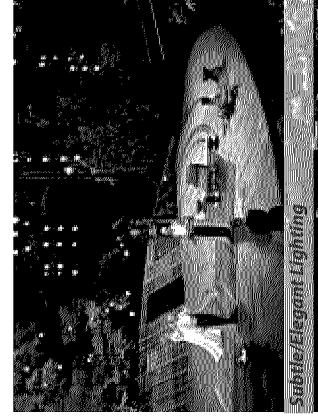
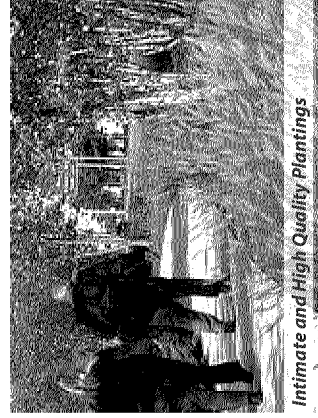
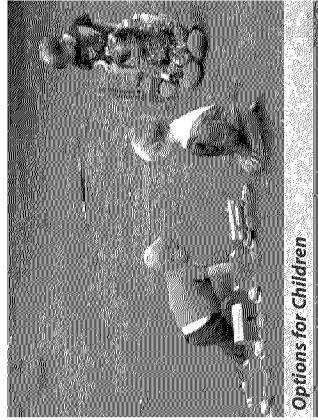
## STAGE

A simple, open, and raised stage with roof covering and views all around. Must accommodate theatrical audio, lighting, and projection equipment. Individual performances to accommodate "backstage" needs with temporary means, but designing for that eventuality will help.

## SITE EXPERIENCE

*The quality and character of a public space have a significant impact on its success*

Characteristics identified by the community include those identified below. These features illustrate attributes the community would expect of an outdoor performance venue.



# SITE ELEMENTS

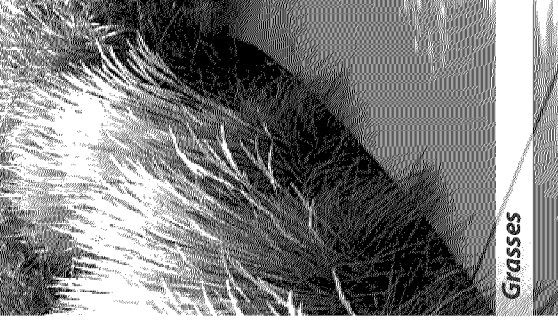
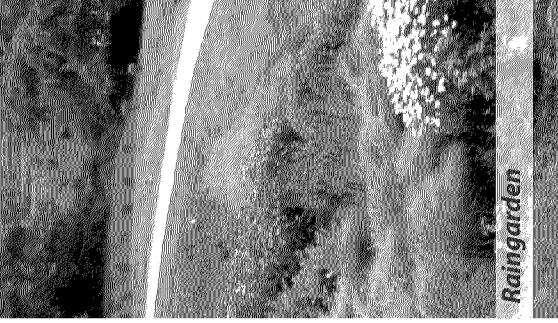
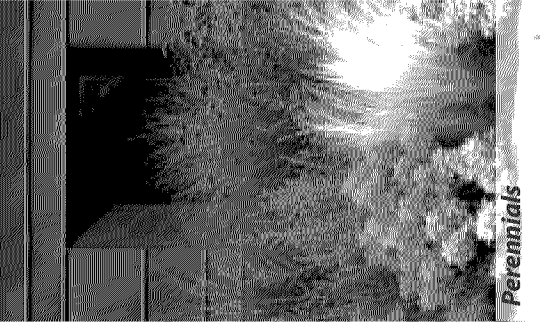
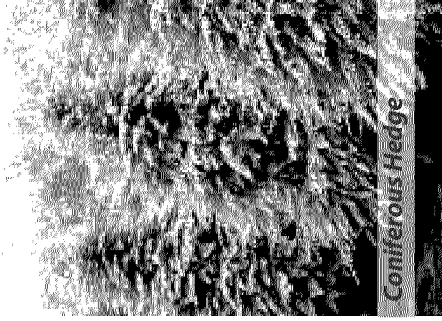
## Landscape Features

The landscape and planting selection should tell a story. Plants can be selected for their beauty, functional benefit to an ecosystem, or their textural qualities. Plants should match the character of a site while adding quality and improve the aesthetic appeal of place.

Plantings have the ability to orient visitors to their surroundings and provide a backdrop for performances.

## Shade and Screening

Shade trees are flexible features effectively blocking harsh summer sunlight, minimizing heat loads, while transforming in the winter allowing light to warm the surface. Consider using evergreens to screen unattractive views to the north and/or as a wind break. Trees are also effective at absorbing noise as well as reducing glare.



## Softening and Beautification

Select a planting palette that includes natives and low maintenance species with varying bloom times and textures. Recommended species include; shrub rose, bush honeysuckle, coneflowers, sedums, salvia, daylily, and a mix of ornamental grasses like prairie dropseed and feather reed grass. A well-designed planting scheme will define the space, provide a sense of intimacy, relaxation and well-being.



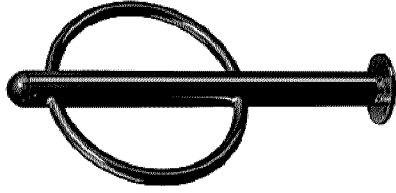
# SITE ELEMENTS

## Site Furnishings

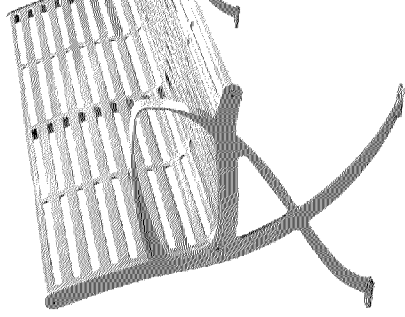
Site Furnishings have the ability to add character and artistry to a site. Site furnishings should be functional, easily maintainable and fit the unique characteristics of the site. Furnishings contribute to safety, beauty and a sense of enhanced quality of a site. Site furnishings should be welcoming and comfortable.

## Furnishing

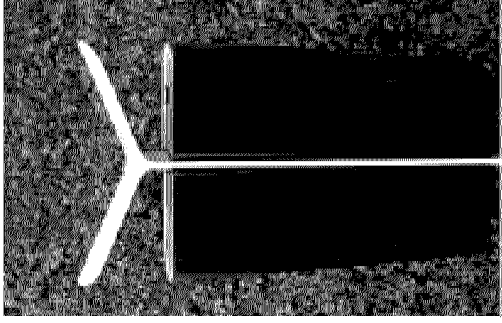
The style and materials for benches, tables, trash receptacles, bike racks and signage should be aesthetically in line with other site, yet stand out so the space is unique and easily identifiable. Dark and more natural colors, such as black or bronze, fade nicely into the landscape and don't show dirt or wear as much as lighter furnishings.



Standard Keyhole Rack



Traditional Park Bench



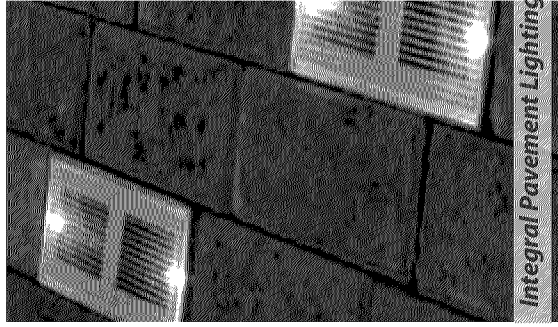
Garbage Receptacle

## Lighting

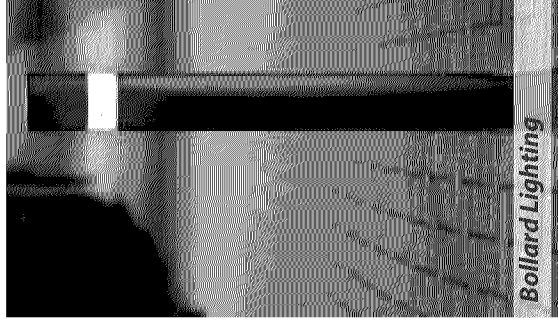
Selecting additional site lighting fixtures that match the current lightpoles in color and style will strengthen the sense of place. Bollard or integral pavement lighting are unique styles to consider for elegant pathway lighting, however they can sometimes be more expensive. Simple and classic designs are recommended as they are timeless providing flexibility with future changes.



Pole Lighting



Integral Pavement Lighting



Bollard Lighting

## SITE ELEMENTS

### *Surfaces and Pathways*

The paths leading to an Outdoor Performance Venue should be easily navigable from parking areas. Additionally, surfaces should be accessible and even, enabling a range of individual's equal access to the site. Pathways should remain free and clear of obstructions, and be of a dimension wide enough to allow service vehicles access to the stage and any additional amenity structures.

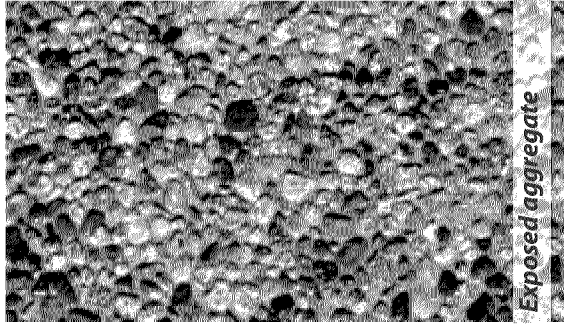
### *Poured*

Bituminous (blacktop) or concrete are affordable and easily maintainable materials for pathways. A variety of surface treatments can be applied to concrete, adding visual interest and texture to the pathway. Poured surfaces provide for more durability, and easier mobility for strollers, bikes, and wheelchairs.

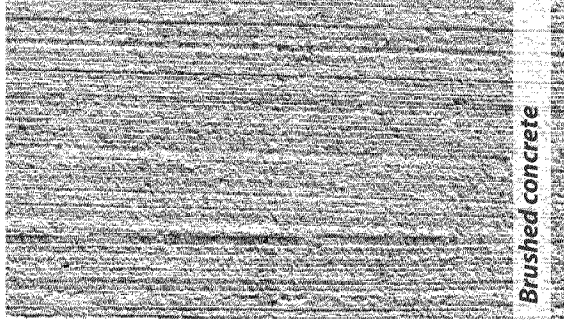


### *Pavers*

Installing a unique paver for a portion of the trail system or for a small plaza space can add character to the design. Pavers come in a variety of shapes and colors, and can even be designed to infiltrate stormwater. Though often more expensive, this option is well received by regulatory or municipal entities as there are great sustainability benefits associated with this best practice.



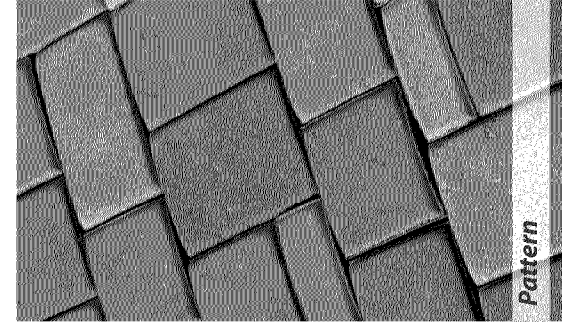
*Exposed aggregate*



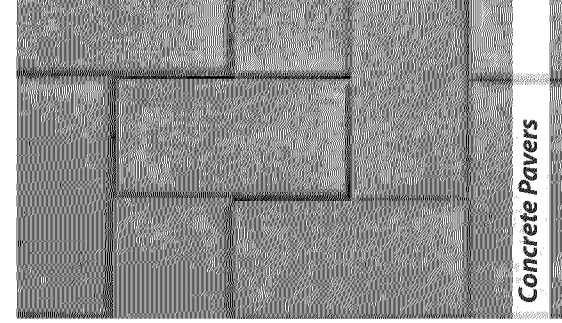
*Brushed concrete*



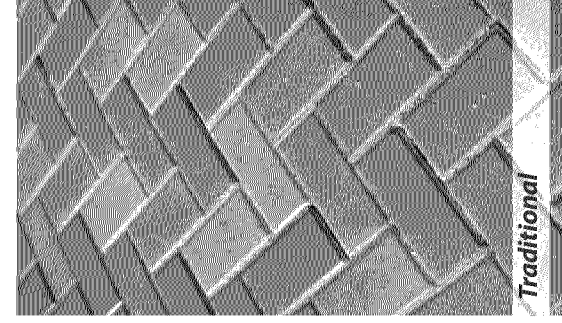
*Asphalt/bituminous*



*Pattern*



*Concrete Pavers*



*Traditional*

# Operations and Facility Management Recommendations

**For the outdoor venue to be successful and self-sustaining in years to come, an operational, management and maintenance plan will need to be fully developed prior to the opening of the venue.**

Based on stakeholder input, the site Must Haves comprise of:

- A restroom facility.
- Modest site furnishings, designated and informal lawn seating.
- Parking accommodation for a minimum of 50 spaces.
- A concrete pad with electrical plug-ins for vendors.
- A covered stage with electrical system.
- Pathway lighting.
- Basic grounds maintenance for lawn mowing, snow and trash removal.

Significant effort will be necessary to ensure these facilities have continuing programming, are operating appropriately and are maintained on a daily, monthly and yearly basis. We heard from stakeholders

that it may be too great a feat for just one entity to take on these responsibilities given current capacity and staffing. And we agree. Efforts to run and manage the outdoor venue space should be a shared commitment, resulting in stronger community ownership and creative programming. For these reasons, we recommend implementing a Privately-Owned Public Space (POPS) partnership model.

## What is a Privately Owned Public Space (POPS)?

POPS originated in New York City as part of a zoning incentive encouraging private developers to provide spaces for the public inside or outside their buildings in exchange for greater density.

This incentive model is now active in multiple cities worldwide and commonly include plazas, small parks, and atriums.

## What does it take to run a venue?

- Finances
- Booking
- Sales of Tickets
- Maintenance
- Marketing
- Traffic Management and Circulation
- Permits
- Concession Coordination
- Technology Operation
- Sanitation/ Clean-up
- Ongoing Programming/Annual programming
- Public Safety and Security
- Volunteer Coordination

## Revenue Generation

**With the implementation of the POPS model, our team recommends**

Generating revenue to put back into the long-term maintenance and operations of the site which will be essential to the sustainability of the Venue.

- Sources of Revenue include:
- Concessions Agreements/Permitting.
  - Stage rental.
  - Permit & application fees.
  - Annual fundraising campaigns.
  - Donations and grants.

Revenue generated through these activities should go directly to the primary provider, recommended here as Northern Community Radio. This is to ensure operational, staffing and management expenses are covered.



# Operations and Facility Management Recommendations

The recommendations below illustrate a preliminary framework for long term operations of an outdoor performance venue, however, it is important to acknowledge that significant coordination will need to continue to establish formal expectations and roles of each partner.

## Primary Provider Responsibilities

### Northern Community Radio

- Continue to host & expand summer concert series.
- Designate 1/2 programming staff to focus on recruitment of entertainment performances & manage calendar scheduling.
- Manage liability & take care of property ownership issues.
- Handle booking/rental and fee collection.
- Host quarterly development meetings with stakeholders to develop calendars, review annual budget and develop ongoing support measures.

## Municipal Responsibilities

### City of Grand Rapids and Arts and Culture Commission

- City Public Works: Seasonal grounds maintenance (mowing, snow & trash removal).
- City Parks: Community programming and educational events.
- City Parks: Forestry management and landscape advisement.
- City Public Works: Traffic management, site safety, and signage.
- Arts and Culture Commission: Provide additional capacity and support as needed, continued support, guidance and participation in venue development and planning.

## Private Partner Responsibilities

### Reif Center for Performing Arts (or other non-profit partner)

- Provide recommendations for long-term care of performance system & stage (acoustic & lighting system) equipment.
- Provide mentorship and recommendations for programming, artist management, venue operations and marketing.
- Designate ¼ staff, using in-place departmental resources, assist in marketing and advertisement.

## Players

- Director
- Manager
- Staff



Photo Credit- Visit Grand Rapids

## Players

- City Public Works
- City Parks
- Arts and Culture Commission

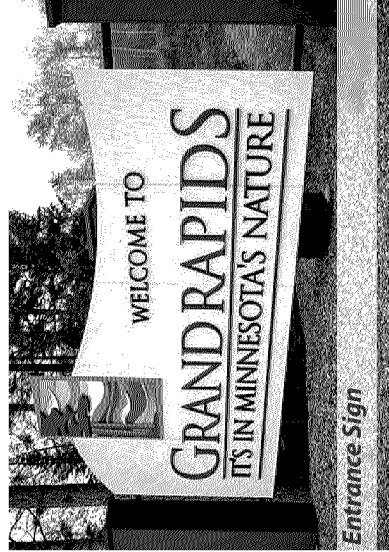


Photo Credit- City of Grand Rapids

## Players

- MacRostie
- Grand Rapids Area Library
- Grand Rapids Arts



Photo Credit- Angie Ulseth

# Phasing Plan

## **Priorities for implementation include:**

Establishing an effective timeline to guide community expectations and organize funding campaigns for capital build-out. A three phase strategy is recommended for project implementation.

Phase 1 is intended to focus on continued coordination, establishing project expectations, seeking funding opportunities and continued evaluation of site conditions.

Phase 2 is focused on the development of operational conditions and relationships to ensure successful execution of the project. This includes agreement development and programming and planning.

Phase 3 is the construction stage. Finalization of agreements, design is approved and construction is executed.

Phase 1 (1-2 Years)	Phase 2 (2-5 Years)	Phase 3 (5 Years+)
<ul style="list-style-type: none"> <li>Coordinate with City for potential State Bonding request.</li> <li>Develop operating budget forecast.</li> <li>Continue coordination with pedestrian bridge development and hotel development.</li> <li>Form Development committee to guide Design phase of project.</li> <li>Execute survey and flood plain analysis.</li> <li>Develop parking agreements with the City, Grand Rapids Area Library, Northern Community Radio and Blandin Foundation.</li> <li>Hire design consultant.</li> </ul>	<ul style="list-style-type: none"> <li>Begin season planning for events with Development Committee.</li> <li>Develop POPS agreement between City/Northern Community Radio/and Arts and Culture Commission.</li> <li>Establish online rental/permitting process for venue leasing.</li> <li>Design Development of stage, auxiliary buildings and surrounding landscape.</li> <li>Maintenance and Operation Plan Development.</li> </ul>	<ul style="list-style-type: none"> <li>Construction of Stage.</li> <li>Path implementation.</li> <li>Wayfinding and Signage installation.</li> <li>Maintenance and Operations agreement development.</li> <li>Site Grading.</li> </ul>



# PROJECT BUDGET PARAMETERS

## To begin working on next steps

For funding and potential partnership agreements, having a better understanding of the overall project budget is necessary. Below is a professional opinion of cost that can be used to assist with planning and decision-making regarding future development for an outdoor venue site.

The estimated costs provided are based on pre-design project information generated during the workshop sessions and could vary extensively depending on details that will be considered as part of the final design process.

This opinion of probable costs has been prepared based on our team's experience, qualifications, knowledge of the site and understanding of the project.\*

PROJECT START-UP & ASSOCIATED SOFT COSTS	
Description	Cost Opinion
Legal Entitlements/Land-Use Agreements	\$10,000.00
Site Survey	\$7,000.00
Geotechnical Investigation	\$7,000.00
Environmental Regulations	\$2,500.00
Permitting & Miscellaneous Fees	\$5,000.00
<b>SUBTOTAL</b>	<b>\$31,500.00</b>

SITE DEVELOPMENT COSTS	
Description	Cost Opinion
<b>Sitework</b> <i>(Includes mobilization, removals, site prep/erosion control, earthwork, &amp; grading)</i>	\$80,000.00
<b>Stormwater Management</b> <i>(Assumes above ground storm ponds with inlet/outlet and piping – on-site)</i>	\$35,000.00
<b>Sidewalk Improvements/Trail Extension</b> <i>(Assumes ADA accessibility, concrete, blacktop or gravel material)</i>	\$25,000.00
<b>Parking Lot &amp; Entry Drive</b> <i>(Includes bituminous pavement, subbase and curb &amp; gutter, assumes 75-100 spaces)</i>	\$200,000.00
<b>Site Lighting</b> <i>(Includes parking lot and pathway lighting)</i>	\$75,000.00
<b>Utility Extension/Connections</b> <i>(Includes parking lot and pathway lighting)</i>	\$40,000.00
<b>Toilet Facility</b> <i>(Includes parking lot and pathway lighting)</i>	\$300,000.00
<b>Stage</b> <i>(Includes roof structure &amp; foundation, &amp; performance system set-up)</i>	\$300,000.00
<b>Site Furnishings</b> <i>(Includes trash receptacles, benches, bike racks, &amp; picnic tables, does not include stage seating area)</i>	\$30,000.00
<b>Signage</b> <i>(Includes entrance, directional wayfinding, &amp; informational kiosk)</i>	\$15,000.00
<b>Landscaping</b> <i>(Includes trees, shrubs and turf establishment)</i>	\$55,000.00
<b>SUBTOTAL</b>	<b>\$1,155,000.00</b>

CONTINGENCY & DESIGN COSTS	
Description	Cost Opinion
<b>Professional A/E Design Services</b> <i>(Assumes 10% of estimate construction value)</i>	\$115,500.00
<b>Bidding Assistance &amp; Construction Admin./Site Observation</b> <i>(Assumes 7% of estimate construction value)</i>	\$80,850.00
<b>Construction Contingency</b> <i>(Assumes 20% of estimate construction value to cover unforeseen circumstances)</i>	\$231,000.00
<b>SUBTOTAL</b>	<b>\$427,350.00</b>

<b>TOTAL PROJECT COSTS</b>	<b>\$1,613,850.00</b>
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\*Numbers are based on current costs (2017), inflation rate should be applied as necessary.





GRAND RAPIDS  
MINNESOTA



JTB  
DESIGN & CONSTRUCTION



DONIER  
ARCHITECTS



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IT'S IN MINNESOTA'S NATURE

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0567      **Version:** 1      **Name:**

**Type:** Minutes      **Status:** Approved

**File created:** 8/8/2017      **In control:** City Council

**On agenda:** 8/14/2017      **Final action:**

**Title:** Acknowledge minutes for Boards & Commissions

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [June 21, 2017 HRA Minutes.pdf](#)  
[May 17, 2017 HRA Minutes.pdf](#)  
[May 31, 2017 Human Rights minutes.pdf](#)

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



**THE HOUSING AND REDEVELOPMENT AUTHORITY  
OF GRAND RAPIDS, MN  
REGULAR MEETING June 21, 2017**

**CALL TO ORDER**

Pursuant to due notice and call thereof, a Regular Meeting of the Housing and Redevelopment Authority of Grand Rapids was called to order by Chairperson Len Salmela, at 4:10 p.m. in the Community Room, located at 411 NW 7<sup>th</sup> Street, Grand Rapids, MN.

**CALL OF ROLL**

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

**ABSENT:** Commissioner Marilyn Rossman

**HRA:** Executive Director Jerry Culliton

**PUBLIC FORUM:** None

**APPROVAL OF MINUTES**

Commissioner Henrichsen made a motion to approve the Regular meeting minutes of May 17, 2017 as presented. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried.

**FINANCIAL REPORTS**

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

**APPROVAL OF VERIFIED CLAIMS**

After Director Culliton answered all questions regarding the verified claims, Commissioner Zeige made a motion to approve the Public Housing verified claims in the amount of \$40,414.69. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried. Commissioner Zeige made a motion to approve Crystal Lake Townhomes verified claims in the amount of \$25,141.70. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried. Commissioner Zeige made a motion to approve the Pooled Housing verified claims in the amount of \$53,325.94. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried.

**PUBLIC HOUSING REPORT**

Director Culliton stated; we have seven vacancies between the two buildings with a short waiting list, 401 River Road apartment repairs are done, otherwise operations are normal and routine.

**APPROVED**

**CRYSTAL LAKE HOUSING REPORT**

Director Culliton gave a report stating; we have 13 vacant units, the file review was conducted by Minnesota Housing was completed for the year; we are now in the process of our annual re-certification for all tenants as well as starting apartment inspections. Discussion was held regarding the Crystal Lake Housing Specialist position and that we continue to advertise for the position, otherwise operations are normal and routine.

**POOLED HOUSING REPORT**

Director Culliton gave a report stating that we have one vacancy each property, with short waiting lists, we will be commencing with the seal coat process on the parking lots at both buildings as well as the Lake Shore Place garage clean up; otherwise operations are normal and routine.

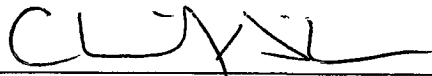
**CONSIDER GARAGE DOOR BIDS**

After answering questions on both bids, Commissioner Henrichsen made a motion to approve the bid of \$34,825.00 to the Grand Rapids based Door Service Incorporated as the low qualified bidder. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried.

**OTHER MATTERS**

None

There being no further information of the HRA of Grand Rapids for June 21, 2017, Commissioner Zeige made a motion to adjourn the meeting at 4:50 p.m. Seconded by Commissioner Henrichsen. Voting Aye, all. Motion carried.

Signed   
Secretary, Commissioner Chris Henrichsen

**APPROVED**

**THE HOUSING AND REDEVELOPMENT AUTHORITY  
OF GRAND RAPIDS, MN  
REGULAR MEETING May 17, 2017**

**CALL TO ORDER**

Pursuant to due notice and call thereof, a Regular Meeting of the Housing and Redevelopment Authority of Grand Rapids was called to order by Chairperson Len Salmela, at 4:00 p.m. in the Community Room, located at 411 NW 7<sup>th</sup> Street, Grand Rapids, MN.

**CALL OF ROLL**

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

**HRA:** Executive Director Jerry Culliton

**PUBLIC FORUM:** None

**APPROVAL OF MINUTES**

Commissioner Schwartz made a motion to approve the Regular meeting minutes of April 19, 2017 as presented. Seconded by Commissioner Zeige. Voting Aye, all. Motion carried.

**FINANCIAL REPORTS**

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

**APPROVAL OF VERIFIED CLAIMS**

After Director Culliton answered all questions regarding the verified claims, Commissioner Zeige made a motion to approve the Public Housing verified claims in the amount of \$23,812.45. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried. Commissioner Zeige made a motion to approve Crystal Lake Townhomes verified claims in the amount of \$27,351.50. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried. Commissioner Zeige made a motion to approve the Pooled Housing verified claims in the amount of \$67,657.67. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried.

**PUBLIC HOUSING REPORT**

Director Culliton stated; we have seven vacancies between the two buildings with a short waiting list, the Board was updated on two apartment repairs at 401 River Road apartments, also trees that were taken down and stumps were ground up, otherwise operations are normal and routine.

**APPROVED**

**CONSIDER A REPRESENTATIVE FOR THE CITY TASKFORCE**

After discussion among the Board, Commissioner Pat Schwartz volunteered to be on the City taskforce therefore Commissioner Henrichsen made a motion to appoint Commissioner Schwartz as the HRA representative to the City taskforce. Seconded by Commissioner Rossman. Voting Aye, all. Motion carried.

**CONSIDER AFFIDAVIT OF LOST CHECK**

Commissioner Henrichsen made a motion to approve the Affidavit of lost check to Karen Brandt, Check number 109074 in the amount of \$800.09 and authorize a new check. Seconded by Commissioner Rossman. Voting Aye, all. Motion carried.

**MINNESOTA DEPARTMENT OF REVENUE SERVICE AGREEMENT**

After discussion among the Board and Executive Director on the Revenue Recapture program, Commissioner Schwartz made a motion to authorize the Executive Director to sign the Minnesota Department of Revenue Recapture Service agreement and submit it to the Department of Revenue. Seconded by Commissioner Zeige. Voting Aye, all. Motion carried.

**CRYSTAL LAKE HOUSING REPORT**

Director Culliton gave a report stating; we have 14 vacant units, with no waiting list, the pot hole repairs were discussed, as well as moving the Waste Management dumpsters to the upper lot and towards the street; otherwise operations are normal and routine.

**POOLED HOUSING REPORT**

Director Culliton gave a report stating that we have two vacancies one at each property, with short waiting lists; we would also be doing some seal coating at the Forest Park West and Lake Shore Place parking lots, as well as restriping; otherwise operations are normal and routine.

After discussion among the Board and the Executive Director on the Forest Park West garage doors that had been discussed at previous meetings, Commissioner Schwartz made a motion to authorize the Executive Director to obtain quotes for replacement of the garage doors at Forest Park West and they be brought back to the Board at the June meeting for approval. Seconded by Commissioner Rossman. Voting Aye, all. Motion carried.

**OTHER MATTERS**

Commissioners Henrichsen and Salmela gave a report that they had met with a representative from the Blandin Foundation on the proposed grant that the HRA was considering, and after talking with the representative they were directed to the Greater Minnesota Housing fund, as that is where the Blandin Foundation gives the money in the

**APPROVED**

**Grand Rapids HRA**  
**Meeting Minutes 5/17/2017**  
**Page 3**

form of a grant, for programs such as this and they encouraged the HRA to talk to organizations like the Greater Minnesota Housing fund to see if they had any programs that fit the need. Also discussed was the DEED grant, as Commissioner Salmela had mentioned that he had talked with Rob Mattei on the previous two DEED grants that were given to the City of Grand Rapids. After discussion among the Board, Chairperson Salmela said that he would talk to Rob Mattei again at the City of Grand Rapids and Commissioner Henrichsen stated that he would talk to the Greater Minnesota Housing fund representatives and has tried twice in the past and not received a call back yet.

There being no further information of the HRA of Grand Rapids for May 17, 2017, Commissioner Rossman made a motion to adjourn the meeting at 5:15 p.m. Seconded by Commissioner Schwartz. Voting Aye, all. Motion carried.

Signed   
Secretary, Commissioner/Chris Henrichsen

**APPROVED**

## CITY OF GRAND RAPIDS HUMAN RIGHTS COMMISSION

**CALL TO ORDER:** Pursuant to due notice and call thereof a regular meeting of the Grand Rapids Human Rights Commission was held in Conference Room 2B, Grand Rapids City Hall, Grand Rapids, Minnesota, on Wednesday, May 31, 2017 at 4:00 p.m.

**CALL OF ROLL:** On a Call of Roll, the following members were present: Commissioners Frieda Hall, Becky LaPlant, Doug Learmont, Karen Noyce, and John Schirber. Jessica Hartshorn Arrived at 4:20 pm.

**Absent** Alice Moren, Melissa Weidendorf and Mary Jo Wimmer

**Visitors:** None

**Staff:** Michele Palkki

**CALL TO ORDER** Commissioner Noyce called the meeting to order at 4:05 pm.

**SETTING AGENDA** Absent From Meetings  
Article in Herald Review

**MOTION BY COMMISSIONER HALL, SECOND BY COMMISSIONER SCHIRBER TO ADD ABSENT FROM MEETINGS AND ARTICLE IN HERALD REVIEW TO THE AGENDA FOR DISCUSSION. Motion passed by unanimous vote.**

**APPROVAL OF MINUTES** April 26, 2017

**MOTION BY COMMISSIONER LAPLANT, SECOND BY COMMISSIONER HALL TO APPROVE THE MINUTES OF APRIL 26, 2017. Motion passed by unanimous vote.**

**FINANCIALS** Nothing to report, no action needed

**PUBLIC COMMENT/ACCOLADES** Nothing to report, no action needed

### **CIRCLE OF HEALING**

Commissioner LaPlant provided some handouts from the Circle of Healing. The group is working on several projects. Last month a meeting was held in Inger and had great involvement.

- 2018 IASC Multi-District Day – met with the School District on this
- Homegrown Teachers – Increase the number of Native American Teachers in Itasca County Pre-K through 12 Schools
- Support the City's Indigenous People's Day

## **ITASCA DIVERSITY UPDATE**

- ✓ Events will be planned to reach students at Itasca Community College this fall.

## **BIG VIEW UPDATE**

Nothing to report

## **OLD BUSINESS**

Commissioner Hartshorn arrived at 4:20 pm

### **Indigenous People's Day Discussion**

Commissioner LaPlant reported that the sub-committee met and discussed some ideas for this years Indigenous People's Day. Here are some ideas so far.

- ✓ The City of Grand Rapids proclaimed that the 2<sup>nd</sup> Monday in October would be recognized as Indigenous People's Day. A resolution will be read as part of the celebration.
- ✓ A 15-mile radius travel map is being worked on which will include Grand Rapids History. The elders have been contacted to find out what they want people to hear and was overwhelmingly expressed that they want people to know what happened to them.
- ✓ There are 15/16 areas around Pokegama Lake that have history regarding what happened with the indigenous tribes. There is the thought of having a couple of presentations by historians about the larger context of what happened.
- ✓ The Reif has a soft hold for Brule' to perform that night.
- ✓ Do a film fest
- ✓ Have an Essay Contest

The sub-committee will continue to work on details and come back to the Commission later.

### **Boards and Commissions**

A continued discussion was held regarding the calendar and dates of meetings.

The outcome is for all appointees to City Commissions and Boards to gain awareness of the role of the Human Rights Commission and how they can support and promote human rights. The two-member teams of Human Rights Commissioners will be meeting with the other City Commissions and Boards over several months. Presentations should take 10-15 minutes.

Handout materials will be provided for each meeting. Copies can be picked up at the Administration Office. Staff will find out how many members are on each commission.

## **We Are All Criminals**

Commissioner Noyce reported that the following are Confirmed Events: September 11, 2017 Chamber Luncheon with Kevin Lindsey, State Human Rights Commissioner. There will also be a 2-hour session in the afternoon with the Police Department 1-hour session with the Human Rights Commission

Questions that need to be addressed are:

- How does the public defense system work
- How does legal aid fit and run
- What about the probation office, what is their part in the system

## **NEW BUSINESS**

**Green Dot Program** – This item has been moved to the June 28<sup>th</sup> Commission Meeting

### **By Laws – Meeting Attendance**

A reminder that attendance at the meetings is important to everyone. It is noted that emergencies do come up but if you find that your schedule is such that making the commitment of attending 75% of the meetings, as noted in the By-Laws, you are asked to determine if you should continue or not.

The by-laws read: Every member of the Commission shall be required to attend at least seventy-five percent of all meetings each calendar year. Commission members who are unable to meet the attendance requirement may be removed from the Commission.

### **Grand Rapids Herald Review Article**

It was noted that the article, written by Alicia Bauman, regarding Ojibwe Language made it to the front page of the Wednesday, May 31, 2017 Grand Rapids Herald Review. Several individuals helped make this article possible, Commission LaPlant took the lead after she spoke to City Administrator Tom Pagel. There have been many conversations regarding the new signs around town that include, Grand Rapids City Hall, Grand Rapids IRA Civic Center, and the Blandin Foundation. Bud Stone of the Chamber of Commerce also noted that they have replaced their own signage that is in both Ojibwe and English.

The article noted various individuals who have been part of featuring the Indigenous Language in Grand Rapids; however, it took many people to make it happen. Special thanks to previous Commissioner Barb Sanderson for all her involvement and also to the Grand Rapids Herald Review for printing the story.

There being no further discussion the meeting was adjourned at 6:15 pm.

*Michele Palkfi, Administrative Assistant*

The next meeting is scheduled June 28, 2017





CITY OF  
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# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0579      **Version:** 1      **Name:**  
**Type:** Agenda Item      **Status:** Department Head Report  
**File created:** 8/10/2017      **In control:** City Council  
**On agenda:** 8/14/2017      **Final action:**  
**Title:** Fire Department - Fire Chief Mike Liebel

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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Fire Department - Fire Chief Mike Liebel



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0556      **Version:** 1      **Name:** Award Sale of 2017A GO Bonds  
**Type:** Agenda Item      **Status:** Finance  
**File created:** 8/3/2017      **In control:** City Council  
**On agenda:** 8/14/2017      **Final action:**  
**Title:** Consider adopting a resolution awarding the sale of the \$2,130,000 General Obligation Street Reconstruction Bonds, 2017A.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Grand Rapids GO Street Recon 2017A Award Resolution - 504910v1.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution awarding the sale of the \$2,130,000 General Obligation Street Reconstruction Bonds, 2017A.

**Background Information:**

The bid opening for the sale of \$2,130,000 General Fund Obligation Street Reconstruction Bonds will occur on Monday, August 14, 2017 in the office of Ehlers & Associates, Inc. in Roseville, MN.

Representatives of the City and Ehlers will review the results of the competitive bidding for the sale of the bonds. A recommendation will be brought to the City Council for their consideration at 5:00 p.m.

Rebecca Kurtz, Vice President at Ehlers, will be at the City Council meeting to present the results of the bid opening.

**Staff Recommendation:**

Staff recommends making a motion to adopt a resolution awarding the sale of \$2,130,000 General Obligation Street Reconstruction Bonds, Series 2017A, fixing their form and specifications, directing their execution and delivery and providing for their payment.

**Requested City Council Action**

Make a motion to adopt a resolution awarding the sale of \$2,130,000 General Obligation Street Reconstruction Bonds, Series 2017A, fixing their form and specifications, directing their execution and delivery and providing for their payment.

Extract of Minutes of Meeting  
of the City Council of the City of  
Grand Rapids, Itasca County, Minnesota

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Grand Rapids, Minnesota, was duly held in the City Hall in said City on Monday, August 14, 2017, commencing at 5:00 P.M.

The following members were present:

and the following were absent:

\* \* \*

\* \* \*

\* \* \*

The Mayor announced that the next order of business was consideration of the proposals which had been received for the purchase of the City's General Obligation Street Reconstruction Bonds, Series 2017A, to be issued in the aggregate principal amount of \$2,130,000.

The City Administrator presented a tabulation of the proposals that had been received in the manner specified in the Terms of Proposal for the Bonds. The proposals were as set forth in EXHIBIT A attached.

After due consideration of the proposals, Member \_\_\_\_\_ then introduced the following resolution, and moved its adoption:

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION AWARDING THE SALE OF GENERAL OBLIGATION STREET RECONSTRUCTION BONDS, SERIES 2017A, IN THE ORIGINAL AGGREGATE PRINCIPAL AMOUNT OF \$2,130,000; FIXING THEIR FORM AND SPECIFICATIONS; DIRECTING THEIR EXECUTION AND DELIVERY; AND PROVIDING FOR THEIR PAYMENT**

BE IT RESOLVED By the City Council of the City of Grand Rapids, Itasca County, Minnesota (the "City") as follows:

Section 1.     Sale of Bonds.

1.01.   Authority.

(a) Pursuant to Minnesota Statutes, Chapter 475, as amended, specifically Section 475.58, subdivision 3b (the "Act"), the City is authorized to finance all or a portion of the cost of street reconstruction projects by the issuance of general obligation bonds of the City payable from ad valorem taxes.

(b) On July 10, 2017, following a duly noticed public hearing, the City Council of the City adopted an amended five-year street reconstruction plan (the "Plan") describing the streets to be reconstructed, estimated costs, and any planned reconstruction of other streets in the City and approved the issuance of obligations by vote of all of the members thereof, all pursuant to the Act.

(c) Expenditures described in the Plan for 2017 include, among other projects, street improvements for 4<sup>th</sup> Avenue NW, 13<sup>th</sup> Street N, 9<sup>th</sup> Street NE, 8<sup>th</sup> Avenue NE, and 14<sup>th</sup> Street NW (collectively, the "Street Reconstruction"). The City estimates that the amount of general obligation bonds that will be issued to finance a portion of the Street Reconstruction is \$2,130,000, including capitalized interest, costs of issuance, and bond discount.

(d) The City Council has determined that, within thirty (30) days after the hearing, no petition for a referendum on the issuance of bonds to pay costs of the Street Reconstruction was received by the City in accordance with the Act.

(e) The City Council finds it necessary and expedient to the sound financial management of the affairs of the City to issue its General Obligation Street Reconstruction Bonds, Series 2017A (the "Bonds"), in the original aggregate principal amount of \$2,130,000, pursuant to the Act, to provide a portion of the financing for the Street Reconstruction.

(f) The City is authorized by Section 475.60, subdivision 2(9) of the Act to negotiate the sale of the Bonds, it being determined that the City has retained an independent municipal advisor in connection with such sale. The actions of the City staff and municipal advisor in negotiating the sale of the Bonds are ratified and confirmed in all aspects.

1.02.   Award to the Purchaser and Interest Rates. The proposal of \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ (the "Purchaser"), to purchase the Bonds is hereby found and

determined to be a reasonable offer and is hereby accepted, the proposal being to purchase the Bonds at a price of \$ \_\_\_\_\_ (par amount of \$2,130,000.00, [plus original issue premium of \$ \_\_\_\_\_, less original issue discount of \$ \_\_\_\_\_,] less underwriter's discount of \$ \_\_\_\_\_), plus accrued interest to date of delivery, if any, for Bonds bearing interest as follows:

<u>Year</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Interest Rate</u>
2019	%	2027	%
2020		2028	
2021		2029	
2022		2030	
2023		2031	
2024		2032	
2025		2033	
2026			

True interest cost: \_\_\_\_\_%

1.03. Purchase Contract. The amount proposed by the Purchaser in excess of the minimum bid shall be credited to the Debt Service Fund hereinafter created or deposited in the Construction Fund hereinafter created, as determined by the City's municipal advisor and the City's Finance Director. The Finance Director is directed to retain the good faith check of the Purchaser, pending completion of the sale of the Bonds, and to return the good faith checks of the unsuccessful proposers. The Mayor and City Administrator are directed to execute a contract with the Purchaser on behalf of the City.

1.04. Terms and Principal Amounts of the Bonds. The City will forthwith issue and sell the Bonds pursuant to the Act, in the total principal amount of \$2,130,000, originally dated September 7, 2017, in the denomination of \$5,000 each or any integral multiple thereof, numbered No. R-1, upward, bearing interest as above set forth, and maturing serially on February 1 in the years and amounts as follows:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2019	\$	2027	\$
2020		2028	
2021		2029	
2022		2030	
2023		2031	
2024		2032	
2025		2033	
2026			

1.05. Optional Redemption. The City may elect on February 1, 2026, and on any day thereafter to prepay Bonds due on or after February 1, 2027. Redemption may be in whole or in part and if in part, at the option of the City and in such manner as the City will determine. If less than all Bonds of a maturity are called for redemption, the City will notify DTC (as defined in Section 7 hereof) of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. Prepayments will be at a price of par plus accrued interest.

[1.06. Mandatory Redemption; Term Bonds. To be completed if Term Bonds are requested by the Purchaser.]

Section 2. Registration and Payment.

2.01. Registered Form. The Bonds will be issued only in fully registered form. The interest thereon and, upon surrender of each Bond, the principal amount thereof, is payable by check or draft issued by the Registrar described herein.

2.02. Dates; Interest Payment Dates. Each Bond will be dated as of the last interest payment date preceding the date of authentication to which interest on the Bond has been paid or made available for payment, unless (i) the date of authentication is an interest payment date to which interest has been paid or made available for payment, in which case the Bond will be dated as of the date of authentication, or (ii) the date of authentication is prior to the first interest payment date, in which case the Bond will be dated as of the date of original issue. The interest on the Bonds is payable on February 1 and August 1 of each year, commencing August 1, 2018, to the registered owners of record thereof as of the close of business on the fifteenth day of the immediately preceding month, whether or not such day is a business day.

2.03. Registration. The City will appoint a bond registrar, transfer agent, authenticating agent and paying agent (the "Registrar"). The effect of registration and the rights and duties of the City and the Registrar with respect thereto are as follows:

(a) Register. The Registrar must keep at its principal corporate trust office a bond register in which the Registrar provides for the registration of ownership of Bonds and the registration of transfers and exchanges of Bonds entitled to be registered, transferred or exchanged.

(b) Transfer of Bonds. Upon surrender for transfer of a Bond duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the registered owner thereof or by an attorney duly authorized by the registered owner in writing, the Registrar will authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer after the fifteenth day of the month preceding each interest payment date and until that interest payment date.

(c) Exchange of Bonds. When Bonds are surrendered by the registered owner for exchange the Registrar will authenticate and deliver one or more new Bonds of a like aggregate principal amount and maturity as requested by the registered owner or the owner's attorney in writing.

(d) Cancellation. Bonds surrendered upon transfer or exchange will be promptly cancelled by the Registrar and thereafter disposed of as directed by the City.

(e) Improper or Unauthorized Transfer. When a Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the Bond until the Registrar is satisfied that the endorsement on the Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar will incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(f) Persons Deemed Owners. The City and the Registrar may treat the person in whose name a Bond is registered in the bond register as the absolute owner of the Bond, whether

the Bond is overdue or not, for the purpose of receiving payment of, or on account of, the principal of and interest on the Bond and for all other purposes, and payments so made to a registered owner or upon the owner's order will be valid and effectual to satisfy and discharge the liability upon the Bond to the extent of the sum or sums so paid.

(g) Taxes, Fees and Charges. The Registrar may impose a charge upon the owner thereof for a transfer or exchange of Bonds sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to the transfer or exchange.

(h) Mutilated, Lost, Stolen or Destroyed Bonds. If a Bond becomes mutilated or is destroyed, stolen or lost, the Registrar will deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of the mutilated Bond or in lieu of and in substitution for any Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing with the Registrar of evidence satisfactory to it that the Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Registrar an appropriate bond or indemnity in form, substance and amount satisfactory to it and as provided by law, in which both the City and the Registrar must be named as obligees. Bonds so surrendered to the Registrar will be cancelled by the Registrar and evidence of such cancellation must be given to the City. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it is not necessary to issue a new Bond prior to payment.

(i) Redemption. In the event any of the Bonds are called for redemption, notice thereof identifying the Bonds to be redeemed will be given by the Registrar by mailing a copy of the redemption notice by first class mail (postage prepaid) to the registered owner of each Bond to be redeemed at the address shown on the registration books kept by the Registrar and by publishing the notice if required by law. Failure to give notice by publication or by mail to any registered owner, or any defect therein, will not affect the validity of the proceedings for the redemption of Bonds. Bonds so called for redemption will cease to bear interest after the specified redemption date, provided that the funds for the redemption are on deposit with the place of payment at that time.

2.04. Appointment of Initial Registrar. The City appoints U.S. Bank National Association, St. Paul, Minnesota, as the initial Registrar. The Mayor and the City Administrator are authorized to execute and deliver, on behalf of the City, a contract with the Registrar. Upon merger or consolidation of the Registrar with another corporation, if the resulting corporation is a bank or trust company authorized by law to conduct such business, the resulting corporation is authorized to act as successor Registrar. The City agrees to pay the reasonable and customary charges of the Registrar for the services performed. The City reserves the right to remove the Registrar upon 30 days' notice and upon the appointment of a successor Registrar, in which event the predecessor Registrar must deliver all cash and Bonds in its possession to the successor Registrar and must deliver the bond register to the successor Registrar. On or before each principal or interest due date, without further order of the City Council, the Finance Director must transmit to the Registrar moneys sufficient for the payment of all principal and interest then due.

2.05. Execution, Authentication and Delivery. The Bonds will be prepared under the direction of the City Administrator and executed on behalf of the City by the signatures of the Mayor and the City Administrator, provided that those signatures may be printed, engraved or lithographed facsimiles of the originals. If an officer whose signature or a facsimile of whose signature appears on the Bonds ceases to be such officer before the delivery of a Bond, that signature or facsimile will nevertheless be valid and sufficient for all purposes, the same as if the officer had remained in office until delivery. Notwithstanding

such execution, a Bond will not be valid or obligatory for any purpose or entitled to any security or benefit under this resolution unless and until a certificate of authentication on the Bond has been duly executed by the manual signature of an authorized representative of the Registrar. Certificates of authentication on different Bonds need not be signed by the same representative. The executed certificate of authentication on a Bond is conclusive evidence that it has been authenticated and delivered under this resolution. When the Bonds have been so prepared, executed and authenticated, the City Administrator will deliver the same to the Purchaser upon payment of the purchase price in accordance with the contract of sale heretofore made and executed, and the Purchaser is not obligated to see to the application of the purchase price.

2.06. Temporary Bonds. The City may elect to deliver in lieu of printed definitive Bonds one or more typewritten temporary Bonds in substantially the form set forth in EXHIBIT B attached hereto with such changes as may be necessary to reflect more than one maturity in a single temporary bond. Upon the execution and delivery of definitive Bonds the temporary Bonds will be exchanged therefor and cancelled.

### Section 3. Form of Bond.

3.01. Execution of the Bonds. The Bonds will be printed or typewritten in substantially the form set forth in EXHIBIT B.

3.02. Approving Legal Opinion. The City Administrator is authorized and directed to obtain a copy of the proposed approving legal opinion of Kennedy & Graven, Chartered, Minneapolis, Minnesota, which is to be complete except as to dating thereof and cause the opinion to be printed on or accompany each Bond.

### Section 4. Payment; Security; Pledges and Covenants.

4.01. Debt Service Fund. The Bonds will be payable from the General Obligation Street Reconstruction Bonds, Series 2017A Debt Service Fund (the "Debt Service Fund") hereby created. The Debt Service Fund shall be administered and maintained by the Finance Director as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the City. The Finance Director shall timely deposit in the Debt Service Fund the ad valorem taxes levied herein (the "Taxes"), which Taxes are pledged to the Debt Service Fund. There is also appropriated to the Debt Service Fund (i) capitalized interest financed from the proceeds of the Bonds, if any; (ii) amounts over the minimum purchase price paid by the Purchaser, to the extent designated for deposit in the Debt Service Fund in accordance with Section 1.03 hereof; and (iii) capitalized interest financed with the proceeds of the Bonds, if any.

4.02. Construction Fund. The City hereby creates the General Obligation Street Reconstruction Bonds, Series 2017A Construction Fund (the "Construction Fund"). Proceeds of the Bonds, less the appropriations made in Section 4.01 hereof, together with the Taxes collected during construction and any other funds appropriated for the Street Reconstruction collected during the construction of the Street Reconstruction, will be deposited in the Construction Fund to be used solely to defray expenses of the Street Reconstruction and the payment of principal and interest on the Bonds prior to the completion and payment of all costs of the Street Reconstruction. When the Street Reconstruction is completed and the cost thereof paid, the Construction Fund is to be closed and any funds remaining may be deposited in the Debt Service Fund.

4.03. General Obligation Pledge. For the prompt and full payment of the principal of and interest on the Bonds, as the same respectively become due, the full faith, credit and taxing powers of the City will be and are hereby irrevocably pledged. If the balance in the Debt Service Fund is ever insufficient to pay all



principal and interest then due on the Bonds and any other bonds payable therefrom, the deficiency will be promptly paid out of monies in the general fund of the City which are available for such purpose, and such general fund may be reimbursed with or without interest from the Debt Service Fund when a sufficient balance is available therein.

4.04. Pledge of Tax Levy. For the purpose of paying the principal of and interest on the Bonds, there is levied a direct annual irrevocable ad valorem tax upon all of the taxable property in the City, which will be spread upon the tax rolls and collected with and as part of other general taxes of the City. The Taxes will be credited to the Debt Service Fund above provided and will be in the years and amounts as attached hereto as EXHIBIT C.

4.05. Certification to County Auditor/Treasurer as to Debt Service Fund Amount. It is hereby determined that the estimated collections of Taxes will produce at least five percent in excess of the amount needed to meet when due the principal and interest payments on the Bonds. The tax levy herein provided is irrevocable until all of the Bonds are paid, provided that at the time the City makes its annual tax levies the City Administrator may certify to the County Auditor/Treasurer of Itasca County, Minnesota (the "County Auditor/Treasurer") the amount available in the Debt Service Fund to pay principal and interest due during the ensuing year, and the County Auditor/Treasurer will thereupon reduce the levy collectible during such year by the amount so certified.

4.06. Registration of Resolution. The City Clerk is authorized and directed to file a certified copy of this resolution with the County Auditor/Treasurer and to obtain the certificate required by Section 475.63 of the Act.

Section 5. Authentication of Transcript.

5.01. City Proceedings and Records. The officers of the City are authorized and directed to prepare and furnish to the Purchaser and to the attorneys approving the Bonds, certified copies of proceedings and records of the City relating to the Bonds and to the financial condition and affairs of the City, and such other certificates, affidavits and transcripts as may be required to show the facts within their knowledge or as shown by the books and records in their custody and under their control, relating to the validity and marketability of the Bonds, and such instruments, including any heretofore furnished, will be deemed representations of the City as to the facts stated therein.

5.02. Certification as to Official Statement. The Mayor, the City Administrator, and the Finance Director are authorized and directed to certify that they have examined the Official Statement prepared and circulated in connection with the issuance and sale of the Bonds and that to the best of their knowledge and belief the Official Statement is a complete and accurate representation of the facts and representations made therein as of the date of the Official Statement.

5.03. Other Certificates. The Mayor, City Administrator, and Finance Director are hereby authorized and directed to furnish to the Purchaser at the closing such certificates as are required as a condition of sale. Unless litigation shall have been commenced and be pending questioning the Bonds or the organization of the City or incumbency of its officers, at the closing the Mayor, the City Administrator, and the Finance Director shall also execute and deliver to the Purchaser a suitable certificate as to absence of material litigation, and the Finance Director shall also execute and deliver a certificate as to payment for and delivery of the Bonds.

5.04. Payment of Costs of Issuance. The City authorizes the Purchaser to forward the amount of Bond proceeds allocable to the payment of issuance expenses to KleinBank, Chaska, Minnesota on the closing date for further distribution as directed by the City's municipal advisor, Ehlers & Associates, Inc.

Section 6. Tax Covenant.

6.01. Tax-Exempt Bonds. The City covenants and agrees with the holders from time to time of the Bonds that it will not take or permit to be taken by any of its officers, employees or agents any action which would cause the interest on the Bonds to become subject to taxation under the Internal Revenue Code of 1986, as amended (the "Code"), and the Treasury Regulations promulgated thereunder, in effect at the time of such actions, and that it will take or cause its officers, employees or agents to take, all affirmative action within its power that may be necessary to ensure that such interest will not become subject to taxation under the Code and applicable Treasury Regulations, as presently existing or as hereafter amended and made applicable to the Bonds.

6.02. No Rebate Required.

(a) The City will comply with requirements necessary under the Code to establish and maintain the exclusion from gross income of the interest on the Bonds under Section 103 of the Code, including without limitation requirements relating to temporary periods for investments, limitations on amounts invested at a yield greater than the yield on the Bonds, and the rebate of excess investment earnings to the United States if the Bonds (together with other obligations reasonably expected to be issued in calendar year 2017) exceed the small-issuer exception amount of \$5,000,000.

(b) For purposes of qualifying for the small issuer exception to the federal arbitrage rebate requirements, the City hereby finds, determines, and declares that the aggregate face amount of all tax-exempt bonds (other than private activity bonds) issued by the City (and all subordinate entities of the City) during the calendar year in which the Bonds are issued and outstanding at one time is not reasonably expected to exceed \$5,000,000, all within the meaning of Section 148(f)(4)(D) of the Code.

6.03. Not Private Activity Bonds. The City further covenants not to use the proceeds of the Bonds or to cause or permit them or any of them to be used, in such a manner as to cause the Bonds to be "private activity bonds" within the meaning of Sections 103 and 141 through 150 of the Code.

6.04. Qualified Tax-Exempt Obligations. In order to qualify the Bonds as "qualified tax-exempt obligations" within the meaning of Section 265(b)(3) of the Code, the City makes the following factual statements and representations:

(a) the Bonds are not "private activity bonds" as defined in Section 141 of the Code;

(b) the City designates the Bonds as "qualified tax-exempt obligations" for purposes of Section 265(b)(3) of the Code;

(c) the reasonably anticipated amount of tax-exempt obligations (other than private activity bonds that are not qualified 501(c)(3) bonds) which will be issued by the City (and all subordinate entities of the City) during calendar year 2017 will not exceed \$10,000,000; and

(d) not more than \$10,000,000 of obligations issued by the City during calendar year 2017 have been designated for purposes of Section 265(b)(3) of the Code.

6.05. Procedural Requirements. The City will use its best efforts to comply with any federal procedural requirements which may apply in order to effectuate the designations made by this section.

Section 7. Book-Entry System; Limited Obligation of City.

7.01. DTC. The Bonds will be initially issued in the form of a separate single typewritten or printed fully registered Bond for each of the maturities set forth in Section 1.04 hereof. Upon initial issuance, the ownership of each Bond will be registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee for The Depository Trust Company, New York, New York, and its successors and assigns (“DTC”). Except as provided in this section, all of the outstanding Bonds will be registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee of DTC.

7.02. Participants. With respect to Bonds registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee of DTC, the City, the Registrar and the Paying Agent will have no responsibility or obligation to any broker dealers, banks and other financial institutions from time to time for which DTC holds Bonds as securities depository (the “Participants”) or to any other person on behalf of which a Participant holds an interest in the Bonds, including but not limited to any responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede & Co. or any Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any Participant or any other person (other than a registered owner of Bonds, as shown by the registration books kept by the Registrar), of any notice with respect to the Bonds, including any notice of redemption, or (iii) the payment to any Participant or any other person, other than a registered owner of Bonds, of any amount with respect to principal of, premium, if any, or interest on the Bonds. The City, the Registrar and the Paying Agent may treat and consider the person in whose name each Bond is registered in the registration books kept by the Registrar as the holder and absolute owner of such Bond for the purpose of payment of principal, premium and interest with respect to such Bond, for the purpose of registering transfers with respect to such Bonds, and for all other purposes. The Paying Agent will pay all principal of, premium, if any, and interest on the Bonds only to or on the order of the respective registered owners, as shown in the registration books kept by the Registrar, and all such payments will be valid and effectual to fully satisfy and discharge the City’s obligations with respect to payment of principal of, premium, if any, or interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of Bonds, as shown in the registration books kept by the Registrar, will receive a certificated Bond evidencing the obligation of this resolution. Upon delivery by DTC to the City Administrator of a written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., the words “Cede & Co.” will refer to such new nominee of DTC; and upon receipt of such a notice, the City Administrator will promptly deliver a copy of the same to the Registrar and Paying Agent.

7.03. Representation Letter. The City has heretofore executed and delivered to DTC a Blanket Issuer Letter of Representations (the “Representation Letter”) which will govern payment of principal of, premium, if any, and interest on the Bonds and notices with respect to the Bonds. Any Paying Agent or Registrar subsequently appointed by the City with respect to the Bonds will agree to take all action necessary for all representations of the City in the Representation Letter with respect to the Registrar and Paying Agent, respectively, to be complied with at all times.

7.04. Transfers Outside Book-Entry System. In the event the City, by resolution of the City Council, determines that it is in the best interests of the persons having beneficial interests in the Bonds that they be able to obtain Bond certificates, the City will notify DTC, whereupon DTC will notify the

Participants, of the availability through DTC of Bond certificates. In such event the City will issue, transfer and exchange Bond certificates as requested by DTC and any other registered owners in accordance with the provisions of this resolution. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the City and discharging its responsibilities with respect thereto under applicable law. In such event, if no successor securities depository is appointed, the City will issue and the Registrar will authenticate Bond certificates in accordance with this resolution and the provisions hereof will apply to the transfer, exchange and method of payment thereof.

7.05. Payments to Cede & Co. Notwithstanding any other provision of this resolution to the contrary, so long as a Bond is registered in the name of Cede & Co., as nominee of DTC, payments with respect to principal of, premium, if any, and interest on the Bond and all notices with respect to the Bond will be made and given, respectively in the manner provided in DTC's Operational Arrangements, as set forth in the Representation Letter.

Section 8. Continuing Disclosure.

8.01. Execution of Continuing Disclosure Certificate. "Continuing Disclosure Certificate" means that certain Continuing Disclosure Certificate executed by the Mayor and City Administrator and dated the date of issuance and delivery of the Bonds, as originally executed and as it may be amended from time to time in accordance with the terms thereof.

8.02. City Compliance with Provisions of Continuing Disclosure Certificate. The City hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate. Notwithstanding any other provision of this resolution, failure of the City to comply with the Continuing Disclosure Certificate is not to be considered an event of default with respect to the Bonds; however, any Bondholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the City to comply with its obligations under this section.

Section 9. Defeasance. When all Bonds and all interest thereon have been discharged as provided in this section, all pledges, covenants and other rights granted by this resolution to the holders of the Bonds will cease, except that the pledge of the full faith and credit of the City for the prompt and full payment of the principal of and interest on the Bonds will remain in full force and effect. The City may discharge all Bonds which are due on any date by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full. If any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued to the date of such deposit.

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

**EXHIBIT A**  
**PROPOSALS**

**EXHIBIT B**  
**FORM OF BOND**

No. R-\_\_\_\_\_ UNITED STATES OF AMERICA \$\_\_\_\_\_  
STATE OF MINNESOTA  
COUNTY OF ITASCA  
CITY OF GRAND RAPIDS

GENERAL OBLIGATION STREET RECONSTRUCTION BOND  
SERIES 2017A

<u>Rate</u>	<u>Maturity</u>	<u>Date of Original Issue</u>	<u>CUSIP</u>
	February 1, 20__	September 7, 2017	

Registered Owner: Cede & Co.

The City of Grand Rapids, Minnesota, a duly organized and existing municipal corporation in Itasca County, Minnesota (the "City"), acknowledges itself to be indebted and for value received hereby promises to pay to the Registered Owner specified above or registered assigns, the principal sum of \$\_\_\_\_\_ on the maturity date specified above, with interest thereon from the date hereof at the annual rate specified above (calculated on the basis of a 360 day year of twelve (12) thirty (30) day months), payable February 1 and August 1 in each year, commencing August 1, 2018, to the person in whose name this Bond is registered at the close of business on the fifteenth day (whether or not a business day) of the immediately preceding month. The interest hereon and, upon presentation and surrender hereof, the principal hereof are payable in lawful money of the United States of America by check or draft by U.S. Bank National Association, St. Paul, Minnesota, as Bond Registrar, Paying Agent, Transfer Agent and Authenticating Agent, or its designated successor under the Resolution described herein. For the prompt and full payment of such principal and interest as the same respectively become due, the full faith and credit and taxing powers of the City have been and are hereby irrevocably pledged.

The City may elect on February 1, 2026, and on any day thereafter to prepay Bonds due on or after February 1, 2027. Redemption may be in whole or in part and if in part, at the option of the City and in such manner as the City will determine. If less than all Bonds of a maturity are called for redemption, the City will notify The Depository Trust Company ("DTC") of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then select by lot the beneficial ownership interests in such maturity to be redeemed. Prepayments will be at a price of par plus accrued interest.

This Bond is one of an issue in the aggregate principal amount of \$2,130,000, all of like original issue date and tenor, except as to number, maturity date, redemption privilege, and interest rate, all issued pursuant to a resolution adopted by the City Council on August 14, 2017 (the "Resolution"), for the purpose of providing money to defray the expenses incurred and to be incurred in making certain street reconstruction projects, pursuant to and in full conformity with the Constitution and laws of the State of Minnesota, including Minnesota Statutes, Chapter 475, as amended, specifically, Section 475.58, subdivision 3b. The principal hereof and interest hereon are payable from ad valorem taxes, as set forth

in the Resolution to which reference is made for a full statement of rights and powers thereby conferred. The full faith and credit of the City are irrevocably pledged for payment of this Bond and the City Council has obligated itself to levy additional ad valorem taxes on all taxable property in the City in the event of any deficiency in taxes pledged, which additional taxes may be levied without limitation as to rate or amount. The Bonds of this series are issued only as fully registered Bonds in denominations of \$5,000 or any integral multiple thereof of single maturities.

The City Council has designated the issue of Bonds of which this Bond forms a part as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the “Code”) relating to disallowance of interest expense for financial institutions and within the \$10 million limit allowed by the Code for the calendar year of issue.

As provided in the Resolution and subject to certain limitations set forth therein, this Bond is transferable upon the books of the City at the principal office of the Bond Registrar, by the registered owner hereof in person or by the owner’s attorney duly authorized in writing upon surrender hereof together with a written instrument of transfer satisfactory to the Bond Registrar, duly executed by the registered owner or the owner’s attorney; and may also be surrendered in exchange for Bonds of other authorized denominations. Upon such transfer or exchange the City will cause a new Bond or Bonds to be issued in the name of the transferee or registered owner, of the same aggregate principal amount, bearing interest at the same rate and maturing on the same date, subject to reimbursement for any tax, fee or governmental charge required to be paid with respect to such transfer or exchange.

The City and the Bond Registrar may deem and treat the person in whose name this Bond is registered as the absolute owner hereof, whether this Bond is overdue or not, for the purpose of receiving payment and for all other purposes, and neither the City nor the Bond Registrar will be affected by any notice to the contrary.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed preliminary to and in the issuance of this Bond in order to make it a valid and binding general obligation of the City in accordance with its terms, have been done, do exist, have happened and have been performed as so required, and that the issuance of this Bond does not cause the indebtedness of the City to exceed any constitutional or statutory limitation of indebtedness.

This Bond is not valid or obligatory for any purpose or entitled to any security or benefit under the Resolution until the Certificate of Authentication hereon has been executed by the Bond Registrar by manual signature of one of its authorized representatives.

IN WITNESS WHEREOF, the City of Grand Rapids, Itasca County, Minnesota, by its City Council, has caused this Bond to be executed on its behalf by the facsimile or manual signatures of the Mayor and City Administrator and has caused this Bond to be dated as of the date set forth below.

Dated: September 7, 2017

**CITY OF GRAND RAPIDS, MINNESOTA**

\_\_\_\_\_  
(Facsimile)  
Mayor

\_\_\_\_\_  
(Facsimile)  
City Administrator



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**CERTIFICATE OF AUTHENTICATION**

This is one of the Bonds delivered pursuant to the Resolution mentioned within.

**U.S. BANK NATIONAL ASSOCIATION**

By \_\_\_\_\_  
Authorized Representative

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**ABBREVIATIONS**

The following abbreviations, when used in the inscription on the face of this Bond, will be construed as though they were written out in full according to applicable laws or regulations:

TEN COM -- as tenants in common

UNIF GIFT MIN ACT  
\_\_\_\_\_ Custodian \_\_\_\_\_  
(Cust) \_\_\_\_\_ (Minor)

TEN ENT -- as tenants by entireties

under Uniform Gifts or Transfers to Minors  
Act, State of \_\_\_\_\_

JT TEN -- as joint tenants with right of  
survivorship and not as tenants in common

Additional abbreviations may also be used though not in the above list.

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**ASSIGNMENT**

For value received, the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_ the within Bond and all rights thereunder, and does hereby irrevocably constitute and appoint \_\_\_\_\_ attorney to transfer the said Bond on the books kept for registration of the within Bond, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Notice: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or any change whatever.

Signature Guaranteed:

\_\_\_\_\_

NOTICE: Signature(s) must be guaranteed by a financial institution that is a member of the Securities Transfer Agent Medallion Program (“STAMP”), the Stock Exchange Medallion Program (“SEMP”), the New York Stock Exchange, Inc. Medallion Signatures Program (“MSP”) or other such “signature guarantee program” as may be determined by the Registrar in addition to, or in substitution for, STEMP, SEMP or MSP, all in accordance with the Securities Exchange Act of 1934, as amended.

The Registrar will not effect transfer of this Bond unless the information concerning the assignee requested below is provided.

Name and Address:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Include information for all joint owners if this Bond is held by joint account.)

Please insert social security or other identifying number of assignee

\_\_\_\_\_

\_\_\_\_\_  
**PROVISIONS AS TO REGISTRATION**

The ownership of the principal of and interest on the within Bond has been registered on the books of the Registrar in the name of the person last noted below.

<u>Date of Registration</u>	<u>Registered Owner</u>	<u>Signature of Officer of Registrar</u>
_____	Cede & Co. Federal ID #13-2555119	_____

**EXHIBIT C**

**TAX LEVY SCHEDULE**

<u>YEAR *</u>	<u>TAX LEVY</u>
2018	\$
2019	
2020	
2021	
2022	
2023	
2024	
2025	
2026	
2027	
2028	
2029	
2030	
2031	
2032	

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*\* Year tax levy collected.*

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

I, being the duly qualified and acting City Clerk of the City of Grand Rapids, Itasca County, Minnesota (the "City"), do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City Council of the City held on August 14, 2017 with the original minutes on file in my office and the extract is a full, true and correct copy of the minutes insofar as they relate to the issuance and sale of the City's General Obligation Street Reconstruction Bonds, Series 2017A, in the original aggregate principal amount of \$2,130,000.

WITNESS My hand officially as such City Clerk and the corporate seal of the City this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

(SEAL)

\_\_\_\_\_  
City Clerk  
City of Grand Rapids, Minnesota



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	17-0538	<b>Version:</b>	1	<b>Name:</b>	Appointment of Dion Holcomb-Card to the Library Public Services Clerk position in the Children's Department.
<b>Type:</b>	Agenda Item	<b>Status:</b>			Administration Department
<b>File created:</b>	7/20/2017	<b>In control:</b>			City Council
<b>On agenda:</b>	8/14/2017	<b>Final action:</b>			
<b>Title:</b>	Appointment of Dion Holcomb-Card to the Library Public Services Clerk position in the Children's Department.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>					

Date	Ver.	Action By	Action	Result
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Appointment of Dion Holcomb-Card to the Library Public Services Clerk position in the Children's Department.

### **Background Information:**

At the June 26, 2017 City Council meeting, the Council authorized City staff to begin the process of filling the Library Public Services Clerk position in the Children's Department on a part-time basis. The vacancy has been posted, applications were ranked, and interviews were held on July 19, 2017. At the August 9th Library Board meeting, the Board moved made a recommendation to the City Council to appoint Dion Holcomb-Card to the position effective August 15, 2017.

Dion graduated from Grand Rapids High School and later attended Anoka Technical College where she studied Computer Technology. She worked as an Elementary Literacy Tutor for the Minnesota Reading Corps, and as a Paraprofessional for ISD 318. She has been employed as a temporary employee at the Grand Rapids Area Library since July 2016.

### **Staff Recommendation:**

The Library Board, along with the interview committee consisting of Library Director Marcia Anderson, Assistant Library Director Amy Dettmer, and Human Resources Director Lynn DeGrio, are recommending the appointment of Dion Holcomb-Card to the position of Library Public Services Clerk in the Children's Department effective August 15, 2017.

### **Requested City Council Action**

Make a motion to appoint Dion Holcomb-Card to the part-time position of Library Public Services Clerk in the Children's Department at a rate of \$18.1670 per hour per the Library Union contract.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0544      **Version:** 1      **Name:** Greenway Joint Powers  
**Type:** Agenda Item      **Status:** Administration Department  
**File created:** 7/25/2017      **In control:** City Council  
**On agenda:** 8/14/2017      **Final action:**  
**Title:** Consider approving Greenway Joint Recreation Association Joint Powers Agreement and appoint a Council member to serve on the Board.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Greenway Joint Recreation Association Joint Powers Agreement.pdf](#)

Date	Ver.	Action By	Action	Result
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*.. Title*

Consider approving Greenway Joint Recreation Association Joint Powers Agreement and appoint a Council member to serve on the Board.

**Background Information:**

At their regular meeting on July 10, 2017, the City Council rescinded Resolution 17-33 in which the City of Grand Rapids had withdrawn from the Greenway Joint Recreation Board Tax. Following the decision to remain as contributors to this optional tax, the Council agreed to consider entering into a joint powers agreement with the Greenway Joint Recreation Board and appointing a Council member to serve as representative on behalf of the City of Grand Rapids. The draft agreement is attached for review.

**Staff Recommendation:**

Review the draft joint powers agreement, approve if acceptable and appoint the council member who also serves on the Grand Rapids Park & Recreation Board to serve as representative on the Greenway Joint Recreation Association Board.

**Requested City Council Action**

Make a motion approving the Greenway Joint Recreation Association Joint Powers Agreement and appoint the council member who also serves on the Grand Rapids Park & Recreation Board to serve on the Greenway Joint Recreation Association Board.

## **Greenway Joint Recreation Association Joint Powers Agreement**

AGREEMENT OF THE CITIES OF COLERAINE, BOVEY, GRAND RAPIDS,  
MARBLE, TACONITE, CALUMET, AND LAPRAIRIE, THE TOWNS OF  
GREENWAY, NASHWAUK, LAWRENCE, AND TROUT LAKE,  
TO ESTABLISH A JOINT RECREATION BOARD.

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This Agreement, made the first day of June, 1978, and effectively updated the first day of August, 2017, by and among the following municipal corporations of the County of Itasca, State of Minnesota: the cities of Coleraine, Bovey, Grand Rapids, Marble, Taconite, Calumet and LaPrairie, the towns of Greenway, Nashwauk, Lawrence, and Trout Lake, hereinafter called the municipalities,

Witnesseth:

Whereas, the municipalities intend to establish a joint recreation board and to set forth the powers and duties as such joint recreation board, and,

Whereas, the municipalities intend to comply with Minnesota Statutes 471.15 to 471.19, and 471.59,

Now, Therefore, the municipalities have agreed as follows:

1. A recreation board for the municipalities is created pursuant to the authority given by the Minnesota Statutes, Section 471.59 to 471.19 and 471.59.
2. The recreation board shall be known as "Greenway Joint Recreation Board".
3. The board shall consist of eleven (11) members, one director to be appointed by each of the member municipalities to serve for a term of one year.
4. The fiscal year shall begin the first day of August each year and end July 31.
5. The presence in person by a majority of the members of the board, or four (4) voting members, shall constitute a quorum of the board for the transaction of business with the exception of February, May, August, and November meeting.
6. The board shall have power to operate a program of public recreation as joint agents of the municipalities. The program administered by the board may make use of public property, or private property, available for public recreation use.
7. The board may adopt bylaws for its meetings and rules governing the use of the recreation facilities under its control [attached].
8. The board may employ and fix the compensation of personnel including the employment and compensation of a director, to implement its policies.
9. The board, though not required to do so, shall have authority to do the following:
  - a) Make contracts.
  - b) Lease or own real or personal property for public recreation use.
  - c) Accept gifts of real or personal property for the public recreation purposes.
  - d) Maintaining care for public property acquired or assigned to the board for public recreational purposes.
  - e) Perform whatever other acts are reasonable and necessary to carry on a recreational program.

