



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council

Monday, February 27, 2017

5:00 PM

City Hall Council Chambers

5:00 PM CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council will be held on Monday, February 27, 2017 at 5:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

MEETING PROTOCOL POLICY

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

PUBLIC FORUM

COUNCIL REPORTS

5:05 PM APPROVAL OF MINUTES

17-0132 Consider approving Council minutes for Monday, February 13, 2017 Worksession & Regular Meetings.

5:06 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. 17-0126 Consider approving a public service and infrastructure permanent easement from Sidney L. Reiners related to CP 2009-1, 2017 Infrastructure Improvements.

Attachments: [Reiners Easement signed](#)

2. 17-0128 Consider authorizing the Grand Rapids Police Department to sell three (3) forfeited handguns to a Federally Licensed Firearms Dealer.

Attachments: [3107_001.pdf](#)

[3108_001.pdf](#)

3. 17-0133 Consider approving the purchase of a 2017 John Deere turf lawn mower with bag

attachment, utilizing the Minnesota Cooperative Purchasing Venture from Pokegama Lawn & Sport for a total purchase price of \$12,359.00.

Attachments: [2017 2-27 Turf Lawnmower CPV Quote PL&S](#)

4. [17-0134](#) Consider approving the hiring of part-time employees at the Grand Rapids Park and Recreation Department, IRA Civic Center and the Grand Rapids Sports Complex.
5. [17-0138](#) Consider granting permanent status to Facilities Maintenance Manager, Nathan Morlan.
6. [17-0143](#) Consider adopting a resolution authorizing an application to IRRRB Public Works Grant Program for the Airport Business Utility Extension project
Attachments: [IRRRB Resolution for Airport Business Utility Extension project.pdf](#)
[GR Airport Business Utility Extension plan map.pdf](#)
[GR Airport Business Utility Extensions Cost Estimate.pdf](#)
[Airport Utility Extension IRRRB Narrative.pdf](#)
7. [17-0144](#) Consider a request by the police department to pay for three (3) 2017 Ford Police Interceptor Utility SUV's from the 2016 and 2017 CIP budget.
8. [17-0146](#) Consider hiring Golf Course Employees

**5:08
PM** **SETTING OF REGULAR AGENDA**

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

ACKNOWLEDGE BOARDS & COMMISSIONS

9. [17-0141](#) Review and acknowledge the attached minutes for various Boards & Commissions.
Attachments: [January 11, 2017 Library Board minutes.pdf](#)
[January 17, 2017 Golf Board minutes.pdf](#)
[January 18, 2017 HRA minutes.pdf](#)
[January 25, 2017 Human Rights minutes.pdf](#)
[November 18, 2015 Airport Advisory Minutes.pdf](#)

**5:10
PM** **DEPARTMENT HEAD REPORT**

10. [17-0145](#) Housing & Redevelopment Authority ~ Jerry Culliton
Attachments: [February 27, 2017 Dept Head Report.pdf](#)

**5:20
PM** **CIVIC CENTER, PARKS & RECREATION**

11. [17-0136](#) Consider accepting a bid to replace the dehumidification system at the IRA Civic Center.

Attachments: [Radotich - Awarded.pdf](#)
[Rapids Plumbing & Heating.pdf](#)

**5:25 ENGINEERING
PM**

12. [17-0137](#) Consider approving a quote from Hammerlund Construction Inc. for storm water maintenance at Hale Lake in the amount of \$7,750.00

Attachments: [Hale Lake Hammerlund Quote](#)

**5:30 POLICE DEPARTMENT
PM**

13. [17-0129](#) Consider adopting a resolution accepting a matching grant of \$7,182.33 through a State Homeland Security Program Grant and authorizing the Police Department to purchase a Bi-Directional Amplifier system, its components and installation of the system.

Attachments: [3109_001.pdf](#)
[PD Homeland Sec-radio amplifier.pdf](#)

**5:35 ADMINISTRATION DEPARTMENT
PM**

14. [17-0142](#) Consider appointing applicants to City Boards & Commissions.

**5:40 VERIFIED CLAIMS
PM**

15. [17-0139](#) Consider approving the verified claims for the period February 7, 2017 to February 21, 2017 in the total amount of \$752,318.16.

Attachments: [CITY COUNCIL 02-27-17.pdf](#)

**5:45 ADJOURNMENT
PM**

NEXT REGULAR MEETING IS SCHEDULED FOR MARCH 13, 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

- [17-0131](#) On Monday, February 27, 2017, directly following the regular City Council meeting, a public meeting will be conducted, in the City Hall Council Chambers, regarding the City's Storm Water Pollution Prevention Plan (SWPPP). The meeting will present the

progress to date and required activities for 2017. The City invites all residents and encourages public participation. A quorum of the Grand Rapids City Council may be present.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0132 **Version:** 1 **Name:**

Type: Agenda Item **Status:** Approval of Minutes

File created: 2/21/2017 **In control:** City Council

On agenda: 2/27/2017 **Final action:**

Title: Consider approving Council minutes for Monday, February 13, 2017 Worksession & Regular Meetings.

Sponsors:

Indexes:

Code sections:

Attachments:

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

Consider approving Council minutes for Monday, February 13, 2017 Worksession & Regular Meetings.

Background Information:

Draft minutes for these meetings are attached.

Staff Recommendation:

Approve minutes.

Requested City Council Action

Make a motion to approve Council minutes for Monday, February 13, 2017 Worksession & Regular Meetings.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0126 **Version:** 1 **Name:** CP 2009-1 Reiners Permanent Easement
Type: Agenda Item **Status:** Consent Agenda
File created: 2/10/2017 **In control:** City Council
On agenda: 2/27/2017 **Final action:**
Title: Consider approving a public service and infrastructure permanent easement from Sidney L. Reiners related to CP 2009-1, 2017 Infrastructure Improvements.

Sponsors:

Indexes:

Code sections:

Attachments: [Reiners Easement signed](#)

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

Consider approving a public service and infrastructure permanent easement from Sidney L. Reiners related to CP 2009-1, 2017 Infrastructure Improvements.

Background Information:

CP 2009-1 will include the construction of a new sidewalk along Fairgrounds Road. In order to properly construct the sidewalk, an easement is required from the property owner. The property owner has executed the necessary documents and the total cost for this easement is \$1,785.24. The documents are attached.

Staff Recommendation:

City staff is recommending approval of a public service and infrastructure permanent easement from Sidney L. Reiners related to CP 2009-1, 2017 Infrastructure Improvements.

Requested City Council Action

Make a motion to approve a public service and infrastructure permanent easement from Sidney L. Reiners related to CP 2009-1, 2017 Infrastructure Improvements

PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT

THIS INDENTURE is made and entered into this 9th day of February, 2017, between **Sidney L. Reiners**, a single person, 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 91-585-0840

Existing Legal Description (Transfer on Death Deed Doc. # 681609)

Lots Seven (7), Eight (8) and Nine (9), Block Eight (8), Kearney's First Addition to Grand Rapids and the South Half of the vacated East-West alley lying adjacent thereto LESS that part of Lots 7 and 8, Kearney's First Addition to Grand Rapids, Minnesota, lying Southeasterly of existing 3rd Avenue NE.

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 sidewalk 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 a sidewalk 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 91-585-0840

Sidney L. Reiners, a single person

A permanent easement for public service and infrastructure purposes over, under, and across that part of the above described Parcel 91-585-0840 described as follows:

That part of Lots 7, 8 and 9, Block 8 and the south 1/2 of vacated east/west alley lying adjacent thereto and the north 1/2 of vacated 11th Street NE, and the east ½ of vacated 3rd Avenue NE of the above described parcel being described as follows:

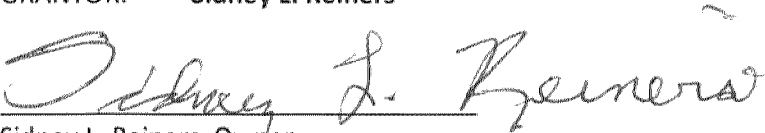
Beginning at the southeast corner of said Lot 9, thence along the east line thereof on an assigned bearing North 00 degrees 01 minutes 33 seconds West a distance of 28.90 feet to the centerline of 3rd Avenue NE; thence along said centerline, North 57 degrees 07 minutes 10 seconds East a distance of 74.17 feet; thence along a tangential curve concave to the northwest, radius 146.00 feet, central angle 21 degrees 04 minutes 53 seconds, arc length 53.72 feet to the east line of said Lot 7; thence along said east line, North 00 degrees 00 minutes 07 seconds East a distance of 41.50 feet to the northeast corner of the south half of vacated east/west alley lying adjacent to said Lot 7; thence along the north line of said south half of vacated east/west alley lying adjacent to Lot 7, North 89 degrees 32 minutes 49 seconds West a distance of 14.10 feet; thence along a non-tangential curve concave to the northwest, radius 113.00 feet, central angle 34 degrees 02 minutes 55 seconds, arc length 67.15, the chord of said curve bears South 40 degrees 05 minutes 43 seconds West for a distance of 66.17 feet; thence South 57 degrees 07 minutes 10 seconds West a distance of 140.53 feet; thence South 89 degrees 32 minutes 49 seconds East a distance of 23.65 feet to the west line of said Lot 9; thence along said west line South 00 degrees 01 minutes 33 seconds East a distance of 20.00 feet to the southwest corner of said Lot 9; thence along the south line of said Lot 9 South 89 degrees 32 minutes 49 seconds East a distance of 50.00 feet to the Point of Beginning and there terminating.

TOGETHER WITH: Beginning at the southeast corner of said Lot 9 thence along the southerly extension of the east line of said Lot 9 on an assigned bearing South 00 degrees 01 minutes 33 seconds East a distance of 30.00 feet to the south line of the north ½ of vacated 11th Street NE; thence along said south line North 89 degrees 32 minutes 49 seconds West a distance of 37.50 feet; thence North 51 degrees 36 minutes 23 seconds East a distance of 47.83 feet to the Point of Beginning and there terminating. Said combined easement contains 7704 square feet, of which 2745 square feet is an existing prescriptive easement, leaving 4959 square feet of area requiring compensation.

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: **Sidney L. Reiners**

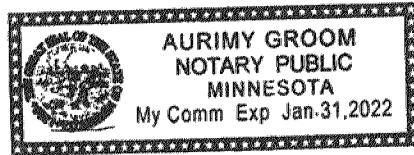

Sidney L. Reiners, Owner

STATE OF MINNESOTA)

COUNTY OF Haskell) ss:

The foregoing instrument was acknowledged before me this 9th day of February, 2017, by Sidney L. Reiners, Grantor.

(Notary Stamp or Seal)

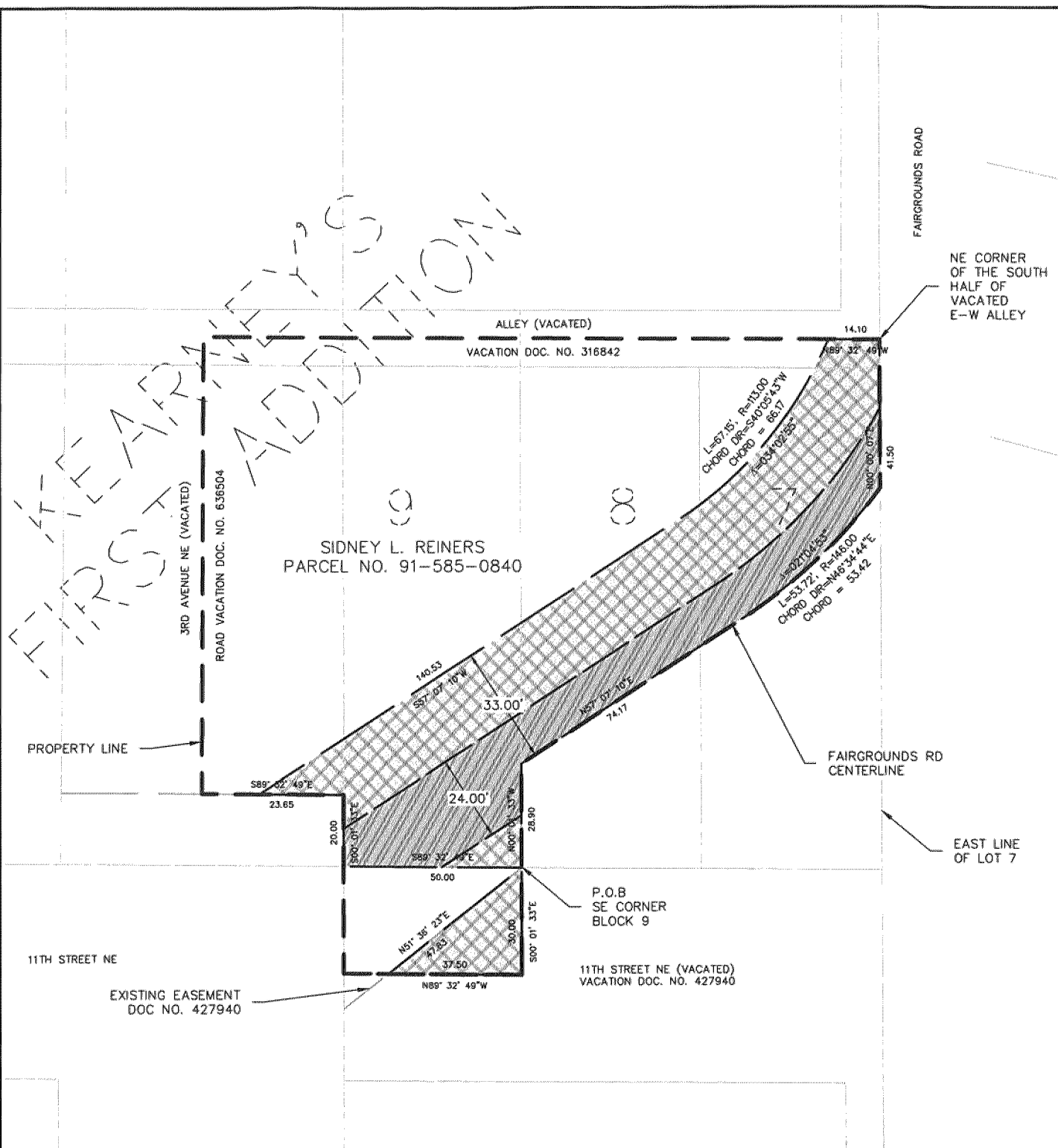



Signature of Person Taking Acknowledgement

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.

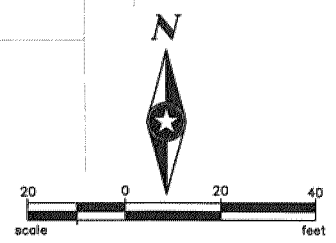
This instrument was drafted by: Sara L. Christenson for the City of Grand Rapids, MN. 55744

P:\A\GRAND\135655\Misc. Services\Trd Avenue NE Walk\5-final-dsgn\51-drawings\10-Civil\caddwg\Reiners_Easement.dwg 12/15/2016 8:11 AM SCHRISTENSON



PARCEL NUMBER	91-585-0840
OWNER	SIDNEY L. REINERS
AREA OF PARCEL	22,513 SF
ZONING	SR-2
AREA OF PROPOSED PERMANENT EASEMENT	7704 SF
AREA OF PRESCRIPTIVE EASEMENT	2745 SF
AREA OF COMPENSATION	4959 SF

LEGEND	
	PROPOSED EASEMENT
	PRESCRIPTIVE EASEMENT
	PLATTED LOT LINES
	PARCEL LINES




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

FILE NO.	GRANR 135655
DATE:	1/27/17

**SIDNEY L. REINERS
 PROPOSED EASEMENT
 GRAND RAPIDS, MINNESOTA**

**EXHIBIT
 1**



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	17-0128	Version:	1	Name:	Consider authorizing the Grand Rapids Police Department to sell three (3) forfeited handguns to a Federally Licensed Firearms Dealer.
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	2/17/2017	In control:		In control:	City Council
On agenda:	2/27/2017	Final action:		Final action:	
Title:	Consider authorizing the Grand Rapids Police Department to sell three (3) forfeited handguns to a Federally Licensed Firearms Dealer.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	3107_001.pdf 3108_001.pdf				

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

Consider authorizing the Grand Rapids Police Department to sell three (3) forfeited handguns to a Federally Licensed Firearms Dealer.

Background Information:

On February 13, 2017, the city council authorized the police department to sell three (3) forfeited handguns at auction.

The police department has auctioned off firearms in the past through a bidding process. The guns to be sold are forfeited handguns and have gone through the forfeiture process and have been awarded to the city by the courts. I contacted several local Federal Licensed Firearms Dealers and I received two bids. The highest bid was from Glen's Army Navy in the amount of \$900.00. The second bid came in at \$850.00

1. Glock 30s .45 caliber Serial # UDG375	\$325.00
2. Glock 30 .45 caliber Serial # CDX899US	\$275.00
3. Inratec 9mm Serial # 44705	\$300.00
Total:	\$900.00

Staff Recommendation:

The police department recommends selling three (3) forfeited handguns to the highest bidder, Glen's Army Navy (federal licensed firearm dealer) for \$900.00.

Requested City Council Action:

Make a motion authorizing the police department to sell three (3) forfeited handguns to Glen's Army Navy (federal licensed firearm dealer) who was the highest bidder for \$900.00.

Steve Schaar

From: Marilyn Isaac <mkisaac2@yahoo.com>
Sent: Tuesday, February 07, 2017 8:31 AM
To: Steve Schaar
Subject: Bid

I will offer \$850.00 for the 2 Glock 45acp and the Tec9

Marilyn Isaac

**From The Finest Gun Department
in Northern Minnesota...**

TEC 9 - 300

30 S - 325

30 - 275

\$ 900.⁰⁰



Since 1946
Glen's
ARMY NAVY
Your Outdoor Store!

701 NW 4TH STREET
GRAND RAPIDS, MN 55744

OFFICE PHONE: (218) 326-1201
GUN DEPT. FAX: (218) 999-7520
OFFICE FAX: (218) 326-9437

GUNDEPT@GLENSOUTDOORS.COM

WWW.GLENSOUTDOORS.COM



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0133 **Version:** 1 **Name:** PW CPV Purchase of a New 2017 JD Lawn Mower
Type: Agenda Item **Status:** Consent Agenda
File created: 2/21/2017 **In control:** City Council
On agenda: 2/27/2017 **Final action:**

Title: Consider approving the purchase of a 2017 John Deere turf lawn mower with bag attachment, utilizing the Minnesota Cooperative Purchasing Venture from Pokegama Lawn & Sport for a total purchase price of \$12,359.00.

Sponsors:

Indexes:

Code sections:

Attachments: [2017 2-27 Turf Lawnmower CPV Quote PL&S](#)

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

Consider approving the purchase of a 2017 John Deere turf lawn mower with bag attachment, utilizing the Minnesota Cooperative Purchasing Venture from Pokegama Lawn & Sport for a total purchase price of \$12,359.00.

Background Information:

At the February 13th, 2017 City Council Meeting, the City Council approved the Public Works Department to utilize the Minnesota Cooperative Purchasing Venture to solicit quotes for the purchase of a budgeted 2017 turf lawnmower with bag attachment. The Minnesota Cooperative Purchasing Venture was established by the Minnesota Office of State Procurement. The lawn mower purchased, will primarily be utilized at the American Legion Baseball Field as well as the Grand Rapids Sports Complex. When it is available, it will be utilized for park mowing. Last September the City Council approved selling the two 1999 National reel mowers which were used to mow both the American Legion Baseball Field and the Central School grounds. Our existing mowers which we maintain and utilize are as follows:

- Decommissioned Decommissioned but still utilized w/broom attachment to sweep rinks
- 2002 Toro Mower: Spare summer mower, still utilized w/snow blower to clear off rinks
- 2006 Toro Mower: Used during summer for daily mowing
- 2014 John Deere Mower: Used during summer for daily mowing

The purchase of this 2017 John Deere turf lawn mower with bag attachment is incorporated into the 2017 Public Works Budget and falls under the budget figure of \$16,000.00.

Staff Recommendation:

Jeff Davies, Public Works Director recommends purchasing the new 2017 John Deere turf lawn mower with bag attachment from Pokegama Lawn and Sport.

Requested City Council Action

Make a motion authorizing the Public Works Department to purchase a new 2017 John Deere turf lawn mower with bag attachment, utilizing the Minnesota Cooperative Purchasing Venture from Pokegama Lawn and Sport for a total purchase price of \$12,359.00.

Quote Summary

Prepared For:

City Of Grand Rapids Public Works
 420 N Pokegama Ave
 Grand Rapids, MN 55744
 Business: 218-326-7483

Prepared By:

Paul Kaczor
 POKEGAMA LAWN & SPORT
 20760 Us Hwy 169
 Grand Rapids, MN 55744
 Phone: 218-326-1200
 paulk@lawnandsport.com

GOVERNMENTAL DISCOUNT APPLIED
 STATE CONTRACT PRICING APPLIED IN LIEU OF FINANCING
 SET UP AND DELIVERY INCLUDED

Quote Id: 14717166
Created On: 07 February 2017
Last Modified On: 07 February 2017
Expiration Date: 07 April 2017

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE Z930M Commercial ZTrak	\$ 11,494.00	\$ 9,200.00 X	1 =	\$ 9,200.00
JOHN DEERE 14 Bushel Dump From Seat Material Collection System	\$ 3,599.46	\$ 3,159.00 X	1 =	\$ 3,159.00
Equipment Total				\$ 12,359.00

Quote Summary

Equipment Total	\$ 12,359.00
SubTotal	\$ 12,359.00
Total	\$ 12,359.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 12,359.00

Salesperson : X _____

Accepted By : X _____



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0134 **Version:** 1 **Name:** Spring Recreation Employees 2017
Type: Agenda Item **Status:** Consent Agenda
File created: 2/22/2017 **In control:** City Council
On agenda: 2/27/2017 **Final action:**
Title: Consider approving the hiring of part-time employees at the Grand Rapids Park and Recreation Department, IRA Civic Center and the Grand Rapids Sports Complex.

Sponsors:

Indexes:

Code sections:

Attachments:

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

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

Background Information:

The following individuals will be hired with the Grand Rapids Park and Recreation Department, IRA Civic Center and the Grand Rapids Sports Complex. These seasonal employees will be part of the annual operating budget, begin employment on February 28, 2017 and complete employment by May 31, 2017.

- Connor Stefan, Youth Instructor, \$9.50 per hour
- Emily Groom, Youth Instructor, \$9.50 per hour
- Sasha Stefan, Youth Instructor, \$9.50 per hour
- Kiya Danielson, Youth Instructor, \$9.50 per hour
- Andy Fox, Youth Instructor/Lifeguard, \$9.50 per hour
- Kody Bissonete, Youth Instructor/Lifeguard, \$9.50 per hour
- Bianka Busching, Youth Instructor, \$9.50 per hour
- Heather Vance, Youth Instructor, \$9.50 per hour
- Rilee Wokasch, Youth Instructor, \$9.50 per hour
- Drake Anderson, Youth Instructor, \$9.50 per hour
- Maddie Drotts, Youth Instructor, \$9.50 per hour
- Logan Mickelson, Youth Instructor, \$9.50 per hour
- Megan Jylha, Youth Instructor, \$9.50 per hour
- Tyara Bischoff, Youth Instructor, \$9.50 per hour
- Megan Dulong, Youth Instructor, \$9.50 per hour
- Alex Boyd, Youth Instructor/Lifeguard, \$9.50 per hour
- Emma Wagner, Youth Instructor, \$9.50 per hour

Staff Recommendation:

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

Requested City Council Action

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0138 **Version:** 1 **Name:** Completion of Introductory Period for Facilities Maintenance Manager, Nathan Morlan.
Type: Agenda Item **Status:** Consent Agenda
File created: 2/23/2017 **In control:** City Council
On agenda: 2/27/2017 **Final action:**
Title: Consider granting permanent status to Facilities Maintenance Manager, Nathan Morlan.
Sponsors:
Indexes:
Code sections:
Attachments:

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

Consider granting permanent status to Facilities Maintenance Manager, Nathan Morlan.

Background Information:

Nathan Morlan, Facilities Maintenance Manager, was hired on August 9, 2016. An *End of Introductory Period Employee Progress Review* was completed by Public Works Director Jeff Davies on February 9, 2017. Through that evaluation, it was determined that Mr. Morlan has exceeded the requirements in all areas during this period and is doing an excellent job.

Pursuant to the City's Personnel Policy, *Upon successful completion of the introductory period of service, an employee is granted permanent status in that position.* Public Works Director Jeff Davies commented that *"Nate is a great addition to Public Works and has shown potential to expand his role with Public Works."*

Staff Recommendation:

Public Works Director Jeff Davies, in accordance with the policy, has recommended to the City Council that Nathan Morlan be granted permanent status.

Requested City Council Action

Make a motion to consider granting permanent status to Nathan Morlan in his position as Facilities Maintenance Manager effective February 9, 2017.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0143 **Version:** 1 **Name:**

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

File created: 2/23/2017 **In control:** City Council

On agenda: 2/27/2017 **Final action:**

Title: Consider adopting a resolution authorizing an application to IRRRB Public Works Grant Program for the Airport Business Utility Extension project

Sponsors:

Indexes:

Code sections:

Attachments: [IRRRB Resolution for Airport Business Utility Extension project.pdf](#)
[GR Airport Business Utility Extension plan map.pdf](#)
[GR Airport Business Utility Extensions Cost Estimate.pdf](#)
[Airport Utility Extension IRRRB Narrative.pdf](#)

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

Consider adopting a resolution authorizing an application to IRRRB Public Works Grant Program for the Airport Business Utility Extension project

Background Information:

To serve the utility needs of an expanding area of the Grand Rapids/Itasca County Airport, an extension of sanitary sewer and water service is necessary. The total estimated cost of the utility extensions are \$181,500. The request to the IRRRB Public Works Grant Program is for \$167,500.

Requested City Council Action

Make a motion to adopt a resolution authorizing an application to IRRRB Public Works Grant Program for the Airport Business Utility Extension project

**CITY OF GRAND RAPIDS, MINNESOTA
RESOLUTION NO. 17-##**

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

**RESOLUTION AUTHORIZING THE CITY OF GRAND RAPIDS TO
MAKE APPLICATION TO AND ACCEPT FUNDS FROM
THE IRRRB PUBLIC WORKS GRANT PROGRAM**

WHEREAS THE authorizing authority approves of the attached application for the Airport Business Utility Extension development: and

WHEREAS THE authorizing authority hereby agrees to accept funding for the underlying project, if approved by the IRRRB.

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

Upon vote taken thereon, the following voted:

For:

Against:

Whereupon said Resolution No. _____ was declared duly passed and adopted this 27th day of February, 2017.

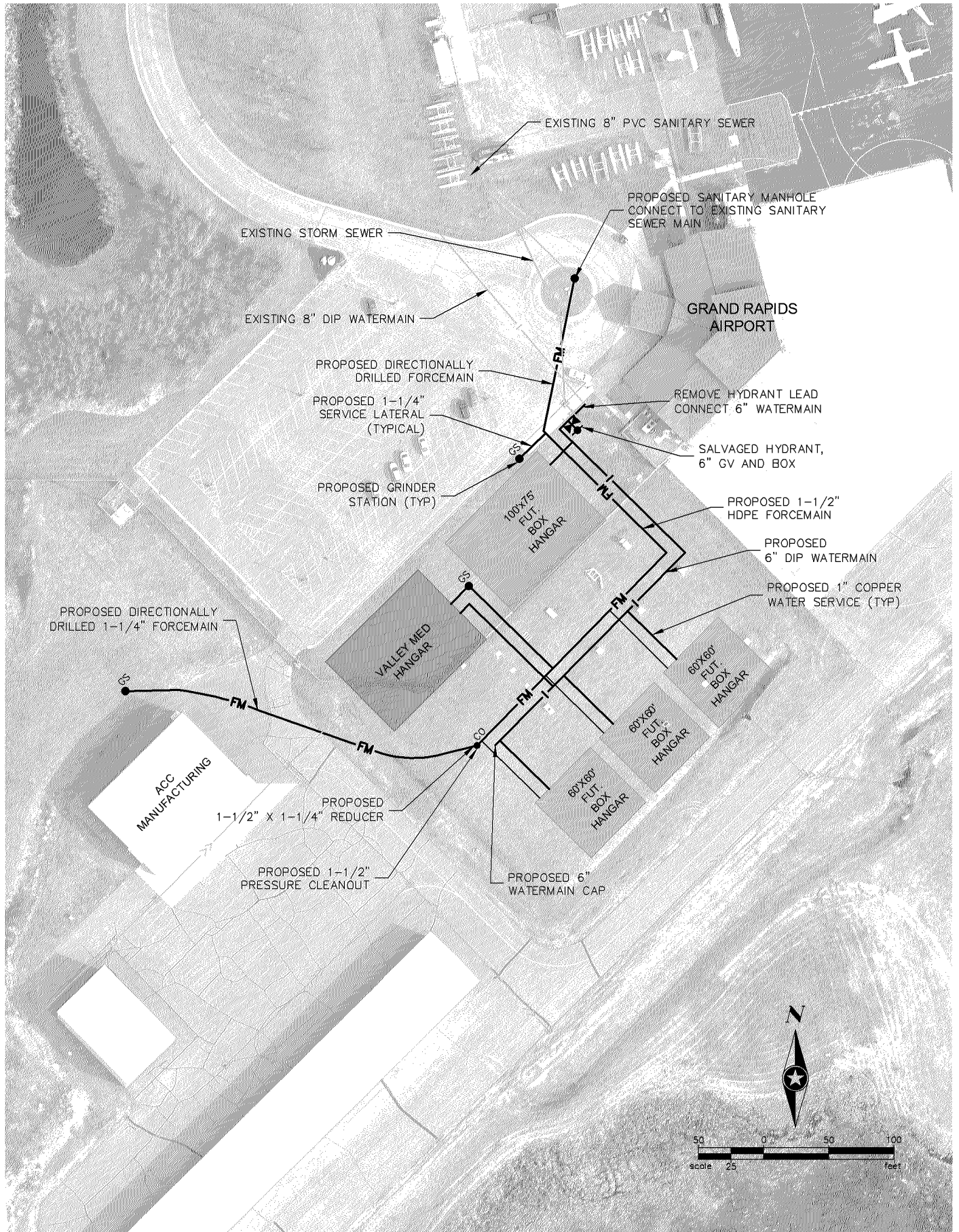
Dale Adams

Mayor

Tom Pagel

City Administrator

Feb 16, 2017 - 11:58am
 P:\JUG\GRANR\140263\Airport Utility Extension\5-final-dsgn\51-drawings\10-Civil\cad\dwg\GR140263_Airport Utilities_GS.dwg




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

FILE NO.
 GRANR 140263

DATE:
 02/14/17

**GRAND RAPIDS AIRPORT
 UTILITY EXTENSIONS
 GRAND RAPIDS, MN**

**EXHIBIT
 1**

HANGER LEASE AGREEMENT

THIS AGREEMENT, made and entered into this 6TH day of ~~November~~ DECEMBER, 2016, by and between the GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY, a public body corporate and politic and political subdivision of the State of Minnesota, 420 North Pokegama Avenue, Grand Rapids, MN 55744, hereinafter referred to as LESSOR, and Valley Med Flight, Inc., 10888 South 300 West, South Jordan, UT 84095, hereinafter referred to as LESSEE:

IN WITNESS WHEREOF, in consideration of the premises, the mutual covenants contained herein, and other good and valuable consideration, the sufficiency of which is hereby acknowledged, the parties do hereby agree as follows:

1. LEASE OF LEASED PREMISES

Lessor agrees to lease to Lessee and Lessee agrees to lease from Lessor a portion of Lessor's 7,500 square-foot airplane hanger facility located at the Grand Rapids-Itasca County Airport on a 460 foot by 735 foot parcel bearing the address 1500 SE 7th Avenue, Grand Rapids, MN 55744 (the "Hangar"), described as that 60-foot wide by 50-foot deep portion of the Hangar centered on and adjacent to the main Hangar doors (the "Leased Premises"), for the purpose of storing, parking, and maintaining the following air ambulance aircraft:

One Pilatus PC 12, or other type other air ambulance aircraft as specified by Lessee (the "Aircraft").

2. LEASE RATES

The Lessee shall provide payment of \$1,250.00 per month, net of utilities, due upon execution of this Agreement and by no more than fourteen (14) days after the first day of each month. Beginning November 15, 2016, the Lessee shall also pay its share of utility charges as follows: during any period when Lessee is the sole tenant of the Hangar, Lessee shall pay all gas service, water service, sanitary sewer service, electric service, Internet service, and garbage removal services, and any other desired services (the "Utilities"). During any Lease period when the Hangar is occupied by the Third-Party Lessee as defined hereinafter, the Third-Party Lessee shall provide the Lessee with copies of all bills for shared Utilities, and the Lessee shall, within ten dates after receipt of such bills, pay to the Third-Party Lessee an amount equal to two-fifths of the cost of the Utilities.

3. USE OF LEASED PREMISES

The Leased Premises shall be used by Lessee, for parking, storing and maintenance of the Aircraft. The remainder of the Hangar is subject to a separate Hangar Lease Agreement between the Lessor and ACC Manufacturing, Inc. (the "Third-Party Lessee") and must at all times be kept accessible for use by the Third-Party Lessee; provided, however, that neither the Lessee nor the Third-Party Lessee shall use any portion of the Hangar, including the Leased Premises, in a way that unreasonably limits Lessee's ability to quickly access, store, park or maintain the Aircraft. The Lessee shall be available within 2 hours notice to facilitate movement of the Lessee's aircraft so that the Third-Party Lessee may carry out its permitted activities within the Hangar. Lessor shall have no obligation or responsibility to move the Aircraft.

4. TERMS OF LEASE

Subject to earlier termination as provided below in this Agreement, the initial term of this Agreement shall begin on November 15, 2016 and end on February 28, 2017.

5. TERMINATION

Lessor or Lessee may terminate this Agreement upon thirty (30) days' written notice to the other.

6. RIGHT OF INGRESS AND EGRESS

During the term of this Agreement, Lessee's right of ingress to and egress from the Leased Premises shall be continuous through the possession of keys, codes or other reasonable methods of granting access. Lessee, not Lessor, shall be responsible for all movement of Aircraft.

7. MAINTENANCE & REPAIRS TO THE LEASED PREMISES

The Lessor shall be responsible for all the normal maintenance and repairs to the Leased Premises, including the Hanger doors, required because of normal use, wear and tear. If maintenance or repairs are needed because the negligence or willful misconduct of the Lessee, its agents, employees, or guests, Lessee shall make such maintenance or repairs with due diligence at its own cost. If the maintenance or repairs are the responsibility of the Lessor and damage renders the Leased Premises unusable for more than sixty (60) days, the Lessee shall have the option to terminate this Agreement by notifying the Lessor in writing of this election.

8. DEFAULT

If Lessee defaults in the performance of its duties or obligations as required under the terms of this Agreement, including without limitation a failure by Lessee to make any payment when due for more than ten (10) days following receipt of Lessor's written notice to Lessee to make such payment or failure by Lessee to remedy any other default in a manner reasonably satisfactory to Lessor within thirty (30) days following receipt of Lessor's written notice to Lessee to remedy said default, Lessor may immediately terminate this Agreement with written notice to Lessee and undertake all remedies available to Lessor under this Agreement or at law. If Lessor defaults in the performance of its duties or obligations as required under the terms of this Agreement and if Lessor fails to remedy any such default in manner reasonably satisfactory to Lessee within thirty (30) days following receipt of Lessee's written notice to Lessor to remedy said default, Lessee may immediately terminate this Agreement with written notice to Lessor. If the nature of the default is such that more than thirty (30) days is reasonably required for its cure, then the party shall not be deemed to be in default if they commence such cure within such thirty (30) day period and diligently prosecute such cure to completion.

9. OPERATION OF AIRCRAFT

The Lessee is responsible for operating the Aircraft at the airport in accordance with the applicable Federal and State aviation regulations.

10. AIRPORT RULES AND REGULATIONS

Lessee agrees to comply with the Airport Rules and Regulations.

11. SURRENDER OF POSSESSION

On the expiration or other termination of this Agreement, Lessee's rights to use of the Leased Premises shall cease and Lessee shall vacate the Leased Premises without unreasonable delay. Except as otherwise provided in this Agreement, all fixtures, improvements, equipment and other property bought, installed, erected, or placed in the Leased Premises by the Lessee shall remain the property of Lessee. Lessee shall have the right to remove these fixture, improvements, equipment and other property prior to the expiration or termination of this Agreement; however, the Lessee shall be

responsible to pay to the Lessor the lesser of any damage caused by such removal or the cost to reasonably restore the Hanger to its condition prior to the installation of such fixtures, improvements, equipment or other property.

12. LIABILITIES OF PARTIES

Lessee shall indemnify the Lessor for injury or property damage claims made against Lessor that were caused by the gross negligence or willful misconduct of the Lessee or its agents or employees. The Lessor shall indemnify the Lessee for injury or property damage claims made against Lessee that were caused by the gross negligence or willful misconduct of the Lessor its agents, employees, or guests on the Leased Premises.

13. INSURANCE

Lessee shall maintain liability insurance on the Aircraft and on the Lease Premises for at least \$1,000,000 per occurrence. Lessee shall add Lessor as a named additional insured on such policy. Upon request, the Lessee shall provide Lessor with a certificate showing proof of such insurance.

14. MAINTENANCE OF AIRCRAFT

Pursuant to FAA 5190.6A Airport compliance Requirements, the Lessee, with its own equipment and employees or agents, shall be allowed to perform maintenance on the Aircraft within or on the Leased Premises, provided that such maintenance is not done in a manner that would be unsafe, unsightly, or detrimental to the efficient use of the Airport facilities by others.

15. TAXES

Lessor shall pay any and all taxes or special assessments that may be levied or assessed against the Leased Premises. The Lessee shall be responsible for any & all taxes on the Aircraft, parts, equipment, tools and the operation thereof.

16. ASSIGNMENT AND SUBLETTING

This Agreement may not be transferred or assigned without written authorization signed by Lessor and Lessee. Lessee may not sublet the Leased Premises.

17. NOTICE

All notices and requests required or authorized under this Agreement shall be in writing and sent by certified mail, return receipt requested, to the parties at the corporate addresses first indicated above. The date on which any such notice is received by the addressee shall be deemed the date of notice.

18. GOVERNING LAW

This Agreement is a contract executed under and to be construed under the laws of the State of Minnesota.

19. ATTORNEY FEES

The rights of each party upon a breach of this Agreement include, but are not limited to, seeking remedies at law and in equity. In addition to any other remedies available to at law or in equity, the parties acknowledge and agree that damages may not be an adequate remedy and that they are entitled to enforce their rights hereunder by way of injunction, restraining order or other relief to enjoin any breach or default of this Agreement. The breaching party agrees to pay all costs, expenses and reasonable attorneys fees, costs of appeal, as awarded by the court, incurred by the non-breaching

party in connection with the enforcement of the obligations of hereunder.

20. WAIVER

Either party's failure to enforce any provision of this Agreement against the other party shall not be construed as a waiver thereof so as to excuse the other party from future performance of that provision or any other provision.

21. SEVERABILITY

The invalidity of any portion of this Agreement shall not affect the validity of the remaining portions thereof.

22. PARAGRAPH HEADINGS

The headings to the paragraphs to this Agreement are solely for the convenience of the parties and have no substantive effect on this Agreement nor are they intended to aid in the interpretation of this Agreement.

23. SUBORDINATION OF AGREEMENT

This Agreement shall be subordinate to the provisions of any existing or future agreement between the Lessor and United States relative to the operation or maintenance of the Airport, the execution of which has been or may be required as a condition precedent to the expenditure of federal funds for the development of the Airport.

24. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties. No statements, promises or inducements made by any party to this Agreement, or any agent or employees of either party, which are not contained in this Agreement shall be valid or binding. This Agreement may not be enlarged, modified, or altered except in writing signed by the parties.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first written.

LESSEE:

Guardian Flight, Inc.

By: 

Chris Webb, Vice President

LESSOR:

GRAND RAPIDS ECONOMIC
DEVELOPMENT AUTHORITY

By: 

Sholom Blake, President

By: 

Rob Mattei, Executive Director

Grand Rapids Airport Business Utility Extensions - Narrative

The proposed project involves the extension of sanitary sewer and water main to serve the addition and growth of two aviation related industries as well as provide for service to five additional hangar locations at the Grand Rapids/Itasca County Airport (GPZ).

As shown on the attached exhibit, the project will extend utilities south and west from their current endpoint at the former terminal building to an expanding area of the Airport. The extension of a 6" diameter water main and a small diameter sanitary sewer force main is the most cost effective approach to serving the present and future need for utility service. An alternative design which examined gravity sanitary sewer services collected by a small lift station, was double the estimated project cost.

This project would serve the establishment a new business at the Airport. Valley Med Flight is an air ambulance business headquartered out of Grand Forks, ND. Valley Med Flight, since their establishment in 2011, has expanded their operations to include 11 active helicopter and airplane base locations, including Grand Rapids, which together have an operational footprint covering a 7 state region of the upper Midwest.

Valley Med Flight made a decision to locate a Pilatus PC-12 fixed wing aircraft in Grand Rapids in the fall of 2016. This fixed wing medical ambulance serves communities within a 200 mile radius of Grand Rapids, addressing a critical regional transportation need that isn't sufficiently served by existing helicopter medical transport services, due to restrictions on their operations in a variety of weather conditions.

According to Valley Med Flight officials, the Grand Rapids base adds: 3 pilot and 2 paramedic positions each with annual salaries of \$60,000/year, and 2 in-flight nurse positions each with annual salaries of \$80,000/year.

Because their decision to locate at GPZ came late in the year, Valley Med Flight had to act quickly to address their short and long term facility needs. Ground was broken on a new 7,500 sf hangar in December of 2016. This \$490,000 capital expenditure is being entirely funded and will be owned by Valley Med Flight.

The first objective of the hangar construction is to house their aircraft which must be out of the elements during the cold months, because warm up periods are too long to allow for their quick response to a callout. The hangar construction is being done in a manner to allow for indoor plumbing fixtures to be added, once sanitary sewer and water service can be accessed. This is needed to achieve the second objective of the hangar construction, which is to allow for crews to be stationed there on standby.

Valley Med Flight's short term facility needs are being accommodated, during the construction of their hangar, through an arrangement with GREDA to temporarily house their aircraft in GREDA's hangar before ONE Aviation - ACC Manufacturing (ACC) occupies the space and requires a climate controlled environment for their composite part manufacturing processes.

This project would also immediately serve the ramp up of the ACC project by connecting the GREDA hangar to the sanitary sewer. The GREDA hangar currently has a private well and a 1,500 gal. sanitary sewer holding tank that requiring periodic pumping. This existing infrastructure will accommodate the

initial startup of ACC, however, as planned employment in the GREDA hangar increases to 10-14 by initial estimates, the holding tank system will quickly become inadequate.

The need to provide sanitary sewer to the GREDA hangar in the near term is increased by a recent communication from ONE Aviation that they intend to add to the scope of their operations in the GREDA hangar to include the installation of an a new avionics system in an Eclipse 500 jet as well as perform on site fit tests of manufactured composite parts on an Eclipse jet to save shipping expenses. This added business function would require the addition of an FAA certified aircraft mechanic, an avionics technician as well as a one or two generalist positions.

The IRRRB contribution to this project will be further leveraged by a project to be undertaken by GPZ to construct a taxiway connection serving the new Valley Med Flight hangar and the other future hangars shown on the map exhibit. The project will be funded by a combination of FAA, MNDOT Aeronautics and GPZ sources.

In summary, this project furthers a number of objectives with the *City of Grand Rapids Comprehensive Plan*, specifically:

- *Expand and improve airport facilities to better serve existing users and attract new users.*
- *Support airport economic development activities.*
- *Ensure adequate emergency service response times.*
- *Increase the diversity of economic base.*
- *Support investment in regional assets such as medical services.*



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0144 **Version:** 1 **Name:** Consider a request by the police department to pay for three (3) 2017 Ford Police Interceptor Utility SUV's from the 2016 and 2017 CIP budget.

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

File created: 2/23/2017 **In control:** City Council

On agenda: 2/27/2017 **Final action:**

Title: Consider a request by the police department to pay for three (3) 2017 Ford Police Interceptor Utility SUV's from the 2016 and 2017 CIP budget.

Sponsors:

Indexes:

Code sections:

Attachments:

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

Consider a request by the police department to pay for three (3) 2017 Ford Police Interceptor Utility SUV's from the 2016 and 2017 CIP budget.

Background Information:

In 2016 the city council authorized the police department to purchase two (2) budgeted 2017 Ford Police Interceptor Utility SUV's with money from the 2016 CIP budget. The police department was told in October 2016 that the two (2) squad cars would not be delivered until early 2017. In January 2017 the city council authorized the police department to purchase one (1) budgeted 2017 Ford Police Interceptor Utility SUV with money from the 2017 CIP budget.

The three (3) 2017 Ford Police Interceptor Utility SUV's have been delivered to Hibbing Ford. These squad cars will be brought to Duluth where they will be outfitted with emergency lights, cages, striping etc. at E.A.T. INC.

Staff Recommendation:

It is the recommendation of the police department that the city council approve the payment to Hibbing Ford for the three (3) budgeted 2017 Ford Police Interceptor Utility SUV's at a cost of \$27,871.00 a piece for a total of \$83,613.00.

Requested City Council Action

Make a motion authorizing payment to Hibbing Ford for three (3) 2017 Ford Police Interceptor Utility SUV's at a cost of \$27,871.00 a piece for a total of \$83,613.00. Two (2) of these vehicles were approved for purchase from the 2016 CIP budget and one (1) vehicle was approved for purchase from the 2017 CIP budget.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0146 **Version:** 1 **Name:** Golf Course Employees
Type: Agenda Item **Status:** Consent Agenda
File created: 2/23/2017 **In control:** City Council
On agenda: 2/27/2017 **Final action:**
Title: Consider hiring Golf Course Employees
Sponsors:
Indexes:
Code sections:
Attachments:

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

Consider hiring Golf Course Employees

Background Information:

The golf staff requests approval for employment of two golf course employees.

Gary Litchke is a 3/4 Full Time employee working at Pokegama Golf Course March 1 - November 30. Gary is the Assistant Ground Superintendent/Equipment Manager.

His 2017 hourly wage is \$21.2817.

Cody Alleman is a Seasonal Employee on the grounds maintenance crew. His 2017 hourly wage is \$15.00. Codys start date is March 13 and his end date is October 31, 2017.

Staff Recommendation:

Ratify employment of Gary Litchke and Cody Alleman as stated in the Background Information.

Requested City Council Action

Make a motion ratifying employment of two golf course employees for the Maintenance staff.

Gary Litchke as a 3/4 Full time employee at the hourly wage of \$21.2817. Employment to begin March 1 and end November 30, 2017.

Cody Alleman as a Seasonal Employee at the hourly wage of \$15.00. Employment to begin March 13 and end October 31, 2017.

Wages and related expenses are funded within the 2017 Golf Course Budget.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0141 **Version:** 1 **Name:** Board & Commission minutes
Type: Minutes **Status:** Approved
File created: 2/23/2017 **In control:** City Council
On agenda: 2/27/2017 **Final action:**
Title: Review and acknowledge the attached minutes for various Boards & Commissions.
Sponsors:
Indexes:
Code sections:
Attachments: [January 11, 2017 Library Board minutes.pdf](#)
[January 17, 2017 Golf Board minutes.pdf](#)
[January 18, 2017 HRA minutes.pdf](#)
[January 25, 2017 Human Rights minutes.pdf](#)
[November 18, 2015 Airport Advisory Minutes.pdf](#)

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

Review and acknowledge the attached minutes for various Boards & Commissions.

Background Information:

- November 18, 2015 Airport Advisory Minutes
- January 25, 2017 Human Rights minutes
- January 17, 2017 Golf Board minutes
- January 11, 2017 Library Board minutes
- January 18, 2017 HRA minutes

Requested City Council Action

Acknowledge.

Grand Rapids Area Library Regular Board Meeting January 11, 2017

Call to Order: The monthly board meeting was called to order at 5:10 PM by Dennis Jerome.

Roll Call:

- **Members Present:** Dennis Jerome, Max Peters, Lisa Tabbert, Deborah Kee, Susan Zeige, and Jean MacDonell
- **Members Absent:** Shannon Benolken, Randy McCarty, and Dick Thouin
- **Staff Present:** Director Marcia Anderson

Public Comment:

Agenda: Sue Zeige moved to approve the agenda. A second was made by Max Peters. The motion passed unanimously.

Election of officers:

Chair: Dennis Jerome

Vice Chair: decision tabled until next meeting

Secretary: Jean MacDonell

Lisa Tabbert moved to approve the selection of officers. A second was made by Max Peters. The motion passed unanimously.

Appoint Committees and Liaisons to Library Foundation and Program Committee:

Liaison to Library Foundation: Lisa Tabbert

Liaison to Program Committee: Dennis Jerome

No standing committees will be formed at this time.

A motion was made by Jean MacDonell to approve selections for Liaisons. A second was made by Deborah Kee. The motion passed unanimously.

Minutes: Jean MacDonell moved to approve the minutes from the December 14, 2016 board meeting. A second was made by Sue Zeige. The motion passed unanimously.

Communications: none to report

Financial Report:**The Grand Rapids Area Library Bill List
Invoices Due On/Before January 11, 2016**

AMAZON.COM	352.35
AMERIPRIDE LINEN & APPAREL	74.61
ANDERSON GLASS	6,100.00
ARROWHEAD LIBRARY SYSTEM	264.21
BAKER & TAYLOR, INC	968.20
BLACKSTONE AUDIO, INC	189.96
BUSY BEES QUALITY CLNG SVC INC	1,700.00
COLE HARDWARE INC	94.75
CUB FOODS STORE# 9036	16.73
DELTA DENTAL OF MINNESOTA	175.10
FIDELITY SECURITY LIFE INS CO	6.26
GARTNER REFRIGERATION CO	673.30
CITY OF GRAND RAPIDS	214.61
GRAND RAPIDS CITY PAYROLL	37,610.31
GRAND RAPIDS LIBRARY	40,873.35
INSIGHT PUBLIC SECTOR SLED	3,000.20
INVEST EARLY PROJECT	320.00
JOHNSONS LOCK & SAFE	115.00
LATVALA LUMBER COMPANY INC.	90.72
MINNESOTA ENERGY RESOURCES	249.57
MINNESOTA REVENUE	54.34
MARK MUNGER	100.00
NARDINI FIRE EQUIPMENT CO. INC	1,424.48
NEXTERA COMMUNICATIONS LLC	84.05
NORTHERN BUSINESS PRODUCTS INC	691.46
PAUL BUNYAN COMMUNICATIONS	243.52
PERSONNEL DYNAMICS LLC	464.19
P.U.C.	2,522.24
RAPIDS PLUMBING & HEATING INC	1,710.30
SIM SUPPLY INC	154.89
STOKES PRINTING & OFFICE	28.70
TECH LOGIC CORPORATION	2,071.00
TRU NORTH ELECTRIC LLC	329.29
UNIQUE MANAGEMENT SERVICES	859.20
UNUM LIFE INSURANCE CO OF AMER	18.45
VERIZON WIRELESS	52.04
VIKING ELECTRIC SUPPLY INC	242.40
THE VILLAGE BOOK STORE	142.67
VISA	1,391.47
WASTE MANAGEMENT	272.88
TAMMY SCHOTZKO	100.00
FIVE FRIENDS BOOKS LLC	66.93
TOTAL ALL VENDORS:	106,113.73

There is a budget surplus at this time for 2016. Several bills are still outstanding. Complete financial reports will likely not be ready until February. Max Peters moved to approve the financial report and payment of bills as listed. A second was made by Jean MacDonell. On a roll call vote the motion passed unanimously.

Staff Reports:

- **Director's Report:** More windows need to be replaced. Most of the inventory has been completed and the rest should be done by the end of January.
- **Assistant Director's Report:**

Old Business:

New Business:

- **Consent Agenda:**
 - 1. Approve payment of late bills**
 - a. Mangseth Painting \$2700
 - b. Mike Russell (Carpet Cleaning) \$345
 - 2. Approve Contracts and Payments to Presenters**
 - a. Daniel Yudchitz *Tiny Houses* Feb 23 \$100
 - b. John Cox *WWI* March 23 \$100
 - c. Betsy Whirley 5 monthly art programs @ \$125 = \$625
 - d. Jenny Behm 5 monthly art & science programs @ \$125 = \$625
 - e. Bill Green *History of Civil Rights in MN* Feb 16, \$250
 - 3. Approve Resolution 2016 - Accepting Donations**
 - a. \$100 undesignated from Leah White
 - b. \$50 for children's materials from Anne Lewis

Deborah Kee moved to approve the consent agenda. A second was made by Jean MacDonell. On a roll call vote the motion passed unanimously.

- **Regular Agenda:**
 - 1. Light fixture replacement** -- Ballasts on current light fixtures are starting to wear out. It is recommended that the Library updates to more energy efficient fixtures. Lisa Tabbert made a motion to replace existing fixtures with new, more energy efficient LED flush mount fixtures for \$1,470. A second was made by Max Peters. On a roll call vote the motion passed unanimously.
 - 2. Strategic planning process planning (appoint committee?)** How much money do we have to do this planning? Board will review current strategic plan and watch the Short Takes for Trustees video about strategic planning before forming a committee. The importance of attention to young populations was discussed.

Adjourn: The monthly board meeting was adjourned at 5:51 PM by Dennis Jerome.

GRAND RAPIDS GOLF COURSE BOARD
REGULAR MONTHLY MEETING
January 17, 2017
8:00 AM

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

Absent: None

Staff: Bob Cahill Director of Golf
Steve Ross Grounds Superintendent

- I. Pat Pollard called the meeting to order.
- II. Brad Gallop made a motion to accept the minutes of the December 20, 2016 Board meeting. Todd Roth seconded the motion. The motion passed.
- III. Consideration of monthly bills: Todd Roth made a motion to approve the bill list. Kelly Kirwin seconded the motion. The motion passed. Brad Gallop made a motion to approve one additional bill of \$10.00 to Itasca County. Kelly Kirwin seconded the motion. The motion passed.

ROBERT CAHILL	180.44
CHAMBER OF COMMERCE	340.00
CITY OF COHASSET	331.97
DELTA DENTAL OF MINNESOTA	66.25
GRAND RAPIDS CITY PAYROLL	10,397.96
GRAND RAPIDS STATE BANK	60.14
L&M SUPPLY	19.21
MINES AND PINES	618.00
MINNESOTA REVENUE	124.99
NARDINI FIRE EQUIPMENT CO. INC	213.75
NEXTERA COMMUNICATIONS LLC	3.93
POKEGAMA ELECTRIC INC	67.00
P.U.C.	942.96
STEVE ROSS DBA ROSS GOLF	4,166.67
TDS Metrocom	202.23
TWINCITIESGOLF.COM	300.00
UNUM LIFE INSURANCE CO OF AMER	4.10
VANTIV INTEGRATED PAYMENTS	31.66
VERIZON WIRELESS	95.07
WASTE MANAGEMENT	274.39
TOTAL ALL VENDORS:	18,440.72

IV. Visitors: None

- V. Grounds Superintendent: Steve Ross reported. Steve presented a cost projection to fix the problem sand trap on #7. Sand would be removed. A liner would be installed. New sand would be added. The cost would be between \$5,000 and \$6,000. There was considerable discussion relating to repairing #7 and doing work on the remaining sand traps. Pat Pollard noted that a liner was donated that may be able to be used and thereby save some money. Brad Gallop made a motion to approve spending up to \$12,000 to repair the sand trap on #7 and also do work on other sand traps. Kelly Kirwin seconded the motion. The motion passed. Work on the sand traps other than #7 will be as weather and time allows and will be prioritized based on need.

VI. Concessions: No report

VII. Director of Golf: Bob Cahill reported. Financials for the 2016 year were discussed in detail. Bob noted that the Operating Income (Loss) statement showed a positive \$8,288, which was considerably lower than previous years. In order to be able to replace equipment on a long-term basis the golf course needs to be able to increase our operating balance by either increasing revenue or decreasing expenses or both. Discussion ensued relating to increases fees, promoting increased membership and rounds played, and decreasing expenses. Bob will bring back additional data for further discussion in February.

VIII. Old Business: None

IX. New Business: None

X. Correspondence and Open Discussion: None.

XI. Adjourn: Brad Gallop made a motion to adjourn the meeting. Todd Roth seconded the motion. The motion passed.

Respectfully Submitted,

Larry O'Brien
Recording Secretary

**THE HOUSING AND REDEVELOPMENT AUTHORITY
OF GRAND RAPIDS, MN
RE-ORGANIZATIONAL MEETING, JANUARY 18, 2017**

CALL TO ORDER

Pursuant to due notice and call thereof, a Re-Organizational Meeting of the Housing and Redevelopment Authority of Grand Rapids was called to order by Chairperson Len Salmela at 4:00 p.m., January 18, 2017 at Lake Shore Place, 2300 McKinney Lake Road, in the Community Room.

CALL OF ROLL

On a Call of Roll the following Grand Rapids HRA Commissioners were present: Chairperson Len Salmela, Commissioner Bill Zeige and Commissioner Chris Henrichsen.

HRA: Director Jerry Culliton

Absent: Commissioner Marilyn Rossman

Elect Chairperson

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

Elect Vice-Chairperson

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

Elect Treasurer/Secretary

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

Schedule Meeting – date and time

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

Appoint HRA Attorney

Commissioner Henrichsen made a motion to appoint the Sterle law firm (Chad Sterle) as the HRA Attorney for calendar year 2017. Seconded by Commissioner Zeige. Voting Aye, all. Motion carried.

APPROVED

**HRA Grand Rapids
Meeting Minutes 1/18/2017
Page 2**

Designate signatory

Commissioner Henrichsen made a motion to maintain the Chairperson, Secretary/Treasurer and Executive Director as the signatories for the Grand Rapids HRA for the fiscal year 2017. Seconded by Commissioner Zeige. Voting Aye, all. Motion carried.


Elect designated depositories

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

Designate official newspaper

Commissioner Henrichsen made a motion to appoint the Grand Rapids Herald Review as the official newspaper for the Grand Rapids HRA for calendar year 2017. Seconded by Commissioner Zeige. Voting Aye, all. Motion carried.

There being no further information of the HRA of Grand Rapids for January 18, 2017
Commissioner Henrichsen made a motion to adjourn the meeting at 4:05 p.m. Seconded by
Commissioner Zeige. Voting Aye, all. Motion carried

Signed 
Secretary, Chris Henrichsen

APPROVED

**THE HOUSING AND REDEVELOPMENT AUTHORITY
OF GRAND RAPIDS, MN
REGULAR MEETING January 18, 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 4:05 p.m. in the Community Room, located at 2300 McKinney Lake Road, Lake Shore Place, 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 Marilyn Rossman

ABSENT: None

HRA: Executive Director Jerry Culliton

PUBLIC FORUM: In attendance were Judy Johnson, Ted Lussier, Margaret Meyer and Doris MacDonald. Judy Johnson and others commented that they were extremely pleased with Lake Shore Place, the Grand Rapids HRA, and wanted the Board to know that she thought Terri and Jeff did an excellent job caretaking for the facility.

APPROVAL OF MINUTES

Commissioner Zeige made a motion to approve the Regular meeting minutes of December 21, 2016 as presented. Seconded by Commissioner Henrichsen. Voting Aye, all. Motion carried.

FINANCIAL REPORTS

Discussion was held among the Board members on the financial reports for the month of December, 2016 which were also the year end reports, 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

Commissioner Zeige made a motion to approve the Public Housing verified claims in the amount of \$15,639.65. Seconded by Commissioner Henrichsen. Voting Aye, all. Motion carried. Commissioner Zeige made a motion to approve Crystal Lake Townhomes verified claims in the amount of \$23,989.96. Seconded by Commissioner Henrichsen. Voting Aye, all. Motion carried. Commissioner Zeige made a motion to approve the Pooled Housing verified claims in the amount of \$63,377.39. Seconded by Commissioner Henrichsen. Voting Aye, all. Motion carried.

APPROVED

**Grand Rapids HRA
Meeting Minutes 1/18/2017
Page 2**

PUBLIC HOUSING REPORT

Director Culliton stated; we have three vacancies at the 411 apartments, the office was doing its annual re-certifications as well as apartments inspections at both buildings, otherwise operations are normal and routine.

CONSIDER RESOLUTION TO PAY CERTAIN CLAIMS

Commissioner Henrichsen made a motion to approve Resolution 2017-02 authorizing the Grand Rapids HRA to pay certain claims weekly. Seconded by Commissioner Rossman. Voting Aye, all. Motion carried.

CONSIDER CABLE TV RATE INCREASE

After discussion among the Board, Commissioner Zeige made a motion to approve the cable TV rate increase from \$25 to \$30 effective March 1, 2017. Seconded by Commissioner Rossman. Voting Aye, all. Motion carried.

CONSIDER APPROVING PAY EQUITY REPORT

Commissioner Henrichsen made a motion to authorize the Chairperson to sign and execute the pay equity document, and authorize the Executive Director to submit our pay equity report to the State of Minnesota. Seconded by Commissioner Rossman. Voting Aye, all. Motion carried.

CRYSTAL LAKE HOUSING REPORT

Director Culliton gave a report stating; we have 13 vacant units, we are continuing to advertise, as well as the website and in March a rent increase, if any, for Crystal Lake Townhomes will be placed on the Agenda for the Board's discussion, otherwise operations are normal and routine.

POOLED HOUSING REPORT

Director Culliton gave a report stating that we have one vacancy at Lake Shore Place and one vacancy at Forest Park West. We discussed some future appliance purchases from Burggraf's Hardware and the Board concurred that purchasing from Burggraf's going forward would be acceptable; otherwise operations are normal and routine.

OTHER MATTERS

Commissioner Henrichsen asked about a new Board member as Joe Chandler had resigned his position, Commissioner Zeige stated that the City would advertise and the position would be filled. Also the Home Loan program grant was discussed among the Board as Commissioner Henrichsen felt that he was not the one with the expertise to continue filling out the grant as Joe Chandler had been doing, and going forward with it. They had both

APPROVED

**Grand Rapids HRA
Meeting Minutes 1/18/2017
Page 3**

talked with Mary Kay Jacobson and after discussion among the Board, Commissioner Henrichsen said he would contact another person with the possibility of employing her to complete the grant, and the item may be brought back to the Board for future consideration.

There being no further information of the HRA of Grand Rapids for January 18, 2017, Commissioner Henrichsen made a motion to adjourn the meeting at 5:15 p.m. Seconded by Commissioner Zeige. 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, January 25, 2017 at 4:00 p.m.

CALL OF ROLL: On a Call of Roll, the following members were present: Commissioners Frieda Hall, Melissa Weidendorf, Jackie Dowell, Mary Jo Wimmer, Doug Learmont and Karen Noyce

Absent John Schirber, Alice Moren and Becky LaPlant

Visitors: None

Staff: Michele Palkki, Administrative Assistant

CALL TO ORDER Commissioner Weidendorf called the meeting to order at 4:00 pm

SETTING AGENDA Add Itasca Diversity and Big View (also to future agendas)

APPROVAL OF MINUTES December 28, 2016 minutes were included in the agenda packet

MOTION BY COMMISSIONER NOYCE, SECOND BY COMMISSIONER DOWELL TO APPROVE THE MINUTES OF DECEMBER 28, 2016. Motion passed by unanimous vote.

FINANCIALS Nothing to report

CORRESPONDENCE Nothing to report.

PUBLIC COMMENT No one in attendance.

CIRCLE OF HEALING Commissioner Noyce reported the following

- There is a disparity of teachers who are Native American and People of Color versus White Caucasian
- Katie Nelson went to a School Board Meeting recently regarding bullying and kids of color. The District asked her to come back so she and Commissioner Noyce went to the January 24 Regular board meeting letting them know that they are available to help.

ITASCA DIVERSITY ALLIANCE Commissioner Hall reported the following

- These meetings continue to grow, with some new faces each time.
- Working on conversations with churches on issues of racism. The first conversations were held at the Community Presbyterian Church before Christmas; the next ones will be held at St. Andrew's Lutheran Church the last three Sundays in March
- Met with Bud Stone to discuss issues of racism in the business community. More conversations to follow

BIG VIEW Nothing to report

OLD BUSINESS

Bring “We are all Criminals “to Grand Rapids

Commissioner Noyce reported that she had attended a meeting where several entities would like the opportunity to bring this event here. The exhibit has 3’ panels that could be placed and/or other artwork throughout the community (MacRostie, Library, and ICC). This is just in the beginning phases. Commissioner Noyce reported that she would be meeting again on February 6 at 12:00 noon and would report at the February Meeting as to what the Human Rights Commission’s role could be

Commissioner Hall reported that she would recommend watching the documentary called “13th”

Window Clings

Commissioner Dowell reported that she had delivered more window clings. It would be a good idea for everyone to carry some of the clings with them so if they enter a business and they do not have one you could give them one.

Commissioner Weidendorf is doing an interview with Heidi Holtan @ KAXE to talk about the window clings.

NEW BUSINESS

Partnering with Grand Rapids Police

Commissioner Noyce reported that when she was at the symposium, in December, she had attended 2 sessions, one was Criminal Justice and the other was Policing. One of the main points was how the first initial contact is and how powerful they can be in certain situations; their first response to calls.

Commissioner Noyce reported that she would like to contact Chief Johnson and meet with him and work with the Police Force regarding first response and the impact it has. Commissioner Hall reported that Chief Johnson was at one of the virtual meetings that the symposium put on at the Blandin Foundation, he would probably be very open to meeting and talking about issues.

Commissioner Wimmer reported that she is licensed as a trainer in Intercultural Developmental Inventory. She would like to see if the Police Department would be interested in working with her with this program. The first step is an assessment you take individually and then the second is working as a team. Commissioner’s Noyce and Wimmer will work together and report to the Commission in February.

The meeting adjourned at 5:05 pm

Respectfully submitted, Michele Palkki, Administrative Assistant

**GRAND RAPIDS/ITASCOSA COUNTY
AIRPORT ADVISORY BOARD (AAB)**

November 18, 2015, 5:00 P.M.

Airport Terminal Building

Board members present were John Udem, Dan Erkkila, Bill Ziege, Jim Johnson, Scott Johnson, and Rusty Eichorn. Others present were Jeff Davies, Public Works director, Julie Kennedy, City Engineer, and June Johnson, Recording Secretary

The meeting was called to order by Chairperson Dan Erkkila at 5:00 PM. Chairperson Dan Erkkila remembered former airport commissioner and former City Council member Al Fritz for his work who recently passed away.

Agenda item 3: Minutes – Bill Ziege moved to approve the minutes from the August 19, 2015, AAB meeting as printed. Motion seconded by Jim Johnson and carried.

Agenda item 4: Public Comment – There was none.

Agenda Item 5: Approval of Agenda – There being no additions, the agenda was declared approved as printed.

Agenda item 6: Operations and Maintenance: Jeff Davies reviewed his packet report. Of special interest was the Independent Contractor for the Master Plan that spent about 12 hours with Everett. Michael McGraw is a wildlife biologist and reviewed our efforts to keep wildlife off the airport grounds. He noted our wildlife fence will need replacing as it shows deterioration and is over 20 years old. There were no unusual items of concern.

Agenda item 7: Engineering: - Funding and Projects Update – Julie Kennedy went into further detail on her packet report. There are three capital improvement projects. The PAPI commissioning is waiting for easement approval. The Pavement Crack Seal project was just completed on 11/9/15. The master plan update will have a kickoff meeting on Monday, 11/30/16. Board members Scott, Bill and Jim indicated their intention to attend that meeting.

Agenda Item 8: Finance: Julie Kennedy reviewed the Capital Improvement Fund. We are waiting for reimbursement of funding for projects completed so show a temporary negative balance at this time. The Operations Fund is under budget through October 31st. The budgeting process for 2016 for the airport is complete and has received a commitment from the City and County for \$20,000 each.

Agenda item 9: Other – The board members discussed the meeting schedule for 2016 and agreed that February, May, August and November, the 3rd Wednesday of each month at 5:00 PM is a good time. The airport terminal would be the place unless otherwise announced.

There has been no further information on the Public Utilities solar project.

Julie advised that the FAA has a link that can be accessed to find out further information on the VOR/ILS.

Agenda item 10: Next Meeting – The next meeting will be February 17th at 5:00 PM at the Airport Terminal Building.

Meeting adjourned at 5:28 PM.

June Johnson
Recording Secretary



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0145 **Version:** 1 **Name:**

Type: Agenda Item **Status:** Department Head Report

File created: 2/23/2017 **In control:** City Council

On agenda: 2/27/2017 **Final action:**

Title: Housing & Redevelopment Authority ~ Jerry Culliton

Sponsors:

Indexes:

Code sections:

Attachments: [February 27, 2017 Dept Head Report.pdf](#)

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

Housing & Redevelopment Authority ~ Jerry Culliton

Housing and Redevelopment Authority of Grand Rapids, Minnesota

411 Seventh Street NW
Grand Rapids, MN 55744
Telephone: (218) 326-9515
Fax: (218) 326-5019



February 24, 2017

To: Grand Rapids City Council

From: Jerry Culliton, Grand Rapids HRA

RE: HRA Updates and Developments

The GRHRA has three components. They are the “public” housing located at 411 NW 7th Street and 401 River Road, which are rent subsidized one bedroom apartments, with rents based on 30% of your adjusted gross income, which contain 92 units, in two separate buildings. We also own and operate Crystal Lake Town Homes which contain 6 buildings, with 48 total units which are 24 two bedroom, and 24 three bedroom units. This complex is a project based section 8 complex, again with 30 % of your adjusted gross income used for determining your rent for that facility. Forest Park West and Lakeshore Place contain 96 units in four separate buildings, and are one, two and three bedroom units with garages, as well as balconies.

Forest Park West and Lakeshore Place are affordable/ moderate rate rental housing complexes. We have 8 years remaining on the outstanding principal that financed the four buildings, two facilities, with a yearly debt service of approximately \$326,875. This amount includes the principal and interest yearly. Crystal Lake Town homes have a first and second mortgage on the property for 30 years. The second mortgage is for 30 years at 0% with an unpaid principal balance of \$2,724,428 owed after 30 years, and the first mortgage is for 30 years at 6.5%, with a remaining principal balance of 1,494,880 and monthly payments of approximately \$9,345.00. The two “public” buildings, 411 NW 7th Street and 401 River Road do not carry a mortgage, and the GRHRA own them in their entirety.

We were notified that we are eligible in applying for and obtaining Capital Fund Improvement money for fiscal year “2017 “. We are completing the steps for fiscal year “2017” capital funds, but will not know this amount for a several more months. These funds will be placed towards “public housing” building improvements only. These funds are used strictly for modernization and building improvements. They are only used for the “public” subsidized housing portion of the GRHRA, and are not part of our routine monthly operations. The capital funds **are not** part of any funding for Crystal Lake Town

Homes, Forest Park West or Lakeshore Place. This money is used to maintain our two “public housing” buildings in proper condition. We will not be doing a Capital Improvement project this fiscal year as we do not have the necessary funds to complete the next project, but will be using this year’s funds and future year funds to complete a project. The amount of the Capital funds applied for and received yearly is approximately \$90,000.

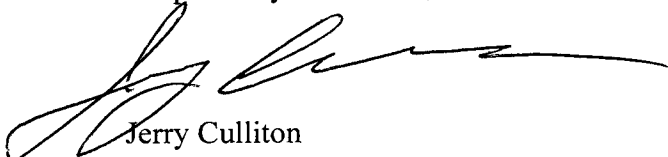
In order to be eligible for these funds the GRHRA must write yearly, and have approved, a five year agency plan. The buildings are also inspected by an independent third party and must pass that inspection. Thirdly, we must pass financially, and we are starting that process by submitting our un-audited financial information by February 28th. Once our CPA audits are completed, around June, we will then submit our official audited information, which the Federal Government then reviews and grades, which finishes the audit process. We also must submit, and are in the process of submitting, our Management Assessment Information. After passing these criteria, we are then eligible for funding of Capital Funds on the monies appropriated, and approved by the Federal Government for that particular fiscal year.

Our un-audited findings for fiscal year “2016” just ended, show that the GRHRA which handles four separate funds operated in positive numbers for all funds. The “General Fund” showed a year-end balance of \$22,182, the “Public Housing Fund” showed a year end net income of \$107,745 excluding depreciation expense, Crystal Lake Townhomes showed a year end net income of \$29,155 including complete principal and interest payments, Forest Park West and Lake Shore Place showed a year end net income of \$389,778. Therefore, the GRHRA continues to operate in positive numbers for all four funds, **without levying a tax** to the business community, and residential taxpayers in the City of Grand Rapids.

We would also like to note that the GRHRA contributes to the property tax base of Grand Rapids, and in “2016” we paid our property tax PILOT payment, “payment in lieu of taxes” in the amount of \$90,403. This payment is forwarded to the Itasca County Auditor in October for all of our properties, and they then distribute proportionately to the representative districts.

I shall be attending the February 27, 2017 meeting to answer any questions that the Grand Rapids City Council may have relating to the Grand Rapids HRA.

Respectfully Submitted,



Jerry Culliton
GRHRA

Enclosures: PHAS Score (High Performer)



U.S. Department of Housing and Urban
OFFICE OF PUBLIC AND INDIAN HOUSING
REAL ESTATE ASSESSMENT CENTER

Public Housing Assessment System (PHAS) Score Report for Interim Rule

Report Date: 09/26/2016

PHA Code:	MN057
PHA Name:	HRA of GRAND RAPIDS, MINNESOTA
Fiscal Year End:	12/31/2015

PHAS Indicators	Score	Maximum Score
Physical	38	40
Financial	25	25
Management	22	25
Capital Fund	10	10
Late Penalty Points	0	
PHAS Total Score	95	100
Designation Status:	Small PHA Deregulation	

Published 09/26/2016

Initial published 06/03/2016

Financial Score Details	Score	Maximum Score
Audited/Non Single Audit		
1. FASS Score before deductions	25.00	25
2. Audit Penalties	0.00	
Total Financial Score Unrounded (FASS Score - Audit Penalties)	25.00	25

Capital Fund Score Details	Score	Maximum Score
Timeliness of Fund Obligation:		
1. Timeliness of Fund Obligation %	90.00	
2. Timeliness of Fund Obligation Points	5	5
Occupancy Rate:		
3. Occupancy Rate %	96.74	
4. Occupancy Rate Points	5	5
Total Capital Fund Score (Fund Obligation + Occupancy Rate):	10	10

Notes:

1. The scores in this Report are the official PHAS scores of record for your PHA. PHAS scores in other systems are not to be relied upon and are not being used by the Department.
2. Due to rounding, the sum of the PHAS indicator scores may not equal the overall PHAS score.
3. "0" FASS Score indicates a late presumptive failure. See 902.60 and 902.92 of the Interim PHAS rule.
4. "0" Total Capital Fund Score is due to score of "0" for Timeliness of Fund Obligation. See the Capital Fund
5. PHAS Interim Rule website - <http://www.hud.gov/offices/reac/products/prodphasinrule.cfm>



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0136 **Version:** 1 **Name:** Dehumidification Replacement
Type: Agenda Item **Status:** Civic Center, Parks & Recreation
File created: 2/23/2017 **In control:** City Council
On agenda: 2/27/2017 **Final action:**
Title: Consider accepting a bid to replace the dehumidification system at the IRA Civic Center.
Sponsors:
Indexes:
Code sections:
Attachments: [Radotich - Awarded.pdf](#)
[Rapids Plumbing & Heating.pdf](#)

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

Consider accepting a bid to replace the dehumidification system at the IRA Civic Center.

Background Information:

As part of the City's approved 2017 CIP, we are replacing the dehumidification system at the IRA Civic Center, Specs were developed by The Design Group, Inc. and we advertised for bids per the City's purchasing policy. Two bids were received:

- Radotich, Inc. \$155,546.00
- Rapids Plumbing & Heating, Inc. \$156,400.00

I am recommending we accept the low bid from Radotich, Inc. to complete the project. As bids came in higher than budgeted (\$110,000), I met with Finance Director, Barb Baird and we are recommending the following funding mechanism:

- 110,000 Budgeted CIP
- 20,000 Remaining funds from the Civic Center Roof Replacement Project (2014)
- 15,000 2017 CIP Aviation Project - being delayed to 2018
- 11,000 0% interest loan from the General Fund Balance to be paid by Civic Center Operation

Staff Recommendation:

City staff recommends accepting the low bid from Radotich, Inc. to replace the dehumidification system at the IRA Civic Center.

Requested City Council Action

Make a motion accepting the low bid from Radotich, Inc. to replace the dehumidification system at the IRA Civic Center.

SECTION 00 60 00 PROPOSAL FORM

BID SUBMITTED BY:

Radotich, Inc.
Official Name of Contractor

TO: Grand Rapids City Hall
Attn: Administration Office
420 N. Pokegama Avenue
Grand Rapids, MN 55744

BID DATE & TIME: February 21st, 2017 at 10:00 am local time

The undersigned, having carefully examined the contract documents, including the Advertisement for Bids, Instructions to Bidders, the General Conditions, the General Requirements, the Drawings and Specifications, and all Addenda thereto as prepared by The Design Group, Inc., for the:

IRA Civic Center Arena Dehumidifier Project
Location: IRA Civic Center, Grand Rapids, MN

As well as being familiar with the local conditions affecting the work, proposes to furnish in accordance with such plans and specifications all material, labor, and equipment required for the completion of all work indicated on this proposal for the sum of:

(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words will govern.)

BASE BID - The Bidder agrees to perform all of the Construction work described in Specification Divisions 02-26 applicable provisions of Division 01 and as shown on the drawings for the sum of:

One hundred fifty five thousand five hundred forty six _____
_____ (\$ 155,546 _____)

In submitting this bid it is understood that the right is reserved by the Owner to accept or reject any or all bids. It is agreed that bids may not be withdrawn for a period of thirty days after closing of same.

The bidder hereby agrees to commence work under this contract on or before a date to be specified in written "Notice to

SECTION 00 60 00
PROPOSAL FORM

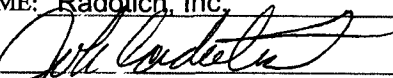
013-17

Proceed" of the Owner and to fully complete the project by within (130) consecutive calendar days.

Addenda 1 _____ (were received)

NAME: Radotich, Inc.

BY: _____


John Radotich, President



Bid Bond

CONTRACTOR:

Name, legal status and address)

Radotich, Inc.
505 West 37th Street

Hibbing, MN 55746

SURETY:

(Name, legal status and principal place of business)

Granite Re, Inc.
14001 Quailbrook Drive

Oklahoma City, OK 73134

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

City Of Grand Rapids

BOND AMOUNT: Five Percent of the Bid Amount (5% of Bid Amount)

PROJECT: Project No. 013-17 - IRA Civic Center Arena Dehumidifier Project

(Name, location or address, and Project number, if any)

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 16th day of February, 2017

[Signature]
(Witness)

[Signature]
(Witness)

Radotich, Inc. (Principal) [Signature] (Seal)
(Title) John Radotich, President

Granite Re, Inc. (Surety) [Signature] (Seal)
(Title) Jennifer Boyles, Attorney-in-Fact

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

ACKNOWLEDGMENT OF PRINCIPAL (Individual)

State of _____)
County of _____)

On this _____ day of _____, in the year _____, before me personally come(s) _____, to me known and known to me to be the person(s) who (is) (are) described in and executed the foregoing instrument and acknowledge(s) to me that he executed the same.

Notary Public

ACKNOWLEDGMENT OF PRINCIPAL (Partnership)

State of _____)
County of _____)

On this _____ day of _____, in the year : _____, before me personally come(s) _____, a member of the co-partnership of _____ to me known and known to me to be the person who is described in and executed the foregoing instrument and acknowledges to me that he executed the same as for the act and deed of the said co-partnership.

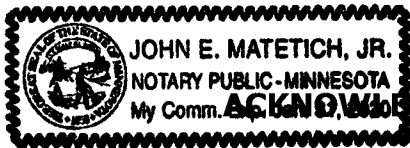
Notary Public

ACKNOWLEDGMENT OF PRINCIPAL (Corporation)

State of MINNESOTA)
County of ST. LOUIS)

On this 16th day of February, in the year 2017, before me personally come(s) John Radotich, to me known, who, being duly sworn, deposes and says that he is the President of the Radotich, Inc. the corporation described in and which executed the foregoing instrument; that he knows the seal of the said corporation; the seal affixed to the said instrument is such corporate seal; that it was so affixed by the order of the Board of Directors of said corporation, and that he signed his name thereto by like order.

Notary Public

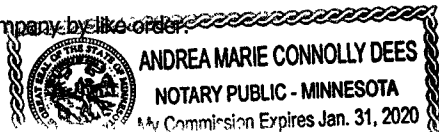


[Handwritten signature]

ACKNOWLEDGMENT OF SURETY

State of Minnesota)
County of Dakota)

On this 16th day of February, in the year 2017, before me personally come(s) Jennifer Boyles, Attorney(s)-in-Fact of Granite Re, Inc. with whom I am personally acquainted, and who, being by me duly sworn, says that he is (are) the Attorney(s)-in-Fact of Granite Re, Inc. company described in and which executed the within instrument; that he know(s) the corporate seal of such company; and that seal affixed to the within instrument is such corporate seal and that it was affixed by order of the Board of Directors of said company, and that he signed said instrument as Attorney(s)-in-Fact of the said company by like order.



Notary Public

[Handwritten signature]

GRANITE RE, INC.
GENERAL POWER OF ATTORNEY

Know all Men by these Presents:

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of OKLAHOMA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

JONATHAN PATE; WANDA FRANZ; TOM LAHL; LISA M. FRANCOUR; JENNIFER BOYLES; ZACHARY PATE; TROY STAPLES; NICHOLAS HOCHBAN its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:

To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:

JONATHAN PATE; WANDA FRANZ; TOM LAHL; LISA M. FRANCOUR; JENNIFER BOYLES; ZACHARY PATE; TROY STAPLES; NICHOLAS HOCHBAN may lawfully do in the premises by virtue of these presents.

In Witness Whereof, the said GRANITE RE, INC. has caused this instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Secretary/Treasurer, this 28th day of September, 2016.

STATE OF OKLAHOMA)
) SS:
COUNTY OF OKLAHOMA)





Kenneth D. Whittington, President



Kyle P. McDonald, Treasurer

On this 28th day of September, 2016, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Secretary/Treasurer of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Secretary/Treasurer of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Secretary/Treasurer, respectively, of the Company.

My Commission Expires:
August 8, 2017
Commission #: 01013257





Notary Public

GRANITE RE, INC.
Certificate

THE UNDERSIGNED, being the duly elected and acting Secretary/Treasurer of Granite Re, Inc., an Oklahoma Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

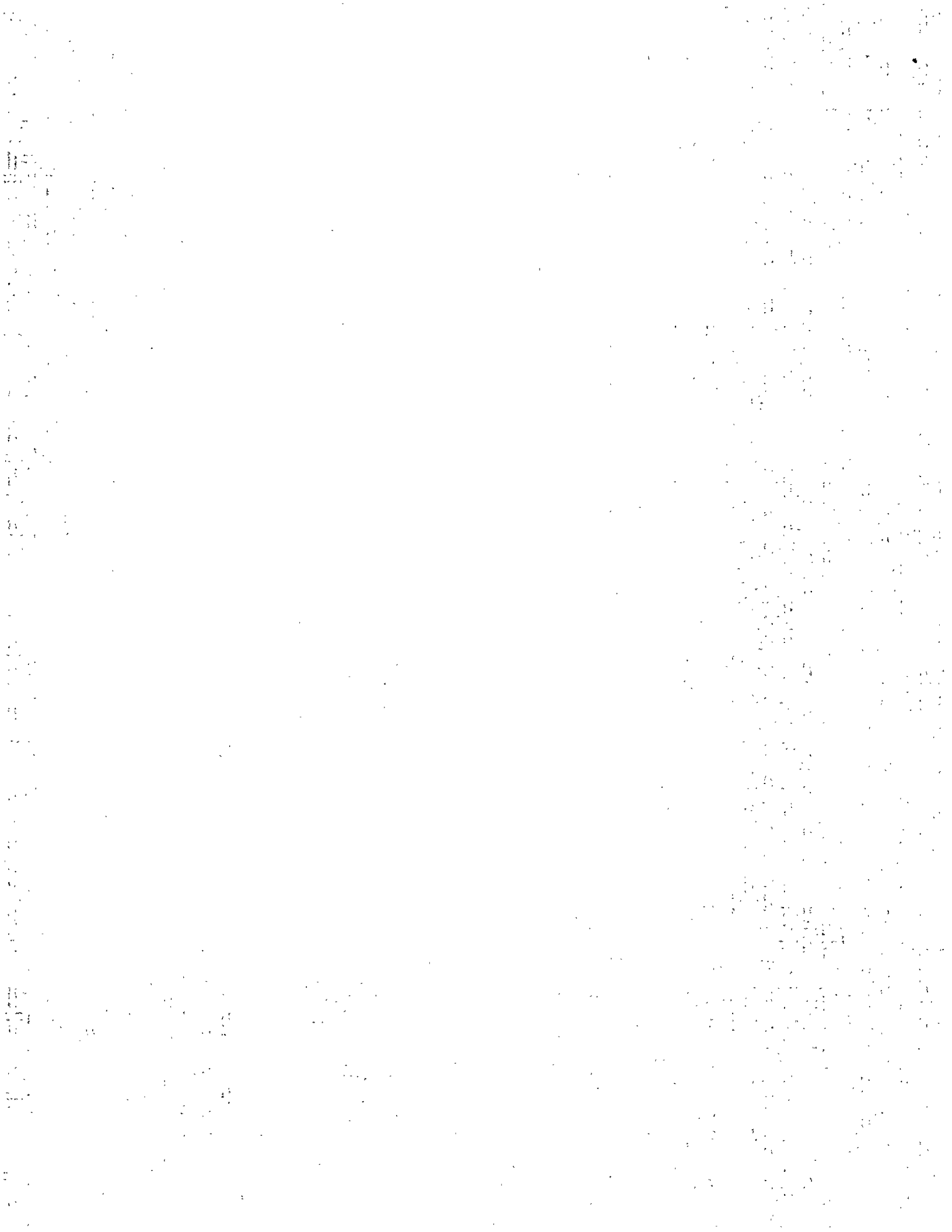
"RESOLVED, that the President, any Vice President, the Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking."

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this
16th day of February, 2017





Kyle P. McDonald, Secretary/Treasurer





February 21, 2017

IRA Civic Center Arena Dehumidifier Project

ADD \$1,850 for BACnet Interface Card

DEDUCT \$-2,805 for providing unit with 20% Manual OSA dampers in lieu of CTR package

Ron Radotich

505 W 37th Street, Hibbing, MN 55746



Office: 218-254-5763 www.radotich.com

SECTION 00 60 00 PROPOSAL FORM

BID SUBMITTED BY:

Rapids Plumbing & Heating, Inc.
Official Name of Contractor

TO: Grand Rapids City Hall
Attn: Administration Office
420 N. Pokegama Avenue
Grand Rapids, MN 55744

BID DATE & TIME: February 21st, 2017 at 10:00 am local time

The undersigned, having carefully examined the contract documents, including the Advertisement for Bids, Instructions to Bidders, the General Conditions, the General Requirements, the Drawings and Specifications, and all Addenda thereto as prepared by The Design Group, Inc., for the:

IRA Civic Center Arena Dehumidifier Project
Location: IRA Civic Center, Grand Rapids, MN

As well as being familiar with the local conditions affecting the work, proposes to furnish in accordance with such plans and specifications all material, labor, and equipment required for the completion of all work indicated on this proposal for the sum of:

(Amount shall be shown in both words and figures. In case of discrepancy, the amount shown in words will govern.)

BASE BID - The Bidder agrees to perform all of the Construction work described in Specification Divisions 02-26 applicable provisions of Division 01 and as shown on the drawings for the sum of:

ONE-HUNDRED FIFTY-SIX THOUSAND
FOUR HUNDRED AND NO/100 \$156,400⁰⁰

In submitting this bid it is understood that the right is reserved by the Owner to accept or reject any or all bids. It is agreed that bids may not be withdrawn for a period of thirty days after closing of same.

The bidder hereby agrees to commence work under this contract on or before a date to be specified in written "Notice to

Proceed" of the Owner and to fully complete the project by within (30) consecutive calendar days.
(AFTER UNIT IS DELIVERED.)

Addenda ADDENDUM #1 (were received)

NAME: Popick's Plumbing + Heating Inc.

BY: [Signature]

1) NOT INCLUDED:
FIRE SPRINKLER SYSTEM

2) UNIT IS MIN. OF 12 WEEKS^{OUT} FOR
DELIVERY AFTER ORDERING.



UNITED FIRE & CASUALTY COMPANY
 118 Second Avenue SE PO Box 73909 Cedar Rapids, Iowa 52407-3909
 (A Stock Company)

BID BOND

KNOW ALL BY THESE PRESENTS, that **Rapids Plumbing & Heating Inc**
 25767 Hwy 2
 Grand Rapids, MN 55744

as Principal, hereinafter called the Principal,

and the UNITED FIRE & CASUALTY COMPANY, a corporation duly organized under the laws of the State of IOWA, as
 Surety, hereinafter called the Surety, are held and firmly bound unto

Grand Rapids City Hall
 420 N. Pokegama Ave
 Grand Rapids, MN 55744

as Obligee, hereinafter called the Obligee,
 Dollars (\$ _____),

in the sum of 5% of Bid Amount

for the payment of which sum well and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors,
 administrators, successors and assigns, jointly and severally, firmly by these presents

WHEREAS, the Principal has submitted a bid for

IRA Civic Center Arena Dehumidifier Project

NOW, THEREFORE, if the Obligee shall accept the bid of the Principal and the Principal shall enter into a contract with the Obligee
 in accordance with the terms of such bid, and give such bond or bonds as may be specified in the bidding or contract documents
 with good and sufficient surety for the faithful performance of such contract and for the prompt payment of labor and material fur-
 nished in the prosecution thereof, or in the event of the failure of the Principal to enter such contract and give such bond or bonds,
 if the Principal shall pay to the Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and
 such larger amount for which the Obligee may in good faith contract with another party to perform the work covered by said bid,
 then this obligation shall be null and void, otherwise to remain in full force and effect.

Signed and sealed this 21

day of February, 20 17

Berley S. Shue

[Signature]

(Witness)

(Principal)

(Seal)

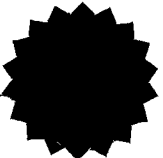
Vice President

(Title)

(Seal)

UNITED FIRE & CASUALTY COMPANY

(SURETY)



Berley S. Shue

(Witness)

Attorney- In- Fact

[Signature]

(Title)

(Seal)

INDIVIDUAL OR PARTNERSHIP ACKNOWLEDGEMENT

STATE OF
COUNTY OF

} ss

On the _____ day of _____, before me,
a Notary Public within and for said county, personally appeared,

to me known to be the person(s) described in and who executed the foregoing instrument, as Principal(s), and acknowledged to me that he/she executed the same as his/her free act and deed.

Notary Public
County,
My commission expires

(Notarial Seal)

CORPORATE ACKNOWLEDGEMENT

STATE OF MN
COUNTY OF Itasca

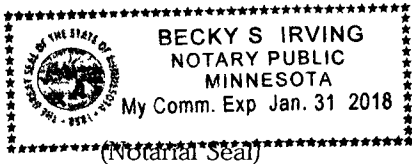
} ss

On the 21 day of February, 2017 before me,
personally appeared Jim Shaw

to me known, who being by me duly sworn, did depose and say: that he resides in Grand Rapids MN
that he is the Vice President of the

RAPIDS PLUMBING AND HEATING INC

the corporation described in and which executed the foregoing instrument; that he knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the board of directors of said corporation; and that he signed his name thereto by like order.



(Notarial Seal)

Notary Public *Becky S. Irving*
County, *ITASCA*
My commission expires *01/31/18*

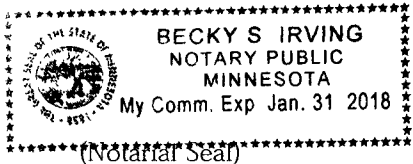
ACKNOWLEDGMENT OF CORPORATE SURETY

STATE OF MN
COUNTY OF Itasca

} ss

On the _____ day of February, 2017, before me,
appeared
Mike Olson

to me personally known, who being by me duly sworn, did say that he is the aforesaid officer or attorney-in-fact of the UNITED FIRE & CASUALTY COMPANY a corporation; that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed in behalf of said corporation by the aforesaid officer, by authority of its board of directors; and the aforesaid officer acknowledged said instrument to be the free act and deed of said corporation.



(Notarial Seal)

Notary Public *Becky S. Irving*
County, *ITASCA*
My commission expires *01/31/18*



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0137 **Version:** 1 **Name:** Hale Lake Storm Maintenance
Type: Agenda Item **Status:** Engineering
File created: 2/23/2017 **In control:** City Council
On agenda: 2/27/2017 **Final action:**
Title: Consider approving a quote from Hammerlund Construction Inc. for storm water maintenance at Hale Lake in the amount of \$7,750.00
Sponsors:
Indexes:
Code sections:
Attachments: [Hale Lake Hammerlund Quote](#)

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

Consider approving a quote from Hammerlund Construction Inc. for storm water maintenance at Hale Lake in the amount of \$7,750.00

Background Information:

Quotes were requested from four local contractors to perform storm water cleaning/maintenance near Hale Lake. The work involves cleaning a storm water drainage ditch to remove sediment and debris. Only one quote was received, from Hammerlund Construction Inc., in the amount of \$7,750.00. The project will be funded by the Storm Water Utility Maintenance budget.

Staff Recommendation:

City staff is recommending approval of a quote from Hammerlund Construction Inc. for storm water maintenance at Hale Lake in the amount of \$7,750.00

Requested City Council Action

Make a motion to approve a quote from Hammerlund Construction Inc. for storm water maintenance at Hale Lake in the amount of \$7,750.00



QUOTATION FORM

City of Grand Rapids, MN
Hale Lake Berm Removal

Submit quotation form to Matt Wegwerth PE, City of Grand Rapids, 420 North Pokegama Avenue, Grand Rapids, MN by 3:00 pm on Wednesday, February 15, 2017. Quotes can be mailed or hand delivered, and should be submitted in a sealed envelope to the City Engineers office:

Quote package shall include the following:

1. Quotation Form
2. Special Provisions
3. Exhibit 1

All spaces of the quotation form shall be filled in. The quote must be in a sealed envelope labeled "Quote for Hale Lake Berm Removal".

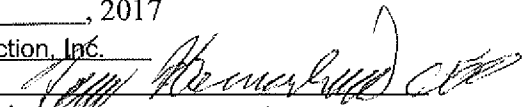
Project Description: The project includes the removal of an existing berm located adjacent to Hale Lake (see attached Exhibit 1). Project will be completed on a lump sum basis, and shall include excavation, disposal and turf establishment.

Hale Lake Berm Removal Quote Total 7750.00

We, the undersigned, doing business as a corporation have carefully examined the Quotation Documents and the site of the proposed work, and are familiar with all of the conditions, laws and regulations surrounding the construction of the proposed project including the availability of materials and labor. We hereby propose to the City of Grand Rapids, MN to furnish all labor, materials, equipment, skills and facilities for the Hale Lake Berm removal as described herein. The lump sum price shown includes sales tax and all other applicable taxes, permits and fees.

Dated this 22 day of February, 2017

Name of Company Hammerlund Construction, Inc.

Signature of Authorized Representative 

Printed Name of Authorized Representative Tom Hammerlund

Title of Authorized Representative President

Legal Address 40 County Road 63, Grand Rapids, MN 55744

Business Phone 218-326-1881

Fax Number 218-326-9296



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0129 **Version:** 1 **Name:** Consider adopting a resolution accepting a matching grant of \$7,182.33 through a State Homeland Security Program Grant and authorizing the police department to purchase a Bi-Directional Amplifier system, its components and installation of the system.

Type: Agenda Item **Status:** Police

File created: 2/17/2017 **In control:** City Council

On agenda: 2/27/2017 **Final action:**

Title: Consider adopting a resolution accepting a matching grant of \$7,182.33 through a State Homeland Security Program Grant and authorizing the Police Department to purchase a Bi-Directional Amplifier system, its components and installation of the system.

Sponsors:

Indexes:

Code sections:

Attachments: [3109_001.pdf](#)
[PD Homeland Sec-radio amplifier.pdf](#)

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

Consider adopting a resolution accepting a matching grant of \$7,182.33 through a State Homeland Security Program Grant and authorizing the Police Department to purchase a Bi-Directional Amplifier system, its components and installation of the system.

Background Information:

At the January 23, 2017 City Council meeting, the City Council authorized the Police Department to apply for a State Homeland Security Program Grant. We were notified recently that the Police Department was awarded a matching grant to cover 50% of the total cost to purchase and the installation of a Bi-Directional Amplifier system.

In 2008 all Police and Fire Departments in Itasca County migrated to a statewide 800 MHZ public safety radio system. The system uses Motorola brand equipment and radios. In Itasca County, the County owns the radios and radio towers. Since its inception, coverage has been lacking at times in parts of the City Hall, specifically the police station and lowest level of the building. Officers have a difficult time transmitting on their radios from the building to the dispatch center. Officers are unable to hear radio transmissions while in the lowest level of the building. This is very trying for our officers and dispatchers. At times, radio calls have been missed.

According to radio experts from the county and Motorola, Inc. the most probable reason for this degraded radio services is the way in which the 1928 City Hall was constructed with copious amounts of concrete, mortar and brick. Their recommended solution is to install a “bi directional amplifier system.” This is the same type of system that had to be installed at Grand Itasca Hospital and the Grand Rapids High School to assure adequate radio coverage. This equipment boosts the radio signal, both in reception and transmission, within the building. This equipment is expensive.

We were notified by the vendor DSC Communications that the final price for the project will be \$14,364.65. The police department’s cost for the project will be 50% or \$7,182.33, this is not a budgeted item and will be paid for out of the police department’s forfeiture account.

Staff Recommendation:

City staff is recommending adopting a resolution accepting a matching grant of \$7,182.33 from a State Homeland Security Program Grant and the purchase of a Bi-Directional Amplifier system including installation.

Requested City Council Action

Make a motion adopting a resolution accepting a matching grant of \$7,182.33 from a State Homeland Security Program Grant and the purchase of a Bi-Directional Amplifier system including installation.



Duluth - Superior - Twin Cities
 711 Hammond Avenue, Superior, WI 54880
 t. 715-392-2911 f. 715-392-2995

msmith@dsccommunications.com

BUDGETARY

Number 170208MGS1

Date Jan 13, 2017

Sold To

Grand Rapids Police Department
 Scott Johnson
 420 N. Pokegama Ave.
 Grand Rapids, MN 55744

Phone

Email police@cityofgrandrapidsmn.com

Ship To

Grand Rapids Police Department
 Scott Johnson
 420 N. Pokegama Ave.
 Grand Rapids, MN 55744

Phone

Email police@cityofgrandrapidsmn.com

Salesperson	P.O. Number	Ship Via	Terms
-------------	-------------	----------	-------

Mark Smith

Line	Qty	Description	Unit Price	Ext. Price
1		Bi-Directional Amplifier.		
2	1	700/800MHz Public Safety BDA 80db	\$7145.32	\$7145.32
3	1	Antenna Yagi 746-896 11dBi	\$195.93	\$195.93
4	1	Outdoor Antenna Mount	\$27.00	\$27.00
5	5	Antenna Omni Directional 698-2700MHz	\$63.79	\$318.95
6	300	Coaxial Cable Plenum 1/2"	\$2.20	\$660.00
7	4	NM-NM 3' Jumper	\$9.00	\$36.00
8	4	2-Way Splitter	\$27.00	\$108.00
9	12	N-Male 1/2" Connector	\$20.67	\$248.04
10	1	Ground Kit 1/2"	\$22.40	\$22.40
11	1	Weatherproofing Kit	\$15.11	\$15.11
12	1	Polyphaser Coaxial Protector	\$98.13	\$98.13
13	1	Bulkhead Flange Adapter	\$9.77	\$9.77
14	1	Miscellaneous Hardware Fittings and Consumables	\$125.00	\$125.00
15	1	Shipping and Handling	\$75.00	\$75.00
16	1	Installation Of ARMER BDA and Associated Antenna Systems and System Alignment	\$5280.00	\$5280.00

Upon acceptance by signature or issuance of a purchase order, DSC Communications is authorized to order the equipment for the purpose of rate and delivery to the company or individual named herein. Prices are based on market conditions existing at the time and date of quotation and are subject to change before acceptance of order. Delivery terms are ex-manufacturer and are contingent upon availability of manufacturer, materials, and/or customer provided programming information. A 20% rescheduling fee may be applied to any item that is cancelled or refused after acceptance of order. Payment Terms: 50% Downpayment, Remainder NET 10 Days.

Line	Qty	Description	Unit Price	Ext. Price
SubTotal				\$14,364.65
Tax				\$0.00
Shipping				\$0.00
Total				\$14,364.65

Upon acceptance by signature or finance of a purchase order, DSC Communications is authorized to order the equipment for the purpose of sale and delivery to the company or individual named above. Prices are based on market conditions existing at the time and date of quotation and are subject to change before acceptance of order. Delivery times are in estimate only and are contingent upon availability of manpower, materials, and/or customer provided programming information. A 20% re-stocking fee may be applied to any item that is canceled or refused after acceptance of order. Payment Terms 50% Downpayment, Remainder NET 10 Days.

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

RESOLUTION NO. 17-

A RESOLUTION ACCEPTING A MATCHING GRANT FROM THE FEDERAL EMERGENCY MANGAGEMENT AGENCY VIA MINNESOTA HOMELAND SECURITY PREPAREDNESS (SHSP) IN AN AMOUNT NOT TO EXCEED \$7,182.33 TOWARDS THE PURCHASE OF A BI-DIRECTIONAL AMPLIFIER SYSTEM FOR THE GRAND RAPIDS POLICE DEPARTMENT

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 Emergency Management Agency via Minnesota Homeland Security Preparedness has granted the Grand Rapids Police Department an amount not to exceed \$7,182.33 as a 50% matching grant to be used towards the purchase of a bi-directional amplifier system .

Adopted this 27th day of February, 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 #: 17-0142 **Version:** 1 **Name:** Appointments for Boards & Commissions
Type: Agenda Item **Status:** Administration Department
File created: 2/23/2017 **In control:** City Council
On agenda: 2/27/2017 **Final action:**
Title: Consider appointing applicants to City Boards & Commissions.
Sponsors:
Indexes:
Code sections:
Attachments:

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

Consider appointing applicants to City Boards & Commissions.

Background Information:

Due to member resignations, the City currently has vacancies for unexpired terms on the PCA Board, Planning Commission, Housing & Redevelopment Authority and the Arts & Culture Commission. There are also several member terms expiring on March 1st for the Grand Rapids EDA, Golf Course Board, Human Rights Commission, Planning Commission, Park, Recreation & Civic Center Advisory Board and Public Utilities Commission. Staff has advertised the current and upcoming vacancies in the Herald Review as well as on the website and City facebook page. Applications were distributed among Council members for the purpose of conducting interviews. Available terms are as follows:

- Arts & Culture Commission (1) Unexpired term (12/31/2017)
- Grand Rapids EDA (1) Full term
- Golf Course Board (2) Full terms
- HRA (1) Unexpired term (3/1/2019)
- Human Rights Commission (3) Full terms
- Planning Commission (3) 2 full terms / 1 unexpired term (3/1/2020)
- PCA Board (1) Full term
- PUC (1) Full term
- Park, Recreation & Civic Center (1) Full term

Please note that in March 2016, the City adopted an ordinance reducing membership for the Park, Recreation & Civic Center Advisory Board from 9 to 7 members with the understanding that in March 2017, three member terms would expire and only one vacancy would be filled.

Staff Recommendation:

Make recommendations for appointments to Boards & Commissions as noted above.

Requested City Council Action

Make a motion appointing individuals to various Boards & Commissions.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0139 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Verified Claims
File created: 2/23/2017 **In control:** City Council
On agenda: 2/27/2017 **Final action:**
Title: Consider approving the verified claims for the period February 7, 2017 to February 21, 2017 in the total amount of \$752,318.16.

Sponsors:

Indexes:

Code sections:

Attachments: [CITY COUNCIL 02-27-17.pdf](#)

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

Consider approving the verified claims for the period February 7, 2017 to February 21, 2017 in the total amount of \$752,318.16.

Requested City Council Action

Make a motion approving the verified claims for the period February 7, 2017 to February 21, 2017 in the total amount of \$752,318.16.

DATE: 02/23/2017
 TIME: 09:43:12
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 02/27/2017

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
1915248	SOFTWARE HARDWARE INTEGRATION	3,525.34
	TOTAL	3,525.34
CITY WIDE		
0315455	COLE HARDWARE INC	6.00
0914690	INSIGHT PUBLIC SECTOR SLED	524.31
1915248	SOFTWARE HARDWARE INTEGRATION	1,762.66
	TOTAL CITY WIDE	2,292.97
BUILDING MAINTENANCE-CITY HALL		
0103495	ACME ELECTRIC MOTOR INC	164.90
0113233	AMERIPRIDE LINEN & APPAREL	36.49
0315455	COLE HARDWARE INC	160.32
0920060	ITASCA COUNTY TREASURER	180.17
1801555	RAPID PEST CONTROL INC	66.00
1821700	MICHAEL RUSSELL	722.50
1909510	SIM SUPPLY INC	183.74
2018680	TRU NORTH ELECTRIC LLC	410.65
2209421	VIKING ELECTRIC SUPPLY INC	184.13
	TOTAL BUILDING MAINTENANCE-CITY HALL	2,108.90
COMMUNITY DEVELOPMENT		
0301685	CARQUEST AUTO PARTS	49.59
0920060	ITASCA COUNTY TREASURER	52.55
1920555	STOKES PRINTING & OFFICE	7.00
	TOTAL COMMUNITY DEVELOPMENT	109.14
ENGINEERING		
1621125	PUBLIC UTILITIES COMMISSION	3,425.40
1900225	SEH-RCM	1,097.50
	TOTAL ENGINEERING	4,522.90
FINANCE		
1309178	MINNESOTA GFOA	120.00
1309495	MINUTEMAN PRESS	190.37
1805195	REDPATH AND COMPANY, LTD	5,482.46

DATE: 02/23/2017
 TIME: 09:43:12
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 02/27/2017

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
FINANCE		
	TOTAL FINANCE	5,792.83
FIRE		
0401804	DAVIS OIL	559.62
0920057	ITASCA COUNTY SHERIFFS DEPT	5,414.04
0920060	ITASCA COUNTY TREASURER	114.46
1920555	STOKES PRINTING & OFFICE	103.40
	TOTAL FIRE	6,191.52
PUBLIC WORKS		
0100046	ASV, LLC	136.76
0121721	AUTO VALUE - GRAND RAPIDS	178.95
0221650	BURGGRAF'S ACE HARDWARE INC	56.03
0301685	CARQUEST AUTO PARTS	462.37
0315455	COLE HARDWARE INC	54.82
0315501	COMPASS MINERALS AMERICA, INC.	4,193.85
0401804	DAVIS OIL	4,809.09
0409730	DIVERSIFIED INSPECTIONS, INC.	390.78
0514802	ENVIROTECH SERVICES INC	9,805.26
0601690	FASTENAL COMPANY	56.98
0612225	FLEETPRIDE INC	272.47
0800040	H & L MESABI	833.65
0801836	HAWKINSON SAND & GRAVEL	1,006.13
0920060	ITASCA COUNTY TREASURER	951.39
1301015	MACQUEEN EQUIPMENT INC	184.01
1309355	MINNESOTA TORO	144.66
1415640	NORTRAX EQUIPMENT COMPANY	33.75
1421155	NUCH'S IN THE CORNER	78.00
1503150	OCCUPATIONAL DEVELOPMENT CTR	1,650.00
1612045	PLAGEMANNS LANDSCAPING	7,685.00
1621125	PUBLIC UTILITIES COMMISSION	22,844.52
1920555	STOKES PRINTING & OFFICE	21.97
2000400	T J TOWING	310.00
2300765	W.W. WALLWORK INC	412.86
2305453	WESCO DISTRIBUTION INC	3,300.00
	TOTAL PUBLIC WORKS	59,873.30
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	42.76
0315455	COLE HARDWARE INC	27.98

DATE: 02/23/2017
 TIME: 09:43:12
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 02/27/2017

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
FLEET MAINTENANCE		
0409730	DIVERSIFIED INSPECTIONS, INC.	913.50
0920060	ITASCA COUNTY TREASURER	82.85
1201850	LAWSON PRODUCTS INC	515.73
1415484	NORTHERN LIGHTS TRUCK	92.48
1605740	PETROCHOICE	1,038.32
1801615	RAPIDS WELDING SUPPLY INC	6.96
1920555	STOKES PRINTING & OFFICE	9.15
	TOTAL FLEET MAINTENANCE	2,729.73
POLICE		
0218570	BROWNELLS INC	55.33
0301685	CARQUEST AUTO PARTS	18.06
0409300	DIGITAL ALLY INC	190.00
0421725	DUTCH ROOM INC	32.13
0718070	GRAND RAPIDS STATE BANK	114.00
0920057	ITASCA COUNTY SHERIFFS DEPT	15,653.60
0920060	ITASCA COUNTY TREASURER	3,479.79
1920233	STREICHER'S INC	137.95
2000400	T J TOWING	490.00
	TOTAL POLICE	20,170.86
RECREATION		
0104799	ADVANCED SERVICES INC	108.00
	TOTAL RECREATION	108.00
CENTRAL SCHOOL		
0113233	AMERIPRIDE LINEN & APPAREL	54.34
2018680	TRU NORTH ELECTRIC LLC	926.54
	TOTAL	980.88
AIRPORT		
0301685	CARQUEST AUTO PARTS	39.96
0504825	EDWARDS OIL INC	329.84
0920060	ITASCA COUNTY TREASURER	152.91
1309159	MINNESOTA COUNCIL OF AIRPORTS	150.00
1608345	PHILS GARAGE DOOR	1,681.15

DATE: 02/23/2017
 TIME: 09:43:12
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 02/27/2017

VENDOR #	NAME	AMOUNT DUE

AIRPORT		
	TOTAL	2,353.86
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	106.57
0221650	BURGGRAF'S ACE HARDWARE INC	166.73
0315455	COLE HARDWARE INC	5.98
0401520	DANIELSON HEATING AND COOLING	78.44
0501656	THE EARTHGRAINS COMPANY INC	89.28
0715435	GOLD MEDAL PRODUCTS CO	337.34
0718075	THUNDERHAWKS ARCHERY ASSOC	477.00
1301168	MARKETPLACE FOODS	75.46
1605611	PEPSI-COLA	2,397.26
1615423	POKEGAMA ELECTRIC INC	87.00
1901535	SANDSTROM COMPANY INC	3,333.02
1909510	SIM SUPPLY INC	664.58
2116600	UPPER LAKE FOODS INC	1,952.90
2209421	VIKING ELECTRIC SUPPLY INC	163.92
	TOTAL GENERAL ADMINISTRATION	9,935.48
STATE HAZ-MAT RESPONSE TEAM		
0920057	ITASCA COUNTY SHERIFFS DEPT	3,288.24
	TOTAL	3,288.24
CEMETERY		
0920060	ITASCA COUNTY TREASURER	44.20
	TOTAL	44.20
DOMESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE LINEN & APPAREL	16.56
0920060	ITASCA COUNTY TREASURER	130.19
	TOTAL	146.75

DATE: 02/23/2017
 TIME: 09:43:12
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 5

INVOICES DUE ON/BEFORE 02/27/2017

VENDOR #	NAME	AMOUNT DUE

IRA CVC CTR CAPITAL PJT		
	MULTI-USE OUTDOOR PAVILION	
0118230	ARENA WAREHOUSE, LLC	3,650.32
0308104	CHAMPION IRON, LLC	69,827.85
1903335	SCHROEDER LOG HOME SUPPLY INC	14.04
2505705	YESCO SIGN & LIGHTING	11,852.50
	TOTAL MULTI-USE OUTDOOR PAVILION	85,344.71
2016	INFRASTRUCTURE BONDS	
	2017-1 5TH ST N & 8TH AVE NE	
1900225	SEH-RCM	1,430.55
	TOTAL 2017-1 5TH ST N & 8TH AVE NE	1,430.55
2017	INFRASTRUCTURE BONDS	
	2009-1 4TH AVE & 13TH ST NW	
1900225	SEH-RCM	75,850.58
	TOTAL 2009-1 4TH AVE & 13TH ST NW	75,850.58
	2009-1 9TH ST NE	
1900225	SEH-RCM	17,380.40
	TOTAL 2009-1 9TH ST NE	17,380.40
	2009-1 14TH ST NW OVERLAY	
1900225	SEH-RCM	6,807.10
	TOTAL 2009-1 14TH ST NW OVERLAY	6,807.10
	2009-1 8TH AVE NE STRM WTR	
1900225	SEH-RCM	1,100.00
	TOTAL 2009-1 8TH AVE NE STRM WTR	1,100.00
STORM WATER UTILITY		
0121721	AUTO VALUE - GRAND RAPIDS	281.99
0221650	BURGGRAF'S ACE HARDWARE INC	12.60
0401804	DAVIS OIL	5,007.91
0920060	ITASCA COUNTY TREASURER	636.13

DATE: 02/23/2017
 TIME: 09:43:12
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 6

INVOICES DUE ON/BEFORE 02/27/2017

VENDOR #	NAME	AMOUNT DUE

STORM WATER UTILITY		
1301015	MACQUEEN EQUIPMENT INC	386.48
1621125	PUBLIC UTILITIES COMMISSION	18,029.56
1920555	STOKES PRINTING & OFFICE	4.99
	TOTAL	24,359.66
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$ 336,447.90
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0104095	DALE ADAMS	59.17
0113232	AMERIFLEX BUSINESS SOLUTIONS	524.70
0114210	D. ANDERSON - CHANGE FUND	5,240.00
0116600	APPLE VALLEY, CITY OF	1,103.00
0212126	RICK BLAKE	472.08
0212750	BLUE CROSS & BLUE SHIELD OF MN	49,780.50
0305530	CENTURYLINK COMMUNICATIONS LLC	259.00
0315454	TRAVIS COLE	92.00
0405305	LYNN DEGRIO	59.17
0415820	DOWN RANGE TRAINING CONCEPTS	350.00
0504610	RON EDMINSTER	69.55
0718015	GRAND RAPIDS CITY PAYROLL	235,803.59
0718070	GRAND RAPIDS STATE BANK	673.40
0815440	HOLIDAY COMPANIES	220.00
0920055	ITASCA COUNTY RECORDER	19.00
1205090	LEAGUE OF MINNESOTA CITIES	60.00
1209516	LINCOLN NATIONAL LIFE	113.91
1305046	MEDIACOM LLC	10.50
1309098	MINNESOTA DEPT OF ADMN	626.00
1309199	MINNESOTA ENERGY RESOURCES	9,948.51
1309264	MN JUVENILE OFFICERS ASSOC	480.00
1309304	MN DEPT OF PUBLIC SAFETY	100.00
1309332	MN STATE RETIREMENT SYSTEM	1,690.00
1309335	MINNESOTA REVENUE	4,020.84
1315654	NATHAN MORLAN	208.11
1405850	NEXTERA COMMUNICATIONS LLC	431.97
1516220	OPERATING ENGINEERS LOCAL #49	37,310.00
1601305	THOMAS J. PAGEL	201.16
1605734	JON PETERSON	92.00
1609561	PIONEER TELEPHONE	9.49
1621105	P.E.R.A.	42.12
1621125	PUBLIC UTILITIES COMMISSION	669.52
1621130	P.U.C.	35,902.94
1921620	SUPERIOR USA BENEFITS CORP	183.00
2000490	TDS Metrocom	740.15
2209665	VISA	3,392.41
2209705	VISIT GRAND RAPIDS INC	24,912.47

DATE: 02/23/2017
TIME: 09:43:12
ID: AP443000.CGR

CITY OF GRAND RAPIDS
DEPARTMENT SUMMARY REPORT

PAGE: 7

INVOICES DUE ON/BEFORE 02/27/2017

VENDOR #	NAME	AMOUNT DUE

CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$415,870.26
TOTAL ALL DEPARTMENTS		752,318.16



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0131 **Version:** 1 **Name:**

Type: Agenda Item **Status:** Engineering

File created: 2/21/2017 **In control:** City Council

On agenda: 2/27/2017 **Final action:**

Title: On Monday, February 27, 2017, directly following the regular City Council meeting, a public meeting will be conducted, in the City Hall Council Chambers, regarding the City's Storm Water Pollution Prevention Plan (SWPPP). The meeting will present the progress to date and required activities for 2017. The City invites all residents and encourages public participation. A quorum of the Grand Rapids City Council may be present.

Sponsors:

Indexes:

Code sections:

Attachments:

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

On Monday, February 27, 2017, directly following the regular City Council meeting, a public meeting will be conducted, in the City Hall Council Chambers, regarding the City's Storm Water Pollution Prevention Plan (SWPPP). The meeting will present the progress to date and required activities for 2017. The City invites all residents and encourages public participation. A quorum of the Grand Rapids City Council may be present.