



# CITY OF GRAND RAPIDS

## Meeting Agenda Full Detail City Council

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Monday, February 13, 2017

Council Chambers

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**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 13, 2017 immediately following the Worksession in 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

### APPROVAL OF MINUTES

17-0071 Consider approving Council minutes for Monday, January 23, 2017 Worksession & Regular meetings.

**Attachments:** [January 23, 2017 Worksession.pdf](#)  
[January 23, 2017 Regular Meeting.pdf](#)

### 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. 17-0075 Consider authorizing the Grand Rapids Police Department to sell three forfeited handguns to a Federally Licensed Firearms Dealer.

2. 17-0077 Consider adopting a resolution authorizing establishing a Sweep Account at Grand Rapids State Bank for online transactions and designate the City Administrator, Finance Director, and Assistant Finance Director as authorized signers.

**Attachments:** [Resolution Sweep Acct.-GRSB.pdf](#)

3. 17-0078 Consider approving a resolution accepting a donation of \$1,000 from the Reif Center for

the Arts & Culture Commission Riverfront Venue Feasibility Study.

**Attachments:** [Reif Rvrfrt Venue Feasibility Res.pdf](#)

4. [17-0081](#) Consider adopting a resolution approving budgeted operating transfers from the General Fund to the Special Revenue Funds-Central School and the Domestic Animal Control Facility.  
**Attachments:** [2016 Op tsfr Central School DACF.pdf](#)
  
5. [17-0082](#) Consider accepting low quote from Grand Rapids GM for the purchase of two 1 Ton, 4 wheel drive pick-ups and low quote from Lake Woods Chrysler for one 1/2 Ton, 4 wheel drive pick-up.  
**Attachments:** [Grand Rapids GM 1 Ton Quote.pdf](#)  
[Lake Woods Chrysler 1 Ton Quote.pdf](#)  
[Rapids Ford 1 Ton Quote.pdf](#)  
[Lake Woods Chrysler Half Ton Quote.pdf](#)  
[Grand Rapids GM Half Ton Quote.pdf](#)  
[Rapids Ford Half Ton Quote.pdf](#)
  
6. [17-0084](#) Consider authorizing the budgeted purchase of a new 2017 Mack snow plow truck cab and chassis from Nuss Truck Group as per State Contract #77950 for \$119,593.00, which includes Minnesota Sales Tax, licensing and registration fees. Also authorize the Fleet Division to purchase and install a new 800MHZ radio for the new Mack truck, not to exceed \$2,500.00.  
**Attachments:** [2017 2-13 Nuss Truck Cab & Chassis CPV](#)
  
7. [17-0090](#) 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.
  
8. [17-0093](#) Consider authorizing the purchase of a 2017 Epoke Combi De-Icing Unit from MacQueen Equipment Inc., as per State Contract #S-863(5) for the purchase price of \$97,168.50.  
**Attachments:** [2017 2-13 MacQueen Equipment Epoke Combi CPV](#)
  
9. [17-0094](#) Consider authorizing Public Works to enter into the following contract for the purchase and installation of all hydraulics, dump box, lift system, snow plow equipment, emergency lighting and all fabrication required, from Towmaster Truck Equipment as per State Contract #100790 for a grand total of \$129,344.00.  
**Attachments:** [2017 2-13 Towmaster Fabrication CPV](#)
  
10. [17-0095](#) Consider adopting a resolution approving the plans and specifications and ordering the advertisement for bids for CP 2009-1, the 2017 Infrastructure Improvements Project.  
**Attachments:** [2-13-17 Resolution CP 2009-1 Ordering Advertisement](#)
  
11. [17-0101](#) Consider approving the request to solicit quotes utilizing the Minnesota Cooperative Purchasing Venture for the purchase of the budgeted 2017 turf lawnmower with bag attachment.

12. [17-0102](#) Consider approving Itasca County DataDomain agreement.  
**Attachments:** [DataDomain Agreement Jan2017.pdf](#)
13. [17-0103](#) Consider entering into an agreement with area businesses for advertising at the IRA Civic Center.  
**Attachments:** [move it realty-signed](#)  
[northland restaurant group](#)  
[silvertip graphics signed](#)
14. [17-0118](#) Consider a request by the Police Department to purchase one (1) 2017 Ford Police Interceptor Utility (SUV) vehicle from Hibbing Ford, at a price of \$27,871.00, which is below the state bid price of \$28,437.95.  
**Attachments:** [3068 001.pdf](#)  
[3069 001.pdf](#)
15. [17-0120](#) Consider authorizing the Arts and Culture Commission to apply for a National Creative Placemaking Grant through ArtPlace.
16. [17-0068](#) Consider entering into an Agreement for Consulting Services for GASB 67 & 68 Actuarial Valuation with Hildi Incorporated.  
**Attachments:** [Hildi Inc. Consulting Contract Grand Rapids VFRA 2017.pdf](#)

#### 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

17. [17-0125](#) Acknowledge the attached minutes for Boards & Commissions.  
**Attachments:** [August 2, 2016 PCA minutes.pdf](#)  
[December 6, 2016 PCA minutes.pdf](#)  
[December 28, 2016 Human Rights minutes.pdf](#)  
[January 4, 2017 Arts & Culture minutes.pdf](#)  
[June 21, 2016 PCA Board minutes.pdf](#)  
[November 16, 2016 HRA minutes.pdf](#)

#### DEPARTMENT HEAD REPORT

18. [17-0124](#) Fire Department ~ Mike Liebel  
**Attachments:** [2016 Annual Report.pdf](#)

#### COMMUNITY DEVELOPMENT

19. [17-0108](#) Consider approval of a Purchase Agreement and Addendum with Northrock Development for the sale of a commercial building located at 216 N. Pokegama Avenue, Parcel # 91-410-1930.

**Attachments:** [Northrock Purchase Agreement.pdf](#)  
[Addendum to Northrock Purchase Agreement.pdf](#)  
[Townhall-map.pdf](#)

20. [17-0112](#) Consider approving the purchase of a 2006 Ford F150 truck from the Grand Rapids PUC and authorizing the disposal of the 2005 Chevrolet Impala fixed asset at a future auction, contingent upon approval action regarding the sale by the GRPUC.

### ENGINEERING

21. [17-0076](#) Consider approving a public service and infrastructure permanent easement from Mary M. Shideler related to CP 2009-1, 2017 Infrastructure Improvements.

**Attachments:** [Shideler Esmt. Signed](#)

### ADMINISTRATION DEPARTMENT

22. [17-0083](#) Consider the appointment of Andy Horton to the position of Safety Officer with the Grand Rapids Fire Department.

23. [17-0089](#) Consider granting permanent status for Public Works Maintenance I employee Bruce Baird.

24. [17-0092](#) Consider adopting a resolution to Appoint a City Agent.

**Attachments:** [agentsrolecompensationinlmcit](#)  
[Resolution to Appoint a City Agent](#)

### 5:30 PUBLIC HEARINGS PM

25. [17-0079](#) Conduct a public hearing to consider the vacation of a portion of platted Sixth Street North right-of-way adjacent to Block 20, Grand Rapids First Division.

**Attachments:** [Beaty Vacation Request: Area Maps](#)  
[R-O-W Vacation: Review Committee Comments](#)  
[Beaty Vacation: Application](#)

### COMMUNITY DEVELOPMENT

26. [17-0080](#) Consider the adoption of a resolution either approving or denying the vacation of a portion of platted Sixth Street North right-of-way adjacent to Block 20, Grand Rapids First Division.

**Attachments:** [Beaty Vacation Request: Resolution \(draft\)](#)

**PUBLIC HEARINGS**

27. [17-0085](#) Conduct a public hearing to inform residents and receive comment on the City of Grand Rapids' submission of a full application to the Department of Employment and Economic Development for Small Cities Development Program (SCDP) funds for 6 commercial, 30 residential units (both rental and owner occupied) rehabilitation projects, and Streetscape enhancement funds in Grand Rapids.

**COMMUNITY DEVELOPMENT**

28. [17-0086](#) Consider adopting a resolution authorizing the submission of a full application to the Department of Employment and Economic Development for Small Cities Development Program (SCDP) funds for 6 commercial, 30 residential units (both rental and owner occupied) rehabilitation projects, and Streetscape enhancement funds in Grand Rapids.  
**Attachments:** [SCDP Resolution authorizing grant request 2-13-17.pdf](#)
29. [17-0087](#) Consider authorizing the submission of a letter to DEED providing support for the Small Cities Development Program (SCDP) application and certifying the target area for commercial rehabilitation projects meets the Program's standards for a blighted area.  
**Attachments:** [Slum & Blight Letter from Mayor](#)  
[SCDP Commercial Target Area](#)
30. [17-0088](#) Consider approval of a Citizen Participation Plan in connection with the final application for commercial and housing rehab project funding from the Small Cities Development Program.  
**Attachments:** [Citizen Participation Plan: 2017 SCDP Application](#)
31. [17-0091](#) Consider authorizing the Mayor to sign the Tennesen Warning Notice in connection with the final application for commercial and housing rehab project funding, and Streetscape enhancement funds from the Small Cities Development Program.  
**Attachments:** [Tennesenn Warning Form](#)  
[Tennesen Warning Notice e-mail from DEED](#)

**VERIFIED CLAIMS**

32. [17-0121](#) Consider approving the verified claims for the period January 14, 2017 to February 6, 2017 in the total amount of \$1,154,052.71.  
**Attachments:** [COUNCIL BILL LIST 02-13-17.pdf](#)

**ADJOURNMENT**

*NEXT REGULAR MEETING IS SCHEDULED FOR FEBRUARY 27, 2017, AT 5:00 P.M.*

*NOTE: These times are approximate only and are subject to change. If you are interested in a topic of discussion you should appear at least 10 minutes before its scheduled time.*

*Hearing Assistance Available: This facility is equipped with a hearing assistance system.*

*Attest: Kimberly Gibeau, City Clerk*



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0071      **Version:** 1      **Name:** Council minutes  
**Type:** Agenda Item      **Status:** Approval of Minutes  
**File created:** 1/25/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **Final action:**  
**Title:** Consider approving Council minutes for Monday, January 23, 2017 Worksession & Regular meetings.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [January 23, 2017 Worksession.pdf](#)  
[January 23, 2017 Regular Meeting.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving Council minutes for Monday, January 23, 2017 Worksession & Regular meetings.

**Background Information:**

Draft minutes are attached for review.

**Staff Recommendation:**

Approve minutes.

**Requested City Council Action**

Make a motion to approve Council minutes for Monday, January 23, 2017 Worksession & Regular meetings.



# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council Work Session

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Monday, January 23, 2017

3:45 PM

Pubic Works Facility

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**CALL TO ORDER:** Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council was held on Monday, January 23, 2017 at 3:45 p.m. at the Public Works Facility, 500 SE 4th Street, Grand Rapids, Minnesota.

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

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

**Staff present:**

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

**Discussion Items**

1. Public Works 2017 Capital Improvement Plan  
  
*Public Works Director, Jeff Davies, provides background information on 2017 Capital Improvement Plan, noting specific vehicles needing replacement. Also reviewed proposed CIP items for 2018 through 2020. As in past years, older machines will be offered at auction on sites such as Do-bid.com.*  
  
*Council toured the Public Works facility and equipment.*  
  
*The meeting was recessed at 4:35 p.m. and will resume at 4:50 p.m. in City Hall Conference Room 2A.*
  
2. Review 5:00 PM Regular Meeting  
  
*Meeting resumed at 4:50 p.m.*  
  
*Mayor Adams notes that the meeting is now live at City Hall in Conference Room 2A. Mayor provides a recap of the portion of the meeting that took place at the Public Works facility and was unavailable for live feed on ICTV.*  
  
*Upon review of the agenda for the regular meeting, item #26 was discussed, with Councilor Zeige volunteering to serve as Council representative on the Active Living Center Board and was moved from regular agenda to #18a on Consent.*

**ADJOURN**



There being no further business, the meeting adjourned at 4:55 PM.

Respectfully submitted:

*Kimberly Gibeau*  
Kimberly Gibeau, City Clerk



# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council

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Monday, January 23, 2017

5:00 PM

City Hall Council Chambers

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**5:00 PM**    **CALL TO ORDER:** Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council was held on Monday, January 23, 2017 at 5:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

### CALL OF ROLL

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

### Staff present:

*Tom Pagel, Chad Sterle, Barb Baird, Travis Cole, Scott Johnson, Lynn DeGrio, Lisa Flaherty, Michele Palkki, Matt Wegworth, Rob Mattei, Sue Johnson, Dale Anderson, Marcia Anderson*

**5:01 PM**    **PRESENTATIONS/PROCLAMATIONS**

Presentation of Award to Susan Johnson - Mayor Adams

*Mayor Adams presented Sue Johnson with a plaque in appreciation of her 37 years of service to the City of Grand Rapids upon her retirement.*

### MEETING PROTOCOL POLICY

**5:05 PM**    **PUBLIC FORUM**

*Travis Cole, Captain with the Grand Rapids Fire Department, announces that the Fire Dept. is seeking applicants for firefighter. All who are interested are encouraged to apply. Application deadline is January 31, 2017.*

**5:10 PM**    **COUNCIL REPORTS**

*Mayor Adams announces that several City Boards & Commissions are seeking applicants. Anyone interested can inquire at City Hall in Administration or by calling.*

*Councilor Christy provides update on RAMS board, ongoing topics and upcoming meetings.*

**5:12 APPROVAL OF MINUTES  
PM**

Consider approving Council minutes for Monday, January 9, 2017 Workession & Regular Meetings.

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

**5:13 CONSENT AGENDA  
PM**

1. Consider adopting a resolution approving an operating transfer from the Capital Equipment Replacement Fund to the Grand Rapids Public Library in the amount of \$4,142.00 as of December 31, 2016.  
**Adopted City Resolution 17-06 by consent roll call**
2. Consider voiding Lost Accounts Payable check #123888, issue a new check, and waiving bond requirements for check issued to MN Energy Resources in the amount of \$133,538.86.  
**Approved by consent roll call**
3. Consider authorizing the Police Department to apply for a child safety car seat grant.  
**Approved by consent roll call**
4. Consider a resolution accepting and approving additional donations and sponsorships for the IRA Civic Center Multi-Use Pavilion received and/or pledged in the year 2016.  
**Adopted City Resolution 17-07 by consent roll call**
5. Consider approving a resolution accepting donations of \$250 from Grand Rapids Arts, \$250 from Northern Community Radio and \$250 from MacRostie Art Center for the Grand Rapids Arts & Culture Commission Riverfront Venue Feasibility Study.  
**Approved City Resolution 17-08 by consent roll call**
6. Consider adopting a resolution accepting a \$130.00 donation for the Shop with a Hero program  
**Adopted City Resolution 17-09 by consent roll call**
7. Consider authorizing the Grand Rapids Police Department to sell two (2) Glock .40 caliber handguns.  
**Approved by consent roll call**
8. Consider approving a 1 - 4 Day Temporary On-Sale Liquor License for Grand Itasca

Foundation, event scheduled for March 16, 2017.

**Approved by consent roll call**

9. Consider approving temporary liquor licenses for five (5) separate events from February - June, 2017.
- Approved by consent roll call**
10. Consider adopting a resolution approving a loan to the Capital Equipment Replacement Fund in the amount of \$454,285 for a term of five years with an interest rate for 2017 of .50% and adjusting the annual interest rate by adding .25% to the City's previous year's average interest rate on investments.
- Adopted City Resolution 17-10 by consent roll call**
11. Authorize the Grand Rapids Police Department to apply for a State Homeland Security Program Grant
- Approved by consent roll call**
12. Consider approving the request to solicit quotes utilizing the Minnesota Cooperative Purchasing Venture for the purchase of the Budgeted 2017 Snow Plow Truck.
- Approved by consent roll call**
13. Consider approving the request to solicit quotes for three pick-up purchases that are approved in the 2017 CIP.
- Approved by consent roll call**
14. Consider authorizaing Public Works to solicit quotes for the purchase of a new 2017 snow blower, utilizing the State of Minnesota Cooperative Purchasing Venture.
- Approved by consent roll call**
15. Consider approving the hiring of a part-time employee at the Grand Rapids Park and Recreation Department, IRA Civic Center and the Grand Rapids Sports Complex.
- Approved by consent roll call**
16. Consider accepting notice of Retirement from Susan Johnson.
- Approved by consent roll call**
17. Consider accepting the resignation of Donnie Wilson from the Grand Rapids Fire Department.
- Approved by consent roll call**
18. Consider the appointment of Jacob Beach as an Intern in the Grand Rapids Police Department.
- Approved by consent roll call**

- 18a. Consider appointing a Council representative to the Active Living Center Advisory Board.  
**Approved appointing Councilor Zeige as Council representative by consent roll call**

**Approval of the Consent Agenda**

**A motion was made by Councilor Christy, seconded by Councilor Connelly, to approve the Consent agenda with the addition of item #18a, moved from Regular agenda item #26. The motion carried by the following vote**

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

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

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

- 19. Acknowledge minutes for Boards & Commissions.  
*11/9/16, 11/16/16, 12/14/16 - Library Board minutes  
12/14/16 - PUC minutes*  
**Acknowledge Boards and Commissions**

**5:17 PM DEPARTMENT HEAD REPORT**

- 20. Engineering ~ Matt Wegwerth  
*Engineer Wegwerth provides information on department activities, GIS projects and software programs, staff, CIP projects from 2016, 2017 projects, Street light improvements, Grant applications, road construction projects, etc.*

**5:27 PM CIVIC CENTER, PARKS & RECREATION**

- 21. Consider naming the Community Multi-Use Pavilion.  
*Dale Anderson addresses the Council, citing support provided to the City and community at large, by the Miner family over the years and stating that Jerry & Shirley Miner recently donated \$50,000 toward the Multi-Use Pavilion project, which will benefit the entire community.*  
**A motion was made by Councilor Blake, seconded by Councilor Zeige, officially naming the new multi-use pavilion constructed at the Civic Center, the Jerry & Shirley Miner Family Multi-Use Pavilion. The motion carried by the following vote.**

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

22. Consider purchasing a scoreboard for the Multi-Use Pavilion

*Mr. Anderson presents request to purchase new scoreboard for the M.U.P. The specified vendor has provided quality product and excellent customer service in the past and staff believes this will continue.*

**A motion was made by Councilor Christy, seconded by Councilor Zeige, to approve the purchase of a scoreboard for the Multi-Use Pavilion as presented. The motion carried by the following vote.**

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

**5:30 PUBLIC HEARINGS  
 PM**

23. Consider conducting the Public Hearing for CP 2009-1, the 2017 Infrastructure Improvements Project.

*Mayor Adams states the reason for the public hearing, advising this is the time and place for all to be heard regarding this project. Clerk Gibeau states that all required notices have been made and the Clerk's office received one email correspondence, sent via email to Engineer Matt Wegwerth, from Mr. & Mrs. Peder Gaalaas, in support of the project. The complete correspondence is included here.*

*Hi Matt,*

*Thank you for taking my calls recently to discuss the infrastructure improvements planned for 4th Ave NW in Grand Rapids. My wife, Maren, and I may not be able to attend the January 23 public hearing so we wanted to give you a summary of our thoughts on the project.*

*We support the project and look forward to the planned improvements. As noted in your 1-11-17 correspondence, safety is a concern in our neighborhood. Controlling the speed of traffic on 4th Ave NW is a primary goal on this relatively busy road and school bus route.*

*We would like to add the following ideas to the discussion as suggestions that may lower the risk of injury and improve the overall safety surrounding 4th Ave NW.*

*-Maintain the existing 40' width of 4th Ave NW.*

*This would avoid the increased risk that may come by putting all of the vehicle and pedestrian traffic in a smaller space, especially in the winter months when snow banks narrow the road further, and ice/snow create more dangerous walking and driving conditions.*

*-Add stop signs on 4th Ave NW at the intersections of 10th and 12th Streets.*

*This would create an enforceable slowing of traffic, and not rely on the assumption that all traffic will automatically slow down in a narrowed roadway.*

*-Add speed humps in two locations along 4th Ave NW between 9th and 13th St. (just north of 10th St and south of 12th Street ?)*

*This would create a physical reminder, which should effectively slow traffic and may encourage some traffic to take alternate routes.*

*Thank you for considering these options as you look at ways to make our neighborhood a safer place with infrastructure improvements.*

*Sincerely,  
Peder & Maren Gaalaas  
1007 NW 4th Ave  
Grand Rapids, MN 55744*

*City Engineer, Matt Wegwerth, provides background information regarding the proposed project.*

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

*Marcia Anderson, 1010 NW 4th Ave, notes that this is a bike and pedestrian route, with various uses and events using 4th Ave as pedestrian group walkway. Other roads in area used as overflow parking for Civic Center. Priority would be to slow traffic, encourage stopping at stop signs, public art on 4th Avenue, protect Hale Lake, protect boulevard trees.*

*Roger Rolston, 1115 4th Ave, concerned about narrowing street. Measured street and with winter snow buildup, the street is already narrowed. Not all homes have alley access in this area. Would prefer the street at 40'.*

*Sheryl Hannasch, 315 NE 9th Street, concerns regarding sidewalks, slope in front of houses and concerned about need to build retaining wall and who is responsible. Engineering advises that grading into yards will bring more level so no need for wall.*

*Glenna Olson, 1201 NW 4th Avenue, 12th Street was dug up in 2002 and would like to know what was done and why new work is required. Administrator Pagel explains that work at that time was due to storm sewer.*

*John Clark, 311 NE 9th Street, rental property. Sidewalk concern, steep driveway and is concerned that the driveway will be much more steep at completion of project. Concerns over large pine tree that may be affected by construction.*

*Jennifer Vail Storrs, 1106 NW 4th Avenue, has questions regarding the arts and culture cost. These funds are dependent upon Council approval of Arts & Culture Plan. Residents should have a say in the art projects.*

*Jerry Pulkrabek, 414 Hale Lake Lane, questions regarding possible median, stating opposition to median. Concerned about narrowing the avenue further, stating it should remain at 40'.*

*Ross Williams, 1010 NW 4th Avenue, strongly support narrowing the street. States this will slow traffic down and make for a safer roadway.*

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

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

## ENGINEERING

24. Consider adopting a resolution ordering CP 2009-1, the 2017 Infrastructure Improvements Project and the plans and specifications for the Project to be completed.
- Councilmembers ask questions to address concerns from residents presented during public hearing portion of the meeting. Engineer Wegwerth is available to talk with residents about concerns.*
- A motion was made by Councilor Zeige, seconded by Councilor Christy, to adopt City Resolution 17-11, ordering CP 2009-1, 2017 Infrastructure Improvements Project and plans & specs for project to be completed. The motion carried by the following vote.**
- Aye** 5 - Councilor Dale Christy  
Mayor Dale Adams  
Councilor Bill Zeige  
Councilor Rick Blake  
Councilor Tasha Connelly
25. Consider approving SLA 2009-1 with SEH for construction engineering services related to CP 2009-1, 2017 Infrastructure Improvements Project.
- A motion was made by Councilor Christy, seconded by Councilor Blake, to approve the SLA 2009-1 with SEH as presented. The motion carried by the following vote.**
- Aye** 5 - Councilor Dale Christy  
Mayor Dale Adams  
Councilor Bill Zeige  
Councilor Rick Blake  
Councilor Tasha Connelly

## 5:50 ADMINISTRATION DEPARTMENT PM

*Item #26 moved to Consent as item #18a.*

## 5:55 VERIFIED CLAIMS PM

27. Consider approving the verified claims for the period January 4, 2017 to January 23, 2017 in the total amount of \$3,298,871.63 of which \$2,550,936.26 are bond payments.
- A motion was made by Councilor Blake, seconded by Councilor Zeige, to approve the verified claims as presented. The motion carried by the following vote.**



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

**6:00 ADJOURNMENT  
PM**

**A motion was made by Councilor Tasha Connelly, seconded by Councilor Bill Zeige, to adjourn the meeting at 6:38 PM. The motion PASSED by unanimous vote.**

*Respectfully submitted:*

*Kimberly Gibeau*  
Kimberly Gibeau, City Clerk



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0075      **Version:** 1      **Name:** Consider authorizing the Grand Rapids Police Department to sell three forfeited handguns to a Federally Licensed Firearms Dealer.

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

**File created:** 1/31/2017      **In control:** City Council

**On agenda:** 2/13/2017      **Final action:**

**Title:** Consider authorizing the Grand Rapids Police Department to sell three forfeited handguns to a Federally Licensed Firearms Dealer.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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Consider authorizing the Grand Rapids Police Department to sell three forfeited handguns to a Federally Licensed Firearms Dealer.

### **Background Information:**

The police department has sold forfeited firearms in the past through an auction process. The three (3) forfeited handguns to be sold have gone through the forfeiture process and have been awarded to the city by the courts. The guns will be sold individually or as a lot, which ever brings in the highest bid.

### **Handguns to be auctioned are as follows:**

1. Glock 30s .45 caliber Serial # UDG375
2. Glock 30s .45 caliber Serial # CDX899US
3. Inratec 9mm Serial # 44705

### **Staff Recommendation:**

The police department recommends to sell the three (3) forfeited handguns to a Federally License Firearms Dealer at auction.

### **Requested City Council Action**

Consider making a motion authorizing the police department to sell the three (3) forfeited handguns to a Federally License Firearms Dealer at auction.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0077      **Version:** 1      **Name:** Establishing Sweep Acct at GR SB  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/2/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **Final action:**  
**Title:** Consider adopting a resolution authorizing establishing a Sweep Account at Grand Rapids State Bank for online transactions and designate the City Administrator, Finance Director, and Assistant Finance Director as authorized signers.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Resolution Sweep Acct.-GRSB.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution authorizing establishing a Sweep Account at Grand Rapids State Bank for online transactions and designate the City Administrator, Finance Director, and Assistant Finance Director as authorized signers.

**Background Information:**

The Pokegama Golf Course would like to set up an online store for the sale of golf course passes. For security reasons and to simplify transactions, we are requesting that the council authorize establishing a Sweep Account at Grand Rapids State Bank .

**Staff Recommendation:**

Staff recommends adopting a resolution authorizing establishing a Sweep Account at Grand Rapids State Bank for online transactions and designate the City Administrator, Finance Director, and Assistant Finance Director as authorized signers.

**Requested City Council Action**

Make a motion adopting a resolution authorizing establishing a Sweep Account at Grand Rapids State Bank for online transactions and designate the City Administrator, Finance Director, and Assistant Finance Director as authorized signers.

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

RESOLUTION NO. 17-  
A RESOLUTION AUTHORIZING ESTABLISHING A SWEEP ACCOUNT AT GRAND  
RAPIDS STATE BANK AND DESIGNATING THE CITY ADMINISTRATOR, FINANCE  
DIRECTOR, AND ASSISTANT FINANCE DIRECTOR AS AUTHORIZED SIGNERS

WHEREAS, the City's main checking account is an interest bearing Money Market Account at Grand Rapids State Bank, and

WHEREAS, the City can establish a Sweep account for online transactions for the Pokegama Golf Course online store, and

WHEREAS, the City Council designates the City Administrator, Finance Director, and Assistant Finance Director as authorized signers,

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, authorizes establishing a Sweep Account at Grand Rapids State Bank and designates the City Administrator, Finance Director, and Assistant Finance Director as authorized signers.

Adopted this 13<sup>th</sup> day of February, 2017.

\_\_\_\_\_  
Dale Adams, Mayor

Attest:

\_\_\_\_\_  
Kim Johnson-Gibeau, City Clerk

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0078      **Version:** 1      **Name:** Reif Center Resolution  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/3/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **Final action:**  
**Title:** Consider approving a resolution accepting a donation of \$1,000 from the Reif Center for the Arts & Culture Commission Riverfront Venue Feasibility Study.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Reif Rvrfrt Venue Feasibility Res.pdf](#)

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

Consider approving a resolution accepting a donation of \$1,000 from the Reif Center for the Arts & Culture Commission Riverfront Venue Feasibility Study.

**Background Information:**

LHB is currently creating the Riverfront Venue Feasibility Study for the Arts & Culture Commission.

**Staff Recommendation:**

City staff is recommending accepting this donation from the Reif Center to be used towards Phase 2 costs.

**Requested City Council Action**

Make a motion approving a resolution to accept a donation from the Reif Center for \$1,000 for the Riverfront Venue Feasibility Study.

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

RESOLUTION NO. 17-

A RESOLUTION ACCEPTING A DONATION FROM THE REIF CENTER FOR THE  
GRAND RAPIDS ARTS & CULTURE COMMISSION RIVERFRONT VENUE  
FEASIBILITY STUDY

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 Reif Center \$1,000 for the Grand Rapids Arts & Culture Commission Riverfront Venue Feasibility Study.

Adopted this 13<sup>th</sup> 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 #:** 17-0081      **Version:** 1      **Name:** Operating Trmf-C.S. and DACF  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/6/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **Final action:**  
**Title:** Consider adopting a resolution approving budgeted operating transfers form the General Fund to the Special Revenue Funds-Central School and the Domestic Animal Control Facility.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [2016 Op tsfr Central School DACF.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution approving budgeted operating transfers form the General Fund to the Special Revenue Funds-Central School and the Domestic Animal Control Facility.

**Background Information:**

The City Council adopted the 2016 budget on December 14, 2015. That budget included an operating transfer in the amount of \$26,850 from the General Fund to the Special Revenue Fund-Central School. However, due to the loss of rental income for Central School the required operating transfer is \$29,700. The budget also included an operating transfer in the amount of \$32,750 from the General Fund to the Special Revenue Fund-Domestic Animal Control Facility. Our actual expenditures were less than budgeted, so the required operating transfer is \$20,387.

**Staff Recommendation:**

Staff recommends adopting a resolution approving budgeted operating transfers form the General Fund to the Special Revenue Funds-Central School and the Domestic Animal Control Facility.

**Requested City Council Action**

Make a motion adopting a resolution approving a budgeted operating transfer from the General Fund to the Special Revenue Fund-Central School in the amount of \$29,700 and a transfer from the General Fund to Special Revenue Fund-Domestic Animal Control Facility in the amount of \$20,387 as of December 31, 2016.

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

RESOLUTION NO. 17-

A RESOLUTION AUTHORIZING THE FOLLOWING BUDGETED OPERATING TRANSFERS FROM THE GENERAL FUND TO THE SPECIAL REVENUE FUND- DOMESTIC ANIMAL CONTROL FACILITY IN THE AMOUNT OF \$20,387 AND A TRANSFER FROM THE GENERAL FUND TO SPECIAL REVENUE FUND-CENTRAL SCHOOL IN THE AMOUNT OF \$29,700 AS OF DECEMBER 31, 2016

WHEREAS, on December 14, 2015, the Grand Rapids City Council approved the 2016 budget which included the following transfers:

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, authorizes the following budgeted operating transfers as of December 31, 2016:

\$20,387	from the General Fund to the Special Revenue Fund- Domestic Animal Control Facility
\$29,700	from the General Fund to the Special Revenue Fund-Central School

Adopted this 13th day of February, 2017.

---

Dale Adams, Mayor

Attest:

---

Kim Johnson-Gibeau, City Clerk

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





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0082      **Version:** 1      **Name:** Public Works Pick-Ups  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/7/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **Final action:**

**Title:** Consider accepting low quote from Grand Rapids GM for the purchase of two 1 Ton, 4 wheel drive pick-ups and low quote from Lake Woods Chrysler for one 1/2 Ton, 4 wheel drive pick-up.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Grand Rapids GM 1 Ton Quote.pdf](#)  
[Lake Woods Chrysler 1 Ton Quote.pdf](#)  
[Rapids Ford 1 Ton Quote.pdf](#)  
[Lake Woods Chrysler Half Ton Quote.pdf](#)  
[Grand Rapids GM Half Ton Quote.pdf](#)  
[Rapids Ford Half Ton Quote.pdf](#)

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

Consider accepting low quote from Grand Rapids GM for the purchase of two 1 Ton, 4 wheel drive pick-ups and low quote from Lake Woods Chrysler for one 1/2 Ton, 4 wheel drive pick-up.

**Background Information:**

At the January 23, 2017 City Council meeting, the Council approved the specifications and solicitation of quotes for the purchase of two 1 Ton 4 wheel drive pick-ups and one 1/2 Ton 4 wheel drive pick-up. All three vehicles are included in the 2017 Capital Improvement Plan. Quote sheets, along with specifications were delivered to Lake Woods Chrysler, Rapids Ford and Grand Rapids GM. Three quotes were received for the 1 Ton Pick-ups and the 1/2 Ton pick-up and opened at 12:00 pm and 12:05 pm, respectively. Quotes are attached for your review. Please note that Rapids Ford did not submit the required Form of Proposal and submission was incomplete.

Quotes for two 1 Ton 4 Wheel Drive Pick-ups:

Rapids Ford	Incomplete Submission
Lake Woods Chrysler	\$75,870.03
Grand Rapids GM	\$75,506.11

Quotes for one 1/2 Ton 4 Wheel Drive Pick-up:

Rapids Ford	Incomplete Submission
Lake Woods Chrysler	\$30,437.85
Grand Rapids GM	\$31,143.43

**Staff Recommendation:**

Based on quotes received, staff recommends awarding purchase of two 1 Ton pick-ups to Grand Rapids GM and one 1/2 Ton pick-up to Lake Woods Chrysler.

**Requested City Council Action**

Make a motion approving the purchase of two 1 Ton, 4 Wheel Drive pick-ups to Grand Rapids GM and purchase of one

1/2 Ton, 4 Wheel Drive pick-up to Lake Woods Chrysler.

**CITY OF GRAND RAPIDS  
PUBLIC WORKS DEPARTMENT**

**SPECIFICATIONS  
AND  
FORM OF PROPOSAL  
FOR**

**TWO (2) NEW, 4-WHEEL DRIVE, 1TON PICK-UPS,  
EQUIPPED WITH 9'2" SNOWDOGG PLOWS**

**QUOTES DUE:**

**February 6<sup>th</sup>, 2017  
by 12:00 p.m.**

City of Grand Rapids  
Administration Office  
420 North Pokegama Ave.  
Grand Rapids, MN 55744

**QUOTE OPENING:**

**February 6<sup>th</sup>, 2017  
12:05 p.m.**

City of Grand Rapids  
City Council Chambers  
420 North Pokegama Ave.  
Grand Rapids, MN 55744

**Please submit both completed Form of Proposal and Specifications in clearly  
marked, sealed envelope labeled:**

**QUOTE FOR:**

**City of Grand Rapids  
Administration Office  
420 North Pokegama Ave.  
Grand Rapids, MN 55744**

**"TWO (2) NEW, 4-WHEEL DRIVE, 1TON PICK-UPS WITH  
SNOWDOGG PLOWS"**

Form of Proposal .....Pg. 3  
Instructions to Vendors Part 1 .....Pg. 4  
Instructions to Vendors Part 2.....Pg. 5  
Pick-up Specifications .....Pg. 6

**PUBLIC WORKS DEPARTMENT  
CITY OF GRAND RAPIDS, MINNESOTA  
FORM OF PROPOSAL**

To the Honorable Mayor and City Council  
City of Grand Rapids, Minnesota

The undersigned certifies that he/she has examined these proposal documents and is familiar with the provisions of these documents as they affect this proposal.

The undersigned proposes to furnish two (2) new, 4-wheel drive, 1ton pick-ups with 9'2" **SnowDogg\*** plows, of the following make and model: CHEV CK35903 and SNOW DOGG 95  
**(\*see page 7 for distributor info).**

The pick-up (meets) (does not meet) the specifications contained in these documents. A separate sheet listing any deviations from the specifications (is) (is not) attached. Any bidder proposing to furnish two (2) new, 4-wheel drive, 1ton pick-ups with 9'2" SnowDogg plows, which does not fully meet specifications shall be subject to rejection.

The undersigned proposes to furnish the above described pick-ups at the following costs:

New Pick-up #1 (with 9'2" SnowDogg Plow).....	\$ <u>35345.64</u>
New Pick-up #2 (with 9'2" SnowDogg Plow).....	\$ <u>35345.64</u>
Plus 6.5% Sales Tax <u>X 2</u> .....	\$ <u>4594.93</u>
Total Applicable Licenses (per Vehicle X2) .....	\$ <u>220.00</u>

**TOTAL PRICE QUOTE FOR BOTH PICK-UPS INCLUDING PLOWS:** \$ 75506.11

**STATE TOTAL PRICE QUOTE IN WORDS BELOW:**

seventy five thousand five hundred six dollars @ 11/100

**State the value for each SnowDogg Plow Mounted:** ..... \$ 6185.00

**Pick-up Delivery Date:** 90. ARO

**PLEASE PRINT:** Firm Name: Grand Rapids GM

Address: 1610 Pokegama Ave S.

Signature: Bob OHara

Name: Bob OHARA

Title: Fleet Mgr

Dated: 2-4-17

## **INSTRUCTIONS FOR VENDORS - PART 1**

1. Vendors shall submit their quotes only on the attached Form of Proposal. Vendors shall fill in all blanks on the Proposal.
2. Vendors may choose to make a proposal that exceeds the requirements of the specifications. If the Vendor's Proposal exceeds the specifications, a description of the exceedance should be given on a separate sheet of paper attached to the Proposal.
3. The total amount specified in the Vendor's Proposal shall be the total cost including any and all taxes, preparation costs, delivery costs and any other expenses involved in delivering the units at no extra cost to the City.
4. The successful Vendor shall furnish with the pick-up:
  - a. Manuals and parts books as detailed below in the Pick-up Specifications;
  - b. Complete fills of all fluids, oils, and fuels.
5. The completed Form of Proposal shall be submitted attached to a complete set of Proposal Documents. On the specification pages of those documents, the Vendor shall indicate, in the space provided adjacent to each item, that the pick-ups proposed to be provided meet that item in the specifications.
6. Each Proposal shall include the legal name of the Vendor and shall identify if the Vendor is sole proprietorship, a partnership, a corporation or another legal entity. Proposals shall be signed by the person or persons legally authorized to bind the Vendor to a contract. A bid by a corporation shall further give the state of incorporation and shall have the corporate seal affixed. A bid submitted by an agent shall have a current Power of Attorney attached certifying the agent's authority to bind the Vendor.
7. No erasures on any page of the proposal will be allowed. Any bid containing an erasure may be subject to rejection.
8. To make an alteration or correction the Vendor shall cross out the items to be altered and shall print the correction or alteration in ink or with a typewriter adjacent thereto. Any such alteration or correction shall be initialed in ink by each person signing the Proposal Form.
9. Any clarification or explanation desired by a Vendor must be requested in writing to the City Administrator, Tom Pagel, City Hall Administration Office or [tpagel@ci.grand-rapids.mn.us](mailto:tpagel@ci.grand-rapids.mn.us). If a clarification or explanation is necessary, it will be made in the form of an Addendum. No verbal statements by any City official shall be considered an official clarification or explanation.
10. Any modifications, insertions, deletions or changes, except as caused by City Addendum, made by the Vendor to any material contained in these documents may be cause for rejection of the quote.
11. No Vendor shall be allowed to take advantage of any errors or omissions in the Quote Documents.

## **INSTRUCTIONS FOR VENDORS - PART 2**

Where any errors or omissions appear, the Vendor shall promptly notify the City of such errors or omissions. Any inconsistencies in the quote documents are to be reported as soon as noticed and before quotes are opened. Any corrections or clarifications shall be by Addendum issued to all Vendors who have received these documents from the City.

1. Quotes received prior to the time of opening will be securely kept unopened. The City Clerk, whose duty it is to open quotes, will decide when the specified time has arrived and no quote received thereafter will be opened or considered. No responsibility will be attached to the City of Grand Rapids for the premature opening of a quote not properly addressed and identified in accordance with the Quote Documents.
2. Quotes may be withdrawn at any time up until the official opening of the quotes by the City. The City shall not physically release or return any quote for the purpose of withdrawal until after the bids are officially opened.
3. After quotes have been officially opened, no quote may be withdrawn for a period of thirty (30) days.
4. Quotes may be rejected if they indicate any omissions, alterations of form, additions not requested, conditional bids, irregularities or prices that are obviously unbalanced.
5. The City reserves the right to reject any or all quotes if the best interest of the City will thereby be served. The City reserves the right to waive any informality or minor defect where the acceptance, rejection, or waiving of such would be in the best interest of the City.
6. The City shall have the right to take such steps as it deems necessary to determine the ability of the Vendor to provide the equipment. The apparent low Vendor, upon request, shall furnish all such information and data for this purpose.
7. The City reserves the right to reject the quote of the apparent low Vendor where the available evidence or information does not satisfy the City that the Vendor is qualified to carry out properly the terms of the Contract or that the equipment proposed to be furnished is unsuitable for City purposes.
8. The City reserves the right to disqualify any quote, before or after opening, upon evidence of collusion with or without intent to defraud, or upon evidence of any other illegal practices upon the part of any Vendor or Vendors.

**PICK-UP SPECIFICATIONS**

Unit described shall be new, four-wheel-drive 1ton pick-up that is the manufacturer's latest design and production, complete, serviced, ready for work, and to include all standard equipment. Vendor will indicate compliance with specification by circling "yes" or "no" where indicated or fill in requested information. All exceptions should be noted.

**TWO (2) NEW, 4-WHEEL DRIVE, 1TON PICK-UPS WITH 9'2" SNOWDOGG PLOWS**

- |     |  |  |    |
|-----|--|--|----|
| 1.  | 2 New, regular cab, 1ton pick-up trucks<br>(Please state Year, Make and Model# for both)   | (Year) <u>2017</u><br>(Make) <u>CHEV</u><br>(Model) <u>CHEV 3500</u> |    |
| 2.  | State Gross Vehicle Weight rating<br>(Minimum 9,500 lbs)   | <u>10,700</u><br>(GVW)   |    |
| 3.  | Standard regular cab, 8 ft. box  | <input checked="" type="radio"/> yes                                 | no |
| 4.  | Four wheel drive (4X4)   | <input checked="" type="radio"/> yes                                 | no |
| 5.  | 3.73 to <u>4.10</u> rear axle ratio with <u>limited slip</u>   | <input checked="" type="radio"/> yes                                 | no |
| 6.  | Heavy duty suspension package  | <input checked="" type="radio"/> yes                                 | no |
| 7.  | Complete body rust proofing  | <input checked="" type="radio"/> yes                                 | no |
| 8.  | Minimum 6.0L V-8 gasoline powered engine or equivalent   | <input checked="" type="radio"/> yes                                 | no |
| 9.  | 6-speed automatic transmission w/overdrive   | <input checked="" type="radio"/> yes                                 | no |
| 10. | Power steering and power brakes  | <input checked="" type="radio"/> yes                                 | no |
| 11. | Highest output alternator and highest CCA battery available<br>Please state output capacity:<br>Alternator <u>330</u> Amps<br>Battery <u>720</u> CCA | yes  | no |
| 12. | State Additional Price for isolated auxiliary battery<br>\$ <u>119.00</u>  | <input checked="" type="radio"/> yes                                 | no |
| 13. | All-terrain tires 17" minimum w/equal size spare   | <input checked="" type="radio"/> yes                                 | no |
| 14. | Heavy duty towing package w/receiver hitch & brake controls  | <input checked="" type="radio"/> yes                                 | no |
| 15. | Cloth headliner and cloth bench seat   | <input checked="" type="radio"/> yes                                 | no |
| 16. | Mirrors, Manual Telescoping Towing Type  | <input checked="" type="radio"/> yes                                 | no |
| 17. | Fuel capacity (25 gal minimum)   | <u>36 gal</u> <input checked="" type="radio"/> yes                   | no |
| 18. | Daytime running lights   | <input checked="" type="radio"/> yes                                 | no |
| 19. | Front bumper and rear step bumper  | <input checked="" type="radio"/> yes                                 | no |



- |     |  |                                      |                                     |
|-----|--|--------------------------------------|-------------------------------------|
| 20. | Heavy duty rubber floor mats front & rear<br>State brand: Weather Tech or Molded Floor Mat Minimizer<br><u>GM FLOOR LINERS</u>   | <input checked="" type="radio"/> yes | no                                  |
| 21. | Air conditioning   | <input checked="" type="radio"/> yes | no                                  |
| 22. | AM/FM stereo radio   | <input checked="" type="radio"/> yes | no                                  |
| 23. | Back-up camera   | <input checked="" type="radio"/> yes | no                                  |
| 24. | Blue Tooth capability  | <input checked="" type="radio"/> yes | no                                  |
| 25. | Federal Emissions  | <input checked="" type="radio"/> yes | no                                  |
| 26. | SnowDogg 9'2" V-Plow, supplied and mounted with joy stick controls – location to be approved   | yes                                  | no                                  |
| 27. | Factory 4X4 Snow Plow Package<br>(Attach Copy of Complete Snow Plow Package)<br>state the highest front GAWR/springs <u>4800</u><br>state the auxiliary rear springs <u>7500 w/aux</u> | <input checked="" type="radio"/> yes | no                                  |
| 28. | Is factory warranty voided with installation of SnowDogg 9'2" V-Plow   | yes                                  | <input checked="" type="radio"/> no |
| 29. | Manuals – 1 set for factory service parts, emissions, electrical and drive ability<br>(Availability through CD or Internet is approved equal)  | <input checked="" type="radio"/> yes | no                                  |
| 30. | Units shall comply with all state and federal laws and regulations   | <input checked="" type="radio"/> yes | no                                  |
| 31. | Auxiliary switch bank (4)-factory installed  | <input checked="" type="radio"/> yes | no                                  |
| 32. | Grand Rapids Public Works yellow (School Bus Yellow)<br>Must be approved   |                                      |                                     |

NO PARTS - SERVICE THROUGH GM

**\*SnowDogg Plow Distributor:**

**Dan Martin**  
**32340 Sunny Beach Rd**  
**Grand Rapids, MN 55744**

**218-327-2658**

5085  
500  

---

6185

install 6392.19 w/TAX

5481  
500  

---

81

Prepared For:  
BID 1  
CITY OF GRAND RAPIDS  
1 TON W/ PLOW

Prepared By:  
BOB O'HARA  
GRAND RAPIDS GM  
1610 POKEGAMA AVE S  
GRAND RAPIDS, MN 55744  
Phone: (218) 349-8955  
Fax: (218) 263-7576  
Email: rwohara01@aol.com

## 2017 Fleet/Non-Retail Chevrolet Silverado 3500HD 4WD Reg Cab 133.6" W

### **PRICING SUMMARY**

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PRICING SUMMARY - 2017 Fleet/Non-Retail CK35903 4WD Reg Cab 133.6" Work Truck

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	<u>VQ2</u>
Base Price	\$34,093.16
Total Options:	-\$42.52
Vehicle Subtotal	\$34,050.64
Advert/Adjustments	\$0.00
Destination Charge	\$1,295.00
<b>GRAND TOTAL</b>	<b>\$35,345.64</b>

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 476.0, Data updated 1/31/2017  
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Customer File:

Prepared For:  
 BID 1  
 CITY OF GRAND RAPIDS  
 1 TON W/ PLOW

Prepared By:  
 BOB O'HARA  
 GRAND RAPIDS GM  
 1610 POKEGAMA AVE S  
 GRAND RAPIDS, MN 55744  
 Phone: (218) 349-8955  
 Fax: (218) 263-7576  
 Email: rwohara01@aol.com

2017 Fleet/Non-Retail Chevrolet Silverado 3500HD 4WD Reg Cab 133.6" W

**SELECTED MODEL & OPTIONS**

**SELECTED MODEL - 2017 Fleet/Non-Retail CK35903 4WD Reg Cab 133.6" Work Truck**

<u>Code</u>	<u>Description</u>	<u>VQ2</u>
CK35903	2017 Chevrolet Silverado 3500HD 4WD Reg Cab 133.6" Work Truck	\$34,093.16

**SELECTED VEHICLE COLORS - 2017 Fleet/Non-Retail CK35903 4WD Reg Cab 133.6" Work Truck**

<u>Code</u>	<u>Description</u>
-	Interior: No color has been selected.
-	Exterior 1: No color has been selected.
-	Exterior 2: No color has been selected.

**SELECTED OPTIONS - 2017 Fleet/Non-Retail CK35903 4WD Reg Cab 133.6" Work Truck**

**CATEGORY**

<u>Code</u>	<u>Description</u>	<u>VQ2</u>
GVWR		
JFK	GVWR, 10,700 LBS. (4854 KG) WITH SINGLE REAR WHEELS (Requires C35943, C35953 or K35903 and (L96) Vortec 6.0L V8 SFI engine.)	\$0.00
BODY CODE		
E63	PICKUP BOX (STD)	\$0.00
SUSPENSION PKG		
Z85	SUSPENSION PACKAGE, STANDARD includes 51mm twin tube shock absorbers and 33mm front stabilizer bar (STD)	\$0.00
EMISSIONS		
FE9	EMISSIONS, FEDERAL REQUIREMENTS	\$0.00
ENGINE		

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 476.0, Data updated 1/31/2017  
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Customer File:

Prepared For:  
 BID 1  
 CITY OF GRAND RAPIDS  
 1 TON W/ PLOW

Prepared By:  
 BOB O'HARA  
 GRAND RAPIDS GM  
 1610 POKEGAMA AVE S  
 GRAND RAPIDS, MN 55744  
 Phone: (218) 349-8955  
 Fax: (218) 263-7576  
 Email: rwohara01@aol.com

## 2017 Fleet/Non-Retail Chevrolet Silverado 3500HD 4WD Reg Cab 133.6" W

### SELECTED MODEL & OPTIONS

#### SELECTED OPTIONS - 2017 Fleet/Non-Retail CK35903 4WD Reg Cab 133.6" Work Truck

##### CATEGORY

<u>Code</u>	<u>Description</u>	<u>VQ2</u>
<b>ENGINE</b>		
L96	ENGINE, VORTEC 6.0L VARIABLE VALVE TIMING V8 SFI E85-COMPATIBLE, FLEXFUEL capable of running on unleaded or up to 85% ethanol (360 hp [268.4 kW] @ 5400 rpm, 380 lb-ft of torque [515.0 N-m] @ 4200 rpm) (STD) (Does not include E85 capability with (ZW9) pickup box delete.)	\$0.00
<b>TRANSMISSION</b>		
MYD	TRANSMISSION, 6-SPEED AUTOMATIC, HEAVY-DUTY, ELECTRONICALLY CONTROLLED with overdrive and tow/haul mode. Includes Cruise Grade Braking and Powertrain Grade Braking (STD) (Requires (L96) Vortec 6.0L V8 SFI engine.)	\$0.00
<b>AXLE</b>		
GT5	REAR AXLE, 4.10 RATIO (Requires (L96) Vortec 6.0L V8 SFI engine.)	\$0.00
<b>PREFERRED EQUIPMENT GROUP</b>		
1WT	WORK TRUCK PREFERRED EQUIPMENT GROUP includes standard equipment	\$0.00
<b>WHEELS</b>		
PYT	WHEELS, 18" (45.7 CM) PAINTED STEEL includes 18" x 8" (45.7 cm x 20.3 cm) steel spare wheel. Spare not included with (ZW9) pickup box delete unless a spare tire is ordered. (STD) (Requires single rear wheels, (QGM) LT265/70R18E all-terrain, blackwall tires or (QWF) LT265/70R18E all-season, blackwall tires.)	\$0.00
<b>TIRES</b>		
QGM	TIRES, LT265/70R18E ALL-TERRAIN, BLACKWALL (Included with (ANQ) Alaskan Edition. Requires single rear wheels.)	\$176.00
<b>SEAT TYPE</b>		
AE7	SEATS, FRONT 40/20/40 SPLIT-BENCH, 3-PASSENGER, DRIVER AND FRONT PASSENGER RECLINE with outboard head restraints and center fold-down armrest with storage. Vinyl has fixed lumbar and cloth has manually adjustable driver lumbar. (STD) (Upgradeable to (AZ3) front 40/20/40 split-bench seat.)	\$0.00
<b>SEAT TRIM</b>		

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 476.0, Data updated 1/31/2017  
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Customer File:

Prepared For:  
 BID 1  
 CITY OF GRAND RAPIDS  
 1 TON W/ PLOW

Prepared By:  
 BOB O'HARA  
 GRAND RAPIDS GM  
 1610 POKEGAMA AVE S  
 GRAND RAPIDS, MN 55744  
 Phone: (218) 349-8955  
 Fax: (218) 263-7576  
 Email: rwohara01@aol.com

2017 Fleet/Non-Retail Chevrolet Silverado 3500HD 4WD Reg Cab 133.6" W

**SELECTED MODEL & OPTIONS**

**SELECTED OPTIONS - 2017 Fleet/Non-Retail CK35903 4WD Reg Cab 133.6" Work Truck**

<u>CATEGORY</u>	<u>Code</u>	<u>Description</u>	<u>VQ2</u>
SEAT TRIM	H2R	DARK ASH WITH JET BLACK INTERIOR ACCENTS, CLOTH SEAT TRIM	\$0.00
RADIO	IOB	AUDIO SYSTEM, CHEVROLET MYLINK RADIO WITH 7" DIAGONAL COLOR TOUCH-SCREEN, AM/FM STEREO with seek-and-scan and digital clock, includes USB ports, auxiliary jack, Bluetooth streaming audio for music and most phones (Includes (UQ3) 6-speaker audio system.)	\$228.80
ADDITIONAL EQUIPMENT	VYU	SNOW PLOW PREP PACKAGE includes power feed for backup and roof emergency light, (KW5) 220-amp alternator with gas or diesel engine, forward lamp wiring harness, (TRW) provision for cab roof mounted lamp/beacon, (NZZ) underbody shields and Heavy-Duty front-springs (Only available on 4WD models. Included with (ANQ) Alaskan Edition. Upgradeable to (KHB) dual, 150 amps and 220 amps each alternators with (L5P) Duramax 6.6L Turbo Diesel V8 engine.)	\$338.80
	K4B	BATTERY, 730 COLD-CRANKING AMPS, AUXILIARY (Not available with (L5P) Duramax 6.6L Turbo Diesel V8 engine.)	\$118.80
	KW5	ALTERNATOR, 220 AMPS (Included with (VYU) Snow Plow Prep Package when ordered with gas or diesel engines.)	INC
	JL1	TRAILER BRAKE CONTROLLER, INTEGRATED (If (ZW9) pickup box delete or (9J4) rear bumper delete is ordered (JL1) trailer brake controller is deleted and available to order as a free flow option.)	\$0.00
	NZZ	UNDERBODY SHIELD, FRAME-MOUNTED SHIELDS includes front underbody shield starting behind front bumper and running to first cross-member, protecting front underbody, oil pan, differential case and transfer case (Included with (VYU) Snow Plow Prep Package.)	INC
	N79	WHEEL, 18" X 8" (45.7 CM X 20.3 CM) FULL-SIZE, STEEL SPARE. Spare not included with (ZW9) pickup box delete unless a spare tire is ordered. (Requires single rear wheels. Included with (E63) pickup box. Available to order when (ZW9) pick-up box delete is ordered.)	\$0.00

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 Customer File:

Prepared For:  
 BID 1  
 CITY OF GRAND RAPIDS  
 1 TON W/ PLOW

Prepared By:  
 BOB O'HARA  
 GRAND RAPIDS GM  
 1610 POKEGAMA AVE S  
 GRAND RAPIDS, MN 55744  
 Phone: (218) 349-8955  
 Fax: (218) 263-7576  
 Email: rwohara01@aol.com

2017 Fleet/Non-Retail Chevrolet Silverado 3500HD 4WD Reg Cab 133.6" W

**SELECTED MODEL & OPTIONS**

**SELECTED OPTIONS - 2017 Fleet/Non-Retail CK35903 4WD Reg Cab 133.6" Work Truck**

**CATEGORY**

<u>Code</u>	<u>Description</u>	<u>VQ2</u>
<b>ADDITIONAL EQUIPMENT</b>		
TRW	PROVISION FOR CAB ROOF-MOUNTED LAMP/BEACON provides an instrument panel-mounted switch and electrical wiring tucked beneath the headliner for a body upfitter to connect a body-mounted warning or emergency lamp (Included with (VYU) Snow Plow Prep Package.)	INC
UQ3	6-SPEAKER AUDIO SYSTEM (Standard on Crew Cab and Double Cab models and Included and only available on Regular Cab models with (IOB) 7" diagonal color touch screen display radio with Chevrolet MyLink.)	INC
---	BLUETOOTH FOR PHONE personal cell phone connectivity to vehicle audio system (Included and only available with (IOB) 7" diagonal color touch screen display radio with Chevrolet MyLink.)	INC
9L7	UPFITTER SWITCHES, (4) Provides 4-30 amp circuits to facilitate installation of aftermarket electrical accessories (Included with (ANQ) Alaskan Edition.)	\$110.00
UVC	REAR VISION CAMERA (Not available with (ZW9) pickup box delete.)	\$176.00
---	BID ASSISTANCE Authorization code: 764501	-\$8,500.00
<b>DEALER INSTALLED / PROCESSING OPTIONS</b>		
<u>.DLR1</u>	ZEE TECH RUSTPROOFING	\$625.00
<u>.DLR2</u>	WEATHERTECH FLOOR LINERS	\$177.00
<u>.DLR3</u>	9'5" SNOWDOGG V PLOW	\$6,185.00
<b>SPECIAL EQUIPMENT OPTIONS</b>		
4GM	TIRE, SPARE LT265/70R18E ALL-TERRAIN (Requires (QGM) LT265/70R18E all-terrain tires. Not available with SEO (5Z4) spare wheel, carrier and lock delete, (5V1) carrier with spare wheel and no tire or SEO (9L3) spare tire delete. Not available with dual rear wheels on *359**.)	\$58.08
TGK	SPECIAL PAINT, SOLID, ONE COLOR All normally body colored non-sheet metal parts will be Black. May require extended lead time. Door handles and mirrors will be grain Black. Deletes standard/package body side moldings.	\$0.00
01U	SPECIAL PAINT	\$0.00

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2017 Fleet/Non-Retail Chevrolet Silverado 3500HD 4WD Reg Cab 133.6" W

**SELECTED MODEL & OPTIONS**

**SELECTED OPTIONS - 2017 Fleet/Non-Retail CK35903 4WD Reg Cab 133.6" Work Truck**

**CATEGORY**

<u>Code</u>	<u>Description</u>	<u>VQ2</u>
SPECIAL EQUIPMENT OPTIONS		
9W3	PAINTS, SOLID, WHEATLAND YELLOW All normally body colored non-sheet metal parts will be flat Black. Bumper top cap will be gloss Black. Door handles and mirrors will be grain Black. Deletes standard/packaged body-side moldings. (Requires (TGK) Special Paint and (01U) Special Paint.)	\$264.00
<b>OPTIONS TOTAL</b>		<b>-\$42.52</b>

An underlined code indicates that the options have been applied by the dealer. All sales prices established solely by dealer.

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## 2017 Fleet/Non-Retail Chevrolet Silverado 3500HD 4WD Reg Cab 133.6" W

### ***STANDARD EQUIPMENT***

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#### **STANDARD EQUIPMENT - 2017 Fleet/Non-Retail CK35903 4WD Reg Cab 133.6" Work Truck**

---

##### *ENTERTAINMENT*

- Audio system, 4.2" diagonal color display, AM/FM stereo with USB port and auxiliary jack (Upgradeable to (IOB) 7" diagonal color display radio with Chevrolet MyLink.) (Not available with (AZ3) 40/20/40 split-bench seat. Upgradeable to (IOB) 7" diagonal color display radio with Chevrolet MyLink.)
- Audio system feature, 4-speaker system on Regular Cab models

##### *EXTERIOR*

- Wheels, 18" (45.7 cm) painted steel includes 18" x 8" (45.7 cm x 20.3 cm) steel spare wheel. Spare not included with (ZW9) pickup box delete unless a spare tire is ordered. (Requires single rear wheels, (QGM) LT265/70R18E all-terrain, blackwall tires or (QWF) LT265/70R18E all-season, blackwall tires.)
- Tires, LT265/70R18E all-season, blackwall (Requires single rear wheels.)
- Wheel, 18" x 8" (45.7 cm x 20.3 cm) full-size, steel spare. Spare not included with (ZW9) pickup box delete unless a spare tire is ordered. (Requires single rear wheels. Included with (E63) pickup box. Available to order when (ZW9) pick-up box delete is ordered.)
- Tire carrier lock keyed cylinder lock that utilizes same key as ignition and door (Not included when (ZW9) pickup box delete or (9J4) rear bumper delete is ordered.)
- Bumper, front chrome
- Bumper, rear chrome with bumper CornerSteps
- CornerStep, rear bumper
- Grille surround, chrome
- Headlamps, halogen projector-beam
- Lamps, cargo area, cab mounted with switch on center switch bank
- Mirrors, outside high-visibility vertical trailing, Black with manual folding and extension and lower convex spotter glass
- Glass, solar absorbing, tinted
- Door handles, Black
- Tailgate and bed rail protection caps, top
- Tailgate, locking, utilizes same key as ignition and door (Not available with (AQQ) Remote Keyless Entry.)

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## 2017 Fleet/Non-Retail Chevrolet Silverado 3500HD 4WD Reg Cab 133.6" W

### ***STANDARD EQUIPMENT***

---

#### **STANDARD EQUIPMENT - 2017 Fleet/Non-Retail CK35903 4WD Reg Cab 133.6" Work Truck**

---

#### *INTERIOR*

- Seats, front 40/20/40 split-bench, 3-passenger, driver and front passenger recline with outboard head restraints and center fold-down armrest with storage. Vinyl has fixed lumbar and cloth has manually adjustable driver lumbar. (Upgradeable to (AZ3) front 40/20/40 split-bench seat.)
- Seat trim, Vinyl
- Floor covering, Graphite-colored rubberized-vinyl
- Steering wheel
- Steering column, manual Tilt-Wheel
- Instrumentation, 6-gauge cluster featuring speedometer, fuel level, engine temperature, tachometer, voltage and oil pressure
- Driver Information Center 3.5-inch diagonal monochromatic display, provides warning messages and basic vehicle information
- Door locks, power
- Cruise control, steering wheel-mounted
- Air conditioning, single-zone
- Assist handle, front passenger and driver on A-pillars

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## 2017 Fleet/Non-Retail Chevrolet Silverado 3500HD 4WD Reg Cab 133.6" W

### **STANDARD EQUIPMENT**

---

#### **STANDARD EQUIPMENT - 2017 Fleet/Non-Retail CK35903 4WD Reg Cab 133.6" Work Truck**

---

##### *MECHANICAL*

- Engine, Vortec 6.0L Variable Valve Timing V8 SFI E85-compatible, FlexFuel capable of running on unleaded or up to 85% ethanol (360 hp [268.4 kW] @ 5400 rpm, 380 lb-ft of torque [515.0 N-m] @ 4200 rpm) (Does not include E85 capability with (ZW9) pickup box delete.)
- Transmission, 6-speed automatic, heavy-duty, electronically controlled with overdrive and tow/haul mode. Includes Cruise Grade Braking and Powertrain Grade Braking (Requires (L96) Vortec 6.0L V8 SFI engine.)
- Rear axle, 4.10 ratio (Requires (L96) Vortec 6.0L V8 SFI engine.)
- Suspension Package, Standard includes 51mm twin tube shock absorbers and 33mm front stabilizer bar
- Pickup box
- GVWR, 10,000 lbs. (4536 kg) with single rear wheels (Requires \*35743, C35943, \*35953 or \*35903 models and (L96) Vortec 6.0L V8 SFI engine. Requires (AY0) single-stage air bags.)
- Air cleaner, high-capacity
- Transfer case, with floor-mounted shifter (Included with 4WD models only.)
- Differential, heavy-duty locking rear
- Four wheel drive
- Trailering equipment Trailering hitch platform 2.5" with a 2.0" insert for HD, 7-wire harness with independent fused trailering circuits mated to a 7-way sealed connector to hook up parking lamps, backup lamps, right and left turn signals, an electric brake lead, battery and a ground, The trailer connector also includes the 4-way for use on trailers without brakes - park, brake/turn lamps (Will be deleted if (ZW9) pickup box delete or (9J4) rear bumper delete is ordered.)
- Cooling, external engine oil cooler
- Cooling, auxiliary external transmission oil cooler
- Battery, heavy-duty 720 cold-cranking amps/80 Amp-hr maintenance-free with rundown protection and retained accessory power
- Alternator, 150 amps
- Trailer brake controller, integrated (If (ZW9) pickup box delete or (9J4) rear bumper delete is ordered (JL1) trailer brake controller is deleted and available to order as a free flow option.)
- Recovery hooks, front, frame-mounted, black
- Frame, fully-boxed, hydroformed front section

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## 2017 Fleet/Non-Retail Chevrolet Silverado 3500HD 4WD Reg Cab 133.6" W

### **STANDARD EQUIPMENT**

---

#### **STANDARD EQUIPMENT - 2017 Fleet/Non-Retail CK35903 4WD Reg Cab 133.6" Work Truck**

---

- Chassis, single rear wheel
- Steering, Recirculating ball with smart flow power steering system
- Brakes, 4-wheel antilock, 4-wheel disc with DuraLife brake rotors (Requires single rear wheels.)
- Capless Fuel Fill (Gas engine only. Not available with (ZW9) pickup box delete.)
- Exhaust, aluminized stainless-steel muffler and tailpipe

#### **SAFETY**

- StabiliTrak, stability control system with Proactive Roll Avoidance and traction control includes electronic trailer sway control and hill start assist
- Daytime Running Lamps with automatic exterior lamp control
- Air bags, single-stage frontal and thorax side-impact, driver and front passenger, and head curtain side-impact, front and rear outboard seating positions (Always use safety belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
- Air bags, frontal, driver and right front passenger, single stage (Always use safety belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)
- Air bag deactivation switch, frontal passenger-side (Standard on Double Cab and Regular Cab models. Not available on Crew Cab models.)
- OnStar, delete also deletes driver information center compass.
- Teen Driver mode a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to encourage safe driving behavior. It can limit certain vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report gives you information on your teen's driving habits and helps you to continue to coach your new driver
- Tire Pressure Monitoring System (does not apply to spare tire) (Included and only available with (C7A) 10,000 lb. (4536 kg) GVWR.)

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Customer File:

**PUBLIC WORKS DEPARTMENT  
CITY OF GRAND RAPIDS, MINNESOTA  
FORM OF PROPOSAL**

To the Honorable Mayor and City Council  
City of Grand Rapids, Minnesota

The undersigned certifies that he/she has examined these proposal documents and is familiar with the provisions of these documents as they affect this proposal.

The undersigned proposes to furnish two (2) new, 4-wheel drive, 1ton pick-ups with <sup>9'6"</sup>9'2" SnowDogg\* plows, of the following make and model: \_\_\_\_\_ and \_\_\_\_\_  
(\* See page 7 for distributor info).

The pick-up (meets) (does not meet) the specifications contained in these documents. A separate sheet listing any deviations from the specifications (is) (is not) attached. Any bidder proposing to furnish two (2) new, 4-wheel drive, 1ton pick-ups with 9'2" SnowDogg plows, which does not fully meet specifications shall be subject to rejection.

The undersigned proposes to furnish the above described pick-ups at the following costs:

New Pick-up #1 (with 9'2" SnowDogg Plow).....	1902.55 tax	\$	29,270.00
New Pick-up #2 (with 9'2" SnowDogg Plow).....	1892.48 tax	\$	29,115.00
Plus 6.5% Sales Tax.....		\$	3795.03
Total Applicable Licenses (per Vehicle X2) .....		\$	470.00

**TOTAL PRICE QUOTE FOR BOTH PICK-UPS INCLUDING PLOWS:** \$ 75,870.03

**STATE TOTAL PRICE QUOTE IN WORDS BELOW:**

State the value for each SnowDogg Plow Mounted: VXF95 9'6" \$ 6610 each O.T.D

Pick-up Delivery Date: ORDER OUT

**PLEASE PRINT:** Firm Name: LAKE WOODS CHRYSLER

Address: 815 NW 4th St

Signature: Brian Harling

Name: Brian Harling

Title: Fleet mgr.

Dated: 2/3/17

**PICK-UP SPECIFICATIONS**

Unit described shall be new, four-wheel-drive 1ton pick-up that is the manufacturer's latest design and production, complete, serviced, ready for work, and to include all standard equipment. Vendor will indicate compliance with specification by circling "yes" or "no" where indicated or fill in requested information. All exceptions should be noted.

**TWO (2) NEW, 4-WHEEL DRIVE, 1TON PICK-UPS WITH 9'2" SNOWDOGG PLOWS**

- |       |  |   |                                      |    |
|-------|--|---|--------------------------------------|----|
| 1.    | 2 New, regular cab, 1ton pick-up trucks<br>(Please state Year, Make and Model# for both)   | (Year) <u>2017</u><br>(Make) <u>Ram</u><br>(Model) <u>3500 REG. CAB</u> |                                      |    |
| 2.    | State Gross Vehicle Weight rating<br>(Minimum 9,500 lbs)   | <u>10,300</u><br>(GVW) <u>TRADESMAN H.D.</u>                            |                                      |    |
| 3.    | Standard regular cab, 8 ft. box  |   | <input checked="" type="radio"/> yes | no |
| 4.    | Four wheel drive (4X4)   |   | <input checked="" type="radio"/> yes | no |
| 5.    | 3.73 to 4.10 rear axle ratio with limited slip   | <u>4.10's - \$125<sup>00</sup> extra</u>                                | <input checked="" type="radio"/> yes | no |
| 6.    | Heavy duty suspension package  |   | <input checked="" type="radio"/> yes | no |
| 7.    | Complete body rust proofing  |   | <input checked="" type="radio"/> yes | no |
| 8.    | Minimum 6.0L V-8 gasoline powered engine or equivalent   | <u>Ram 6.4</u>  | <input checked="" type="radio"/> yes | no |
| 9.    | 6-speed automatic transmission w/overdrive   |   | <input checked="" type="radio"/> yes | no |
| 10.   | Power steering and power brakes  |   | <input checked="" type="radio"/> yes | no |
| 11.   | Highest output alternator and highest CCA battery available<br>Please state output capacity:<br>Alternator <u>180</u> Amps<br>Battery <u>730</u> CCA |   | <input checked="" type="radio"/> yes | no |
| * 12. | State Additional Price for isolated auxiliary battery<br>\$ <u>975<sup>00</sup></u>  |   | <input checked="" type="radio"/> yes | no |
| 13.   | All-terrain tires 17" minimum w/equal size spare   | <u>18"</u>  | <input checked="" type="radio"/> yes | no |
| 14.   | Heavy duty towing package w/receiver hitch & brake controls  |   | <input checked="" type="radio"/> yes | no |
| 15.   | Cloth headliner and cloth bench seat   |   | <input checked="" type="radio"/> yes | no |
| 16.   | Mirrors, Manual Telescoping Towing Type  |   | <input checked="" type="radio"/> yes | no |
| 17.   | Fuel capacity (25 gal minimum)   | <u>STD 32 gal.</u>  | <input checked="" type="radio"/> yes | no |
| 18.   | Daytime running lights   |   | <input checked="" type="radio"/> yes | no |
| 19.   | Front bumper and rear step bumper  |   | <input checked="" type="radio"/> yes | no |

CARPET DELETE ??? let me know ☺ charge

- |     |   |                                      |                                     |
|-----|---|--------------------------------------|-------------------------------------|
| 20. | Heavy duty rubber floor mats front & rear<br>State brand: Weather Tech or Molded Floor Mat Minimizer<br><u>Mopar H.D. rubber floor mats</u><br><i>we do have w. Tech's available also</i> | <input checked="" type="radio"/> yes | no                                  |
| 21. | Air conditioning  | <input checked="" type="radio"/> yes | no                                  |
| 22. | AM/FM stereo radio  | <input checked="" type="radio"/> yes | no                                  |
| 23. | Back-up camera  | <input checked="" type="radio"/> yes | no                                  |
| 24. | Blue Tooth capability   | <input checked="" type="radio"/> yes | no                                  |
| 25. | Federal Emissions   | <input checked="" type="radio"/> yes | no                                  |
| 26. | SnowDogg 9'2" V-Plow, supplied and mounted with joy stick controls – location to be approved<br><i>VXF95 9'6" w/ handhold control</i><br><u>HAND HELD ONLY</u>                            | <input checked="" type="radio"/> yes | no                                  |
| 27. | Factory 4X4 Snow Plow Package<br>(Attach Copy of Complete Snow Plow Package)<br>state the highest front GAWR/springs _____<br>state the auxiliary rear springs _____                      | <input checked="" type="radio"/> yes | no                                  |
| 28. | Is factory warranty voided with installation of SnowDogg 9'2" V-Plow  | yes                                  | <input checked="" type="radio"/> no |
| 29. | Manuals – 1 set for factory service parts, emissions, electrical and drive ability<br>(Availability through CD or Internet is approved equal)   | <input checked="" type="radio"/> yes | no                                  |
| 30. | Units shall comply with all state and federal laws and regulations  | <input checked="" type="radio"/> yes | no                                  |
| 31. | Auxiliary switch bank (4)-factory installed   | <input checked="" type="radio"/> yes | no                                  |
| 32. | Grand Rapids Public Works yellow (School Bus Yellow)<br>Must be approved  |                                      |                                     |

\* Rear TIMBRENS - \$310<sup>00</sup> IF NEEDED

**\*SnowDogg Plow Distributor:**

**Dan Martin**  
**32340 Sunny Beach Rd**  
**Grand Rapids, MN 55744**

**218-327-2658**

North America ▾

English (United States) ▾

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**TECH  
AUTHORITY**



(/en-us/)

**800-890-4038**

 Cart: 0 ITEM(S) - \$0.00 ▾

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Home (/en-us/) > Service Manuals (/en-us/products/complete-ecatalog/?category=3&name=Service Manuals)  
> 2017 RAM Truck 3500 Service Information CD

**SEARCH BY YEAR / MODEL**

Select Year *2017 Ram*

Select Model *3500 Reg. CAB*

All Product Types

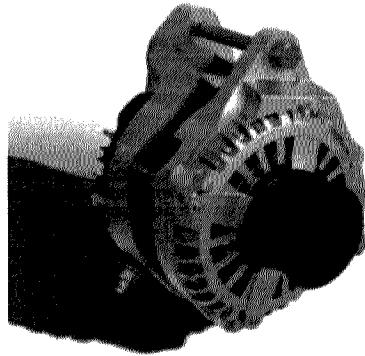


**SEARCH BY VIN**





## Heavy Duty Snow Plow Prep Group (AHD)



### Details:

- Transfer Case Skid Plate Shield (XEF)
- 220 Amp Alternator (BAJ)
- 220 Amp Alternator (BAJ)
- 180 Amp Alternator (BAD)

LAKE WOODS CHRYSLER DODGE JEEP RAM  
 815 NW 4TH STREET  
 GRAND RAPIDS, MN 557442304

Configuration Preview

Date Printed: 2017-02-04 5:14 PM  
 Estimated Ship Date:

VIN:  
 VON:

Quantity: 1  
 Status: BA - Pending order  
 FAN 1: 49700 CITY OF GRAND RAPIDS, MINNESOT  
 FAN 2:  
 Client Code:  
 Bid Number: TB7072  
 PO Number:

Sold to:  
 LAKE WOODS CHRYSLER DODGE JEEP RAM  
 (26879)  
 815 NW 4TH STREET  
 GRAND RAPIDS, MN 557442304

Ship to:  
 LAKE WOODS CHRYSLER DODGE JEEP RAM (26879)  
 815 NW 4TH STREET  
 GRAND RAPIDS, MN 557442304

Vehicle: 2017 3500 REG TRADESMAN 4X4 (140 IN WB 8 FT 0 IN Box) (D28L62)

	Sales Code	Description	MSRP(USD)
Model:	D28L62	3500 REG TRADESMAN 4X4 (140 IN WB 8 FT 0 IN Box)	35,995
Package:	22A	Customer Preferred Package 22A	0
	ESA	6.4L Heavy Duty V8 HEMI with MDS	500
	DFP	6-Spd Automatic 66RFE Transmission	0
Paint/Seat/Trim:	PL1	Low Vol School Bus Yellow	450
	APA	Monotone Paint	0
	*V9	Cloth 40/20/40 Bench Seat	0
	-X8	Black/Diesel Gray	0
Options:	XHC	Trailer Brake Control	280
	CLY	Front Rubber Floor Mats	60
	UA1	Uconnect 3.0	195
	BAD	180 Amp Alternator	0
	YEP	Manuf Statement of Origin	0
	4DH	Prepaid Holdback	0
	XAC	ParkView(TM) Rear Back-up Camera	245
	4ES	Delivery Allowance Credit	0
	AHD	Heavy Duty Snow Plow Prep Group	135
	MAF	Fleet Purchase Incentive	0
	TCP	LT275/70R18E OWI On/Off Road Tires	225
	AJW	Power Accessory Group	425
	AJY	Popular Equipment Group	545
	LM1	Daytime Running Headlamps Low Beam	40
	5N6	Easy Order	0
	4FM	Fleet Option Editor	0
	4FT	Fleet Sales Order	0
	174	Zone 74-Denver	0
	4EA	Sold Vehicle	0
Non Equipment:	4FA	Special Bid-Ineligible For Incentive	0
Bid Number:	TB7072	Government Incentives	0
Discounts:	YG2	5.2 Additional Gallons of Gas	0
Destination Fees:			1,195
<b>Total Price:</b>			<b><u>40,290</u></b>

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.

**Order Type:** Fleet **PSP Month/Week:**  
**Scheduling Priority:** 1-Sold Order **Build Priority:** 99  
**Customer Name:** CITY OF GRAND RAPIDS  
**Customer Address:** 420 NORTH POKEGAMA AVE  
GRAND RAPIDS MN 55744 USA  
**Instructions:**

**Note:** This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.

Standard Features - D28L62-3500 REG TRADESMAN 4X4 (140 IN WB 8 FT 9 IN Box)

Code	Description
DRQ	11.50 Rear Axle
JCB	120 MPH Primary Speedometer
JJU	12V Auxiliary Power Outlet
BAB	160 Amp Alternator
WKN	18" Steel Spare Wheel
WBN	18X8.0 Steel Wheels
NFX	32 Gallon Fuel Tank
SCF	4-Spoke Steering Wheel
CBE	40/20/40 Split Bench Seat
MUS	4X4 Badge
EZC	5.7L V8 HEMI VVT Engine
NAS	50 State Emissions
RCG	6 Speakers
DJN	6,000# Front Axle
DFP	6-Spd Automatic 66RFE Transmission
XFK	7 Pin Wiring Harness
BCN	730 Amp Maintenance Free Battery
CG3	Advanced Multistage Front Air Bags
HAA	Air Conditioning
BRT	Anti-Lock 4-Wheel Disc Brakes
DSA	Anti-Spin Differential Rear Axle
RSU	Audio Jack Input for Mobile Devices
LMG	Automatic Headlamps
CTL	Base Door Trim Panel
CU3	Behind the Seat Storage / Bin
MNA	Black Door Handles
LE4	Black Exterior Mirrors
MB1	Black Front Bumper
MFF	Black Grille
MBN	Black Rear Bumper
CKJ	Black Vinyl Floor Covering
XJ8	Body Color Fuel Filler Door
MCM	Body Color Headlamp Filler Panel
LPE	Cargo and CHMSL Lamp
VMJ	Center Hub
XFR	Class V Receiver Hitch
DS7	Conventional Differential Frt Axle
HGB	Dash Liner Insulation
X82	Door Parts Module
CSP	Driver/Passenger Assist Handles
JJB	Dual Note Electric Horns
BNB	Electronic Stability Control
NHN	Electronically Controlled Throttle

Standard Features - D28L62-3500 REG TRADESMAN 4X4 (140 IN WB 8 FT 0 IN Box)

Code	Description
RDD	Fixed Long Mast Antenna
HGF	Floor Tunnel Insulation
GPD	Folding Trailer Tow Mirrors
MXB	Front Air Dam
MXC	Front Bumper Sight Shields
X83	Front End Parts Module
SFB	Front Heavy Duty Shock Absorbers
CGD	Front Height Adjust Shoulder Belts
MDA	Front License Plate Bracket
SHA	Front Stabilizer Bar
MEN	Front Wheel Spats
TBB	Full Size Spare Tire
Z8A	GVW Rating - 10300#
LME	Halogen Quad Headlamps
*TX	HD Vinyl 40/20/40 Split Bench Seat
NMC	Heavy Duty Engine Cooling
MW5	Hemi Badge
LA6	Incandescent Tail Lamps
JAT	Instrument Cluster w/Display Screen
JBF	Instrument Panel Black Bezel
X81	Instrument Panel Parts Module
XJJ	Locking Tailgate
TCN	LT275/70R18E BSW All Season Tires
DK1	Man Shift-On-The-Fly Transfer Case
JP8	Manual Adjust Seats
JE8	Manual Door Locks
JF8	Manual Windows
RS6	Media Hub (USB, Aux)
CUM	Mini Floor Console
APA	Monotone Paint
NZD	Next Generation Engine Controller
XA8	Non Adjustable Pedals
XBS	Pickup Box
JKY	Power Accessory Delay
SBE	Power Steering
RA1	Radio 3.0
MIT	Ram 3500 Badge
MGA	Ram's Head Badge
LCH	Rear Dome Lamp
GJD	Rear Fixed Window
SGB	Rear Heavy Duty Shock Absorbers
GNA	Rear View Day/Night Mirror
MPP	Rear Wheel Spats

Standard Features - D28L62-3600 REG TRADESMAN 4X4 (140 IN WB 8 FT 0 IN Box)

Code	Description
RSX	Remote USB Port
X8Z	Seat Parts Module
GXX	Sentry Key Theft Deterrent System
AR9	Single Rear Wheel Group
WL1	Single Rear Wheels
NHM	Speed Control
CJ4	Supp Side Curtain Front Air Bags
CJ1	Supplemental Frt Seat Side Air Bags
CGS	Supplemental Side Air Bags
SUA	Tilt Steering Column
GAC	Tinted Glass Windows
GBB	Tinted Windshield Glass
XBN	Tip Start
X88	Tire & Wheel Parts Module
TBM	Tire Carrier Winch
XBT	Tire Pressure Information System
XEA	Tow Hooks
LEG	Trailer Tow Mirrors
XFU	Trailer Tow w/4-Pin Connector Wiring
CV3	Urethane Shift Knob
JHA	Var Intermittent Windshield Wipers
LAZ	Vehicle Information Center
4ZB	Vendor Painted Cargo Box Tracking

2 - 1 TONS

==>

Dealer: F58494

2017 F-SERIES SD

Page: 1 of 3

Order No: 9999 Priority: Ord FIN: QF277 Order Type: 5B Price Level: 755

Ord PEP: 610A Cust/Flt Name: GRAND RAPIDS PO Number:

RETAIL			RETAIL		
F3B	<u>F350</u> 4X4SDR/CSR	\$36505	17F	XL DECOR PKG	NC
	142" WHEELBASE			10300# GVWR PKG	
A:	M6284F B:	C:	41H	ENG BLK HEATER	NC
1	CLTH 40/20/40	100	425	50 STATE EMISS	NC
S	MEDIUM EARTH GR		47B	SNWPLW/CAMP PKG	245
610A	PREF EQUIP PKG				
	.XL TRIM		TOTAL	BASE AND OPTIONS	41160
	.TRAILER TOW PKG		TOTAL	DSO/SPO OPTIONS	835
572	.AIR CONDITIONER	NC	TOTAL		41995
996	.6.2L EFI V8 ENG	NC	*THIS IS NOT AN INVOICE*		
44P	6-SPD AUTOMATIC	NC	*TOTAL PRICE EXCLUDES COMP PR		
TBM	LT245 BSW AT 17	165	*TOTAL PRICE INCLUDES SPO/DSO		
X37	3.73 REG AXLE	NC	* MORE ORDER INFO NEXT PAGE *		
90L	PWR EQUIP GROUP	915	F8=Next		
	JOB #2 BUILD		F3/F12=Veh Ord Menu		

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit

F5=Add to Library

F9=View Trailers

S006 - MORE DATA IS AVAILABLE.

QC08734

RAPIDS FORD SELLING # 29,698.<sup>00</sup>  
PRICE EACH TRUCK

(EXCLUDES ANY APPLICABLE  
FEES SUCH AS TAX, LICEN  
& REGISTRATION)

9.6" SNOWDOGG FLOW INSTALLED #6610.22  
(INCLUDING SALES TAX)

- \* 1 TON LICENSE IS \$10.<sup>00</sup>/month
- \* SALES TAX (IF PUBLIC UTILITIES PAYS TAX) 6.5%
- \* REGISTRATION FEE \$120.<sup>00</sup>

==>

Dealer: F58494

2017 F-SERIES SD

Page: 2 of 3

Order No: 9999 Priority: Ord FIN: QF277 Order Type: 5B Price Level: 755  
Ord PEP: 610A Cust/Flt Name: GRAND RAPIDS PO Number:

	RETAIL		RETAIL
512 SPARE TIRE/WHL2	NC	84S53 PAINT CHARGE	\$835
52B BRAKE CONTROLLR	270	SP DLR ACCT ADJ	
TELE TT MIR-PWR		SP FLT ACCT CR	
59H HI MNT STOP LMP	NC	FUEL CHARGE	
JACK		B4A NET INV FLT OPT	NC
66S UPFITTER SWTCH	165		
67D XTR HVY DTY ALT	NC	TOTAL BASE AND OPTIONS	41160
794 PRICE CONCESSN		TOTAL DSO/SPO OPTIONS	835
871 REAR VIEW CAM	370	TOTAL	41995
91M SYNC SYSTEM	365	*THIS IS NOT AN INVOICE*	
942 DAY RUNNING LTS	45	*TOTAL PRICE EXCLUDES COMP PR	
96V XL VALUE PKG	720	*TOTAL PRICE INCLUDES SPO/DSO	
.CRUISE CONTROL			
.AMFM/CD/CLK		* MORE ORDER INFO NEXT PAGE *	
DSO/SPO OPTIONS		F7=Prev F8=Next	

F1=Help                      F2=Return to Order                      F3/F12=Veh Ord Menu  
 F4=Submit                    F5=Add to Library                        F9=View Trailers

S006 - MORE DATA IS AVAILABLE.

QC08734



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Dealer: F58494

2017 F-SERIES SD

Page: 3 of 3

Order No: 9999 Priority: Ord FIN: QF277 Order Type: 5B Price Level: 755

Ord PEP: 610A Cust/Flt Name: GRAND RAPIDS PO Number:

RETAIL

RETAIL

PRICED DORA NC

DEST AND DELIV 1295

TOTAL BASE AND OPTIONS 41160

TOTAL DSO/SPO OPTIONS 835

TOTAL 41995

\*THIS IS NOT AN INVOICE\*

\*TOTAL PRICE EXCLUDES COMP PR

\*TOTAL PRICE INCLUDES SPO/DSO

F7=Prev

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit

F5=Add to Library

F9=View Trailers

S099 - PRESS F4 TO SUBMIT

QC08734

**PUBLIC WORKS DEPARTMENT  
CITY OF GRAND RAPIDS, MINNESOTA  
FORM OF PROPOSAL**

To the Honorable Mayor and City Council  
City of Grand Rapids, Minnesota

The undersigned certifies that he/she has examined these proposal documents and is familiar with the provisions of these documents as they affect this proposal.

The undersigned proposes to furnish one (1) new 4-wheel drive, extended cab, 1/2ton pick-up, of the following make and model: Ram 1500 Quad and \_\_\_\_\_.

The pick-up (meets) (does not meet) the specifications contained in these documents. A separate sheet listing any deviations from the specifications (is) (is not) attached. Any bidder proposing to furnish one (1) new 4-wheel drive, extended cab, 1/2ton pick-up, which does not fully meet specifications shall be subject to rejection.

The undersigned proposes to furnish the above described pick-up at the following costs:

New 4-Wheel Drive, Extended Cab, 1/2 Ton Pick-up .....	\$ <u>28,013.00</u>
Plus 6.5% Sales Tax.....	\$ <u>1820.85</u>
Applicable Licenses.....	\$ <u>604.00</u>

**TOTAL PRICE QUOTE FOR; 1 New 4-Wheel Drive, Extended Cab, 1/2Ton Pick-up:**

..... \$ 30,437.85

**STATE TOTAL PRICE QUOTE IN WORDS BELOW:**

---

**Pick-up Delivery Date:** ORDER OUT

**PLEASE PRINT:** Firm Name: LAKE WOODS CHRYSLER

Address: 815 NW 4th St GR. RAPIDS, MN 55744

Signature: Brian Harley

Name: Brian Harley

Title: Fleet mgr

Dated: 2/6/17

## PICK-UP SPECIFICATIONS

Unit described shall be new, one (1) new 4-wheel drive, extended cab, 1/2ton pick-up that is the manufacturer's latest design and production, complete, serviced, ready for work, and to include all standard equipment. Vendor will indicate compliance with specification by circling "yes" or "no" where indicated and fill in requested information. All exceptions should be noted.

### **ONE (1) NEW 4-WHEEL DRIVE, EXTENDED CAB, 1/2TON PICK-UP**

- |     |  |                                  |                                  |     |
|-----|--|----------------------------------|----------------------------------|-----|
| 1.  | New 4 Wheel Drive, Extended Cab, 1/2Ton Pick-up (Year)   | <u>2017</u>                      |                                  |     |
|     | (Make)   | <u>Ram</u>                       |                                  |     |
|     | (Model)  | <u>Quad 1500 Tradesman</u>       |                                  |     |
| 2.  | State Gross Vehicle Weight rating<br>(Minimum 6,800 lbs)   | <u>6800</u>                      | (GVW)                            |     |
| 3.  | Extended Cab, 6.5 ft. box  | <input checked="" type="radio"/> | yes                              | no  |
| 4.  | Four wheel drive (4X4)   | <input checked="" type="radio"/> | yes                              | no  |
| 5.  | 3.23 to 3.73 rear axle ratio, with limited slip  | <u>3.55</u>                      | <input checked="" type="radio"/> | yes |
| 6.  | Heavy duty suspension package  | <input checked="" type="radio"/> | yes                              | no  |
| 7.  | Complete body rust proofing  | <input checked="" type="radio"/> | yes                              | no  |
| 8.  | Minimum 5.0L V-8 gasoline powered engine or equivalent   | <u>5.7</u>                       | <input checked="" type="radio"/> | yes |
| 9.  | 6-speed automatic transmission w/overdrive   | <u>8 Speed</u>                   | <input checked="" type="radio"/> | yes |
| 10. | Power steering and power brakes  | <input checked="" type="radio"/> | yes                              | no  |
| 11. | Highest output alternator and highest CCA battery available<br>Please state output capacity:<br>Alternator <u>160</u> Amps<br>Battery <u>730</u> CCA | <input checked="" type="radio"/> | yes                              | no  |
| 12. | All-terrain tires 17" minimum w/equal size spare   | <input checked="" type="radio"/> | yes                              | no  |
| 13. | Heavy duty towing package w/receiver hitch & brake controls  | <input checked="" type="radio"/> | yes                              | no  |
| 14. | Cloth headliner and cloth bench seat   | <input checked="" type="radio"/> | yes                              | no  |
| 15. | Mirrors, Manual Telescoping Towing Type  | <input checked="" type="radio"/> | yes                              | no  |
| 16. | Fuel capacity (25 gal minimum)   | <u>26 gal.</u>                   | <input checked="" type="radio"/> | yes |
| 17. | Daytime running lights   | <input checked="" type="radio"/> | yes                              | no  |
| 18. | Front bumper and rear step bumper  | <input checked="" type="radio"/> | yes                              | no  |
| 19. | Heavy duty rubber floor mats front & rear<br>State brand: Weather Tech or Molded Floor Mat Minimizer<br><u>MOPAR H.D. Rubber Floor mats</u>          | <input checked="" type="radio"/> | yes                              | no  |

(WeatherTechs are available also)

- |     |   |     |    |
|-----|---|-----|----|
| 20. | Air conditioning  | yes | no |
| 21. | Cruise Control  | yes | no |
| 22. | AM/FM stereo radio  | yes | no |
| 23. | Back-up camera  | yes | no |
| 24. | Blue Tooth capability   | yes | no |
| 23. | Federal Emissions   | yes | no |
| 24. | Manuals – 1 set for factory service parts, emissions, electrical and drive ability<br>(Availability through CD or Internet is approved equal) | yes | no |
| 25. | Units shall comply with all state and federal laws and regulations  | yes | no |
| 26. | Auxiliary switch bank (4)-factory installed   | yes | no |
| 27. | Grand Rapids Public Works yellow (School Bus Yellow)<br>Must be approved  | yes | no |

LAKE WOODS CHRYSLER DODGE JEEP RAM  
 815 NW 4TH STREET  
 GRAND RAPIDS, MN 557442304

Configuration Preview

Date Printed: 2017-02-04 7:08 PM  
 Estimated Ship Date:

VIN:  
 VON:

Quantity: 1  
 Status: BA - Pending order  
 FAN 1: 49700 CITY OF GRAND RAPIDS, MINNESOT  
 FAN 2:  
 Client Code:  
 Bid Number: TB7072  
 PO Number:

Sold to:  
 LAKE WOODS CHRYSLER DODGE JEEP RAM  
 (26879)  
 815 NW 4TH STREET  
 GRAND RAPIDS, MN 557442304

Ship to:  
 LAKE WOODS CHRYSLER DODGE JEEP RAM (26879)  
 815 NW 4TH STREET  
 GRAND RAPIDS, MN 557442304

Vehicle: 2017 1500 TRADESMAN CREW CAB 4X4 (149 in WB 6 FT 4 IN box) (DS6L91)

	Sales Code	Description	MSRP(USD)
Model:	DS6L91	1500 TRADESMAN CREW CAB 4X4 (149 in WB 6 FT 4 IN box)	37,095
Package:	26B	Customer Preferred Package 26B	0
	EZH	5.7L V8 HEMI MDS VVT Engine	0
	DFK	8-Spd Auto 8HP70 Trans (Buy-US)	0
Paint/Seat/Trim:	PL1	Low Vol School Bus Yellow	450
	APA	Monotone Paint	0
	*V9	Cloth 40/20/40 Bench Seat	0
	-X8	Black/Diesel Gray	0
Options:	YEP	Manuf Statement of Origin	0
	XM9	Delete Spray in Bedliner	-200
	XAC	ParkView(TM) Rear Back-up Camera	395
	UA1	Uconnect 3.0	195
	LM1	Daytime Running Headlamps Low Beam	40
	CLF	Front & Rear Rubber Floor Mats	105
	4DH	Prepaid Holdback	0
	TXN	LT265/70R17E OWL On/Off Road Tires	250
	4ES	Delivery Allowance Credit	0
	AJY	Popular Equipment Group	705
	MAF	Fleet Purchase Incentive	0
	AHC	Trailer Tow Mirrors & Brake Group	460
	XHC	Trailer Brake Control	0
	5N6	Easy Order	0
	4FM	Fleet Option Editor	0
	4FT	Fleet Sales Order	0
	174	Zone 74-Denver	0
	4EA	Sold Vehicle	0
Non Equipment:	4FA	Special Bid-Ineligible For Incentive	0
Bid Number:	TB7072	Government Incentives	0
Discounts:	YGE	5 Additional Gallons of Gas	0
Destination Fees:			1,195

Total Price: 40,690 .

Order Type: Fleet  
 Scheduling Priority: 1-Sold Order

PSP Month/Week:  
 Build Priority: 99

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.

**Customer Name:** CITY OF GRAND RAPIDS  
**Customer Address:** 420 NORTH POKEGAMA AVENUE  
GRAND RAPIDS MN 55744 USA  
**Instructions:**

**Note:** This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.

North America ▼

English (United States) ▼

Login (/en-us/login/)



TECH  
AUTHORITY



Jeep



(/en-us/)

800-890-4038

Cart: 0 ITEM(S) - \$0.00 ▼

**SEARCH**

Home (/en-us/) > Service Manuals (/en-us/products/complete-ecatalog/?category=3&name=Service Manuals)  
> 2017 RAM Truck 1500 Service Information CD

**SEARCH BY YEAR / MODEL**

Select Year *2017 Ram*

Select Model *1500 QUAD*

All Product Types



**SEARCH BY VIN**



Standard Features - DS6L91-1500 TRADESMAN CREW CAB 4X4 (149-in. WB, 6 Ft. 4 in. box)

Code	Description
RA1	Radio 3.0
MS2	Ram 1500 Badge
MGA	Ram's Head Badge
LCH	Rear Dome Lamp
GJD	Rear Fixed Window
CFM	Rear Folding Seat
SGB	Rear Heavy Duty Shock Absorbers
SHF	Rear Stabilizer Bar
CUE	Rear Underseat Compartment Storage
GNA	Rear View Day/Night Mirror
MPP	Rear Wheel Spats
MHL	Rear Wheel Well Liners
RSX	Remote USB Port
C1G	Rotary Shifter-Black
X8Z	Seat Parts Module
GXX	Sentry Key Theft Deterrent System
NHM	Speed Control
XMF	Spray in Bedliner
CUY	Storage Tray
CJ2	Supp. Side Curtain Ft/Rr Air Bags
CJ1	Supplemental Ft. Seat Side Air Bags
CGS	Supplemental Side Air Bags
SUA	Tilt Steering Column
GAC	Tinted Glass Windows
GBB	Tinted Windshield Glass
XBN	Tip Start
X88	Tire & Wheel Parts Module
TBM	Tire Carrier Winch
XGM	Tire Pressure Monitoring Display
XFU	Trailer Tow w/4-Pin Connector Wiring
JHA	Var. Intermittent Windshield Wipers
LAZ	Vehicle Information Center



Standard Features - DS6191-1500 TRADESMAN CREW CAB 4X4 (49 in WB 6 FT 4 IN box)

Code	Description
XXU	Electronic Shift
BNB	Electronic Stability Control
NHN	Electronically Controlled Throttle
NHE	Engine Oil Heat Exchanger
NHJ	Exterior Mirrors w/Heating Element
RDD	Fixed Long Mast Antenna
HGF	Floor Tunnel Insulation
CDR	Front Armrest w/Three Cupholders
MXC	Front Bumper Sight Shields
X83	Front End Parts Module
SFB	Front Heavy Duty Shock Absorbers
CGD	Front Height Adjust Shoulder Belts
MDA	Front License Plate Bracket
LAX	Front Passenger Seat Belt Alert
SHA	Front Stabilizer Bar
MEN	Front Wheel Spats
TBB	Full Size Spare Tire
TZA	Goodyear Brand Tires
Z6D	GVW Rating - 6800#
LME	Halogen Quad Headlamps
*TX	HD Vinyl 40/20/40 Split Bench Seat
NMC	Heavy Duty Engine Cooling
NHD	Heavy Duty Transmission Oil Cooler
MW5	Hemi Badge
LA6	Incandescent Tail Lamps
JAT	Instrument Cluster w/Display Screen
JBF	Instrument Panel Black Bezel
X81	Instrument Panel Parts Module
XJJ	Locking Tailgate
JP8	Manual Adjust Seats
RS6	Media Hub (USB, Aux)
MCL	Molded-in-Black Upper Fascia
APA	Monotone Paint
CE8	No Lumbar Adjust
XA8	Non Adjustable Pedals
TTM	P265/70R17 BSW All Season Tires
XBS	Pickup Box
JKY	Power Accessory Delay
GT6	Power Heated Mirrors, Fold-Away
JPB	Power Locks
SBA	Power Rack and Pinion Steering
JP3	Pwr Front Windows, 1-Touch, Up & Down
XFC	R1234YF A/C Refrigerant

Standard Features - DS6L91-1500 TRADESMAN CREW CAB 4X4 (149 in WB, 6 FT 4 IN box)

Code	Description
JCB	120 MPH Primary Speedometer
JJ	12V Auxiliary Power Outlet
BAB	160 Amp Alternator
W1A	17" Steel Spare Wheel
WFP	17X7.0 Steel Wheels
DJG	215MM Front Axle
DRN	235MM REAR AXLE
NFW	26 Gallon Fuel Tank
CB9	2nd Row In Floor Storage Bins
DMD	3.55 Rear Axle Ratio
SCF	4-Spoke Steering Wheel
CBE	40/20/40 Split Bench Seat
MUS	4X4 Badge
EZH	5.7L V8 HEMI MDS VVT Engine
NAS	50 State Emissions
RCG	6 Speakers
XFK	7 Pin Wiring Harness
BCN	730 Amp Maintenance Free Battery
DFK	8-Spd Auto 8HP70 Trans (Buy-US)
MDX	Active Grille Shutters
CG3	Advanced Multistage Front Air Bags
HAA	Air Conditioning
BRT	Anti-Lock 4-Wheel Disc Brakes
RSU	Audio Jack Input for Mobile Devices
LMG	Automatic Headlamps
CTL	Base Door Trim Panel
MNA	Black Door Handles
LE4	Black Exterior Mirrors
MB1	Black Front Bumper
MFF	Black Grille
MBN	Black Rear Bumper
CKJ	Black Vinyl Floor Covering
XJ8	Body Color Fuel Filler Door
LPE	Cargo and CHMSL Lamp
WMJ	Center Hub
XFH	Class IV Receiver Hitch
DS7	Conventional Differential Frt Axle
DS8	Conventional Differential Rear Axle
HGB	Dash Liner Insulation
X82	Door Parts Module
CSP	Driver/Passenger Assist Handles
JJB	Dual Note Electric Horns
DH9	Elec Shift-on-the-Fly P/Time T/Case

**CITY OF GRAND RAPIDS  
PUBLIC WORKS DEPARTMENT**

**SPECIFICATIONS  
AND  
FORM OF PROPOSAL  
FOR**

**ONE (1) NEW 4-WHEEL DRIVE, EXTENDED CAB,  
1/2Ton PICK-UP**

**QUOTES DUE:**

**February 6th, 2017  
by 12:00 p.m.**

City of Grand Rapids  
Administration Office  
420 North Pokegama Ave.  
Grand Rapids, MN 55744

**QUOTE OPENING:**

**February 6th, 2017  
12:05 p.m.**

City of Grand Rapids  
City Council Chambers  
420 North Pokegama Ave.  
Grand Rapids, MN 55744

**Please submit both completed Form of Proposal and Specifications in clearly  
marked, sealed envelope labeled:**

**QUOTE FOR:**

**City of Grand Rapids  
Administration Office  
420 North Pokegama Ave.  
Grand Rapids, MN 55744**

**"ONE (1) NEW 4-WHEEL DRIVE, EXTENDED CAB, 1/2TON PICK-UP"**

Form of Proposal .....Pg. 3  
Instructions to Vendors Part 1 .....Pg. 4  
Instructions to Vendors Part 2 .....Pg. 5  
Pick-up Specifications .....Pg. 6

**PUBLIC WORKS DEPARTMENT  
CITY OF GRAND RAPIDS, MINNESOTA  
FORM OF PROPOSAL**

To the Honorable Mayor and City Council  
City of Grand Rapids, Minnesota

The undersigned certifies that he/she has examined these proposal documents and is familiar with the provisions of these documents as they affect this proposal.

The undersigned proposes to furnish one (1) new 4-wheel drive, extended cab, 1/2ton pick-up, of the following make and model: CHEVROLET CR15753 and ~~EXT~~ Double Cab

The pick-up (meets) (does not meet) the specifications contained in these documents. A separate sheet listing any deviations from the specifications (is) (is not) attached. Any bidder proposing to furnish one (1) new 4-wheel drive, extended cab, 1/2ton pick-up, which does not fully meet specifications shall be subject to rejection.

The undersigned proposes to furnish the above described pick-up at the following costs:

New 4-Wheel Drive, Extended Cab, 1/2 Ton Pick-up .....	\$ <u>29,129.75</u>
Plus 6.5% Sales Tax.....	\$ <u>1,893.43</u>
Applicable Licenses.....	\$ <u>120.25</u>

**TOTAL PRICE QUOTE FOR; 1 New 4-Wheel Drive, Extended Cab, 1/2Ton Pick-up:**

\$ 31,143.43

**STATE TOTAL PRICE QUOTE IN WORDS BELOW:**

thirty one thousand one hundred forty three and 43/100

**Pick-up Delivery Date:** 9th APR

**PLEASE PRINT:** Firm Name: Grand Rapids GM

Address: 1410 N. Pokegama Av

Signature: Bob OHara

Name: Bob OHARA

Title: Fleet mg

Dated: 2-4-17

## **INSTRUCTIONS FOR VENDORS - PART 1**

1. Vendors shall submit their quotes only on the attached Form of Proposal. Vendors shall fill in all blanks on the Proposal.
2. Vendors may choose to make a proposal that exceeds the requirements of the specifications. If the Vendor's Proposal exceeds the specifications, a description of the exceedance should be given on a separate sheet of paper attached to the Proposal.
3. The total amount specified in the Vendor's Proposal shall be the total cost including any and all taxes, preparation costs, delivery costs and any other expenses involved in delivering the units at no extra cost to the City.
4. The successful Vendor shall furnish with the pick-up:
  - a. Manuals and parts books as detailed below in the Pick-up Specifications;
  - b. Complete fills of all fluids, oils and fuels.
5. The completed Form of Proposal shall be submitted attached to a complete set of Proposal Documents. On the specification pages of those documents, the Vendor shall indicate, in the space provided adjacent to each item, that the pick-ups proposed to be provided meet that item in the specifications.
6. Each Proposal shall include the legal name of the Vendor and shall identify if the Vendor is sole proprietorship, a partnership, a corporation or another legal entity. Proposals shall be signed by the person or persons legally authorized to bind the Vendor to a contract. A bid by a corporation shall further give the state of incorporation and shall have the corporate seal affixed. A bid submitted by an agent shall have a current Power of Attorney attached certifying the agent's authority to bind the Vendor.
7. No erasures on any page of the proposal will be allowed. Any bid containing an erasure may be subject to rejection.
8. To make an alteration or correction the Vendor shall cross out the items to be altered and shall print the correction or alteration in ink or with a typewriter adjacent thereto. Any such alteration or correction shall be initialed in ink by each person signing the Proposal Form.
9. Any clarification or explanation desired by a Vendor must be requested in writing to the City Administrator, Tom Pagel, City Hall Administration Office or [tpagel@ci.grand-rapids.mn.us](mailto:tpagel@ci.grand-rapids.mn.us). If a clarification or explanation is necessary, it will be made in the form of an Addendum. No verbal statements by any City official shall be considered an official clarification or explanation.
10. Any modifications, insertions, deletions or changes, except as caused by City Addendum, made by the Vendor to any material contained in these documents may be cause for rejection of the quote.
11. No Vendor shall be allowed to take advantage of any errors or omissions in the Quote Documents.

## **INSTRUCTIONS FOR VENDORS - PART 2**

Where any errors or omissions appear, the Vendor shall promptly notify the City of such errors or omissions. Any inconsistencies in the quote documents are to be reported as soon as noticed and before quotes are opened. Any corrections or clarifications shall be by Addendum issued to all Vendors who have received these documents from the City.

1. Quotes received prior to the time of opening will be securely kept unopened. The City Clerk, whose duty it is to open quotes, will decide when the specified time has arrived and no quote received thereafter will be opened or considered. No responsibility will be attached to the City of Grand Rapids for the premature opening of a quote not properly addressed and identified in accordance with the Quote Documents.
2. Quotes may be withdrawn at any time up until the official opening of the quotes by the City. The City shall not physically release or return any quote for the purpose of withdrawal until after the bids are officially opened.
3. After quotes have been officially opened, no quote may be withdrawn for a period of thirty (30) days.
4. Quotes may be rejected if they indicate any omissions, alterations of form, additions not requested, conditional bids, irregularities or prices that are obviously unbalanced.
5. The City reserves the right to reject any or all quotes if the best interest of the City will thereby be served. The City reserves the right to waive any informality or minor defect where the acceptance, rejection, or waiving of such would be in the best interest of the City.
6. The City shall have the right to take such steps as it deems necessary to determine the ability of the Vendor to provide the equipment. The apparent low Vendor, upon request, shall furnish all such information and data for this purpose.
7. The City reserves the right to reject the quote of the apparent low Vendor where the available evidence or information does not satisfy the City that the Vendor is qualified to carry out properly the terms of the Contract or that the equipment proposed to be furnished is unsuitable for City purposes.
8. The City reserves the right to disqualify any quote, before or after opening, upon evidence of collusion with or without intent to defraud, or upon evidence of any other illegal practices upon the part of any Vendor or Vendors.

### PICK-UP SPECIFICATIONS

Unit described shall be new, one (1) new 4-wheel drive, extended cab, 1/2ton pick-up that is the manufacturer's latest design and production, complete, serviced, ready for work, and to include all standard equipment. Vendor will indicate compliance with specification by circling "yes" or "no" where indicated and fill in requested information. All exceptions should be noted.

#### **ONE (1) NEW 4-WHEEL DRIVE, EXTENDED CAB, 1/2TON PICK-UP**

- |     |  |   |       |
|-----|--|---|-------|
| 1.  | New 4 Wheel Drive, Extended Cab, 1/2Ton Pick-up (Year)   | <u>2017</u>   |       |
|     | (Make)   | <u>CHEVROLET</u>  |       |
|     | (Model)  | <u>CK15753</u>  |       |
| 2.  | State Gross Vehicle Weight rating<br>(Minimum 6,800 lbs)   | <u>7200</u>   | (GVW) |
| 3.  | Extended Cab, 6.5 ft. box  | <input checked="" type="radio"/> yes                      | no    |
| 4.  | Four wheel drive (4X4)   | <input checked="" type="radio"/> yes                      | no    |
| 5.  | 3.23 to 3.73 rear axle ratio, with limited slip  | <u>342</u> <input checked="" type="radio"/> yes           | no    |
| 6.  | Heavy duty suspension package  | <input checked="" type="radio"/> yes                      | no    |
| 7.  | Complete body rust proofing  | <input checked="" type="radio"/> yes                      | no    |
| 8.  | Minimum 5.0L V-8 gasoline powered engine or equivalent   | <input checked="" type="radio"/> yes                      | no    |
| 9.  | 6-speed automatic transmission w/overdrive   | <input checked="" type="radio"/> yes                      | no    |
| 10. | Power steering and power brakes  | <input checked="" type="radio"/> yes                      | no    |
| 11. | Highest output alternator and highest CCA battery available<br>Please state output capacity:<br>Alternator <u>150</u> Amps<br>Battery <u>720</u> CCA | <input checked="" type="radio"/> yes                      | no    |
| 12. | All-terrain tires 17" minimum w/equal size spare   | <u>LT265/75 R-17</u> <input checked="" type="radio"/> yes | no    |
| 13. | Heavy duty towing package w/receiver hitch & brake controls  | <input checked="" type="radio"/> yes                      | no    |
| 14. | Cloth headliner and cloth bench seat   | <input checked="" type="radio"/> yes                      | no    |
| 15. | Mirrors, Manual Telescoping Towing Type  | <input checked="" type="radio"/> yes                      | no    |
| 16. | Fuel capacity (25 gal minimum)   | <input checked="" type="radio"/> yes                      | no    |
| 17. | Daytime running lights   | <input checked="" type="radio"/> yes                      | no    |
| 18. | Front bumper and rear step bumper  | <input checked="" type="radio"/> yes                      | no    |
| 19. | Heavy duty rubber floor mats front & rear<br>State brand: Weather Tech or Molded Floor Mat Minimizer<br><u>GM FLOOR LINERS</u>                       | <input checked="" type="radio"/> yes                      | no    |



- |     |  |     |    |
|-----|--|-----|----|
| 20. | Air conditioning   | yes | no |
| 21. | Cruise Control   | yes | no |
| 22. | AM/FM stereo radio   | yes | no |
| 23. | Back-up camera   | yes | no |
| 24. | Blue Tooth capability  | yes | no |
| 23. | Federal Emissions  | yes | no |
| 24. | Manuals – 1 set for factory service parts, emissions,<br>electrical and drive ability<br>(Availability through CD or Internet is approved equal) | yes | no |
| 25. | Units shall comply with all state and federal laws and<br>regulations  | yes | no |
| 26. | Auxiliary switch bank (4)-factory installed  | yes | no |
| 27. | Grand Rapids Public Works yellow (School Bus Yellow)<br>Must be approved   | yes | no |

THROUGH INTERNET  
NO PART BOOKS AVAILABLE

Prepared For:  
CITY OF GRAND RAPIDS

Prepared By:  
BOB O'HARA  
RANGER CHEVROLET  
1502 E HOWARD ST  
HIBBING, MN 55746  
Phone: (218) 349-8955  
Fax: (218) 263-7576  
Email: rwohara01@aol.com



2017 Fleet/Non-Retail Chevrolet Silverado 1500 4WD Double Cab 143.5" W

### ***PRICING SUMMARY***

---

**PRICING SUMMARY - 2017 Fleet/Non-Retail CK15753 4WD Double Cab 143.5" Work Truck**

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	<u><b>VQ2</b></u>
Base Price	\$32,920.75
Total Options:	-\$5,086.00
Vehicle Subtotal	\$27,834.75
Advert/Adjustments	\$0.00
Destination Charge	\$1,295.00
<b>GRAND TOTAL</b>	<b>\$29,129.75</b>

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

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Customer File:

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2017 Fleet/Non-Retail Chevrolet Silverado 1500 4WD Double Cab 143.5" W

**SELECTED MODEL & OPTIONS**

**SELECTED MODEL - 2017 Fleet/Non-Retail CK15753 4WD Double Cab 143.5" Work Truck**

<u>Code</u>	<u>Description</u>	<u>VQ2</u>
CK15753	2017 Chevrolet Silverado 1500 4WD Double Cab 143.5" Work Truck	\$32,920.75

**SELECTED VEHICLE COLORS - 2017 Fleet/Non-Retail CK15753 4WD Double Cab 143.5" Work Truck**

<u>Code</u>	<u>Description</u>
-	Interior: No color has been selected.
-	Exterior 1: No color has been selected.
-	Exterior 2: No color has been selected.

**SELECTED OPTIONS - 2017 Fleet/Non-Retail CK15753 4WD Double Cab 143.5" Work Truck**

<u>CATEGORY</u>		<u>VQ2</u>
<u>Code</u>	<u>Description</u>	
<b>EMISSIONS</b>		
FE9	EMISSIONS, FEDERAL REQUIREMENTS	\$0.00
<b>ENGINE</b>		
L83	ENGINE, 5.3L ECOTEC3 V8 WITH ACTIVE FUEL MANAGEMENT, DIRECT INJECTION AND VARIABLE VALVE TIMING includes aluminum block construction (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 Nm] @ 4100 rpm; more than 300 lb-ft of torque from 2000 to 5600 rpm)	\$1,051.60
<b>TRANSMISSION</b>		
MYC	TRANSMISSION, 6-SPEED AUTOMATIC, ELECTRONICALLY CONTROLLED with overdrive and tow/haul mode. Includes Cruise Grade Braking and Powertrain Grade Braking (STD)	\$0.00
<b>GVWR</b>		
C5Z	GVWR, 7200 LBS. (3266 KG) (Requires Crew Cab or Double Cab 4WD models and (L83) 5.3L EcoTec3 V8 engine or (L86) 6.2L EcoTec3 V8 engine.)	INC

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**Prepared By:**

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**2017 Fleet/Non-Retail Chevrolet Silverado 1500 4WD Double Cab 143.5" W**

**SELECTED MODEL & OPTIONS**

**SELECTED OPTIONS - 2017 Fleet/Non-Retail CK15753 4WD Double Cab 143.5" Work Truck**

**CATEGORY**

<u>Code</u>	<u>Description</u>	<u>VQ2</u>
<b>AXLE</b>		
GU6	REAR AXLE, 3.42 RATIO (Standard on 4WD (LV3) 4.3L EcoTec3 V6 engine. Available with (L83) 5.3L EcoTec3 V8 engine.)	\$0.00
<b>PREFERRED EQUIPMENT GROUP</b>		
1WT	WORK TRUCK PREFERRED EQUIPMENT GROUP includes standard equipment	\$0.00
<b>WHEELS</b>		
RD6	WHEELS, 17" X 8" (43.2 CM X 20.3 CM) PAINTED STEEL (STD)	\$0.00
<b>TIRES</b>		
QXT	TIRES, LT265/70R17E ALL-TERRAIN, BLACKWALL (Requires K15753 or K15903 models.)	\$176.00
<b>SEAT TYPE</b>		
AE7	SEATS, FRONT 40/20/40 SPLIT-BENCH, 3-PASSENGER, DRIVER AND FRONT PASSENGER MANUAL RECLINE with outboard head restraints and center fold-down armrest with storage. Vinyl has fixed lumbar and cloth has manual adjustable driver lumbar. (STD)	\$0.00
<b>SEAT TRIM</b>		
H2Q	DARK ASH WITH JET BLACK INTERIOR ACCENTS, VINYL SEAT TRIM	\$0.00
<b>RADIO</b>		
IOB	AUDIO SYSTEM, CHEVROLET MYLINK RADIO WITH 7" DIAGONAL COLOR TOUCH-SCREEN, AM/FM STEREO with seek-and-scan and digital clock, includes Bluetooth streaming audio for music and select phones (Includes (UQ3) 6-speaker audio system.)	\$176.00
<b>ADDITIONAL EQUIPMENT</b>		
PCR	WT FLEET CONVENIENCE PACKAGE All cabs include (DL8) outside heated power-adjustable mirrors, (A91) remote locking tailgate and (AQQ) Remote Keyless Entry. ((DL8) outside heated power-adjustable mirrors can be upgraded to (DPN) power camper mirrors. If (ZW9) pickup box delete is ordered (A91) remote locking tailgate will not be included.)	\$316.80
Z82	TRAILERING PACKAGE includes trailer hitch, 7-pin and 4-pin connectors	\$347.60

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2017 Fleet/Non-Retail Chevrolet Silverado 1500 4WD Double Cab 143.5" W

**SELECTED MODEL & OPTIONS**

**SELECTED OPTIONS - 2017 Fleet/Non-Retail CK15753 4WD Double Cab 143.5" Work Truck**

**CATEGORY**

<u>Code</u>	<u>Description</u>	<u>VQ2</u>
ADDITIONAL EQUIPMENT		
K05	ENGINE BLOCK HEATER	\$88.00
KNP	COOLING, AUXILIARY EXTERNAL TRANSMISSION OIL COOLER (Included and only available with (L83) 5.3L EcoTec3 V8 engine.)	INC
---	BATTERY, HEAVY-DUTY 720 COLD-CRANKING AMPS/80 AMP-HR, MAINTENANCE-FREE with rundown protection and retained accessory power (Included and only available with V8 engines.)	INC
JL1	TRAILER BRAKE CONTROLLER, INTEGRATED (Requires (Z82) Trailer equipment. Available as a free flow option on Regular Cab when (ZW9) pickup box delete is ordered.)	\$242.00
ZXT	TIRES, SPARE, LT265/70R17, BLACKWALL (Included and only available with (QXT) LT265/70R17E all-terrain, blackwall, tires.)	INC
DPN	MIRRORS, OUTSIDE HEATED POWER-ADJUSTABLE VERTICAL TRAILERING UPPER GLASS, MANUAL-FOLDING AND EXTENDING, BLACK; includes integrated turn signal indicators consisting of 51 square inch flat mirror surface positioned over a 24.5 square inch convex mirror surface with a common head and lower convex spotter glass (convex glass is not heated and not power adjustable) and addition of auxiliary cargo lamp for backing up (helps to see trailer when backing up with a trailer) and amber auxiliary clearance lamp (Requires (PCR) WT Fleet Convenience Package. Includes (DD8) auto-dimming inside rearview mirror on all models.)	\$308.00
A91	REMOTE LOCKING TAILGATE (Included and only available with (AQQ) Remote Keyless Entry. Not available with (ZW9) pickup box delete.)	INC
---	BLUETOOTH FOR PHONE, PERSONAL CELL PHONE CONNECTIVITY TO VEHICLE AUDIO SYSTEM (Included and only available with (IOB) 7" diagonal color touch screen display radio with Chevrolet MyLink.)	INC
AQQ	REMOTE KEYLESS ENTRY, WITH 2 TRANSMITTERS (Included and only available with (PCR) WT Fleet Convenience Package. Includes (A91) remote locking tailgate.)	INC
9L7	UPFITTER SWITCHES, (4) Provides 4-30 amp circuits to facilitate installation of aftermarket electrical accessories	\$110.00

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## 2017 Fleet/Non-Retail Chevrolet Silverado 1500 4WD Double Cab 143.5" W

### SELECTED MODEL & OPTIONS

#### SELECTED OPTIONS - 2017 Fleet/Non-Retail CK15753 4WD Double Cab 143.5" Work Truck

#### CATEGORY

<u>Code</u>	<u>Description</u>	<u>VQ2</u>
ADDITIONAL EQUIPMENT		
DD8	MIRROR, INSIDE REARVIEW AUTO-DIMMING (Included and only available with (DPN) power camper mirrors.)	INC
UVC	REAR VISION CAMERA	\$176.00
---	BID ASSISTANCE Authorization code: 764501	-\$9,200.00
DEALER INSTALLED / PROCESSING OPTIONS		
<u>.DLR1</u>	RUSTPROOFING ZEE TECH	\$625.00
<u>.DLR2</u>	GM FLOOR LINERS	\$233.00
SPECIAL EQUIPMENT OPTIONS		
TGK	SPECIAL PAINT, SOLID, ONE COLOR All normally body colored non-sheet metal parts will be Black. May require extended lead time. Door handles and mirrors will be grain Black. Deletes standard/packaged body side moldings. (Not available with (ST7) Black Out Edition.)	\$0.00
01U	SPECIAL PAINT	\$0.00
9W3	PAINTS, SOLID, WHEATLAND YELLOW All normally body colored non-sheet metal parts will be Black. May require extended lead time. Door handles and mirrors will be grain Black. Deletes standard/packaged body side moldings. (Requires (TGK) Special Paint and (01U) Special Paint.)	\$264.00
<b>OPTIONS TOTAL</b>		<b>-\$5,086.00</b>

An underlined code indicates that the options have been applied by the dealer. All sales prices established solely by dealer.

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

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Customer File:

1/2-Ton

CNGP530

VEHICLE ORDER CONFIRMATION

02/03/17 10:13:41

==>

Dealer: F58494

2017 F-150

Page: 1 of 2

Order No: 9999 Priority: Ord FIN: QF277 Order Type: 5B Price Level: 750

Ord PEP: 101A Cust/Flt Name: GRAND RAPIDS PO Number:

	RETAIL		RETAIL
X1E	F150 4X4 S/C	\$34220	FRT LICENSE BKT NC
	145" WHEELBASE		SELECTSHIFT
A: M6284F B:	C:	41H	ENG BLK HEATER 90
C	CLOTH 40/20/40		PRO TRAILER AST
G	MED EARTH GRAY		
01A	EQUIP GRP	2255	TOTAL BASE AND OPTIONS 42090
	.XL SERIES		TOTAL DSO/SPO OPTIONS 827
	.POWER EQUIP GRP		XL MID DISCOUNT (750)
	.CRUISE CONTROL		TOTAL 42167
	.17"SILVER STEEL		*THIS IS NOT AN INVOICE*
99F	5.0L V8 FFV ENG	1795	*TOTAL PRICE EXCLUDES COMP PR
446	ELEC 6-SPD AUTO		*TOTAL PRICE INCLUDES SPO/DSO
	.265/70R-17		
X27	3.31 REG AXLE	NC	* MORE ORDER INFO NEXT PAGE *
	7050# GVWR		F8=Next

F1=Help F2=Return to Order F3/F12=Veh Ord Menu  
 F4=Submit F5=Add to Library F9=View Trailers

006 - MORE DATA IS AVAILABLE.

QC08734

RAPIDS FORD SELLING PRICE \$29,158.00

(PRICE EXCLUDES ANY APPLICABLE FEES SUCH AS TAX, LICENSE & REGISTRATION.)

==>

Dealer: F58494

2017 F-150

Page: 2 of 2

Order No: 9999 Priority: Ord FIN: QF277 Order Type: 5B Price Level: 750  
Ord PEP: 101A Cust/Flt Name: GRAND RAPIDS PO Number:

RETAIL

RETAIL

SYNC

B4A NET INV FLT OPT

NC

53A TRAILER TOW PKG 895

PRICED DORA

NC

54Y MIR MAN TEL/FLD 395

DEST AND DELIV

1295

AM/FM CD

59S LED SPOTLIGHTS 175

TOTAL BASE AND OPTIONS 42090

655 EXT RANGE TANK 445

TOTAL DSO/SPO OPTIONS 827

67T TRL BRAKE CONTR 275

XL MID DISCOUNT (750)

76C REARVIEW CAMERA 250

TOTAL 42167

794 PRICE CONCESSN

\*THIS IS NOT AN INVOICE\*

FLEX FUEL

\*TOTAL PRICE EXCLUDES COMP PR

DSO/SPO OPTIONS

\*TOTAL PRICE INCLUDES SPO/DSO

84S53 PAINT CHARGE 827

SP DLR ACCT ADJ

SP FLT ACCT CR

FUEL CHARGE

F7=Prev

F1=Help

F2=Return to Order

F3/F12=Veh Ord Menu

F4=Submit

F5=Add to Library

F9=View Trailers

S099 - PRESS F4 TO SUBMIT

QC08734





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0084      **Version:** 1      **Name:** PW Purchase of a 2017 Mack Snow Plow Truck Cab and Chassis  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/7/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **Final action:**  
**Title:** Consider authorizing the budgeted purchase of a new 2017 Mack snow plow truck cab and chassis from Nuss Truck Group as per State Contract #77950 for \$119,593.00, which includes Minnesota Sales Tax, licensing and registration fees. Also authorize the Fleet Division to purchase and install a new 800MHZ radio for the new Mack truck, not to exceed \$2,500.00.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [2017 2-13 Nuss Truck Cab & Chassis CPV](#)

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

Consider authorizing the budgeted purchase of a new 2017 Mack snow plow truck cab and chassis from Nuss Truck Group as per State Contract #77950 for \$119,593.00, which includes Minnesota Sales Tax, licensing and registration fees. Also authorize the Fleet Division to purchase and install a new 800MHZ radio for the new Mack truck, not to exceed \$2,500.00.

**Background Information:**

At the January 23rd, 2017, City Council Meeting, the City Council approved Public Works soliciting quotes utilizing the Minnesota Cooperative Purchasing Venture for the purchase of the Budgeted 2017 snow plow truck. The purchase of this 2017 Mack snow plow truck is approved as part of the proposed 2017 Capital Improvement Plan.

The completed snow plow truck purchase will require three components similar to the snow plow truck purchased in 2016; 1) Truck Cab & Chassis, 2) Epoke De-icing Unit and 3) the snow plow equipment, dump body hydraulic system and the other fabrication that will be required. This is the first RCA of the three truck components, as all three will require their own separate RCAs and all will be purchased under the State of Minnesota Cooperative Purchasing Venture (CPV). The first and last page of the 17 page document from Nuss Truck Group is attached.

**Staff Recommendation:**

Jeff Davies, PW Director, recommends purchasing the truck cab and chassis from Nuss Truck Group.

**Requested City Council Action**

Approve Public Works purchase of a new 2017 Mack snow plow truck cab and chassis from Nuss Truck Group as per State Contract #77950 for \$119,593.00, which includes Minnesota Sales Tax, licensing and registration fees. Also, approve the Fleet Division's purchase and installation of a new 800MHZ radio for the new Mack truck, not to exceed \$2,500.00.

### Tandem Axle Cab & Chassis

VENDOR NAME NUSS TRUCK & EQUIPMENT

MAKE AND MODEL MACK GU713 AF TANDEM

This section for use when ordering		
WB	220"	Grand Total \$ 112,223.00
CA	133"	
AF	62"	
Rear Ratio	4.33	
Cab Color w/veener	SCHOOLE BUS YELLOW	
Color	WHITE	
Note	CITY OF GRAND RAPIDS	CONTRACT # 77950

Spec #	Description	Qty	Price	Subtotal
1.0	Price for Base Unit:	1	\$ 80,286.00	\$ 80,286.00
<b>2.0</b>	<b>FRAME OPTIONS</b>			
2.1	Front frame extension	1	\$ 848.00	\$ 848.00
2.2	Custom hole punching in frame		\$ 150.00	\$ -
2.3	Deduct for no front bumper		\$ (10.00)	\$ -
2.4	Frame fastener option (bolt or huck spun)	1	STD	
2.5	<b>Frame, R.B.M., S.M., PSI, CT</b>			
2.6	2,120,000 17.7 120,000 87 - 112 CA		\$ (70.00)	\$ -
2.7	2,120,000 17.7 120,000 113 - 133 CA		STD	
2.8	2,120,000 17.7 120,000 134 - 152 CA		\$ 102.00	\$ -
2.9	2,120,000 17.7 120,000 153 - 199 CA		\$ 216.00	\$ -
2.10	2,120,000 17.7 120,000 200 - 236 CA		\$ 314.00	\$ -
2.11	2,470,000 20.6 120,000 87 - 112 CA		\$ 154.00	\$ -
2.12	2,470,000 20.6 120,000 113 - 133 CA		\$ 240.00	\$ -
2.13	2,470,000 20.6 120,000 134 - 152 CA		\$ 337.00	\$ -
2.14	2,470,000 20.6 120,000 153 - 199 CA		\$ 436.00	\$ -
2.15	2,470,000 20.6 120,000 200 - 236 CA		\$ 534.00	\$ -
2.16	2,820,000 23.5 120,000 87 - 112 CA		\$ 473.00	\$ -
2.17	2,820,000 23.5 120,000 113 - 133 CA	1	\$ 558.00	\$ 558.00
2.18	2,820,000 23.5 120,000 134 - 152 CA		\$ 655.00	\$ -
2.19	2,820,000 23.5 120,000 153 - 199 CA		\$ 754.00	\$ -
2.20	2,820,000 23.5 120,000 200 - 236 CA		\$ 852.00	\$ -
2.21	3,160,000 26.3 120,000 87 - 112 CA		\$ 650.00	\$ -
2.22	3,160,000 26.3 120,000 113 - 133 CA		\$ 737.00	\$ -
2.23	3,160,000 26.3 120,000 134 - 152 CA		\$ 833.00	\$ -
2.24	3,160,000 26.3 120,000 153 - 199 CA		\$ 932.00	\$ -
2.25	3,160,000 26.3 120,000 200 - 236 CA		\$ 1,030.00	\$ -
	<b>DOUBLE FRAME - PARTIAL IC REINFORCEMENT</b>			
2.26	3,230,000 26.9 120,000 87 - 112 CA		\$ 411.00	\$ -
2.27	3,230,000 26.9 120,000 113 - 133 CA		\$ 497.00	\$ -
2.28	3,230,000 26.9 120,000 134 - 152 CA		\$ 595.00	\$ -
2.29	3,230,000 26.9 120,000 153 - 199 CA		\$ 693.00	\$ -
2.30	3,230,000 26.9 120,000 200 - 236 CA		\$ 791.00	\$ -

Spec #	Description	Qty	Price	Subtotal
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**17.0 Delivery Charges:**

Price per loaded mile Starting Point

17.1	Roseville, MN 55311		\$ 2.00	\$ -
------	---------------------	--	---------	------

**18.0 Maintenance/ Body Shop Labor rates**

18.1 Rate for Initial Inspection/Diagnostoce

	\$ 130.00	\$ -
--	-----------	------

18.2 Rate for Mechanical Work

	\$ 130.00	\$ -
--	-----------	------

18.3 Rate for Body Work

	\$ 130.00	\$ -
--	-----------	------

**19.0 Quantity Discounts:**

corresponding discount offered to the purchaser. More than one

19.1		\$ -
19.2		\$ -

**20.0 Next Model Year Upcharges**

Enter the following Production Model Year here >>>>>>>>

20.1 Percentage Upcharge for the following Model Year Base Unit

		2017	
1	\$	1,500	\$ 1,500.00

20.2 Percentage Upcharge for the following Model Year Options

	\$	0	\$ -
--	----	---	------

Enter the following Production Model Year here >>>>>>>>

20.3 Percentage Upcharge for the following Model Year Base Unit

		2018	
1	\$	1,500	\$ 1,500.00

20.4 Percentage Upcharge for the following Model Year Options

	\$	0	\$ -
--	----	---	------

**Total Cost: \$ 112,223.00**

.065 MN Sales TX: \$7,295.00

Subtotal: \$119,518.00

Licensing & Registration: \$75.00

**Grand Total: \$119,593.00**



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0090      **Version:** 1      **Name:**  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/7/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **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 14, 2017 and complete employment by May 31, 2017.

Mike Earhart, Rink Attendant, \$9.50 per hour  
Abby Bauman, Swim Instructor, \$9.50 per hour  
Micah Cole, Concessions, \$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 #:** 17-0093      **Version:** 1      **Name:** PW Purchase of a 2017 Epoke Combi De-Icing Unit  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/7/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **Final action:**  
**Title:** Consider authorizing the purchase of a 2017 Epoke Combi De-Icing Unit from MacQueen Equipment Inc., as per State Contract #S-863(5) for the purchase price of \$97,168.50.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [2017 2-13 MacQueen Equipment Epoke Combi CPV](#)

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

Consider authorizing the purchase of a 2017 Epoke Combi De-Icing Unit from MacQueen Equipment Inc., as per State Contract #S-863(5) for the purchase price of \$97,168.50.

### **Background Information:**

At the January 23rd, 2017, City Council Meeting, the City Council approved Public Works soliciting quotes utilizing the Minnesota Cooperative Purchasing Venture for the purchase of the Budgeted 2017 snow plow truck. This is the second of three components that will be purchased for our new 2017 Mack snow plow truck and it is part of the budgeted purchase price of the unit.

Monitoring pavement temperatures, liquid de-icing using magnesium chloride, granular anti-icing using treated salt and the calibration of de-icing equipment are all best practices that assist us in reducing salt/sand use and environmental impacts while meeting public safety issues for vehicular traffic on our roadways. The success of our Epoke Combi De-icing Units, has been a factor in our efforts to lower costs, improve utilization and justify changes in our Snow and Ice Control Operations. The Epoke is engineered to deliver accurate coverage on multiple lanes and has the capability to apply our de-icing products on four lanes at once while distributing precise material placement.

### **Staff Recommendation:**

Jeff Davies, Public Works Director, recommends the purchase of the 2017 Epoke Combi De-Icing Unit from MacQueen Equipment Inc.

### **Requested City Council Action**

Make a motion authorizing Public Works to purchase a 2017 Epoke Combi De-Icing Unit from MacQueen Equipment Inc., as per State Contract #S-863(5) for the purchase price of \$97,168.50.

**Ship To:** CITY OF GRAND RAPIDS  
 500 4TH STREET SE  
 GRAND RAPIDS, MN 55744

**Invoice To:** CITY OF GRAND RAPIDS  
 STREET DEPARTMENT  
 420 N POKEGAMA AVE  
 GRAND RAPIDS MN 55744

Branch 01 - MACQUEEN EQUIP		
Date 01/30/2017	Time 13:23:02 (O)	Page 1
Account No GRAND009	Phone No 2183247481	Est No 06 Q00320
Ship Via	Purchase Order PENDING	
Tax ID No		
BOB LARSON		Salesperson 110

**EQUIPMENT ESTIMATE - NOT AN INVOICE**

Description	** Q U O T E **	EXPIRY DATE: 03/01/2017	Amount
2017 EPOKE S 4900 SIRIUS COMBI AST SANDER			97168.50
PER MINNESOTA STATE CONTRACT # S-863 (5)			
OPT 8.3 6.5 CUBIC YARD DRY CAPACITY 490 GAL LIQUID			
OPT 8.11 460 GALLON FRONT TANK			
OPT 8.19 ELECTRIC SYMMETRY			
OPT 8.20 DRY LEVEL INDICATOR			
OPT 8.28 PAINT SCHOOL BUS YELLOW #741173			
NON CONTRACT LED MEGA BEAM WORK LIGHTS PKG 49XX			
NON CONTRACT LONG CHUTE			
NON CONTRACT HOOK LIFT STYLE TOWMASTER TO INSTALL ROLLERS			
DELIVERY TO TOWMASTER			
ALLOW 100-120 DAYS DELIVERY ARO			

Sale # 01 Subtotal: 97168.50  
 TOTAL: 97168.50

Subtotal: 97168.50  
 Quote Total: 97168.50

Authorization: \_\_\_\_\_

*Quality Environmental Solutions and Support*



MACQUEEN EQUIPMENT  
 GROUP™

www.macqueeneq.com



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0094      **Version:** 1      **Name:** PW Fabrication from Towmaster for New 2017 Mack Truck  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/7/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **Final action:**  
**Title:** Consider authorizing Public Works to enter into the following contract for the purchase and installation of all hydraulics, dump box, lift system, snow plow equipment, emergency lighting and all fabrication required, from Towmaster Truck Equipment as per State Contract #100790 for a grand total of \$129,344.00.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [2017 2-13 Towmaster Fabrication CPV](#)

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

Consider authorizing Public Works to enter into the following contract for the purchase and installation of all hydraulics, dump box, lift system, snow plow equipment, emergency lighting and all fabrication required, from Towmaster Truck Equipment as per State Contract #100790 for a grand total of \$129,344.00.

**Background Information:**

At the January 23rd, 2017, City Council Meeting, the City Council approved Public Works soliciting quotes utilizing the Minnesota Cooperative Purchasing Venture for the purchase of the Budgeted 2017 snow plow truck.

This is the third component that will be purchased for the completion of the new 2017 Mack snow plow truck. It is the most complex of the three components as it involves the fabrication and installation of all hydraulics, the dump box, lift systems, snow plow equipment and all emergency lighting. Including this third component from Towmaster, the total purchase price of this new 2017 Mack truck is within the approved budget of \$350,000.00.

Truck Chassis:	\$119,593.00
Epoke De-icing Unit:	\$97,168.50
Towmaster:	\$129,344.00
<u>Two-Way Radio:</u>	<u>\$2,500.00</u>
Grand Total:	\$348,605.50

**Staff Recommendation:**

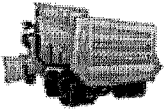
Jeff Davies, Public Works Director, recommends entering into this contract with Towmaster for the completion of the new 2017 Mack truck.

**Requested City Council Action**

Make a motion authorizing Public Works to enter into a contract with Towmaster Truck Equipment for the budgeted purchase and installation of all hydraulics, dump box, lift system, snow plow equipment, emergency lighting and all fabrication required, as per State Contract #100790 for a grand total of \$129,344.00.







lowmastertruck.com

# LOWMASTER

TRUCK EQUIPMENT

61381 US HWY 12, Litchfield, MN 55355  
ph: 320-693-7900 fx: 320-693-7921 tf: 800-462-4517

Reference Number  
QT 10915

## QUOTATION

<b>Ship To:</b> GRAND RAPIDS, CITY OF 500 SW 4TH ST  GRAND RAPIDS MN 55744 USA	<b>Cust:</b> 3089  Phone:	<b>Bill To:</b> GRAND RAPIDS, CITY OF 420 N POKEGAMA AVE  GRAND RAPIDS MN 55744 USA	<b>Phone:</b>
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ATTN: JEFF DAVIES

Customer PO	Salesperson	Terms	Created	Last Rev	Appx Ship
	TIM ERICKSON	NET 30 DAYS	1/26/17	1/26/17	0/00/00

**Serial No.**

Build Instructions F.O.B. GRAND RAPIDS, MN w/Fuel (only) charges

Other Instructions \*\*STATE OF MN CONTRACT #100790 - - PRICES VALID THRU 3/31/17\*\*

Qty	Part No.	Description	Price Ea.	Net Amt.
1	9900066	- Body 14'0" EDGE-RC/CS-56-46-46 - - 56" 3/16" Hardox 450 Front w/CS hoist doghouse, 46" 3/16" Hardox 450 radius sides (no pockets), 46" 3/16" Hardox 450 Tailgate, 1/4" Hardox-450 Floor, 8" I-Beam Longs ills, Air-trip ready linkage, unpainted.	\$10,556.00	\$10,556.00
1	9904940	- Snow-Board Pockets set of 2 Installed **NOTE: Front top rail of body, evenly spaced per previous example.	\$182.00	\$182.00
2	9901143	- Snow-Board Pockets set of 4 Installed **NOTE: Both Sides thru Top Rails, evenly spaced	\$362.00	\$724.00
1	SPECIAL REQUEST - Special Request Charges for: 4" or 5" PVC Storage tube at rear apron area of dump body to store lines when body not in use. See previous example		\$200.00	\$200.00
1	9901701	- Installation of Dump Body to hoist	\$1,750.00	\$1,750.00
1	9900145	- Body acc'y TMTE Air trip kit, w/solenoid valve,	\$259.00	\$259.00
1	9901702	- Installation of air operated tailgate latch kit, with solenoid valve in hydraulic valve enclosure.	\$268.00	\$268.00
1	9900147	- Body acc Box Vibrator - Cougar model DC3200	\$674.00	\$674.00
1	9901703	- Installation of Box Vibrator, with solenoid located in hydraulic valve enclosure.	\$302.00	\$302.00
1	9900155	- Cabshield, 1/2 type Stationary Free-Standing style, w/painted CARBON STEEL canopy, Hot-Dipped Galvanized tubing construc	\$1,748.00	\$1,748.00

\*--- Continued ---\*

NOTE: If changes are made to an order after a P.O. has been issued, a fee may be assessed and a revised or new P.O. MUST BE submitted to reflect changes.

Accepted by

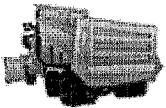
Date

Price:

Net Cost:

Freight:

Total:



towmastertruck.com



61381 US HWY 12, Litchfield, MN 55355  
ph: 320-693-7900 fx: 320-693-7921 tt: 800-462-4517

Reference Number  
QT 10915

QUOTATION

<b>Ship To:</b> GRAND RAPIDS, CITY OF 500 SW 4TH ST  GRAND RAPIDS MN 55744 USA	<b>Cust:</b> 3089  MN 55744 USA	<b>Phone:</b>   USA	<b>Bill To:</b> GRAND RAPIDS, CITY OF 420 N POKEGAMA AVE  GRAND RAPIDS MN 55744 USA	<b>Phone:</b>   USA
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ATTN: JEFF DAVIES

Customer PO	Salesperson	Terms	Created	Last Rev	Appx Ship
	TIM ERICKSON	NET 30 DAYS	1/26/17	1/26/17	0/00/00

Serial No.

tion support stand, (2) shovel holders, & reservoir mounts, Installed.

1 9900206 - Ladder Flip-A-Way Access ladder Pkg (Carbon Steel) ea, Installed	\$343.00	\$343.00
1 9904246 - Light Warning TMTE1SS-3 PKG: (2) STAINLESS STEEL 23H 3-light LED Micro-Edge, (2) 5M-400 Super-LED, (2) Side TIR3 LED, (2) 400 Max B-T-T LED, & (2) 400 LED BU Lights, in Stainless M Housings, (1) TIR3 LED Wing light, and (2) 4" LED work lights Installed	\$4,149.00	\$4,149.00
1 9900222 - Light Warning Rear warning lights & 5M housings (removable w/body) for hooklift system Installed	\$4,103.00	\$4,103.00
1 9900244 - Light Mirror mt HOH plow light pkg INSTALLED	\$667.00	\$667.00
1 9900267 - Fender set Minimzer M400, for Tandem Axle, black Poly, Installed	\$1,132.00	\$1,132.00
1 9901219 - Tool Box PRO-TECH Alum Driver's side step tool box & Brkts Installed	\$1,295.00	\$1,295.00
1 SERVICE JOB - T - Misc parts and labor for: - - Relocate Fuel Tank rearward on truck frame, behind cab on the street side of chassis. **NOTE: SEE ALSO TOOLBOX ABOVE**	\$950.00	\$950.00
1 1965280 - Minimzer FKMACK2B Floor Mat Set for TDM and SGL	\$118.00	\$118.00
1 9901028 - Camera System, Voyager model AOM713WP-VCMS10B-CEC50, w/color LCD screen, Night vision Camera, & Cables, INSTALLED	\$646.00	\$646.00
2 9900293 - A-FRAME for Hook lift complete w/rollers SGL or TDM	\$2,268.00	\$4,536.00

\*--- Continued ---\*

NOTE: If changes are made to an order after a P.O. has been issued, a fee may be assessed and a revised or new P.O. MUST BE submitted to reflect changes.

Accepted by

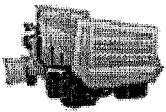
Date

Price:

Net Cost:

Freight:

Total:



towmastertruck.com

# TOWMASTER TRUCK EQUIPMENT

61381 US HWY 12, Litchfield, MN 55355  
ph: 320-693-7900 fx: 320-693-7921 tf: 800-462-4517

Reference Number  
QT 10915

## QUOTATION

<b>Ship To:</b> GRAND RAPIDS, CITY OF 500 SW 4TH ST  GRAND RAPIDS MN 55744 USA	<b>Cust:</b> 3089  Phone:	<b>Bill To:</b> GRAND RAPIDS, CITY OF 420 N POKEGAMA AVE  GRAND RAPIDS MN 55744 USA	<b>Phone:</b>
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ATTN: JEFF DAVIES

Customer PO	Salesperson	Terms	Created	Last Rev	Appx Ship
	TIM ERICKSON	NET 30 DAYS	1/26/17	1/26/17	0/00/00
<b>Serial No.</b>					

1 9903178 - Hoist, SWAPLOADER SL-400 (43H38LH) Adjustable 53-7/8" to 61-3/4" jib, 40,000# capacity hooklift hoist, Less Hydraulics	\$24,792.00	\$24,792.00
1 9903214 - Paint Hooklift Hoist (SL300, SL400, & SL500 Series) Gloss Black	\$805.00	\$805.00
1 9904248 - Install Hooklift Hoist (SL300, SL400, SL500, & SL600 Series) to truck chassis, Including hoses & fittings to Central Hydraulic system. (Hydraulic system not included)	\$1,782.00	\$1,782.00
1 9902928 - Scraper Falls IBR-11A 1" MoldBoard LESS CUTTING EDGES	\$8,477.00	\$8,477.00
1 9902822 - VBL Vallite Curved Double Bevel 3/4" x 6" x 5' w/5/8" dia holes, cutting edge	\$90.00	\$90.00
1 9902830 - VBL Vallite Curved Double Bevel 3/4" x 6" x 6' w/5/8" dia holes, cutting edge	\$108.00	\$108.00
1 9901707 - Installation of underbody REVERSIBLE scraper	\$2,818.00	\$2,818.00
1 9904232 - Up Charge Electric pressure transmitter to read on LCD screen installed	\$427.00	\$427.00
1 9900351 - Scraper FORCE reverse/Auto-Lift system, ADD-A-FOLD valve, installed	\$466.00	\$466.00
1 9902951 - Wing Falls RHSDL10A-HYDPB-TRPEDG Primed LESS CUTTING EDGES	\$10,133.00	\$10,133.00
1 9902856 - VBL 3/4" X 6" - 10' Carbon Steel Snow Blade	\$180.00	\$180.00
1 9901431 - Wing Falls RL (REAR LIFT) up charge SDL WING	\$391.00	\$391.00

\*--- Continued ---\*

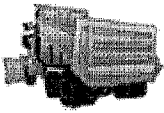
NOTE: If changes are made to an order after a P.O. has been issued, a fee may be assessed and a revised or new P.O. MUST BE submitted to reflect changes.

Accepted by \_\_\_\_\_ Date \_\_\_\_\_

Price:

Net Cost:  
Freight:

Total:



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61381 US HWY 12, Litchfield, MN 55355  
ph: 320-693-7900 fx: 320-693-7921 ff: 800-462-4517

Reference Number  
QT 10915

QUOTATION

<b>Ship To:</b> GRAND RAPIDS, CITY OF 500 SW 4TH ST  GRAND RAPIDS	<b>Cust:</b> 3089  MN 55744	<b>Phone:</b>  USA	<b>Bill To:</b> GRAND RAPIDS, CITY OF 420 N POKEGAMA AVE  GRAND RAPIDS	<b>Phone:</b>  MN 55744	<b>USA</b>
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ATTN: JEFF DAVIES

Customer PO	Salesperson	Terms	Created	Last Rev	Appx Ship
	TIM ERICKSON	NET 30 DAYS	1/26/17	1/26/17	0/00/00
<b>Serial No.</b>					

1 9900476 - Wing Falls Safety Yellow - Paint Wing Moldboard	\$278.00	\$278.00
1 9900388 - Installation Falls SDL Series Wing - w/Bulkhead Couplers	\$3,804.00	\$3,804.00
1 9900567 - Plow Hitch Falls 46XB2/STD/STD/SA/SPR-RET/HITCH	\$2,743.00	\$2,743.00
1 9900589 - Installation Falls Plow Hitch - 40 Series 3Line/STDBLKHD	\$1,595.00	\$1,595.00
1 9903057 - Plow Falls PR1243/SPR-TRP/NOSHU/PRI-E1/10GA LESS CUTTING EDGES	\$5,802.00	\$5,802.00
1 9902858 - VBL 3/4" x 6" - 12' Carbon Steel Snow Blade	\$216.00	\$216.00
1 9900619 - Plow Push Unit Falls 20/26/40/46 Series Std	\$746.00	\$746.00
1 9900637 - Plow Falls High Visibility Marker Set	\$87.00	\$87.00
1 9900639 - Plow Falls Rubber Belt Deflector Kit - Installed	\$306.00	\$306.00
1 9900678 - Plow Falls Safety Yellow Paint, Rev Plow, w/Installation	\$369.00	\$369.00
1 9900730 - Plow Falls SCR-ADJ/SHOE/REV-PLW/STD	\$582.00	\$582.00
1 9901019 - Sander install customer supplied sander, plumbing & control (Ref: EPOKE UNIT)	\$760.00	\$760.00
1 9900781 - Sander Prep & Adapt EPOKE Sander TO A-Frame/Skid & Rollers	\$1,143.00	\$1,143.00
1 9900858 - Valve System, Force Add-A-Fold MCV-ISO Valve10 Functions (Hooklift App), INSTALLED	\$11,080.00	\$11,080.00
1 9904018 - Control System Force ULTRA-4-BLANK NO SANDER CONTROL Commander control, Installed	\$7,499.00	\$7,499.00

\*--- Continued ---\*

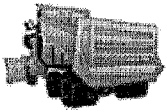
NOTE: If changes are made to an order after a P.O. has been issued, a fee may be assessed and a revised or new P.O. MUST BE submitted to reflect changes.

Accepted by \_\_\_\_\_ Date \_\_\_\_\_

Price:

Net Cost:  
Freight:

Total:



towmastertruck.com



61381 US HWY 12, Litchfield, MN 55355  
ph: 320-693-7900 fx: 320-693-7921 tf: 800-462-4517

Reference Number  
QT 10915

QUOTATION

<b>Ship To:</b> GRAND RAPIDS, CITY OF 500 SW 4TH ST  GRAND RAPIDS	<b>Cust:</b> CITY OF	<b>3089 Phone:</b>  MN 55744	<b>USA</b>	<b>Bill To:</b> GRAND RAPIDS, CITY OF 420 N POKEGAMA AVE  GRAND RAPIDS	<b>Phone:</b>  MN 55744	<b>USA</b>
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ATTN: JEFF DAVIES

Customer PO	Salesperson	Terms	Created	Last Rev	Appx Ship
	TIM ERICKSON	NET 30 DAYS	1/26/17	1/26/17	0/00/00
<b>Serial No.</b>					

1 9900874 - Filter Force IN-TANK mounted filter installed	\$446.00	\$446.00
1 9900882 - Reservoir TMTE Cabshield mt (stainless steel) w/intank filter provision, installed	\$2,182.00	\$2,182.00
1 9900888 - Pump Force FASD45L LS (6 ci) installed	\$3,523.00	\$3,523.00
1 9900871 - Switch TMTE BODY UP Installed (electric controls only)	\$182.00	\$182.00
1 9900884 - Sensor Force Low oil indicator system, SLIM-LINE AND CABSHIELD MOUNTED w/light mounted in cab, installed	\$207.00	\$207.00
1 9901014 - Super Tough cover hose in lieu of TOUGH COVER hose TDM application	\$723.00	\$723.00
1 WARRANTY - TOWMASTER EXCLUSIVE WARRANTY: 5 yr Steel/Stainless Steel Body Structure; 5 yr Whelen LED Light Systems; 3 yr Palfinger Hoists; 2 yr Hyd, Snow Equip, Tele Hoists, and all other items		

NOTE: If changes are made to an order after a P.O. has been issued, a fee may be assessed and a revised or new P.O. MUST BE submitted to reflect changes.

Accepted by

Date

Price: \$129,344.00

Net Cost: \$129,344.00

Freight:

Total: \$129,344.00



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0095      **Version:** 1      **Name:** CP 2009-1 Approve Plans and Order Ad for Bid  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/7/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **Final action:**  
**Title:** Consider adopting a resolution approving the plans and specifications and ordering the advertisement for bids for CP 2009-1, the 2017 Infrastructure Improvements Project.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [2-13-17 Resolution CP 2009-1 Ordering Advertisement](#)

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

Consider adopting a resolution approving the plans and specifications and ordering the advertisement for bids for CP 2009-1, the 2017 Infrastructure Improvements Project.

### **Background Information:**

Plans and specifications are complete and ready for advertising for bids on CP 2009-1, the 2017 Infrastructure Improvements Project. The attached resolution moves the project forward.

### **Staff Recommendation:**

City staff recommends adopting a resolution approving the plans and specifications and ordering the advertisement for bids for CP 2009-1, the 2017 Infrastructure Improvements Project.

### **Requested City Council Action**

A motion adopting a resolution approving the plans and specifications and ordering the advertisement for bids for CP 2009-1, the 2017 Infrastructure Improvements Project.

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

RESOLUTION NO. 17-\_\_

**A RESOLUTION TO APPROVE PLANS AND SPECIFICATIONS AND  
ORDER ADVERTISEMENT FOR BIDS FOR  
2017 Infrastructure Improvements Project  
City Project 2009-1**

WHEREAS, Resolution 17-11, ordered in the project and directed the preparations of plans and specifications for CP 2009-1, the 2017 Infrastructure Improvements Project, and

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

1. The plans and specifications for this project, copies of which were presented to the City Council and on file in the City Engineer's office, are hereby approved.
2. The City Clerk shall prepare and cause to be inserted in the official paper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 21 days, shall specify the work to be done, shall state that bids will be received by the Clerk until 10:00 a.m., on Thursday, March 9, 2017, at which time they will be publicly opened in the Council Chambers of the City Hall by the City Clerk and Engineer, will then be tabulated, and will be considered by the Council at the regular meeting of the Council at 5:00 p.m., Monday, March 27, 2017, in the Council Chambers. Any bidder whose responsibility is questioned during consideration of the bids will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Clerk and accompanied by a cash deposit, cashier's check, bid bond, or certified check payable to the Clerk for 5 percent (5%) of the amount of such bid.

Adopted by the Council this 13<sup>th</sup> day of February, 2017.

\_\_\_\_\_  
Dale Adams, Mayor

ATTEST:

\_\_\_\_\_  
Kim Johnson-Gibeau, City Clerk

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0101      **Version:** 1      **Name:** PW Solicit Quotes for New 2017 Turf Lawnmower  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/8/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **Final action:**  
**Title:** Consider approving the request to solicit quotes utilizing the Minnesota Cooperative Purchasing Venture for the purchase of the budgeted 2017 turf lawnmower with bag attachment.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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Consider approving the request to solicit quotes utilizing the Minnesota Cooperative Purchasing Venture for the purchase of the budgeted 2017 turf lawnmower with bag attachment.

**Background Information:**

Minnesota Cooperative Purchasing Venture was established by the Minnesota Statute that allows for eligible entities to purchase goods from contracts established by the Minnesota Office of State Procurement. This lawnmower will be primarily utilized at the American Legion Baseball Field as well as the Grand Rapids Sports Complex. When available, it will be used to assist with city park mowing. Last September, the City Council approved selling two 1999 National reel mowers, which were used to mow at the American Legion Baseball Field and Central School. Our existing mowers are as follows:

- 1996 Toro mower: Decommissioned, 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 for mowing daily all summer
- 2014 John Deere mower: Used for mowing daily all summer

**Staff Recommendation:**

Jeff Davies, Public Works Director, recommends soliciting quotes utilizing the MN CPV for the purchase of a new 2017 Turf Lawnmower with bagging capabilities.

**Requested City Council Action**

Make a motion to approve and authorize Public Works to solicit quotes utilizing the Minnesota Cooperative Purchasing Venture for the purchase of the budgeted 2017 turf lawnmower with bag attachment.





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0102      **Version:** 1      **Name:** Collaborative DataDomain space lease agreement.  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/8/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **Final action:**  
**Title:** Consider approving Itasca County DataDomain agreement.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [DataDomain Agreement Jan2017.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving Itasca County DataDomain agreement.

**Background Information:**

In file number 16-0817, the Council was presented with a draft agreement for collaborative usage of Itasca County's data backup device. At that time, Council approved the payment for the City's usage of the system pending approval of the agreement. Attached is the finalized agreement which has been reviewed by both the City and County attorneys.

**Staff Recommendation:**

Staff recommends approval of the attached DataDomain agreement and authorization for the Mayor to sign.

**Requested City Council Action**

Make a motion to approve the attached agreement and authorize the Mayor to sign the necessary document.

**Itasca County  
Data Domain Space Lease**

THIS LEASE, made and executed this \_\_\_\_\_ day of \_\_\_\_\_, 2017, by and between Itasca County, 123 NE Fourth Street, Grand Rapid, MN 55744, hereinafter called the County, and the City of Grand Rapids, 420 N. Pokegama Avenue, Grand Rapids, MN 55744, hereinafter called the City:

WHEREAS, the City and the County have a mutual interest in a collaborative agreement to jointly use and maintain a disk based backup device; and

WHEREAS, the purpose of this Agreement is to define the responsibilities and rights of each party as they relate to the use of said device by the City.

WITNESSETH: That in consideration of the payment of rent and the keeping and performance of the terms and conditions herein by City, County does hereby lease and demise unto City, the technology described as:

*9 terabytes of storage space on the County owned EMC Data Domain  
DD2500 disk based backup device.*

TO HAVE AND TO HOLD the leased space for a Five (5) year term from the date of the last signatory to this Agreement. This Agreement may be terminated without cause by providing written notice from either party to the other party at least Three-Hundred and Sixty Five (365) days in advance of the date of such termination. However, if either party were to terminate this Lease prior to its five year term, the County would refund to the City a prorated monthly share of the Lease payment in a share equal to the months remaining in the Lease's term. Thus, if the Lease were terminated 20 months (twenty months) prior to the five year term, the City would be reimbursed for one-third of the lease payment (20/60<sup>th</sup> or 1/3<sup>rd</sup>).

- 1) City shall pay rent for said storage space to the County a one-time payment of \$20,000.
- 2) If additional disk storage space is required by City, City shall be solely responsible for any additional charges (including usage, taxes and fees) in connection with the additional storage. City will not be responsible for costs relating to additional disk storage required by County or costs related to any expansion of the storage facility by County. Any additional disk storage space or associated hardware acquired hereunder by either party shall become and remain the property of the County.
- 3) County shall, without cost to City, provide access to said device including the ability to write data to the device and maintain network connectivity required to do so.

The City acknowledges that equipment failures happen and expects that, in the event of a failure, the County will use reasonable efforts to, as quickly as possible, repair or replace any failed equipment and restore the above-stated operating conditions. County makes no warranties implied or otherwise that the operating conditions stated above shall be maintained in the event of an equipment failure.

- 4) The County shall provide members of City's IT Department key fobs to allow physical access 24 hours per day and 7 days per week to the areas of the Itasca County Courthouse as follows: exterior door, MIS office space and datacenter.

Prior to granting access to any City IT personnel the City shall provide written documentation that each City IT personnel meets FBI Security Policy dated July 2014 or as such policy is subsequently modified.

City's IT staff shall abide by the Itasca County Technology Policy in effect as of the date hereof or as subsequently modified together with any and all additional policies and procedures as set forth by Itasca County and/or the Itasca County MIS Department.

County reserves the right in its sole discretion to terminate any person's right to access the premises.

- 5) City shall surrender the storage space at the termination of this Lease or any extension thereof in as good condition as they were at commencement of this Lease, reasonable wear and tear or unavoidable casualty expected.
- 6) The County shall maintain, at its own cost, general liability, fire and extended coverage on the Itasca County Facilities and County's personal property. The City shall maintain, at its own cost, general liability insurance and insure its property within the leased space. All property and data of City upon the leased space shall be at the risk of the City, and the County shall not be liable to the City for any damage or destruction of said property or data arising from any cause whatsoever.
- 7) Each party shall defend, indemnify and hold harmless the other party, its officials, officers, agents, and employees from and against any and all claims, losses, damages, judgments or liabilities of whatever nature, including any portions thereof, arising from or related to the indemnifying party's acts, omissions or performance under this Agreement. It is the intent that each party be responsible for its own actions under this Agreement.

As to any claims by a third party to the full extent permitted by law, actions by the Parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the Parties that they shall be deemed a "single governmental unit" for the purpose of liability, as set forth in Minnesota Statutes, Section 471.59, Subd. 1a; provided further

that for purposes of that statute, each Party to this Agreement expressly declines responsibility for the acts or omissions of the other Party.

- 8) If City shall default in making payment after reasonable notice or in keeping and performing the terms and conditions of this Lease, or shall abandon or fail to use or occupy the storage space, County may reclaim storage space immediately and take possession thereof and, at its option, terminate this Lease with respect to all future rights of City, and City hereby expressly waives any notice in writing of intention to reclaim.
- 9) In case the building or any part thereof is destroyed or partially destroyed by fire or other casualty not arising from the fault or negligence of City or those employed by City, County shall repair the damage within a reasonable period of time, due allowance being made for delays beyond control of County, and lease payment shall abate proportionately to the extent that the premises are untenable, but in the event the damage shall be so extensive that building and/or premises cannot be substantially restored within ninety (90) days, either County or City shall have the option to terminate this Lease upon thirty (30) days' written notice to the other from date of damage, whereupon this Lease shall terminate and City shall pay rent up to date of damage, and thereafter both County and City shall be free and discharged of all further obligations hereunder.
- 10) All notices, demands, and communications under the terms and conditions of this lease shall be given in writing and sent by registered mail to Itasca County , 123 NE Fourth Street, Grand Rapids, MN 55744 on behalf of County; and to City of Grand Rapids, 420 N. Pokegama Avenue, Grand Rapids MN 55744, on behalf of City, as the case may be, or to such other addresses as may from time to time be requested by County or City.
- 11) The County shall be responsible for any maintenance and repair to the building, surrounding property, and any such equipment as is part of the building.
- 12) City agrees to abide by all rules and regulations covering the restricted use of areas not covered by the terms of this Lease and any regulations covering the health and safety of all tenants or visitors within the buildings, as may be established by County.
- 13) If any term or condition of this Lease is illegal, invalid, or unenforceable under present or future laws effective during the term of this Lease, it is the intention of both County and City that the remainder of this Lease shall not be affected thereby and that, in lieu of each such term or condition, there be added as part of this Lease a term or condition as similar as may be possible and be legal, valid, and enforceable.

- 14) A waiver of any term or condition of this Lease by County shall not be deemed to imply or constitute a further waiver of such breach or a waiver of any other term or condition contained herein.
- 15) All terms and conditions of this Lease shall completely bind and inure to the benefit of the heirs, legal representatives, successors, and assigns of both County and City.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be validly executed in their respective names, as of the day and year first above-written.

LESSOR: County of Itasca

LESSEE: City of Grand Rapids

BY: \_\_\_\_\_  
Terry Snyder , Chairperson  
Itasca County Board of Commissioners

BY: \_\_\_\_\_  
Dale Adams, Mayor  
City of Grand Rapids

BY: \_\_\_\_\_  
Brett Skyles , Itasca County Administrator

BY: \_\_\_\_\_  
Kim Gibeau, City Clerk

Approved as to Form and Execution this  
\_\_\_\_\_ day of \_\_\_\_\_, 2017.

Approved as to Form and Execution this  
\_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
John J. Muhar, Itasca County Attorney

\_\_\_\_\_  
Chad B Sterle, Grand Rapids City Attorney



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	17-0103	<b>Version:</b>	1	<b>Name:</b>	Adv Cont-Move It, Northland Restaurant, Silvertip Graphics
<b>Type:</b>	Agenda Item	<b>Status:</b>			Consent Agenda
<b>File created:</b>	2/8/2017	<b>In control:</b>			City Council
<b>On agenda:</b>	2/13/2017	<b>Final action:</b>			
<b>Title:</b>	Consider entering into an agreement with area businesses for advertising at the IRA Civic Center.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">move it realty-signed</a> <a href="#">northland restaurant group</a> <a href="#">silvertip graphics signed</a>				

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

**Background Information:**

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

Move it Realty, David Hack-January 1, 2017-December 31, 2018 for dashboard advertisements-\$1,200 for 2017 and \$1,200 for 2018.

Northland Restaurant Group-January 1, 2017-December 31, 2018 for a wall sign-\$600 for 2017 and \$600 for 2018.

Silvertip Graphics-January 1, 2017-December 31, 2018 for a wall sign-\$600 for 2017 and \$600 for 2018.

**Staff Recommendation:**

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

**Requested City Council Action**

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

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

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

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

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

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

1. Signs will be placed on the interior walls and/or dasherboards of the IRA Civic Center only, and Lessor shall have the final decision as to exact location of each sign. The choice of each sign and location shall be on a "FIRST COME, FIRST SERVED" basis. Lessor reserves the right to take into consideration actual placement of signs to insure maximum utilization of all advertising areas on the interior walls and/or dasherboards of the IRA Civic Center.
2. The Lessee shall pay to the Lessor in consideration of the sign and/or dasherboard, the sum of **\$600.00** in cash to the Lessor at the commencement of the rental term as set forth below.
3. The Lease term for the advertising space shall be as follows: January 1, 2017 through December 31, 2018. This contract will automatically be renewed by the Lessor and Lessee yearly unless the Lessee provides written notice to the Lessor of their intent not to renew said lease. This written notice must be provided no later than December 1 of the year prior to the Lessee's cancellation. For example, if the lease has been automatically renewed for a third year, which would end December 31, 2019, the Lessee must notify the Lessor in writing no later that December 1, 2019 for cancellation effective December 31, 2019.
4. Lessee shall have the first right to rent the advertising signs to Lessee for successive years. Although the signed contract is due within 30 days, **lessee will be invoiced \$600.00 biannually beginning January, 2017.**
5. The Advertising logo and design to be used on the signs shall be provided by the Lessee and subject to approval by the Lessor. The Lessor will not unreasonably withhold its approval of any design submitted by Lessee; however, Lessor reserves the right to set standards for the substance and appearance of any advertising to be placed in the IRA Civic Center pursuant to this Agreement.
6. The expense of setup and art work of the sign shall be borne by the Lessee.



7. This agreement shall not be changed unless done so in writing by the Lessee.
8. The Lessee's advertising space cannot be sublet or resold.
9. All signs and materials are the property of the Lessor.
10. All maintenance of the signs will be the responsibility of the IRA Civic Center.
11. Lease rates and terms are **\$1,200.00 for 2017 and \$1,200.00 for 2018 for two dashboard advertisements.**

BY:   
David Hack, Move It Realty (Lessee)

DATE: Jan 25 2017

CITY OF GRAND RAPIDS (Lessor)

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

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

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

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

## AGREEMENT FOR RENTAL OF WALL LIGHTED SIGN

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

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

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

NOW, THEREFORE, IT IS HEREBY AGREED by the IRA Civic Center only, Lessor, and Northland Restaurant Group that the Lessee shall lease for a period of 1 (one) year, and will be automatically renewed yearly unless cancelled in writing according to paragraph 3 below, and according to the terms set forth herein and upon the following terms and conditions:

1. Signs will be placed on the interior walls and/or dasherboards of the IRA Civic Center only, and Lessor shall have the final decision as to exact location of each sign. The choice of each sign and location shall be on a "FIRST COME, FIRST SERVED" basis. Lessor reserves the right to take into consideration actual placement of signs to insure maximum utilization of all advertising areas on the interior walls and/or dasherboards of the IRA Civic Center.
2. The Lessee shall pay to the Lessor in consideration of the sign and/or dasherboard, the sum of \$600.00 in cash to the Lessor at the commencement of the rental term as set forth below.
3. The Lease term for the advertising space shall be as follows: January 1, 2017 through December 31, 2017. This contract will automatically be renewed by the Lessor and Lessee yearly unless the Lessee provides written notice to the Lessor of their intent not to renew said lease. This written notice must be provided no later than December 1 of the year prior to the Lessee's cancellation. For example, if the lease has been automatically renewed for a third year, which would end December 31, 2019, the Lessee must notify the Lessor in writing no later that December 1, 2019 for cancellation effective December 31, 2019.
4. Lessee shall have the first right to rent the advertising signs to Lessee for successive years. Although the signed contract is due within 30 days, lessee will be invoiced \$600.00 in January, 2017.
5. The Advertising logo and design to be used on the signs shall be provided by the Lessee and subject to approval by the Lessor. The Lessor will not unreasonably withhold its approval of any design submitted by Lessee; however, Lessor reserves the right to set standards for the substance and appearance of any advertising to be placed in the IRA Civic Center pursuant to this Agreement.
6. The expense of setup and art work of the sign shall be borne by the Lessee.

7. This agreement shall not be changed unless done so in writing by the Lessee.
8. The Lessee's advertising space cannot be sublet or resold.
9. All signs and materials are the property of the Lessor.
10. All maintenance of the signs will be the responsibility of the IRA Civic Center.
11. Lease rates and terms are \$600.00 for 2017 and \$600.00 for 2018 for an Interior Wall Sign.

BY:   
Northland Restaurant Group (Lessee)

DATE: 1/10/17

CITY OF GRAND RAPIDS (Lessor)

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

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

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

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

## AGREEMENT FOR RENTAL OF WALL LIGHTED SIGN

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

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

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

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

1. Signs will be placed on the interior walls and/or dasherboards of the IRA Civic Center only, and Lessor shall have the final decision as to exact location of each sign. The choice of each sign and location shall be on a "FIRST COME, FIRST SERVED" basis. Lessor reserves the right to take into consideration actual placement of signs to insure maximum utilization of all advertising areas on the interior walls and/or dasherboards of the IRA Civic Center.
2. The Lessee shall pay to the Lessor in consideration of the sign and/or dasherboard, the sum of \$600.00 in cash to the Lessor at the commencement of the rental term as set forth below.
3. The Lease term for the advertising space shall be as follows: January 1, 2017 – December 31, 2018. This contract will be automatically renewed by the Lessor and Lessee yearly unless the Lessee provides written notice to the Lessor of their intent not to renew said lease. This written notice must be provided no later than December 1 of the year prior to the Lessee's cancellation. For example, if the lease has been automatically renewed for a third year, which would end December 31, 2019, the Lessee must notify the Lessor in writing no later that December 1, 2019 for cancellation effective December 31, 2019.
4. Lessee shall have the first right to rent the advertising signs to Lessee for successive years. Although the signed contract is due within 30 days, lessee will be invoiced and payment in full is due February 15, 2017. The Lessor reserves the right to sell sign space if the payment is not received by February 15, 2017.
5. The Advertising logo and design to be used on the signs shall be provided by the Lessee and subject to approval by the Lessor. The Lessor will not unreasonably withhold its approval of any design submitted by Lessee; however, Lessor reserves the right to set standards for the substance and appearance of any advertising to be placed in the IRA Civic Center pursuant to this Agreement.
6. The expense of setup and art work of the sign shall be borne by the Lessee.

7. This agreement shall not be changed unless done so in writing by the Lessee.
8. The Lessee's advertising space cannot be sublet or resold.
9. All signs and materials are the property of the Lessor.
10. All maintenance of the signs will be the responsibility of the IRA Civic Center.
11. Lease rates and terms are \$600.00 per year for 2017 & 2018 for a total of \$1,200.00 for a 4' x 8' interior wall sign and/or dashboard advertisement.

BY: Barbara Cleveland - Silvertop CEO  
Lessee

DATE: 1-17-17

CITY OF GRAND RAPIDS (Lessor)

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

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

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

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	17-0118	<b>Version:</b>	1	<b>Name:</b>	Consider a request by the Police Department to purchase one (1) 2017 Ford Police Interceptor Utility (SUV) vehicle from Hibbing Ford, at a price of \$27,871.00, which is below the state bid price of \$28,437.95.
<b>Type:</b>	Agenda Item	<b>Status:</b>			Consent Agenda
<b>File created:</b>	2/8/2017	<b>In control:</b>			City Council
<b>On agenda:</b>	2/13/2017	<b>Final action:</b>			
<b>Title:</b>	Consider a request by the Police Department to purchase one (1) 2017 Ford Police Interceptor Utility (SUV) vehicle from Hibbing Ford, at a price of \$27,871.00, which is below the state bid price of \$28,437.95.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">3068_001.pdf</a> <a href="#">3069_001.pdf</a>				

Date	Ver.	Action By	Action	Result
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Consider a request by the Police Department to purchase one (1) 2017 Ford Police Interceptor Utility (SUV) vehicle from Hibbing Ford, at a price of \$27,871.00, which is below the state bid price of \$28,437.95.

### **Background Information:**

The police department would like to purchase one (1) 2017 Ford Police Interceptor Utility (SUV) patrol vehicle, this will be replacing the 2007 Ford police interceptor sedan. We received two quotes, one from Nelson Auto Center of Fergus Falls, MN for \$28,437.95 the other from Hibbing Ford of Hibbing, MN for \$27,871.00. Rapids Ford was also included but did not submit a bid.

After conferring with the Public Works Department, which maintains City vehicles, the Police Department included in the 2017 budget, funds to replace one (1) high mileage marked police squad car, the car is:

2007 Ford Police Interceptor sedan with a projected mileage in June 2017: 108,114

The budgeted amount, contained within the CIP budget, includes purchase of one (1) police package replacement squad car, removal of the equipment from the current squad car, placing the useable equipment in the new squad car, purchase of certain replacement emergency equipment that has reached its life expectancy such as light bar, siren and a radar unit or what will not fit into the new brand/model of squad car such as a protective screen.

### **Vehicle:**

The vehicle we would like to purchase is a 2017 Ford Police Interceptor Utility (SUV). They are all wheel drive to ensure that our officers can respond in inclement weather and are the only pursuit rated midsize utility vehicle manufactured.

The total estimated cost of the 2017 Ford Police Interceptor Utility (SUV) vehicle and all associated equipment costs will not exceed the budgeted amount of \$50,000.00.

**Staff Recommendation:**

It is the recommendation of the Police Department that the city council approve the purchase of one (1) 2017 Ford Police Interceptor Utility SUV from Hibbing Ford, including title fees, applicable taxes and the purchase of new equipment and the installation of the equipment in the new squad car not to exceed the budgeted amount of \$50,000.00.

**Requested City Council Action**

Make a motion to consider a request by the Police Department to purchase one (1) 2017 Ford Police Interceptor Utility SUV from Hibbing Ford, including title fees, applicable taxes and the purchase of new equipment and the installation of the equipment in the new squad not to exceed the budgeted amount of \$50,000.00.

Prepared For:  
HEATH SMITH  
GRAND RAPIDS POLICE DEPT

Prepared By:  
BOB O'HARA  
FORD OF HIBBING  
2627 13TH AVE  
HIBBING, MN 55746  
Phone: (218) 349-8955  
Fax: (218) 263-7576  
Email: rwohara01@aol.com



## 2017 Fleet/Non-Retail Ford Police Interceptor Utility AWD 4dr K8A

### ***PRICING SUMMARY***

#### PRICING SUMMARY - 2017 Fleet/Non-Retail K8A AWD 4dr

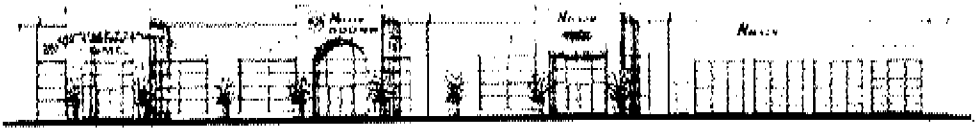
	<i>Invoice</i>
Base Price	\$30,875.00
Total Options:	-\$3,949.00
Vehicle Subtotal	\$26,926.00
Advert/Adjustments	\$0.00
Destination Charge	\$945.00
<b>GRAND TOTAL</b>	<b>\$27,871.00</b>

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 476.0, Data updated 1/31/2017  
© Copyright 1986-2012 Chrome Data Solutions, LP. All rights reserved.

Customer File:





**Fleet Department**

2228 College Way • PO Box 338 • Fergus Falls, MN 56538-0338  
 218-998-8866 • 800-477-3013 Ext. 8866 • Fax 218-998-8813 • www.nelsonfergusfalls.com

**VEHICLE QUOTE NUMBER F Grand Rapids K8A 17C**

Sold To: Grand Rapids, MN City of  
 Attn: Heath Smith  
 Address: 420 North Pokegama Avenue  
 Grand Rapids, MN 55744  
 hsmith@ci.grand-rapids.mn.us

Date: 01/03/2017  
 Phone: 218-326-3464  
 FAX: 218-326-7610  
 Salesperson: Melissa Nelson  
 Key Code: Ignition/Door

Stock No.	Year	Make	Model	New/Used	Vehicle ID Number
Grand Rapids K8	2017	Ford Police Interceptor	4dr Police Utility Color: Black/Black cloth/vinyl	New	0

Price of Vehicle Contract 83065 2017 price \$26,312.95  
**Includes std. rearview camera display in 4 inch screen in instrument panel**  
 Options & Extras \$2,125.00  
 Add for Dept. options per specs \$2,125.00  
 Dealer installed options (no Ford warranty: contact Nelson with questions before diagnosis/repair)

Delivery \$0.00  
 Subtotal \$28,437.95  
 Trade - In  
 Total Cash Price each: \$28,437.95

*Terms: Net 30 days; add daily interest at 1.5%/month if we receive payment later*  
 Your Purchase Order # Project # MN Contract 83065

**Thanks for your business!**

Ship To / Lessee / End User Grand Rapids, MN City of  
 Heath Smith  
 Police Department  
 420 North Pokegama Avenue  
 Grand Rapids, MN 55744

Phone 218-326-3464  
 FAX 218-326-7610

Signed \_\_\_\_\_ and Initialed \_\_\_\_\_

Printed Name \_\_\_\_\_ and Date \_\_\_\_\_



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0120      **Version:** 1      **Name:** Arts and Culture ArtPlace Grant Application  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/8/2017      **In control:** Library  
**On agenda:** 2/13/2017      **Final action:**  
**Title:** Consider authorizing the Arts and Culture Commission to apply for a National Creative Placemaking Grant through ArtPlace.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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Consider authorizing the Arts and Culture Commission to apply for a National Creative Placemaking Grant through ArtPlace.

**Background Information:**

The National Creative Placemaking Grant funds projects that build stronger, healthier communities. The Arts and Culture Commission would like to prepare a grant application which addresses the challenge of downtown revitalization through the arts.

**Staff Recommendation:**

City staff recommends the Arts and Culture Commission be allowed to submit an application to ArtPlace for a National Creative Placemaking Grant.

**Requested City Council Action**

Make a motion authorizing submittal of a grant application for a National Creative Placemaking Grant through ArtPlace.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0068      **Version:** 1      **Name:** Hildi Consulting Services Agreement  
**Type:** Agenda Item      **Status:** Finance  
**File created:** 1/25/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **Final action:**  
**Title:** Consider entering into an Agreement for Consulting Services for GASB 67 & 68 Actuarial Valuation with Hildi Incorporated.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Hildi Inc. Consulting Contract Grand Rapids VFRA 2017.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider entering into an Agreement for Consulting Services for GASB 67 & 68 Actuarial Valuation with Hildi Incorporated.

**Background Information:**

Governmental Accounting Standards Board (GASB) established GASB statements 67 & 68, Financial Reporting for Pension Plans, which were required to be implemented in 2015. The City Council authorized the Mayor to sign an agreement for the years 2015 and 2016. Statement 68 replaces the requirements of Statement No. 27, *Accounting for Pensions by State and Local Governmental Employers*, as well as the requirements of Statement No. 50, *Pension Disclosures*. GASB 68 applies to accounting for pension plan sponsors (municipalities). Any financial reporting done for the pension plan sponsor (the City) should be prepared in accordance with GASB 68 and was effective for the fiscal year ending December 31, 2015.

Statement No. 67, *Financial Reporting for Pension Plans*, revises existing standards of financial reporting for most pension plans. This Statement replaces the requirements of Statement 25, *Financial Reporting for Defined Benefit Pension Plans and Note Disclosures for Defined Contribution Plans*. Statement 25 and Statement 67 establish a definition of a pension plan that reflects the primary activities associated with the pension arrangement-determining pensions, accumulating and managing assets dedicated for pensions, and paying benefits to plan members as they come due. Any financial reporting done for the pension plan (Relief Association) should be prepared in accordance with GASB 67 and was effective for the fiscal year ending December 31, 2014.

**Staff Recommendation:**

Staff recommends authorizing the Mayor to sign an Agreement for Consulting Services for GASB 67 & 68 Actuarial Valuation with Hildi Incorporated for \$2,200 for the base year, 2017 and \$1,000 for the projection year, 2018.

**Requested City Council Action**

Make a motion authorizing the Mayor to sign an Agreement for Consulting Services for GASB 67 & 68 Actuarial Valuation with Hildi Incorporated for \$2,200 for the base year, 2017 and \$1,000 for the projection year, 2018.

## **AGREEMENT FOR CONSULTING SERVICES**

This Agreement for Consulting Services (“Agreement”) is entered into and dated January 24, 2017 by and between Hildi Inc. with offices located at 11800 Singletree Lane, Suite 305, Minneapolis, MN 55344 (hereinafter referred to as the “Consultant”) and the City of Grand Rapids with offices located at 420 North Pokegama Avenue, Grand Rapids, MN 55744-2662 (hereinafter referred to as the “Company”). Company and Consultant are jointly referred to as the “parties.”

IN CONSIDERATION OF THE MUTUAL PROMISES CONTAINED HEREIN, AND FOR OTHER GOOD AND VALUABLE CONSIDERATION, THE SUFFICIENCY OF WHICH IS HEREBY ACCEPTED, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. Description of Services. Consultant will perform certain services for Company upon terms and conditions specified herein and as such services are more particularly described in Exhibit(s), which are attached hereto and incorporated by this reference.
2. Prices and Payment. Company agrees to pay Consultant the fees set forth in the applicable Exhibit(s). Consultant anticipates invoicing the Company monthly for services provided. Payment will be due in full within fifteen (15) days of receipt of Consultant’s invoice. Company agrees to pay interest on all overdue amounts at a rate of twelve percent (12%) per annum or the rate allowed by law, which ever is less, plus costs of collection, court costs, and reasonable attorney fees on all such amounts.
3. Travel Expenses. Company agrees to reimburse Consultant for its reasonable and necessary out-of-pocket lodging, transportation, and food incurred at the Company’s request. Consultant agrees to provide reasonable expense documentation. Whenever possible, Consultant agrees to take advantage of travel discounts. All air travel by Consultant shall be on major national or regional airlines, and Consultant and its representatives may keep their frequent flier miles earned for their personal usage.
4. Ownership of Work Product. Ownership of, and all rights in, the work product which is the subject matter of this Agreement (the “Work”), including trademarks, patents and copyrights applicable to same, shall belong exclusively to Company. The parties expressly agree to consider as a “work made for hire” any Work ordered or commissioned by the Company which qualifies as such under the United States copyright laws. To the extent that the Work cannot be a “work made for hire” or where necessary for any other reason, Consultant will provide Company with all such assignments of rights, covenants and other assistance which may be required for Company, through trademark, patent or copyright applications or otherwise, to obtain the full benefit of the rights provided for herein. If the Work contains materials previously developed or copyrighted by Consultant or others, Consultant grants and agrees to grant to Company, or

obtain for Company, an unrestricted, royalty-free license to use and copy such materials. Any license so granted or obtained shall include the right for Company to grant an unrestricted, royalty-free license to any affiliate of Company. Consultant is allowed to retain one copy of the Work for archival purposes. Consultant shall place a copyright notice on the Work at Company's request. The Work shall be considered "Information" under the Section entitled "Nondisclosure."

5. Nondisclosure. Any technical or business information, including, but not limited to, computer programs, files, specifications, drawings, sketches, models, samples, tools, cost data, customer information, financial data, business or marketing plans or other data, whether oral, written or otherwise ("Information"), furnished or disclosed to Consultant hereunder or in contemplation hereof, shall remain Company's property. No license, express or implied, under any trademark, patent or copyright is granted by Company to Consultant by virtue of such disclosure. All such information in written, graphic or other tangible form shall be returned to the Company immediately upon request and copies shall be returned to the Company or, at Company's option, certified by Consultant as having been located and destroyed. Consultant shall be allowed to retain one copy of the Information for archival purposes. Unless such Information was previously known to Consultant free of any obligation to keep it confidential, is lawfully obtained by Consultant from any source other than Company or has been or is subsequently made public by Company or a nonparty to this Agreement, is approved for release by written authorization of the Company, or is required by law to be disclosed in response to a valid order of a court of competent jurisdiction or authorized governmental agency, provided the Company receives adequate notice to allow it to request a protective order and the Consultant reasonably cooperates with the Company's efforts to receive a protective order, it shall be kept confidential by Consultant for the benefit of Company, shall be used only in performing under this Agreement and shall not be used for other purposes except upon such terms as may be agreed upon by Company in writing. Consultant shall take reasonable steps to protect such Information to a similar extent that Consultant protects its own Information.
6. Liability. Consultant shall indemnify Company and its affiliates against, and shall hold Company and its affiliates harmless from, any loss, damage, expense or liability that may in any way arise out of or result from the performance of Consultant hereunder and caused by or resulting from the gross negligence or intentional misconduct of Consultant, including but not limited to any knowing infringement, or claim of infringement, of any patent, trademark, copyright, trade secret or other proprietary right of a third party or of Consultant or anyone claiming through Consultant who may be eligible to terminate any assignment or transfer made hereunder pursuant to the terms of the copyright laws up to the amount paid by the Company to the Consultant under a given applicable Exhibit(s). Consultant shall defend or settle, at its own expense, any action or suit against Company or its affiliates for which it is responsible hereunder. Company shall notify Consultant of any such claim, action or suit and shall

reasonably cooperate with the Consultant (at Consultant's expense) to facilitate the defense of any such claim.

7. Limitation. In no event shall company or consultant be liable, one to the other, for indirect, special, incidental, or consequential damages arising out of or in connection with the furnishing, performance or use of any products or services provided pursuant to this agreement.
8. Limited Warranties. Consultant warrants and represents that it has full authority to enter into this Agreement and to consummate the transactions contemplated hereby and that this Agreement is not in conflict with any other agreement to which Consultant is a party or by which it may be bound.

Consultant warrants and represents that Consultant has the proper skill, training and background so as to be able to perform in a competent and professional manner and that all work will be performed in accordance with professional standards in the industry and/or field.

9. Headings. Section headings used in this Agreement are for convenience only, have no legal significance, and in no way change the construction or meaning of the terms hereof.
10. Insurance. Upon request by Company, Consultant shall provide to Company, copies of certificates of insurance evidencing the workers compensation, general liability and automobile insurance coverage that Consultant has in effect and Consultant shall maintain such insurance in effect through the duration of the Agreement.
11. Amendment and Waiver. No provision of this Agreement may be modified, waived, terminated or amended except by a written instrument executed by the parties. No waiver of a material breach of any provision of this Agreement shall constitute a waiver of any subsequent breach of the same or other provisions hereof.
12. Relationship. The Consultant shall be and act as an independent contractor hereunder, and neither Consultant nor any employee, agent, associate, representative or subcontractor shall be deemed to be employees of the Company for any purpose whatsoever.
13. Force Majeure. Neither party will be liable for any failure or delay in performance due to any cause beyond its reasonable control, including, but not limited to acts of nature, strikes, fire, flood, explosion, riots, or wars, provided that personnel changes, including unanticipated employee departures, shall not be considered to be an event or condition of force majeure.

14. Notices. All notices and other communications required or permitted under this Agreement shall be in writing, and hand delivered or sent by registered or certified mail, return-receipt requested, postage prepaid, or by overnight delivery service and shall be effective upon receipt at the following addresses or as either party shall have notified the other party:

If to Company: Ms. Barb Baird  
Director of Finance  
City of Grand Rapids  
420 North Pokegama Avenue  
Grand Rapids, MN 55744-2662

If to Consultant: Hildi Inc.  
11800 Singletree Lane  
Suite 305  
Minneapolis, MN 55344  
Attn: Jill Urdahl, FSA  
President/Consulting Actuary

15. Assignment. Consultant shall not assign this Agreement or delegate the services to be performed hereunder, in whole or in part, or any of its rights, interest, or obligations hereunder without Company's express written consent.

16. Law Government. This Agreement shall be governed by the laws of the State of Minnesota, without regard to or application of conflicts of law rules or principles.

17. Taxes. Consultant shall assume full responsibility for the payment of all taxes imposed by any federal, state, local taxes or foreign taxing authority and all contributions imposed or required under unemployment insurance, social security and income tax laws, with respect to performance of services for Company hereunder.

18. Termination. Any Exhibit(s) to this Agreement may be terminated by either party upon thirty (30) days written notice to the other party. This Agreement may be terminated by either party upon ninety (90) days written notice to the other party. Company agrees to pay for all services provided by Consultant and related travel expenses incurred by Consultant through the date of termination of the Exhibit(s) and/or the Agreement as applicable.

19. Entire Agreement. This constitutes the entire agreement between the parties regarding the subject matter hereof. This Agreement shall be binding on the affiliates, administrators, executors, heirs, successors in interest, or assigns of Consultant.

IN WITNESS WHEREOF, authorized representatives of the Company and the Consultant have executed this Agreement in duplicate.

**Company: City of Grand Rapids**

**Consultant: Hildi Inc.**

By: \_\_\_\_\_  
(Authorized Signature)

By: \_\_\_\_\_  
(Authorized Signature)

Name: \_\_\_\_\_  
(Print or Type)

Name: Jill Urdahl

Title: \_\_\_\_\_  
(Print or Type)

Title: President

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

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

(Please Note: A Signature is required on both page 5 and page 6. Thank you.)



**Exhibit 1 to  
AGREEMENT FOR CONSULTING SERVICES  
Consultant and Rate Schedule**

Consultant Representative's Name	Title	Effective Start Date	Expected End Date
Hildi Inc. Actuaries and Consultants	Consulting Actuaries	TBD	TBD

**Base Fees**

The approximate budget for Hildi Inc. consulting services is as follows:

- GASB 67&68 Actuarial Valuation (Base Year): \$2,200
- GASB 67&68 Actuarial Valuation (Projection Year): \$1,000

These Base Actuarial Fees include the following:

- An Actuarial Report including all information required by GASB Statement 67&68 for the Relief Association pension plan. Hildi Inc. will provide an electronic copy.
- Availability via conference call to discuss the results and answer questions.
- Teleconferencing with the actuaries on pending or anticipated issues which may affect the actuarial valuation/report. If any work is needed based on one of the outcomes of a teleconference, a fee will be agreed upon before any work is initiated.
- Periodic memos and telephone calls to provide updates on developments that may affect future actuarial reports.

The term of the Agreement for Consulting Services is for the January 1, 2017 GASB 67&68 actuarial valuation and a roll-forward valuation for the following year. The Base Year valuation can be used for the plan (Relief Association) disclosure cycle ending December 31, 2016 and the plan sponsor (city) disclosure cycle ending December 31, 2017. The Projection Year report can be used for the Relief Association disclosure cycle ending December 31, 2017 and the City disclosure cycle ending December 31, 2018.

All quotes assume the plan provisions and assumptions remain unchanged from the last actuarial valuation (if applicable). Additional charges may occur if there is out of scope work due to inaccurate or insufficient data provided by the Company, changes in funding or investment policy, changes to plan provisions, or proportionate share calculations.

**SERVICES OR REQUIREMENTS:**

The Agreement for Consulting Services is dated January 24, 2017.

**Company: City of Grand Rapids**

**Consultant: Hildi Inc.**

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Authorized Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

(Please Note: A Signature is required on both page 5 and page 6. Thank you.)



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0125      **Version:** 1      **Name:** Board & Commission Minutes  
**Type:** Minutes      **Status:** Approved  
**File created:** 2/9/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **Final action:**  
**Title:** Acknowledge the attached minutes for Boards & Commissions.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [August 2, 2016 PCA minutes.pdf](#)  
[December 6, 2016 PCA minutes.pdf](#)  
[December 28, 2016 Human Rights minutes.pdf](#)  
[January 4, 2017 Arts & Culture minutes.pdf](#)  
[June 21, 2016 PCA Board minutes.pdf](#)  
[November 16, 2016 HRA minutes.pdf](#)

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

CITY OF GRAND RAPIDS  
POLICE COMMUNITY ADVISORY BOARD  
Tuesday, August 02, 2016 – 7:00 A.M.

CALL TO ORDER: Pursuant to due notice and call thereof a regular meeting of the Grand Rapids Police Community Advisory Board was held in Conference Room 2B of the City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota, on Tuesday August 2, 2016 7:03 A.M.

CALL OF ROLL: On a Call of Roll, the following members were present: Demuth, Braxton, Nalan, Burress, Janssen, Dowell. Absent: Neustrom, George, Spawn.

Staff Present: Steve Schaar, Scott Johnson, Jacqueline Heinrich

1. Call to Order: The meeting was called to order by Board Chair Janssen at 7:03 A.M.
2. Call of Role
3. Approval of Minutes for the meeting of June 21, 2016 7:04 A.M..
4. Public Comment: There was no members of the public present.
5. Board Member Reports:

Chair Janssen reports that he spoke with several members of the public and they expressed to him the importance of maintaining board transparency.

6. Old Business:
  - a. Body Cameras – The Board discussed body cameras and the recent legislation. They requested that the local newspaper be asked to publish an article describing the requirements of this legislation and the burden it places on police departments. Chief Johnson stated he would speak with the local newspaper about this. Member Braxton brought up the pros and cons of body cameras.
  - b. Meeting Times/Dates – A discussion took place as to the time of day that meetings should be held. There was no consensus to change meeting times or dates.
7. New Business:
  - a. Police Department 2017 Budget Request: Chief Johnson explained the budget process and Assistant Chief Schaar provided a summary of the 2017 Budget request and justification. It was pointed out that 85% of the budget falls under personnel costs.

The board discussed the SWAT team line-item amount. The Board expressed to Assistant Chief Schaar that they would like to learn more about the SWAT team and

suggested that one or two SWAT team members be invited to a future meeting to explain what the SWAT team does.

The board agreed that training/education of department members is important.

The consensus was that the police department budget request is reasonable.

- b. Community Outreach – Discussion was held regarding meeting with the public and various mechanisms to do so. It was agreed that each member would develop a list of community organizations they are aware of and e-mail these to Jackie Heinrich so that a list could be developed for the next meeting.

Additional suggestions regarding community outreach included:

- Survey
- Town Hall Meeting
- Article in the paper regarding what the PCAB does.

Member Braxton made the board aware that 80 new colleges students have just arrived at ICC. He suggested that maybe there should be a gathering of some sort between the police and these students so that they can get acquainted.

- c. Chair Janssen spoke about the programs that GRPD currently has. A full description will be brought back at a future meeting. In the meantime he encouraged members to prioritize those programs they are familiar with.

8. Items for next agenda: List of community outreach programs currently being offered by the police department.

Motion by Janssen, second by Demuth to adjourn the meeting at 7:58 A.M. Motion passed by unanimous vote.

Respectfully submitted,

Jacqueline Heinrich

CITY OF GRAND RAPIDS  
POLICE COMMUNITY ADVISORY BOARD  
Tuesday, December 6, 2016 7:00 A.M.

CALL TO ORDER: Pursuant to due notice and call thereof a regular meeting of the Grand Rapids Police Community Advisory Board was held in Conference Room 2B of the City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota, on Tuesday December 6, 2016 7:00 A.M.

CALL OF ROLL: On a Call of Roll, the following members were present: Nalan, Janssen, Dowell, Neustrom, George, Braxton and Burress. Absent: Demuth, and Spawn.

Staff Present: Scott Johnson, Jacqueline Heinrich and Steve Schaar

1. Call to Order: The meeting was called to order by Board Chair Janssen at 7:00 A.M.
2. Call of Role
3. Approval of Minutes for the meeting of October 4, 2016.
4. Public Comment: There was no members of the public present.
5. Board Member Reports:

Mr. Braxton reports that all is going well at Itasca Community College. He states that there is continued improvement with the Itasca Diversity Alliance with reaching out to the community.

Mrs. Dowell reports that she attended a Human Rights meeting and the concern was crime in the Grand Rapids area. Chief Johnson stated Grand Rapids is a safe community to live in.

Mr. Burress reports that he was surprised that the community is not aware of the PCAB and feels more public awareness regarding the board through media.

Chief Johnson reported an overview of the 2016 discussions. He thanked the board and stated this was the last meeting for this year and is looking forward to the 2017 PCAB.

Chief Johnson touched on a few items that were brought to the board for discussions:

Body Camera's –Not important.

Budget for the Animal Control Facility,

Brent Bradley retiring on December 25<sup>th</sup>, 2016, he will be taking a teaching position at Hibbing Community College.

December 11<sup>th</sup>, 2016 is Shop with a cop at Walmart.

We again received a wonderful donation from 2 anonymous donors of \$2000.00 dollars to give away a \$100.00 each to someone in need.

Chief stated that he was leaving today to go the Capital as he is Co-Chair appointed by the counsel in "Building better relationships between Police and Community" at the State Capital.

Mr. Neustrom asked about the SWAT team budget. SWAT currently had a fundraiser supporting them and there will be continued fundraiser's in the future. Itasca County along with the Grand Rapids Police budget for the SWAT.

Mr. Nalan reports that he has spoken with a few people and had positive reaction regarding PCAB but, feels more media coverage would be great.

Mr. Janssen reports that he spoke with a few groups that meet at the YMCA. A few asked why the committee was created concerned there maybe problems in the Grand Rapids area. Mr. Janssen suggested that we need to get newspaper and radio station to do article regarding the Police Community Advisory Board.

6. Old Business:

- a. The Board stated they would like to learn more about the role of the SWAT Team and discussed having representatives of the SWAT Team present at a future meeting. Discussion included having a special meeting off site to view SWAT equipment..

The Board discussed having off site meetings to further engage the public. One venue mentioned was the YMCA. The use of internet "Doodle" to schedule meetings was discussed.

Mr. Neustrom reinforced that the purpose for meeting with the public was to provide input and not to receive complaints about specific incidents.

Chief Johnson presented the 2016 police department goals, providing a status report on each. The consensus of the board was that the Teen Academy in the High School should be continued and that communication was the key to getting better attendance. It was suggested by the board that a morning session may garner more attendance than an afternoon session. A recap was provided of the Anishinaabe cultural awareness training.

Chief Johnson also presented the 2017 proposed police department goals. The Board expressed support for these goals.

Chief Johnson distributed the recently completed Blandin Pulse Survey noting that 80% of the respondents reported their belief that crime was being adequately addressed in their communities but that 60% believed crime was an issue.

Ms. Dowell led a discussion regarding lockdown drills in schools. It was suggested that this discussion continue at a future meeting.

- b. Chief Johnson updated board on 2017 proposed police department.

- c. Chair Janssen encouraged the Board to view the police department's cable television show, "GRPD Chronicles."
- d. Mr. Neustrom described the National Bass tournament that came to Grand Rapids in August and how this benefitted the community. He expressed appreciation to the police department for providing security.

7. New Business:

- a. Animal Control:
  - City of Grand Rapids choice to build an Animal Control Facility for domesticated animals.
  - Cities we're offered use of the facility for a monthly fee.
  - Cohasset, LaPrairie, Coleraine, and Itasca County.
  - All Cities should be fair and Equitable
  - Itasca County feels that the cities that have a Police Department should fall under their umbrella.
  - Every City even if they don't have a Police Department should pay a monthly fee to use the facility.
  - Suggestion to invite Sheriff Vic Williams to the meeting and discuss the Animal Control facility.
- b. Make a motion:
  - To define what is a County Animal. Tim George made motion , Neustrom Seconded the motion in collaborated cities -Health and Wellness
  - Do we need to rewrite the contract reflexing what county mean's?
- c. Terms for Police Community Advisory Board: Braxton, and Neustrom.  
All in favor – unanimous motion accepted.
- d. Motion made for Mr. Janssen to continue as Board Chair –motion made by Neustrom Seconded by Nalan.
- e. Dowell expressed that one of members has not attend a meeting since June of 2016.
  - a. Board Chair will make contact with Spawn regarding his nonattendance.

Motion by Mr. Janssen, seconded by Mr. Neustrom to adjourn the meeting at 8:15 AM. Vote to adjourn was unanimous.

Date of next meeting: February 7, 2017, 7:00 AM, City Hall Conference Room 2B

Respectfully submitted,

Jacqueline Heinrich

## 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, December 28, 2016 at 4:00 p.m.

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

**Absent** Alice Moren, Karen Noyce

**Visitors:** None

**Staff:** Michele Palkki, Administrative Assistant

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

**SETTING AGENDA** Setting Agenda Additions Indigenous People – Becky  
Remove Tom Pagel

**APPROVAL OF MINUTES** the November 30, 2016 minutes were included in the agenda packet

**MOTION BY COMMISSIONER WIMMER, SECOND BY COMMISSIONER LAPLANT TO APPROVE THE MINUTES OF November 30, 2016 as presented. Motion passed by unanimous vote.**

**FINANCIALS** End of year looks good.

**CORRESPONDENCE** Nothing to report.

**PUBLIC COMMENT** No one in attendance.

**CIRCLE OF HEALING** Commissioner LaPlant reported the following

- Met on December 15 in Ball Club, went very well. About 25 in attendance
- The next meeting will be January 19, 2017 at the Blandin Foundation from 11 – 1 pm

**ITASCA DIVERSITY ALLIANCE** Commissioner Hall reported the following

- The next meeting has not been secured at this time. Date/Location to be determined
- The great news is the Itasca Diversity Alliance has secured 501C3 status through the Community Foundation. The Community Foundation is the fiscal agent, all donations need to go through the foundation and designated to go to Itasca Diversity Alliance

**BIG VIEW** Nothing to report



## **OLD BUSINESS**

### **Window Clings**

Commissioners have reported that the window clings are being well received. Continue to provide clings to those who have not been approached. Commission Wimmer will approach the churches in the community with the window clings.

### **Meeting With City Boards/Commissions**

Commissioner LaPlant reported that Commissioners Hall, Noyce, LaPlant and former Commissioner Barb Sanderson met and put together a draft for others to review and comment. Comments can be emailed to Michele who will add them to the draft and have for the January meeting. It would be good to add as a phase 2 and reach out to local service clubs. Commissioners will work on putting together a schedule in the near future.

### **ACTing/Racism for Grand Rapids**

A short discussion was held regarding the local chapter.

Commission Wimmer spoke about an upcoming class on what is Islam being held at the Grand Rapids YMCA Classroom? This is open to the public, is free of charge, and will take place every Monday evening from January 23 through February 27, 2017 at 6:30 pm. Several topics will be talked about and will help you understand the current situation in the world between the West and Islam.

The Commission is invited to attend any or all of the sessions and can certainly pass the brochure along to those who may be interested in attending. Commissioner Wimmer will put together a letter to the editor inviting the Community to attend.

### **Partner to bring "We are all Criminals" to town**

This item will be moved the January meeting.

### **Indigenous People 2016 Wrap Up**

Commission LaPlant reported that if you recall there is \$1,000.00 that is available for signage. Commissioner LaPlant has met with City representatives Nathan Morlan and Dale Anderson regarding Ojibwe Language at the IRA Civic Center. Mr. Morlan and Mr. Anderson will meet with Eck Designs to find out the cost to do this building; two entrances and the bathrooms.

2017 City Calendars were included in the agenda packet. The next regular meeting will be held on Wednesday, January 25, 2017 at 4:00 pm

The meeting adjourned at 5:15 pm

Respectfully submitted, Michele Palkki, Administrative Assistant

**CITY OF GRAND RAPIDS ARTS AND CULTURE COMMISSION  
CONFERENCE ROOM 2B – GRAND RAPIDS CITY HALL  
REGULAR MEETING, WEDNESDAY, JANUARY 4, 2017 – 3:45 PM**

**CALL TO ORDER:** Pursuant to due notice and call thereof the regular meeting of the Grand Rapids Arts and Culture Commission was held in Conference Room 2B of the Grand Rapids City Hall, 420 N Pokegama Avenue, Grand Rapids, Minnesota, on Wednesday, January 4, 2017, at 3:45 pm

**CALL OF ROLL:** On a Call of Roll, the following members were present: Sonja Merrild, John Connelly, Harry Smith, Lois Bendix, David Dobbs and Karen Walker

**Absent:** Kathy Dodge, David Marty

**Staff Present:** Amy Dettmer and Michele Palkki

Commissioner Merrild called the meeting to order at 3:45 pm

**Setting the Agenda:** Nothing to add

**Correspondence:** Nothing to add

## **MINUTES**

The minutes of the December 2, 2016 meeting were in the packets for the Commission's review and approval.

**APPROVAL OF MINUTES: Regular Meeting held on December 6, 2016.**

**Motion by Commissioner Bendix, second by Commissioner Dobbs to approve the minutes of the Regular Meeting, December 2, 2016 as presented. Motion passed by unanimous vote.**

**FINANCIALS:** 2016-year end came in under budget. The budget set for 2017 is \$5,000.00.

Commissioner Walker arrived at 3:55 pm

## **RIVER VENUE UPDATE**

The working group, consisting of City Staff Dettmer, Commissioner's Dodge, Connelly, Smith and Merrild has continued their work with LHB. Ms. Dettmer reported that LHB has asked the commission to do a few things prior to the public meeting on February 1 at the Library.

Prior to the discussion for the public meeting the Commission reported that they would like information from LHB regarding their findings prior to this meeting so everyone is on the same page; they would also like to meet with them prior to the start of the public meeting from 4:30 – 5:30 pm

# Grand Rapids Arts and Culture

January 4, 2017

Page #2

The public meeting will then begin at 5:30 pm.

The Commission would like to get the word out about this meeting and how to proceed. Ms. Dettmer will work with our new Communications Specialist Lauren Van Den Heuvel to work on a press release; we will also have the information on our web page. Once this is done, it will be emailed to the Commission Members so they can in turn send it out.

There was also a question regarding a stakeholder list that LHB has and to email that to staff so it can be sent out to the Commissioners. Planning Tasks for Commission:

- **Advertisement for public meeting; how to get the word out:** Email lists, City website, Library postings and other. Commissioner Walker will work with Community Education and send out an email blast to all their families. Commissioner Merrild will contact Commissioner Marty and have him send to his contacts. Commissioner Bendix will send to the Grand Rapids Arts. Everyone is encouraged to send out to those in the community who may be interested in this project. The City will send the information to their employees as well.
- **Sign in sheet:** There should be a sign in sheet that the public can sign in on and leave their contact information. Have this available close to the front/possibly by the map.
- **Select a representative to give introduction and set the stage on how the project came to be. Introduce the LHB/Donjek team.** Commissioner Merrild will do this.
- **Public Input:** The Commission decided they would like input during this time. If there could be a map that people can place votes of other possible sites. We also would like a comment card available for attendees to leave their ideas for us.

## Tentative Agenda:

- Welcome and Introduction of the project – Commissioner Merrild
- Project Goals and Guiding Principles – Commission Member and LHB
- Presentation of Phase 1 – LHB: Donjek/Jon
- Precedent Sites – LHB: Donjek/Jon
- Existing Conditions of Site Alternatives – LHB
- Other Issues & Opportunities & Nominations for Other Potential Sites – LHB
- Voting Exercise and/or Survey Handout – LHB
- Next Steps & Summary – LHB

## PROGRESS REPORTS

### Utility Boxes

Ms. Dettmer, Commissioner Dodge and Julie Kennedy attended a City Council Work Session on December 12 to receive direction from Council for the project and if approved they would go to the Public Utilities Commission for final approval. The City gave their ok for the Commission to proceed with the project and to keep them posted on the progress. Discussion will continue at the February Commission meeting.

**Business Arts Award**

Commissioner Marty was unable to attend tonight's meeting, due to a previously scheduled event in the Cities. He did report the Chamber was happy with the resolution language and gave an all systems go. We should be releasing invitations soon and talk about the award itself. Commissioner Merrild will get in touch with Commissioner Marty and talk to him about how to proceed. A discussion will continue at the February meeting.

**OLD BUSINESS:** Nothing to report

**NEW BUSINESS**

**Election of Officers**

After a short discussion, the Commission set the 2017 Nominations as follows:

Chair: Sonja Merrild      Vice-Chair: John Connelly      Secretary: Lois Bendix

**2017 Election: Nominations were named as listed above.**

**Motion by Commissioner Walker, second by Commissioner Connelly to accept the nominations as follows: Chair: Sonja Merrild, Vice-Chair: John Connelly and Secretary: Lois Bendix. Motion passed by unanimous vote.**

**ANNOUNCEMENTS**

There is still an opening to fill Benjamin Braff's open seat  
An updated 2017 Contact List has been handed out.

There being no further business, the meeting adjourned at 4:45 pm

Respectfully submitted by Michele Palkki, Administrative Assistant

**Public Meeting**

Reminder, the public meeting for the Mississippi Riverfront Venue will be held on Wednesday, February 1, 2017. Commissioners will meet with LHB at 4:30 pm with the Public Meeting at 5:30 pm at the Grand Rapids Area Library, Grand Rapids MN 55744.

**Next Regular Meeting**

Reminder, the next regular meeting of the Grand Rapids Arts and Culture Commission will be held on Tuesday, February 7, 2017 beginning at 3:45 pm at the Grand Rapids City Hall, Conference Room 2B, 420 North Pokegama Avenue, Grand Rapids MN 55744.

CITY OF GRAND RAPIDS  
POLICE COMMUNITY ADVISORY BOARD  
TUESDAY, JUNE 21, 2016 – 4:00 P.M.

**CALL TO ORDER:** Pursuant to due notice and call thereof a regular meeting of the Grand Rapids Police Community Advisory Board was held in Conference Room 2B of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota, on Tuesday, June 21, 2016 at 4:00 p.m.

**CALL OF ROLL:** On a Call of Roll, the following members were present: Demuth, Braxton, Nalan, George, Burress, Spawn, Janssen. Absent: Dowell, Newstrom.

Staff Present: Steve Schaar, Scott Johnson, , Chad Sterle, Kimberly Gibeau

1. **CALL TO ORDER:** The meeting was called to order by Assistant Police Chief, Steve Schaar at 4:00 p.m.
2. **SETTING OF REGULAR AGENDA:** Additions to regular agenda:
  - Body Cameras
3. **APPROVAL OF MINUTES:** None.
4. **OLD BUSINESS:** None.
5. **NEW BUSINESS:**

a. Determine Board Member Terms (random draw):

In order to stagger board terms and avoid all terms expiring at the same time, members will conduct a random draw determining which members will begin with 1, 2 and 3 year terms. Terms will expire on December 31<sup>st</sup> of expiration year, so members drawing 1 year terms will be appointed for 6 months initially. If these members wish to continue at the end of 2016, they may reapply. Random draw results are as follows:

*1 Year term expiring December 31, 2016:*

- Weldon Braxton
- Tim George
- Tom Neustrom

*2 Year term expiring December 31, 2017:*

- Tanner Spawn
- Jackie Dowell
- John Nalan

*3 Year term expiring December 31, 2018:*

- Erikka Demuth
- Conley Janssen
- Charles Burress

b. Election of Officers:

After review of officers and responsibilities, the following action was taken:

**Motion by Nalan, second by George to appoint Conley Janssen as Board Chair. Motion passed by unanimous vote.**

**Motion by Burress, second by Demuth to appoint John Nalan as Board Vice-Chair. Motion passed by unanimous vote.**

**Motion by Nalan, second by Burress to appoint Erikka Demuth as Secretary. Motion passed by unanimous vote.**

c. Development & adoption of By-Laws:

Attorney Sterle reviews process of By-Law development, noting specific points such as quorums, majority votes, terms & responsibilities. At this time, Attorney Sterle also provided overview of the Open Meeting Law, distributing State Statute and legal opinion of League of Minnesota Cities for reference.

**Motion by George, second by Braxton to adopt Police Community Advisory Board By-Laws as presented and forward to Council for approval. Motion passed by unanimous vote.**

Attorney Sterle left the meeting at 4:36 PM.

d. Determine regular meeting dates/times:

Discussed several options, determining that mornings will work best for group in attendance, with initial schedule every other month.

**Motion by Demuth, second by Burress to conduct the regular meetings of the PCA Board on the first (1<sup>st</sup>) Tuesday of every other month at 7:00 AM, beginning Tuesday, August 2, 2016. Motion passed by unanimous vote.**

e. Presentation of topic: Purpose of Board/Overview of Department/Programs & Services:

Interim Police Chief, Scott Johnson, provides background on Board development. Intent is to include members of the community in strengthening the effectiveness of the Police Department.

**6. Addition:**

a. Body Cameras:

Johnson provides information including pros and cons of body cameras, and the relationship to data practice requests, public v. private information and the obligation of the Police Department to ensure confidentiality.

**7. Items for next agenda:**

- Officer involvement in community programs.

**Motion by Demuth, second by George to adjourn the meeting at 5:15 PM.  
Motion passed by unanimous vote.**

Respectfully submitted,

*Kimberly Gibeau*

Kimberly Gibeau, City Clerk

**THE HOUSING AND REDEVELOPMENT AUTHORITY  
OF GRAND RAPIDS, MN  
REGULAR MEETING November 16, 2016**

**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 Vice Chairperson Marilyn Rossman, at 4:05 p.m. in the Community Room, located at 411 NW 7<sup>th</sup> Street, Grand Rapids, MN.

**CALL OF ROLL**

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

**ABSENT:** Commissioner Joe Chandler

**HRA:** Executive Director – Jerry Culliton

**PUBLIC FORUM:** Ray Evans, Dorothy Monroe, Karen Riley, Joe Prebeck and Alice Hendrickson addressed the Board; Ray Evans gave a hand-out to the Board members, topics of discussion were pest control, ambulance and fire services, washers and dryers, community room locked cabinets, sidewalk cracks and bill changer for the laundry room. No action was taken.

**APPROVAL OF MINUTES**

Commissioner Henrichsen made a motion to approve the Public Hearing meeting minutes, of October 12, 2016 as presented. Seconded by Commissioner Rossman. Voting Aye, all. Motion carried. Commissioner Henrichsen made a motion to approve the Regular meeting minutes of October 12, 2016 as presented. Seconded by Commissioner Zeige. Voting Aye, all. Motion carried.

**FINANCIAL REPORTS**

Discussion was held among the Board members on the financial reports for the month of October, 2016 for the General Fund, Public Housing Fund, Crystal Lake Townhomes Fund, Pooled Housing Fund. Commissioner Rossman made a motion to approve all financial reports as presented. Seconded by Commissioner Zeige. 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 \$54,686 along with an invoice from ESC Systems in the amount of \$3,964.26 and from Harris in the amount of \$912.96. Seconded by Commissioner Rossman. Voting Aye, all. Motion carried. Commissioner Zeige made a motion to approve Crystal Lake Townhomes verified claims in the amount of \$45,650.44 along with an invoice from Harris

**APPROVED**



**Grand Rapids HRA  
Meeting Minutes 11/16/2016  
Page 2**

software in the amount of \$456.48. Seconded by Commissioner Rossman. Voting Aye, all. Motion carried. Commissioner Zeige made a motion to approve the Pooled Housing verified claims in the amount of \$111,060.13 along with a Harris Software invoice in the amount of \$912.96. Seconded by Commissioner Rossman. Voting Aye, all. Motion carried.

**PUBLIC HOUSING REPORT**

Director Culliton stated; we are 100% occupied with a waiting list, ESC, as mentioned in the prior verified claims, was for our door entry system which was now operational.

**CONSIDER FISCAL APPROVING PUBLIC HOUSING BUDGET FOR FISCAL YEAR 2017**

After discussion among the Board and Executive Director on the Public Housing Budget, Commissioner Henrichsen made a motion to approve the Public Housing Budget for fiscal year 2017 as presented. Seconded by Commissioner Rossman. Voting Aye, all. Motion carried.

**CONSIDER APPROVING PHA RESOLUTION**

Commissioner Henrichsen made a motion to approve and authorize the Executive Director and Board Chairperson Salmela to sign and submit the PHA Resolutions as presented. Seconded by Commissioner Rossman. Voting Aye, all. Motion carried.

**CONSIDER PUMP REPLACEMENT AT 401 RIVER ROAD**

Commissioner Henrichsen made a motion to authorize the Executive Director to spend up to \$25,000 to replace the current pumps for our heating system at the 401 River Road building as per the mechanical engineers written specifications and obtaining quotes. Seconded by Commissioner Rossman. Voting Aye, all. Motion carried.

**CRYSTAL LAKE HOUSING REPORT**

Director Culliton gave a report stating; we have 13 vacant units and we are continuing to advertise, otherwise operations are normal and routine.

**CONSIDER APPROVING CRYSTAL LAKE TOWNHOMES BUDGET FOR FISCAL YEAR 2017**

The Board asked the Executive Director questions on the proposed budget and after discussion among the Board and Executive Director, Commissioner Rossman made a motion to approve the Crystal Lake Townhomes budget as presented for fiscal year 2017. Seconded by Commissioner Henrichsen. Voting Aye all. Motion carried.

**APPROVED**

**Grand Rapids HRA  
Meeting Minutes 11/16/ 2016  
Page 3**

**POOLED HOUSING REPORT**

Director Culliton gave a report stating that we one vacancy at Forest Park West, with waiting list for both buildings, otherwise operations are normal and routine.

**CONSIDER AFFIDAVIT OF LOST CHECK #108958**

Commissioner Henrichsen made a motion to void check #108958 and authorize the submittal of a new check to Clifford Inglebret. Seconded by Commissioner Rossman. Voting Aye, all. Motion carried.

**OTHER MATTERS**

None

There being no further information of the HRA of Grand Rapids for November 16, 2016, Commissioner Rossman made a motion to adjourn the meeting at 5:40 p.m. Seconded by Commissioner Henrichsen. Voting Aye, all. Motion carried.

Signed   
Secretary, Commissioner Chris Henrichsen

**APPROVED**



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0124      **Version:** 1      **Name:**  
**Type:** Agenda Item      **Status:** Department Head Report  
**File created:** 2/9/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **Final action:**  
**Title:** Fire Department ~ Mike Liebel  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [2016 Annual Report.pdf](#)

Date	Ver.	Action By	Action	Result
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Fire Department ~ Mike Liebel



## FIRE DEPARTMENT

Phone: 218.326.7639

FAX: 218.326.7655

E-mail: [grfire@grandrapidsmn.org](mailto:grfire@grandrapidsmn.org)

Address: 420 North Pokegama Avenue  
Grand Rapids, Minnesota 55744



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## 2016 Annual Report

### **The following is the 2016 annual report for the position of Fire Chief:**

During the year 2016 the Grand Rapids Fire Department responded to 230 calls for service. The entire department responded to 182 of those calls. The entire department response is an increase from 167 responses in 2015. The remaining 48 calls were officer only calls. The officers respond to many incidents that do not require the response of the entire department.

We experienced some changes in 2016. The HazMat and Safety Officer positions were filled early in the year. These positions were the remaining positions left with all the officer changes in 2015. Andy Horton was named the HazMat Officer and Nathan Morlan was named the Safety Officer. They both were very good choices for the department. Unfortunately Nathan Morlan resigned from the fire department near the end of the year. He resigned for personal reasons and his loss was very greatly felt. That again opened up the position of Safety Officer. 5 Firefighters applied for the position and it should be filled early in 2017.

Other than the resignation from Nathan Morlan we also had two other fire fighters resign during the year. Longoria left us for a job in southern Minnesota. Longoria had 8 years of service with the department. The other person to leave was Donnie Wilson. Wilson left for personal reasons. Wilson had 2 ½ years of service with the department. They will both be missed.

The resignations brought some new faces to our department. Brad Thompson and Heath Smith were hired as fire fighters and started with the department in August. Thompson was fully trained and came to us from the Jacobson Fire Department after he moved to town. Smith is a Police Officer with the city and brings us that knowledge. He has been working hard getting his fire fighter certifications completed. They both have been very hard working and dedicated since they started with the department. We are also in the process of creating another eligibility list. We hope to have a list established early in 2017.

The officers in the department are continuing to learn their respective positions. In 2016 we worked on the budget as a group. There were also some members of the department that chose to sit in on the process. By doing this we are all learning together how things work in the department. The more that understand the process the better we will be able to face issues in the future as people move on from their positions. During this process this year we found some things that had not been addressed and will be budget issues. We created a plan and were able to put some into effect in 2016. We found that our hose supply was low and our S.C.B.A. bottles were nearing expiration. We were able to order several lengths of hose and some air bottles in 2016 and will continue to order some more in 2017. This spreads out over several years the cost of replacing the items.

We experienced the discomfort of moving out of both fire halls this year. We had to move all the trucks to the Civic Center during the 5<sup>th</sup> street construction that took place. It changed how we responded but the members handled it very well. A big thanks goes out to the Civic Center staff for allowing us to use the building and giving up of their space. We are still currently out of the south hall. We moved one truck up to the north hall and squeezed it in. The airport truck was moved out to the county garage for storage until the south hall again accessible for us to use. This transition has gone well.

The 5<sup>th</sup> Street project brought the change of flashing signs to alert the east and west traffic near the fire hall. We can activate the signs from inside the hall or the trucks. The signs are yellow caution signs with yellow flashing lights around the edge. When activated they flash for two minutes to alert the traffic that fire trucks are moving in the area.

We went through an ISO audit in 2016. We had not had an audit in nearly 12 years. We met with the auditor and went through the trucks and equipment. He also received information of fire calls and personnel that responded. The audit found that everything the city has been doing is meeting the expectations of our current ISO number which is a 4. I believe that is the highest level we can achieve for a city of our size and set up of our fire department.

The trucks continue to be a big part of our budget with the maintenance of them. Every year we test the trucks and pumps to make sure they meet the requirements. We have been very fortunate with our trucks and staff within the city. Most of the issues we experience we are able to fix within the fire department and the city. Rob Rima is currently our maintenance person at the fire hall. He has not been afraid to jump right in and work on the trucks in the fleet. He has also been a very key person with the research and investigation in new trucks that the city has purchased. His time and dedication to the department is second to none. He and his family give much of themselves to us in the city. He was recognized for his dedication this past year by the local Kiwanis Club. It was a great honor to be involved in recognizing Rob for his work and dedication to the fire department and the citizens of Grand Rapids.

The Relief association brought a vote in 2015 to change the by-laws and removed the guaranteed 5% interest for retirees. The vote allowed the fire department to get a raise in retirement benefits for the members. The Relief Association board has worked with the city and the raise went into effect in 2017. This would not have been able to happen without the work of the board to make the fund more stable.

The current department is young. They work hard and their families give greatly. The fire department is a melting pot of people that come together for a common goal of protecting people and property. The members are what makes this department great. Individuals love the work they do and the families rely on the hope that they will all come home safe at the end of the call. The Grand Rapids community is lucky to have so many, very dedicated people.

Respectfully Submitted,

Michael A. Liebel  
Grand Rapids Fire Chief



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0108      **Version:** 1      **Name:**  
**Type:** Agenda Item      **Status:** Community Development  
**File created:** 2/8/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **Final action:**  
**Title:** Consider approval of a Purchase Agreement and Addendum with Northrock Development for the sale of a commercial building located at 216 N. Pokegama Avenue, Parcel # 91-410-1930.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Northrock Purchase Agreement.pdf](#)  
[Addendum to Northrock Purchase Agreement.pdf](#)  
[Townhall-map.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approval of a Purchase Agreement and Addendum with Northrock Development for the sale of a commercial building located at 216 N. Pokegama Avenue, Parcel # 91-410-1930.

**Background Information:**

At the conclusion of the orderly annexation of Grand Rapids Township in 2010, the City of Grand Rapids acquired title to the former Township Hall located at 216 N. Pokegama Ave. For a period of time afterwards, the City continued to operate the building for the benefit of the senior citizens that had historically used it for activities.

In August of 2013 the City Council placed the property on the open market for sale at an asking price of \$150,000. During the 3 ½ years on the market, the property has been listed on the internet, marketed through social media and signed as for sale on the Pokegama Avenue face of the building. The property was shown approximately a dozen times, with no prior offers received.

During the past year, the property has become less marketable due to the impacts of a persistent basement ground water seepage issue, cropping up in the spring of 2016. Estimates and quotes received by City staff to address those impacts, which include replacement of floor coverings and mold abatement, as well as addressing the source seepage problem total \$31,300.

On January 29<sup>th</sup> a purchase offer was submitted to the City by Northrock Development LLC in the amount of \$100,000.00. The purchase agreement provides earnest money in an amount of \$1,000 to be applied toward the purchase and has an April 1, 2017 closing date. The water seepage and its impacts were disclosed to Northrock at the time they viewed the building, prior to submitting their offer.

Northrock Development, LLC proposes to build a taproom, restaurant and entertainment venue located on three parcels of Block 19, including the parcel that is the subject of this purchase offer. The company indicates they are actively engaged in planning and designing the space and have retained the services of a professional brewing consultant and an architectural company to design the space needed for the activities planned on the site and their brand development work for a project launch. The developers expect the brewery-to be known as Rapids Brewing Company - to cost \$3.0 million to complete and the operation is expected to employ 13 people.

Given the prolonged listing period of 3 ½ years and the need for an estimated \$31,300 in repairs to bring the property

back to a more marketable condition, the \$100,000.00 “As Is” purchase offer is considered by staff to be a fair market value offer.

The redevelopment of this block is a key objective identified within the *Downtown Redevelopment Master Plan*.

**Requested City Council Action**

Make a motion to approve a Purchase Agreement and Addendum with Northrock Development for the sale of a commercial building located at 216 N. Pokegama Avenue, Parcel # 91-410-1930.

## PURCHASE AGREEMENT

This Purchase Agreement dated January 29, 2017, by and between the City of Grand Rapids (Seller) at 400 North Pokegama Avenue, Grand Rapids, Minnesota, and Northrock Development (Buyer) at 32407 Lakeview Drive, Grand Rapids, Minnesota, a limited liability corporation.

- 1. Sale Price and Earnest Money.** Seller hereby acknowledges receipt of the sum of one thousand dollars (\$1,000) as earnest money and in part payment for the purchase of property at 216 North Pokegama Avenue situated in the City of Grand Rapids, County of Itasca, State of Minnesota and legally described as follows: Town of Grand Rapids Lot 18 Block 19.

Together with the following personal property—none—all of which the undersigned agrees to sell to Buyer for the sum of one hundred thousand (\$100,000) dollars, which Buyer agrees to pay in the following manner:

Earnest money herein paid \$1,000 in escrow and \$99,000 cash on or before April 1, 2017, the date of closing. Buyer may inspect the property with advance written notice at any time before the date of closing.

- 2. Deed/Title.** Subject to performance by Buyer, Seller hereby agrees to execute and deliver to Buyer a Warranty Deed conveying marketable title to the Property subject only to the following exceptions:

- (1) Building and zoning laws, ordinance, state and federal regulations;
- (2) Restrictions relating to use or improvement of the Property without effective forfeiture provision;
- (3) Reservation of any minerals or mineral rights to the State of Minnesota;
- (4) Utility and drainage easements which do not interfere with present improvements;
- (5) Rights of tenants, as follows: None.

- 3. Real Estate Taxes.** Unless otherwise provided in the Purchase Agreement, real estate taxes due and payable in the year of closing shall be prorated between Seller and



Buyer on a calendar year basis to the actual date of closing. Real estate taxes payable in the years prior to closing shall be paid by Seller. Real estate taxes payable in the years subsequent to closing shall be paid by Buyer.

4. **Special Assessments.** Buyer shall assume on the date of closing all other special assessments levied as of the date of this Agreement.
5. **Prorations.** Except as stated below, all expenses related to the use, maintenance and occupancy of the Property shall be prorated as of the closing. It shall be assumed the Buyer will own the Property for the entire date of the closing. The items to be prorated include, but are not limited to, utilities, property taxes (unless expressly allocated in another fashion as stated herein), landscaping services, security and surveillance, and other regular maintenance contracts.
6. **Damage to the Property.** If there is any loss or damage to the Property between the date hereof and the date of closing, the risk of loss shall be on the Seller. If the Property is destroyed or substantially damaged before the closing, Buyer may, at Buyer's option, terminate this Purchase Agreement in accordance with paragraph 8 below.
7. **Examination of Title** Within a reasonable time after acceptance of this agreement, Seller shall provide evidence of title to Buyer. The evidence provided shall include proper searches covering bankruptcies, state and federal judgment and liens, and levied and pending special assessments, as follows:

**Abstract Property:** Seller shall provide either (a) a commitment for an owner's policy of title insurance on a current ALTA form issued by an insurer licensed to write title insurance in Minnesota or (b) Abstract of Title certified to date. If Seller provides a title insurance policy commitment, Seller shall pay the costs of evidence of title for such title insurance policy, and Buyer shall pay the premium for any owner's policy or lender's policy issues by the title insurance company, the title examination fee and the fee for any endorsements or other coverage requested by Buyer. If the Abstract of Title is provided, Seller shall pay for all abstracting fees. Seller shall also surrender any abstract in Seller's possession or control to Buyer at closing.

**Torrens Property:** Seller shall provide, at Buyer's option and request, either:

(a) A Registered Property Abstract certified to date; or

(b) A commitment for an owner's policy of title insurance on a current ALTA form issued by insurer licensed to write title insurance in Minnesota.

Under either option, Seller shall be responsible to pay only those costs necessary to prepare the Registered Property Abstract or title insurance commitment. Buyer shall, at Buyer's option, pay for either an attorney's opinion or the title insurance premium for both an owner's policy and any lenders policy and the examination fee, together with the costs for any endorsement or other coverage requested by Buyer.

Buyer shall have ten business days following receipt of the evidence to title to provide Seller with written title objections to title. Buyer shall be deemed to have waived any title objections not made within the ten day period, except that this shall not operate as a waiver of Seller's obligation to deliver a Warranty Deed, if a Warranty Deed is specified in this Agreement. Seller shall use Seller's best efforts to correct any title objections noted by Buyer and to provide marketable title by the date of closing. In the event Seller has not cured the title objections or otherwise provided marketable title by the date of closing, Seller shall have an additional thirty (30) days to correct the title objections or otherwise make title marketable. Buyer may waive title objections or other defects by written notice to Seller or licensee representing or assisting Seller. In addition to the thirty (30) day extension, Buyer and Seller may by mutual agreement further extend the closing date. If no such extension is agreed upon, the parties may declare this Purchase Agreement terminated in accordance with paragraph 8 below.

- 8. Cancellation of the Purchase Agreement.** If the parties fail to cure any breach of any condition precedent in the manner provided under Paragraphs 4, 6 or 7 above or in another manner acceptable to the party, this Purchase Agreement is cancelled without further notice required and all earnest money shall be returned to Buyer. Buyer may, in its sole discretion, cancel this Purchase Agreement prior to the date of closing, and Seller may keep all earnest money as its sole remedy for such cancellation.
- 9. Possession.** Seller shall deliver possession of the Property on the date of closing.
- 10. Representations and Warranties.** There are no representations or warranties made with regard to the Property except as set out in this Purchase Agreement or in the attached Addenda to the Agreement.
- 11. Intended Use of the Property.** The Buyer warrants that the intended use of the property is for the construction of a brewery and restaurant.
- 12. Time.** Time is of the essence for all provisions of this contract.

**13. Survival.** All of the warranties, representation and covenants of this Agreement shall survive and be enforceable after the closing.

**14. Successor and Assigns.** All provisions of this Agreement shall be binding on the new Buyer's and Seller's successors and assigns.

**15. Entire Agreement.** This Purchase Agreement constitutes the complete agreement between the parties and supersedes any prior oral or written agreements between the parties regarding the Property. There are no verbal agreements that change this Purchase Agreement. No waiver of any term of this Agreement will be effective unless in writing executed by the parties.

\_\_\_\_\_  
Seller Date

*Edward M. Zebinski* 1/30/17  
\_\_\_\_\_  
Buyer Date

\_\_\_\_\_  
Seller Date

\_\_\_\_\_  
Buyer Date

ADDENDUM

TO THE

PURCHASE AGREEMENT DATED JANUARY 29, 2017 BY AND BETWEEN THE CITY OF GRAND RAPIDS, MN AND NORTHRACK DEVELOPMENT, LLC.

Buyer is aware, understands and agrees that all land, improvements and real and personal property will be sold, conveyed and/or assigned, as applicable, by the Seller to the Buyer in an "AS IS" condition without warranty or representation, express or implied, the Buyer hereby agreeing, acknowledging and affirming to the Seller that the Buyer has had full opportunity to inspect, and accepts all land, improvements and real and personal property in an "AS IS" condition. Buyer understands and acknowledges that the Seller hereby expressly disclaims any and all warranties, whether express or implied, with respect to the land, improvements, and real and personal property, including without limitation, any warranty of habitability, warranty of merchantability, or warranty of fitness for a particular use. It is the Buyer's intention to give up, waive, and relinquish all rights to assert any claim, demand, or lawsuit of any kind with respect to the condition of the land, the improvements, the real property, or the personal property. The Seller will not be required to make any repairs or pay any expenses concerning the land, the improvements, the real property, or the personal property.

IN WITNESS WHEREOF, the City of Grand Rapids (Seller) has caused this Addendum to be duly executed in its name and behalf and its seal to be hereunto duly affixed and Northrock Development LLC (Buyer) has caused this Addendum to be duly executed in its name and behalf on or as of the date first above written.

CITY OF GRAND RAPIDS

By \_\_\_\_\_

Its Mayor

By \_\_\_\_\_

Its City Administrator

STATE OF MINNESOTA )

) SS.

COUNTY OF ITASCA )





NE 3rd St

Pokegama Ave

169

All Day  
Public  
Parking

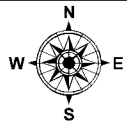
NE 1st Ave

Glorvigen  
Office  
Building

NE 2nd St

Blandin Foundation

Gran  
Area



0 25 50 100 150 200 Feet

Legend

 Available Lot(s)



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0112      **Version:** 1      **Name:**  
**Type:** Agenda Item      **Status:** Community Development  
**File created:** 2/8/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **Final action:**  
**Title:** Consider approving the purchase of a 2006 Ford F150 truck from the Grand Rapids PUC and authorizing the disposal of the 2005 Chevrolet Impala fixed asset at a future auction, contingent upon approval action regarding the sale by the GRPUC.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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Consider approving the purchase of a 2006 Ford F150 truck from the Grand Rapids PUC and authorizing the disposal of the 2005 Chevrolet Impala fixed asset at a future auction, contingent upon approval action regarding the sale by the GRPUC.

### **Background Information:**

The 2001 Ranger pickup and the 2005 Chevrolet Impala, a drug forfeiture vehicle and a former police vehicle being used by the Community Development Department Building Official and Building Inspector have become costly and less reliable to operate due to their age and condition.

The Grand Rapids PUC, through their automation of meter reading, have one F150 pickup, formerly used by meter readers, that they are interested in selling at the book value of \$2,700. This vehicle is an improvement over our current pair and will better fulfill the needs of the Department until a capital budget for their future replacement can be programmed.

The purchase of this vehicle, at a cost of \$2,700.00 plus tax, is not a budgeted 2017 expense. The Community Development Department requests the Council's authorization to fund this purchase under the Community Development "Assets between \$700-\$4,999" line item. This unbudgeted expense will be partially offset through the sale of the 2005 Chevrolet at auction.

### **Requested City Council Action**

Consider approving the purchase of a 2006 Ford F150 truck from the Grand Rapids PUC and authorizing the disposal of the 2005 Chevrolet Impala fixed asset at a future auction, contingent upon approval action regarding the sale by the GRPUC.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0076      **Version:** 1      **Name:** CP 2009-1 Shideler Permanent Easement  
**Type:** Agenda Item      **Status:** Engineering  
**File created:** 1/31/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **Final action:**  
**Title:** Consider approving a public service and infrastructure permanent easement from Mary M. Shideler related to CP 2009-1, 2017 Infrastructure Improvements.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Shideler Esmt Signed](#)

Date	Ver.	Action By	Action	Result
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Consider approving a public service and infrastructure permanent easement from Mary M. Shideler 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 \$934.92. The documents are attached.

**Staff Recommendation:**

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

**Requested City Council Action**

A motion to approve a public service and infrastructure permanent easement from Mary M. Shideler related to CP 2009-1, 2017 Infrastructure Improvements



**PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT**

THIS INDENTURE is made and entered into this 31<sup>st</sup> day of January, 2017, between **Mary M. Shideler**, 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 91-585-0830**

**Existing Legal Description (Quit Claim Deed, Doc. No. 525129)**

**Lot 1, Block 9, Kearney's First Addition to Grand Rapids, and the south ½ of vacated 11<sup>th</sup> Street NE lying northerly and adjacent to said Lot 1, Block 9, AND that part of Lots 7 and 8, Block 8, Kearney's First Addition to Grand Rapids lying southeasterly of 3rd Avenue NE and the north 1/2 of vacated 11th Street NE lying southerly and adjacent to said Lots 7 and 8, Block 8, all in Itasca County, Minnesota.**

WHEREAS, Grantor has agreed to grant Grantee an easement for Public Service and Infrastructure purposes across said property.

NOW, THEREFORE, said Grantor, for other valuable considerations, the receipt and sufficiency of which are hereby acknowledged, does hereby grant and convey an easement unto the CITY OF GRAND RAPIDS, MN, as Grantee, for 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 91-585-0830

Mary M. Shideler, a single person

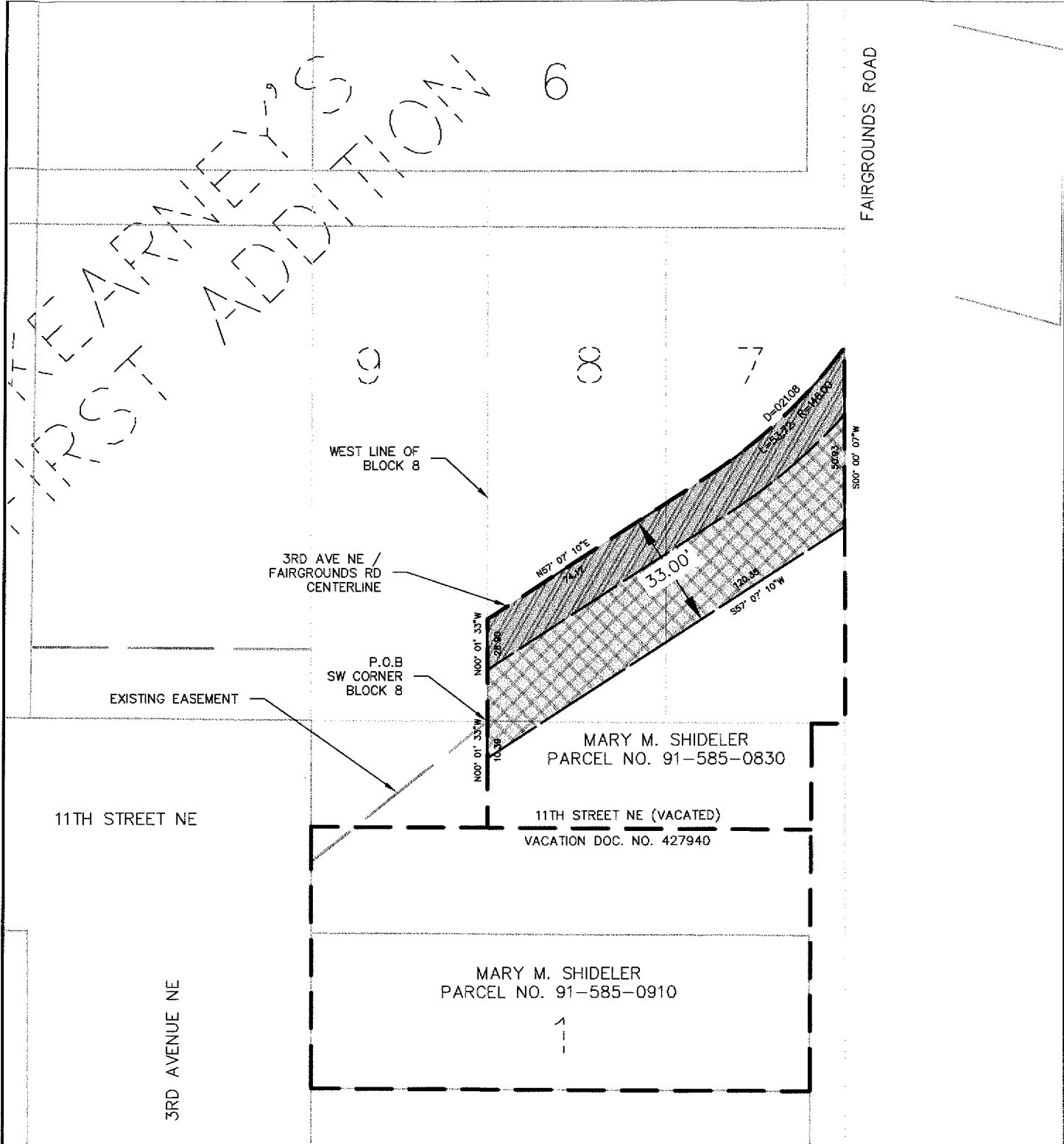
A permanent easement for public service and infrastructure purposes over, under, and across that part of the above described Parcel 91-585-830 described as follows:

That part of Lots 7 and 8, Block 8 and the north 1/2 of vacated 11th Street NE of the above described parcel being described as follows:

Beginning at the southwest corner of said Lot 8, thence along the west 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, South 00 degrees 00 minutes 07 seconds West a distance of 50.93 feet; thence South 57 degrees 07 minutes 10 seconds West a distance of 120.35 feet to a point on the southerly extension of the west line of said Lot 8; thence along said west line, North 00 degrees 01 minutes 33 seconds West a distance of 10.39 feet to the Point of Beginning and there terminating. Said easement contains 4110 square feet, of which 1513 square feet is an existing prescriptive easement, leaving 2597 square feet of area requiring compensation, more or less.



P:\JVG\GRANR\135655\Misc. Services\3rd Avenue NE Walk 5 - final - dsgm\51-drawings\10-Civil\Cad\dwg\Schideler\_Easement.dwg 12/15/2016 8:11 AM SCHRIENSTENSON



11TH STREET NE

3RD AVENUE NE

FAIRGROUNDS ROAD

WEST LINE OF BLOCK 8

3RD AVE NE / FAIRGROUNDS RD CENTERLINE

P.O.B SW CORNER BLOCK 8

EXISTING EASEMENT

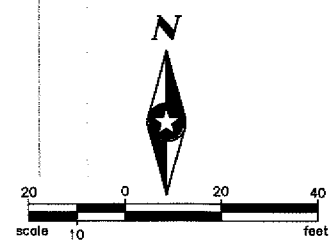
MARY M. SHIDELER  
PARCEL NO. 91-585-0830

11TH STREET NE (VACATED)  
VACATION DOC. NO. 427940

MARY M. SHIDELER  
PARCEL NO. 91-585-0910

PARCEL NUMBERS	91-585-0830
OWNER	MARY M. SHIDELER
AREA OF PARCELS	9,146 SF
ZONING	SR-2
AREA OF PROPOSED PERMANENT EASEMENT	4110 SF
AREA OF PRESCRIPTIVE EASEMENT	1513 SF
AREA OF COMPENSATION	2597 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

**MARY M. SHIDELER  
PROPOSED EASEMENT  
GRAND RAPIDS, MINNESOTA**

**EXHIBIT  
1**



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	17-0083	<b>Version:</b>	1	<b>Name:</b>	Consider the appointment of Andy Horton to the position of Safety Officer with the Grand Rapids Fire Department.
<b>Type:</b>	Agenda Item	<b>Status:</b>			Administration Department
<b>File created:</b>	2/7/2017	<b>In control:</b>			City Council
<b>On agenda:</b>	2/13/2017	<b>Final action:</b>			
<b>Title:</b>	Consider the appointment of Andy Horton to the position of Safety Officer with the Grand Rapids Fire Department.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>					

Date	Ver.	Action By	Action	Result
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Consider the appointment of Andy Horton to the position of Safety Officer with the Grand Rapids Fire Department.

**Background Information:**

With the recent resignation of Nathan Morlan from the Safety Officer position, there remains a vacancy. Interviews have been held and the Interview Committee has recommended Andy Horton to the position of Safety Officer.

Andy has been on the Fire Department since October 25, 2005. On January 1, 2010, Andy was appointed to the position of GRFD Janitor, a position he held until June 1, 2011. Andy was appointed to his current position of Haz-Mat Officer for the GRFD on January 12, 2016. We would like Council authorization to post the Haz-Mat Officer position if Andy is appointed to the Safety Officer position. We will come back to the City Council with a recommendation for appointment.

**Staff Recommendation:**

The Interview Committee consisting of 1st Assistant Fire Chief Bryan Zuehlke, 2nd Assistant Fire Chief Jon Linder, and Human Resources Director Lynn DeGrio, along with Kevin Tinquist from Cohasset Fire Department and Ken Decoster from Trout Lake Fire Department, is recommending the appointment of Andy Horton to the position of Safety Officer for the Grand Rapids Fire Department effective February 14, 2017.

**Requested City Council Action**

Make a motion to appoint Andy Horton to the position of Safety Officer for the Grand Rapids Fire Department effective February 14, 2017 at a rate of \$350.00 per month and authorize City staff to begin the process of filling the vacant Haz-Mat Officer position.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0089      **Version:** 1      **Name:** Consider granting permanent status for Public Works Maintenance I employee Bruce Baird.  
**Type:** Agenda Item      **Status:** Administration Department  
**File created:** 2/7/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **Final action:**  
**Title:** Consider granting permanent status for Public Works Maintenance I employee Bruce Baird.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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Consider granting permanent status for Public Works Maintenance I employee Bruce Baird.

**Background Information:**

Bruce Baird, Public Works Maintenance I employee, 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. Baird's performance is either meeting or exceeding all of the job requirements.

Pursuant to the City's Personnel Policy, *Upon completion of the introductory period of service, and employee is granted permanent status in that position.* Public Works Director Jeff Davies has found that *"Bruce is a great addition to Public Works. His work ethic, equipment operation skills and mechanical aptitude is excellent. Bruce understands our goals and efforts to serve the public."* Mr. Davies, in accordance with the Policy, has recommended to the Council he be granted permanent status.

**Staff Recommendation:**

Public Works Director Jeff Davies, in accordance with the policy is recommending to the City Council that Bruce Baird be granted permanent status in the position of Public Works Maintenance I. Based upon the evaluation of Mr. Baird's performance, and in accordance with the Collective Bargaining Agreement by and between the City of Grand Rapids and International Union of Operating Engineers, Local No. 49 (Public Works) it is further recommended he be granted a wage increase effective February 9, 2017, the last day of the introductory period, bringing his hourly wage to \$20.41 per hour.

**Requested City Council Action**

Make a motion to consider granting permanent status to Bruce Baird in his position of Public Works Maintenance I and increase his wage to \$20.41 per hour according to the bargaining agreement effective February 9, 2017.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0092      **Version:** 1      **Name:** A Resolution to Appoint a City Agent.  
**Type:** Agenda Item      **Status:** Administration Department  
**File created:** 2/7/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **Final action:**  
**Title:** Consider adopting a resolution to Appoint a City Agent.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [agentsrolecompensationinlmcit](#)  
[Resolution to Appoint a City Agent](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution to Appoint a City Agent.

### **Background Information:**

For many years, the City of Grand Rapids has utilized the League of Minnesota Cities Insurance Trust (LMCIT) for its General Liability and Workers Compensation insurance services. The LMCIT requires cities to use the services of an agent in order to participate in the LMCIT property/casalty program. City's can select whichever licensed agent it wants. The selection of the agent is entirely up to the member, and any licenses agent is eligible to participate.

In the past, we utilized Wells Fargo Insurance Services until January 2014 when Wells Fargo removed the Grand Rapids Office and indicated we would be serviced by a team in their Minneapolis office. Because we had been working with insurance agent Brian Polovina for over fifteen years, the City Council made the decision to continue to utilize him through his new agency, Otis Magie Insurance Agency, Inc.

As an Account Executive for the City of Grand Rapids, Brian Polovina does the following:

1. Reviews the City Asset Addition Report, Asset Retirement Report and Fixed Asset List by Department to the City of Grand Rapids' Insurance Policy, then updates the insurance policy per current reports.
2. Meets with City staff to update building values and go over the list of parks and equipment at each location, mobile equipment and vehicle lists and makes the necessary changes as needed.
3. Completes the annual application and submits it to LMCIT.
4. Breaks down the premium of all buildings, contents, park locations, mobile equipment, liability, and each vehicle by department for the City.
5. Reviews the renewed policy and invoices to assure coverage has been correctly issued and billed.
6. Issues certificates of insurance and reviews the certificates received as requested.
7. Assists and advised with safety and loss control activities.
8. Reviews the claims reports for correct reporting, appropriate reserves, etc.
9. Advised City of potential gaps or overlaps in coverages.
10. Assists the City in identifying risk exposures and developing appropriate strategies.
11. Advises and assists the City in evaluation and selecting among coverage alternatives such as deductibles, limits, optional coverages, etc.
12. LMCIT recommends the insurance agent is paid 10% of the insurance premium. For the last fifteen plus years, the current agent has been providing the service with a 30% discount.

LMCIT encourages members to consider not only the fee or commission amount, but also the scope of services provided, and the level of experience of the agent when making a selection. LMCIT and the Minnesota Independent Insurance Agents (MIIA) developed a sample resolution for appointing an agent, which is attached for City Council consideration.

**Staff Recommendation:**

Human Resources Director Lynn DeGrio is recommending officially appointing Brian Polovina, Account Executive from Otis Magic Insurance Agency, Inc. as the City's Agent by adopting the attached resolution.

**Requested City Council Action**

Make a motion to adopt the attached Resolution to Appoint a City Agent.





## INFORMATION MEMO

# The Agent's Role and Compensation in LMCIT

*Understand the role of agents and their compensation in the League of Minnesota Cities Insurance Trust (LMCIT) property/casualty and workers' compensation programs.*

### RELEVANT LINKS:

## I. Agent's role and compensation

The League of Minnesota Cities Insurance Trust (LMCIT) property/casualty and workers' compensation programs are designed to operate through a local agent. LMCIT is a cooperative self-insurance pool of cities and other entities, further referred to as the member, and is not an insurance company by traditional standards. Because of this, there sometimes is confusion and uncertainty about the role of the agent.

## II. Key points of the agent relationship

Following are some key points to keep in mind with respect to the agent's role and compensation in LMCIT.

- As a condition of participating in the property/casualty program, members are required to designate an insurance agent. Members have the option not to use the services of an agent for the workers' compensation program, although most do.
- Members can select whichever licensed agent it wants. The selection of the agent is entirely up to the member, and any licensed agent is eligible to participate.
- The agent's role with LMCIT is different than it is for commercial carriers. From an LMCIT standpoint, the agent's role is more of an adviser and service provider to the member rather than as a salesperson for LMCIT.
- The agent's fee or commission is negotiable between the member and the agent. The member and agent can negotiate any commission or flat fee arrangement that works best for a particular member-agent relationship.
- The services an agent provides is negotiable between the member and the agent. The level and types of services that members ask and expect their agent to provide vary. It's important to make sure that everyone involved understands and agrees on what duties and responsibilities the agent will perform, and to make sure that both parties are comfortable with the compensation the agent receives for those services.

This material is provided as general information and is not a substitute for legal advice. Consult your attorney for advice concerning specific situations.

**RELEVANT LINKS:**

Underwriting Dept.  
651.281.1200  
800.925.1122

See *Appointing An Insurance Agent*, LMCIT model resolution.

## **A. Agent selection**

Any licensed agent can be selected to work with the member on LMCIT coverages. If the member considers changing agents, LMCIT recommends the process begin well in advance of the member's coverage renewal date. This will ensure the new agent selection is resolved before work begins on the renewal, and that the new agent is in place to handle the renewal work.

Some members choose to undergo a Request For Proposal (RFP) process when selecting agents. Upon request, LMCIT can provide copies of RFPs used by other members.

LMCIT encourages members to consider not only the fee or commission amount, but also the scope of services provided, and the level of experience of the agent when making a selection.

## **B. Agent formalization**

LMCIT recommends the selection of the agent and the establishment of the agent's duties and compensation be addressed at the city council level. A good way to do this is through a council motion or resolution. The resolution should not only name the agent, but should also specify what services the agent is expected to provide and what compensation the agent will receive for those services.

Another approach is to develop a formal written contract between the city and the agent addressing these same points (other types of LMCIT members, such as special districts and instrumentalities, could use this same approach). Such a contract might also address the role the agent might play in overseeing the insurance options a city might purchase from sources other than LMCIT, such as specialty liability coverage for a hospital or nursing home.

To help cities and agents address these points, LMCIT and the Minnesota Independent Insurance Agents (MIIA) developed a sample resolution for appointing an agent. This sample is intended only as a starting point. Some cities may be able to use it nearly verbatim, while others may wish to make substantial changes in the list of services to be provided by the agent, in the amount or basis of the compensation the agent receives, or both.

**RELEVANT LINKS:**

Underwriting Dept.  
651.281.1200  
800.925.1122

## **C. Agent fees and commissions**

LMCIT's practice is to include an allowance for a 10 percent agent's fee in the premium for property/casualty coverage. LMCIT then pays that fee to the agent. However, the member and the agent are free to agree on a higher or lower percentage fee, or on a different basis for compensating the agent.

If the member and agent agree on a different percentage fee, the member should notify its LMCIT underwriter. The premium quote will then reflect that change. Any increase or decrease in the agent's compensation will flow through directly as a dollar-for-dollar increase or decrease in the member's premium.

Another possibility is for the member and agent to agree on a different compensation basis instead of the percent-of-premium approach. A flat annual or monthly retainer fee or hourly rate for services performed are some of the possibilities. When the member and agent move to this sort of arrangement, it generally works best for the member to compensate the agent directly. In that case, LMCIT would provide the property/casualty coverage quote on a "net of commission" basis.

LMCIT workers' compensation rates include an allowance for a 2 percent agent's fee. If the member chooses not to use an agent for workers' compensation, or if the agent's services on workers' compensation are included and compensated under a direct contract for service, the 2 percent agent fee allowance is refunded to the member.

## **D. Agent services**

LMCIT believes it's important for members and agents to periodically discuss the agent's role. The critical points are to make sure that everyone involved understands and agrees on what duties and responsibilities the agent will perform, and to make sure that both parties are comfortable with the compensation the agent receives for those services.

Again, services vary greatly, but here's a list of services a member might wish to ask its agent to provide.

**RELEVANT LINKS:**

- Advise and assist the member in assembling and accurately reporting underwriting data needed for rating purposes.
- Assist the member in managing, tracking, and ensuring coverage is secured for insurable assets, such as buildings, mobile property, and automobiles.
- Coordinate the gathering of the information needed in order to complete the renewal application. Either complete the renewal application or provide assistance to the member if the member is completing the renewal application.
- Advise and assist the member in evaluating and selecting among coverage alternatives such as deductibles, limits, optional coverages, alternative coverage forms, and so on.
- Review coverage documents and invoices to assure coverage has been correctly issued and billed.
- Provide assistance on questions about coverage.
- Provide assistance on questions about premium calculations.
- Advise the member on potential gaps or overlaps in coverages.
- Assist the member in ensuring contractual insurance requirements are being met.
- Assist the member as requested in submitting claims and interpreting coverage as applied to particular claims.
- Review loss reports for correct reporting, appropriate reserves, and so on.
- Assist as requested with safety and loss control activities.
- Assist the member in identifying risk exposures and developing appropriate strategies to address those exposures.
- Assist the member with the LMCIT appraisal process.
- Assist the member in managing and securing certificates of insurance.

**RESOLUTION NO. \_\_\_\_\_**

**A RESOLUTION TO APPOINT A CITY AGENT.**

WHEREAS, the League of Minnesota Cities Insurance Trust (LMCIT) requires cities to use the services of an agent in order to participate in the LMCIT property/casualty program; and

WHEREAS, the City Council has reviewed and considered the written materials from LMCIT discussing the agent's role and compensation in LMCIT; and

WHEREAS, Brian Polovina, Account Executive from Otis Magie Insurance Agency, Inc. has agreed that he is willing to provide to the city the services listed below under the terms and conditions listed below;

The City Council of the City of Grand Rapids resolves as follows:

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

**Appointment**

1. The City of Grand Rapids hereby appoints as its agent for purposes of the City's participation in the LMCIT property/casualty program.

**Term**

2. This appointment shall remain effective indefinitely unless and until it is terminated or amended by council action.

**Compensation**

3. As compensation for the services provided to the city as described in Paragraph 4 below, the agent will receive annually a fee equal to 7 percent of the annual premiums paid by the city to LMCIT for property, liability, and automotive coverages. This fee shall be included in the amounts billed to the city by LMCIT and shall be paid to the agent by the LMCIT on the city's behalf.

**Services**

4. The agent will perform the following services:
  - a. Advise and assist the city in assembling and accurately reporting underwriting data, including updating property values, for rating purposes.
  - b. Advise and assist the city in evaluating and selecting among coverage alternatives such as deductibles, limits, optional coverages, alternative coverage forms, etc.
  - c. Review coverage documents and invoices to assure coverage has been correctly issued and billed.
  - d. Advise the city on potential gaps or overlaps in coverages.
  - e. Assist the city as requested in submitting claims and interpreting coverage as applied to particular claims.
  - f. Review loss reports for correct reporting, appropriate reserves, etc.
  - g. Assist as requested with safety and loss control activities.
  - h. Assist the city in identifying risk exposures and developing appropriate strategies to address those exposures.

Passed by the City Council of Grand Rapids, Minnesota this 13<sup>th</sup> day of February, 2017.

---

Mayor

Attested:

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City Clerk



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	17-0079	<b>Version:</b>	1	<b>Name:</b>	Conduct a public hearing to consider the vacation of a portion of a portion of platted Sixth Street North right-of-way adjacent to Block 20, Grand Rapids First Division.
<b>Type:</b>	Public Hearing	<b>Status:</b>		<b>Status:</b>	Public Hearing
<b>File created:</b>	2/3/2017	<b>In control:</b>		<b>In control:</b>	City Council
<b>On agenda:</b>	2/13/2017	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Conduct a public hearing to consider the vacation of a portion of platted Sixth Street North right-of-way adjacent to Block 20, Grand Rapids First Division.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">Beaty Vacation Request: Area Maps</a> <a href="#">R-O-W Vacation: Review Committee Comments</a> <a href="#">Beaty Vacation: Application</a>				

Date	Ver.	Action By	Action	Result
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Conduct a public hearing to consider the vacation of a portion of platted Sixth Street North right-of-way adjacent to Block 20, Grand Rapids First Division.

### **Background Information:**

Ms. Marla Beaty submitted a valid petition on December 1, 2016 requesting the vacation of the following described portion of public right-of-way (and outlined in the attached map):

*S. 10 ft. of 6th Street N. ADJ to Lot 24, Block 20, Grand Rapids First Division, Itasca County, Minnesota*

The right-of-way vacation request, if approved, would allow Ms. Beaty's lot to gain an additional 10 ft. of width on the north edge of her property. She, in turn, intends to sell or deed the south 10 ft. of her property to her south neighbor, which currently has two buildings encroaching onto Ms. Beaty's property. The proposed 10 ft. vacation, and land transfer, would allow her lot to maintain the current 75 ft. width, and not create a greater nonconformity by reducing the width of her lot any further. *(A 100 ft. lot width is the minimum required for the LB (Limited Business) zoning district of which her property is located in)* Also, the 10 ft. land transfer will help bring the neighboring property closer to compliance with lot dimension requirements & building setbacks, and additionally, help to provide clear title to both properties in the event of a sale.

As described in the attached email correspondence, the Engineering Department supports the petitioned vacation, contingent on the City retaining utility easement over the entire area to be vacated. This easement would allow for the maintenance of any public or private utilities (natural gas, telephone, etc.) currently located within the area to be vacated.

There were no concerns or objections regarding the portion of right-of-way vacation, as proposed, from the remaining members of the staff review committee which consists of: Public Works Department, Engineering Department, Community Development Department, Fire Department, Police Department, and the Grand Rapids Public Utilities Commission.

On January 5, 2017 the Planning Commission formally reviewed the proposed vacation and recommended to the City

Council approval of the vacation as petitioned, based on certain findings of fact, which are incorporated into the draft resolution and subject to the staff review committees recommended condition: *the City retain a utility easement over the entire portion of street right-of-way to be vacated.*

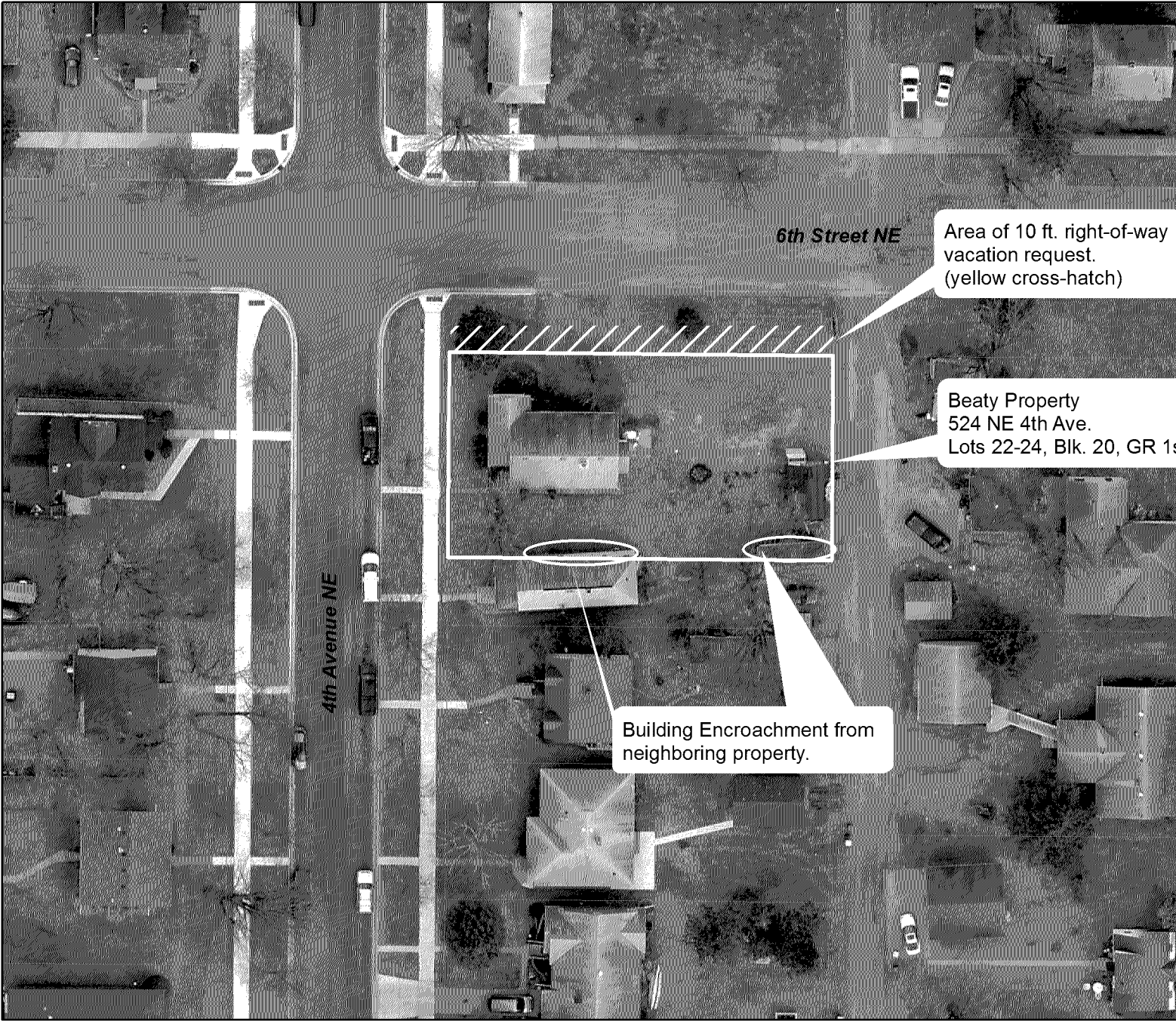
**Requested City Council Action**

Conduct a public hearing to consider the vacation of a portion of a portion of platted Sixth Street North right-of-way adjacent to Block 20, Grand Rapids First Division.



# Beaty Vacation Request

(10 ft. of Platted 6th Street N. R-O-W)



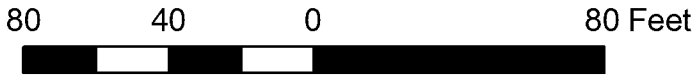
6th Street NE

Area of 10 ft. right-of-way vacation request. (yellow cross-hatch)

Beaty Property  
524 NE 4th Ave.  
Lots 22-24, Blk. 20, GR 1

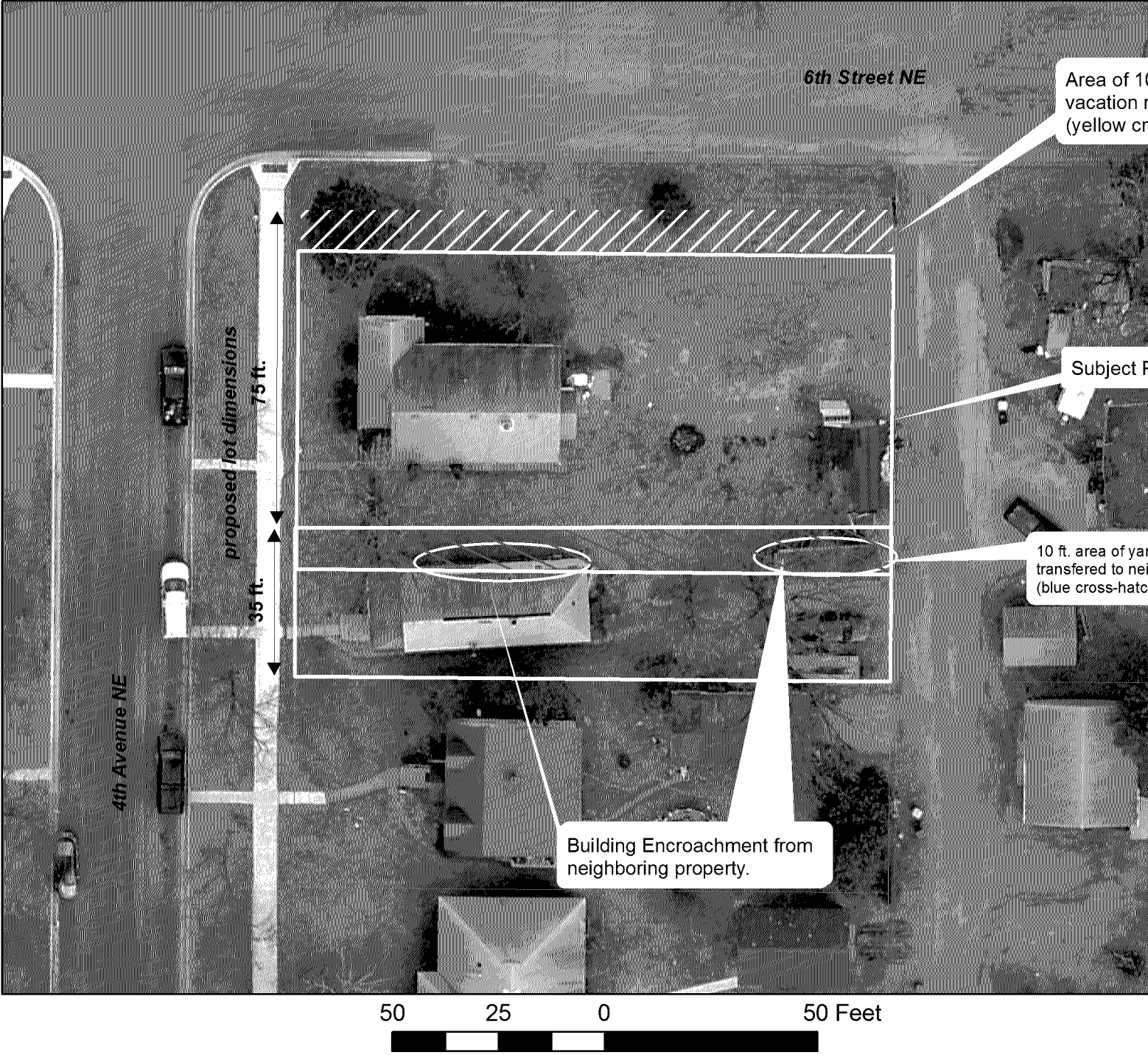
4th Avenue NE

Building Encroachment from neighboring property.



# Beaty Vacation Request

(Proposed Lot Layouts - if VAC approved)



A2

We. Jesse B Chatterton  
North one half (N<sup>1/2</sup>) of the North  
(25) West of the Fourth (4th) T.  
to be surveyed and platted into  
alleys as indicated hereon.

## Eric Trast

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**From:** Matt Wegwerth, PE  
**Sent:** Tuesday, December 06, 2016 8:34 AM  
**To:** Rob Mattei  
**Cc:** Eric Trast  
**Subject:** Beaty petitioned vacation

Rob,

I have reviewed the documents from the Beaty petitioned vacation along 6<sup>th</sup> Street N and I do not have any concerns regarding the request. My only comment would be to retain utility easement over this 10 feet, as there may be existing utilities already in this area.

Regards

**Matt Wegwerth, PE**  
City Engineer  
City of Grand Rapids  
420 North Pokegama Avenue  
Grand Rapids, MN 55744-2662  
**Office:** 218-326-7625  
**Mobile:** 218-244-1987  
**Fax:** 218-326-7608

## Eric Trast

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**From:** Rob Mattei  
**Sent:** Wednesday, December 07, 2016 8:13 AM  
**To:** Eric Trast  
**Subject:** Fwd: Ms Marla Beaty petitioned vacation of a portion of platted ROIWas S, 10 ft. of 6th Street ADJ to lot 24 loacated at 524 NE 4th Avenue

Rob Mattei  
Director of Community Development

Sent from my iPhone  
(218) 244-2924

Begin forwarded message:

**From:** Jeff Davies <[jdavies@ci.grand-rapids.mn.us](mailto:jdavies@ci.grand-rapids.mn.us)>  
**Date:** December 7, 2016 at 7:08:41 AM CST  
**To:** Rob Mattei <[rmattei@ci.grand-rapids.mn.us](mailto:rmattei@ci.grand-rapids.mn.us)>  
**Subject:** Ms Marla Beaty petitioned vacation of a portion of platted ROIWas S, 10 ft. of 6th Street ADJ to lot 24 loacated at 524 NE 4th Avenue

Rob,

Ms. Marla Beaty's request seems like a reasonable solution to resolve the issue. I support the vacation request as it has no negative impact to the City.

**Jeff Davies**  
Director of Public Works  
City of Grand Rapids  
420 North Pokegama Avenue  
Grand Rapids, MN 55744-2662  
**Office:** 218-326-7480  
**Mobile:** 218-259-8688  
**Fax:** 218-326-7688



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

**Public Vacation Application**  
Community Development Department  
420 North Pokegama Ave.  
Grand Rapids, MN 55744  
Tel. (218) 326-7601 Fax (218) 326-7621  
Web Site: www.cityofgrandrapidsmn.com

**General Information:**

Name of Applicant: Marla Beaty Name of Owner (If other than applicant): \_\_\_\_\_  
 Address: 31909 MacDougal Bay Rd Address: \_\_\_\_\_  
Grand Rapids MN 55744 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Business Telephone/e-mail address: 218-259-1380 marla.beaty@state.mn.us Business Telephone/e-mail address: \_\_\_\_\_

Please check which of the following you are applying for:

- Street Vacation (part 1)  Alley Vacation  Easement Vacation  
 10'

Provide a legal description of the property to be vacated (for example, the North-South alley adjacent to lots 8-12, block 5, Grand Rapids 5<sup>th</sup> Division). Attach an exhibit and/or electronic file if the legal description is lengthy.

South 10' of 6<sup>th</sup> St. North E adjacent to Lot 24 BIK 20  
GR 1<sup>st</sup> Div.  
504 NE 4<sup>th</sup> Ave

I(we) certify that, to the best of my(our) knowledge, information, and belief, all of the information presented in this application is accurate and complete and includes all required information and submittals, and that I consent to entry upon the subject property by public officers, employees, and agents of the City of Grand Rapids wishing to view the site for purposes of processing, evaluating, and deciding upon this application.

Signature(s) of Applicant(s): [Signature] Date: 12-1-16  
 Signature(s) of Owner(s)-(If other than applicant): \_\_\_\_\_ Date: \_\_\_\_\_

**Office Use Only**  
 Date Received: DEC - 1 2016 Certified Complete: 12/1/2017 Fee Paid: 1505  
 Does the boundary of the requested vacation terminate at or about a public water body:  Yes  No  
 Planning Commission Recommendation: Approved \_\_\_\_\_ Denied \_\_\_\_\_ Meeting Date: 1/5/2017  
 City Council Action: Approved \_\_\_\_\_ Denied \_\_\_\_\_ Meeting Date: \_\_\_\_\_  
 Summary of Special Conditions of Approval: \_\_\_\_\_

**Required Submittals:**

- Application Fee - \$505.00 \*1
- Location Map
- Petition for Vacation
- Proof of Ownership – (a copy of a property tax statement or deed will suffice)

\*1 The application fees charged are used for postage to mail the required notices to adjacent properties, publication of the public hearing notice in the Grand Rapids Herald Review, and for a small portion of staff time for case review and preparation of documents. It is the policy of the City of Grand Rapids to require applicants for land use approvals to reimburse the City for costs incurred by the City in reviewing and acting upon applications, so that these costs are not borne by the taxpayers of the City.

**Justification of Proposed Vacation:** Please answer the following question (attach additional pages if needed). The Planning Commission and City Council will consider these questions and responses, and other issues (see attached list) in making their findings of fact and recommendation on the proposed rezoning.

1. Explain why the proposed vacation would be in the public's best interest. Please refer to the factors being considered by the Planning Commission and City Council that are listed on the final page of this application.

*Adding an additional 10' on the north side of lot 24 would allow the sale of 10' on the southern border of lot 22 adjacent to lot 21 owner Mark Bookley. His home and garage are ~~encroaching~~ encroaching lot 22. This vacation would keep my parcel compliant while clearing two encumbered titles, improving market and tax values and allowing both owners to obtain financing if desired or to sell properties with a clear title.*

**Additional Instructions:**

Prior to submitting your Petition for Vacation, you will need to arrange for one or more preliminary meetings with the Community Development Director. This meeting is intended to ensure that the proposed application is complete, to answer any questions the applicant may have, discuss meeting schedules and, if applicable, the scope of the required submittals.

**Findings for Approval:**

The Planning Commission, in formulating its recommendation, and the City Council, in support of its action will make findings of fact based on their responses to the following list of considerations:

- Is the street right-of-way needed for traffic purposes?
- Is the street right-of-way needed for pedestrian purposes?
- Is the street right-of-way needed for utility purposes?
- Would vacating the street right-of-way place additional land on the tax rolls?
- Would vacating the street right-of-way facilitate economic development in the City?

In cases where a street/alley or public right-of-way is adjacent to a public water (lake or river), the City will also give consideration to comments submitted by the Minnesota Department of Natural Resources.

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

Complete applications shall be submitted to the Community Development Department one month prior to the Planning Commission's review of the vacation. More information may be requested by the City of Grand Rapids Planning Commission or City Council, if deemed necessary to properly evaluate your request. The lack of information requested may be in itself sufficient cause to deny an application.

**Petition for Vacation**

PETITION FOR VACATION OF (PART OF) NE 6<sup>th</sup> St (STREET/ALLEY/EASEMENT) IN THE CITY OF GRAND RAPIDS.

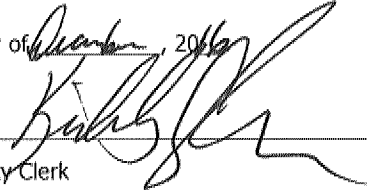
To the City Council of Grand Rapids, Minnesota:

The undersigned, a majority of the owners of property as set forth opposite their respective names, abutting on NE 6<sup>th</sup> St (Street/Alley/Easement), respectfully petition the City Council to vacate the aforesaid (part of) South 10' (Street/Alley/Easement).

Names (If not owner, describe nature of the interest in this property)

Description of Property

<del>Mat Beatty</del>	<del>518 NE 4<sup>th</sup> Ave</del>	(LOT 21) <del>518 NE 4<sup>th</sup> Ave</del>
Marla Beatty		524 NE 4 <sup>th</sup> Ave

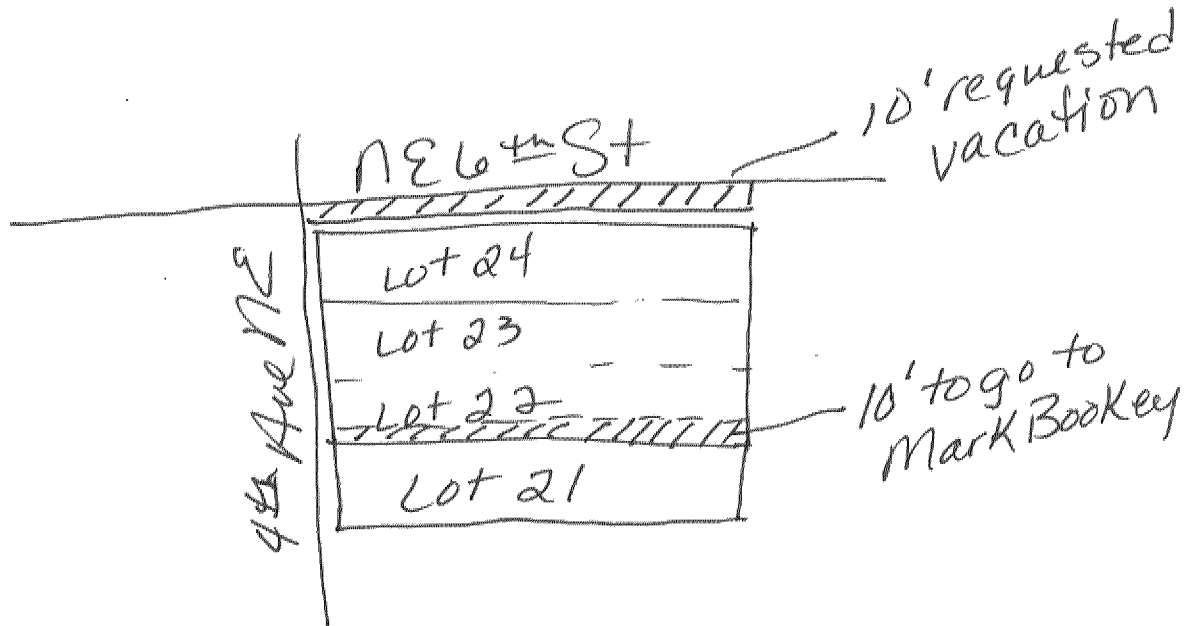
Received on the 6 day of December, 2016  
  
City Clerk

*This petition must be signed by at least **FIFTY PERCENT (50%)** of the property owners, or those with property interests abutting the property (street, alley or easement) to be vacated. Please provide the appropriate number of names and addresses and signatures, as needed to meet this requirement (attach additional sheet if necessary).*



**EXHIBIT 'A'**

Lots 22, 23 and 24, Block 20, Grand Rapids First Division, Itasca County, Minnesota.  
A.P.N. 91-415-2050



Initials: \_\_\_\_\_

(Top 3 inches reserved for recording data)

LIMITED WARRANTY DEED  
Business Entity to Individual(s)

Minnesota Uniform Conveyancing Blanks  
Form 10.2.7 (2013)

eCRV number: \_\_\_\_\_

case number 271-877795

DEED TAX DUE: \$ EXEMPT (MN Stat. 287.22)

DATE: Date November 10, 2016  
(month/day/year)

FOR VALUABLE CONSIDERATION, The Secretary of Housing and Urban Development  
(insert name of Grantor)

a government agency \_\_\_\_\_ under the laws of the United States of America ("Grantor"),  
hereby conveys and quitclaims to Marla Beety, single  
(insert name of each Grantee)

\_\_\_\_\_ ("Grantee"), real property  
in Itasca \_\_\_\_\_ County, Minnesota, legally described as follows:

See Legal Description attached

Check here if all or part of the described real property is Registered (Torrens)

together with all hereditaments and appurtenances belonging thereto.

Being the same property acquired by the Grantor pursuant to the provisions of the National Housing Act, as amended (12 U.S.C. 1701 et. seq.) and the Department of Housing and Urban Development Act (42 U.S.C. 3531 et. seq.).

This Deed conveys after-acquired title. Grantor warrants that Grantor has not done or suffered anything to encumber the property, EXCEPT:

None

THIS SPECIAL WARRANTY DEED IS NOT TO BE IN EFFECT UNTIL November 10, 2016

In Witness whereof, the undersigned has set his/her hand as a principal and/or officer of Chronos Solutions, LLC  
Asset Manager of the U.S. Department of Housing and Urban Development, for and on the behalf of the Secretary of  
Housing and Urban Development, under the Redlegation of Authority published at 77 Fed. Reg. 37252, Page 37258 (June 20,  
2012)

Check applicable box:

- The Seller certifies that the Seller does not know of any wells on the described real property.
- A well disclosure certificate accompanies this document or has been electronically filed. (If electronically filed, insert WDC number: \_\_\_\_\_)
- I am familiar with the property described in this instrument and I certify that the status and number of wells on the described real property have not changed since the last previously filed well disclosure certificate.

The Secretary of Housing and Urban Development

Chronos Solutions, LLC  
 (name of Grantor)  
 For HUD  
 By Justin Ripple  
 (signature)

Its: \_\_\_\_\_  
(type of authority)

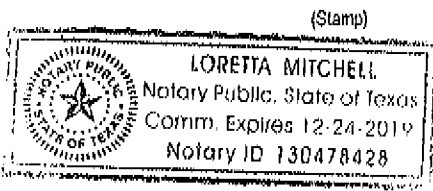
By: \_\_\_\_\_  
(signature)

Its: \_\_\_\_\_  
(type of authority)

State of Texas, County of Williamson

This instrument was acknowledged before me on November 10, 2016 by Justin Ripple  
 (month/day/year) (name of authorized signer)  
Closing Manager as Asset Manager, Chronos Solutions, LLC  
 (type of authority)

of The Secretary of Housing and Urban Development  
(name of Grantor)



Loretta Mitchell  
 (signature of notarial officer)  
 Title (and Rank): Notary  
 My commission expires: 12-24-2019  
 (month/day/year)

THIS INSTRUMENT WAS DRAFTED BY:  
 Itasca County Abstract  
 Company  
 430 NE 3rd Avenue  
 Grand Rapids, MN 55744  
 271-877795

TAX STATEMENTS FOR THE REAL PROPERTY DESCRIBED IN THIS INSTRUMENT SHOULD BE SENT TO:  
 (insert legal name and residential or business address of Grantor)  
 Marla Beaty  
 31909 McDougal Bay Road  
 Grand Rapids, MN 55744



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0080      **Version:** 1      **Name:** Consider the adoption of a resolution either approving or denying the vacation of a portion of platted Sixth Street North right-of-way adjacent to Block 20, Grand Rapids First Division.

**Type:** Agenda Item      **Status:** Public Hearing

**File created:** 2/3/2017      **In control:** City Council

**On agenda:** 2/13/2017      **Final action:**

**Title:** Consider the adoption of a resolution either approving or denying the vacation of a portion of platted Sixth Street North right-of-way adjacent to Block 20, Grand Rapids First Division.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Beaty Vacation Request: Resolution \(draft\)](#)

Date	Ver.	Action By	Action	Result
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Consider the adoption of a resolution either approving or denying the vacation of a portion of platted Sixth Street North right-of-way adjacent to Block 20, Grand Rapids First Division.

**Background Information:**

After the public hearing on this matter, the City Council will want to consider the public testimony received and review the recommendation put forward by the Planning Commission.

The Council can accept the recommendation of the Planning Commission, if they are in agreement with it, and adopt the resolution as prepared, or the Council can make its own findings to support its reasons for approving or denying the petitioned portion of right-of-way vacation.

**Requested City Council Action**

Consider the adoption of a resolution approving the vacation of a portion of platted Sixth Street North right-of-way adjacent to Block 20, Grand Rapids First Division.

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

RESOLUTION NO. 17-\_\_

**A RESOLUTION VACATING A PORTION OF A PLATTED STREET RIGHT-OF-WAY ADJACENT TO BLOCK 20, GRAND RAPIDS FIRST DIVISION**

WHEREAS, the City Planning Commission, at a their regular meeting on January 5, 2017 reviewed the vacation request for a portion of public right-of-way described as:

*S. 10 ft. of 6th Street N. ADJ to Lot 24, Block 20, Grand Rapids First Division, Itasca County, Minnesota;*

WHEREAS, the Planning Commission found the vacation to be in the best interest of the public's health, safety, and general welfare; and

WHEREAS, the Planning Commission forwarded a recommendation for approval of the requested vacation; and

WHEREAS, the City Clerk's affidavit of publication of Notice of Public Hearing and of mailing notices to area residents were provided; and

WHEREAS, the Grand Rapids City Council conducted a public hearing on February 13, 2017, to consider the vacation of the portion of public right-of-way described above; and

WHEREAS, all persons who wished to voice their opinion in regard to the above mentioned vacation were allowed to be heard; and

WHEREAS, it appears that it will be in the best interest of the City to approve such petition;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRAND RAPIDS, MINNESOTA: that the City Council does concur with the Planning Commission's findings that the vacation is in the best interest of the public's health, safety, and general welfare, and hereby vacate the above described portion of public right-of-way based on the following findings of fact:

- The portion of street right-of-way is not needed for traffic purposes.
- The portion of street right-of-way is not needed for pedestrian purposes, as there is sidewalk on the north side of sixth street and on the adjacent avenues.
- The portion of street right-of-way is needed for utility purposes, thus an easement shall be retained over the portion of vacated street right-of-way.
- Vacating the portion of street right-of-way will put a limited amount of additional land on the tax rolls, and will alleviate title objections, relating to the sale of the property.
- Vacating the portion of street right-of-way will facilitate additional economic development in the City. As a healthy real estate market is part of economic development and vacating this land would help facilitate future real estate transactions of the subject property and adjacent property to the south.

AND BE IT FURTHER RESOLVED, that;

1. The City retain a utility easement over the entire portion of right-of-way to be vacated.
2. The City Council instructs City Staff to submit a copy of this resolution to the Itasca County Assessor, Itasca County Recorder, and the Itasca County Auditor.

Adopted by the Council this 13<sup>th</sup> day of February, 2017.

\_\_\_\_\_  
Dale Adams, Mayor

ATTEST:

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

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

This document was drafted by:  
Eric Trast, Community Development Specialist  
City of Grand Rapids  
420 North Pokegama Avenue  
Grand Rapids, MN 55744

DRAFT



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	17-0085	<b>Version:</b>	1	<b>Name:</b>	Conduct a public hearing to inform residents and receive comment on the City of Grand Rapids' submission of a full application to the Department of Employment and Economic Development for Small Cities Development Program (SCDP) funds for 6 commercial, 25
<b>Type:</b>	Public Hearing	<b>Status:</b>			Public Hearing
<b>File created:</b>	2/7/2017	<b>In control:</b>			City Council
<b>On agenda:</b>	2/13/2017	<b>Final action:</b>			
<b>Title:</b>	Conduct a public hearing to inform residents and receive comment on the City of Grand Rapids' submission of a full application to the Department of Employment and Economic Development for Small Cities Development Program (SCDP) funds for 6 commercial, 30 residential units (both rental and owner occupied) rehabilitation projects, and Streetscape enhancement funds in Grand Rapids.				

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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Conduct a public hearing to inform residents and receive comment on the City of Grand Rapids' submission of a full application to the Department of Employment and Economic Development for Small Cities Development Program (SCDP) funds for 6 commercial, 30 residential units (both rental and owner occupied) rehabilitation projects, and Streetscape enhancement funds in Grand Rapids.

**Background Information:**

Building on the success of our previous SCDP Grant, the City and the Itasca County HRA would again like to apply to the Department of Employment and Economic Development (DEED) for a grant under the Small Cities Development Program (SCDP) for commercial & residential rehabilitation projects, and streetscape enhancement funds.

The proposed activity involves the rehabilitation of 20 owner occupied residential homes at a maximum assistance of \$22,400/unit, 10 single family residential rental units at a maximum assistance of \$22,400/unit rehabilitation project, a Streetscape enhancement grant for the riverfront area of \$137,500, and 6 commercial building rehabilitations, with a maximum SCDP assistance of \$32,000/rehabilitation project.

Based upon their initial review of pre-applications, the City received a notice from DEED on December 12, 2016 informing the City that we've been invited to submit a full application.

The Grand Rapids Economic Development Authority (GREDA) will continue support for the City's application for these funds. If received, these funds, in combination with the enhanced GREDA Commercial Building Improvement Loan Program, can provide a very attractive funding package that the GREDA believes will assist greatly in the revitalization of the City's business districts.

The full application is due to be submitted by February 23, 2017. Prior to submission of the full application, the City is required to conduct a public hearing to present information about the program activities that would be funded by the SCDP funds, and to hear any public comment on this subject.

*Staff will present a brief PowerPoint presentation outlining the full application and the budget.*

**Requested City Council Action**

Conduct a public hearing to inform residents and receive comment on the City of Grand Rapids' submission of a full application to the Department of Employment and Economic Development for Small Cities Development Program (SCDP) funds for 6 commercial, 30 residential units (both rental and owner occupied) rehabilitation projects, and Streetscape enhancement funds in Grand Rapids.





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0086      **Version:** 1      **Name:** Consider adopting a resolution authorizing the submission of a full application to the Department of Employment and Economic Development for Small Cities Development Program (SCDP) funds for 6 commercial, 25 residential units (both rental and owner occupi

**Type:** Agenda Item      **Status:** Public Hearing

**File created:** 2/7/2017      **In control:** City Council

**On agenda:** 2/13/2017      **Final action:**

**Title:** Consider adopting a resolution authorizing the submission of a full application to the Department of Employment and Economic Development for Small Cities Development Program (SCDP) funds for 6 commercial, 30 residential units (both rental and owner occupied) rehabilitation projects, and Streetscape enhancement funds in Grand Rapids.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [SCDP Resolution authorizing grant request 2-13-17.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution authorizing the submission of a full application to the Department of Employment and Economic Development for Small Cities Development Program (SCDP) funds for 6 commercial, 30 residential units (both rental and owner occupied) rehabilitation projects, and Streetscape enhancement funds in Grand Rapids.

**Background Information:**

*Following the public hearing to present information and take public comment on this subject, the Council can authorize the submission of the full application to DEED by passage of the attached draft resolution.*

**Requested City Council Action**

Consider adopting a resolution authorizing the submission of a full application to the Department of Employment and Economic Development for Small Cities Development Program (SCDP) funds for 6 commercial, 30 residential units (both rental and owner occupied) rehabilitation projects, and Streetscape enhancement funds in Grand Rapids.

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

**RESOLUTION NO. 17-\_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE SUBMISSION OF A FULL APPLICATION TO THE SMALL CITIES DEVELOPMENT PROGRAM (SCDP) FOR THE FUNDING OF SIX COMMERCIAL, THIRTY RESIDENTIAL (BOTH RENTAL AND OWNER OCCUPIED) REHABILITATION PROJECTS, AND STREETScape ENHANCEMENT FUNDS IN THE CITY GRAND RAPIDS**

WHEREAS, the City of Grand Rapids submitted a pre-application to the Department of Employment and Economic Development (DEED) seeking funding through the Small Cities Development Program (SCDP) for commercial, residential rehabilitation, and streetscape enhancement projects in the City of Grand Rapids; and

WHEREAS, the City of Grand Rapids received notification from DEED on December 12, 2016 that they had been invited to submit an SCDP Full Application for six commercial rehabilitation projects, thirty residential (both rental and owner occupied) rehabilitation projects, and streetscape enhancement funds at this time.

BE IT RESOLVED that the City of Grand Rapids act as the legal sponsor for the project contained in the Application to be submitted on February 23, 2017 and that Dale Adams (Mayor) and Tom Pagel (City Administrator) are hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of Grand Rapids.

BE IT FURTHER RESOLVED that the City of Grand Rapids has the legal authority to apply for financial assistance, and the institutional, managerial and financial capability to ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City of Grand Rapids has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the State, the City of Grand Rapids may enter into an agreement with the State of Minnesota for the approved project, and that the City of Grand Rapids certifies that it will comply with all applicable laws and regulations as stated in all contract agreements.

NOW, THEREFORE BE IT RESOLVED that Dale Adams (Mayor) and Tom Pagel (City Administrator), or their successors in office, are hereby authorized to execute such agreements and amendments thereto, as are necessary to implement the project on behalf of the Applicant.

I CERTIFY THAT the above resolution was adopted by the City Council of the City of Grand Rapids on February 13, 2017.

SIGNED:

---

(First Authorized Official/Title/Date)

---

(Second Authorized Official/Title/Date)

WITNESSED:

---

(Signature/Title/Date)

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	17-0087	<b>Version:</b>	1	<b>Name:</b>	Consider authorizing the submission of a letter to DEED providing support for the Small Cities Development Program (SCDP) application and certifying the target area for commercial rehabilitation projects meets the Program's standards for a blighted area.
<b>Type:</b>	Agenda Item	<b>Status:</b>			Public Hearing
<b>File created:</b>	2/7/2017	<b>In control:</b>			City Council
<b>On agenda:</b>	2/13/2017	<b>Final action:</b>			
<b>Title:</b>	Consider authorizing the submission of a letter to DEED providing support for the Small Cities Development Program (SCDP) application and certifying the target area for commercial rehabilitation projects meets the Program's standards for a blighted area.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">Slum &amp; Blight Letter from Mayor</a> <a href="#">SCDP Commercial Target Area</a>				

Date	Ver.	Action By	Action	Result
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Consider authorizing the submission of a letter to DEED providing support for the Small Cities Development Program (SCDP) application and certifying the target area for commercial rehabilitation projects meets the Program's standards for a blighted area.

### **Background Information:**

The standards for the SCDP require that the buildings with the target area identified for commercial rehabilitation projects are evaluated/surveyed, and that it be determined that at least 25% meet the criteria for a substandard building. As defined by the SCDP, a substandard building is one which needs more repair than would normally be provided in the course of regular maintenance. A substandard commercial building needs two or more major improvements such as roof replacement, furnace replacement, electrical wiring, plumbing, etc.

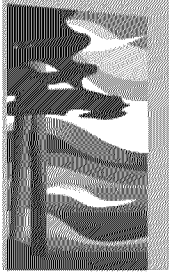
Community Development Department staff recently performed that evaluation and verified that the 25% threshold is met in the target area.

The attached draft letter speaks to the City's support for the SCDP application, the number of buildings in the target area, and the number of substandard buildings. This letter is a required attachment to the full application which must be submitted by February 23, 2017.

Staff is seeking authorization for the Mayor's execution and submittal of the attached draft letter to Mr. Patrick Armon, DEED.

### **Requested City Council Action**

Consider authorizing the submission of a letter to DEED providing support for the Small Cities Development Program (SCDP) application and certifying the target area for commercial rehabilitation projects meets the Program's standards for a blighted area.



February 13, 2017

Mr. Patrick Armon  
MN Department of Employment and Economic Development  
1<sup>st</sup> National Bank Building  
332 Minnesota Street, Suite E200  
St. Paul, MN. 55101-1351

Dear Mr. Armon,

This letter serves to provide support for the Small Cities Development Program (SCDP) application for the city of Grand Rapids, and certifying that the target area for commercial rehabilitation projects in Grand Rapids meets the standard for a blighted, as defined by Minnesota Statutes 469.002, subd.11.

The commercial rehabilitation activity, proposed to be undertaken through this application, meets the federal objective of removing slum and blighted conditions, as well as to alleviate conditions that contribute to the expansion and continuation of slum and blighted areas.

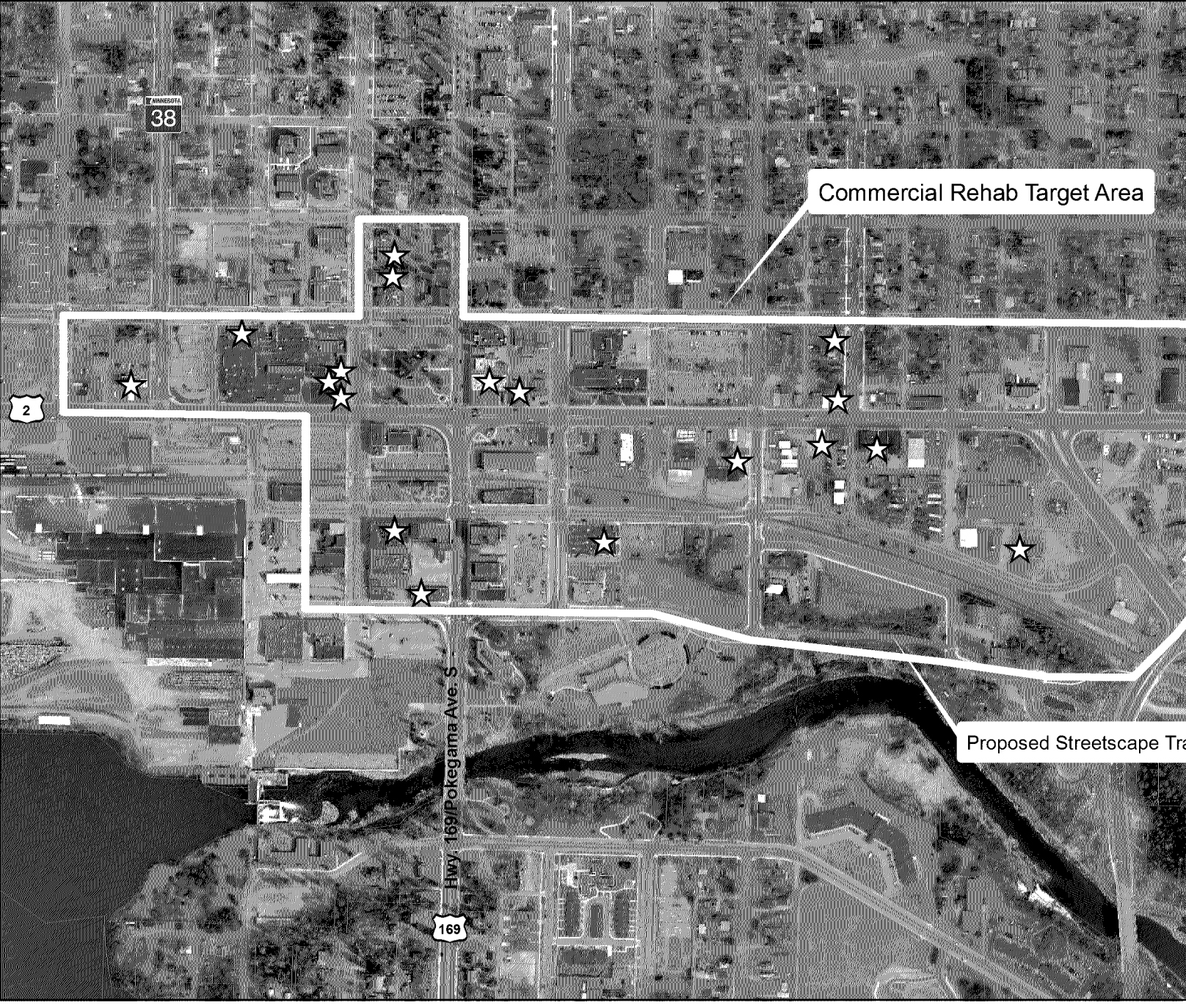
Staff from the City of Grand Rapids Community Development department recently performed inspections and windshield surveys, which document that the conditions in the project area meet the statutory definition of a blighted area.

Those inspections recorded a total of 124 buildings (including commercial, residential, municipal and any other) in the target area. A total of 59 of these buildings qualify as being substandard, or 48%. This exceeds the requirement that at least 25% of the buildings in the target area must be substandard to apply for SCDP funds.

Sincerely,

Dale Adams  
Mayor

# SCDP Commercial Rehab Target Area



650 325 0 650 Feet





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0088      **Version:** 1      **Name:** Consider approval of a Citizen Participation Plan in connection with the final application for commercial and housing rehab project funding from the Small Cities Development Program.

**Type:** Agenda Item      **Status:** Public Hearing

**File created:** 2/7/2017      **In control:** City Council

**On agenda:** 2/13/2017      **Final action:**

**Title:** Consider approval of a Citizen Participation Plan in connection with the final application for commercial and housing rehab project funding from the Small Cities Development Program.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Citizen Participation Plan: 2017 SCDP Application](#)

Date	Ver.	Action By	Action	Result
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Consider approval of a Citizen Participation Plan in connection with the final application for commercial and housing rehab project funding from the Small Cities Development Program.

**Background Information:**

As was discussed during the public hearing on the SCDP application, the City of Grand Rapids, has been invited to submit a full/final application for 6 commercial and 30 residential unit (both rental and owner occupied) rehabilitation projects, and Streetscape enhancement funds in Grand Rapids.

The SCDP funds administered by DEED are allocated to the State by HUD. The use of these HUD Community Development Block Grant (CDBG) funds is regulated by the Housing and Community Development Act. This act requires that the applicant (City) adopt a Citizen Participation Plan (attached) to ensure that citizens are encouraged to participate in the planning and implementation of the CDBG funded activities. This form must be submitted with the full application by February 23, 2017.

Staff is seeking authorization for the Mayor’s execution and staff’s submission of the attached Citizen Participation Plan.

**Requested City Council Action**

Consider approving a Citizen Participation Plan in connection with the final application for commercial and housing rehab project funding being submitted to the Small Cities Development Program, and further authorizing the Mayor’s execution of the Citizen Participation Plan.

## **Citizen Participation Plan**

Pursuant to Section 104(a)(3) of the Housing and Community Development Act of 1974, as amended, this Citizen Participation Plan is hereby adopted to ensure that the citizens of Grand Rapids (hereinafter referred to as the Applicant), particularly persons of low and moderate income residing in slum and blight areas and in areas in which CDBG funds are proposed to be used, are encouraged to participate in the planning and implementation of CDBG-funded activities.

### **Public Hearing**

A public hearing or public hearings will be the primary means of obtaining citizen views and responding to proposals and questions related to community development and housing needs, proposed CDBG activities and past CDBG performance.

Prior to submitting a CDBG application to the State of Minnesota, the Applicant will need to conduct at least one public hearing to identify community development and housing needs, including the needs of very low and low income persons, as well as other needs in the community that might be addressed through the CDBG program. At the hearing, the Applicant must also, at minimum, review the proposed CDBG activities, their benefiting location(s), overall cost and proposed financing, and the implementation schedule. In addition, the past performance of the Applicant in carrying out CDBG responsibilities should be reviewed. A second public hearing midway through project implementation is required.

Formal notice of the public hearing must be provided, which follows the posting/publication requirement(s) of the Applicant. A public notice will also be posted in places frequented by the public, especially low and moderate income persons benefiting from or affected by proposed CDBG activities. As circumstances warrant and as the Applicant determine necessary or appropriate, participation may additionally be specifically solicited from persons of low and moderate income, those benefiting from or affected by CDBG activities and/or representatives of such persons. Hearings will be held at times and in locations convenient to potential and actual beneficiaries and with accommodation for the handicapped. In case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate, arrangements will be made to have an interpreter present. Citizens must be provided the opportunity to comment upon the original Citizen Participation Plan and on substantial amendments to it, or to the activities for which CDBG funds will be used.

### **Public Information and Records**

Information and records regarding the proposed and past use of CDBG funds will be available at the Grand Rapids City Hall, 420 Pokegama Ave. N., Grand Rapids, MN 55744 during regular office hours. The public will be so informed of this by public notice. Special communication aids can be made available to persons upon request.

### **Written Comments and Response**

The Applicant will respond to written complaints and grievances, in writing, in a timely manner. When at all possible, such written responses shall be made within fifteen (15) working days.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Signature of Chief Elected Official of Applicant

\_\_\_\_\_  
Date

NOTE: EACH JURISDICTION PARTICIPATING IN A JOINT APPLICATION IS REQUIRED TO FOLLOW CITIZEN PARTICIPATION REQUIREMENTS. A SINGLE PLAN CAN BE USED FOR A MULTI-JURISDICTIONAL APPLICATION, BUT CITIZENS FROM ALL JURISDICTIONS MUST BE GIVEN AN OPPORTUNITY TO PARTICIPATE.





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 17-0091      **Version:** 1      **Name:** Consider authorizing the Mayor to sign the Tennesen Warning Notice in connection with the final application for commercial and housing rehab project funding, and Streetscape enhancement funds from the Small Cities Development Program.

**Type:** Agenda Item      **Status:** Public Hearing

**File created:** 2/7/2017      **In control:** City Council

**On agenda:** 2/13/2017      **Final action:**

**Title:** Consider authorizing the Mayor to sign the Tennesen Warning Notice in connection with the final application for commercial and housing rehab project funding, and Streetscape enhancement funds from the Small Cities Development Program.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Tennesenn Warning Form](#)  
[Tennesen Warning Notice e-mail from DEED](#)

Date	Ver.	Action By	Action	Result
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Consider authorizing the Mayor to sign the Tennesen Warning Notice in connection with the final application for commercial and housing rehab project funding, and Streetscape enhancement funds from the Small Cities Development Program.

**Background Information:**

Some data related to the City’s SCDP grant application may be classified as private under Minnesota Statute 13.599. In order to collect and use this data, the Minnesota Department of Employment and Economic Development (DEED) must tell us why they need the data, how they intend to use it, and any consequences the City may experience if we do or do not supply the information.

Generally, the information the City submits in connection with our grant application will be used to evaluate our grant application and, if we are selected for funding, to announce our award. Selected grantees will be notified before any announcements are made. Announcements typically include information such as a project description, the award amount, and the anticipated impact of grant funding. *(Business plans, customer lists, income tax returns, design / market / feasibility studies, income and expense reports, or any other data classified as private or nonpublic under Minn. Stat. 13.591 are NOT publicized).*

This notice has been requested to be completed as an attachment to the full application, which must be submitted by February 23, 2017, but we are not legally required to provide this notice.

Staff is seeking authorization for the Mayor’s execution and submittal of the attached Tennesen Warning Notice Acknowledgement, to DEED, as part of the City’s Small Cities Development Program grant application.

**Requested City Council Action**

Consider authorizing the Mayor to sign the Tennesen Warning Notice in connection with the final application for commercial and housing rehab project funding, and Streetscape enhancement funds from the Small Cities Development Program.



## **Grant Application - Tennessen Warning Notice**

Minnesota Department of Employment and Economic Development (DEED)

Some data related to your grant application may be classified as private under Minnesota Statute 13.599. In order to collect and use this data, we must tell you why we need the data, how we intend to use it, and any consequences you may experience if you do or do not supply the information.

### **How we intend to use the data**

The information you submit in connection with your grant application will be used to evaluate your grant application and, if you are selected for funding, to announce your award.

A Minnesota law prohibits state agencies from announcing grant awards before grant agreement negotiations are complete. If you are selected for funding, this document will allow DEED to announce your grant award on a preliminary basis while those negotiations are still pending.

Selected grantees will be notified before any announcements are made. Announcements typically include information such as a project description, the award amount, and the anticipated impact of grant funding. We may also include information from our evaluation process, including scores and ranks (if applicable).

We will never publicize your business plans, customer lists, income tax returns, design / market / feasibility studies, income and expense reports, or any other data classified as private or nonpublic under Minn. Stat. 13.591. Application data submitted by organizations that are not selected for grant funding will only be released upon request and as required by Minn. Stat. Chapter 13 or other applicable state/federal law.

Application or evaluation data may also be shared with any entity that has a legal right to the data under Minnesota or federal law, including under court order.

### **Consequences to you**

You can refuse to supply any or all of the requested information, which you are not legally required to provide.

### **For more information**

- DEED Data Practices - [www.deed.state.mn.us/privacy.htm](http://www.deed.state.mn.us/privacy.htm)
- Minnesota Data Practices Act - [www.revisor.leg.state.mn.us/stats/13/](http://www.revisor.leg.state.mn.us/stats/13/)
- Minnesota Department of Administration, Information Policy Analysis Division (IPAD) - [www.ipad.state.mn.us/index.html](http://www.ipad.state.mn.us/index.html)

### **Individual's Acknowledgement**

I have read and understand this notice.

- Name: \_\_\_\_\_
- Date: \_\_\_\_\_

## Eric Trast

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**From:** Rob Mattei  
**Sent:** Thursday, January 26, 2017 3:06 PM  
**To:** Eric Trast  
**Cc:** Amanda MacDonell  
**Subject:** FW: SCDP Application Form Regarding Data Privacy  
**Attachments:** Tennesenn Warning Form.docx

**Importance:** High

Eric,

Add approval of this as another step we need to take prior to the final application submission.

### Rob Mattei

Director of Community Development  
City of Grand Rapids  
420 North Pokegama Avenue  
Grand Rapids, MN 55744-2662  
**Office:** 218-326-7622  
**Mobile:** 218-244-2924  
**Fax:** 218-326-7621

**From:** Armon, Patrick (DEED) [<mailto:patrick.armon@state.mn.us>]  
**Sent:** Thursday, January 26, 2017 2:59 PM  
**To:** Schieber, Christine (DEED) <[christine.schieber@state.mn.us](mailto:christine.schieber@state.mn.us)>; Armon, Patrick (DEED) <[patrick.armon@state.mn.us](mailto:patrick.armon@state.mn.us)>; Kukowski, Natasha (DEED) <[Natasha.Kukowski@state.mn.us](mailto:Natasha.Kukowski@state.mn.us)>; Friend, Hillary (DEED) <[Hillary.Friend@state.mn.us](mailto:Hillary.Friend@state.mn.us)>  
**Subject:** SCDP Application Form Regarding Data Privacy  
**Importance:** High

Please find attached a new form related to data privacy. The form may be signed by the mayor or county board chair of the applicant community and then provided with the SCDP application submission, which is due on February 23rd.

If the form is not signed and returned, award announcement information released from this office may take on a different look.

Here is an example of information that could come from this office in the form of an award announcement if the applicant's mayor or board chair signs the form:

"The City of Happy Valley is awarded \$575,000 for a goal of rehabilitating 14 owner-occupied houses and a goal of rehabilitating 6 commercial buildings in targeted areas of the city."

Here is an example of information that could come from this office in the form of an award announcement if the applicant's mayor or board chair does not sign and return the form:

"The City of Happy Valley is awarded \$575,000 for the SCDP Program."

If you have any questions, please contact your SCDP Representative.

**Patrick H. Armon, Grants Specialist Coordinator**  
*Minnesota Department of Employment and Economic Development*

1st National Bank Building, 332 Minnesota St., Suite E200, St. Paul MN 55101  
Direct: 651-259-7455  
[Web](#) | [Twitter](#) | [Facebook](#)





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 17-0121      **Version:** 1      **Name:** VERIFIED CLAIMS  
**Type:** Agenda Item      **Status:** Verified Claims  
**File created:** 2/9/2017      **In control:** City Council  
**On agenda:** 2/13/2017      **Final action:**  
**Title:** Consider approving the verified claims for the period January 14, 2017 to February 6, 2017 in the total amount of \$1,154,052.71.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [COUNCIL BILL LIST 02-13-17.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the verified claims for the period January 14, 2017 to February 6, 2017 in the total amount of \$1,154,052.71.

### **Requested City Council Action**

Make a motion approving the verified claims for the period January 14, 2017 to February 6, 2017 in the total amount of \$1,154,052.71.

DATE: 02/08/2017  
 TIME: 16:23:26  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/13/2017

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
0500050	E3 CONSULTING SERVICES	-120.00
1309335	MINNESOTA REVENUE	120.00
TOTAL		0.00
CITY WIDE		
1200800	LHB ENGINEERS & ARCHITECTS	5,192.50
1516220	OPERATING ENGINEERS LOCAL #49	710.00
1915248	SOFTWARE HARDWARE INTEGRATION	780.00
1920240	CHAD B STERLE	10,989.75
TOTAL CITY WIDE		17,672.25
SPECIAL PROJECTS-NON BUDGETED		
0218115	BRAUN INTERTEC CORPORATION	2,955.25
TOTAL SPECIAL PROJECTS-NON BUDGETED		2,955.25
ADMINISTRATION		
0118653	ARROWHEAD HUMAN RESOURCES ASSN	45.00
0718060	GRAND RAPIDS HERALD REVIEW	531.50
0920033	ITASCA COUNTY AUDITOR/TREAS.	2,602.00
1415377	NORTHERN BUSINESS PRODUCTS INC	22.66
TOTAL ADMINISTRATION		3,201.16
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE LINEN & APPAREL	72.98
0221650	BURGGRAF'S ACE HARDWARE INC	4.99
0315455	COLE HARDWARE INC	16.97
0609457	FILTHY CLEAN INC	354.00
0701650	GARTNER REFRIGERATION CO	775.21
1909510	SIM SUPPLY INC	178.14
2209421	VIKING ELECTRIC SUPPLY INC	121.20
TOTAL BUILDING MAINTENANCE-CITY HALL		1,523.49
COMMUNITY DEVELOPMENT		
0113235	AMERICAN PLANNING ASSOCIATION	295.00
0718060	GRAND RAPIDS HERALD REVIEW	40.25
1105530	KENNEDY & GRAVEN	57.00

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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/13/2017

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
COMMUNITY DEVELOPMENT		
1309133	MINNESOTA BUILDING PERMIT	100.00
1920240	CHAD B STERLE	1,311.25
TOTAL COMMUNITY DEVELOPMENT		1,803.50
COUNCIL/COMMISSION/BOARDS		
0315105	COALITION OF GREATER MN CITIES	18,569.00
0920060	ITASCA COUNTY TREASURER	982.77
TOTAL COUNCIL/COMMISSION/BOARDS		19,551.77
ENGINEERING		
1415377	NORTHERN BUSINESS PRODUCTS INC	86.25
1621125	PUBLIC UTILITIES COMMISSION	106.51
TOTAL ENGINEERING		192.76
FINANCE		
0718060	GRAND RAPIDS HERALD REVIEW	315.40
1309330	MINNESOTA SOCIETY OF CPA'S	290.00
1415377	NORTHERN BUSINESS PRODUCTS INC	57.42
TOTAL FINANCE		662.82
FIRE		
0121721	AUTO VALUE - GRAND RAPIDS	8.94
0221650	BURGGRAF'S ACE HARDWARE INC	52.20
0315455	COLE HARDWARE INC	117.57
0513235	EMERGENCY RESPONSE SOLUTIONS	1,836.87
0701650	GARTNER REFRIGERATION CO	1,349.34
0718060	GRAND RAPIDS HERALD REVIEW	948.00
1200500	L&M SUPPLY	245.00
1801550	RAPID GARAGE DOOR	151.00
TOTAL FIRE		4,708.92
INFORMATION TECHNOLOGY		
0500050	E3 CONSULTING SERVICES	480.00
2315634	WORKS COMPUTING INC	386.25
TOTAL INFORMATION TECHNOLOGY		866.25



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CITY OF GRAND RAPIDS  
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INVOICES DUE ON/BEFORE 02/13/2017

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
PUBLIC WORKS		
0100002	3D SPECIALTIES	988.90
0100046	ASV, LLC	3,139.69
0103325	ACHESON TIRE COMPANY INC	5,945.80
0104799	ADVANCED SERVICES INC	252.00
0121721	AUTO VALUE - GRAND RAPIDS	458.40
0221650	BURGGRAF'S ACE HARDWARE INC	157.79
0301685	CARQUEST AUTO PARTS	491.83
0315455	COLE HARDWARE INC	167.37
0315472	COMFORT HEATING LLC	207.56
0514802	ENVIROTECH SERVICES INC	9,883.42
0800040	H & L MESABI	1,512.00
0801535	HAMMERLUND CONSTRUCTION INC	802.50
0801836	HAWKINSON SAND & GRAVEL	293.60
0821705	HUSKY SPRING	983.00
1200500	L&M SUPPLY	15.28
1301015	MACQUEEN EQUIPMENT INC	32.42
1415030	NAPA SUPPLY OF GRAND RAPIDS	76.90
1415377	NORTHERN BUSINESS PRODUCTS INC	188.98
1415640	NORTRAX EQUIPMENT COMPANY	317.40
1421155	NUCH'S IN THE CORNER	146.25
1621125	PUBLIC UTILITIES COMMISSION	11,776.32
1801899	RAY'S SPORT & CYCLE	1,151.57
2205525	VENTURE ELECTRIC LLC	825.00
2300765	W.W. WALLWORK INC	159.71
2305453	WESCO DISTRIBUTION INC	984.96
	TOTAL PUBLIC WORKS	40,958.65
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	203.39
1301720	MATCO TOOLS	944.90
1415030	NAPA SUPPLY OF GRAND RAPIDS	0.00
1801232	RADKO IRON & SUPPLY INC	44.98
1801615	RAPIDS WELDING SUPPLY INC	20.30
1920070	STATE CHEMICAL MFG COMPANY	368.08
2300760	W.W. GRAINGER INC	0.00
	TOTAL FLEET MAINTENANCE	1,581.65
POLICE		
0103325	ACHESON TIRE COMPANY INC	20.00
0118625	ARROW EMBROIDERY	18.00
0201737	BATTERY WHOLESALE INC	118.84
0218350	BRIER CLOTHING	254.95

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CITY OF GRAND RAPIDS  
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INVOICES DUE ON/BEFORE 02/13/2017

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
POLICE		
0221650	BURGGRAF'S ACE HARDWARE INC	2.99
0301685	CARQUEST AUTO PARTS	346.06
0409501	DIMICH LAW OFFICE	4,583.33
0715447	GOLDEN RULE CREATION INC	318.07
0718060	GRAND RAPIDS HERALD REVIEW	249.50
0809115	HIBBING COMMUNITY COLLEGE	3,800.00
0920069	ITASCA GUN CLUB	500.00
1200500	L&M SUPPLY	17.98
1201434	LAKE WOODS CHRYSLER	255.80
1225525	LYNN PEAVEY COMPANY	95.80
1415377	NORTHERN BUSINESS PRODUCTS INC	143.98
1909650	SIRCHIE FINGER PRINT INC	113.60
1920233	STREICHER'S INC	55.97
1920555	STOKES PRINTING & OFFICE	43.32
2000400	T J TOWING	490.00
2018067	TRAF-O-TERIA	347.00
	TOTAL POLICE	11,775.19
RECREATION		
0221650	BURGGRAF'S ACE HARDWARE INC	23.88
	TOTAL RECREATION	23.88
CENTRAL SCHOOL		
0113233	AMERIPRIDE LINEN & APPAREL	54.34
0113900	AMY GOTTLIEB PAINTING	1,280.00
0312105	CLAFTON BUILDERS INC	2,500.00
0315455	COLE HARDWARE INC	5.64
0405223	DEER RIVER HIRED HANDS INC	90.00
0609457	FILTHY CLEAN INC	1,300.00
0701650	GARTNER REFRIGERATION CO	360.84
1801517	RANGE CORNICE & ROOFING CO	3,085.00
1801555	RAPID PEST CONTROL INC	63.25
1909510	SIM SUPPLY INC	8.71
2018680	TRU NORTH ELECTRIC LLC	1,183.00
	TOTAL	9,930.78
AIRPORT		
0221650	BURGGRAF'S ACE HARDWARE INC	27.98

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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/13/2017

VENDOR #	NAME	AMOUNT DUE
AIRPORT		
0301685	CARQUEST AUTO PARTS	62.15
0315455	COLE HARDWARE INC	104.25
0315472	COMFORT HEATING LLC	560.00
0504825	EDWARDS OIL INC	1,212.75
0801450	HALI-BRITE INC	1,244.60
1415640	NORTRAX EQUIPMENT COMPANY	296.44
	TOTAL	3,508.17
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	48.78
0118230	ARENA WAREHOUSE, LLC	1,772.80
0221650	BURGGRAF'S ACE HARDWARE INC	196.25
0312109	CLAFTON SALES - CLAFTON SKATE	144.00
0501656	THE EARTHGRAINS COMPANY INC	158.72
0618353	KEVIN FRIESEN	560.00
0715435	GOLD MEDAL PRODUCTS CO	1,217.16
0718060	GRAND RAPIDS HERALD REVIEW	350.00
0718075	THUNDERHAWKS ARCHERY ASSOC	184.50
0805640	HERC-U-LIFT	684.78
0920059	ITASCA COUNTY SHERIFFS DEPT	10.00
1209302	LIGHTNING BOOSTER CLUB INC	202.50
1301168	MARKETPLACE FOODS	279.84
1309192	MN FRATERNAL ORDER OF POLICE	738.00
1309332	MN STATE RETIREMENT SYSTEM	1,565.02
1309495	MINUTEMAN PRESS	131.85
1415481	NORTHERN DOOR & HARDWARE INC	65.70
1415655	NORVEND INC	252.00
1421155	NUCH'S IN THE CORNER	54.86
1605611	PEPSI-COLA	6,034.24
1801610	RAPIDS PLUMBING & HEATING INC	165.70
1901535	SANDSTROM COMPANY INC	5,397.87
1903335	SCHROEDER LOG HOME SUPPLY INC	9.27
1909510	SIM SUPPLY INC	726.24
2116600	UPPER LAKE FOODS INC	2,852.66
	TOTAL GENERAL ADMINISTRATION	23,802.74
RECREATION PROGRAMS		
0312109	CLAFTON SALES - CLAFTON SKATE	945.00
	TOTAL	945.00

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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/13/2017

VENDOR #	NAME	AMOUNT DUE
STATE HAZ-MAT RESPONSE TEAM		
2300600	W.P. & R.S. MARS COMPANY	83.40
	TOTAL	83.40
CEMETERY		
0103325	ACHESON TIRE COMPANY INC	31.38
	TOTAL	31.38
DOMESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE LINEN & APPAREL	16.56
	TOTAL	16.56
AIRPORT CAPITAL IMPRV PROJECTS		
	2015 CRACK REPAIR & MASTER PLN	
1900225	SEH-RCM	18,405.00
	TOTAL 2015 CRACK REPAIR & MASTER PLN	18,405.00
IRA CVC CTR CAPITAL PJT		
	MULTI-USE OUTDOOR PAVILION	
0118230	ARENA WAREHOUSE, LLC	5,432.90
0218115	BRAUN INTERTEC CORPORATION	657.00
0221650	BURGGRAF'S ACE HARDWARE INC	223.82
0401500	DAMBERG.SCOTT.GERZINA.WAGNER	2,768.13
0801535	HAMMERLUND CONSTRUCTION INC	280.00
	TOTAL MULTI-USE OUTDOOR PAVILION	9,361.85
2017 INFRASTRUCTURE BONDS		
	2009-1 4TH AVE & 13TH ST NW	
0718060	GRAND RAPIDS HERALD REVIEW	90.83
	TOTAL 2009-1 4TH AVE & 13TH ST NW	90.83
	2009-1 9TH ST NE	
0218115	BRAUN INTERTEC CORPORATION	3,850.00

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CITY OF GRAND RAPIDS  
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INVOICES DUE ON/BEFORE 02/13/2017

VENDOR #	NAME	AMOUNT DUE
-----		
2017	INFRASTRUCTURE BONDS	
2009-1	9TH ST NE	
0718060	GRAND RAPIDS HERALD REVIEW	90.83
1908345	MARY SHIDELER	947.52
	TOTAL 2009-1 9TH ST NE	4,888.35
2009-1	14TH ST NW OVERLAY	
0718060	GRAND RAPIDS HERALD REVIEW	90.84
	TOTAL 2009-1 14TH ST NW OVERLAY	90.84
2009-1	8TH AVE NE STRM WTR	
0218115	BRAUN INTERTEC CORPORATION	3,350.00
	TOTAL 2009-1 8TH AVE NE STRM WTR	3,350.00
STORM WATER UTILITY		
0315455	COLE HARDWARE INC	125.13
0718060	GRAND RAPIDS HERALD REVIEW	43.60
1301015	MACQUEEN EQUIPMENT INC	4,103.26
1621125	PUBLIC UTILITIES COMMISSION	2,223.14
2300760	W.W. GRAINGER INC	528.24
	TOTAL	7,023.37
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$ 189,005.81
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T	703.34
0114210	D. ANDERSON - CHANGE FUND	10,920.00
0116600	APPLE VALLEY, CITY OF	1,103.00
0201354	B. BAIRD-PETTY CASH FUND	29.37
0205640	LEAGUE OF MN CITIES INS TRUST	146,525.00
0212750	BLUE CROSS & BLUE SHIELD OF MN	95,805.00
0305530	CENTURYLINK COMMUNICATIONS LLC	55.55
0405447	DELTA DENTAL OF MINNESOTA	2,633.25
0405505	JAMES DENNY	406.00
0409655	TIMOTHY DIRKES	30.67
0504615	JUSTIN EDMUNDSON	51.97
0605191	FIDELITY SECURITY LIFE INS CO	60.90
0718015	GRAND RAPIDS CITY PAYROLL	482,788.28
0718070	GRAND RAPIDS STATE BANK	130,541.00
0800076	HSA BANK	7,750.00

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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/13/2017

VENDOR #	NAME	AMOUNT DUE
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0900060	ICTV	38,798.66
0920036	ITASCA COUNTY ATTORNEY OFFICE	388.00
0920055	ITASCA COUNTY RECORDER	765.90
1201402	LAKE COUNTRY POWER	43.85
1205105	GREG LEASE	58.00
1305046	MEDIACOM LLC	75.90
1309147	MACTA	580.00
1309172	MINNESOTA DEPARTMENT OF HEALTH	150.00
1309199	MINNESOTA ENERGY RESOURCES	13,080.06
1309304	MN DEPT OF PUBLIC SAFETY	25.00
1309338	MN STATE TREAS/BLDG INSPECTOR	1,719.59
1325445	RANDY MYHRER	268.03
1405550	NEOPOST USA INC	1,000.00
1415479	NORTHERN DRUG SCREENING INC	90.00
1502645	GARY O'BRIEN	26.80
1503151	ODC - MOTOR VEHICLE	11.00
1518550	MATTHEW O'ROURKE	5.85
1520720	KEVIN OTT	18.88
1601305	THOMAS J. PAGEL	1,054.27
1601750	PAUL BUNYAN COMMUNICATIONS	275.11
1621105	P.E.R.A.	5,827.24
1621130	P.U.C.	13,379.16
1903557	TROY SCOTT	27.33
1921620	SUPERIOR USA BENEFITS CORP	1,395.00
2000100	TASC	30.60
2000490	TDS Metrocom	740.32
2114360	UNITED PARCEL SERVICE	51.52
2114371	U.S. POLICE CANINE ASSOC INC	60.00
2114750	UNUM LIFE INSURANCE CO OF AMER	253.79
2201535	VANTIV INTEGRATED PAYMENTS	65.00
2205637	VERIZON WIRELESS	3,391.48
2301700	WASTE MANAGEMENT	1,735.19
2305300	MATTHEW WEGWERTH	69.00
2601126	ED ZABINSKI	59.92
T001129	GREGORY PIKE	123.12
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$965,046.90
TOTAL ALL DEPARTMENTS		1,154,052.71