

CITY OF GRAND RAPIDS

Meeting Agenda Full Detail

City Council

Monday, June 27, 2016

5:00 PM

City Hall Council Chambers

5:00 PM CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council will be held on Monday, June 27, 2016 at 5:00 p.m. in City Hall, Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

MEETING PROTOCOL POLICY

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

5:01 PM PUBLIC FORUM

5:06 PM COUNCIL REPORTS

5:10 PM APPROVAL OF MINUTES

16-0388 Consider approving Council minutes for Monday, June 13, 2016 Worksession & Regular meetings.

Attachments: [June 13, 2016 Worksession](#)
[June 13, 2016 Regular Meeting](#)

5:11 PM CONSENT AGENDA

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

1. 16-0386 Consider a resolution accepting a \$200.00 donation from Northland Counseling Center for a Memorial Tree .

Attachments: [Northland Counseling Tree Donation](#)

2. 16-0387 Consider entering into an agreement with Northern Community Radio for use of the KAXE/Rotary tent for summer library programs.

Attachments: [Northern Community Radio CO \(2\)](#)
[Rental Agreement GRALibrary Programs 2016 \(1\)](#)

3. [16-0396](#) Consider approving a Termination of Easement agreement for an electric line, granted to the City of Grand Rapids in November of 2005 through recorded document number 593837.

Attachments: [Termination of Easement Agreement](#)
[Electric Line Easement from 2005](#)
[GR PUC Comments RE: Electric Line Easement](#)

4. [16-0402](#) Consider Exhibit C and a resolution related to the Safe Routes to School grant on CP 2017-2, 5th St./8th Ave. Improvements.

Attachments: [6-27-16 CP 2017-1 Exhibit C.pdf](#)
[6-27-16 Resolution CP 2017-1 Safe Routes Maintenance Agreement.pdf](#)

5. [16-0409](#) Consider approving Taxi license for Rapid Taxi.

6. [16-0411](#) Closed meeting summary

7. [16-0410](#) Consider an employment agreement with Scott Johnson for the Chief of Police position.

Attachments: [6-27-16 CHIEF OF POLICE EMPLOYMENT AGREEMENT \(2\).pdf](#)

5:15 SETTING OF REGULAR AGENDA
PM

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

ACKNOWLEDGE BOARDS & COMMISSIONS

8. [16-0412](#) HRA Minutes: April 20, 2016, May 18, 2016
PUC Minutes: May 5 & May 11, 2016
Golf Board Minutes: May 17, 2016

5:16 DEPARTMENT HEAD REPORT
PM

9. [16-0393](#) IT - Department Head Report
Attachments: [IT Department Head Report June 2016.pdf](#)

5:26 CIVIC CENTER, PARKS & RECREATION
PM

10. [16-0404](#) Consider approval of a grant agreement and resolution accepting a \$200,000 grant from the Blandin Foundation to utilized on the construction of a Multi-Use Pavilion at the IRA Civic Center.

Attachments: [6-27-16 Resolution Blandin Grant MUP.pdf](#)

11. [16-0406](#) A resolution accepting a \$150,000 donation from the Grand Rapids Amateur Hockey Association (GRAHA) to be utilized in the construction of the Multi-Use Pavilion.

Attachments: [6-27-16 Resolution GRAHA Donation MUP.pdf](#)

12. [16-0391](#) Consider purchasing a used set of dashboards from Arena Warehouse.

Attachments: [Dashboard Photos](#)
[Dashboard Proposal](#)

13. [16-0407](#) Consider a proposal for architectural design services from Damberg Scott Grezina Wagner (DSGW) for the Multi-Use Pavilion located at the IRA Civic Center.

Attachments: [6-27-16 DSGW Grand Rapids Pavilion Proposal.pdf](#)

**5:45 COMMUNITY DEVELOPMENT
PM**

14. [16-0408](#) Consider adopting a resolution accepting a \$166,000 grant from IRRRB for site development costs associated with the Swan Machine manufacturing facility project and transferring the grant proceeds to GREDA for contracting and project administration, and further to authorize the Mayor and City Administrator's execution of the grant agreement.

Attachments: [Resolution Accepting IRRRB Grant:Swan Machine site development infrastru](#)
[IRRRB Grant Agreement-Swan Machine](#)

**5:50 PUBLIC WORKS DEPARTMENT
PM**

15. [16-0392](#) Consider awarding the installation of a new HVAC system at the Grand Rapids/Itasca County Airport Maintenance Building to Northern Air Plumbing & Heating \$12,360.00.

Attachments: [2016 6-27 Quote from Rapids Plumbing & Heating-HVAC](#)
[2016 6-27 Quote from Northern Air Plumbing and Heating-HVAC](#)

**5:55 ADMINISTRATION DEPARTMENT
PM**

16. [16-0390](#) Meal Reimbursement Policy

17. [16-0394](#) Consider the appointment of Matthew Wegwerth to the position of City Engineer.

18. [16-0395](#) Consider the appointment of Ms. Debra Moebakken to the position of Library Public Services Clerk I at the Grand Rapids Area Library.

**6:10 VERIFIED CLAIMS
PM**

19. [16-0403](#) Consider approving the verified claims for the period June 7, 2016 to June 20, 2016 in the total amount of \$819,341.34, of which \$149,000 are investments.

Attachments: [COUNCIL BILL LIST 062716.pdf](#)

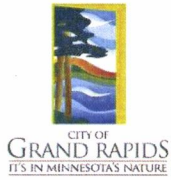
**6:11 ADJOURNMENT
PM**

NEXT REGULAR MEETING IS SCHEDULED FOR JULY 11, 2016, 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)

File #: 16-0388 **Version:** 1 **Name:** Council minutes
Type: Agenda Item **Status:** Approval of Minutes
File created: 6/14/2016 **In control:** City Council
On agenda: 6/27/2016 **Final action:**
Title: Consider approving Council minutes for Monday, June 13, 2016 Worksession & Regular meetings.
Sponsors:
Indexes:
Code sections:
Attachments: [June 13, 2016 Worksession](#)
[June 13, 2016 Regular Meeting](#)

Date	Ver.	Action By	Action	Result
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Consider approving Council minutes for Monday, June 13, 2016 Worksession & Regular meetings.

Background Information:

Council minutes for Monday, June 13, 2016 meetings are attached for review.

Requested City Council Action

Make a motion to approve Council minutes for Monday, June 13, 2016 Worksession & Regular meetings.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Monday, June 13, 2016

Conference Room 2A

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council was held on Monday, June 13, 2016 at 4:09 PM in City Hall Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

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

Present 5 - Mayor Dale Adams, Councilor Dale Christy, Councilor Ed Zabinski, Councilor Bill Zeige, and Councilor Rick Blake

Others present:

Tom Pagel, Chad Sterle, Scott Johnson, Martyn Halvorson, Steve Schaar, Barb Baird, Rob Mattei

Discussion Items

1. Discussion of the Itasca County Emergency Operations Plan.

Interim Police Chief, Scott Johnson, presents complete Emergency Operations Plan for review. There is a local preparedness group that will meet annually to review the plan to ensure updating as needed. This plan will be available to the public. Recommendation to delegate Chief of Police as Emergency Management Director.
2. Review Human Rights proposal for Indigenous People's Day celebrations.

Human Rights Commission representative, Becky LaPlant, notes that the Commission is seeking ways to sustain Indigenous People's Day as an annual remembrance, and directs Council to a proposed three year plan. This plan allows for focusing on different elements of indigenous people each year, i.e. language, art, history, etc. Smaller events would take place throughout the week, as opposed to a full one day community event.
3. Review 5:00 PM Regular Meeting

Items 20 and 15 are moved to Consent as items 12a and 12b, respectively.

ADJOURN

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

Respectfully submitted: *Kimberly Gibeau* Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, June 13, 2016

5:00 PM

City Hall Council Chambers

5:00 PM **CALL TO ORDER:** Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council was held on Monday, June 13, 2016 at 5:00 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Present 5 - Councilor Dale Christy
 Councilor Ed Zabinski
 Mayor Dale Adams
 Councilor Bill Zeige
 Councilor Rick Blake

Others present:

Tom Pagel, Chad Sterle, Dale Anderson, Steve Schaar, Barb Baird, Scott Johnson, Rob Mattei, Lynn DeGrio

MEETING PROTOCOL POLICY

5:01 PM **PUBLIC FORUM**

Martyn Halvorson, Itasca County Deputy, addressed the Council regarding the Emergency Operations Plan being considered for adoption on the Consent agenda.

5:06 PM **COUNCIL REPORTS**

None.

5:10 PM **APPROVAL OF MINUTES**

Consider approving Council minutes for Monday, May 23, 2016 Regular meeting and Wednesday, June 1, 2016 Special meeting.

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

5:11 PM **CONSENT AGENDA**

1. Adopt the Itasca County Emergency Operations Plan
Approved plan and appointed Police Chief to serve as Emergency Management Director by consent roll call
2. Consider entering into a contract with Stauber's Goalcrease.
Approved by consent roll call
3. Consider adopting a Resolution and authorize the Grand Rapids City Mayor, Grand Rapids Police Chief and City Administrator to sign the attached Joint Powers Agreement between the State of Minnesota, acting through its Commissioner of Public Safety, Bureau of Criminal Apprehension and the City of Grand Rapids, Police Department.
Adopted Resolution 16-42 by consent roll call
4. Consider hiring part time employees for Park & Recreation / I.R.A. Civic Center
Approved by consent roll call
5. Consider a resolution accepting donations for benches located at the dog park in Veterans Park.
Adopted Resolution 16-43 by consent roll call
6. Consider a resolution authorizing the approval of a grant agreement between the MNDOT and the City related to a Safe Routes to School program.
Adopted Resolution 16-44 by consent roll call
7. Consider voiding lost Accounts Payable check #127060, issue a new check, and waiving bond requirements for check issued to ICTV in the amount of \$9,138.90.
Approved by consent roll call
8. Consider authorizing the Police Department to apply for a 2017 Toward Zero Deaths (TZD) Grant from the Minnesota Department of Public Safety - Office of Traffic Safety.
Approved by consent roll call
9. Consider adopting a resolution appointing election judges for the 2016 Primary & General elections.
Adopted Resolution 16-45 by consent roll call
10. Consider hiring Evan Peterson as an additional seasonal Golf Course employee.
Approved by consent roll call
11. Consider approving a temporary liquor license for MacRostie Art Center, event

scheduled for July 1, 2016.

Approved by consent roll call

12. Consider approving Brady Swanson as a 2016 Summer Part-Time Maintenance worker for the Public Works Department.

Approved by consent roll call

- 12a. Consider approving a resolution adopting the 2016-2020 Amended Capital Improvement Plan.

Adopted Resolution 16-46 by consent roll call

- 12b. Consider entering into a Consignment Agreement with Arena Warehouse for the sale of our used ice resurfacers.

Approved by consent roll call

Approval of the Consent Agenda

A motion was made by Councilor Zabinski, seconded by Councilor Christy, to approve the Consent agenda as amended, additions of items 12a & 12b, moved from Regular agenda items 20 & 15, respectively. The motion carried by the following vote

Aye 5 - Councilor Dale Christy
Councilor Ed Zabinski
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake

5:13 SETTING OF REGULAR AGENDA PM

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

5:14 ACKNOWLEDGE BOARDS & COMMISSIONS PM

13. Board & Commission minutes for acknowledgement by Council.

**GREDA: 1-28-16, 3-10-16, 4-14-16
Golf: 4-19-16
PUC: 4-13-16**

5:15 DEPARTMENT HEAD REPORT PM

14. Civic Center, Parks & Recreation ~ Dale Anderson

Manager Dale Anderson provides semi-annual update on activities, including:

- ~ Plans for covered outdoor pavilion
- ~ Dry floor events
- ~ Civic Center maintenance
- ~ Summer sports camp
- ~ New playgrounds
- ~ New electric zambonis

Received and Filed

**5:25 CIVIC CENTER, PARKS & RECREATION
PM**

Item 15 move to consent as 12b.

**6:00 FINANCE DEPARTMENT
PM**

18. Consider entering into a Public Finance Service agreement between the City of Grand Rapids and Ehlers, Inc. for a period of five years.
- Finance Director Barb Baird presents results of request for proposal and recommendation for service agreement moving forward.*
- A motion was made by Councilor Christy, seconded by Councilor Zeige, to approve agreement with Ehlers, Inc. for Public Finance Services. The motion carried by the following vote.**
- Aye** 5 - Councilor Dale Christy
Councilor Ed Zabinski
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake

**6:05 ADMINISTRATION DEPARTMENT
PM**

Item 20 moved to Consent as 12a.

19. Consider a resolution amending the City Wide fee schedule to include license fees for additional licenses.
- A motion was made by Councilor Zeige, seconded by Councilor Christy, to adopt Resolution 16-47, amending the City Wide fee schedule as presented. The motion carried by the following vote.**
- Aye** 4 - Councilor Dale Christy
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake
- Abstain** 1 - Councilor Ed Zabinski

21. Consider the appointment of Janell Hecimovich to the position of Administrative Assistant - Police Department.
- Human Resources Director, Lynn DeGrio, presented information regarding current open position, interview process and made recommendation for new hire.*

A motion was made by Councilor Blake, seconded by Councilor Zeige, to appoint Janelle Hecimovich to the position of Administrative Assistant in the Grand Rapids Police Department, pending satisfactory completion of drug screen and background check. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Councilor Ed Zabinski
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake

**6:20 VERIFIED CLAIMS
PM**

22. Consider approving the verified claims for the period May 17, 2016 to June 6, 2016 in the total amount of \$468,469.95.

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

Aye 5 - Councilor Dale Christy
Councilor Ed Zabinski
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake

**5:30 PUBLIC HEARINGS
PM**

16. Conduct a public hearing to consider the vacation of portions of platted Houghton Avenue and Third Street S. right-of-way adjacent to Block 65, Town of Grand Rapids.

Mr. Mattei provides background information regarding requested vacation.

Mayor Adams states that this is the time and place for all those wishing to be heard as it pertains to a request for vacation as submitted. Clerk Gibeau notes that all notices have been given and no correspondence was received by the Clerks office.

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

Ryan Sutherland, grandson of applicant, Lola Pohl, speaks on behalf of his family. Mr. Sutherland thanks the Council for their willingness to review this request and respectfully asks for approval of the vacation.

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

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

17. Consider the adoption of a resolution either approving or denying the vacation of certain portions of platted Houghton Avenue and Third Street S. right-of-way adjacent to Block 65, Town of Grand Rapids.

A motion was made by Councilor Zabinski, seconded by Councilor Zeige, to adopt Resolution 16-48, approving vacation of portions of platted Houghton

Avenue & Third Street S., right-of-way adjacent to Block 65, Town of Grand Rapids. The motion carried by the following vote.

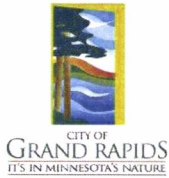
Aye 5 - Councilor Dale Christy
Councilor Ed Zabinski
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake

**6:30 ADJOURNMENT
PM**

A motion was made by Councilor Ed Zabinski, seconded by Councilor Rick Blake, to adjourn the meeting at 5:39 PM. The motion PASSED by unanimous vote.

Respectfully submitted:


Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0386 **Version:** 1 **Name:** Memorial Tree Donation from Northland Counseling Center
Type: Agenda Item **Status:** Consent Agenda
File created: 6/13/2016 **In control:** City Council
On agenda: 6/27/2016 **Final action:**
Title: Consider a resolution accepting a \$200.00 donation from Northland Counseling Center for a Memorial Tree .
Sponsors:
Indexes:
Code sections:
Attachments: [Northland Counseling Tree Donation](#)

Date	Ver.	Action By	Action	Result
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Consider a resolution accepting a \$200.00 donation from Northland Counseling Center for a Memorial Tree .

Background Information:

Northland Counseling Center would like to donate a tree in memory of a co-worker's mother, to be placed near Crystal Lake.

Staff Recommendation:

Public Works Director Jeff Davies, approves the donation from Northland Counseling Center.

Requested City Council Action

A motion approving a resolution accepting a \$200.00 donation from Northland Counseling Center for a Memorial Tree.

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

RESOLUTION NO. 16-

A RESOLUTION ACCEPTING A \$200.00 DONATION FROM NORTHLAND
COUNSELING CENTER EMPLOYEES TO THE CITY OF GRAND RAPIDS FOR A
MAPLE TREE TO BE PLACED AT ICE LAKE

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

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

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

- The Northland Counseling Center Employees have donated \$200.00 to the City of Grand Rapids for the purchase of a maple tree to be placed at Ice Lake as a memorial to a co-worker's mother.

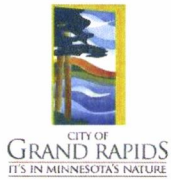
Adopted this 27th day of June, 2016

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 #:	16-0387	Version:	1	Name:	Tent agreement with Northern Community Radio
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	6/14/2016	In control:		In control:	City Council
On agenda:	6/27/2016	Final action:		Final action:	
Title:	Consider entering into an agreement with Northern Community Radio for use of the KAXE/Rotary tent for summer library programs.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Northern Community Radio CO (2) Rental Agreement GRAlibrary Programs 2016 (1)				

Date	Ver.	Action By	Action	Result
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Consider entering into an agreement with Northern Community Radio for use of the KAXE/Rotary tent for summer library programs.

Background Information:

The Library is using the KAXE/Rotary for the following summer programs:

Thursday, June 16, 10-12: Duke Otherwise
Thursday July 14, 12-2: Jonathan Shields
Thursday, July 28, 12-2 Sam Miltich & Friends
Thursday, August 11, 12-2: Mike Miller

Northern Community Radio has agreed to waive the rental fees and security deposit, and is therefore providing a \$200 in-kind donation. A certificate of liability insurance has been obtained through the League of Minnesota Cities.

Staff Recommendation:

Approve agreement as requested.

Requested City Council Action

Make a motion to enter into an agreement with Northern Community Radio for use of the KAXE/Rotary tent for summer library programs.



CERTIFICATE OF LIABILITY INSURANCE

CITYO-9

OP ID: MJ

DATE (MM/DD/YYYY)

06/13/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Grand Rapids Branch Otis-Magie Insurance Agency 520 NE First Avenue Ste #2 Grand Rapids, MN 55744 Brian Polovina - GR	CONTACT NAME: Otis Magie Insurance Agency PHONE (A/C, No, Ext): 218-301-0364 E-MAIL ADDRESS: mjdavies@otismagie.com	FAX (A/C, No): 218-301-0365
	INSURER(S) AFFORDING COVERAGE	
INSURED City of Grand Rapids 420 Pokegama Avenue North Grand Rapids, MN 55744	INSURER A: League of Minnesota Cities	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input checked="" type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			CMC37422	01/01/2016	01/01/2017	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ Included MED EXP (Any one person) \$ Not Covered PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ NA PRODUCTS - COMP/OP AGG \$ 3,000,000
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			CMC37422	01/01/2016	01/01/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N	N / A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

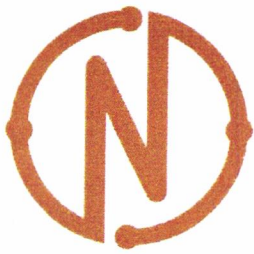
Northern Community Radio, Inc.
 260 NE 2nd St
 Grand Rapids, MN 55744

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Brian Polovina

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RENTAL AGREEMENT
BETWEEN
NORTHERN COMMUNITY RADIO
AND

Client: Grand Rapids Area Library

Non-Profit

Street: 140 NE 2nd Street

City: Grand Rapids

Zip: 55744

Contact: Darla Kirwin / Amy Detmer / Bonnie Hendrickson

Phone: 218-326-7640

eMail: manderso@arrowhead.lib.mn.us

Mobile:

Event: Various - Summer Programs

Date: 06/16/2016 - 08/11/2016 **Time:** varies p.m.

Terms and Conditions

The term **Owner** shall refer to Northern Community Radio, Inc., KAXE-FM, KBXE-FM, its officers, directors, employees, successors and/or assigns, and any person or organization duly authorized and designated in advance as such to act on behalf of Northern Community Radio, Inc., et. al.

The term **Renter** shall refer to the group, organization, business or individual named in the contract, including the person or agent authorized to act on behalf of the Renter to execute the agreement, sign the contracts, and provide required documentation and payments for the rental.

The term **Tent** shall refer to the Rotary Tent and the Amphitheater area as a venue/premises in its entirety. The Tent does not include the Northern Community Radio Station building, its business or personal property, or any equipment of Northern Community Radio, except as otherwise expressly stated in the contract.

In addition to the following Contract, all community groups, organizations, businesses and individuals using the venue are expected to help further our Mission to build community, to respect the ecology and environment of the Mississippi River, and to respect the neighborhood and be safe.

Contract

Waived
_____ **Rental Fees:** Current rates are as follows: Day Rate - Person or Business: \$75.00; Day Rate - Registered Non-Profits & Station Members - \$50.00; Multi-day Rate - By Quote Only. Rental Fees are subject to change without prior notice.

Waived
_____ **Security Deposit:** A deposit of \$25.00 is required to secure your event reservation. Security Deposits are refundable in the event of cancellation, except if an event is cancelled within less than 30 days of the scheduled event date, Owner will retain the deposit to defray administrative costs. Renter shall provide proof of liability insurance, liquor liability insurance, liquor license, and/or event insurance as needed prior to the event.

Waived
_____ **Payment:** Payment may be made by check or money order payable to Northern Community Radio or by Visa or MasterCard during business hours at the station. Unless otherwise stated in the contract, the payment schedule shall be as follows: Deposit due to secure your reservation; Balance due at least 7 business days prior to the event date. Late Cancellation Fees, if applicable, shall be deducted from any refund proceeds due Renter.

_____ **Access:** Owner maintains the right of refusal and/or to grant access to the Tent at its sole discretion. Owner makes no warranty, either express or implied, as to the suitability of the Tent or the outcome of any given event. Owner cannot and does not guarantee the availability of the Tent for a specified date, except as provided upon execution of the contract, acceptance of required deposits, and documentation confirming any required insurance, licenses, or permits.

_____ **Alcoholic Beverages:** No sales of alcoholic beverages shall be permitted at any event without prior verification that Renter has obtained the proper state and local licenses, permits and insurance required to do so. Any liability and/or damages related to the service or sales of alcoholic beverages at any event are the sole responsibility of Renter.

_____ **Weather:** Renter understands and agrees that the Amphitheater is an outdoor venue subject to weather conditions that are beyond the control of Owner and outside the scope of this contract. Renter further understands and agrees that the Tent is a temporary structure designed to provide limited protection from weather conditions such as sun and rain, and that there may be situations, included but not limited to strong winds and lightning, in which the Tent will not provide protection, and may even be damaged, blown over, or otherwise become unsafe. When severe weather threatens the area where the Tent is located, evacuation of the Tent is recommended to avoid possible injury. Renter understands and agrees that in severe weather events, people must leave the Tent and seek shelter elsewhere, and that Owner shall not be liable for event disruption due to weather conditions.

_____ **Event Size:** All events should be size appropriate. Venue capacity varies depending on the type of event and layout of any equipment used. Renter is responsible for ensuring that ticket sales and attendance do not exceed the reasonable capacity of the venue, taking into consideration any tables, chairs, staging or other equipment used for the event. Regardless, attendance should not exceed 200 persons under the Tent and 500 persons in the entire Amphitheater area, exclusive of any other equipment.

_____ **Power:** Owner provides power to the Tent area consisting of a portable power cart with receptacles and capacity up to 50 Amps of power and 150 feet of cable to the connecting source. Power supply as stated is included in the rental fee unless otherwise stipulated by Owner. Owner shall not be responsible for loss or damage to power or electronic equipment or injury to persons related to the supply or use of power, portable power cart, and or power or electronic equipment during any event.

_____ **Equipment:** Any additional equipment such as tables, chairs, staging, services and decorations are not provided by the Owner. Renter may obtain such services at their option and expense from Lefty's Tent & Party or another source. Such rentals, payment for goods and services, and any related liability or damages shall be the sole responsibility of Renter.

_____ **Sound:** Owner does not provide sound equipment or support unless expressly agreed in writing. Pricing for any agreed sound services by Owner will be in addition to any rental fees charged. Otherwise, Renter is responsible to obtain sound equipment and/or services at their expense. Renter shall maintain proper noise control at all times during the event in accordance with local ordinance and the provisions of this contract. Responsibility for sound equipment, payment of services, noise control, and any related liability or damages are the responsibility of the Renter.

_____ **Parking:** Northern Community Radio's parking lot is reserved for station staff and volunteers and should be kept open unless otherwise stipulated in the contract. Free Parking is available on the street, in City lots, and after-hours or by arrangement in the Grand Rapids Public Library Parking Lot. Renter is responsible for working with the Library and/or City of Grand Rapids to ensure that event parking does not interfere with normal operations, and compliance with all local parking ordinances. Owner shall not be responsible for parking, parking violations, fees, vehicles, damages or liability on or off the premises in connection with any event.

_____ **Grounds:** Driving of stakes, erecting of structures and/or fixtures requiring soil penetration of greater than 6" (six inches) is not permitted without the consent of Owner. When such activities are approved by Owner, a minimum advance notice of 10 working days is required to arrange marking of underground utility services prior to the event. Renter shall be responsible for ensuring grounds are maintained and returned in the same good condition as existed prior to event. Renter is responsible for any damages to the Rotary Tent and Amphitheater grounds during the rental.

_____ **Sanitation:** Renter must provide appropriate numbers of refuse containers and portable toilets for the anticipated number of persons attending the event. Responsibility for securing proper sanitation equipment, disposal of refuse and recycling, payment of fees, and any liability for damages resulting from improper sanitation are the responsibility of the Renter.

Security: Renter is responsible for ensuring the event does not interfere with Station access, egress or broadcast, or disturb the peace of local residents or businesses. In the event security personnel are required to protect persons or property during an event, Renter shall be responsible for providing those services at their expense. Responsibility for any liability or damages related to event security are the responsibility of the Renter.

Emergency: Renter is responsible for proper emergency planning. Renter shall notify Meds-1 Ambulance Service and any other local authorities as needed prior to any public event. Responsibility for event emergency services, equipment, personnel, fees, fines, damages, and event disruption or cancellation due to any emergency are the responsibility of the Renter.

Compliance: Renter is responsible for compliance with all applicable federal, state, county and city laws and ordinances that may be applicable to the proposed event, including but not limited to permits and licenses, insurance, hours of operation, noise levels, health, sanitation and safety. Responsibility for ensuring appropriate compliances are met are the sole responsibility of the Renter.

Insurance: Responsibility for securing event Insurance, liability insurance, and/or food/alcoholic beverage service insurance, payment for such insurance, liability and damages related to such event shall be the sole responsibility of the "Renter"/Executor. Proof of required insurance(s) is required at the time of deposit to secure the event reservation.

Liability: Northern Community Radio, Inc. (Owner) shall not be liable for any damage to persons or property, either on or off the premises, in connection with the proposed event, the rental of the venue premises, contract services, or any other rental property. Any and all liability for property damage or personal injury, to Owner or others, shall be the sole responsibility of the Renter. Proof of insurance is required to secure your event reservation.

Non-Waiver: By entering into this agreement, Owner does not waive, and expressly reserves all of the rights and defenses it may have, or that may arise in connection with this agreement, or at law.

Severability: If any part of this agreement is amended, agreed by both parties to not apply, or deemed invalid by proper authority, it is agreed by both parties that the remainder of the contract shall remain in full force and effect without prejudice to either party.

Northern Community Radio, Inc. (Owner), a non-profit Minnesota Corporation, and "Renter"

agree to a rental period beginning: 10:00 a.m.

_____ Client / Executor Name _____				
Thursday	June	16	2016	and ending no later than: 3:00 p.m. on _____
Thursday	August	11	2016	_____ .

Said rental shall include the following:

- or - None

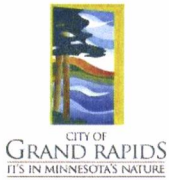
- Thursday June 16, 10am-12pm: Duke
- Thursday July 14, 12pm-2pm: Jonathan Shields
- Thursday July 28, 12pm-2pm: Sam Miltich & Friends
- Thursday August 11, 12pm-2pm: Mike Miller

\$200.00 IN-KIND DONATION

Owner/Renter agree to the terms and conditions stated herein and am legally able to enter into the agreement and/or duly authorized on behalf of Owner/Renter to do so. In consideration of the agreed sum paid according to the contract terms, Owner agrees to rent the Rotary Tent/Amphitheater to Renter for the specified period of time. Renter agrees to comply with all terms and conditions stated in the contract and to use and return property to Owner in the same good condition as it was delivered. The parties further affirm that nothing in this agreement, or any of the actions, benefits and obligations relating to it, discriminate in any way on the basis of race or ethnicity.

Client Signature _____ **Date** _____

Station Signature Randy Black **Date** 6-10-2014



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	16-0396	Version:	1	Name:	Consider approving a Termination of Easement agreement for an electric line, granted to the City of Grand Rapids in November of 2005 through recorded document number 593837.
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	6/22/2016	In control:		In control:	City Council
On agenda:	6/27/2016	Final action:		Final action:	
Title:	Consider approving a Termination of Easement agreement for an electric line, granted to the City of Grand Rapids in November of 2005 through recorded document number 593837.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Termination of Easement Agreement Electric Line Easement from 2005 GR PUC Comments RE: Electric Line Easement				

Date	Ver.	Action By	Action	Result
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Consider approving a Termination of Easement agreement for an electric line, granted to the City of Grand Rapids in November of 2005 through recorded document number 593837.

Background Information:

Oppidan, Incorporated, the developer and subdivider of Thunderhawk Addition (former UBC/ProBuild site), has requested the City's approval of a "Termination of Easement" agreement of an electric line (since removed) that had serviced the former UBC/ProBuild building.

The subject electric line easement was granted to the City in November of 2005, by Lanoga Corporation (UBC) through recorded document number 593837 (*see attached*), for the purpose of installing and maintaining an electric line (and related infrastructure) which serviced the former UBC/ProBuild building. With the platting of the subject property, demolition of the former commercial building, and subsequent redevelopment of the property, the Electric Line easement is no longer needed.

The subject easement appears to have a "sunset" clause within the last paragraph of the document: "*The Easement hereby created and granted shall continue for as long as the said described premises shall be used for the purposes herein provided.*" Oppidan, Incorporated had interpreted this paragraph as; as the easement is no longer being used for the purposes set forth therein and it is thus terminated. The execution of the Termination of Easement agreement, would be confirmation by the City, that the easement has been terminated.

Staff has consulted with City Attorney Sterle, and the Grand Rapids Public Utilities Commission, regarding this request, and both support the action. The GRPUC did note, that easements, in addition to the newly platted easements with in Thunderhawk Addition, would be required to be granted for electrical infrastructure servicing the new customers on the property, but that PUC staff was working with the developers and site managers regarding this matter already.

Requested City Council Action

Make a motion approving a Termination of Easement agreement for an electric line, granted to the City of Grand Rapids in November of 2005 through recorded document number 593837, and authorize the Mayor and City Clerk to sign the

agreement.

TERMINATION OF EASEMENT

THIS TERMINATION OF EASEMENT (this "Termination") is given this ____ day of June, 2016 ("Effective Date"), by the City of Grand Rapids, a Minnesota municipal corporation (the "City").

RECITALS

WHEREAS, the City is the grantee under that certain Easement for Electric Line dated November 18, 2005, filed December 19, 2005, as Document No. 593837 (the "Easement") concerning certain real property in Itasca County, Minnesota, legally described in EXHIBIT A attached hereto (the "Property");

WHEREAS, the Easement provides that the Easement shall continue for so long as the Property is used for the purposes set forth in the Easement;

WHEREAS, the Property is no longer being used for the purposes set forth in the Easement; and

WHEREAS, the City desires to terminate the Easement pursuant to the terms of this Termination.

1. Termination. The City hereby terminates the Easement, effective as of the Effective Date.

[Remainder of page left blank. Signature page to follow.]

IN WITNESS WHEREOF, the City has executed this Termination as of the Effective Date.

CITY OF GRAND RAPIDS

By: _____
Its: Mayor

By: _____
Its: City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF ITASCA)

The foregoing instrument was acknowledged before me this ____ day of June, 2016, by _____, as Mayor, and _____, as City Clerk, respectively, of the City of Grand Rapids, a Minnesota municipal corporation, for and on behalf of said municipal corporation.

Notary Public

This document drafted by:

Oppidan, Incorporated (DAS)
400 Water Street, Suite 200
Excelsior, MN 55331

EXHIBIT A
TO TERMINATION OF EASEMENT

Legal Description of the Property

The West 837.38 feet of the South 315 feet of the Southeast Quarter of the Northwest Quarter, Section 28, Township 55 North, Range 25 West of the Fourth Principal Meridian, Itasca County, Minnesota.

OFFICE OF THE COUNTY RECORDER
ITASCA COUNTY, MINNESOTA

CERTIFIED, FILED, AND
RECORDED ON
12/19/2005 12:15:00PM

PAGES 1
REC FEES \$46.00

JEAN BENGSTON WINTER
ITASCA COUNTY RECORDER

BY SA Dep

EASEMENT FOR ELECTRIC LINE

THIS INDENTURE, made this 18th day of November, 2005, by and between Lanoga Corporation (URC), City of Winona, County of Winona, State of Minnesota, parties of the first part, and the City of Grand Rapids, a municipal corporation, County of Itasca, State of Minnesota, party of the second part.

WITNESSETH

That the parties of the first part, being the owners of the premises hereinafter described, for and in consideration of the sum of one dollar and other valuable consideration, to them in hand paid, the receipt whereof is hereby acknowledged, do hereby grant, convey and warrant unto the said party of the second part, its successors and assigns a right-of-way and easement sixteen feet (16') in width: for electric power-line purposes over, under and across that portion of the following described parcel: THE WEST 837.38 FEET OF THE SOUTH 315 FEET OF THE SOUTHEAST QUARTER OF THE NORTHWEST QUARTER, SECTION 28, TOWNSHIP 55 NORTH, RANGE 25 WEST OF THE FOURTH PRINCIPAL MERIDIAN, ITASCA COUNTY, MINNESOTA, on file and of record at Itasca County Records Office. Said easement being eight feet (8') each side of a center line described as follows:

From the southwest corner of SE 1/4 of NW 1/4, Section 28, T55N, R25W; thence northerly and along the west line of said SE-NW a distance of 315 feet; thence easterly and parallel to the south line of said SE-NW a distance of 238 feet to the point of beginning of said centerline to be described; thence southerly and parallel to the west line of said SE-NW a distance of 102 feet; thence easterly and parallel to the south line of said SE-NW a distance of 25 feet and said center line there terminating.

Together with the right of the party of the second part, its servants, agents and employees, to enter upon said premises for the purpose of constructing, digging, repairing and patrolling said electric line and to enter upon for the purpose of installing and maintaining necessary poles, wires, pad mounted transformers, pedestals, and other necessary parts of said electric light and power line, and for doing all things necessary and expedient for the proper control, maintenance and operation of said electric light and power line, together with the right to extend to any other company the right to use, jointly with grantee, said easement for other utilities, pursuant to the provisions hereof.

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

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

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

Lanoga Corporation

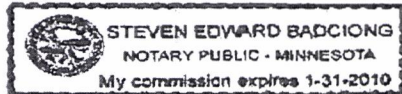
Dale Kukowski
Dale Kukowski, Vice President

STATE OF MINNESOTA)

) ss.

COUNTY OF WINONA)

On this 18th day of November, 2005, before me a Notary Public within and for said County, personally appeared Dale Kukowski, to me known to be the persons described in, and who executed the foregoing instrument, and acknowledged that they executed the same as their free act and deed.



Steven Edward Badciong
Notary Public Winona County Minnesota
My Commission expires, _____

[Notaries Seal]

Easement for Electric Line

*Quinn Hillier
City of Grand Rapids
500 SE 130th St
55774*

Grand Rapids MN 55774

Q12

Eric Trast

From: Anthony Ward <atward@grpuc.org>
Sent: Thursday, June 16, 2016 2:28 PM
To: Eric Trast
Cc: Chad Sterle; Tom Pagel; Rob Mattei; Jeremy Goodell; Julie Kennedy
Subject: RE: Thunderhawk Addition

Eric,

Jeremy Goodell and I have reviewed the need for the easement described in your email and associated attachments. Removal of the UBC Building and redevelopment of the property renders the easement of no value to the GRPUC and we have no objection to the City of Grand Rapids abandoning the easement.

Please note that GRPUC will need to obtain easements from the property owners to serve both new developments. Jeremy informed that he is meeting with the site foreman next Tuesday to discuss how the primary and secondary electric distribution system will be designed to serve both customers as well as provide reliability through construction of a looped system.

Please let me know if you have any other questions or need additional information.

Anthony T. Ward | General Manager
Grand Rapids Public Utilities Commission
P. O. Box 658 | 500 SE 4th St. | Grand Rapids, MN 55744
218-326-7188 direct | 218-349-0658 cell | 218-326-7698 fax
www.grpuc.org | GRPUC - Service Is Our Nature

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From: Eric Trast [mailto:ETrast@ci.grand-rapids.mn.us]
Sent: Wednesday, June 15, 2016 9:20 AM
To: Anthony Ward <atward@grpuc.org>
Cc: Chad Sterle <csterle@sterlelaw.com>; Tom Pagel <tpagel@ci.grand-rapids.mn.us>; Rob Mattei <rmattei@ci.grand-rapids.mn.us>
Subject: FW: Thunderhawk Addition

Hi Tony-

Please see below request (and attachments) pertaining to the former UBC/ProBuild property, recently platted as Thunderhawk Addition... Generally, to vacate easements, as we did in January of this year with the Fire Lane/Utility Easement on the east 2/3 of this property, we have staff review, Planning Commission consideration and recommendation, then City Council public hearing/action...

The above request caught he off guard, as it is not a typical vacation request, and 2nd, why was the request incorporated into the vacation request in January? Mr. Scott pointed out the last paragraph in the easement which talks about the easement “continuing for as long as the said described premises shall be used for the purposes herein provided”. I believe the “termination of easement agreement” is (their hope) confirmation that the easement has expired, due to it not being needed to service the previous use of the property, and thus, not needing to go through the typical vacation process.

Chad Sterle wanted me to start with the PUC and get your interpretation on this request. Not sure if the GR PUC drafted the document, or the former property owner did...and if this is common practice to have an expiration date on an easement?

Give me (or Rob) a call, when you have had a chance to take a look at the documents.

Thank you,

Eric

Eric Trast

Community Development Specialist
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744-2662
Office: 218-326-7650
Fax: 218-326-7621

From: Dave Scott [<mailto:dave@Oppidan.com>]
Sent: Wednesday, June 08, 2016 2:25 PM
To: Eric Trast
Subject: RE: Thunderhawk Addition

Eric, there is an old electric easement, granted to the City, that serviced the building that is now demolished. I have attached a copy of the easement and the plat that shows its location (it leads to nowhere now). I have also attached a termination of that easement. Can you have this signed by the City?

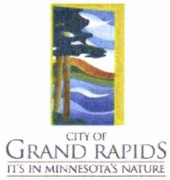
Thanks,
Dave

David Scott
Oppidan, Incorporated
400 Water Street, Suite 200
Excelsior, MN 55331
(952) 294-1255 (direct)
(952) 294-0353 (main)
(952) 294-0151 (fax)
dave@oppidan.com



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CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0402 **Version:** 1 **Name:** CP 2017-1 Safe Routes Grant Items
Type: Agenda Item **Status:** Consent Agenda
File created: 6/23/2016 **In control:** City Council
On agenda: 6/27/2016 **Final action:**
Title: Consider Exhibit C and a resolution related to the Safe Routes to School grant on CP 2017-2, 5th St./8th Ave. Improvements.
Sponsors:
Indexes:
Code sections:
Attachments: [6-27-16 CP 2017-1 Exhibit C.pdf](#)
[6-27-16 Resolution CP 2017-1 Safe Routes Maintenance Agreement.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider Exhibit C and a resolution related to the Safe Routes to School grant on CP 2017-2, 5th St./8th Ave. Improvements.

Background Information:

A the June 13, 2016, regular council meeting, the council approved a Safe Routes to School grant agreement with the State. Two resolutions that are attachments to the agreement were omitted. Exhibit C is a document that certifies that the improvements being funded by Safe Routes to School are located on property under control of the City, which they are. The resolution commits the City to maintaining the improvements for at least ten years, which we will.

Staff Recommendation:

City staff is recommending the approval of Exhibit C and a resolution related to the Safe Routes to School grant on CP 2017-2, 5th St./8th Ave. Improvements.

Requested City Council Action

A motion approving Exhibit C and a resolution related to the Safe Routes to School grant on CP 2017-2, 5th St./8th Ave. Improvements.

EXHIBIT C

GENERAL FUND FINANCED PROPERTY CERTIFICATION
(Complete only one Certification for all projects)
SAP 129 - 591 - 004

State of Minnesota
General Fund Financed Property

The undersigned has a fee simple title, a lease, or an easement interest in the real property, located in the County of Itasca, State of Minnesota that is generally described in **Attachment I** attached hereto and all facilities situated thereon (the "Restricted Property") and as owner of such fee title, lease or easement, does hereby declare that such interest in the Restricted Property is subject to those provisions, requirements, restrictions, and encumbrances contained in the General Fund Grant Agreement Construction Grant for the Safe Routes to School Program dated _____, _____, between the undersigned and the Department of Transportation. The Restricted Property shall remain subject to such provisions, requirements, restrictions, and encumbrances until it is released therefrom by a written release in recordable form signed by the Commissioner of Transportation and such written release is recorded in the real estate records relating to the Restricted Property.

Date: _____, 20____

The City of Grand Rapids, a political
subdivision of the State of Minnesota

By: _____
Name: _____
Title: Mayor

By: _____
Name: _____
Title: Clerk

Councilor _____ introduced the following resolution and moved for its adoption:

RESOLUTION NO. 16-__

**Exhibit F Grantee Resolution to Maintain Facility
(Safe Routes to School Program)
Grant Terms and Conditions
SAP 129-591-004
June 27, 2016**

WHEREAS, The Safe Routes to School Program was established in Minn. Stat. §174.40 to provide assistance in capital investments for safe and appealing non-motorized transportation to and from a school with a useful life of at least ten years: and

WHEREAS, The Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with SRTS funds, operation and maintenance requirements for its useful life should be applied to the project sponsor, and

WHEREAS, The City of Grand Rapids is the project sponsor for the Safe Routes to School project within the City of Grand Rapids.

THEREFORE BE IT RESOLVED, that the Project Sponsor hereby agrees to assume full responsibility for the design, construction, operation and maintenance of property and facilities related to the aforementioned Safe Routes to School project.

BE IT FURTHER RESOLVED THAT the Sponsoring Agency has received assurance that the Agency receiving the facility will retain responsibility for maintenance. Failure to adequately maintain the facility will result in the Recipient Agency being ineligible for future funding under this or similar federal or state funded programs.

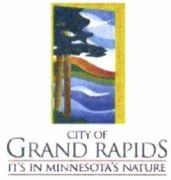
Adopted this 27th day of June , 2016

Dale C. Adams, Mayor

Attest:

Kimberly Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0409 **Version:** 1 **Name:** Taxi Cab application
Type: Agenda Item **Status:** Consent Agenda
File created: 6/23/2016 **In control:** City Council
On agenda: 6/27/2016 **Final action:**
Title: Consider approving Taxi license for Rapid Taxi.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider approving Taxi license for Rapid Taxi.

Background Information:

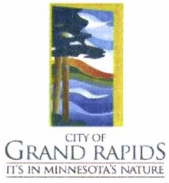
Carl Byers has submitted an application for a Taxicab License for service within the City of Grand Rapids. Taxi insurance, payment of fees and vehicle inspections will be completed following Council approval.

Staff Recommendation:

Approve license with contingencies

Requested City Council Action

Make a motion to approve Taxi Cab license for Carl Byers, dba Rapid Taxi, contingent upon receipt of fees, proof of appropriate liability insurance and satisfactory vehicle inspections.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0411 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Consent Agenda
File created: 6/23/2016 **In control:** City Council
On agenda: 6/27/2016 **Final action:**
Title: Closed meeting summary
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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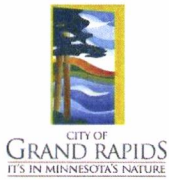
Closed meeting summary

Background Information:

Council met on Monday, June 13, 2016 in closed session to discuss proposed employment contract with Scott Johnson, Interim Police Chief. Council directed staff to move forward with contract negotiations and bring proposed contract to Council for consideration on June 27, 2016 at regular meeting.

Requested City Council Action

Acknowledge closed meeting summary.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0410 **Version:** 1 **Name:** Chief of Police Employment Agreement
Type: Agenda Item **Status:** Consent Agenda
File created: 6/23/2016 **In control:** City Council
On agenda: 6/27/2016 **Final action:**

Title: Consider an employment agreement with Scott Johnson for the Chief of Police position.

Sponsors:

Indexes:

Code sections:

Attachments: [6-27-16 CHIEF OF POLICE EMPLOYMENT AGREEMENT \(2\).pdf](#)

Date	Ver.	Action By	Action	Result
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Consider an employment agreement with Scott Johnson for the Chief of Police position.

Background Information:

Attached is an employment agreement between the City and Scott Johnson for the Chief of Police position.

Staff Recommendation:

City staff is recommending the employment agreement between the City and Scott Johnson for the Chief of Police position.

Requested City Council Action

A motion approving the employment agreement between the City and Scott Johnson for the Chief of Police position.

CHIEF OF POLICE EMPLOYMENT AGREEMENT

THIS CHIEF OF POLICE EMPLOYMENT AGREEMENT, entered into this ____ day of _____, 2016 by and between the **CITY OF GRAND RAPIDS**, a Minnesota municipal corporation (“City”) and **SCOTT A. JOHNSON**, (“Chief of Police”).

RECITALS

WHEREAS, City wishes to retain the services of a Chief of Police to perform the general duties as described in the job description on file in the Human Resources Office; and

WHEREAS, the Chief of Police has indicated that he is qualified and willing to accept and perform the job responsibilities as Chief of Police subject to the terms of this Chief of Police Employment Agreement.

NOW, THEREFORE, for good and valuable mutual consideration, and with the intent of being legally bound, City and Chief of Police agree as follows:

1. **EMPLOYMENT**. Upon the terms and conditions set forth in this Chief of Police Employment Agreement, City hereby contracts with the Chief of Police, to perform the duties of Chief of Police.
2. **TERM OF EMPLOYMENT AGREEMENT**. The term of the Employment Agreement shall be from the executed date of this Agreement until either party chooses to terminate this agreement as provided for in Paragraph 7.
3. **DUTIES**. For purposes of this agreement, it is understood and agreed between the parties that the Chief of Police shall provide oversight and management of the Police Department in accordance with the job description of Chief of Police on file in the Human Resources Office.
4. **COMPENSATION/BENEFITS**. In consideration of his performance of the duties required of him by this Employment Agreement, the Chief of Police will be compensated at the rate of \$96,791.72 annually, over 26 pay periods. Annual increases in compensation shall be in accordance with City policy. The Chief of Police’ compensation shall be subject to federal and state income tax withholding deductions, FICA and Medicare deduction. The position of Chief of Police is an exempt position under the Fair Labor Standards Act (FLSA) and shall not be eligible for cash overtime or compensatory time in lieu of overtime. The Chief of Police shall not accrue Flexible Time Off (FTO), rather the City Administrator shall approve requested leaves on a case by case basis.

- b. **Complete Agreement.** This Agreement constitutes the entire agreement between the parties and supersedes any prior oral or written agreements between the parties. This Agreement can only be modified by written agreement of both parties. This Agreement shall be interpreted in accordance with the laws of the State of Minnesota. If the parties disagree upon the interpretation of this Agreement, and cannot resolve their differences in good faith, the parties agree to request non-binding mediation from the Minnesota Bureau of Mediation Services. Each party will be responsible for its own attorneys' fees, and the parties will split equally any other mediation fees.
- c. **Legality.** The parties covenant and agree that the provisions contained herein are reasonable and are not known or believed to be in violation of any federal or state law or regulation. In the event a court of competent jurisdiction finds any provision contained herein to be illegal or unenforceable, such court may modify such provision to make it valid and enforceable. Such modification shall not affect the remainder of this Agreement which shall continue at all times to be valid and enforceable. No payment may be made under this Agreement in excess of the maximum amount permitted by applicable law.

IN WITNESS WHEREOF, the parties hereto have caused this Chief of Police Employment Agreement to be executed the day and year first above written.

CITY OF GRAND RAPIDS

BY:

Mayor

AND:

City Clerk

CHIEF OF POLICE

Scott A. Johnson

7a.



CITY OF GRAND RAPIDS

Legislative Master

File Number: 16-0401

File ID: 16-0401	Type: Agenda Item	Status: Consent Agenda
Version: 1	Reference:	In Control: Library
		File Created: 06/22/2016
File Name: Arts and Culture Riverfront Venue Feasibility Study		Final Action:

Title: Consider a motion to allow the Arts and Culture Commission to pursue funding for a Riverfront Venue Feasibility Study.

Notes:

Sponsors:

Enactment Date:

Attachments:

Enactment Number:

Contact:

Hearing Date:

Drafter: Amy Dettmer

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File 16-0401

Consider a motion to allow the Arts and Culture Commission to pursue funding for a Riverfront Venue Feasibility Study.

Background Information:

Earlier in 2016, the Arts and Culture Commission put out a request for proposals for a Riverfront Venue Feasibility Study. Seven firms sent proposals. In May, the Commission interviewed 3 firms: Shelter Architecture, LHB, and Kimley-Horn. The Commission is pursuing working with LHB. The proposal from LHB is \$66,000, but the Commission is working with the firm to negotiate a lower price.

Staff Recommendation:

City staff is recommending approval to allow the Commission to pursue funding from Blandin Foundation and other sources to work with LHB for a Riverfront Venue Feasibility Study.

Requested City Council Action

Make a motion to approve pursuing funding for a Riverfront Venue Feasibility Study.

76.



CITY OF GRAND RAPIDS

Legislative Master

File Number: 16-0413

File ID: 16-0413	Type: Agenda Item	Status: Draft
Version: 1	Reference:	In Control: City Council
		File Created: 06/27/2016

File Name:

Final Action:

Title: Consider approval of a Letter of Understanding with Blandin Paper Company as well as the associated proposal from SEH for engineering services related to the demolition of structures at the former Public Works/Showboat site.

Notes:

Sponsors:

Enactment Date:

Attachments: Letter of Understanding Blandin-GR 06162016

Enactment Number:

Contact:

Hearing Date:

Drafter:

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File 16-0413

Consider approval of a Letter of Understanding with Blandin Paper Company as well as the associated proposal from SEH for engineering services related to the demolition of structures at the former Public Works/Showboat site.

Background Information:

Staff has been engaged in discussions with Blandin Paper Company regarding a possible exchange of property, whereby the City would receive property owned by Blandin and Blandin would receive property owned by the City, specifically the 10 acre site which formerly was the Public Works garage, Showboat venue and Syndicate Park.

A possible exchange of properties that is equally valued under the requirements of Section 1031 if the IRS Code, which will be considered at a later date, will involve the City delivering a clean site to Blandin with the existing structures removed. In order for the terms of the proposed exchange to be fully established, it will be required that formal bids for the demolition work be secured, so that hard costs are established. RCA

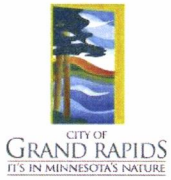
The obtainment of bids will require expenditures by the City for professional services. In the proposal,

attached to the Letter of Understanding, SEH would provide these services in two phases. Phase 1, which involves development of plans, bidding documents and bidding services, carries a lump sum fee of \$7,100. Phase 2, which includes construction services and project administration, carries a lump sum fee of \$3,400 and would only be necessary if both the City and Blandin approve an exchange and the project moves forward.

Under the proposed Letter of Understanding, Blandin agrees to reimburse the City the cost of obtaining bids for the demolition work, which are the expenses for the Phase 1 services in the SEH proposal dated March 4, 2016.

Requested City Council Action

Consider approval of a Letter of Understanding with Blandin Paper Company as well as the associated proposal from SEH for engineering services related to the demolition of structures at the former Public Works/Showboat site.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0412 **Version:** 1 **Name:**
Type: Minutes **Status:** Approved
File created: 6/23/2016 **In control:** City Council
On agenda: 6/27/2016 **Final action:**
Title: HRA Minutes: April 20, 2016, May 18, 2016
PUC Minutes: May 5 & May 11, 2016
Golf Board Minutes: May 17, 2016

Sponsors:

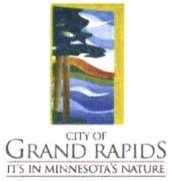
Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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HRA Minutes: April 20, 2016, May 18, 2016
PUC Minutes: May 5 & May 11, 2016
Golf Board Minutes: May 17, 2016



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0393 **Version:** 1 **Name:** IT - Department Head Report
Type: Department Head Report **Status:** Department Head Report
File created: 6/21/2016 **In control:** City Council
On agenda: 6/27/2016 **Final action:**
Title: IT - Department Head Report
Sponsors:
Indexes:
Code sections:
Attachments: [IT Department Head Report June 2016.pdf](#)

Date	Ver.	Action By	Action	Result
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IT - Department Head Report



City of Grand Rapids Information Technology Dep

June 2016

Erik Scott

Lasha Karels

GRAND RAPIDS
MICHIGAN



GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

Completed Projects

- Responded to over 400 service tickets (help desk)
- Replaced 15 in-squad laptops and mounts including cellular cards and AVL functionality
- Virtual server host replacement
- Implemented 2nd redundant VDI host server
- Upgraded entire virtual platform and create 2nd cluster
- Updated software and configurations on all Library and catalog computers to support ALS changes
- Implemented mobile devices to enable inspectors access Cityworks from the field



GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

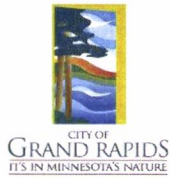
Upcoming/Ongoing Projects

- Email server upgrade/replacement
- Domain controller/file server upgrade/replacement
- Timeclock plus server replacement and software up
- Continuing core network switch replacements
- Continuing implementation of mobile computing ac for Public Works crew access in the field
- Architect solution to provide easier access to police casefile data for attorneys
- Install private fiber optic cable connecting City hall t Itasca County Courthouse
- Electronic document management system server up



GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

Questions?



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	16-0404	Version:	1	Name:	Blandin Grant for Multi-Use Pavilion
Type:	Agenda Item	Status:		Status:	Civic Center, Parks & Recreation
File created:	6/23/2016	In control:		In control:	City Council
On agenda:	6/27/2016	Final action:		Final action:	
Title:	Consider approval of a grant agreement and resolution accepting a \$200,000 grant from the Blandin Foundation to utilized on the construction of a Multi-Use Pavilion at the IRA Civic Center.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	6-27-16 Resolution Blandin Grant MUP.pdf				

Date	Ver.	Action By	Action	Result
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Consider approval of a grant agreement and resolution accepting a \$200,000 grant from the Blandin Foundation to utilized on the construction of a Multi-Use Pavilion at the IRA Civic Center.

Background Information:

The City has been awarded a \$200,000 grant from the Blandin Foundation to utilized on the construction of a Multi-Use Pavilion at the IRA Civic Center. In order to access the funds the City must enter into a grant agreement and pass a resolution accepting the grant.

Staff Recommendation:

City staff is recommending the approval of a grant agreement and resolution accepting a \$200,000 grant from the Blandin Foundation to utilized on the construction of a Multi-Use Pavilion at the IRA Civic Center.

Requested City Council Action

A motion approving a grant agreement and resolution accepting a \$200,000 grant from the Blandin Foundation to utilized on the construction of a Multi-Use Pavilion at the IRA Civic Center

Councilor _____ introduced the following resolution and moved for its adoption:

RESOLUTION NO. 16-__

A RESOLUTION ACCEPTING A \$200,000.00 GRANT FROM THE BLANDIN FOUNDATION FOR THE MULTI-USE PAVILION LOCATED AT THE IRA CIVIC CENTER

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 Blandin Foundation has granted \$200,000 to be utilized in the construction of the Multi-Use Pavilion located at the IRA Civic Center.

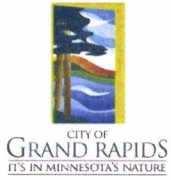
Adopted this 27th day of June , 2016

Dale C. Adams, Mayor

Attest:

Kimberly Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0406 **Version:** 1 **Name:** Multi-Use Pavilion GRAHA Donation
Type: Agenda Item **Status:** Civic Center, Parks & Recreation
File created: 6/23/2016 **In control:** City Council
On agenda: 6/27/2016 **Final action:**
Title: A resolution accepting a \$150,000 donation from the Grand Rapids Amateur Hockey Association (GRAHA) to be utilized in the construction of the Multi-Use Pavilion.

Sponsors:

Indexes:

Code sections:

Attachments: [6-27-16 Resolution GRAHA Donation MUP.pdf](#)

Date	Ver.	Action By	Action	Result
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A resolution accepting a \$150,000 donation from the Grand Rapids Amateur Hockey Association (GRAHA) to be utilized in the construction of the Multi-Use Pavilion.

Background Information:

Attached is a resolution accepting a \$150,000 donation from the Grand Rapids Amateur Hockey Association to be utilized in the construction of the Multi-Use Pavilion. This donation, along with a previous \$50,000 donation from GRAHA, achieves their \$200,000 donation towards the funding of the Multi-Use Pavilion.

Staff Recommendation:

City staff is recommending a resolution accepting a \$150,000 donation from the Grand Rapids Amateur Hockey Association (GRAHA) to be utilized in the construction of the Multi-Use Pavilion.

Requested City Council Action

A motion approving a resolution accepting a \$150,000 donation from the Grand Rapids Amateur Hockey Association (GRAHA) to be utilized in the construction of the Multi-Use Pavilion.

Councilor _____ introduced the following resolution and moved for its adoption:

RESOLUTION NO. 16-__

A RESOLUTION ACCEPTING A \$150,000.00 DONATION FROM THE GRAND RAPIDS AMATEUR HOCKEY ASSOCIATION (GRAHA) FOR THE MULTI-USE PAVILION LOCATED AT THE IRA CIVIC CENTER

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 GRAHA has donated \$150,000 to be utilized in the construction of the Multi-Use Pavilion located at the IRA Civic Center.

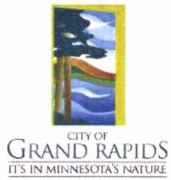
Adopted this 27th day of June, 2016

Dale C. Adams, Mayor

Attest:

Kimberly Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0391 **Version:** 1 **Name:** Dashboard Purchase
Type: Agenda Item **Status:** Civic Center, Parks & Recreation
File created: 6/17/2016 **In control:** City Council
On agenda: 6/27/2016 **Final action:**
Title: Consider purchasing a used set of dasherboards from Arena Warehouse.
Sponsors:
Indexes:
Code sections:
Attachments: [Dashboard Photos](#)
[Dashboard Proposal](#)

Date	Ver.	Action By	Action	Result
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Consider purchasing a used set of dasherboards from Arena Warehouse.

Background Information:

At the June 1st City Council Special Meeting, staff received approval to direct negotiate for the purchase of a used set of dasherboards for the multi-sport outdoor pavilion. After looking at several sets from Becker Arena Products and Arena Warehouse, I am recommending the purchase of set of boards from Arena Warehouse for \$39,500.00. I choose this set as they are in the best condition for our budget and they also include players boxes. I have attacehd photos for your review.

Staff Recommendation:

City staff is recommending the purchase of a used set of dasherboards from Arena Warehouse for \$39,500.00.

Requested City Council Action

Make a motion approving the purchase of a used set of dasherboards from Arena Warehouse for \$39,500.00.





EQUIPMENT PURCHASE AGREEMENT

This Agreement is entered into by and between ARENA WAREHOUSE, LLC, hereinafter "Seller" and City of Grand Rapids, MN – IRA Civic Center __, hereinafter "Buyer" for the purposes herein stated.

For \$ **39,500.00** , the receipt and sufficiency of which is hereby acknowledged, the undersigned do hereby covenant, contract and agree as follows:

1. **AGREEMENT:** Seller hereby sells, conveys and transfers to Buyer all rights, title and interest in and unto the machinery, equipment and other personal property, hereinafter referred to collectively as equipment, described in the attached as Schedule I.
2. **DELIVERY AND ACCEPTANCE:** Upon acceptance by Buyer of the equipment, which acceptance shall be identified by Buyer taking possession of the equipment, such acceptance shall acknowledge that the equipment is in good order and condition and that Buyer is satisfied with same and that Seller has made no representation or warranty, expressed or implied, with respect to such item of equipment. All equipment is sold in an "as is" condition.
3. **PURCHASE PAYMENTS:** Buyer agrees to pay unto Seller the sum of **Thirty Nine Thousand Five Hundred Dollars and Zero Cents** payable in US Funds.
4. **TITLE TO EQUIPMENT:** Seller represents that all equipment described herein free and clear and that such equipment is free of all liens.
5. **MAINTENANCE AND REPAIR:** All maintenance and repair costs to the equipment shall be paid by Buyer and Seller is hereby relieved from any responsibility to maintain or repair said equipment, all said equipment being sold in an "as is" condition.
6. **TAXES AND LICENSES:** All taxes, license fees and other expenses associated with the agreement equipment shall be paid by Buyer.
7. **INDEMNIFICATION OF SELLER:** Buyer shall indemnify, protect and hold harmless the Seller, its agents, servants, successors and assigns from and against all losses, damages, injuries, claims, demands and expenses, including legal expenses, of whatever nature, arising out of the use, condition or operation of any item of the equipment, regardless of where, how and by whom operated. Buyer shall assume the settling of, and the defense of any suits or other legal proceedings brought to enforce all such losses, damages, injuries, claims, demands and expenses and shall pay all judgments entered in the suit for other legal proceedings. The indemnification and assumptions of liability and obligation herein provided shall continue in full force and effect notwithstanding the termination of this agreement, whether by expiration of time, by operation of law or otherwise.
8. **"AS IS" CONDITION OF EQUIPMENT:** Seller makes no warranties unto Buyer for the sale of the equipment and all equipment described herein is sold in its "as is" condition.
9. **DEFAULT BY BUYER:** Time is of the essence under this agreement and any of the following events shall constitute defaults on the part of the Buyer hereunder:

ARENA WAREHOUSE 1661 DONWAY CT. NE. ALEXANDRIA, MN 320-815-2369
www.arenawarehouse.com



- a. Failure of Buyer to pay any payment within fifteen days in which same becomes due;
- b. Any breach or failure of Buyer to perform any of its obligations under this agreement;
- c. Insolvency or bankruptcy of Buyer or assignment for the benefit of creditors;
- d. Any other act of Buyer which will cause Seller to deem itself insecure.

Upon the occurrence of any default Seller may exercise this option without notice to or demand on the Buyer thereupon all equipment and rights of Buyer therein shall be surrendered unto Seller; upon default, Seller may take possession of the equipment where found with or without process of law in court, may enter upon the agreed premises without liability of suit, action, or other proceedings by Buyer and remove same; hold, sell, agreement or otherwise dispose of the equipment or keeping any of them as Seller so chooses without effecting the obligation of Buyers as providing by this Agreement; collect all unpaid payments due without prejudice to Seller's right to regain possession of the equipment. Any breach by the Buyer requiring the Seller to enforce any terms of this Agreement including but not limited to collection costs shall obligate Buyer to pay for any and all expenses related to such enforcement and collection including but not limited to Seller's attorney fees.

- 10. Upon receiving payment in full from Buyer under this Agreement, seller shall exercise such further assurances as may be reasonably required by Buyer to insure that the equipment is free from all liens and encumbrances.
- 11. GOVERNING LAW: This Agreement shall be governed by the laws of the state of Minnesota.

WITNESS our signatures this day of _____, 20____.

Seller: _____

Buyer: _____



SCHEDULE I:

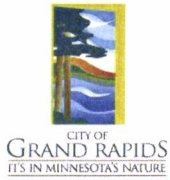
Equipment Description:

200 x 100 – 28’ radius dasher board system complete with tempered glass, glass supports, and all related hardware. **System layout as per pictures emailed on 5/18/2016. Dasher boards and glass will be available to ship the end of June 2016. Additional straight 10’ equipment gate will be supplied with system.

Dasher board system delivered to Grand Rapids, MN = \$39,500.00

Terms:

100% payment due with placement of order.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0407 **Version:** 1 **Name:** Multi-Use Pavilion DSGW Proposal
Type: Agenda Item **Status:** Civic Center, Parks & Recreation
File created: 6/23/2016 **In control:** City Council
On agenda: 6/27/2016 **Final action:**
Title: Consider a proposal for architectural design services from Damberg Scott Grezina Wagner (DSGW) for the Multi-Use Pavilion located at the IRA Civic Center.
Sponsors:
Indexes:
Code sections:
Attachments: [6-27-16 DSGW Grand Rapids Pavilion Proposal.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider a proposal for architectural design services from Damberg Scott Grezina Wagner (DSGW) for the Multi-Use Pavilion located at the IRA Civic Center.

Background Information:

With key funding in place for the Multi-Use Pavilion, it is necessary to move forward with the design of facility. The attached proposal from DSGW will complete the design and provide services through the construction phase of the project.

Staff Recommendation:

City staff is recommending the approval of a proposal for architectural design services from Damberg Scott Grezina Wagner (DSGW) for the Multi-Use Pavilion located at the IRA Civic Center.

Requested City Council Action

A motion approving a proposal for architectural design services from Damberg Scott Grezina Wagner (DSGW) for the Multi-Use Pavilion located at the IRA Civic Center.



June 3, 2016

Tom Pagel
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744

**RE: Proposal for Architectural Design Services
Grand Rapids Pavilion
Grand Rapids, MN**

Dear Tom:

The following is our proposal to provide architectural design services for the renovation of the Grand Rapids Pavilion at the IRA Civic Center. The Project scope of work, schedule and associated design fees are described in this proposal.

Project Scope of Work:

For the purposes of this proposal, the Project is as described in this section.

- Owner: City of Grand Rapids
- Location: 1401 NW 3rd Ave, Grand Rapids, MN 55744
- The project will consist of a new North covered (open sided) hockey rink cover/multi-use pavilion.
- This proposal DOES NOT include any Civil engineering. That will be provided by owner through SEH. DSGW will coordinate provided information into our architectural documentation.

Proposed Design Services

1. Basic Architectural design services as outlined below.
2. Schematic Design will be provided by Cunningham Group and design will be similar to the "Backyard" ice rink in the City of Edina with the following key differences:
 - No refrigeration, all natural ice
 - No skylights in canopy
 - No eased edges on canopy
 - Not limited to 50 occupants
 - No fire pit
- Dimensions of ice rink canopy to be 100'x 205'-0" long, due to site constraints.
- Proximity of the Project to the existing building will require the installation of a dry pipe sprinkler system to the Project.
- Snow stops to prevent sudden shedding of roof snow are to be discussed.
- City intends to self-perform or contract out separately several aspects of the work: Civil Engineering and Site Design, site grading and paving, dasher board system.

3. DSGW will provide balance of architectural services as follows: Design Development, Construction Documents, Bidding and Construction Administration after schematic design and schematic design budget are approved by the City.
4. Fire protection and electrical engineering is part of this proposal and will be provided by Design Group.
5. Structural engineering is part of this proposal and will be provided by Northland Consulting.
6. I.T. systems are NOT INCLUDED in this proposal. I.T. equipment will be provided by owner.

Architectural Design Phases

The following is a summary of our services:

Schematic Design: This phase will explore and set the design of the proposed project. Our first order of business will be to meet with Owner representatives to establish design criteria. It will involve two (2) design review meetings with the Owner. The phase will produce a building code review, and concept floor plan. Upon approval of this phase by the Owner, the project will proceed to the Design Development phase.

- Deliverables: preliminary building code review, floor plan, elevations, building section and 3D views to illustrate the design, notes indicating materials and building systems, and schematic design budget

Design Development: This phase will refine the design of the building. It will involve one (1) review meeting with the Owner, MEP, Civil, and Structural. The phase will refine the floor plan, building structural systems, finishes and building design details. Upon approval of this phase by the Owner, the project will then proceed to the Construction Documents phase.

- Deliverables: refined building code review, floor plan, elevations, building section and 3D views to illustrate the design, notes indicating materials and building systems, and design development budget

Construction Documents: This phase will develop the building design into a set of contract documents that are used to bid and build the project. It will involve one (1) review meetings with the Owner.

Deliverables: construction drawings and specifications

Bidding: This phase will solicit the bids for the project. Bidding shall consist of providing plan distribution, coordination and bid recommendations.

Construction Administration: This phase will provide the administration for the construction of the project and shall consist of basic project coordination, review of shop drawings, review scope of work revisions, eight (8) site observations including substantial completion and final completion.

°°all review meetings in Grand Rapids, MN

Compensation:

Our basic compensation would be 7.5% of the final construction cost. In addition to basic compensation, the following would be reimbursable costs:

- Printing, shipping and handling of all documents
- Travel costs, including mileage and travel time

Invoices for services rendered will be submitted on a monthly basis equal to the progress of project completion, and shall be payable 15 days from invoice date.



We can begin work as soon as you give us a notice to proceed. If this proposal is acceptable, we will submit an AIA Owner-Architect Agreement as our agreement for the project. If you have any questions, please contact me at 218-741-7962 or email at ewedge@dsgw.com. We thank you for the opportunity to present this proposal.

Sincerely,

DSGW Architects, Inc.

A handwritten signature in black ink, appearing to read 'E. Wedge', with a long horizontal flourish extending to the right.

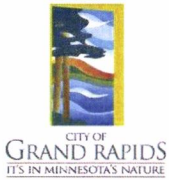
Erik C. Wedge, AIA, NCARB, LEED AP
Principal, DSGW Architect

ECW:jl

enc.

Hourly Rate Schedule and Reimbursable Expenses

	RATE
Principal	\$ 150.00
Architect	\$ 120.00
Intern Design Professional	\$ 95.00
Certified Interior Designer II	\$ 120.00
Certified Interior Designer I	\$ 110.00
Interior Designer	\$ 95.00
Specifications Writer	\$ 105.00
Senior Project Manager	\$ 120.00
Project Manager	\$ 95.00
Senior Cad Technician	\$ 95.00
Cad Technician	\$ 90.00
Graphic Artist	\$ 90.00
Administrative Support	\$ 65.00
REIMBURSABLES	
Mileage	IRS Standard Mileage Rate
Meals & Accommodations	Cost + 10%
Long Distance Telephone	Cost + 10%
Outside Services	Cost + 10%
Blueprint / Mylar Reproductions	Cost + 10%
Shipping Charges	Cost + 10%
Specification Reports	Cost + 10%
Report Reproductions (In-House):	
11 x 17 B/W	\$.15 / per sheet
11 x 17 Color	\$.99 / per sheet
Large Format Printing	\$.26 / sq. ft.
Large Format Color Printing	\$ 7.50 / sq. ft.
Archival Retrieval Fee	\$ 50.00
As of February 2016	



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0408 **Version:** 1 **Name:** Consider adopting a resolution accepting a \$166,000 grant from IRRRB for site development costs associated with the Swan Machine manufacturing facility project and transferring the grant proceeds to GREDA for contracting and project administration, and fu

Type: Agenda Item **Status:** Community Development

File created: 6/23/2016 **In control:** City Council

On agenda: 6/27/2016 **Final action:**

Title: Consider adopting a resolution accepting a \$166,000 grant from IRRRB for site development costs associated with the Swan Machine manufacturing facility project and transferring the grant proceeds to GREDA for contracting and project administration, and further to authorize the Mayor and City Administrator's execution of the grant agreement.

Sponsors:

Indexes:

Code sections:

Attachments: [Resolution Accepting IRRRB Grant:Swan Machine site development infrastructure IRRRB Grant Agreement-Swan Machine](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution accepting a \$166,000 grant from IRRRB for site development costs associated with the Swan Machine manufacturing facility project and transferring the grant proceeds to GREDA for contracting and project administration, and further to authorize the Mayor and City Administrator's execution of the grant agreement.

Background Information:

In June of 2014, the City Council authorized an application to IRRRB requesting a \$316,000 Development Infrastructure grant to fund the construction of utility services, grading of the site, parking lot construction, etc.

Just prior to our submitting the grant request, Swan Machine decided to place the project on hold until their business plan for the satellite facility played out further.

Recently, the Iron Range Resources and Rehabilitation Board approved a portion of the grant request made by the City. \$166,000 was approved by IRRRB for costs associated with the site development for the Swan Machine manufacturing facility project, located in the Airport South Industrial Park.

The attached resolution accepts the \$166,000 IRRRB Grand and authorizes the transfer of grant proceeds to GREDA for their expenses associated with the design and construction of site improvements covered under the grant.

Requested City Council Action

Consider adopting a resolution accepting a \$166,000 grant from IRRRB for site development costs associated with the Swan Machine manufacturing facility project and transferring the grant proceeds to GREDA for contracting and project administration, and further to authorize the Mayor and City Administrator's execution of the grant agreement.

Councilmember _____ introduced the following resolution and moved for its adoption:

RESOLUTION NO. 16-

A RESOLUTION ACCEPTING A \$166,000.00 GRANT FROM THE IRON RANGE RESOURCES AND REHABILITATION BOARD (IRRRB) SITE DEVELOPMENT INFRASTRUCTURE PROGRAM FOR THE CONSTRUCTION OF SITE WORK IMPROVEMENTS SUPPORTING THE SWAN MACHINE MANUFACTURING FACILITY PROJECT AND AUTHORIZING EXECUTION OF THE ASSOCIATED GRANT AGREEMENT

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, that the City Council of the City of Grand Rapids, Itasca County, Minnesota, accepts the \$166,000.00 Development Infrastructure grant award from the IRRRB for the construction of site developments supporting the Swan Machine manufacturing facility in the City of Grand Rapids and authorizes the Mayor to execute said grant agreement.

Adopted this 27th day of June 2016.

Dale Adams, Mayor

Attest:

Kimberly Gibeau, City Clerk

Councilmember _____ 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.

**STATE OF MINNESOTA
GRANT AGREEMENT**

PO ID 3000004901	PO Date 6/16/2016		Fiscal Year 2016	Grant Award \$166,000.00
Vendor ID 0000195352	Fund 2370	Fin Dept ID B4335340	Approp ID B43TCPJ	Account 441352

This grant contract is between the State of Minnesota, acting through its Office of the Commissioner of Iron Range Resources and Rehabilitation Board (hereinafter IRRRB) and **Grand Rapids, City of, Attn: Rob Mattei, 420 N. Pokegama Ave, Grand Rapids, MN 55744** (hereinafter GRANTEE).

1. Under Minnesota Statutes Section 298.22 and Section 298.223, and pursuant to IRRRB Resolution No. 16-033, the IRRRB is empowered to enter into this grant.
2. As part of its mission, the IRRRB will fund local economic development projects including Public Works, Culture and Tourism, and Housing Redevelopment projects located within the Taconite Assistance Area defined in Minnesota Statutes Section 273.1341. The IRRRB has determined that the completion of this project will support those purposes.
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the IRRRB. Pursuant to Minnesota Statutes 16B.98 Subdivision 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

1 Term of the Grant Contract

- 1.1. *Effective date:* the date the IRRRB obtains all required signatures under Minnesota Statutes 16B.98, Subdivision 5 and 7.
- 1.2. *Expiration date:* 12/31/2017, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3. *Survival of Terms.* The following clauses survive the expiration or cancellation of this grant contract: 9. Liability, 10. State Audits; 11. Government Data Practices and Intellectual Property; 13. Publicity and Endorsement; 14. Governing Law, Jurisdiction, and Venue; and 16. Data Disclosure.

2 Grantee's Duties

The Grantee, who is not an IRRRB employee, will use the Office of the Commissioner of the Iron Range Resources and Rehabilitation Board monies provided for site improvements for the expansion of Swan Machine.

Expenses eligible for reimbursement under the terms of this Agreement will be those incurred since 6/14/2016, for site improvements for the expansion of Swan Machine, and other costs associated with the completion of the project.

The grantee will submit to the IRRRB a progress report after submittal of the grant application and a final report at time of award notification. An IRRRB authorized representative will conduct a site visit or call as a monitoring requirement for the project.

NOTE: Grantee agrees to perform the above duties in accordance with the plans and specifications in grantee's application which is incorporated into this Agreement and kept on file in the Office of the Commissioner of the Iron Range Resources and Rehabilitation Board, and in accordance with the policies as stated in the Grant application manual.

3 Time

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, time is of the essence.

4 Obligation and Payment

- 4.1. *Obligation.* The total obligation of the State for all compensation and reimbursements to the Grantee under this grant contract will not exceed \$166,000.00.
- 4.2. *Payment.* The IRRRB will promptly pay the Grantee after the Grantee presents itemized invoice for the services actually performed and the IRRRB's Authorized Representatives accepts the invoiced services. Invoices must be submitted timely and according to the following schedule: reimbursement upon submission of invoices upon completion of stages of work on the project and/or completion of the entire project done in accordance with this Agreement. If applicable, bid tabulations will be required for the project and a copy submitted to the IRRRB Authorized Representative.

5 Conditions of Payment

All services provided by Grantee under this grant must be performed to the IRRRB's satisfaction, as determined at the sole discretion of the IRRRB's authorized agent, and in accordance with all applicable federal, state, and local laws, ordinances, IRRRB board resolutions, rules and regulations. GRANTEE will not receive payment for work found by the IRRRB to be unsatisfactory or performed in violation of federal, state or local law.

6 Authorized Representative

The IRRRB's Authorized Representative is **Whitney Ridlon**, 4261 Hwy. 53 S., Eveleth, MN 55734, (218) 735-3004, whitney_ridlon@state.mn.us, has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this contract. If the services are satisfactory, the IRRRB's Authorized Representative will certify acceptance on each invoice submitted for payment.

The Grantee's Authorized Representative is **Rob Mattei**, 420 N. Pokegama Ave, Grand Rapids, MN 55744, 218-326-7622, rmattei@ci.grand-rapids.mn.us. If the Grantee's Authorized Representative changes at any time during this grant contract, the Grantee must immediately notify the IRRRB.

7 Authorized Agent

The IRRRB's authorized agent for the purposes of administration of this grant is the **Commissioner, Deputy Commissioner** or the **Executive Director of Development** who shall have final authority for acceptance of GRANTEE'S services.

8 Assignment, Amendments, Waiver, and Grant Contract Complete

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

9 Liability

The Grantee must indemnify, save, and hold the IRRRB, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the IRRRB, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the IRRRB's failure to fulfill its obligations under this grant contract.

10 State Audits

Under Minn. Stat. §16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction are subject to examination by the state and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

11 Government Data Practices and Intellectual Property

The Grantee and IRRRB must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the IRRRB under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of Minn. Stat. §13.08 apply to the release of the data referred to in this clause by either the Grantee or the IRRRB.

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the IRRRB. The IRRRB will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

12 Workers' Compensation

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

13 Publicity and Endorsement

- 13.1. **Publicity.** Any publicity regarding the subject matter of this grant contract must identify the IRRRB as a supporting agency and must not be released without prior written approval from the IRRRB's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract.
- 13.2. **Endorsement.** The Grantee must not claim that the IRRRB endorses its products or services.

14 Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this grant contract. Venue for all legal proceedings out of this grant contract, or its breach must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

15 Termination

15.1. *Termination by the IRRRB.* The IRRRB may immediately terminate this grant contract with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

15.2. *Termination for Cause.* The IRRRB may immediately terminate this grant contract if the IRRRB finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The IRRRB may take action to protect the interests of the IRRRB, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

16 Data Disclosure

Under Minn. Stat. §270.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

The records or reports resulting from the work under this grant may be released for public inspection, and both parties shall have the privilege of publishing the reports; providing that publications by either party shall contain a statement of the cooperative relations between the parties hereto.

17 Additional Provisions

Specifically, but without limitation, GRANTEE shall comply with and, to the extent required by law shall require its contractors and subcontractors performing work on the Project to comply with: Minnesota Statutes §181.59 (Non-discrimination); Minnesota Statutes §116J.871 and §177.43 (Prevailing Wages); Minnesota Statutes §574.26 (Payment and Performance Bonds); Minnesota Statutes §363A.36 (Certificate of Compliance for private entities); and Minnesota Statutes §116L.66 (Job Listings for grants of \$200,000 or more to any private entity), and the American's with Disabilities Act 42 U.S.C.A. Sect. 12101.

The grant is subject to the provisions in Minnesota Statutes §16B.97 and .98.

This document may be executed in counterparts. The parties may provide electronic signatures pursuant to the authority of Minn. Stat. Ch. 325L.

***The remainder of this page is intentionally left blank.**

IN WITNESS WHEREOF, the parties have caused this grant to be duly executed intending to be bound thereby.

APPROVED:

1. IRRRB FISCAL AGENT:

By: Electronically approved and signed by Bob
Scuffy on 6/16/2016.

BOB SCUFFY, JR.

Title: **ACCOUNTING DIRECTOR**

Date: _____

2. GRANTEE:

(If a corporation, two corporate officers must execute).

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

IN WITNESS WHEREOF, the parties have caused this grant to be duly executed intending to be bound thereby.

APPROVED:

3. STATE AGENCY OR DEPARTMENT:

By:

MARK PHILLIPS

Title:

COMMISSIONER

Date:

-OR-

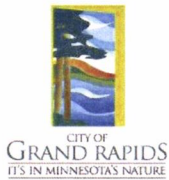
By:

MARY FINNEGAN

Title:

DEPUTY COMMISSIONER

Date:



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0392 **Version:** 1 **Name:** Award Bid for HVAC Installation at the GR-Itasca County Airport Office
Type: Agenda Item **Status:** Public Works
File created: 6/20/2016 **In control:** City Council
On agenda: 6/27/2016 **Final action:**
Title: Consider awarding the installation of a new HVAC system at the Grand Rapids/Itasca County Airport Maintenance Building to Northern Air Plumbing & Heating \$12,360.00.
Sponsors:
Indexes:
Code sections:
Attachments: [2016 6-27 Quote from Rapids Plumbing & Heating-HVAC](#)
[2016 6-27 Quote from Northern Air Plumbing and Heating-HVAC](#)

Date	Ver.	Action By	Action	Result
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Consider awarding the installation of a new HVAC system at the Grand Rapids/Itasca County Airport Maintenance Building to Northern Air Plumbing & Heating \$12,360.00.

Background Information:

The transition for Nathan Morlan as a Building Inspector to the Public Works Facility Maintenance Manager is in progress. Nathan has been involved with upgrading the work space which will be located at the Airport Maintenance Building. This space will serve as the work space/office area for both Nathan and Everett Baumgarner. Certain tasks consisting of electrical upgrades, improved lighting, replacement of door closures are underway. Both the north and south walls of the office are shared walls with vehicle equipment storage. Air quality issues as well as an outdated furnace, estimated to be plus 25 years old, require a new HVAC system. Two quotes we're received to install a new furnace with fresh air make up system, complete with new duct work. This improvement will be funded by the Airport Maintenance Budget.

Staff Recommendation:

This project was discussed and is supported by Tom Pagel, City Administrator and has been reviewed by Barb Baird, Finance Director.

Requested City Council Action

Approve and award the installation of a new furnace HVAC system at the Grand Rapids/Itasca County Airport Maintenance Building to Northern Air Plumbing & Heating \$12,360.00.

RAPIDS

Plumbing & Heating, Inc.
Mechanical Contractors

PROPOSAL

PLUMBING AND HVAC IN NATHANS NEW OFFICE

May 11, 2016

To: Nathan @ City of Grand Rapids
From: Jim Shaw

We propose to furnish all labor and material for the plumbing and HVAC work in the proposed remodel of the spaces in the building at the airport.

Scope of work:

- Furnish and install an HRV tied into the newly installed ductwork
- Furnish and install a new horizontal, 60,000 Btu, two stage furnace to serve the new office and work space including all associated ductwork and accessories
- Furnish and install a 2 ton air conditioning system into the furnace ductwork.
- Hang condenser on outside of building as we discussed
- Furnish programmable Wi-Fi thermostat
- Remove hanging heater from work space. Roof patch by others
- Pull all plumbing fixtures for restroom remodel
- Re-do DWV piping to code. Not to include the waste trap vent
- Re-install plumbing fixtures in restroom
- Furnish and install a new flush valve for the urinal
- Furnish and install a new double laundry tub in new location app. 2' to the east of present location

Price: \$14,350.00

Not included:

- Electrical work
- permit

Proposal

Northern Air Plumbing & Heating of Grand Rapids, Inc.

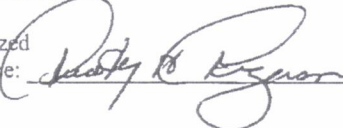
33204 Shadywood Road
Grand Rapids, MN 55744
northernairph@yahoo.com
218-327-9361

June 15, 2016

Grand Rapids Airport
nmorlan@ci.grand-rapids.mn.us

We propose hereby to furnish material and labor – complete in accordance with specifications below:
See individual options listed below.

Payments to be made as follows:
Payments as billed

Authorized Signature:  Note: This proposal may be withdrawn by us if not accepted within 60 days.

We hereby submit specifications and estimates for:

Plumbing: \$1830.00

Waste and vent will be PVC plastic and fittings. We will connect to the existing water lines inside the building. A double laundry tub will be installed to the left of the existing location. The vent pipe will have to be offset to allow for the installation. The tub will be set at 34" high. We will remove and reset the existing bathroom. The existing fixtures will be installed and a flush valve for the urinal will be installed along with a stand pipe for the condensate of the furnace.

Heating, A/C & Air Exchanger: \$10,530.00

1-Carrier 59SP5A026E14-10 forced air furnace – 95% efficient
The furnace will be vented out the side of the building with PVC plastic.
A gas line will be run to the area of the old unit heater.
1-Honeywell 5000 thermostat
2-Supply air runs with ceiling registers will be provided in the office
The supply for the shop area will be registers off the duct work.

1-Central return air run with ceiling grille will be installed in the office
Ducts will be sealed according to the energy code.
1-Carrier 24ABB018 condensing unit
1-A-coil
1-Duragrid pad for the condensing unit
1-Wall support kit
1-Insulated lineset
1-Carrier HRVXXSVB1100
1-Electro wall control panel
2-Wall hoods
The unit will be tied into the duct work of the furnace.
No control or high voltage wiring included.

Acceptance of Proposal :

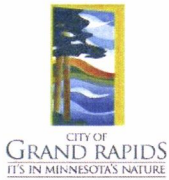
I authorize Northern Air Plumbing and Heating of Grand Rapids, Inc. to proceed with the work as bid.

I understand that I am liable for payment of all work done, supplies used, as well as any extra charges incurred such as state filing fees, testing, and building permits.

I agree that if any invoice for services are not paid when due, then all of the principle and interest shall at the election of Northern Air Plumbing and Heating of Grand Rapids, Inc. become due and payable at once and from the date of such selection this bill shall bear interest at 18% per annual. The makers, endorsers, guarantors and sureties hereby jointly and severally agree to pay all costs of collection including reasonable attorney's fees. If the unpaid balance is referred to an attorney for collection the undersigned authorizes any attorney of record to confess judgment to the entered, by any court which may have jurisdiction, at any time after default in payment shall occur and hereby waive all exceptions to the extent permitted by law.

**PRE-LIEN NOTICE – THE FOLLOWING NOTICE IS PROVIDED TO YOU AS REQUIRED BY LAW:
(A) ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS.
(B) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.**

SIGNATURE _____ DATE _____



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0390 **Version:** 1 **Name:** Meal Reimbursement Policy
Type: Agenda Item **Status:** Administration Department
File created: 6/15/2016 **In control:** City Council
On agenda: 6/27/2016 **Final action:**
Title: Meal Reimbursement Policy
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Meal Reimbursement Policy

Background Information:

The Travel (mileage, lodging and meals) Policy 4.83 in the Personnel Policy Manual under Expense Reimbursement currently reads:

4.8.3 Travel (mileage, lodging and meals)

The City shall reimburse employees for reasonable expenses incurred in the performance of their duties as authorized in the department budgets or on a case-by-case basis.

Employees may receive advancements on expenses prior to a trip with Department Head approval according to verified claim policy. Such advancements shall be supplemented or refunded within two (2) weeks after the trip.

If you are required to travel during the course of your job, mileage you accumulate on your personal vehicle will be reimbursed. A travel expense form should be completed and signed by your Department Head in order to claim such expenses. Reimbursement claims are to be submitted within two (2) weeks of returning from the trip.

Employees shall make every effort to find adequate lodging at reasonable expense.

Expenses for meals are reimbursed only under the following guidelines:

1. Breakfast is allowed if you leave City before 6:00 A.M.
2. Supper is allowed if away from City after 7:00 P.M.
3. Any amount in excess of \$26.00 not substantiated by receipts will be included on Employees W-2 form.

It's been several years since the City increased the meal allowance. Currently, the flat rate (without a receipt) is as follows:

- Breakfast \$6.00
 - Lunch \$8.00
 - Dinner \$12.00
- TOTAL \$26.00**

The U.S. General Services Administration uses the following for 2016 Meals:

· Breakfast	\$11.00
· Lunch	\$12.00
· Dinner	\$23.00
TOTAL	\$51.00

We researched what other cities throughout Minnesota are reimbursing for meals and found the average to be:

· Breakfast	\$9.69
· Lunch	\$13.19
· Dinner	\$21.38
TOTAL	\$44.26

Staff Recommendation:

Based on the information gathered, we are recommending changing the policy to read:

4.8.3 Travel (mileage, lodging and meals)

The City shall reimburse employees for reasonable expenses incurred in the performance of their duties as authorized in the department budgets or on a case-by-case basis.

Employees may receive advancements on expenses prior to a trip with Department Head approval according to the verified claim policy. Such advancements shall be supplemented or refunded within two (2) weeks after the trip.

If you are required to travel during the course of your job, mileage you accumulate on your personal vehicle will be reimbursed. A travel expense form should be completed and signed by your Department Head in order to claim such expenses. Reimbursement claims are to be submitted within two (2) weeks of returning from the trip.

Employees shall make every effort to find adequate lodging at reasonable expense.

Expenses for meals are reimbursed only under the following guidelines:

1. Breakfast may be claimed only if the employee/elected official is on assignment away from home, in overnight travel status or departs from home on assigned travel before 6:00 AM.
2. Lunch may be claimed if you are in travel and work status away from home.
3. Dinner may not be claimed for reimbursement unless the employee/elected official are in travel status and/or city business caused them to return home after 7:00 PM or to be away from home overnight.
4. Times of departure and return must be indicated for all meal reimbursement requests.
5. There shall be no reimbursement for the costs of any meal where the cost of such meal is included in the lodging, transportation or conference costs.
6. Although itemized receipts are not required within the \$46.00 daily limit, employees are encouraged to keep them and turn them in whenever possible.
7. Excess amounts should be reasonable given the location and circumstances of the meal.
8. Meal costs over the allowable amount must have itemized receipts attached in order to be reimbursed.
9. Any amount in excess of \$46.00 not substantiated by itemized receipts will be included on Employees W-2 form.
10. The cost of a meal includes tax and a reasonable gratuity (up to 20%) but does not include alcoholic beverages.
11. An employee may choose to attend a meal that is served in conjunction with a conference or seminar, but is not included in the registration fee. The employee will be reimbursed in full upon presenting a receipt, or may choose to have the City pay the cost directly with the registration fee.

FLAT RATE WITHOUT RECEIPTS

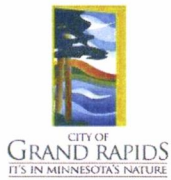
· Breakfast	\$11.00
· Lunch	\$12.00
· Dinner	\$23.00
TOTAL	\$46.00

MAXIMUM AMOUNT WITH RECEIPTS

· Breakfast	\$15.00
· Lunch	\$20.00
· <u>Dinner</u>	<u>\$30.00</u>
TOTAL	\$65.00

Requested City Council Action

Move to approve the amended Meal Reimbursement Policy effective July 1, 2016.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	16-0394	Version:	1	Name:	Appointment of Matthew Wegwerth to the position of City Engineer.
Type:	Agenda Item	Status:		Administration Department	
File created:	6/22/2016	In control:		City Council	
On agenda:	6/27/2016	Final action:			
Title:	Consider the appointment of Matthew Wegwerth to the position of City Engineer.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
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Consider the appointment of Matthew Wegwerth to the position of City Engineer.

Background Information:

At the April 11, 2016 City Council meeting, the Council authorized staff to begin the process of filling the position of City Engineer. The position has been posted, the applications were ranked, and interviews were held on June 7, 2016. The interview committee consisting of City Administrator Tom Pagel, Public Works Director Jeff Davies, Community Development Director Rob Mattei, Finance Director Barb Baird, and Human Resources Director Lynn DeGrio is recommending the appointment of Mr. Matthew Wegwerth to the position of City Engineer.

Matt graduated from Cambridge High School and received a Bachelors Degree in Civil Engineering from North Dakota State University. Matt is currently a Senior Project Manager at Short Elliott Hendrickson, Inc., where he has been employed for 14+ years. He was selected as an Associate member of SEH in 2012. Matt is registered as a Minnesota Professional Engineer, a member of the City Engineers Association, and a member of the American Society of Civil Engineers.

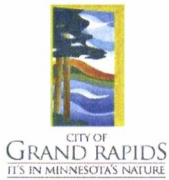
In addition, Matt has been the lead design engineer for all City of Grand Rapids public infrastructure projects for the past ten years providing him with in depth knowledge of the existing public infrastructure in the City. He has also been involved with the development, implementation, and administration of the Storm Water Utility.

Staff Recommendation:

City Administrator Tom Pagel and Human Resources Director Lynn DeGrio are also recommending the standard performance evaluation be done six months following the date of hire, and will come back to the City Council with an "End of Introductory Progress Review" along with a salary increase recommendation ranging from 0-5%, depending on the outcome of that review. We are also recommending giving Matt years of service credit by starting him out at the 8 year level of benefits as well as 80 hours of FTO immediately available for use.

Requested City Council Action

A motion to appoint Mr. Matthew Wegwerth to the position of City Engineer effective August 29, 2016 at a starting salary of \$80,000 per year, 8 year level of benefits, and 80 hours of FTO immediately available for use, subject to a background exam, drug test, and psychological exam.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0395 **Version:** 1 **Name:** Consider the appointment of Ms. Debra Moebakken to the position of Library Public Services Clerk I at the Grand Rapids Area Library.

Type: Agenda Item **Status:** Administration Department

File created: 6/22/2016 **In control:** City Council

On agenda: 6/27/2016 **Final action:**

Title: Consider the appointment of Ms. Debra Moebakken to the position of Library Public Services Clerk I at the Grand Rapids Area Library.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider the appointment of Ms. Debra Moebakken to the position of Library Public Services Clerk I at the Grand Rapids Area Library.

Background Information:

At the May 23, 2016 City Council meeting the City Council authorized the posting of the vacancy for the Library Public Service Clerk I position. The selection process is complete and the interview committee consisting of Library Director Marcia Anderson, Assistant Library Director Amy Dettmer, and Human Resources Director Lynn DeGrio are recommending the appointment of Ms. Debra Moebakken to the position.

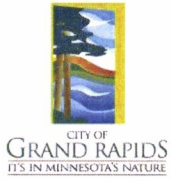
Debra graduated from Proctor High School and attended the University of Minnesota-Duluth. Deb has been a temporary employee through Personnel Dynamics since October 2010. She is also employed at the Village Bookstore where she is a Clerk/Order Processor and has been employed for 20 years.

Staff Recommendation:

The Library Board met on June 23, 2016 and is recommending the appointment of Debra Moebakken to the position. Because this is a union position, the starting rate will be \$15.3480

Requested City Council Action

A motion to appoint Ms. Debra Moebakken to the position of Library Public Services Clerk I at the Grand Rapids Area Library effective June 28, 2016 at the starting rate of \$15.3480 per hour per the Library Union contract.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0403 **Version:** 1 **Name:** Verified Claims
Type: Agenda Item **Status:** Verified Claims
File created: 6/23/2016 **In control:** City Council
On agenda: 6/27/2016 **Final action:**
Title: Consider approving the verified claims for the period June 7, 2016 to June 20, 2016 in the total amount of \$819,341.34, of which \$149,000 are investments.
Sponsors:
Indexes:
Code sections:
Attachments: [COUNCIL BILL LIST 062716.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the verified claims for the period June 7, 2016 to June 20, 2016 in the total amount of \$819,341.34, of which \$149,000 are investments.

Requested City Council Action

Make a motion approving the verified claims for the period June 7, 2016 to June 20, 2016 in the total amount of \$819,341.34, of which \$149,000 are investments.

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CITY OF GRAND RAPIDS
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 06/27/2016

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
0500050	E3 CONSULTING SERVICES	1,062.50
1309335	MINNESOTA REVENUE	1,062.50
	TOTAL	2,125.00
CITY WIDE		
0500050	E3 CONSULTING SERVICES	4,250.00
1405550	NEOPOST USA INC	648.00
	TOTAL CITY WIDE	4,898.00
ADMINISTRATION		
0718060	GRAND RAPIDS HERALD REVIEW	454.25
	TOTAL ADMINISTRATION	454.25
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE LINEN & APPAREL	38.79
0301685	CARQUEST AUTO PARTS	26.02
0401495	DAMA METAL PRODUCTS INC	96.00
1909450	SILVERTIP GRAPHICS SIGNS	113.50
	TOTAL BUILDING MAINTENANCE-CITY HALL	274.31
COMMUNITY DEVELOPMENT		
0718060	GRAND RAPIDS HERALD REVIEW	86.25
1309332	MN STATE RETIREMENT SYSTEM	1,159.17
1920555	STOKES PRINTING & OFFICE	17.19
	TOTAL COMMUNITY DEVELOPMENT	1,262.61
COUNCIL/COMMISSION/BOARDS		
0914197	INDEPENDENCE FIREWORKS ACCOUNT	3,500.00
1301168	MARKETPLACE FOODS	417.89
1901535	SANDSTROM COMPANY INC	72.98
	TOTAL COUNCIL/COMMISSION/BOARDS	3,990.87
ENGINEERING		
1900225	SEH-RCM	1,692.50

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CITY OF GRAND RAPIDS
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INVOICES DUE ON/BEFORE 06/27/2016

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
ENGINEERING		
	TOTAL ENGINEERING	1,692.50
FINANCE		
0405450	DELUXE	1,306.60
	TOTAL FINANCE	1,306.60
FIRE		
0121721	AUTO VALUE - GRAND RAPIDS	92.99
0221650	BURGGRAF'S ACE HARDWARE INC	25.98
1301168	MARKETPLACE FOODS	60.00
1415030	NAPA SUPPLY OF GRAND RAPIDS	91.69
	TOTAL FIRE	270.66
PUBLIC WORKS		
0100002	3D SPECIALTIES	1,374.80
0100046	ASV, LLC	79.94
0103325	ACHESON TIRE COMPANY INC	35.00
0104799	ADVANCED SERVICES INC	642.00
0112450	ALL FLAGS LLC	376.99
0121721	AUTO VALUE - GRAND RAPIDS	201.05
0121725	AUTOMOTIVE ELECTRIC LLC	71.36
0212554	BLOOMERS GARDEN & LANDSCAPING	385.00
0221650	BURGGRAF'S ACE HARDWARE INC	192.62
0301685	CARQUEST AUTO PARTS	144.14
0315455	COLE HARDWARE INC	98.46
0518366	ERICKSON'S ITASCA LUMBER INC	57.00
0601690	FASTENAL COMPANY	68.96
0718032	GRAND RAPIDS GREENHOUSE	3,806.58
0718105	GRAYBAR ELECTRIC COMPANY INC	59.50
0718215	GREEN AGAIN LAWN & AERATION	2,060.09
0801836	HAWKINSON SAND & GRAVEL	1,400.39
0805093	HEADWATERS IRRIGATION LLC	2,107.41
0920120	ITASCA UTILITIES INC	3,085.00
1309355	MINNESOTA TORO	112.68
1415640	NORTRAX EQUIPMENT COMPANY	139.61
1609550	PIONEER ELECTRIC, INC	656.70
1615427	POKEGAMA LAWN AND SPORT	14.00
1621125	PUBLIC UTILITIES COMMISSION	589.48
1801610	RAPIDS PLUMBING & HEATING INC	489.55
1801615	RAPIDS WELDING SUPPLY INC	15.70

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CITY OF GRAND RAPIDS
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 06/27/2016

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
PUBLIC WORKS		
1801897	RAYMOND JOHNSON	75.00
1908248	SHERWIN-WILLIAMS	398.70
2305453	WESCO DISTRIBUTION INC	156.00
T001065	CHRISTINA MOSTOLLER	16.00
TOTAL PUBLIC WORKS		18,909.71
FLEET MAINTENANCE		
0121725	AUTOMOTIVE ELECTRIC LLC	92.87
0301685	CARQUEST AUTO PARTS	627.99
1201850	LAWSON PRODUCTS INC	380.13
1301720	MATCO TOOLS	391.55
1801615	RAPIDS WELDING SUPPLY INC	182.55
TOTAL FLEET MAINTENANCE		1,675.09
POLICE		
0116610	APPLIED CONCEPTS INC	290.00
0118625	ARROW EMBROIDERY	18.95
0121720	AUTOMATED PAWN SYSTEM	102.00
0121725	AUTOMOTIVE ELECTRIC LLC	40.00
0221650	BURGGRAF'S ACE HARDWARE INC	74.27
0301685	CARQUEST AUTO PARTS	158.81
0513233	EMERGENCY AUTOMOTIVE TECH INC	270.44
0601680	FASHION TO FIT	128.00
0718021	GRAND RAPIDS GM INC	95.56
1105235	K.E.E.P.R.S. INC	945.00
1200500	L&M SUPPLY	17.98
1201434	LAKE WOODS CHRYSLER	248.20
1605665	PERSONNEL DYNAMICS LLC	1,579.50
1920233	STREICHER'S INC	736.94
2000400	T J TOWING	110.00
T001062	WYATTS TOWING	300.32
TOTAL POLICE		5,115.97
RECREATION		
0301685	CARQUEST AUTO PARTS	14.38
TOTAL RECREATION		14.38

GENERAL SCHOOL

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INVOICES DUE ON/BEFORE 06/27/2016

VENDOR # NAME AMOUNT DUE

NTRAL SCHOOL

0113233	AMERIPRIDE LINEN & APPAREL	150.61
0405223	DEER RIVER HIRED HANDS INC	30.00
0701650	GARTNER REFRIGERATION CO	3,635.00
1909510	SIM SUPPLY INC	92.67
TOTAL		3,908.28

REPORT

0103495	ACME ELECTRIC MOTOR INC	305.97
0221650	BURGGRAF'S ACE HARDWARE INC	5.97
0301685	CARQUEST AUTO PARTS	331.97
0315455	COLE HARDWARE INC	93.41
0315508	COMPUTER ENTERPRISES	478.85
1201730	LATVALA LUMBER COMPANY INC.	849.49
1608345	PHILS GARAGE DOOR	93.80
1900225	SEH-RCM	1,035.00
TOTAL		3,194.46

VIC CENTER

GENERAL ADMINISTRATION

0113233	AMERIPRIDE LINEN & APPAREL	60.00
0205153	BECKER ARENA PRODUCTS INC	1,314.00
0221650	BURGGRAF'S ACE HARDWARE INC	325.07
0315455	COLE HARDWARE INC	110.22
0315495	COMMERCIAL REFRIGERATION	296.00
0405223	DEER RIVER HIRED HANDS INC	30.00
0501656	THE EARTHGRAINS COMPANY INC	44.64
1200500	L&M SUPPLY	34.90
1301168	MARKETPLACE FOODS	29.25
1605611	PEPSI-COLA	624.66
1801610	RAPIDS PLUMBING & HEATING INC	1,030.40
1901535	SANDSTROM COMPANY INC	1,087.69
1905150	SECURITY ACCESS CONTROL	54.00
1908248	SHERWIN-WILLIAMS	705.34
1909510	SIM SUPPLY INC	171.66
TOTAL GENERAL ADMINISTRATION		5,917.83

CREATION PROGRAMS

0321712	CUSTOMINK LLC	692.12
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INVOICES DUE ON/BEFORE 06/27/2016

VENDOR #	NAME	AMOUNT DUE

CREATION PROGRAMS		
1301168	MARKETPLACE FOODS	48.91
	TOTAL	741.03
METERY		
0221650	BURGGRAF'S ACE HARDWARE INC	210.96
0421455	DULUTH NEWS TRIBUNE	338.52
1200500	L&M SUPPLY	95.93
	TOTAL	645.41
MESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE LINEN & APPAREL	20.32
	TOTAL	20.32
NERAL CAPITAL IMPRV PROJECTS		
NEIGHBORHOOD & ECON DEV		
1105530	KENNEDY & GRAVEN	777.00
1900225	SEH-RCM	525.00
	TOTAL NEIGHBORHOOD & ECON DEV	1,302.00
2010-5 MS RIVER PD BRIDGE		
1900225	SEH-RCM	487.50
	TOTAL 2010-5 MS RIVER PD BRIDGE	487.50
PITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-BLDG MAINT		
0701650	GARTNER REFRIGERATION CO	28,969.00
	TOTAL CAPITAL OUTLAY-BLDG MAINT	28,969.00
CAPITAL OUTLAY-RECREATION		
0612083	FLAGSHIP RECREATION	1,340.00
1309296	MINNESOTA/WISCONSIN PLAYGROUND	3,229.90
	TOTAL CAPITAL OUTLAY-RECREATION	4,569.90

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INVOICES DUE ON/BEFORE 06/27/2016

VENDOR #	NAME	AMOUNT DUE

A	CVC CTR CAPITAL PJT MULTI-USE OUTDOOR PAVILION 1900225 SEH-RCM	2,267.50
	TOTAL MULTI-USE OUTDOOR PAVILION	2,267.50
14	INFRASTRUCTURE BONDS 2011-2 CRYSTAL LAKE BLVD 1900225 SEH-RCM	1,410.00
	TOTAL 2011-2 CRYSTAL LAKE BLVD	1,410.00
16	INFRASTRUCTURE BONDS 2017-1 5TH ST N & 8TH AVE NE 0718060 GRAND RAPIDS HERALD REVIEW 1900225 SEH-RCM	359.70 102,239.85
	TOTAL 2017-1 5TH ST N & 8TH AVE NE	102,599.55
ORM WATER UTILITY		
	0301705 CASPER CONSTRUCTION INC	312.00
	0801535 HAMMERLUND CONSTRUCTION INC	4,784.50
	0920040 ITASCA COUNTY FARM SERVICE	8.40
	1900225 SEH-RCM	3,375.00
	TOTAL	8,479.90
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$ 206,502.63
ECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
	0113232 AMERIFLEX BUSINESS SOLUTIONS	524.70
	0116600 APPLE VALLEY, CITY OF	1,294.00
	0205640 LEAGUE OF MN CITIES INS TRUST	5,517.00
	0212750 BLUE CROSS & BLUE SHIELD OF MN	44,929.00
	0305530 CENTURYLINK COMMUNICATIONS LLC	259.00
	0718015 GRAND RAPIDS CITY PAYROLL	295,853.46
	0718070 GRAND RAPIDS STATE BANK	292.82
	0801535 HAMMERLUND CONSTRUCTION INC	1,000.00
	0801820 HAWK CONSTRUCTION INC	1,000.00
	0900060 ICTV	15,105.07
	0920036 ITASCA COUNTY ATTORNEY OFFICE	497.00
	0920055 ITASCA COUNTY RECORDER	131.00
	1205145 MIKE LECLAIRE	1,079.64
	1305046 MEDIACOM LLC	11.03

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INVOICES DUE ON/BEFORE 06/27/2016

VENDOR #	NAME	AMOUNT DUE

ECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
1309098	MINNESOTA DEPT OF ADMN	606.00
1309162	MN BCA/TRAINING & EDUCATION	480.00
1309199	MINNESOTA ENERGY RESOURCES	1,227.16
1309332	MN STATE RETIREMENT SYSTEM	1,680.00
1309335	MINNESOTA REVENUE	6,204.27
1405850	NEXTERA COMMUNICATIONS LLC	451.89
1415479	NORTHERN DRUG SCREENING INC	20.00
1503151	OCCUPATION DEVELOPMENT CENTER	45.25
1516220	OPERATING ENGINEERS LOCAL #49	34,570.00
1609561	PIONEER TELEPHONE	8.26
1621130	P.U.C.	20,991.24
1809165	DBA RICOH USA INC	655.98
1903320	STEVEN SCHAAR/PETTY CASH	1,000.00
1913336	MORGAN STANLEY	149,000.00
2000490	TDS Metrocom	794.83
2114750	UNUM LIFE INSURANCE CO OF AMER	253.79
2209665	VISA	6,033.50
2209705	VISIT GRAND RAPIDS INC	20,291.14
T000798	HILLIGOSS PARTNERSHIP	1,000.00
T001061	ANDREW GEISLINGER	31.68
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF \$		612,838.71
TOTAL ALL DEPARTMENTS		819,341.34