



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council

Monday, February 8, 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, February 8, 2016 at 5:00 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

MEETING PROTOCOL POLICY

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

5:02 PM PUBLIC FORUM

5:07 PM COUNCIL REPORTS

5:10 PM APPROVAL OF MINUTES

16-0091 Consider approving Council minutes for Monday, January 25, 2016, Worksession & Regular meetings and February 1, 2016 Special meeting.

Attachments: [January 25, 2016 Worksession](#)
[January 25, 2016 Regular Meeting](#)
[February 1, 2016 Special 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. **16-0077** Adopt a resolution accepting the donation of a bench from Mr. Brian Carlson in honor of his mother, Jeanette "Netsy" (Stram) Carlson.

2. **16-0095** Consider a motion supporting the "I endorse the Minnesota Broadband Vision" supported and lead by the Blandin Foundation.

3. [16-0098](#) Consider adopting the Outcome Goals report for 2016.
Attachments: [2-8-16 2016 Outcome Report.pdf](#)
4. [16-0099](#) Consider authorizing the IT Department to dispose of or donate retired equipment to PCs for People.
Attachments: [2016 technology disposal list.pdf](#)
5. [16-0100](#) Consider adopting a resolution accepting a matching grant from the Minnesota Department of Public Safety, Office of Traffic Safety in the amount of \$25,730.48 for the purchase of 15 laptop computers and authorize the necessary signatures.
Attachments: [1116_001.pdf](#)
[PD MN Pub Safety-Laptops](#)

**5:13 SETTING OF REGULAR AGENDA
PM**

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

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

6. [16-0102](#) Acknowledge the following Board & Commission minutes
Attachments: [December 9, 2015 Library Board Minutes](#)
[December 16, 2015 PUC minutes](#)
[December 30, 2015 Human Rights Minutes](#)
[November 18, 2015 HRA Meeting](#)

**5:15 DEPARTMENT HEAD REPORT
PM**

7. [16-0097](#) Administration ~ Tom Pagel
Attachments: [2-8-16 Department Head Report](#)
8. [16-0101](#) Fire Department ~ Mike Liebel

**5:35 LIBRARY
PM**

9. [16-0092](#) Consider a motion to authorize the Mayor to sign a lease agreement with Canon Financial Services for a Canon color copier at the Library.

**5:40 POLICE DEPARTMENT
PM**

10. [16-0094](#) Authorize the Grand Rapids Police Chief to sign an agreement with the City of

Minneapolis to query the Automated Property System (APS) data base.

Attachments: [1100_001.pdf](#)

**5:45 ADMINISTRATION DEPARTMENT
PM**

11. [16-0090](#) Consider the appointment of Part-time Hospital Security Officers.

**5:50 VERIFIED CLAIMS
PM**

12. [16-0096](#) Consider approving the verified claims for the period January 20, 2016 to February 1, 2016 in the total amount of \$419,983.76.

Attachments: [COUNCIL BILL LIST 02-08-16.pdf](#)

**5:55 ADJOURNMENT
PM**

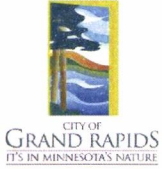
NEXT REGULAR MEETING IS SCHEDULED FOR FEBRUARY 22, 2016 AT 5:00 P.M.

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

Kimberly Gibeau



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	16-0091	Version:	1	Name:	Council minutes
Type:	Agenda Item	Status:		Status:	Approval of Minutes
File created:	2/1/2016	In control:		In control:	City Council
On agenda:	2/8/2016	Final action:		Final action:	
Title:	Consider approving Council minutes for Monday, January 25, 2016, Worksession & Regular meetings and February 1, 2016 Special meeting.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	January 25, 2016 Worksession January 25, 2016 Regular Meeting February 1, 2016 Special meeting				

Date	Ver.	Action By	Action	Result
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Consider approving Council minutes for Monday, January 25, 2016, Worksession & Regular meetings and February 1, 2016 Special meeting.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Monday, January 25, 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, January 25, 2016 at 4:06 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:

Tom Pagel, Chad Sterle, Barb Baird, Steve Schaar, Scott Johnson, Rob Mattei, Jeff Davies

Discussion Items

1. A presentation by Pat Helmberger and Barb Veit regarding their reusable bag campaign.
Presenation regarding plastic bags and the destructive nature of this consumer product. Some local retailers are concerned with possible shoplifters when individuals bring in own bags. Grand Rapids Target gives consumers at 5 cent discount for each reusable bag. Several communities around the US have banned plastic bags.
2. Review proposed Public Works and Police equipment purchases
Review of capital improvement plan and needed equipment. Detailed discussion regarding the need for each individual law enforcement officer to maintain own squad. Different styles will be explored to provide the best possible vehicles for the various weather conditions. Also reviewed vehicle replacement needs for the Public Works department.
3. Review 5:00 PM Regular Meeting
Addition of item #6a, a resolution rescheduling a previously set public hearing and move item #8, amended US Bancorp Lessess's Certificate to Consent as item #6b.

ADJOURN

There being no further business, the meeting adjourned at 5:00 PM.

Kimberly Gibeau

Respectfully certified & submitted: Kimberly Gibeau, City Clerk

Kimberly Gibeau



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, January 25, 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, January 25, 2016 at 5:05 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, Steve Schaar, Andrew Morgan, Amy Dettmer, Rob Mattei, Tony Ward, Scott Johnson, Jeff Davies, Barb Baird, Eric Trast

PRESENTATIONS/PROCLAMATIONS

5:01 PM Consider administering the Patrol Sergeant Oath of Officer for Andy Morgan.

PM

Andrew Morgan takes oath of officer for the position of Patrol Sergeant with the Grand Rapids Police Department.

MEETING PROTOCOL POLICY

5:02 PM **PUBLIC FORUM**

PM

None.

5:07 PM **COUNCIL REPORTS**

PM

None.

5:10 PM **APPROVAL OF MINUTES**

PM

Consider approving Council minutes for Monday, January 11, 2016, worksession & regular meetings.

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

5:11 PM CONSENT AGENDA

1. Consider approving five (5) Temporary Liquor Licenses for MacRostie Art Center.
Approved by consent roll call
2. Consider authorizing the Mayor to sign the updated joint powers agreement with the Northeast Service Cooperative.
Approved by consent roll call
3. Consider voiding lost Accounts Payable check #125344, issue a new check, and waiving bond requirements for check issued to Nextera Communications LLC, in the amount of \$432.72
Approved by consent roll call
4. Consider authorizing the issuance of a request for proposals for the preparation of a riverfront performance venue feasibility study.
Approved by consent roll call
5. Consider authorizing golf course staff to seek bids for the purchase of 25 electric golf carts
Approved by consent roll call
6. Consider adopting a resolution establishing the Grand Rapids Armory as the election polling place for precinct two.
Adopted Resolution 16-10 by consent roll call
- 6a. Consider adopting a resolution rescheduling public hearing for street improvement project 2017-1.
Adopted Resolution 16-11 by consent roll call
- 6b. Consider amending the Lessee's Certificate, authorizing Anthony Ward to sign requisitions for reimbursement for U.S. Bancorp.
Approved by consent roll call

Approval of the Consent Agenda

A motion was made by Councilor Zabinski, seconded by Councilor Zeige, to approve the Consent agenda as amended with the additions of items 6a & 6b. 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, moving item #8 to consent as 6b. The motion PASSED by unanimous vote.

**5:14 DEPARTMENT HEAD REPORT
PM**

7. Department Head Report - Engineering

City Engineer, Julie Kennedy, reviews past and future projects, the move of the Engineering department to the Public Works/Public Utilities facility and current staff.

Received and Filed

**5:24 PUBLIC UTILITIES COMMISSION
PM**

Item moved to consent at 6b.

**5:29 ADMINISTRATION DEPARTMENT
PM**

9. Consider appointing applicants to the Grand Rapids Library Board.

Councilors Christy and Zeige conducted interviews with applicants and recommend the appointment of Deborah Kee as non-resident representative through December 31, 2016 and Lisa Tabbert as resident representative through December, 31, 2016.

A motion was made by Councilor Dale Christy, seconded by Councilor Rick Blake, to appoint Library Board applicants, Deborah Kee, non-resident, term to expire December 31, 2018 and Lisa Tabbert, resident, term to expire December 31, 2016. The motion PASSED by unanimous vote.

**6:00 VERIFIED CLAIMS
PM**

12. Consider approving the verified claims for the period January 5, 2016 to January 19, 2016 in the total amount of \$3,389,525.79, of which \$2,576,261.89 are bond payments.

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

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

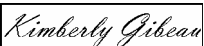
**5:30 PUBLIC HEARINGS
PM**

10. Conduct a public hearing to consider the vacation of a public utility and fire lane easement, granted to the City of Grand Rapids in May of 1975 through recorded document number 302376.
- Mayor Adams identifies the reason for the public hearing, advising that this is the time and place for anyone who wishes to address the Council either in favor or against the request for vacation. Clerk Gibeau notes that all notices have been given and no correspondence was received in the clerks office relative to this matter.*
- Rob Mattei presents background information regarding vacation requests, including original acquisition of the property.*
- A motion was made by Councilor Dale Christy, seconded by Councilor Ed Zabinski, to open the public hearing. The motion PASSED by unanimous vote.**
- No one wished to speak, therefore the following motion was made.*
- A motion was made by Councilor Bill Zeige, seconded by Councilor Rick Blake, to close the public hearing. The motion PASSED by unanimous vote.**
11. Consider the adoption of a resolution either approving or denying the vacation of a public utility and fire lane easement, granted to the City of Grand Rapids in May of 1975 through recorded document number 302376.
- A motion was made by Councilor Christy, seconded by Councilor Zeige, to adopt Resolution 16-12, granting the vacation of public utility & fire lane easement, granted to the City of Grand Rapids in May of 1975. 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 ADJOURNMENT
PM**

A motion was made by Councilor Ed Zabinski, seconded by Councilor Rick Blake, to adjourn the meeting at 5:58 PM. The motion PASSED by unanimous vote.

Respectfully certified & submitted: Kimberly Gibeau, City Clerk





CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Monday, February 1, 2016

4:00 PM

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, February 1, 2016 at 4:08 p.m. 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** 4 - Mayor Dale Adams, Councilor Dale Christy, Councilor Ed Zabinski, and Councilor Rick Blake
- Absent** 1 - Councilor Bill Zeige

Discussion Items

2. Review Street CIP Projects.

Julie Kennedy, City Engineer, reviewed projects by year report for project years 2016 through 2020. Assessment hearings will be on Monday, February 22nd for upcoming projects in 2016. Ms. Kennedy will return to City Council in March/April to provide updates.

Received and Filed

1. Review 2016 Outcome Goals Report

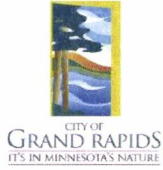
City Administrator, Tom Pagel discussed Outcome Goal report. Through this process, Council has identified specific needs of the community and today will review the final report. A request for consideration of approving the report will be presented on Monday, February 8, 2016.

Referred to the City Council due back on 2/8/2016

ADJOURN

There being no further business, the meeting adjourned at 5:18 PM.

Respectfully certified & submitted: Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0077 **Version:** 1 **Name:** Carlson Bench Dedication
Type: Agenda Item **Status:** Consent Agenda
File created: 1/20/2016 **In control:** City Council
On agenda: 2/8/2016 **Final action:**
Title: Adopt a resolution accepting the donation of a bench from Mr. Brian Carlson in honor of his mother, Jeanette "Netsy" (Stram) Carlson.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Adopt a resolution accepting the donation of a bench from Mr. Brian Carlson in honor of his mother, Jeanette "Netsy" (Stram) Carlson.

Background Information:

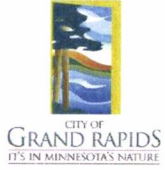
The City has a "Dedicate A Bench Program" where members of the public can donate a bench with a plaque in honor of people. Mr. Brian Carlson has offered to donate a bench and dedicate it in honor of his mother, Jeanette "Netsy" (Stram) Carlson. The bench will be located outside of the trailhead building at the Itasca County Fairgrounds. Attached is the application form and wording that will go on the plaque on the bench and the resolution accepting the donation.

Staff Recommendation:

City Staff recommends adopting a resolution accepting the donation of a bench from Mr. Brian Carlson in honor of his father, Jeanette "Netsy" (Stram) Carlson.

Requested City Council Action

Motion to adopt a resolution accepting the donation of a bench from Mr. Brian Carlson in honor of his mother, Jeanette "Netsy" (Stram) Carlson.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0095 **Version:** 1 **Name:** I Endorse the Minnesota Broadband Vision
Type: Agenda Item **Status:** Consent Agenda
File created: 2/3/2016 **In control:** City Council
On agenda: 2/8/2016 **Final action:**
Title: Consider a motion supporting the "I endorse the Minnesota Broadband Vision" supported and lead by the Blandin Foundation.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider a motion supporting the "I endorse the Minnesota Broadband Vision" supported and lead by the Blandin Foundation.

Background Information:

The Blandin Foundation has been a proponent of expanding broadband in Minnesota. On result of their efforts has been to create an outreach forum on Facebook called "I Endorse the Minnesota Broadband Vision".

The following vision was developed at the 2015 Minnesota Broadband Conference...

****Everyone in Minnesota will be able to use convenient, affordable world-class broadband networks that enable us to survive and thrive in our communities and across the globe.****

Please join our quest for better broadband for everyone by endorsing it. Show endorsement by joining this page. If you are a member of an organization that would also endorse it, please let us know here. We'll add your name to the list!

Organizations that have endorsed the Broadband Vision:

- Chisago County HRA-EDA
- City of Big Lake
- City of Elk River
- Cloquet Valley Internet Initiative (New!)
- East Central MN Educational Cable Cooperative (ECMECC)
- Economic Development Association of Minnesota
- EnSearch
- Greater Minnesota Partnership

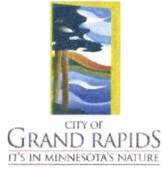
- Headwaters Regional Development Commission
- Leech Lake Telecommunications Company
- Mid-Minnesota Development Commission
- Minnesota Association of Community Telecommunications Administrators
- Minnesota Association of Professional County Economic Developers
- Minnesota Association of Townships
- Minnesota Municipal Utilities Association
- Minnesota Rural Education Association
- Minnesota Service Cooperatives
- Nobles County
- Northwest MN Foundation
- Ortonville EDA (New!)
- Project Fine
- Region Five Development Commission
- Region Nine Development Commission
- Resilient Region Champions (Region Five)
- Sherburne County
- Upper Minnesota Valley Regional Development Commission (New!)
- West Central Initiative

Staff Recommendation:

Staff is recommending a motion endorsing the vision "Everyone in Minnesota will be able to use convenient, affordable world-class broadband networks that enable us to survive and thrive in our communities and across the globe."

Requested City Council Action

Consider a motion endorsing the vision "Everyone in Minnesota will be able to use convenient, affordable world-class broadband networks that enable us to survive and thrive in our communities and across the globe."



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0098 **Version:** 1 **Name:** 2016 Outcome Goals Report
Type: Agenda Item **Status:** Consent Agenda
File created: 2/3/2016 **In control:** City Council
On agenda: 2/8/2016 **Final action:**
Title: Consider adopting the Outcome Goals report for 2016.
Sponsors:
Indexes:
Code sections:
Attachments: [2-8-16 2016 Outcome Report.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting the Outcome Goals report for 2016.

Background Information:

City Council and staff have established and created the attached Outcome Goals report for 2016.

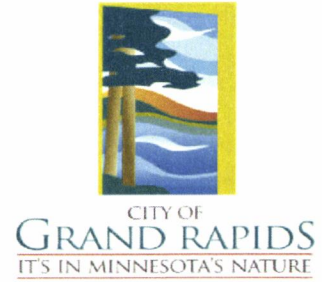
Staff Recommendation:

Staff is recommending the approval of the Outcome Goals report for 2016.

Requested City Council Action

A motion approving the Outcome Goals report for 2016.

City of Grand Rapids
420 North Pokegama Avenue, Grand Rapids, MN
55744
Tel 2183267626
Fax N/A
Cityofgrandrapidsmn.com



OUTCOME GOALS

FY 2016

This document contains Outcome Goals established by the Grand Rapids City Council along with a work plan to achieve the Outcomes desired.

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THE OUTCOME PROCESS

To Our Constituents

COMPREHENSIVE PLAN

A comprehensive plan is the official long-range planning document for the City. It guides zoning and land use ordinances, investments in public infrastructure, economic development programs, natural resource use and protection, housing policy, and other issues. Comprehensive plans identify the community's desired future, looking out 20 years. The City completed its first major update of the plan in 2003 with an update to it in 2011.

HOW DO WE KNOW THE PLAN IS BEING IMPLEMENTED?

Up until now, there was not a defined focus on executing or implementing the recommendations of the Comprehensive Plan. This 2016 Outcome Goals process specifically takes Outcomes that were created by the City Council and connects them to specific Goal(s) within the Comprehensive Plan.

THE FOCUS

As you review this process it is clear that the current Council is focused on diversifying the economic base, creating jobs, and expanding the tax capacity of the community. As we move forward in successive years, this focus may change through changes to the comprehensive plan and economic environments.

I look forward to working with the City Council, Boards & Commissions, and City Staff to achieve the Outcomes identified in this report.

Sincerely,

Tom Pagel
City Administrator
January 11, 2016

Step 1: Getting Familiar with the Comprehensive Plan

The current comprehensive plan was adopted in 2011 following a planning process that spanned over 12 months.

Although the comprehensive plan identifies the community's desired future, looking out 20 years, it is typical that some conditions in a community will change and certain policies and recommendations become outdated and not reflect current needs. For that reason, comprehensive plans should be updated every 6-8 years.

Grand Rapids, like most communities, has also developed special, more detailed, plans that focus on specific geographic areas, social and economic needs, programs and strategies. The comprehensive plan includes these plans by reference and guides these plans as they are developed. Coordinating the special plans with the comprehensive plan minimizes duplication of effort and facilitates their management and implementation.

Introduction (Chapter 1) – Brief overview of project

Planning Process (Chapter 2) – Describes the planning process, committee memberships, how the 2003 Comprehensive Plan and special plans served as the starting point, and how plans for neighboring communities were considered.

Community Vision, Values and Guiding Principles (Chapter 3) – Articulates the revised vision statement; lists community values and guiding principles which guided and served as the foundation for the underlying goals, objectives and implementation strategies in the plan.

Future Land Use (Chapter 4) - Illustrates the future land use types and locations that are anticipated through the implementation of the plan.

Goals, Objectives, Implementation Priorities (Chapter 5) – Provides baseline demographic data and presents goals, objectives and implementation steps in the areas of:

- Community Service
- Emergency Services
- Economic Infrastructure
- Transportation
- Arts and Culture
- Natural Infrastructure

Step 2: Establishing Draft Outcomes

Each Council member developed three to five Outcomes. After creating an Outcome, Council members then referenced in the Comprehensive Plan to which section, goal and sub-goal within the section the Outcome was linked. They also identified the lead department or commission that could work towards achieving the Outcome.

The initial submittals by the City Council yielded 29 Outcomes (see appendix for list). On November 30, 2015, the Council met in a Special Council Work Session, to review the individual Outcomes and determine if there was commonality so some could be consolidated and clarified questions. Through this process the number of Outcomes was pared down to 21 (see appendix for list).

THE OUTCOME PROCESS

Step 3: Ranking the Outcomes

After paring down the Outcomes to 21, each Council member ranked the individual Outcomes on five criteria, from 1 (low) to 5 (high), based on the ability of the Outcome to: 1) increase tax base, 2) grow jobs, 3) quality of life, 4) chance of success, and 5) resource availability.

As can be observed in the table on the following pages, the criteria determine how an Outcome gets ranked. The Council recognizes this and have indicated that in next year's process, they will have a work session to further refine criteria used to rank future Outcomes.

THE OUTCOME PROCESS

Step 4: The Work Plan

After meeting and concurring on the priority ranking of the Outcomes, City staff has developed a work plan for each of the Outcomes.

* Results of Issue Identification and Ranking		* Desired Outcomes/Work Approach/Schedule			
OUTCOMES IN PRIORITY HIGH TO LOW	Lead Dept. or Commission/Board	Q1	Q2	Q3	Q4
Continue to work with and assist interested parties in providing high paying manufacturing that diversify our economic base.	GREDA/Community Development	<ul style="list-style-type: none"> Continue to cultivate development interests and coordinate assistance with State agencies and support GREDA's efforts to establish shovel ready properties. 	<ul style="list-style-type: none"> Continue to cultivate development interests and coordinate assistance with State agencies and support GREDA's efforts to establish shovel ready properties. 	<ul style="list-style-type: none"> Pending business decisions, give prompt consideration to locally approved forms of business assistance. 	<ul style="list-style-type: none"> TBD pending developments in first three quarters.
Take the steps the City can to improve Blandin Paper Company's position as a preferred site for UPM capital investment.	Community Development	<ul style="list-style-type: none"> Execute land transfer agreement between the City and UPM. 	<ul style="list-style-type: none"> Demo all structures on City property to be transferred to UPM. 	<ul style="list-style-type: none"> Keep in contact with UPM on a monthly basis and process tasks as needed. 	<ul style="list-style-type: none"> Keep in contact with UPM on a monthly basis and process tasks as needed.
Explore ways of expanding aviation uses at the airport.	Airport Advisory Board/Engineering	<ul style="list-style-type: none"> Request board members to develop potential concepts. 	<ul style="list-style-type: none"> Review concepts with board members and develop a plan to explore further. 	<ul style="list-style-type: none"> As a result of findings develop the next steps to pursue uses including any required modifications to the airport master plan and ALP. 	<ul style="list-style-type: none"> Execute plan to pursue uses.

THE OUTCOME PROCESS

* Results of Issue Identification and Ranking		* Desired Outcomes/Work Approach/Schedule			
OUTCOMES IN PRIORITY HIGH TO LOW	Lead Dept. or Commission/Board	Q1	Q2	Q3	Q4
Support three business growth opportunities.	GREDA/Community Development	<ul style="list-style-type: none"> Support GREDA work plan objectives. 	<ul style="list-style-type: none"> Support GREDA work plan objectives. 	<ul style="list-style-type: none"> Support GREDA work plan objectives. 	<ul style="list-style-type: none"> Support GREDA work plan objectives.
Promote and facilitate construction of a hotel in the center city.	GREDA/Community Development	<ul style="list-style-type: none"> Support GREDA's efforts in cleaning up any title issues for transfer to United Development. Support other developers as concepts develop. 	<ul style="list-style-type: none"> Work with developer to finalize development plans for Block 20/21 and issue necessary permits. Support other developers as concepts develop. 	<ul style="list-style-type: none"> Watch building grow! Support other developers as concepts develop. 	<ul style="list-style-type: none"> Continue to watch building grow! Support other developers as concepts develop.
Promote township hall and other vacant buildings to create new small to mid-size commercial businesses.	GREDA/Community Development	<ul style="list-style-type: none"> Support GREDA's CBIL Program that assist in rehabilitating commercial buildings. Review the concept of hiring a broker to sell the Township Hall. 	<ul style="list-style-type: none"> Support GREDA's plans to expand their marketing of their services. If desired by the Council hire a broker to sell Township Hall. 	<ul style="list-style-type: none"> Support GREDA's plans to expand their marketing of their services. 	<ul style="list-style-type: none"> Support GREDA's plans to expand their marketing of their services.

THE OUTCOME PROCESS

* Results of Issue Identification and Ranking		* Desired Outcomes/Work Approach/Schedule			
OUTCOMES IN PRIORITY HIGH TO LOW	Lead Dept. or Commission/Board	Q1	Q2	Q3	Q4
Develop alternatives for single family housing to include all income classes.	Administration/Community Development	<ul style="list-style-type: none"> Invite the Greater MN Housing and Finance to do a presentation to the City Council. Invite Diane Larson, ICHRA to do a presentation on the housing study. 	<ul style="list-style-type: none"> Develop an inventory of potential housing sites. Create development concepts for the property to be acquired in the land transfer with UPM. 	<ul style="list-style-type: none"> Study development costs to make potential development sites shovel ready. 	<ul style="list-style-type: none"> Pursue potential funding sources and developers.
More businesses for tax base and more jobs.	GREDA/Community Development	<ul style="list-style-type: none"> Support GREDA work plan objectives. 	<ul style="list-style-type: none"> Support GREDA work plan objectives. 	<ul style="list-style-type: none"> Support GREDA work plan objectives. 	<ul style="list-style-type: none"> Support GREDA work plan objectives.
More aggressively pursue a department store.	GREDA/Community Development	<ul style="list-style-type: none"> Meet with local business owners to determine interest in creating a new department store. 	<ul style="list-style-type: none"> Attend International Council of Shopping Centers national convention. Attempt to identify season increases in market area population. 	<ul style="list-style-type: none"> Outreach to existing department franchises. 	<ul style="list-style-type: none"> Assess effectiveness of outreach and assess next steps.
Acquire electrical system on River Road, Mornes Road, and Davis Road, area from Lake Country Power.	GRPUC	<ul style="list-style-type: none"> Council member Zabinski will bring request to the GRPUC. 	<ul style="list-style-type: none"> Monitor and assist the GRPUC as requested. 	<ul style="list-style-type: none"> Monitor and assist the GRPUC as requested. 	<ul style="list-style-type: none"> Monitor and assist the GRPUC as requested.

THE OUTCOME PROCESS

* Results of Issue Identification and Ranking		* Desired Outcomes/Work Approach/Schedule			
	Lead Dept. or Commission/Board	Q1	Q2	Q3	Q4
OUTCOMES IN PRIORITY HIGH TO LOW					
As department heads and key employees retire, ensure a seamless transition by proactively planning to ensure a quality delivery of service to the community.	Administration	<ul style="list-style-type: none"> Develop a spreadsheet that identifies years of service. 	<ul style="list-style-type: none"> Review potentially effected job descriptions. 	<ul style="list-style-type: none"> Assess potential successor education, experience, and skill sets to determine if there needs to be additional enhance to their abilities. 	<ul style="list-style-type: none"> Create personal development plans.
Find partnering organizations to assist in revitalizing residential housing in northwest, northeast and southeast Grand Rapids neighborhoods.	Community Development	<ul style="list-style-type: none"> Hold an initial meeting with potential partners to determine their interest and existing/potential role in participating in this effort. 	<ul style="list-style-type: none"> Conduct meetings with partner agencies and identify potential projects. 	<ul style="list-style-type: none"> Seek funding for projects. 	<ul style="list-style-type: none"> Seek funding for projects.
Timely plan for maintaining our aging streets	Engineering /Administration	<ul style="list-style-type: none"> Meet with Council to review the five-year CIP and confirm prioritization of projects. 	<ul style="list-style-type: none"> Run two scenarios for project execution. One based on need and one on what the City is projected to be able to afford. 	<ul style="list-style-type: none"> Finalize the five-year CIP. 	<ul style="list-style-type: none"> Monitor CIP based on new tax capacity numbers.
Work with Visit Grand Rapids to create "spring/fall season" events to increase tourism in the community	Civic Center / Recreation	<ul style="list-style-type: none"> Will have a meeting with Visit Grand Rapids to determine stakeholders and possibilities. 	<ul style="list-style-type: none"> As a result of the meeting with Visit Grand Rapids will further define an execution plan. 	<ul style="list-style-type: none"> TBD 	<ul style="list-style-type: none"> TBD

THE OUTCOME PROCESS

* Results of Issue Identification and Ranking		* Desired Outcomes/Work Approach/Schedule			
OUTCOMES IN PRIORITY HIGH TO LOW	Lead Dept. or Commission/ Board	Q1	Q2	Q3	Q4
Provide leadership in the promotion of expanded rail services in the greater Itasca County area to support local manufacturers.	Engineering	<ul style="list-style-type: none"> Work with IEDC, MP, IRRRB, and other LGU's to obtain funding for preliminary design. 	<ul style="list-style-type: none"> Testify and support efforts to obtain State funding during the legislative session. 	<ul style="list-style-type: none"> TBD 	<ul style="list-style-type: none"> TBD
Facilitate the funding of the proposed pedestrian bridge across the Mississippi River.	Engineering	<ul style="list-style-type: none"> Testify at the Capitol during the legislative session to obtain State Bonds. 	<ul style="list-style-type: none"> Assuming award of State Bonds execute funding agreements. 	<ul style="list-style-type: none"> Move forward with final design and Project Memorandum. 	<ul style="list-style-type: none"> Continue to move forward with design.
Work with the Housing Task Force to develop a plan to implement a rental code in the City of Grand Rapids (could be similar to the one in Bemidji).	Community Development	<ul style="list-style-type: none"> Meet with Housing Task Force to better understand rental concerns. 	<ul style="list-style-type: none"> TBD 	<ul style="list-style-type: none"> TBD 	<ul style="list-style-type: none"> TBD
Assist MDI in building a regional recycling facility.	Administration	<ul style="list-style-type: none"> MDI is pursuing the former Technimar building in Cohasset. This changes the Outcome. 	<ul style="list-style-type: none"> Continue to communicate with MDI on options for a recycle pickup center. 	<ul style="list-style-type: none"> Continue to communicate with MDI on options for a recycle pickup center. 	<ul style="list-style-type: none"> Continue to communicate with MDI on options for a recycle pickup center.

THE OUTCOME PROCESS

* Results of Issue Identification and Ranking		* Desired Outcomes/Work Approach/Schedule			
	Lead Dept. or Commission/Board	Q1	Q2	Q3	Q4
OUTCOMES IN PRIORITY HIGH TO LOW					
Collaborate with ISD 318, Chamber, and Community to address facility needs	Administration	<ul style="list-style-type: none"> Contact school Superintendent on a monthly basis to check in. 	<ul style="list-style-type: none"> Contact school Superintendent on a monthly basis to check in. 	<ul style="list-style-type: none"> Contact school Superintendent on a monthly basis to check in. 	<ul style="list-style-type: none"> Contact school Superintendent on a monthly basis to check in.
Redesign and obtain funding to improve more effective use of Central School grounds by a broader segment of our community.	GREDA/Community Development	<ul style="list-style-type: none"> Upon securing a major development interest, will seek IRRRB, DEED, and Blandin Founding funding to assist. 	<ul style="list-style-type: none"> TBD 	<ul style="list-style-type: none"> TBD 	<ul style="list-style-type: none"> TBD
Work with the Art & Culture Commission to complete a study that reviews the need for an entertainment venue on the Mississippi River.	Community Development/Parks & Recreation	<ul style="list-style-type: none"> Seek RFP's for a consultant to assist in preparation of a feasibility study. 	<ul style="list-style-type: none"> Find funding for the study. 	<ul style="list-style-type: none"> Begin the study. 	<ul style="list-style-type: none"> Continue to work on the study.
Develop a plan to improve sidewalk snow removal in Grand Rapids to make the community more walkable in the winter.	Public Works	<ul style="list-style-type: none"> Meet with Council in a work session to review the current snow removal policy. 	<ul style="list-style-type: none"> TBD 	<ul style="list-style-type: none"> TBD 	<ul style="list-style-type: none"> TBD

Step 5: Moving Forward

Upon acceptance of this report, responsible City staff will begin the work of achieving the Outcomes. On a quarterly basis, the City Administrator will prepare an update memo to the City Council on what has been accomplished with each of the Outcomes.

In preparation for the 2017 Outcome process, a City Council Work Session will be conducted to review this process. In particular this session will focus on criteria for ranking future Outcome Goals, and determine if there should be service categories to gain a broader focus on all services that the City provides. For instance, this year the Council's focus is heavy on Community Development. In future years, this focus could be balanced on other City functions (Police, Fire, Recreation, Public Works, Library, etc.).

THE OUTCOME PROCESS

2016 Council Strategic Outcome Data Initial Submittal Form

Category	Description of Council Member Outcome	Section in Comp Plan Goal Fits	Goal in Section	Subgoal in Goal	Lead Department/Commission
a	Continue to work with and assist interested parties in providing high paying manufacturing that diversify our economic base.	Economic Infrastructure	GOAL 3: BUILD THE CITY'S ECONOMIC SUSTAINABILITY	INCREASE DIVERSITY OF ECONOMIC BASE	GREDA/Community Development Director
a	Support three business growth opportunities.	Economic Infrastructure	Create Jobs and Income	Enable the Expansion of Existing Businesses	GREDA
a	Promote township hall and other vacant buildings to create new small to mid-size commercial businesses.	Economic Infrastructure	Enhance Local Quality of Life	Encourage a Mix of Local Services and Retail Goods Adequate to Meet Regional Demand	Community Development
a	More businesses for tax base and more jobs.	Future Use Land Goals	Provide for Industrial Retention and Expansion	Reserve Sufficient Industrial Area For New Large and Small Industrial Projects	Community Development
a	As department heads and key employees retire, ensure a seamless transition by proactively planning to ensure a quality delivery of service to the community.	Community Service	GOAL 2: PROVIDE SERVICES TO PROTECT PUBLIC HEALTH, SAFETY AND GENERAL WELFARE	Continue to Provide City Services that Enhance the General Welfare	City Administrator/Department Heads
b	Provide leadership in the promotion of expanded rail services in the greater Itasca County area to support local manufacturers.	Transportation	GOAL 4: MAINTAIN, EXPAND AND ENHANCE THE TRANSIT SYSTEM	CONSIDER STRATEGIC INVESTMENTS OR PILOT PROGRAMS TO TEST ALTERNATIVES TO EXISTING TRANSIT SYSTEMS	City Administrator/City Engineer
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THE OUTCOME PROCESS

<p>Take the steps the City can to improve Blandin Paper Company's position as a preferred site for UPM capital investment.</p>	<p>Future Land Use / Economic Infrastructure</p>	<p>Goal 1: Provide for orderly development ... / Goal 1: Create jobs and income</p>	<p>Ensure that redevelopment and orderly ... / Ensure that job creation efforts include high wage high quality jobs</p>	<p>GREDA</p>
<p>Acquire electrical system on River Road, Morne Road, and Davis Road, area from Lake Country Power.</p>	<p>Community Service</p>	<p>Provide Services to Protect Public Health, Safety, and General Welfare</p>	<p>Continue to Provide City Services that Enhance the General Welfare</p>	<p>GRPUC</p>
<p>Develop alternatives for single family housing to include all income classes.</p>	<p>Future Use Land Goals</p>	<p>Protect and enhance the diversity and livability of residential areas</p>	<p>Integrate different types of residential housing while retaining character of distinct neighborhoods.</p>	<p>GREDA</p>
<p>Find partnering organizations to assist in revitalizing residential housing in northwest, northeast and southeast Grand Rapids neighborhoods.</p>	<p>Future Land Use</p>	<p>Goal 4: Protect & enhance the diversity and livability of residential neighborhoods</p>	<p>Integrate different types of residential housing while retaining character of distinct neighborhoods.</p>	<p>HRA</p>
<p>Collaborate with ISD 318 and Community to address facility needs</p>	<p>Community Service</p>	<p>Educational Excellence for All</p>	<p>improve opportunities and quality of continuing education</p>	<p>Administration</p>
<p>Work with Visit Grand Rapids to create "spring/fall season" events to increase tourism in the community Promote and facilitate construction of a hotel in the center city.</p>	<p>Economic Infrastructure Economic Infrastructure</p>	<p>Build the City's Economic Sustainability Goal 2: Enhance the local quality of life</p>	<p>Improve utilization of local resources, assets, and goods Develop a thriving downtown</p>	<p>Civic Center/Parks & Recreation/Arts & Culture GREDA</p>

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THE OUTCOME PROCESS

<p>Explore ways of expanding aviation uses at the airport.</p>	<p>Transportation / Economic Infrastructure</p>	<p>Goal 5: Provide and airport that safely and efficiently meets local and regional demands /</p>	<p>Support airport economic development activities /</p>	<p>Airport Advisory Board</p>
<p>Work with the Housing Task Force to develop a plan to implement a rental code in the City of Grand Rapids (could be similar to the one in Bemidji).</p>	<p>Community Service</p>	<p>Goal 2: Provide services to protect public health, safety and general welfare.</p>	<p>Continue to administer building and fire code programs and regulations.</p>	<p>Community Development</p>
<p>Develop a plan to improve sidewalk snow removal in Grand Rapids to make the community more walkable in the winter.</p>	<p>Transportation</p>	<p>Goal 2: Strive to become a walkable city.</p>	<p>Construct and maintain facilities, services, and programs that encourage walking.</p>	<p>Public Works/Police</p>
<p>Facilitate the funding of the proposed pedestrian bridge across the Mississippi River.</p>	<p>Transportation</p>	<p>Goal 2: Strive to become a walkable city.</p>	<p>Construct and maintain facilities, services, and programs that encourage walking.</p>	<p>Engineering</p>
<p>More aggressively pursue a department store.</p>	<p>Economic Infrastructure</p>	<p>Create Jobs & Income</p>	<p>Recruit New Businesses That Add Jobs and Income Opportunities</p>	<p>Community Development</p>
<p>Timely plan for maintaining our aging streets</p>	<p>Transportation</p>	<p>Maintain a Safe and Efficient City-Wide Transportation System</p>	<p>Incorporate the Results of the Complete Streets Study to Better Create and Retain Streets That Promote a Mix of Uses Such as Car Travel, Transit, and Bicycling</p>	<p>Engineering</p>

THE OUTCOME PROCESS

<p>Redesign and obtain funding to improve more effective use of Central School grounds by a broader segment of our community.</p>	<p>Economic Infrastructure AND Arts & Culture Roadmap</p>	<p>Goal 2: Enhance Local Quality of Life; AND Goal 3: Foster inclusive arts and cultural offerings and expand access</p>	<p>Develop a Thriving Downtown AND Facilitate community spaces and programming that welcome the entire community</p>	<p>GREDA; Arts & Culture Commission & Parks/Recreation</p>
<p>Work with the Art & Culture Commission to complete a study that reviews the need for an entertainment venue on the Mississippi River.</p>	<p>Economic Infrastructure</p>	<p>Goal 2: Enhance Local Quality of Life</p>	<p>Better use of the river as an economic asset.</p>	<p>Community Development/Arts & Culture</p>
<p>Assist MDI in building a regional recycling facility.</p>	<p>Natural Infrastructure</p>	<p>Goal 2: Integrate the natural infrastructure within the urban core of the city.</p>	<p>Encourage education and research to explore useful products that use natural resources in a closed loop system.</p>	<p>GREDA</p>

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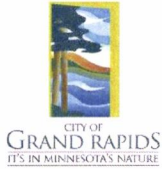
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THE OUTCOME PROCESS

2016 Council Outcome Data Ranking of Council Outcomes

Description of Council Member Outcome	Increase Tax Base					Grow Jobs					Quality of Life					Chance of Success					Resource Availability					Total					Preliminary Ranking							
	Adams	Blake	Christy	Zabinski	Average	Adams	Blake	Christy	Zabinski	Average	Adams	Blake	Christy	Zabinski	Average	Adams	Blake	Christy	Zabinski	Average	Adams	Blake	Christy	Zabinski	Average	Standard Deviation												
Continue to work with and assist interested parties in providing high paying manufacturing that diversify our economic base.	4	5	5	5	4.800	5	5	5	5	5.000	5	2	4	3	3.400	4	3	5	3	3.600	5	3	5	3	4	4.000	22	18	24	19	20	20.80	2.59	1				
Take the steps the City can to improve Blandin Paper Company's position as a preferred site for DRP capital investment.	5	4	5	5	4.400	5	5	2	4	4.500	5	2	3	4	3.400	3	4	5	3	3.800	4	4	5	3	4	4.000	22	19	23	15	21	20.00	3.16	2				
Explore ways of expanding aviation uses at the airport.	4	5	3	4	3.800	5	5	4	2	4	4.000	5	4	5	3	3.400	4	2	4	2	3.200	5	5	4	3	4	4.200	23	18	19	14	19	18.60	3.21	3			
Support three business growth opportunities.	5	4	4	2	4.000	5	5	4	5	4.600	3	2	4	3	3.000	4	3	5	3	3.600	3	3	4	2	4	3.200	20	17	21	15	19	18.40	2.41	4				
Promote township hall and other vacant buildings to create new small to mid size commercial businesses.	3	3	4	4	3.800	3	4	4	2	4	3.400	3	2	4	4	3.400	2	3	4	4	3.200	3	4	4	4	4	3.800	14	16	20	19	19	17.60	2.51	5			
More businesses for tax base and more jobs.	3	5	4	1	3.600	3	5	4	4	4.200	3	4	3	3	3.000	3	3	4	3	3.200	3	4	4	2	4	3.400	15	19	20	13	20	17.40	3.21	6				
Present and facilitate construction of a hotel in the center city.	5	5	4	2	4.000	4	4	4	3	2	4.200	4	1	4	2	2.800	4	4	4	2	3	3.400	4	5	4	3	3	3.800	21	19	20	13	14	16.00	3.65	7		
Develop alternatives for single family housing to include art income classes.	4	5	4	2	3.000	3	2	3	3	2	2.600	4	4	5	2	3.800	4	4	4	2	4	3.400	3	4	4	3	3	3.400	17	17	20	12	15	12.95	2.95	8		
Acquire electrical system on River Road, Morris Road, and Gans Road, area from Lake County.	1	1	2	1	1.400	1	2	1	4	2	2.000	5	3	5	4	4.200	5	5	5	3	4	4.400	5	5	4	2	4	4.000	17	16	17	14	16	16.00	1.22	9		
More aggressively pursue a department store.	5	4	4	2	3.800	4	4	4	2	3	3.400	4	2	5	3	3.400	4	2	3	2	3	2.800	2	3	3	2	3	2.600	19	15	19	11	16	16.00	3.32	10		
As department heads and key employees retire, develop a succession plan to ensure continuity of planning to ensure a quality delivery of service to the community.	1	1	2	1	1.200	1	1	2	3	1	1.600	3	4	5	4	4.000	5	5	5	3	5	4.600	4	5	5	3	5	4.400	14	16	19	14	16	15.80	2.05	11		
Find partnering organizations to assist in revitalizing residential housing in northwest, northeast and southeast Grand Rapids neighbourhoods.	5	2	3	2	2.800	2	2	2	1	3	2.000	5	4	5	4	4.200	5	4	5	3	4	3.200	2	3	4	3	3	3.000	15	14	18	14	15	15.20	1.64	12		
Work with Visit Grand Rapids to create "Spring/fall season" events to increase tourism in the community.	1	1	3	2	2.000	3	3	3	2	2	2.200	3	3	4	2	2.200	3	4	4	4	3.200	3	4	4	3	4	3.600	13	15	18	15	14	15.00	1.87	13			
Provide leadership in the promotion of expanded rail services in the greater Washtenaw County area to support local manufacturers.	3	3	3	4	3.400	2	3	3	1	2	2.200	2	2	2	5	2.600	3	3	4	4	3.200	3	3	4	3	2	3.000	13	14	16	17	12	14.40	2.07	14			
Timely plan for maintaining our aging streets.	1	1	2	2	1.400	2	1	3	2	1	1.800	4	1	5	2	3.000	5	5	4	2	3	3.800	5	5	4	2	4	4.000	17	13	18	10	12	14.00	3.39	15		
Collaborate with ISD 318 and Community to address facility needs.	1	1	2	1	1.200	2	2	2	2	2	2.000	3	3	5	4	4.000	3	3	3	3	3.000	3	3	3	3	3	3.400	12	12	15	14	15	13.60	1.52	16			
Work with the housing task force to develop a plan to implement a rental code in the City of Grand Rapids (could be similar to the one in Berardin).	1	2	2	1	1.400	1	2	1	1	1	1.200	4	4	5	3	3.800	4	3	4	4	3.800	4	4	3	3	3	3.400	14	15	15	12	12	13.60	1.52	17			
Facilitate the funding of the proposed pedestrian bridge across the Mississippi River.	1	1	3	1	1.400	1	1	2	2	1	1.400	5	4	5	2	2	3.600	4	4	3	2	3	3.200	4	4	3	3	3	3.400	15	14	14	12	10	13.00	2.00	18	
Realign and obtain funding to improve more effective use of Central School grounds by a broader segment of our community.	1	1	4	3	2.000	1	1	4	3	1	2.000	2	5	3	3	1	2.800	3	3	4	1	2	2.600	3	3	4	1	3	2.800	4	21	12	20	11	8	4.21	4.21	19
Work with the Park & Culture Commission to explore ways to improve the quality of our entertainment venue on the Mississippi River.	1	1	1	3	1.400	2	1	2	1	1	1.400	4	5	4	2	4	4.000	4	3	4	2	1	2.800	4	4	3	1	1	2.600	15	14	15	11	6	12.20	3.83	20	
Assist MDI in building a regional recycling facility.	1	3	4	2	2.200	2	3	4	1	2	2.400	3	2	5	1	2	2.600	2	2	4	4	1	2.400	2	4	3	1	2	2.400	10	16	20	6	8	12.00	5.83	21	
Develop a plan to improve sidewalks snow removal in Grand Rapids to make the community more walkable in the winter.	1	1	1	1	1.000	1	1	1	1	1	1.000	3	4	5	4	3.2	2	2	2	2	2	2.600	3	2	3	3	4	3.000	10	10	14	12	10	11.20	1.79	22		



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0099 **Version:** 1 **Name:** 2016 Technology Donation\Disposal
Type: Agenda Item **Status:** Consent Agenda
File created: 2/4/2016 **In control:** City Council
On agenda: 2/8/2016 **Final action:**
Title: Consider authorizing the IT Department to dispose of or donate retired equipment to PCs for People.
Sponsors:
Indexes:
Code sections:
Attachments: [2016 technology disposal list.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider authorizing the IT Department to dispose of or donate retired equipment to PCs for People.

Background Information:

Attached to this item is a list of equipment slated for disposal or donation. We retain any retired equipment that can be used as a spare or parted out for maintenance of other equipment. When neither of these scenarios apply, the equipment needs to be disposed of or donated. We are proposing to donate operational equipment to PCs for People of Grand Rapids for refurbishing.

Staff Recommendation:

We recommend you consider authorizing the IT Department to dispose of or donate retired equipment.

Requested City Council Action

Authorize the IT Department to dispose of or donate listed retired equipment for PCs for People.



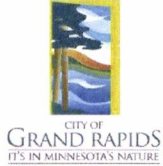
2016 Equipment Disposal/Donation List

Equipment Category	Serial Number	Make	Model	Status
PC	CPT0409-3	Connecting Point	White Box	Donate
PC	CPT0409-16	Connecting Point	White Box	Donate
PC	CPT0409-13	Connecting Point	White Box	Donate
PC	CPT0409-2	Connecting Point	White Box	Donate
PC	CPT0409-1	Connecting Point	White Box	Donate
PC	CPT0207-36	Connecting Point	White Box	Donate
PC	CPT0207-31	Connecting Point	White Box	Donate
PC	T8CF3-HXMPR-FB492-RKGXF-4JBRJ	Computer Enterprises	White Box	Donate
PC	RC4CP-MB4J7-69QDR-Y2JJK-TT6C3	Computer Enterprises	White Box	Donate
PC	CPT0409-18	Connecting Point	White Box	Donate
PC	V3WY7-X4R4P-JWGTX-CDY7G-FFXWJ	Computer Enterprises	White Box	Donate
PC	CPT0409-4	Connecting Point	White Box	Donate
PC	CPT0409-12	Connecting Point	White Box	Donate
Monitor	ETL1809102527009A0PQ43	Acer	V176	Donate
Monitor	ETL460C148651164624001	Acer	AL1706	Donate
Monitor	ETL240B12042600970RH20	Acer	AL1511	Donate
Monitor	CNN4230497	HP	I702	Donate
Monitor	99L637240131800184TAA401	BenQ	FP567	Donate
Monitor	ETL210210551600C48ED67	Acer	AL1715	Donate
Monitor	MMLE1AA0032490F28F8597	Acer	V173	Donate
Monitor	ETL460C005546044D4PY11	Acer	AL1716	Donate
Monitor	MMLE1AA0032490F1248597	Acer	V173	Donate
Monitor	ETL480201780700921396L	Acer	AL1716	Donate
Monitor	ETL480B18265108C0B392F	Acer	AL1706	Donate
Monitor	ETLBNOC194042032C440B7	Acer	V173	Donate

PC	CPT0409-8	Connecting Point	White Box	Donate
Server	USE548N6RP	HP	DL385G1	Disposal
Server	USE704NB36	HP	DL385G1	Disposal
Server	USE621N8NB	HP	DL385G1	Disposal
SAN	3CL923C153	HP	2012i	Disposal
Tape Drive	AA32NA015771	Tandberg	LTO4 8SLT	Disposal
PC	685987-9/EQ081904	Connecting Point	White Box	Disposal
PC	CPT0409-6	Connecting Point	White Box	Disposal
PC	BTWW118007VN	Computer Enterprises	White Box	Disposal
PC	BTCR14500020	Computer Enterprises	White Box	Disposal
PC	CPT0409-9	Connecting Point	White Box	Disposal
PC	CPT0409-11	Connecting Point	White Box	Disposal
PC	CPT0409-10	Connecting Point	White Box	Disposal
PC	BTCR1400033K	Computer Enterprises	White Box	Disposal
PC	BTCR140002YK	Computer Enterprises	White Box	Disposal
PC	BTWW119007TU	Computer Enterprises	White Box	Disposal
PC	CPT0110-1	Connecting Point	White Box	Disposal
PC	CPT0409-17	Connecting Point	White Box	Disposal
PC	CPT1205-53	Connecting Point	White Box	Disposal
PC	CPT0207-39	Connecting Point	White Box	Disposal
PC	V9PD4-RPQ3R-BQ34W-44HCM-HFCK8	Computer Enterprises	White Box	Disposal
PC	CPT0409-15	Connecting Point	White Box	Disposal
PC	CPT0610-3	Connecting Point	White Box	Disposal
Firewall	SLI-0824-30313	Sonicwall	EX-750	Disposal
Firewall	80B005B6D-6EAF	Watchguard	XTM510	Disposal
Firewall	7072342CC-CEE8	Watchguard	X10e	Disposal
Firewall	7074079CA-EF5C	Watchguard	X20e	Disposal
Laptop	211000170	Dell	Inspiron	Disposal
Printer	VNB3105008	HP	CB413A	Disposal
Printer	CNYBB82262	HP	CLJ3800	Disposal
Printer	JPCKC35953	HP	LJ4600	Disposal
Printer	CNBC64R0L1	HP	CLJ3800	Disposal

Printer	CNYBF21394	HP	LJ1160	Disposal
Laptop	769090	Nobilis	S14y	Disposal
Printer	CNBC92Q1KQ	HP	CLJCP1215	Disposal
Printer	CNL1D17870	HP	CLJ4300	Disposal
Printer	CNDY501263	HP	CLJ3800	Disposal
Printer	USBNK47374	HP	LJ4100	Disposal
Laptop	4ang014602	Nobilis	Z8100	Disposal
Laptop	CNU9066G8R	HP	6735	Disposal
Laptop	9FTYA61540	Panasonic	CF-52	Disposal
Laptop	3KKYA04974	Panasonic	CF-29	Disposal
Laptop	SY8271003402	Nobilis	N4027	Disposal
Laptop	SY8461002866	Nobilis	S14y	Disposal
Laptop	SY8291001386	Nobilis	S14y	Disposal
Laptop	SY8271003331	Nobilis	S14y	Disposal
Laptop	5CB11014MQ	HP	1103	Disposal
Laptop	5381W300210N09633	Nobilis		Disposal
Laptop	CNU90965Y4	HP	6735	Disposal
Laptop	CNU7050V4Z	HP	6735	Disposal
Laptop	CNU9132V9C	HP	6735	Disposal
Laptop	CNU91247S0	HP	6735	Disposal
Laptop	CNF60417T9	HP	Pavillion ze2000	Disposal
Thin Client	CNV524063S	HP	T5125	Disposal
Thin Client	CNV524064D	HP	T5125	Disposal
Thin Client	CNV701016W	HP	T5125	Disposal
Thin Client	CNV7010178	HP	T5125	Disposal
Thin Client	CNV524064H	HP	T5125	Disposal
Thin Client	CNV53106NJ	HP	T5125	Disposal
Projector	40J301086	Proxima		Disposal
Thin Client	CNV524064B	HP	T5125	Disposal
Thin Client	CNV53106L7	HP	T5125	Disposal
Thin Client	CNV7010161	HP	T5126	Disposal
Thin Client	CNV8510GMK	HP	T5730	Disposal

Thin Client	CNV8510GRN	HP	T5730	Disposal
Thin Client	CNV85102WZ	HP	T5730	Disposal
Thin Client	CNV8510GG8	HP	T5730	Disposal
Thin Client	CNV8510GJP	HP	T5730	Disposal
Thin Client	CNV8510GPK	HP	T5730	Disposal
Thin Client	CNV8510GRJ	HP	T5730	Disposal
Thin Client	CNV8510GSD	HP	T5730	Disposal
Switch	FOC0952X1YE	Cisco	2960	Disposal



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0100 **Version:** 1 **Name:** Consider adopting a resolution accepting a matching grant from the Minnesota Department of Public Safety, Office of Traffic Safety in the amount of \$25,730.48 for the purchase of 15 laptop computers and authorize the necessary signatures.

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

File created: 2/4/2016 **In control:** City Council

On agenda: 2/8/2016 **Final action:**

Title: Consider adopting a resolution accepting a matching grant from the Minnesota Department of Public Safety, Office of Traffic Safety in the amount of \$25,730.48 for the purchase of 15 laptop computers and authorize the necessary signatures.

Sponsors:

Indexes:

Code sections:

Attachments: [1116_001.pdf](#)
[PD MN Pub Safety-Laptops](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution accepting a matching grant from the Minnesota Department of Public Safety, Office of Traffic Safety in the amount of \$25,730.48 for the purchase of 15 laptop computers and authorize the necessary signatures.

Background Information:

Police squad cars are equipped with laptop computers. These computers are used by officers to receive additional information on calls they are dispatched to and also enables officers to complete basic reports in the squad cars without returning to the police station. They are used by officers to run driver’s license checks, license plate checks and warrant checks. They are used every day in routine police work.

These computers have a life of expectancy of 5 years. Currently, most of these computers are 6-7 years old. IT Director Erik Scott developed a schedule to replace these computers and has included in the 2016 budget \$17,500 to replace 5 laptop computers in squad cars. The replacement scheduled called for replacing 5 computers in 2016, 5 computers in 2017 and 5 computers in 2018.

Number	Age
1	7 years
10	6 years
5	3 years
<u>1</u>	<u>2 years</u>
Total: 17	

Late in the fall of 2015 Sergeant Jeff Carlson became aware of the possibility of receiving funds through a grant offered by the Minnesota Department of Public Safety that could pay for up to one half the cost of replacement laptop

computers. At the November 9, 2015 City Council meeting the police department received permission to apply for grant funding. We have now been notified by the Department of Public Safety that the Grand Rapids Police department will receive up to \$25,730.48 through this grant to be used as a 50% match for the purchase of replacement computers. They limit the number of computers that can be purchased at 15. Replacing 15 computers will mean that each squad car assigned to the Patrol Division will have a new computer. The two computers that are not new are assigned to Investigation and the Community Service Officer.

Staff Recommendation:

It is the recommendation of the Grand Rapids Police Department and the City IT Department that the City Council approve participation in this grant program that will fund 50% of the cost of replacement laptop computers in 15 Grand Rapids Police Department squad cars.

Requested City Council Action

Make a motion adopting a resolution accepting a matching grant from the Minnesota Department of Public Safety, Office of Traffic Safety in the amount of \$25,730.48 for the purchase of 15 laptop computers and authorize the necessary signatures.



Minnesota Department of Public Safety ("State") Office of Traffic Safety 445 Minnesota Street, Suite 150 Saint Paul, MN 55101-5150	Grant Program: 2016 In-Squad Computers Project No.: 16-05-08 Grant Agreement No.: A-CMPTR16-2016-GRARAPPD-00084
Grantee: Grand Rapids Police Department 420 North Pokegama Ave Grand Rapids, Minnesota 55744	Grant Agreement Term: Effective Date: Oct. 1, 2015 Expiration Date: Sept. 30, 2016
Grantee's Authorized Representative: Jeffrey Carlson Grand Rapids Police Department 420 North Pokegama Ave Grand Rapids, Minnesota 55744 (218) 326-3464 jcarlson@ci.grand-rapids.mn.us	Grant Agreement Amount: Original Agreement \$25,730.47 Matching Requirement \$25,730.48
State's Authorized Representative: Hal Campbell 445 Minnesota Street, Suite 150 Saint Paul, MN 55101-5150 Phone: (651) 201-7078 Email: hal.campbell@state.mn.us	Federal Funding: CFDA 20.616 State Funding: None Special Conditions: None

Under Minn. Stat. § 299A.01, Subd 2 (4) the State is empowered to enter into this grant agreement.

Term: Effective date is the date shown above or the date the State obtains all required signatures under Minn. Stat. § 16B.98, subd. 7, whichever is later. Once this grant agreement is fully executed, the Grantee may claim reimbursement for expenditures incurred pursuant to the Payment clause of this grant agreement. Reimbursements will only be made for those expenditures made according to the terms of this grant agreement. Expiration date is the date shown above or until all obligations have been satisfactorily fulfilled, whichever occurs first.

The Grantee, who is not a state employee will:

Perform and accomplish such purposes and activities as specified herein and in the Grantee's approved 2016 In-Squad Computers Application ("Application") which is incorporated by reference into this grant agreement and on file with the State at 445 Minnesota Street, Suite 150, Saint Paul, MN 55101-5150. The Grantee shall also comply with all requirements referenced in the 2016 In-Squad Computers Guidelines and Application which includes the Terms and Conditions and Grant Program Guidelines (<https://app.dps.mn.gov/Grants>), which are incorporated by reference into this grant agreement.

Budget Revisions: The breakdown of costs of the Grantee's Budget is contained in Exhibit A, which is attached and incorporated into this grant agreement. As stated in the Grantee's Application and Grant Program Guidelines, the Grantee will submit a written change request for any substitution of budget items or any deviation and in accordance with the Grant Program Guidelines. Requests must be approved prior to any expenditure by the Grantee.

Matching Requirements: (If applicable.) As stated in the Grantee's Application, the Grantee certifies that the matching requirement will be met by the Grantee.

Payment: As stated in the Grantee's Application and Grant Program Guidance, the State will promptly pay the Grantee after the Grantee presents an invoice for the services actually performed and the State's Authorized



Representative accepts the invoiced services and in accordance with the Grant Program Guidelines. Payment will not be made if the Grantee has not satisfied reporting requirements.

Certification Regarding Lobbying: (If applicable.) Grantees receiving federal funds over \$100,000.00 must complete and return the Certification Regarding Lobbying form provided by the State to the Grantee.

1. ENCUMBRANCE VERIFICATION

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

Signed: _____

Date: _____

Grant Agreement No. A-CMPTR16-2016-GRARAPPD-00084
PO No. 3-38799

3. STATE AGENCY

By: _____
(with delegated authority)

Title: _____

Date: _____

2. GRANTEE

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

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Distribution: DPS/EAS
Grantee
State's Authorized Representative

Budget Summary

Budget			
Budget Category	State Reimbursement	Local Match	
Equipment			
Replacement of 15 laptop computers purchased 2010 currently in use in our marked squad cars	\$25,730.47	\$25,730.48	
Total	\$25,730.47	\$25,730.48	
Total	\$25,730.47	\$25,730.48	

CERTIFICATION REGARDING LOBBYING
(For State of Minnesota Contracts and Grants over \$100,000)

The undersigned certifies, to the best of his or her knowledge and belief that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, A Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities", in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31 U.S.Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Organization Name

Name and Title of Official Signing for Organization

By: _____
Signature of Official

Date

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

RESOLUTION NO. 16-

A RESOLUTION ACCEPTING A MATCHING GRANT FROM THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY, OFFICE OF TRAFFIC SAFETY IN AN AMOUNT NOT TO EXCEED \$25,730.48 TOWARDS THE PURCHASE OF FIFTEEN LAPTOPS FOR THE GRAND RAPIDS POLICE DEPARTMENT

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

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

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

- The Minnesota Department of Public Safety, Office of Traffic Safety has granted the Grand Rapids Police Department an amount not to exceed \$25,730.48 as a 50% matching grant to be used towards the purchase of fifteen laptops.

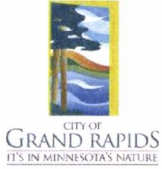
Adopted this 8th day of February, 2016

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 #: 16-0102 **Version:** 1 **Name:**
Type: Minutes **Status:** Approved
File created: 2/4/2016 **In control:** City Council
On agenda: 2/8/2016 **Final action:**
Title: Acknowledge the following Board & Commission minutes

Sponsors:

Indexes:

Code sections:

Attachments: [December 9, 2015 Library Board Minutes](#)
[December 16, 2015 PUC minutes](#)
[December 30, 2015 Human Rights Minutes](#)
[November 18, 2015 HRA Meeting](#)

Date	Ver.	Action By	Action	Result
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Acknowledge the following Board & Commission minutes

Grand Rapids Area Library Regular Board Meeting December 9, 2015

Call to Order: The monthly board meeting was called to order at 5:15 PM by Dennis Jerome.

Roll Call:

- **Members Present:** Janet Neurauter, Mary Helen Haarklau, Dennis Jerome, Max Peters, Randy McCarty, Susan Zeige, and Jean MacDonell
- **Members Absent:** Shannon Benolken
- **Staff Present:** Director Marcia Anderson

Public Comment:

Agenda: Randy McCarty moved to approve the agenda. A second was made by Jean MacDonell. The motion passed unanimously.

Minutes: Janet Neurauter moved to approve the minutes from the November 12, 2015 board meeting. A second was made by Susan Zeige. The motion passed unanimously.

Communications:

- Itasca County Township Tax Revenue transmittal - slightly over what the budget planned for.
- Library Report to City Council Nov. 23 - Positive feedback received.

Financial Report:

**The Grand Rapids Area Library Bill List
Invoices Due On/Before December 9, 2015**

NAME	AMOUNT DUE
AMAZON.COM	350.59
AMERIPRIDE LINEN & APPAREL	46.06
ADRIAN BOOKS	4,188.16
ARROWHEAD LIBRARY SYSTEM	121.27
BAKER & TAYLOR, INC	3,689.37
BLUE CROSS & BLUE SHIELD OF MN	4,753.50
CANON USA INC	134.00
COLE HARDWARE INC	23.44
D.C.R. COMMUNICATIONS INC	396.18
DELTA DENTAL OF MINNESOTA	194.10
DEMCO	161.78
EBSCO SUBSCRIPTION SERVICE	7,637.43
FIDELITY SECURITY LIFE INS CO	5.96
FLOOR TO CEILING STORE	850.00
GARTNER REFRIGERATION CO	2,232.02
CITY OF GRAND RAPIDS	7,903.70
GRAND RAPIDS CITY PAYROLL	36,837.70
LEARNING OPPORTUNITIES INC	1,759.67
LINCOLN NATIONAL LIFE	107.30
MEDICO LIFE & HEALTH INS CO	18.45
MINNESOTA ENERGY RESOURCES	624.91
MINNESOTA REVENUE	48.99
NARDINI FIRE EQUIPMENT CO. INC	1,320.92
NEXTERA COMMUNICATIONS LLC	82.46
NORTHERN BUSINESS PRODUCTS INC	201.76
OXFORD UNIVERSITY PRESS USA	790.21
PERSONNEL DYNAMICS LLC	309.22
P.U.C.	2,510.86
NOELLE RAHN-JOHNSON	26.00
SCENIC RANGE NEWS FORUM	20.00
SIM SUPPLY INC	337.64
TRU NORTH ELECTRIC LLC	7,313.95
UNIQUE MANAGMENT SERVICES	161.10
VERIZON WIRELESS	112.52
VIKING ELECTRIC SUPPLY INC	84.54
VISA	545.70

WASTE MANAGEMENT	50.00
XEROX CORPORATION	33.55
CHRIS WICKLUND	2,532.72
TOTAL:	88,517.73

Director Anderson anticipates that we will be on track with the budget. Jean MacDonell moved to approve the financial report and payment of bills as listed. A second was made by Max Peters. On a roll call vote the motion passed unanimously.

Staff Reports:

- **Director's Report:** Passport application acceptance process seems to be going well. The Tracks in the Snow exhibit will be in the library in late January and early February. Marcia Anderson will be speaking with the police chief next week discuss security tips in case the news and/or world events head in a negative direction in the next month.
- **Assistant Director's Report:**

Old Business:

New Business:

- **Consent Agenda:**
 - 1. Approve payment of late bills**
 - a) Busy Bees cleaning Nov \$1700
 - b) Unique Management Services Nov \$187.95
 - 2. Approve Contracts and Payments to Presenters**
 - a) Stotzke \$50 Organizing 101 - January 22
 - 3. Approve Resolution 2015 - Accepting Donations**
 - a) \$5968.29 Friends of the Grand Rapids Area Library installation of AV equipment in community room
 - b) \$45.00 Margaret Simmons for purchase of *The Jemima Code*
 - c) \$100.00 Leah White undesignated

Randy McCarty moved to approve the consent agenda as stated. A second was made by Max Peters. On a roll call vote the motion passed unanimously.

- **Regular Agenda:**

1. **View Policies Video**
2. Susan Zeige moved to approve the General Policies 1-27. A second was made by Randy McCarty. The motion passed unanimously.
3. **Approve Donation Policy** - Minor editing of typos and word clarifications brought the policy to its current state. It was discussed whether to include the choice for donors to decide where their sizeable gifts may go (to the Friends, Library Foundation endowment fund, etc.). It was asked whether "sizeable" needs to be defined, and it was decided that "sizeable" need not be specific. It will be added in the donation policy that donors can designate how their gift is to be used. A final copy of the donation policy will be distributed with the potential for approval at the January board meeting.

Adjourn: The monthly board meeting was adjourned at 5:47 PM by Dennis Jerome.

A regular meeting of the Grand Rapids Public Utilities Commission was held on December 16, 2015 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

Members Present: President Welliver, Secretary Chandler, Commissioner Hodgson, Commissioner Zabinski, Commissioner Lenius.

Others Present: General Manager Ward, Finance Manager Betts, Electric Department Manager Goodell, Water/Wastewater Collection/Safety Manager Doyle, Wastewater Treatment Department Manager Mattson, Administrative/ HR Assistant Flannigan, Attorney Bengtson.

Motion by Chandler to approve minutes of the November 5, 2015 special meeting, the November 24, 2015 special meeting, and the November 18, 2015 regular meeting. Motion seconded by Lenius and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Finance Manager Betts reviewed the November 2015 City Treasurer's Report and Investment Activity Report with the Commission.

Motion by Zabinski to approve the City Treasurer's Report and Investment Activity Report for November 2015. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Public Forum:

Bill Schnell, Harry Hutchins and Art Norton acknowledged receipt of the Solar Energy System Feasibility Report prepared for the Commission by the Iron Range Engineering Students, and voiced their support of community solar gardens and renewable energy. They requested the Commission consider looking into alternative ways to fund such projects, other than using utility reserves.

Dave and Julie Carpenter addressed the Commission regarding a letter sent to them regarding the rejection of the Carpenter's proposal for the Commission to purchase their residence at 2382 Diane Lane. The Commission's intention is to continue with the odor control action plan to solve the root cause, including the switch in chemicals to hydrogen peroxide in place of bleach to better attack the spikes in odor, and have consulted with CH2M Hill Engineering to review more options for odor mitigation. H2S meters have been installed, and management is considering options to run the plant continuously 24 hours a day/7 days a week.

Commission Member Reports:

Commissioner Hodgson, General Manager Ward, and HR Consultant Stunyo met with the AFSCME Local 3456 negotiating team today begin contract negotiations. The current contract expires December 31, 2015.

Commissioner Zabinski reported the City has approved the 2016 levy reduction of 13 basis points.

Administration:

Motion by Hodgson to declaring a vacancy exists and authorize the posting and/or advertising for a Project Coordinator. Motion seconded by Lenius and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Chandler to confirm hiring of the Interview Committee's preferred candidate, Shannon Thomsen, for the position of Journey Line Worker. Motion seconded by Lenius and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Hodgson to declare a vacancy exists and authorize the posting and/or advertising for a Journey / Apprentice Line Worker. Motion seconded by Zabinski and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Chandler to adopt the proposed 2016 Capital Investment, Operation and Maintenance and Revenue Budgets as presented. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

General Manager Ward reviewed the November 2015 Wholesale Electric Service Cost with the Commission.

Motion by Zabinski to accept a quotation from the League of Minnesota Cities Insurance Trust to provide the 2016 Worker's Compensation Insurance in the amount of \$71,983.00. Motion seconded by Lenius and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Accounting and Finance:

Finance Manager Betts reviewed the November 2015 Operations Report with the Commission.

Motion by Zabinski to approve the proposed accounting treatment for the 2015 Electric Contract Extension Payment. Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Electric Department:

Electric Department Manager Goodell reviewed the November 2015 Operations Report with the Commission.

Motion by Chandler to authorize the advertisement for bids for the 2016 Vegetation Control Contract #18 (SE Quadrant). Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Zabinski to authorize JDI Contracts to complete the field inventory of a potential service area acquisition (River Road, Davis Road, Mornes Road Acquisition). Motion seconded by Lenius and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted

Wastewater Treatment Facility Operations:

Wastewater Treatment Department Manager Mattson reviewed the November 2015 Operations Report with the Commission.

At the request of Commissioner Zabinski, the Commission discussed commenting on the Minnesota Pollution Control Agencies (MPCA) proposed amendments to the Minnesota's Water Quality Sulfate Standard to protect wild rice. The utility is a member of the Minnesota Environmental Science and Economic Review Board (MESERB), and the Commission supports echoing MESERB's commentary to be forwarded to the MPCA on behalf of the utility members.

Water/Wastewater Collection:

Water/Wastewater Collection/Safety Manager Doyle reviewed the November 2015 Operations Report with the Commission.

Safety Training Procedures and Updates:

Water/ Wastewater Collection/Safety Manager Doyle reviewed the safety initiatives for the month.

GRPUC Discussion/Correspondence:

Lorman Live Webinar-Understand and Interpret Financial Statements, November 20, 2015, Grand Rapids, MN – Anthony Ward, Dennis Doyle, Rick Fox, Brett Dickie, Jean Key, Doug Gustafson.

Claims for Payment:

Motion by Chandler to approve a claim for payment in the amount of \$690.00 from Short Elliot Hendrickson, Inc. (SEH). Motion seconded by Zabinski and upon roll call the following voted in favor thereof: Welliver, Chandler, Zabinski and Lenius; Against: None; Abstained: Hodgson, whereby the motion was declared duly passed and adopted.

Motion by Lenius to approve a claim for payment in the amount of \$1,525.00 from Short Elliot Hendrickson, Inc. (SEH). Motion seconded by Zabinski and upon roll call the following voted in favor thereof: Welliver, Chandler, Zabinski and Lenius; Against: None; Abstained: Hodgson, whereby the motion was declared duly passed and adopted.


Motion by Chandler to authorize the verified claims for payment in the amount of \$1,559,478.80 (\$1,212,401.69 computer checks and \$347,077.01 manual checks) per attached lists. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

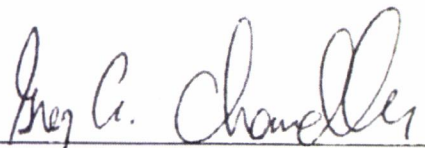
The January 2016 regular Commission meeting was rescheduled to Tuesday, January 19, 2016 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

A public hearing will be held on Thursday, January 21, 2016 at 4:00 PM, following the regular meeting, in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street. The purpose of the public hearing is to review the Draft Wellhead Protection Plan Part II, as required in the Minnesota Wellhead Protection Rule (part 4720.5350, subparts 1-4).

By call of the chair, the meeting was declared adjourned at 5:35 PM.

Attest:


Stephen R. Welliver, President


Gregory A. Chandler, Secretary

NOVEMBER 2015 MANUAL CHECK REGISTER

<u>Date</u>	<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
11/2/2015	2949	ING Institutional Plan Service LLC	4,998.40
11/2/2015	2950	Delta Dental of Minnesota	3,665.00
11/9/2015	2951	ING Institutional Plan Service LLC	2,384.74
11/17/2015	2952	Public Employees Retirement Association	12,184.79
11/17/2015	2953	Minnesota Dept. of Revenue	3,600.88
11/17/2015	2954	Wells Fargo Bank	22,206.56
11/17/2015	2955	ING Institutional Plan Service LLC	8,281.31
11/20/2015	2956	Minnesota Department of Revenue	66,733.00
11/13/2015	2957	Selectaccount	2,116.64
11/27/2015	2958	Selectaccount	348.32
11/27/2015	2959	Selectaccount	2,087.48
11/30/2015	2960	Blue Cross Blue Shield	54,051.74
11/2/2015	68288	U.S. Post Office	853.02
11/3/2015	68289	Minnesota Energy Resources Corp.	18.00
11/3/2015	68290	Verizon Wireless	256.55
11/3/2015	68291	Betts, Tyanne	112.00
11/4/2015	68293	Devries-Flinck, Tony	407.14
11/6/2015	68294	JTr Performance & Small Engine	112.11
11/6/2015	68295	Karol J Roberts	32.82
11/6/2015	68296	Brian & Judy Nix	49.56
11/6/2015	68297	Affinity Plus Fed Credit Union	30.00
11/6/2015	68298	Patricia Westerberg	12.00
11/9/2015	68299	U.S. Post Office	721.33
11/16/2015	68300	Collaboration Unlimited	22,356.80
11/16/2015	68301	United Parcel Service	63.43
11/16/2015	68302	Selectaccount	80.18
11/16/2015	68303	MN Child Support Payment Center	659.88
11/16/2015	68304	Prudential Group Insurance	1,627.76
11/19/2015	68305	U.S. Post Office	608.51
11/19/2015	68306	U.S. Post Office	150.00
11/20/2015	68307	Warren, Charles	3,579.14
11/24/2015	68440	City of LaPrairie	12,592.60
11/24/2015	68442	United Parcel Service	35.06
11/25/2015	68443	U.S. Post Office	807.80
11/24/2015	68444	Andrea Hofstad	78.21
11/25/2015	68445	The ALS Association	65.01
11/25/2015	68446	Donald & Grace Guthrie	37.00
11/29/2015	68447	City of Grand Rapids	72,333.33
11/30/2015	68448	City of Grand Rapids	46,738.91

Total Manual Checks, November 2015

347,077.01

(See Oct 2015- check 68292)

**ACCOUNTS PAYABLE
NOVEMBER 2015**

NAME	AMOUNT	NAME	AMOUNT
2ND Harvest Food N Central	50.00	Minnesota Dept of Commerce	1,902.94
Acheson Tire	40.00	Minnesota Municipal Utilities Assoc	35.50
Advantage Systems Group	2,590.46	Minnesota Office of Enterprise Tech	39.00
Alcola Solutions Group	16,128.00	Minnesota Power	914,093.07
AmeriPride Services	123.57	Minnesota Power	13,297.00
Arrow Embroidery	36.00	Minnesota Safety Council	495.00
Autumn Creek Consulting	2,478.30	Mobile Predictive Services	875.00
Mike Bader	66.99	NTS	10,430.33
Baldwin Supply Co	60.24	Neo Solutions	33,579.47
Jim Bocinsky	94.99	Nextera	600.19
Border States	1,640.11	North Central Laboratories	632.55
Burggrafs Ace Hardware	39.99	Northern Business Products	634.35
Busy Bees Quality Cleaning	1,930.00	Northern Drug Screening	61.00
CW Technology	3,550.00	Dennis O'Toole	240.00
Call Net	995.00	Pace Analytical	250.00
Cannon Technologies	7,641.40	Personnel Dynamics	4,587.01
Citi Lights	3,191.00	Phil's Garage Door Service	455.00
City of Grand Rapids	17,240.76	Pipeline Supply Inc	3,055.76
Cogsdale	7,580.00	Public Utilities Commission	3,568.01
Cole Hardware	965.07	R K Hillman	222.00
Comfort Heating LLC	2,090.00	RMB Environmental Labs	3,394.00
Compass Minerals	2,628.39	Radtke Trucking	27,425.76
Dakota Supply Group	466.83	Red Rock Radio Corp	1,067.50
Brett Dickie	105.00	Resco	5,790.55
Davis Oil	399.23	River Road Market	755.95
Dennis Doyle	94.88	Sandstroms	293.64
Egan	2,668.85	Santa's Mitten Maids	50.00
EMC Insurance	3,773.89	Sawmill Inn	257.11
Energy Insight Inc.	1,595.45	Jim Schmitt	66.99
Express Employment	362.50	Siemens	1,888.80
Ferguson Enterprises Inc	2,362.89	State Chemical Solutions	216.85
Figgins Truck & Trailer	17.48	Stuart Irby	4,111.73
Gopher State One-Call	230.55	Thelen Heating & Roofing	7,523.00
Grainger	841.28	Treasure Bay Printing	372.00
Grand Rapids Post Office	225.00	Trumor Inc	235.00
David Green	25.00	Van Bergen & Markson Inc	1,185.78
Hawkins Inc	18,252.48	Viking Electric Supply	58.26
Hope Health	36.20	Virden Automation Inc	360.00
Itasca Computer Resources	566.86	Water Smith Inc	6,053.22
Itasca County Farm Service	2,763.45	Waste Management	1,168.67
Itasca County Treasurer	1,040.77	Wenck	2,374.00
Itasca Utilities Inc	25,175.50	Wells Fargo Business Cards	378.30
KOZY	1,560.00	Wesco	5,296.97
Kaman	1,097.53	Wisconsin Energy Conservation	68.00
Kootasca Community Action	9,701.19	Xerox	316.99
L & M Supply	672.76		
Lano, O'Toole, Bengston	1,054.20	Energy Star Rebates:	
Local- Boy	408.57	Mark McKay	50.00
Locators & Supplies Inc	250.63	Jim & Therese Weseloh	100.00
Marco	1,071.00		
McMaster -Carr	1,916.17	TOTAL	1,212,401.69
Steve Mattson	58.65		
Milsoft Utility Solutions	2,534.38	S E H	2,215.00

CITY OF GRAND RAPIDS HUMAN RIGHTS COMMISSION

CALL TO ORDER: Pursuant to due notice and call thereof a regular meeting of the Grand Rapids Human Rights Commission was held in Conference Room 2B of City Hall, Grand Rapids, Minnesota, on Wednesday, December 30, 2015 at 4:00 p.m.

CALL OF ROLL: On a Call of Roll, the following members were present: Commissioners Alice Moren, Frieda Hall, Jackie Dowell, John Schirber, Becky LaPlant, Barb Sanderson, Karen Noyce, and Doug Learmont.

Absent: Mary Jo Wimmer

Staff: Michele Palkki, Administrative Assistant

CALL TO ORDER The meeting was called to order at 4:00 pm by chair Hall.

SETTING AGENDA Additions: Nothing to add

APPROVAL OF MINUTES October 28, 2015 Regular Meeting.
There was no November Meeting.

MOTION BY COMMISSIONER LAPLANT, SECOND BY COMMISSIONER DOWELL TO APPROVE THE MINUTES OF OCTOBER 28, 2015.
Motion passed by unanimous vote.

FINANCIALS

Commissioner LaPlant wanted to express her thanks to Barb Baird, Finance Department, for her help with the Northland Foundation Grant and all the budget information for Indigenous People's Day. The grant reporting is complete.

CORRESPONDENCE

Staff Liaison Palkki reported that any further changes that the Commission wishes to do with the web page must now go through staff person appointed to the Commission. A ticket will be opened and those on the web team will review and if approved will make the changes.

CIRCLE OF HEALING UPDATE

Commissioner LaPlant reported that there are still openings in the Anishinaabe World Training Session in January.

In addition, one set of the K-6 Ojibwe Dakota curriculum will be distributed to all nine schools. The link for this is <http://www.ojibwe-dakota-in-mn.com>.

DIVERSITY UPDATE

Commissioner Noyce reported that a meeting with George Thompson took place regarding what and how to start a diversity dialogue/curriculum. The next piece would be Community Conversation. How to move throughout the community; where should the Human Rights Commission role be, how to find ways to have organized activities.

There needs to be clarification on what has been done and where to go in the future.

BIG VIEW EVENTS

Commissioner Noyce reported that the Annual Dignity Award was presented to Sampson Longtin. Currently are working on ideas for 2016, possibly will do something on "we are all criminals".

OLD BUSINESS

TRACKS IN THE SNOW

Commissioner Learmont reported an update for the Tracks in the Snow exhibit. The program schedule is coming together well.

The Committee has been working on the details regarding the cost, physical layout of the exhibit, the theme, opening speaker, and the number of presenter's.

Set up will be at the Grand Rapids Public Library on Saturday, January 16 beginning at 2:00 pm for anyone that wishes to help. Opening is scheduled for January 21. There will be two presentations at the Library; January 21 at 6:00 pm and February 3 at 6:00 pm. There will be one presentation at ICC on February 3.

Commissioner's Hall and Learmont will open the exhibit at the Library

The meeting was adjourned at 5:30 pm

The next meeting is scheduled for January 27, 2016.

Respectfully submitted, Michele Palkki, Administrative Assistant

**THE HOUSING AND REDEVELOPMENT AUTHORITY
OF GRAND RAPIDS, MN
REGULAR MEETING November 18, 2015**

CALL TO ORDER

Pursuant to due notice and call thereof, a Regular Meeting of the Housing and Redevelopment Authority of Grand Rapids was called to order by Chairperson Len Salmela, at 4:00 p.m. in the Community Room, located at 411 NW 7th Street, Grand Rapids, MN.

CALL OF ROLL

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

HRA: Executive Director Jerry Culliton

PUBLIC FORUM

None

APPROVAL OF MINUTES

Commissioner Rossman made a motion to approve the Public Hearing minutes of October 14, 2015 as presented. Seconded by Commissioner Henrichsen. Voting Aye, all. Motion carried. Commissioner Henrichsen made a motion to approve the Special meeting minutes of October 14, 2015 as presented. Seconded by Commissioner Rossman. Voting Aye, all. Motion carried. Commissioner Zeige made a motion to approve the Regular meeting minutes of October 21, 2015 as presented. Seconded by Commissioner Henrichsen. Voting Aye, all. Motion carried.

FINANCIAL REPORTS

Discussion was held among the Board members on the financial reports for October, 2015 for the General Fund, Public Housing Fund, Crystal Lake Townhomes Fund, Pooled Housing Fund. Commissioner Henrichsen made a motion to approve all financial reports as presented. Seconded by Commissioner Chandler. Voting Aye, all. Motion carried.

APPROVAL OF VERIFIED CLAIMS

Commissioner Chandler made a motion to approve the Public Housing verified claims in the amount of \$197,277.26. Seconded by Commissioner Zeige. Voting Aye, all. Motion carried. Commissioner Chandler made a motion to approve Crystal Lake Townhomes verified claims in the amount of \$29,938.26. Seconded by Commissioner Zeige. Voting Aye, all. Motion carried. Commissioner Chandler made a motion to approve the Pooled Housing verified claims in the amount of \$45,780.69. Seconded by Commissioner Zeige. Voting Aye, all. Motion carried.

APPROVED

PUBLIC HOUSING REPORT

Director Culliton stated: we are 100 % occupied, with a short waiting list. Director Culliton stated that the kitchen remodel project at the 411 building was proceeding on schedule and was approximately 80% complete.

CONSIDER APPROVING PUBLIC HOUSING BUDGET FOR 2016

After discussion among the Board and the Executive Director on the upcoming budget and after comparing the two years past as well as 2015 and examining all the budgets, Commissioner Rossman made a motion to approve the Public Housing 2016 budget as presented. Seconded by Commissioner Henrichsen. Voting Aye, all. Motion carried.

CONSIDER APPROVING PHA RESOLUTION

Commissioner Chandler made a motion to approve Resolution 2016-01 and authorize the Chairman to sign and execute the document. Seconded by Commissioner Henrichsen. Voting Aye, all. Motion carried.

CRYSTAL LAKE HOUSING REPORT

Director Culliton gave a report stating: we have five vacant units, two of which are currently being rented and will be moved into the last week of the month and we also have two upcoming vacancies in December, otherwise operations are normal and routine.

CONSIDER APPROVING CRYSTAL LAKE TOWNHOMES BUDGET FOR 2016

After discussion among the Director and Board on items within the Crystal Lake Townhomes budget as well as comparing the prior two years. Commissioner Henrichsen made a motion to approve the Crystal Lake Townhomes budget for 2016 after all questions were answered. Seconded by Commissioner Chandler. Voting Aye, all. Motion carried.

POOLED HOUSING REPORT

Director Culliton gave a report stating: we are 100% occupied with waiting lists, and has received a proposal from Architectural Resources for \$13,700 for the re-roof of Lake Shore Place as per the meeting minutes of October 21, 2015 authorizing the Executive Director to do so, and it will be placed on the April or May 2016 agenda after bidding for contract award by the Grand Rapids HRA Board.

OTHER MATTERS

Commissioner Chandler gave a report to the Board on the HRA's possible involvement with some land and infrastructure improvements for single family homes within the City of Grand Rapids, as there were approximately only 25 properties available. After discussion among the Board it was asked that Rob Matei be invited to the January 2016 meeting

APPROVED

**Grand Rapids HRA
Meeting Minutes 11/18/2015
Page 3**

to update the Board on a cost structure and availability of some parcels in the City of Grand Rapids. No Action taken.

There being no further information of the HRA of Grand Rapids for November 18, 2015 Commissioner Henrichsen made a motion to adjourn the meeting at 4:45 p.m. Seconded by Commissioner Chandler. Voting Aye, all. Motion carried.

Signed 
Secretary, Commissioner Chris Henrichsen

APPROVED



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0097 **Version:** 1 **Name:** Administration Dept Head Report
Type: Agenda Item **Status:** Department Head Report
File created: 2/3/2016 **In control:** City Council
On agenda: 2/8/2016 **Final action:**
Title: Administration ~ Tom Pagel
Sponsors:
Indexes:
Code sections:
Attachments: [2-8-16 Department Head Report](#)

Date	Ver.	Action By	Action	Result
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Administration ~ Tom Pagel

Department Head Report

City Administration

GRAND RAPIDS
MICHIGAN



GRAND RAPIDS
MICHIGAN

Administration Staff

- Tom Pagel – City Administrator
- Lynn DeGrio – Human Resource Director
- Kim Gibeau – City Clerk
- Michele Palkki – Administrative Assistant



GRAND RAPIDS
MINNESOTA
US IN MINNESOTA'S NATURE

General Information

- **Oversee:**
 - 70 FTE
 - 30 On-Call Firefighters
 - 100+ Seasonal
 - \$10.7m operating budget for 2016



GRAND RAPIDS
ILLUSTRATION BY SAUL BIRI

2015 Summary

- Processed the hiring of 12 employees.
- Zero labor grievances.
- Continued to purge/scan documents to electronic format.
- Developed an Outcome Goals process for the City Council.
- Assisted Recreation Department in develop a financial model to improve budgets.
- Completed Active Living Center with YMCA/Elder Circle w/1,400 users daily



GRAND RAPIDS
MICHIGAN
A CITY OF
DIVERSITY AND
NATURE

2016 Admin Focus

- Lead the effort in achieving the Councils 2016 Outcome Goals (21).
- Update the compensation study in preparation of labor negotiations in 2017.
- Formalize a legislative workflow process.
- Continue to explore collaboration opportunities with other LGU's
- Conduct 2016 Primary/General Elections



GRAND RAPIDS
MINNESOTA

Legislative Focus

Priority	Bonding	Non-Bonding
1	Mississippi River Pedestrian Bridge	Adjustment of Fiscal Disparities Formula
2	Improvements to the Itasca Recreation Association Civic Center	Resolution in Support of Increasing LGA
3		Resolution Supporting Dedicated State Funding for City Streets
4		Distribution of Production Tax to Local Area
5		Highway and Railroad Transportation Improvements
6		Hill Annex Mine State Park
7		Mesabi Range Deep Drilling Program
8		Completion of Legacy Underground Mine Mapping in the Western Mesabi Iron Range



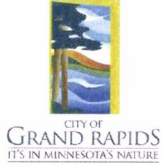
CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0101 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Department Head Report
File created: 2/4/2016 **In control:** City Council
On agenda: 2/8/2016 **Final action:**
Title: Fire Department ~ Mike Liebel
Sponsors:
Indexes:
Code sections:
Attachments:

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

Fire Department ~ Mike Liebel



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0092 **Version:** 1 **Name:** Consider a motion to authorize the Mayor to sign a lease agreement with Canon Financial Services for a color copier at the Library.

Type: Agenda Item **Status:** Library

File created: 2/2/2016 **In control:** City Council

On agenda: 2/8/2016 **Final action:**

Title: Consider a motion to authorize the Mayor to sign a lease agreement with Canon Financial Services for a Canon color copier at the Library.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider a motion to authorize the Mayor to sign a lease agreement with Canon Financial Services for a Canon color copier at the Library.

Background Information:

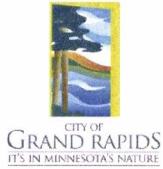
The Library is replacing an old black and white copier with a color copier for patron use. The IT department recently went through a comparison process of copiers and currently uses Canon copiers in multiple departments. This is a separate lease agreement just for the Library copier.

Staff Recommendation:

Staff is recommending entering into a lease agreement with Canon Financial Services for 36 months at a rate of \$67.00/month

Requested City Council Action

A motion to approve authorizing the Mayor to sign a lease agreement with Canon Financial Services for a Canon color copier at the Library.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	16-0094	Version:	1	Name:	Authorize the Grand Rapids Police Chief to sign an agreement with the City of Minneapolis to query the Automated Property System (APS) data base.
Type:	Agenda Item	Status:			Police
File created:	2/2/2016	In control:			City Council
On agenda:	2/8/2016	Final action:			
Title:	Authorize the Grand Rapids Police Chief to sign an agreement with the City of Minneapolis to query the Automated Property System (APS) data base.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	1100_001.pdf				

Date	Ver.	Action By	Action	Result
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Authorize the Grand Rapids Police Chief to sign an agreement with the City of Minneapolis to query the Automated Property System (APS) data base.

Background Information:

The Grand Rapids Police Department is responsible for investigating reported thefts and burglaries in which someone takes property belonging to another person. It is not all that unusual to learn during the investigation that the property has been sold or pawned at a pawn shop in the Twin Cities or a surrounding suburb.

A number of years ago the Minneapolis Police Department recognized the difficulty of tracking property that has been sold or pawned at one of these shops. With this in mind, the City of Minneapolis adopted an ordinance requiring pawn shops to enter the description of property into a data base maintained by the Minneapolis Police Department. This data base was called the "Automated Pawn System" and is now called the "Automated Property System" or APS for short.

Since its inception the number of cities that have passed similar ordinances requiring reporting of property into the APS system and the number of police agencies querying the system has grown exponentially. Today there are over 250 agencies across Minnesota that have query access to this system.

Having the ability to query the APS system is a valuable tool the police department can use to recover stolen property and get it back into the hands of owners. We are requesting Council permission to have access to this tool. To access the APS system to see if stolen property has been sold or pawned at a pawn shop costs a department the size of the Grand Rapids Police Department \$204.00 per year. We are not requesting at this time that an ordinance be adopted requiring the one pawn shop in Grand Rapids to report transactions. We have a good relationship with this pawn shop and the owner cooperates with the police department.

Staff Recommendation:

It is the recommendation of the Grand Rapids Police Department that the Council authorize the Grand Rapids Police Chief to sign an agreement with the City of Minneapolis to query the Automated Property System (APS) data base. The

cost for the ability to do so is \$204.00 per year. The agreement has been reviewed by the City Attorney.

Requested City Council Action

Make a motion to authorize the Grand Rapids Police Chief to enter into an agreement to enable the department to access the Automated Property System.

The City of Minneapolis shall deliver to Licensee APS Service software in accordance with Schedule 1. Licensee shall have the responsibility of software installation.

ARTICLE II: Software Delivery and Installation

“Query Only Licensee” means any Licensee which does not license or regulate pawnbrokers or secondhand dealers.

“Enhancements” means software programs and sub-programs in addition to the Software described in Schedule 1.

“Data Contributing Licensee” means any Licensee which licenses and regulates pawnbrokers or secondhand dealers, and requires them to submit specific information related to specified types of transactions, daily, via dial-up connection to APS Service central data site.

“Content” means pawn, secondhand shop and precious metal dealer transaction records, data and information available on the APS Service.

“APS SERVICE” and “AUTOMATED PROPERTY SYSTEM SERVICE” refers to the proprietary pawn, secondhand shop and precious metal dealer identification and tracking system developed by the City of Minneapolis including software, documentation, and enhancements. The Automated Property Service System consists of computing services, information-related services, software, information and other content provided by the City of Minneapolis, as well as access to APS content provided by parties other than the City of Minneapolis (collectively “Acquired Material”).

“Agreement” means this Agreement and its Schedules and Exhibits, which are incorporated in, and form an integral part of, this Agreement.

Terms defined in this Article I, and parenthetically elsewhere, shall throughout the Agreement have the meanings here provided. Defined terms may be used in the singular or plural.

ARTICLE I: Definitions

NOW, THEREFORE, in consideration of the covenants contained herein, the parties agree as follows:

WHEREAS: Licensee desires to use the APS Service;

WHEREAS: The City of Minneapolis has developed a computerized pawn shop records system (APS Service or AUTOMATED PROPERTY SYSTEM Service) and the Minneapolis Police Department operates and maintains the APS system; and

WHEREAS: The City of Minneapolis has developed a computerized pawn shop records system referred to as the Grand Rapids Police Department or Licensee, Department, a law enforcement agency in the County of Itasca, state of Minnesota, hereafter referred to as City of Minneapolis or Licensor, and the Grand Rapids Police Department, a municipal corporation in the County of Hennepin, State of Minnesota, hereafter referred to as the Grand Rapids Police Department or Licensee, hereafter referred to as City of Minneapolis or Licensor, and the Grand Rapids Police Department, a law enforcement agency in the County of Itasca, state of Minnesota, hereafter referred to as the Grand Rapids Police Department or Licensee.

AUTOMATED PROPERTY SYSTEM (APS) SERVICE AND SOFTWARE LICENSE AGREEMENT

This Agreement is made and entered into this _____ day of _____, _____, by and between

NEITHER CITY OF MINNEAPOLIS NOR ANY OF ITS INFORMATION OR CONTENT PROVIDERS, AFS SERVICE PROVIDERS, LICENSORS, EMPLOYEES OR AGENTS SHALL BE LIABLE FOR ANY DIRECT, INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL

UNDER, THE LAWS APPLICABLE TO THE LICENSE AGREEMENT. IMPLIED BY, AND INCAPABLE OF EXCLUSION, RESTRICTION OR MODIFICATION PURPOSE OR OTHERWISE, EXCEPT FOR THOSE WARRANTIES, IF ANY, WHICH ARE IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO WARRANTIES OF TITLE OR AN "AS IS" AND "AS AVAILABLE" BASIS WITHOUT WARRANTIES OF ANY KIND, EITHER OBTAINED FROM USE OF THE AFS SERVICE. THE AFS SERVICE IS DISTRIBUTED ON EMPLOYEES OR AGENTS MAKE ANY WARRANTY AS TO THE RESULTS TO BE MINNEAPOLIS OR ANY OF ITS INFORMATION OR CONTENT PROVIDERS, LICENSOR, AFS SERVICE WILL BE UNINTERRUPTED OR ERROR FREE; NOR DOES CITY OF AFS SERVICE PROVIDERS, LICENSOR, EMPLOYEES OR AGENTS WARRANT THAT THE SOLE RISK. NEITHER CITY OF MINNEAPOLIS NOR ANY OF ITS CONTENT PROVIDERS, LICENSEE EXPRESSLY AGREES THAT USE OF THE AFS SERVICE IS AT LICENSEE'S

ARTICLE VI: Licensor's Warranties and Limitations of Liability

Licensee shall be responsible for all access to and use of the AFS Service through Licensee's account or password(s).

LICENSEE RESPONSIBILITY.

Unauthorized copying of the software, including software that has been modified, merged or included with the Software, or the written materials associated therewith is expressly forbidden. Licensee may not sublicense, assign or transfer this license or the Software except as permitted by City of Minneapolis. Any attempt to sublicense, assign or transfer any of the rights, duties or obligations under this License Agreement is void.

Subject to the terms of this License Agreement, City of Minneapolis grants to Licensee a non-exclusive, nonassignable and nontransferable license to use and display the software provided by or on behalf of City of Minneapolis for purposes of accessing the AFS Service on any machine(s) of which Licensee is the primary user or which Licensee authorizes for use.

SOFTWARE LICENSE

ARTICLE V: License Terms

Payment of the License and Use Fee shall be in accordance with the provisions of Schedule 2.

ARTICLE IV: Payment

Title to the AFS Service software, including the ownership of all copyrights, patents, trademarks, trade secrets and all other intellectual property rights subsisting in the software, documentation, enhancements, adaptations, and any modifications thereto shall at all times remain with the City of Minneapolis.

ARTICLE III: Title and Risk

DAMAGES ARISING OUT OF USE OF THE APS SERVICE OR INABILITY TO USE THE APS SERVICE OR OUT OF ANY BREACH OF ANY REPRESENTATION OR WARRANTY, EXPRESSED OR IMPLIED.

ARTICLE VIII: Termination and Modification

MODIFICATION OF THIS LICENSE AGREEMENT AND THE APS SERVICE.

Upon notice, City of Minneapolis may modify this license Agreement, including, without limitation, pricing and billing terms. City of Minneapolis may discontinue, add to, or revise any or all aspects of the APS Service in its sole discretion and without notice.

TERMINATION BY LICENSEE.

Licensee is free, if City of Minneapolis modifies this License Agreement, the APS Service, or related pricing or billing terms, to immediately terminate Licensee's account and this License Agreement. Licensee may otherwise cancel this License Agreement, without cause, with a thirty (30) day written notice. Licensee shall carry out any termination in accordance with the method or methods established by City of Minneapolis.

TERMINATION OR SUSPENSION BY CITY OF MINNEAPOLIS.

City of Minneapolis may terminate the Licensee's account and this License Agreement in the event of any breach of this Agreement by Licensee or a user of Licensee's account. City of Minneapolis reserves the rights in its sole discretion to terminate the Licensee's account and this License Agreement at any time or to suspend (with or without notice) or terminate access to or use of the APS Service, in whole or in part, with respect to any Licensee (and/or with respect to any user of Licensee's account) at any time.

CONTINUATIONS OF OBLIGATIONS.

Notwithstanding any cancellation or termination of this License Agreement or any account, or any suspension or termination of access to or use of the APS Service, Licensee will remain responsible for any obligations then accrued, including payment of any charges that may be due as of or in connection with such actions.

ARTICLE VIII: Use and Assignment

LIMITATION ON USE OF CONTENT.

Except as expressly permitted in this License Agreement, neither Licensee nor any user of Licensee's account may reproduce, distribute, transmit, publish, or otherwise transfer or commercially exploit any content received or accessed through the APS Service.

ILLEGAL PURPOSES

Licensee agrees not to use the APS Service or any of its elements or related facilities or capabilities to conduct any activity, or solicit the performance of any activity, which is prohibited by or would violate any applicable law, rule, regulation or legal obligation.

Grand Rapids Police Department

By: _____

Chief Scott A. Johnson

Countersigned: _____

Approved as to Form

Assistant City Attorney

City of Minneapolis, Minnesota

By: _____

Minneapolis Police Department Finance Officer

This License Agreement is made in the State of Minnesota. This License Agreement and all of the parties respective rights and duties in connection herewith shall be governed by and construed in accordance with the laws of the United States of America, and, excluding conflicts of rules, of the State of Minnesota. Any cause of action of Licensee, or by users of Licensee's account, with respect to the APS Service or this License Agreement must be instituted within one year after the claim or cause of action has arisen or be barred.

ARTICLE X: Governing Law; Severability

This agreement, as well as the additional materials specifically referred to herein as being a part of this License Agreement, constitute the entire and only agreement with respect to the subject matter hereof (collectively, the License Agreement") between City of Minneapolis and Licensee. This License Agreement supersedes all representations, proposals, inducements, assurances, promises, agreements and other communications with respect to the subject matter hereof except as expressly set forth in this document. By executing this Agreement, Licensee agrees to the terms and conditions of this License Agreement.

ARTICLE IX: Entire Agreement

Unless otherwise agreed in writing, Licensee's right to use the APS Service, or to designate other users of its account, is not transferable and is subject to any limits established by City of Minneapolis and provided to Licensee in writing.

LIMITS ON TRANSFERS; OTHER LIMITS

Licensee agrees to comply with the Minnesota Government Data Practices Act and all other applicable state and federal laws relating to data privacy or confidentiality. Licensee will immediately report to the City any requests from third parties for information relating to this Contract. The City agrees to promptly respond to inquiries from Licensee concerning data requests. Licensee agrees to hold the City, its officers, and employees harmless from any claims resulting from Licensee's unlawful disclosure or use of data protected under state and federal laws.

SCHEDULE 1: APS SYSTEM AND OBLIGATIONS

APS SYSTEM

License for the use of the APS Service as described in this agreement applies to the installation and usage of, and access to the following components on the Licensee's equipment:

1. APS Service client software and relevant enhancements (supplied on distribution disks, or via the APS Service software distribution files located on the licensor's computer network).
2. APS Service documentation (Help files) included on the APS service client software.
3. APS Service oriented user documentation.

In addition, Licensee is granted access to the following services as authorized in Schedule 2:

1. Access to the APS Service central site database via network or vpn connection as authorized by the APS Service administrator.
2. Access to APS support staff by Licensee's APS Service Jurisdiction Administrator for operational questions related to accessing the service via network or vpn connection.

Use of Contents

Neither Licensee nor any user of the Licensee's account may reproduce, distribute, transmit or otherwise transfer any content received or accessed through the APS Service except as required, and legally allowed, in the conduct of authorized investigations of criminal activity, or verification of compliance with applicable operational laws and regulations by pawnbrokers, secondhand dealers, or precious metal dealers.

Ancillary Equipment

Licensee is responsible for acquiring and maintaining all telephone and computer hardware and services necessary to access and use the APS Service via network or vpn connection.

APS Client System Requirements:

Workstations must be capable of connecting to the APS central server at the State of Minnesota either by dial-up or permanent network connection and must be running Windows NT 4.0, Windows 9x, Windows Me, Windows 2000 or Windows XP. The minimum system requirements for running the APS client are an Intel Pentium 300Mhz (or faster) with 128 Mb RAM, VGA monitor with 800X600 resolution and 256 colors, and a 56k baud modem (if a permanent network connection is not available).

Operational Responsibilities

Every Licensee is responsible for the following:

1. Installation of all hardware components, PC operating software, networking software and APS Service client software.
2. Designating an employee as the APS Service Jurisdiction Administrator. (See Schedule 1-A for current Jurisdiction Administrator roles and tasks.)
3. Designating an employee as the APS Service Investigator/User Trainer.
4. Assignment and administration of appropriate user codes and passwords to authorized users of the APS Service system within its jurisdiction.

In addition, every data contributor Licensee is responsible for:

1. Coordination and administration of the addition of licensed jurisdiction dealers who will be sending data via modem to the APS Service central site.
2. Orientation and training of dealers within the Licensee's jurisdiction regarding APS Service dial-up connection process, reporting requirements and error correction procedures.
3. Verification of the electronic collection of pawn and secondhand dealer and precious metal dealers transaction data as required by the Licensee's applicable ordinances.
4. Manual entry of pawn and secondhand transaction data when dealer(s) are unable or fail to do so via modem as required by Licensee's applicable ordinances and APS Service policies.
5. Adherence to APS Service policies and procedures as established by the Minneapolis APS Service Administrator.

SCHEDULE 2: PAYMENT AND CHARGES

FEE SCHEDULES

Fees will be billed at either the Query Only Licensee or Data Contributing Licensee rate, depending on which is applicable. Licensees that are initially billed as Query Only Licensees shall receive full credit for all setup and training fees if, and when, they become Data Contributing Licensees.

COMMITMENT AND DURATION OF LICENSE FEES
Licensee acknowledges that (subject to any exceptions granted by City of Minneapolis) a monthly Licensee will continue until Licensee cancels the account in accordance with the methods established by the City of Minneapolis. As provided for above, Licensee may be canceled by Licensee at any time. The monthly Licensee fee shall cease to apply for any month after the billing month in which this License Agreement is terminated pursuant to its terms.

PAYMENT FOR SERVICES
Licensee will be invoiced monthly for prior month's fees and charges. Invoices are due and payable upon receipt. If payment is not received within 30 (thirty) days from date of invoice, City of Minneapolis may suspend or terminate this license agreement.

FEE SCHEDULES

Fees will be billed at either the Query Only Licensee or Data Contributing Licensee rate, depending on which is applicable. Licensees that are initially billed as Query Only Licensees shall receive full credit for all setup and training fees if, and when, they become Data Contributing Licensees.

Query Only Licensee
Setup and Training (All training requires and assumes working knowledge of Microsoft Windows™) N/C
1. Establish Licensee's account on APS Service.
2. Minimum two (2) hours training for Licensee's designated APS Service Jurisdictional Administrator.
3. Minimum three (3) hours training for Licensee's designated APS Service Investigator/User Trainer.
4. Additional investigator/user training N/C
5. Transportation and per diem costs for training provided other than at APS central site or utilizing Go-to-Meeting may be charged to requesting Licensee(s)/Users.
Query only Licensee Annual Access Fee \$204.00
(Access Fee for Primary Investigator(s)/User(s) is billed annually and pro-rated for portions of a year)
Unlimited access to the APS Service for designated users, in accordance with the applicable portions of this agreement.

Data Contributing Licensee
Setup and Training (All training requires and assumes working knowledge of Microsoft Windows™) N/C
1. Establish Licensee's account on APS Service.

<p>2. Eight (8) hours training for Licensee's designated APS Service Jurisdictional Administrator at APS central site or utilizing Go-to-Meeting.</p> <p>3. Two (2) hours training for Licensee's designated APS Service investigator/user trainer at APS central site or utilizing Go-to-Meeting.</p> <p>4. Additional investigator/user training</p>	<p>N/C</p>	<p></p>	<p>Data Collection and Maintenance Fee</p>
<p>1. For purposes of this License Agreement, a billable transaction is every reported transaction conducted by a pawnbroker or secondhand dealer in which merchandise is received through a pawn, purchase, consignment or trade.</p> <p>2. Collection and maintenance administration of all reportable and billable transaction information as defined by Licensee's ordinances and received via network or dial-up connection.</p> <p>3. Monthly billing to Licensee of all billable transactions received, which dealer they were submitted by, and whether they were electronically uploaded from the dealer or manually entered by the Licensee.</p>	<p>N/C</p>	<p>Unlimited</p>	<p>Access Fee for Primary Investigator(s)/User(s) Using a Network Connection</p> <p>Using a Network Connection for two (4) simultaneous designated users, via a network connection, in accordance with the applicable portions of this agreement.</p>

SCHEDULE 1-A: APS SERVICE JURISDICTION ADMINISTRATOR

APS Service Jurisdiction Administrator

- The Licensee's APS Service Jurisdiction Administrator is responsible for the day-to-day operation of APS within the Licensee's jurisdiction. She (or he) is the point of contact for technical and operational questions from Licensee's investigators and pawn dealers (Data Contributing Licensees Only). This person will interact regularly with the APS Administrator at the Minneapolis Police Department (MPD) on issues and questions regarding operations and policy which are system-wide (not just Licensee-specific). Primary functions include:
- Provide focal point for all APS Service operational and policy activity for Licensee.
 - Provide end user support as a "first call for help" when questions or incidents occur regarding APS Service usage within Licensee's jurisdiction.
 - Maintain dialogue with APS Administrator at MPD for questions and support issues.

Startup Tasks (All Licensees)

1. Define a process or series of steps to receive, log, process and track APS support calls (e.g. who gets called, what information to take, how to forward or close contact, how to accumulate statistics and track open contacts, etc.).
2. Gain familiarity with APS administrative screens to set up new users.

Startup Tasks (Data Contributing Licensees)

1. Gain familiarity with APS administrative screens to set up new dealers and support billing functions (Data Contributing Licensees).
2. Gain familiarity with the APS Service upload process and directory structure used for dealer upload files, logs, archived transactions (Data Contributing Licensees).

Daily Tasks (All Licensees)

1. Respond to APS support calls. Log contacts, respond or refer contact to APS Administrator (MPD), monitor resolution and ensure requester is contacted with resolution.

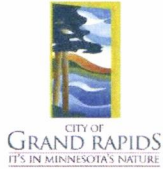
Daily Tasks (Data Contributing Licensees)

1. Review upload activity from previous evening to ensure all Licensee's dealers submitted a transaction file.
2. Review administrator upload log for each store to assess whether file was successfully processed or not
3. Contact dealers who have not submitted transaction files or refer to Licensee's investigators/regulators for follow-up.
4. Review error history to ensure dealers are submitting corrections to previous transactions flagged as errors.
5. Perform random spot checks on uploaded data items using APS queries or reports to verify overall data quality.
6. Periodically run queries or reports on categories, items and brands where 'OTHER' is specified.
7. Work with Licensee's police and civilian investigators and regulators to ensure that ordinance-specified data reporting and quality is maintained.
8. Consult with Licensee's investigators/regulators on data quality issues to refer back to dealers for resolution or additional training.

- Monthly Tasks (Data Contributing Licensees)**
1. Receive monthly billing invoice and data from APS administration and generate appropriate remittance.
 2. Reconcile/assemble monthly billing data and generate an invoice for each dealer in Licensee's jurisdiction required to report to the APS Service (Data Contributing Licensees).

As Required Tasks (All Licensees)

1. Work with APS administration to identify enhancements, productivity tools, system bugs/inconsistencies so as to improve the service provided by APS.
2. Provide training to Licensee's users.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	16-0090	Version:	1	Name:	Consider the appointment of Part-time Hospital Security Officers.
Type:	Agenda Item	Status:		Administration Department:	Administration Department
File created:	1/29/2016	In control:		City Council:	City Council
On agenda:	2/8/2016	Final action:			
Title:	Consider the appointment of Part-time Hospital Security Officers.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result
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Consider the appointment of Part-time Hospital Security Officers.

Background Information:

At the November 9, 2015 City Council meeting, staff was authorized to begin the process of creating an eligibility list for Part-time Hospital Security Officers. Applications were received and ranked, and interviews were held on January 27th and 28th. The Interview Committee consisting of Assistant Chief of Police Steve Schaar, Administrative Sergeant Bob Stein, Hospital Security Officer Gary DeGrio, and Human Resources Director Lynn DeGrio is recommending placing the following on an eligibility list (in alphabetical order) and appoint each of them to the position of Part-time Hospital Security Officer subject to a background check, drug test, pre-employment physical, and psychological exam:

1. Jared Anderson
2. Lawrence Kitzman
3. Lee Longoria
4. Bret Myers
5. John Rubesh

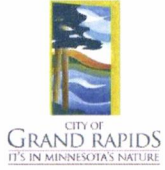
These positions are fully funded by the Grand Itasca Clinic and Hospital.

Staff Recommendation:

Human Resources Director Lynn DeGrio is recommending placing the aforementioned candidates on an eligibility list and appoint each of them to the position of Part-time Hospital Security Officer subject to a background check, drug test, pre-employment physical, and psychological exam.

Requested City Council Action

A motion approving the appointment of Jared Anderson, Lawrence Kitzman, Lee Longoria, Bret Myers, and John Rubesh to the position of Part-time Hospital Security Officer subject to a background check, drug test, pre-employment physical, and psychological exam effective February 9, 2016 at a rate of \$18.914 per hour.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0096 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Verified Claims
File created: 2/3/2016 **In control:** City Council
On agenda: 2/8/2016 **Final action:**
Title: Consider approving the verified claims for the period January 20, 2016 to February 1, 2016 in the total amount of \$419,983.76.
Sponsors:
Indexes:
Code sections:
Attachments: [COUNCIL BILL LIST 02-08-16.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the verified claims for the period January 20, 2016 to February 1, 2016 in the total amount of \$419,983.76.

Requested City Council Action

Make a motion to approve the verified claims for the period January 20, 2016 to February 1, 2016 in the total amount of \$419,983.76.

CITY OF GRAND RAPIDS COUNCIL BILL LIST - FEBRUARY 8, 2016

DATE: 02/03/2016
 TIME: 13:06:06
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/08/2016

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
CITY WIDE		
0300200	CDW GOVERNMENT INC	223.11
1920240	CHAD B STERLE	10,000.00
1920555	STOKES PRINTING & OFFICE	610.00
TOTAL CITY WIDE		10,833.11
ADMINISTRATION		
0118653	ARROWHEAD HUMAN RESOURCES ASSN	45.00
1415377	NORTHERN BUSINESS PRODUCTS INC	20.19
2305711	WESTERN MESABI MINE PLANNING	350.00
TOTAL ADMINISTRATION		415.19
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE LINEN & APPAREL	33.80
0920060	ITASCA COUNTY TREASURER	0.41
1909510	SIM SUPPLY INC	127.87
2018680	TRU NORTH ELECTRIC LLC	75.00
TOTAL BUILDING MAINTENANCE-CITY HALL		237.08
COMMUNITY DEVELOPMENT		
0920060	ITASCA COUNTY TREASURER	0.82
TOTAL COMMUNITY DEVELOPMENT		0.82
FINANCE		
1415377	NORTHERN BUSINESS PRODUCTS INC	16.88
TOTAL FINANCE		16.88
FIRE		
0221650	BURGGRAF'S ACE HARDWARE INC	18.99
0421470	DULUTH/SUPERIOR COMMUNICATION	1,715.00
0920057	ITASCA COUNTY SHERIFFS DEPT	8,702.28
0920060	ITASCA COUNTY TREASURER	1.03
1200500	L&M SUPPLY	177.89
1301168	MARKETPLACE FOODS	71.76
TOTAL FIRE		10,686.95

CITY OF GRAND RAPIDS COUNCIL BILL LIST - FEBRUARY 8, 2016

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/08/2016

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
INFORMATION TECHNOLOGY		
1915248	SOFTWARE HARDWARE INTEGRATION	2,911.18
	TOTAL INFORMATION TECHNOLOGY	2,911.18
PUBLIC WORKS		
0100046	ASV, LLC	1,457.72
0104799	ADVANCED SERVICES INC	336.00
0315501	COMPASS MINERALS AMERICA, INC.	8,508.90
0514802	ENVIROTECH SERVICES INC	5,357.38
0518366	ERICKSON'S ITASCA LUMBER INC	19.00
0801547	HANSENS WELDING TANK & TRUCK	272.23
0920060	ITASCA COUNTY TREASURER	6.16
1315725	THE MOTOR SHOP	140.00
2018230	PLACKNER TREE CARE INC	650.00
2209421	VIKING ELECTRIC SUPPLY INC	172.40
2305453	WESCO DISTRIBUTION INC	1,578.00
	TOTAL PUBLIC WORKS	18,497.79
FLEET MAINTENANCE		
0601690	FASTENAL COMPANY	16.92
0805640	HERC-U-LIFT	241.77
0920060	ITASCA COUNTY TREASURER	0.41
1301015	MACQUEEN EQUIPMENT INC	214.90
1301720	MATCO TOOLS	111.90
1605740	PETROCHOICE-ANDERSON LUBRICANT	1,765.12
	TOTAL FLEET MAINTENANCE	2,351.02
POLICE		
0221650	BURGGRAF'S ACE HARDWARE INC	30.57
0409501	DIMICH LAW OFFICE	4,583.33
0601680	FASHION TO FIT	24.00
0701480	GALLS, AN ARAMARK COMPANY LLC	644.90
0712225	GLEN'S ARMY NAVY STORE INC	30.99
0815440	HOLIDAY COMPANIES	49.50
0914722	INTERNATIONAL POLICE	150.00
0920057	ITASCA COUNTY SHERIFFS DEPT	16,360.80
0920060	ITASCA COUNTY TREASURER	9.24
1200500	L&M SUPPLY	185.85
1809205	RIDES, LLC	599.99
1920555	STOKES PRINTING & OFFICE	21.11
	TOTAL POLICE	22,690.28

CITY OF GRAND RAPIDS COUNCIL BILL LIST - FEBRUARY 8, 2016

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INVOICES DUE ON/BEFORE 02/08/2016

VENDOR #	NAME	AMOUNT DUE
CENTRAL SCHOOL		
0113233	AMERIPRIDE LINEN & APPAREL	145.62
1801555	RAPID PEST CONTROL INC	57.50
1909510	SIM SUPPLY INC	81.05
2018680	TRU NORTH ELECTRIC LLC	547.66
	TOTAL	831.83
AIRPORT		
0920060	ITASCA COUNTY TREASURER	0.82
	TOTAL	0.82
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	30.10
0118230	ARENA WAREHOUSE, LLC	2,079.98
0221650	BURGGRAF'S ACE HARDWARE INC	137.78
0501656	THE EARTHGRAINS COMPANY INC	139.84
0618353	KEVIN FRIESEN	1,160.00
0712550	GLOBE DRUG/MEDICAL EQUIP	26.81
0718092	GRAND RAPIDS VOLLEYBALL ASSO	288.00
0920060	ITASCA COUNTY TREASURER	0.82
1105640	KERNEL CONCESSION SUPPLY	366.00
1301168	MARKETPLACE FOODS	94.05
1309332	MN STATE RETIREMENT SYSTEM	1,519.44
1415655	NORVEND INC	210.00
1605611	PEPSI-COLA	2,085.59
1901535	SANDSTROM COMPANY INC	4,429.88
1909510	SIM SUPPLY INC	637.67
1920555	STOKES PRINTING & OFFICE	27.90
2116600	UPPER LAKE FOODS INC	1,260.91
	TOTAL GENERAL ADMINISTRATION	14,494.77
STATE HAZ-MAT RESPONSE TEAM		
0118625	ARROW EMBROIDERY	207.50
1415480	NORTHERN HEALTH & FITNESS PLUS	4,490.00
	TOTAL	4,697.50

CITY OF GRAND RAPIDS COUNCIL BILL LIST - FEBRUARY 8, 2016

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/08/2016

VENDOR #	NAME	AMOUNT DUE
POLICE DESIGNATED FORFEITURES		
0221650	BURGGRAF'S ACE HARDWARE INC	46.97
	TOTAL	46.97
CEMETERY		
0920060	ITASCA COUNTY TREASURER	0.41
	TOTAL	0.41
DOMESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE LINEN & APPAREL	15.33
	TOTAL	15.33
GENERAL CAPITAL IMPRV PROJECTS		
1903330	SCHOOL DISTRICT #318	39.00
	TOTAL	39.00
2010-5 MS RIVER PD BRIDGE		
0421440	DULUTH ARCHAEOLOGY CENTER, LLC	2,479.07
	TOTAL 2010-5 MS RIVER PD BRIDGE	2,479.07
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-ENGINEERING		
2009500	TIMMONS GROUP INC	4,260.00
	TOTAL CAPITAL OUTLAY-ENGINEERING	4,260.00
2016 INFRASTRUCTURE BONDS		
2017-1 5TH ST N		
1900225	SEH-RCM	19,557.88
	TOTAL 2017-1 5TH ST N	19,557.88

CITY OF GRAND RAPIDS COUNCIL BILL LIST - FEBRUARY 8, 2016

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/08/2016

VENDOR #	NAME	AMOUNT DUE
STORM WATER UTILITY		
0920060	ITASCA COUNTY TREASURER	0.41
2009500	TIMMONS GROUP INC	6,390.00
TOTAL		6,390.41
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$121,454.29

CHECKS ISSUED-PRIOR APPROVAL	AMOUNT DUE
PRIOR APPROVAL	
0100053 AT&T	576.72
0114210 D. ANDERSON - CHANGE FUND	6,000.00
0201354 B. BAIRD-PETTY CASH FUND	5.78
0212126 RICK BLAKE	450.03
0305530 CENTURYLINK COMMUNICATIONS LLC	313.63
0315454 TRAVIS COLE	50.85
0405305 LYNN DEGRIO	90.07
0405447 DELTA DENTAL OF MINNESOTA	2,602.10
0405505 JAMES DENNY	375.50
0512230 ELEMENT PAYMENT SERVICES	65.00
0605191 FIDELITY SECURITY LIFE INS CO	49.07
0718015 GRAND RAPIDS CITY PAYROLL	224,723.28
0718550 AURIMY GROOM	230.40
0900060 ICTV	21,684.91
0920036 ITASCA COUNTY ATTORNEY OFFICE	75.00
0920055 ITASCA COUNTY RECORDER	92.00
1201402 LAKE COUNTRY POWER	56.60
1205090 LEAGUE OF MINNESOTA CITIES	40.00
1309113 MINNESOTA DEPT OF AGRICULTURE	10.00
1309150 MN CHIEFS OF POLICE ASSOC.	780.00
1309199 MINNESOTA ENERGY RESOURCES	8,988.08
1309304 MN DEPT OF PUBLIC SAFETY	100.00
1309335 MINNESOTA REVENUE	2,073.56
1309338 MN STATE TREAS/BLDG INSPECTOR	636.80
1309375 MINNESOTA UNEMPLOYMENT COMP FD	3,892.37
1315654 NATHAN MORLAN	107.09
1315665 KELLY MORRIS	275.10
1405550 NEOPOST USA INC	1,000.00
1503151 OCCUPATION DEVELOPMENT CENTER	736.00
1601305 THOMAS J. PAGEL	844.95
1601750 PAUL BUNYAN COMMUNICATIONS	276.09
1621125 PUBLIC UTILITIES COMMISSION	444.24
1621130 P.U.C.	20,843.37
2000100 TASC	30.60
2114360 UNITED PARCEL SERVICE	10.28

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$298,529.47

TOTAL ALL DEPARTMENTS 419,983.76