



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail 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 will be held on Monday, January 25, 2016 at 5:00 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

PRESENTATIONS/PROCLAMATIONS

5:01 PM 16-0084 Consider administering the Patrol Sergeant Oath of Officer for Andy Morgan.

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

16-0060 Consider approving Council minutes for Monday, January 11, 2016, worksession & regular meetings.

Attachments: January 11, 2016 Worksession
January 11, 2016 Regular Meeting

5:11 PM CONSENT AGENDA

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

1. 16-0059 Consider approving five (5) Temporary Liquor Licenses for MacRostie Art Center.

Attachments: [MacRostie - Temp. Liquor Licenses](#)

2. [16-0071](#) Consider authorizing the Mayor to sign the updated joint powers agreement with the Northeast Service Cooperative.

Attachments: [NESC Joint Powers Agreement](#)

3. [16-0074](#) Void 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

Attachments: [Affidavit of Lost Check.pdf](#)

4. [16-0079](#) Consider authorizing the issuance of a request for proposals for the preparation of a riverfront performance venue feasibility study.

Attachments: [RFP - Riverfront Performance Venue Study \(Final\)](#)

5. [16-0080](#) Consider authorizing golf course staff to seek bids for the purchase of 25 electric golf carts

6. [16-0082](#) Consider adopting a resolution establishing the Grand Rapids Armory as the election polling place for precinct two.

Attachments: [Resolution establishing Precinct 2 polling place](#)

**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 DEPARTMENT HEAD REPORT
PM**

7. [16-0076](#) Department Head Report - Engineering

**5:24 PUBLIC UTILITIES COMMISSION
PM**

8. [16-0078](#) Consider amending the Lessee's Certificate, authorizing Anthony Ward to sign requisitions for reimbursement for U.S. Bancorp.

Attachments: [Amended US Bancorp Lessee's Certificate](#)

**5:29 ADMINISTRATION DEPARTMENT
PM**

9. [16-0083](#) Consider appointing applicants to the Grand Rapids Library Board.

Attachments: [Deborah Kee - Library Board Applicant \(Non-resident\)](#)

[Tabbert, Lisa - Library Board Applicant \(Resident\)](#)

**5:30 PUBLIC HEARINGS
PM**

10. 16-0072 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.
Attachments: [Easement Vacation Map](#)
[Oppidan Easement Vacation: Application](#)
11. 16-0073 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.
Attachments: [Easement Vacation: Draft Resolution](#)

**6:00 VERIFIED CLAIMS
PM**

12. 16-0081 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.
Attachments: [COUNCIL BILL LIST 01-25-2016.pdf](#)

**6:05 ADJOURNMENT
PM**

NEXT REGULAR MEETING IS SCHEDULED FOR FEBRUARY 8, 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



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CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0084 **Version:** 1 **Name:**
Type: Agenda Item **Status:** PRESENTATIONS/PROCLAMATIONS
File created: 1/21/2016 **In control:** City Council
On agenda: 1/25/2016 **Final action:**
Title: Consider administering the Patrol Sergeant Oath of Officer for Andy Morgan.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Consider administering the Patrol Sergeant Oath of Officer for Andy Morgan.

Background Information:

On January 11, 2016, at their regular meeting, the City Council approved the appointment of Andy Morgan to the position of Patrol Sergeant with the Grand Rapids Police Department.

Staff Recommendation:

Administer Oath of Office.

Requested City Council Action

Administer the Patrol Sergeant Oath of Office to Andy Morgan.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0060 **Version:** 1 **Name:** Council minutes
Type: Agenda Item **Status:** Approval of Minutes
File created: 1/15/2016 **In control:** City Council
On agenda: 1/25/2016 **Final action:**
Title: Consider approving Council minutes for Monday, January 11, 2016, worksession & regular meetings.
Sponsors:
Indexes:
Code sections:
Attachments: [January 11, 2016 Worksession](#)
[January 11, 2016 Regular Meeting](#)

Date	Ver.	Action By	Action	Result
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Consider approving Council minutes for Monday, January 11, 2016, worksession & regular meetings.

Make a motion to approve Council minutes for Monday, January 11, 2016, worksession and regular meetings.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Monday, January 11, 2016

4:00 PM

City Hall 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 11, 2016 at 4:05 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 5 - Mayor Dale Adams, Councilor Dale Christy, Councilor Ed Zabinski, Councilor Bill Zeige, and Councilor Rick Blake

Others present:

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

Discussion Items

1. Legislative Priority Discussion ~ Senator Saxhaug & Representative Anzelc

Senator Tom Saxhaug and Representative Tom Anzelc are present and discuss the priorities for the upcoming legislative session. Rep. Anzelc is recommending that area entities, along with residents and City staff work to develop "community priorities" to bring forward to a legislative session. The new session will begin March 8th. Currently, there is a surplus of \$1.9 billion. \$700,000,000 will go directly into reserves as cushion in the event of another economic downturn. Rep. Anzelc also states that he can foresee fiscal disparities, LGA, transportation, to be included in the house bill.

Sen. Saxhaug discusses struggling economy and unemployment due to some mining issues. Reviewed 318, 316 and 319 stem project, and priorities submitted by City Council.

2. Review Organizational Meeting

Discussed annual appointments, and considered maintaining current positions for the 2016 calendar year, adding an alternate representative to the Cable Commission, recommending Rick Blake to serve.

3. Review 5:00 PM Regular Meeting

Item #24: Mr. Pagel explains that the current Council By-laws state compensation will be reviewed and increases considered, and made effective January 1st of the year following an election.

ADJOURN

There being no further business, the meeting adjourned at 5:05 PM.

Respectfully certified and submitted: Kimberly Gibeau, City Clerk

Kimberly Gibeau



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, January 11, 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 11, 2016 at 5:09 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, Lynn DeGrio, Mike Liebel, Bob Cahill, Dale Anderson, Rob Mattei, Julie Kennedy, Barb Baird, Jeff Davies, Scott Johnson, Steve Schaar

MEETING PROTOCOL POLICY

5:02 PM ORGANIZATIONAL MEETING

A. Designate the Herald Review as the official newspaper for the City of Grand Rapids.

A motion was made by Councilor Ed Zabinski, seconded by Councilor Bill Zeige, to designate the Herald Review as the official newspaper. The motion PASSED by unanimous vote.

B. Designate Mayor Pro-tem.

A motion was made by Councilor Dale Christy, seconded by Councilor Rick Blake, to appoint Councilor Bill Zeige as Mayor Pro-Tem for 2016. The motion PASSED by unanimous vote.

C. Appoint Council representatives to Boards & Commissions.

A motion was made by Councilor Dale Christy, seconded by Councilor Ed Zabinski, to appoint representatives to Boards & Commissions as follows:
Rick Blake: Park/Rec/Civic Center Advisory Board, GREDA, Cable Commission (alternate)
Dale Christy: GREDA, Cable Commission
Bill Zeige: HRA, Airport Advisory Board
Ed Zabinski: PUC

The motion PASSED by unanimous vote.

- D. Appointment of Special Council Representatives to selected agencies.

A motion was made by Councilor Ed Zabinski, seconded by Councilor Bill Zeige, to appoint Council representatives as follows:

Ed Zabinski: RAMS, WMMPB, Joint Powers Gas Board

Dale Christy: RAMS (alternate), City/County Co-op

Rick Blake: CGMC

Dale Adams: City/County Co-op, Joint Powers Gas Board, Fire Relief Association

Bill Zeige: LMC, WMMPB

Barb Baird: Fire Relief Association (City Staff)

The motion PASSED by unanimous vote.

- E. Adopt Council By-Laws.

A motion was made by Councilor Dale Christy, seconded by Councilor Rick Blake, to adopt the Council By-Laws as presented. The motion PASSED by unanimous vote.

- F. Consider appointing the following financial institutions as depository designations for 2016: American Bank, Deerwood Bank, Grand Rapids State Bank, Grand Rapids State Investments, Morgan Stanley, U.S. Bank, and Wells Fargo Bank Minnesota.

A motion was made by Councilor Rick Blake, seconded by Councilor Bill Zeige, to approve the appointment for financial institutions as depositories for 2016 as presented. The motion PASSED by unanimous vote.

**5:20 PUBLIC FORUM
PM**

None.

**5:25 COUNCIL REPORTS
PM**

None.

**5:30 APPROVAL OF MINUTES
PM**

Consider approving City Council minutes for Monday, December 14, 2015 Worksession & Regular meetings and Monday, December 21, 2015 Special Meeting.

A motion was made by Councilor Rick Blake, seconded by Councilor Dale Christy, to approve Council minutes for December 14, 2015 worksession & regular meetings and December 21, 2015 special meeting. The motion PASSED by unanimous vote.

**5:31 CONSENT AGENDA
PM**

1. Consider approving computer software service agreements for 2016 with Harris Computer Systems for \$20,093.28.
Approved by consent roll call

2. Consider updating the Airport T-Hangar Storage Unit lease agreements from a one-year to a three-year cycle, beginning with a 2016-2018 term.
Approved by consent roll call

3. Consider adopting a resolution accepting the Feasibility Report for CP 2017-1, 5th St N and 8th Ave NE Street Improvements Project and call for a Public Hearing on Monday, February 8, 2016 at 5:30 pm in the Grand Rapids City Council Chambers.
Adopted Resolution 16-01 by consent roll call

4. Consider adopting a resolution accepting \$140.00 dollars in donations for the Shop with a Hero program.
Adopted Resolution 16-02 by consent roll call

5. Consider adopting a resolution allowing the Grand Rapids Police Department to accept a donation of \$200.00 from Rowe Funeral Home to be used for Citizens Academy.
Adopted Resolution 16-03 by consent roll call

6. Consider authorizing the Police Department to apply for a child safety car seat grant.
Approved by consent roll call

7. Consider approving Itasca County classification of tax-forfeited land.
Approved by consent roll call

8. Consider a resolution accepting donations for the development of a dog park at Veteran's Park.
Adopted Resolution 16-04 by consent roll call

9. Consider entering into a lease agreement with Itasca Strength and Conditioning, LLC
Approved by consent roll call

10. Consider adopting resolutions supporting increases in State funding of Local Government Aid (LGA) and transportation funding for cities.
Adopted Resolutions 16-05 & 16-06 by consent roll call

11. Consider adopting an ordinance repealing Chapter 6 - Alcoholic Beverages of the

Grand Rapids City Code.

Adopted City Ordinance 16-01-01 by consent roll call

12. Consider hiring Steve Ross as a part-time intermittent maintenance worker for the remaining 2015-16 Snow Removal Season.

Approved by consent roll call

13. Consider adopting an ordinance amending Chapter 46 - Parks and Recreation, addressing the consumption of alcohol in designated City owned properties.

Adopted City Ordinance 16-01-02 by consent roll call

14. Consider approving the hiring of a regular part-time employee at the IRA Civic Center and Grand Rapids Sports Complex.

Approved by consent roll call

15. Consider wage increases for three regular part-time employees.

Approved by consent roll call

16. Consider adopting a resolution authorizing an operating transfer from Capital Projects-2014 Equipment Certificate Fund (415) to the Debt Service Fund-2014A GO Improvement Bonds (366) in the amount of \$4,252 and close the fund as of December 31, 2015.

Adopted Resolution 16-07 by consent roll call

17. Consider commencing proceedings and establishing a public hearing date to consider the vacation of certain portions of retained public easements within Blocks 20 and 21, Plat of Town of Grand Rapids.

Adopted Resolution 16-08 by consent roll call

18. Consider approving Redpath and Company's Addendum to the Engagement Letter dated June 23, 2015 to provide the City of Grand Rapids assistance in implementing Governmental Accounting Standards Board 68 (GASB 68).

Approved by consent roll call

19. Consider terminating a part-time employee at the IRA Civic Center.

Approved by consent roll call

20. Consider authorizing the Human Rights Commission to submit a grant application to the Arrowhead Regional Arts Council in an amount of \$6,000 to be utilized to fund expenses related to bringing an exhibit by photographer Wing Young Huie to the MacRostie Art Center in October 2016 with an accompanying presentation and workshop by the artist.

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 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

**5:38 SETTING OF REGULAR AGENDA
PM**

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

**5:39 ACKNOWLEDGE BOARDS & COMMISSIONS
PM**

21. Acknowledge the attached minutes for City Boards & Commissions.

Arts & Culture Minutes: 12/1/15
Library Board Minutes: 11/12/15
Human Rights Minutes: 10/28/15
PUC Regular & Special Minutes: 10/30/15, 10/29/15, 10/28/15, 10/27/15, 10/26/15, 10/23/15, 10/14/15, 11/24/15, 11/18/15, 11/12/15, 11/5/15
Acknowledged.

**5:40 CIVIC CENTER, PARKS & RECREATION
PM**

22. Consider purchasing two new Zamboni ice resurfacers.

Dale Anderson reviews project, current status with grant funds and plan for funding the City requirement.

A motion was made by Councilor Blake, seconded by Councilor Zabinski, to approve the purchase of two new zamboni ice resurfacers as requested. The motion carried by the following vote.

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

**5:45 GOLF COURSE
PM**

23. Consider a motion to approve the attached Golf Course Maintenance Contract

Bob Cahill reviews the request for proposals and the draft contract with Mr. Ross. And because Mr. Ross is familiar with the golf course and its needs, maintenance will remain consistent.

A motion was made by Councilor Zabinski, seconded by Councilor Zeige, to approve the maintenance contract for Pokegama Golf Course with Steve Ross 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

**5:50 ADMINISTRATION DEPARTMENT
PM**

24. Consider Mayor and Councilmember Pay Rate Adjustments.

Tom Pagel reviewed current compensation for Council members, noting that there has been no increase in six years. Staff completed a comparison with other cities of comparable size and the recommendation here is in line with those communities. Mr. Pagel also noted that many of the other cities reviewed have additional benefits, but Grand Rapids does not.

A motion was made by Councilor Christy, seconded by Councilor Zabinski, to adopt Resolution 16-09, approving pay rate adjustment for City Council members, effective January 1, 2017. The motion carried by the following vote.

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

25. Consider the appointment of Jon Peterson to the position of Building Inspector.

Ms. DeGrio presents recommendation for appointment of John Peterson and suggested compensation.

A motion was made by Councilor Ed Zabinski, seconded by Councilor Rick Blake, to appoint Jon Peterson as Building Inspector, effective February 9, 2016. The motion PASSED by unanimous vote.

26. Consider adopting the eligibility list and appointment of Police Sergeant.

Ms. DeGrio presents process followed, suggested eligibility list and the recommendation to appoint Andy Morgan as Police Sergeant.

A motion was made by Councilor Dale Christy, seconded by Councilor Bill Zeige, to accept the eligibility list and appoint Andrew Morgan to the position of Police Sergeant. The motion PASSED by unanimous vote.

27. Consider the appointment of Nathan Morlan to the position of Safety Officer with the Grand Rapids Fire Department.

Ms. DeGrio discusses the process and recommendation by Fire Chief Liebel to appoint Nathan Morlan.

A motion was made by Councilor Bill Zeige, seconded by Councilor Dale Christy, to appoint Nathan Morlan as the Safety Officer for the Grand Rapids Fire Department. The motion PASSED by unanimous vote.

28. Consider the appointment of Andy Horton to the Haz-Mat Officer position.

A motion was made by Councilor Rick Blake, seconded by Councilor Ed Zabinski, to appoint Andy Horton as the Haz-Mat Officer for the Grand Rapids Fire Department. The motion PASSED by unanimous vote.

29. Consider the appointment of Kevin Ott to the position of Police Investigator.

A motion was made by Councilor Bill Zeige, seconded by Councilor Dale Christy, to appoint Kevin Ott to the position of Police Investigator. The motion PASSED by unanimous vote.

30. Consider adopting "City Employees as Paid On-Call Firefighters" policy.

A motion was made by Councilor Dale Christy, seconded by Councilor Ed Zabinski, to adopt City policy for City Employees as Paid On-Call Firefighters. The motion PASSED by unanimous vote.

**6:30 VERIFIED CLAIMS
PM**

31. Consider approving the verified claims for the period December 15, 2015 to January 4, 2016 in the total amount of \$497,833.98.

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

**6:35 ADJOURNMENT
PM**

A motion was made by Councilor Ed Zabinski, seconded by Councilor Bill Zeige, to adjourn the meeting at 5:51 PM. The motion PASSED by unanimous vote.

Respectfully certified & submitted: Kimberly Gibeau, City Clerk

Kimberly Gibeau



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Legislation Details (With Text)

File #:	16-0059	Version:	1	Name:	MacRostie Temp Liquor Applications
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	1/15/2016	In control:		In control:	City Council
On agenda:	1/25/2016	Final action:		Final action:	
Title:	Consider approving five (5) Temporary Liquor Licenses for MacRostie Art Center.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	MacRostie - Temp. Liquor Licenses				

Date	Ver.	Action By	Action	Result
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Consider approving five (5) Temporary Liquor Licenses for MacRostie Art Center.

Background Information:

MacRostie Art Center has submitted applications for temporary liquor licenses for the following First Friday events: February 5th, March 4th, April 1st, May 6th, and June 3rd. Minn. State Statute allows for 12 days total temporary liquor licensing per non-profit group. If approved, MacRostie will have reached a total of six (6) days for the year 2016. Insurance and appropriate fees have been received. Applications are attached for your consideration.

Staff Recommendation:

Approve licenses for MacRostie and authorize staff to forward to Minn. State AGED for approval.

Requested City Council Action

Approve five (5) temporary liquor licenses for MacRostie Art Center as requested.



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

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

Name of organization MacRostie Art Center		Date organized 1968	Tax exempt number 23-7105948
Address 405 NW 1st Avenue	City Grand Rapids	State Minnesota	Zip Code 55744
Name of person making application Katie Marshall		Business phone 218-326-2697	Home phone 218-326-2046
Date(s) of event Friday, March 4, 2016	Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name X Amanda Lamppa		City Grand Rapids	State Minnesota Zip 55744
Add New Officer			

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

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

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

N/A

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

The Hartford - \$1,000,000

APPROVAL

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

<i>Grand Rapids</i> City/County	_____
<i>\$ 20. -</i> City Fee Amount	_____
<i>1-12-16</i> Date Fee Paid	_____
_____	Date Approved
_____	Permit Date
_____	City/County E-mail Address
<i>Kimberly Gilman</i> Signature City Clerk or County Official	Approved Director Alcohol and Gambling Enforcement

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

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



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
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651-201-7500 Fax 651-297-5259 TTY 651-282-6555

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

Name of organization MacRostie Art Center		Date organized 1968	Tax exempt number 23-7105948	
Address 405 NW 1st Avenue	City Grand Rapids	State Minnesota	Zip Code 55744	
Name of person making application Katie Marshall		Business phone 218-326-2697	Home phone 218-326-2046	
Date(s) of event Friday, April 1, 2016	Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit			
Organization officer's name X Amanda Lamppa		City Grand Rapids	State Minnesota	Zip 55744
Add New Officer				

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

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

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

N/A

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

The Hartford - \$1,000,000

APPROVAL

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

<u>Grand Rapids</u> City/County	_____
<u>\$ 50. -</u> City Fee Amount	_____
<u>1-15-16</u> Date Fee Paid	_____
_____	_____
_____	_____
_____	_____
_____	_____

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

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

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



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

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

Name of organization MacRostie Art Center		Date organized 1968	Tax exempt number 23-7105948
Address 405 NW 1st Avenue	City Grand Rapids	State Minnesota	Zip Code 55744
Name of person making application Katie Marshall		Business phone 218-326-2697	Home phone 218-326-2046
Date(s) of event Friday, May 6, 2016	Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name X Amanda Lamppa		City Grand Rapids	State Minnesota Zip 55744
Add New Officer			

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

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

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

N/A

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

The Hartford - \$1,000,000

APPROVAL

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

<i>Grand Rapids</i> City/County	_____	Date Approved
<i>\$ 30. -</i> City Fee Amount	_____	Permit Date
<i>1-12-16</i> Date Fee Paid	_____	City/County E-mail Address
<i>Kimberly Gulligan</i> Signature City Clerk or County Official	_____	Approved Director Alcohol and Gambling Enforcement

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

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



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

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

Name of organization	Date organized	Tax exempt number	
MacRostie Art Center	1968	23-7105948	
Address	City	State	Zip Code
405 NW 1st Avenue	Grand Rapids	Minnesota	55744
Name of person making application	Business phone	Home phone	
Katie Marshall	218-326-2697	218-326-2046	
Date(s) of event	Type of organization		
Friday, June 3, 2016	<input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name	City	State	Zip
X Amanda Lamppa	Grand Rapids	Minnesota	55744
<input type="button" value="Add New Officer"/>			

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

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

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

N/A

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

The Hartford - \$1,000,000

APPROVAL

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

<u>Grand Rapids</u> City/County	_____
<u>\$ 20.00</u> City Fee Amount	_____
<u>1-15-16</u> Date Fee Paid	_____
_____	Date Approved
_____	Permit Date
_____	City/County E-mail Address
<u><i>Kentley Guler</i></u> Signature City Clerk or County Official	_____

Approved Director Alcohol and Gambling Enforcement

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

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



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
11/27/2015

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

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

PRODUCER GIS of Northeastern MN 407 S. Pokegama Ave. Grand Rapids MN 55744	CONTACT NAME: Kathy Gregerson PHONE (A/C, No, Ext): (218) 327-1854 E-MAIL ADDRESS: kgregerson@gismn.com FAX (A/C, No): (218) 999-0393														
INSURED MACROSTIE ART CENTER 405 NW 1ST AVENUE GRAND RAPIDS MN 55744	INSURER(S) AFFORDING COVERAGE <table border="1"> <tr> <th>INSURER</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A Sentinel Ins. Co., LTD (Hartford)</td> <td>11000</td> </tr> <tr> <td>INSURER B The Phoenix Ins. Co. (Travelers)</td> <td>25623</td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER	NAIC #	INSURER A Sentinel Ins. Co., LTD (Hartford)	11000	INSURER B The Phoenix Ins. Co. (Travelers)	25623	INSURER C :		INSURER D :		INSURER E :		INSURER F :	
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INSURER F :															

COVERAGES	CERTIFICATE NUMBER: 15-16	REVISION NUMBER:
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THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
X	COMMERCIAL GENERAL LIABILITY					
A	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER		41SBATN3221	7/1/2015	7/1/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY					
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
X	UMBRELLA LIAB					
A	<input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> RETENTIONS \$ 10,000		41SBATN3221	7/1/2015	7/1/2016	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	ICUB-9C88972-7-15	7/1/2015	7/1/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E L EACH ACCIDENT \$ 500,000 E L DISEASE - EA EMPLOYEE \$ 500,000 E L DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 City of Grand Rapids is listed as additional insured on the general liability.

CERTIFICATE HOLDER (218) 326-7608 City of Grand Rapids 420 N. Pokegama Ave. Grand Rapids, MN 55744	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Kathy Gregerson/KATHY <i>Kathy Gregerson</i>
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CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0071 **Version:** 1 **Name:** Consider authorizing the Mayor to sign the updated joint powers agreement with the Northeast Service Cooperative.

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

File created: 1/18/2016 **In control:** City Council

On agenda: 1/25/2016 **Final action:**

Title: Consider authorizing the Mayor to sign the updated joint powers agreement with the Northeast Service Cooperative.

Sponsors:

Indexes:

Code sections:

Attachments: [NESC Joint Powers Agreement](#)

Date	Ver.	Action By	Action	Result
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Consider authorizing the Mayor to sign the updated joint powers agreement with the Northeast Service Cooperative.

Background Information:

As a member of the Northeast Service Cooperative (NESC) Insurance program, we have had a Joint Powers Agreement (JPA) in place for the City to participate in the Insurance Program offering. The NESC has "updated" the JPA and have sent it out to all members so that we all have the most current agreement in place.

Staff Recommendation:

Human Resources Director Lynn DeGrio reached out to our agent of record, Guy Clairmont, and he feels comfortable that they are being a client friendly organization that realizes that groups have choices and they are motivated to be an attractive option.

Requested City Council Action

Move to consider authorizing the Mayor to sign the attached updated joint powers agreement with the Northeast Service Cooperative.



Northeast Service Cooperative

Collaborating to meet your changing needs

December 22, 2015

City of Grand Rapids
Lynn DeGrio
420 N. Pokegama Ave.
Grand Rapids MN 55744

RE: UPDATED JOINT POWERS AGREEMENT

As a member of the Northeast Service Cooperative (NESC) Insurance program, we have had a Joint Powers Agreement (JPA) in place for you to participate in the Insurance Program offering. We have “updated” the JPA and we are sending this out to all members so that we (and you) all have the most current agreement in place. As stated in the JPA, the Purpose is:

*1.1 **Purpose.** Under the provisions of Minnesota law, governmental units may enter into contracts to provide Group Employee Benefits for their employees and to obtain Other Financial and Risk Management Services deemed necessary or beneficial for their operation. Under the provisions of Minn. Stat. 471.59, two or more governmental units (including, but not limited to, school districts, counties, towns, other governmental agencies and service cooperatives) may agree to exercise jointly or cooperatively powers which they possess in common. The purpose of this Agreement is to authorize the Board to exercise the common powers of the participating governmental units in connection with certain matters pertaining to the administration and funding of Group Employee Benefits and the provisions of Other Financial and Risk Management Services, all as described herein. It is not the purpose of this Agreement to transfer to the Board the authority to execute contracts on behalf of Participants, or to in any manner become involved in any collective bargaining process.*

Some of you have been members for 20+ years and others more recent. Over time, there has been revisions to the JPA’s resulting in at least a couple different JPA’s on file. When comparing the JPA 2000 version to the new version enclosed, these revisions have primarily been due to legislation and the changing marketplace after the Affordable Care Act such as:

- Section 2.5 Carrier Contracts
- Section 4.5 SC Service Fees
- Section 4.6 Use of SC Service Fees
- Section 5.6.4 Future Participation Limited
- Section 10 Solicitation of Bids
- **Older versions that we have for some members vary much greater in content and format**

Updated Joint Powers Agreement
Page Two

Understandably, we need to standardize the JPA for all members. We have included the new agreement for your review, approval and signature. **We ask that you sign the agreement and return it to the attention of Steve Roskoski at NESC by January 31, 2016.**

We have copies of a JPA on file for many members, however for some members we were unable to locate a signed JPA. Part of this endeavor is to have a JPA, on file, for every member.

If you have questions, please feel free to contact us.

Sincerely,

A handwritten signature in black ink, appearing to read "Paul Brinkman", with a long, sweeping underline.

Paul Brinkman
Executive Director

Encl.

**JOINT POWERS AGREEMENT
FOR GROUP EMPLOYEE BENEFITS AND OTHER FINANCIAL AND RISK
MANAGEMENT SERVICES**

This Joint Powers Agreement, hereinafter referred to as "Agreement," is made between Participant Member City of Grand Rapids and other Participant Members as are now or may hereafter become parties to this Agreement, and the Northeast Service Cooperative hereinafter called the "SC."

RECITALS

Whereas, Minn. Stat. 471.59, Subds. 1 and 10, authorizes two or more governmental units to exercise jointly or cooperatively powers which they possess in common, and

Whereas, Minn. Stat. 123A.21, establishes service cooperatives, the purpose of which, among other things, is to assist participating governmental units in meeting certain specific needs which can most advantageously be met on a regional basis, and

Whereas, the Participant Members wish to authorize the SC Board of Directors to act as a joint board for the purpose of exercising certain powers as set forth in this Agreement, and

Whereas, the Participant Members acknowledge that the Board of Directors of the SC is representative of the parties to this Agreement;

NOW THEREFORE, the parties hereto agree as follows:

SECTION 1

PURPOSE, INTENT AND OBJECTIVE

1.1 **Purpose.** Under the provisions of Minnesota law, governmental units may enter into contracts to provide Group Employee Benefits for their employees and to obtain Other Financial and Risk Management Services deemed necessary or beneficial for their operation. Under the provisions of Minn. Stat. 471.59, two or more governmental units (including, but not limited to, school districts, counties, towns, other governmental agencies and service cooperatives) may agree to exercise jointly or cooperatively powers which they possess in common. The purpose of this Agreement is to authorize the Board to exercise the common powers of the participating governmental units in connection with certain matters pertaining to the administration and funding of Group Employee Benefits and the provisions of Other Financial and Risk Management Services, all as described herein. It is not the purpose of this Agreement to transfer to the Board the authority to execute contracts on behalf of Participants, or to in any manner become involved in any collective bargaining process.

1.2 **Compliance with Applicable Laws.** It is the parties' intent to comply with the applicable statutory requirements pertaining to requests for proposals for group insurance, self-insurance, COBRA and its Minnesota extensions, service cooperatives, and all other applicable federal and state statutes. Pursuant to the laws governing service cooperatives, it is also intended that nonprofit, non-governmental units be allowed to participate as Associate Members in the Group Employee Benefits and Other Financial and Risk Management Services made available pursuant to this Agreement, although it is not intended that such nonprofit, non-governmental units exercise any of the powers or

authorities exclusively delegated to governmental units described in Minn. Stat. 471.59 Subd. 1.

SECTION 2

DEFINITIONS

2.1 **Advisory Committee(s)** means committees appointed by the Board in accordance with Section 4.8 of this Agreement which are representative of the Participants as deemed appropriate by the Board for the purpose of recommending policies, procedures and actions to the Board.

2.2 **Agreement** means this Joint Powers Agreement as the same may be amended from time to time. This document, and all other documents in the same form executed (or deemed executed as provided in Section 9 of this Agreement) by SC and other Participant Members, all as amended from time to time, shall together constitute a single Agreement.

2.3 **Associate Member** means any nonprofit or non-governmental entity which participates in any of the Group Employee Benefits or Other Financial and Risk Management Services made available to Associate Members by the Board, and agrees in writing to be bound by the terms of this Agreement other than those terms explicitly applicable only to Participant Members (or is deemed to have so agreed as provided in Section 9 of this Agreement).

2.4 **Board or Joint Powers Governing Board** means the SC Board of Directors acting as the joint board authorized to exercise certain powers of the Participant Members, as permitted by Minn. Stat. 471.59, Subd. 2, and as set forth in this Agreement.

2.5 **Carrier Contract** means an agreement by and between the Board and a Provider which establishes terms for the benefits, administration or funding of Group Employee Benefits or Other Financial and Risk Management Services.

2.6 **CBA** means collective bargaining agreement.

2.7 **CBA Employee Benefits** means employee welfare and retirement benefits made available by the Board from time to time for adoption by a Participant pursuant to the terms of a CBA, and may include, but shall not be limited to health benefits coverage, wellness and employee assistance programs, life insurance, disability income protection, dental insurance, flexible spending programs, retirement programs and long term care insurance. In no event shall any Discretionary Employee Benefits be considered CBA Employee Benefits unless and until they become part of a collective bargaining agreement between a union and a Participant.

2.8 **Discretionary Employee Benefits** means employee welfare and retirement benefits made available by the Board from time to time for adoption by a Participant, exclusive of any CBA Employee Benefits, and may include, but shall not be limited to health benefits coverage, wellness and employee assistance programs, life insurance, disability income protection, dental insurance, flexible spending programs, retirement programs and long term care insurance. Discretionary Employee Benefits may be terminated or reduced by the Board at any time. In the event any Discretionary Employee Benefit is terminated by the Board but continued by one or more Participants, the provision of such Discretionary Employee Benefit shall become the sole responsibility of such Participants.

2.9 **Group Contract** shall mean an agreement for the rendering of services by and between a Participant and a Provider of such services. In connection with the self-insurance of employee health benefits, such an agreement may also mean a Participant's agreement to participate in a program of self-insurance.

2.10 **Group Employee Benefits** shall mean CBA Employee Benefits and Discretionary Employee Benefits.

2.11 **Other Financial and Risk Management Services** may include, but shall not be limited to, technical advice regarding borrowing programs, contracted legal services, property/casualty safety group protection, personal property and casualty protection, student accident, coverage, and other services as made available by Group Contract for Participants from time to time by the Board.

2.12 **Participant** means both Participant Members and Associate Members. It does not refer to individual employees obtaining insurance or other benefit coverage pursuant to a plan offered by a Participant which is funded or administered in whole or in part pursuant to this Agreement.

2.13 **Participant Member** means any governmental unit as defined in Minn. Stat. 471.59 which is accepted for participation in this Agreement by the Board, certifies that its employee benefit plans qualify as "governmental plans" that are exempt from application of the Employee Retirement Income Security Act of 1974, as amended ("ERISA"), and agrees in writing to be bound by the terms of this Agreement (or is deemed to have so agreed as provided in Section 9 of this Agreement).

2.14 **Pool** means the collective group of Participants in a given program of Group Employee Benefits or Other Financial and Risk Management Services, as the context shall require. Absent an agreement expressly to the contrary, a separate Pool shall exist for each such program and a separate Group Contract shall exist between the Provider and each Participant for the rendering of services or benefits for which such Pool is formed.

2.15 **Program Funds** means any monies, reserves, excesses or other amounts, whether acquired through contributions, payments, discounts, dividends, refunds, credits, reserves, savings, interest or otherwise, that are held and administered in accordance with Section 6 of this Agreement.

2.16 **Provider** means the person, insurance carrier, third party administrator, or other entity which is selected by the Board, in its discretion, to provide Participants with Group Employee Benefits or Other Financial and Risk Management Services or, as in the case of self-insured health benefits, to provide administrative or other services in connection with such Benefits or Services.

2.17 **SC** means the Northeast Service Cooperative, a governmental agency and public corporation, whose existence is authorized by Minn. Stat. 123A.21.

SECTION 3

JOINT POWERS GOVERNING BOARD

3.1 **Board Membership.** The SC Board of Directors, when exercising the joint powers authorized by this Agreement, will also serve as the Board referred to in this Agreement. The Board will be elected pursuant to the Bylaws of the SC. As appropriate, the Board may designate one or more representatives to act on its behalf.

3.2 **Upon Dissolution of SC.** In the event that the SC is dissolved, the Board shall continue to exist and its members shall be elected solely from the governing bodies of the Participant Members to this Agreement in a manner consistent with the provisions of the Joint Powers Act, Minn. Stat. 471.59, Subd.2. Any administrative services provided by the SC prior to its dissolution shall be provided thereafter as determined by the Board in its discretion.

3.3 **Acknowledgment by Associate Members.** Associate Members acknowledge that Minn. Stat. 471.59 does not authorize their participation in a Joint Powers Agreement, even though Minn. Stat. 123A.21, Subd.3, authorizes nonprofit, non-governmental organizations to participate in Group Employee Benefits, Other Financial and Risk Management Services, and other programs made available from time to time by service cooperatives. By participating in any such program made available by the SC, such non-governmental Associate Members agree to be bound by the terms of this Agreement (other than those terms explicitly applicable only to Participant Members) and that the Board is representative of their interests.

SECTION 4

RIGHTS AND RESPONSIBILITIES OF THE BOARD

4.1 **Authorized Powers.** Pursuant to Minn. Stat. 471.59, Subd. 2, in addition to any other powers specifically delegated to the Board by this Agreement, the Board is hereby authorized to:

- (a) establish, procure and administer Group Employee Benefits and Other Financial and Risk Management Services;
- (b) define and clarify requests for proposals, rights and responsibilities, length of contract, premium or contribution rates and other costs, termination guidelines, the relative liability of the parties, and the method(s) by which parties to this Agreement shall exercise their common powers; and
- (c) receive, collect, hold, invest, expend and disburse Program Funds in connection with the exercise of its powers under this Agreement.

4.2 **Group Employee Benefits.**

4.2.1 **CBA Employee Benefits.** The Board may from time to time make employee welfare and retirement benefits available for adoption by Participants pursuant to a CBA. The Board may arrange alternative financing arrangements respecting such benefits, and may administer or arrange for the administration of such benefits. Any employee or collective bargaining

representative notification of alternative financing arrangements shall be the responsibility of the Participant. The Group Contract for the provision of such benefits shall be between the Participant and the Provider. Pursuant to Minn. Stat. 471.6161, Subd.5, the Board has no authority nor authorization to change a policy or benefit respecting a Participant's CBA Employee Benefits in a manner that would reduce the aggregate value of such benefits.

4.2.2 Discretionary Employee Benefits. The Board may from time to time make available for adoption by Participants Discretionary Employee Benefits. The Board may arrange alternative financing arrangements respecting such benefits, and may administer or arrange for the administration of such benefits. The Group Contract for the provision of such benefits shall be between the Participant and the Provider. Notwithstanding that a Group Contract for Discretionary Employee Benefits be between a Participant and a Provider, the Board, upon reasonable notice to Participants, may prospectively amend, reduce or terminate any such Discretionary Employee Benefits in its sole and absolute discretion.

4.2.3 Reserves. The Board shall from time to time determine the minimum amount of funds needed for purposes of risk management and rate stabilization. Any such funds shall be held and used in accordance with, and subject to the limitations set forth in, Section 6.

4.2.4 Self-Insurance of Health Benefits. In accordance with Minn. Stat. 471.617, Group Employee Benefits that are employee health benefits may be self-insured. A self-insurance Pool made available by the Board shall be a pool established and operated by the Board, or by the Board and one or more other joint powers governing boards governed by Minn. Stat. 471.59 or service cooperatives governed by Minn. Stat. 123A.21.

4.3 Other Financial and Risk Management Services. The Board may make available Other Financial and Risk Management Services for electing Participants and may administer, or arrange for the administration of such services. The Board will determine the most cost-effective and appropriate manner in which to deliver Other Financial and Risk Management Services and the service fees and other costs pertaining to the same.

4.4 Carrier Contracts. The Board, alone or in collaboration with other governmental units, whether acting alone or jointly, including other service cooperatives, may negotiate Carrier Contracts for the benefit of the SC and each of the Participants with respect to any Group Employee Benefit or Other Financial and Risk Management Service. Such Carrier Contracts may establish, among other things:

- (a) the terms and conditions for any program,
- (b) premium or contribution rates and other costs,
- (c) funding arrangements,
- (d) administrative arrangements, including the extent to which the SC shall provide administrative services,
- (e) the applicable responsibilities of the Board, and

- (f) the amount of service fees payable to the SC.

The Carrier Contract is a proprietary document between the Service Cooperative and the provider. However, at the request of any Participant, the Board may provide that Participant with any information regarding the applicable Carrier Contract that is reasonably necessary for the Participant to understand its rights and obligations thereunder.

4.5 SC Service Fees. The SC shall be paid a service fee in consideration for services rendered pursuant to this Agreement and any Carrier Contracts. The amount and source of such service fee shall be established from time to time by the Provider and the SC and shall be approved by the Board. Such service fee may include, but shall not be limited to, a percentage of premiums collected from Participants for the payment of Group Employee Benefits, a fixed fee per contract per month paid by each Participant, or such other arrangements approved from time to time by the Board. At the time a Participant elects to participate in any of the Group Employee Benefits made available by the Board, the Participant shall, by execution of this Agreement (or by the deemed execution of this Agreement as provided in Section 9), be deemed to have acknowledged and agreed to the amount of such service fee and the source of its payment, including any part thereof derived from discounts, refunds, dividends, and similar revenues. Services fees payable with respect to Other Financial and Risk Management Services shall be established and disclosed from time to time as determined by the Board. Participants shall be given advance notice of any change in service fees.

4.6 Use of SC Service Fees. The SC may use service fees to provide programs and services which are determined pursuant to Minn. Stat. Sec. 123A.21, Subd. 7 to be priority needs of the particular region and to assist in meeting special needs which arise from fundamental constraints upon individual members.

4.7 Service Providers.

4.7.1 Selection. The Participants hereby delegate to the Board the right to select the Providers for Group Employee Benefits and Other Financial and Risk Management Services.

4.7.2 Governmental Unit Bidding and Contracting Laws. As applicable, the Board shall comply with all state and federal laws relating to requests for proposals, review of proposals, length of Group Contract rules, and other laws and regulations relating to contracting for Group Employee Benefits and Other Financial and Risk Management Services.

4.7.3 Service Provider Rate Increases. The Board will annually review renewal information as presented by Providers, make recommendations and determine if requests for proposals are necessary. Rate renewals for group insurance will be determined on the basis of the aggregate change of premiums.

4.8 Premiums and/or Contract Charges. To the extent not established by the applicable Carrier Contract or in any other manner prescribed by this Agreement, premiums and/or contract charges shall be determined by the Board in its discretion; provided, however, that in accordance with Section 6.5, no retroactive assessment may be made without the consent of the affected Participants.

4.9 **Advisory Committee(s).** The Board may, but is not required to, appoint one or more advisory committees. The purpose of any such committee may include, without limitation, the receipt and processing of information relating to group employee benefits, and the future direction of such benefits as well as other programs and services. The Board shall consider, but is not required to adopt, advisory committee recommendations and proposals. Labor representation, when appropriate, on any advisory committee formed by the Board shall be, insofar as is reasonably possible, representative of the bargaining representatives of individuals covered in the relevant Pool. Notwithstanding anything to the contrary in this Section 4.8, the SC shall create a labor-management committee to advise it on certain matters as required by Minn. Stat. 123A.25.

4.10 **Authority of Board.** The Board, with due consideration given to recommendations submitted by any advisory committee which may be established, shall, unless otherwise expressly agreed, retain final authority in all matters relative to this Agreement and to the Group Employee Benefits and Other Financial and Risk Management Services subject to this Agreement; provided, however, that nothing in this Agreement shall permit the Board to enter into a Group Contract on behalf of a Participant, and that, subject to any applicable notice rules, nothing in this Agreement shall prevent a Participant from withdrawing from this Agreement, any Group Employee Benefit, or any Other Financial and Risk Management Service.

4.11 **Liability Limited.** The Board, its authorized representatives, employees and designees shall have no duty or liability to any of the Participants or Providers with respect to the fees, premium and/or contract charges, offers, acceptances or binders of coverage, cancellation notices, or other matters relating to a Participant's subscribers, all of which shall be the responsibility of the Participant. The Board, its authorized representatives, employees and designees, and each Participant shall have no duty or liability due to negligence of other Participants and Providers. When it is not exercising the joint powers authorized by this Agreement (and, therefore, not acting as the Board), the SC Board of Directors shall have no duty or obligation whatsoever to act for the benefit of Participants (as Participants).

4.12 **Withdrawal by Board.** The undertakings for the provision of Group Employee Benefits in this Agreement may be terminated by the Board or the SC (as applicable) at any time.

SECTION 5

RIGHTS AND RESPONSIBILITIES OF PARTICIPANTS

5.1 **Enrollment and Renewal.** Participants may elect whether to participate in any Group Employee Benefit and any Other Financial and Risk Management Service made available by the Board. If a Participant elects to participate in a Group Employee Benefit or Other Financial or Risk Management Service, the Participant must execute any applicable Group Contract, Group Contract amendment, enrollment and renewal documents directly with the Provider.

5.2 **Participants to Furnish Data.** Each Participant agrees to furnish all reasonably necessary employee data directly to the SC or its designee.

5.3 **Remittance of Premiums and Contract Charges.** The Participant shall remit premiums and/or contract charges in the time and manner as from time to time determined by the Board.

5.4 **CBA Employee Benefits.** Each Participant that participates in CBA Employee Benefits shall

be solely responsible for the collective bargaining of such benefits, and for providing any notices regarding CBA Employee Benefits, including, without limitation, the obligation to notify certain representatives regarding the adoption of a self-insured health benefit plan set forth in Minn. Stat. 471.617, Subd.4.

5.5 Participant Withdrawal.

5.5.1 Voluntary Withdrawal. At any time during a year, (but at least three (3) months prior to renewal), a Participant may terminate its participation in this Agreement or in a Pool upon ninety (90) days written notice to the Board and to all Providers of programs in which it participates.

5.5.2 Withdrawal Relating to Participant Rate Solicitation. If a Participant solicits proposals independently of this agreement within five months prior to the end of the master agreement, the Board retains the right to deem that the Participant has withdrawn from the appropriate pool. "Soliciting proposals" shall be defined as requesting and/or accepting written or verbal proposals of any kind, regardless of how formal or informal.

5.5.3 Withdrawal Relating to Dual Offering. If a Participant offers Group Employee Benefits through an additional or different plan which, in the discretion of the Board, are considered to be substantially similar to those provided by a Pool in which the Participant participates, then the Board retains the right to deem that such Participant has withdrawn from the Pool.

5.5.4 Withdrawal at Annual Renewal. If a material change in any term or condition of a Group Employee Benefit or Other Financial or Risk Management Service in which a Participant participates is proposed to commence as of the Participant's annual renewal date, the Participant may withdraw from the applicable Pool as of the renewal date, provided the Participant gives advance written notice of its intent to withdraw promptly (within 30 days) after receiving notice of the material change, even if such notice is given less than five (5) months in advance of the renewal date.

5.6 Effect of Participant Withdrawal. Upon a Participant's withdrawal or deemed withdrawal from this Agreement or from a Pool, the following rules shall apply:

5.6.1 Withdrawal from this Agreement. Upon its withdrawal from this Agreement, a Participant shall be deemed to have withdrawn from all Pools maintained under this Agreement in which the Participant is participating at the time of such withdrawal. If a Participant no longer participates in any Pool, the Participant shall be deemed to have withdrawn from this Agreement, as well as from the applicable Pool(s).

5.6.2 Withdrawal from a Pool. Withdrawal by a Participant from any Pool shall not affect the Participant's participation in any other Pool.

5.6.3 Program Funds. No Program Funds or any other amounts that may, in any way, be attributable to a Participant's participation in a Pool shall be returned to the Participant in the event such Participant's participation in a Pool ends prior to the Pool's termination.

5.6.4 Future Participation Limited. If a Participant withdraws or is deemed by the Board to have withdrawn from a Pool, such Participant's participation in such Pool shall be prohibited for a

period of twelve (12) months from the date of such withdrawal or deemed withdrawal. If a Participant withdraws or is deemed by the Board to have withdrawn from this Agreement, such Participant's participation in this Agreement (and any Pool offered hereunder) shall be prohibited for a period of twelve (12) months from the date of such withdrawal or deemed withdrawal.

SECTION 6

PROGRAM FUNDS ADMINISTRATION

6.1 **Program Funds.** It is understood and agreed that, in connection with the Group Employee Benefits and Other Financial and Risk Management Services made available pursuant to this Agreement, the Board may acquire Program Funds. The Board may, in its discretion, establish and maintain separate accounts for specified portions of the Program Funds, and may designate specific purposes, such as the payment and financing of Group Employee Benefits or the stabilization of the cost of such benefits, for which the amounts credited to such account shall be used, but it shall not be required to do so.

6.2 **General Rules Regarding Management and Disposition of Program Funds.**

Program Funds shall be used solely for the purposes of providing Group Employee Benefits and Other Financial and Risk Management Services, providing related services, defraying the reasonable expenses of administering such benefits and services, and, if the Board determines that such use would either directly or indirectly benefit Participants (e.g., by spreading risk, achieving economies of scale, generating revenues or enhancing the Board's ability to negotiate with Providers as a result of the Board's visibility, presence in the marketplace or enhanced expertise), establishing, providing and administering similar benefits and services offered by the joint action of other governmental units. Program Funds shall not inure to the benefit of the Board; this prohibition shall not, however, prohibit the payment of service fees to an SC as provided below. Subject to the foregoing, the Board, in its sole discretion, shall determine the management and disposition of the Program Funds. The Board may consider Advisory Committee recommendations regarding the use of Program Funds before any determinations are made. The following are examples of purposes for which the Board may use and apply Program Funds.

(a) to negotiate the purchase of, administer, provide and maintain (either directly or through the purchase of insurance, or both) Group Employee Benefits (including, but not limited to programs related to the purpose for which the Fund was created, such as, for example, in the case of a Health Pool, an Employee Assistance Program (EAP) and Wellness Program) and Other Financial and Risk Management Services;

(b) to pay or provide for the payment of reasonable and necessary expenses of administering Group Employee Benefits and Other Financial and Risk Management Services including, without limitation, all expenses which may be incurred in connection with the establishment and administration of Pools, the employment of administrative, legal, accounting, other expert and clerical assistance, the leasing of such premises and the purchase of lease materials, supplies, equipment, and liability and property insurance;

(c) to establish and accumulate funds deemed adequate by the Board to carry out the purposes of the Pools, for example, for purposes of rate stability and risk reserve;

(d) to pay any federal, state or local income, employment, death or other tax which may

be properly imposed on or levied against Group Employee Benefit, Other Financial and Risk Management Service, a Pool, or on benefits paid therefrom;

(e) to pay for any bond and to pay the premiums on any insurance purchased by a Pool, including, but not limited to liability insurance, "stop loss" insurance and other insurance intended to pay directly or indirectly the benefits established with respect to a Pool; and

(f) to pay the SC any service fee payable to it pursuant to, or authorized pursuant to, this Agreement.

6.3 Investment of Program Funds. Program Funds shall be held and invested in a manner that is consistent with any applicable legal requirements regarding the holding and investment of funds by the Participant Members who are governmental units within the meaning of Minn. Stat. 471.59.

6.4 Withdrawal of Participant. In the event of the withdrawal of a Participant prior to the termination of this Agreement or of a Pool, Program Funds attributable to contributions of such Participant shall not be returned to such Participant.

6.5 Termination of Pool. In the event of termination of a Pool, any portion of the Program Funds that has been designated for use solely in connection with the terminating Pool, and any other portion allocated to the terminating Pool by the Board in its sole discretion, shall be distributed to the Pool Participants in a manner to be determined by the Board, which may include the following:

- (a) payment of benefits to or on behalf of enrolled employees with respect to claims arising prior to such termination;
- (b) provision of similar benefits for such employees;
- (c) payment of reasonable and necessary expenses incurred in such termination;
- (d) payment of taxes; and
- (e) cash payments to Participant Members according to a formula established by the Board.

Upon such termination, the Board shall continue to serve for such period of time and to the extent necessary to carry out the directions of the preceding sentence. The Participants who receive such distributions shall be solely responsible for determining whether, and to what extent, any amounts they receive will be distributed to individuals who were covered by benefit programs provided by the terminating Pool.

6.6 Funding of Risk. Premiums may be adjusted, but no retroactive assessment shall be made without consent and agreement by the affected Participants. Subject to their obligation to provide accurate information regarding the individuals who will receive benefits from a Pool, no Participant or its employees shall bear any financial risk other than the agreed upon premium.

SECTION 7

LENGTH OF AGREEMENT AND TERMINATION

Pursuant to Minn. Stat. 471.59, Subd. 4, but subject to the provisions herein relating to Participant withdrawal, this Agreement shall be ongoing.

SECTION 8

LIABILITY OF PARTIES

Any Participant to this Agreement holds the Board and its employees and its designees, and the SC and its board, employees and designees, harmless from any and all causes of action arising at law or in equity unless such action shall arise from its or their gross negligence and is permitted, after application of all doctrines and statutes respecting immunity, by applicable law. The parties agree to waive any rights to litigation from any dispute arising out of this Agreement unless such action is the result of intentional wrongdoing. All benefits hereunder are the sole responsibility of the Provider(s) and the Participants, and shall not be the responsibility of the Board or the SC.

SECTION 9

AGREEMENT BY PARTICIPATION

Any governmental unit, and any nonprofit or non-governmental entity, which participates in any of the Group Employee Benefits or Other Financial and Risk Management Services and remits premium and/or contract charges in accordance with this Agreement, shall be deemed to have approved this Agreement and, in the case of an eligible governmental unit, to have executed this Agreement by its duly authorized officers, and shall be bound by the terms and conditions of this Agreement to the same extent as if such formal approval had been obtained and such execution had occurred.

SECTION 10

SOLICITATION OF BIDS

Notwithstanding anything in the Joint Powers Agreement to the contrary, the following amendments and additions, consistent with changes made by the Minnesota State Legislature in 2006, shall become part of the Joint Powers Agreement.

1. All members of Service Cooperative Health Insurance Pools may solicit bids and other information from competing sources of health coverage at any time other than within the five months prior to the end of the Carrier Contract.
2. Should a member of the Health Insurance Pool solicit bids pursuant to #1 above, the Service Cooperative will not impose a fine or other penalty against the member for soliciting a bid or other information during the allowed period. Should a member leave the Service Cooperative Health Insurance Pool and obtain health insurance coverage elsewhere, the Service Cooperative may prohibit member from participating in Service Cooperative coverage for a period of up to one year.

-
-
3. The Service Cooperative shall provide each member with that entity's monthly claims data notwithstanding the provisions of Minn. Stat. 13.203.

Pursuant to all applicable state and federal laws, this Agreement has been approved by the governing boards of the parties and is signed by the duly authorized officers of the parties.

PARTICIPANT MEMBER

Name of Organization: City of Grand Rapids

Title _____

Date _____

SERVICE COOPERATIVE

Name of Organization: Northeast Service Cooperative

By 

Title Executive Director

Date 12/22/2015



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0074 **Version:** 1 **Name:** Lost Accounts Payable Check
Type: Agenda Item **Status:** Consent Agenda
File created: 1/19/2016 **In control:** City Council
On agenda: 1/25/2016 **Final action:**
Title: Void 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
Sponsors:
Indexes:
Code sections:
Attachments: [Affidavit of Lost Check.pdf](#)

Date	Ver.	Action By	Action	Result
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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

Background Information:

Accounts payable check #125344 issued to Nextera Communications LLC on December 14, 2015 is lost. Pam Schwartz for Nextera Communications LLC has completed an Affidavit of Lost Check.

Requested City Council Action

Make a motion to void 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.

AFFIDAVIT

STATE OF) Minnesota

) SS

COUNTY OF) Itasca

Nextera Communications LLC, being first duly sworn on oath, states that he/she resides at **7115 Forthun Rd, Baxter, MN, 56425** and that he/she is the payee named in a check number **125344**, issued to **Nextera Communications LLC**, drawn by **City of Grand Rapids** dated **December 14, 2015**, for the sum of **\$432.72**; that to my knowledge this check was never endorsed by me, that I did not authorize anyone to endorse it for me, and that the circumstances of the loss or destruction of the check are as follows:

Lost Accounts Payable check for Dec 2015 telephone services

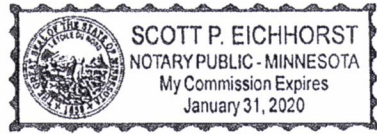
I am making this Affidavit in conjunction with my request that the **City of Grand Rapids** issue a duplicate check. I understand that I make this Affidavit under oath and that I may be subject to criminal penalty if my statements in this Affidavit are false.

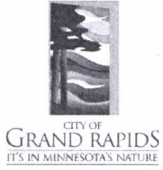
SIGNED Pam Schwartz

Subscribed and sworn to before me

This 18 day of January, 2016

Scott P. Eichhorst
Notary Public





CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0079 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Consent Agenda
File created: 1/20/2016 **In control:** City Council
On agenda: 1/25/2016 **Final action:**
Title: Consider authorizing the issuance of a request for proposals for the preparation of a riverfront performance venue feasibility study.

Sponsors:

Indexes:

Code sections:

Attachments: [RFP - Riverfront Performance Venue Study \(Final\)](#)

Date	Ver.	Action By	Action	Result
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Consider authorizing the issuance of a request for proposals for the preparation of a riverfront performance venue feasibility study.

Background Information:

The City Council previously accepted the recommendation of the Arts and Culture Commission to remove from the City's list of state bonding priorities the construction of an entertainment venue on the Mississippi Reservoir, adjacent to the Forest History Center. This recommendation and action by the Council was intended to allow more opportunity for public input, use analysis, and operational and location planning around the concept of a new venue on the River.

Working with the Commission, staff has developed a RFP for the preparation of a feasibility study that, with input from community stakeholders, will first examine the need and potential uses for either a new or expanded venue, and also consider whether existing facilities can serve those needs. Phase 1 of the proposed study will also examine local management capabilities and provide examples of the management structure in place for similar venues in comparable communities and will explore the economic benefits of similar venues, as well. If the first phase of the study does not reveal a compelling need or desire of the community for such a venue, the study will summarize the results and conclude.

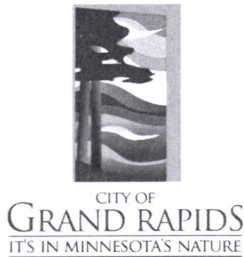
If the initial phase reveals a significant benefit and support for this type of venue, the second phase of the study will involve an examination of site options, preferred site selection, facility pre-design and cost opinions.

With authorization from the City Council, the RFP will be issued to a list of firms to be generated by the Commission. The responses will be received by March 25th, however action by the Council to hire a consultant will not occur until late June. This lag will provide opportunity for grant funding to be pursued once a cost is known.

This effort is also a desired City Council Outcome for 2016.

Requested City Council Action

A motion authorizing the issuance of a request for proposals for the preparation of a riverfront performance venue feasibility study.



REQUEST FOR PROPOSALS

PREPARATION OF A RIVERFRONT PERFORMANCE VENUE FEASIBILITY STUDY CITY OF GRAND RAPIDS, MINNESOTA

BACKGROUND

The City of Grand Rapids, a community of approximately 11,000 residents with a market draw of more than 45,000 people, is located at the region's retail trade, health care, education, governmental, and cultural center. As a community, Grand Rapids prides itself on its unique blend of small town character and hospitality with big city conveniences. The Grand Rapids economy is steadily diversifying, although forest product manufacturing and tourism remain dominant industries. A growing creative economy is emerging, led by clusters of arts and culturally oriented nonprofits and an informal network of artists and artisans. The center of the downtown area boasts the historic "Old Central School", which is emblematic of the town's strong sense of history and emerging creative cluster. For over a century, Grand Rapids has been home to the Blandin Paper Mill, and its community legacy, the Blandin Foundation. Although not connected financially, both are located on the Mississippi River, which defines and frames the town's central business, retail and arts areas. Grand Rapids' major employers include the Hospital, the School District, the Blandin Paper Mill, and our local city and county government.

Beginning in 1955, Mississippi Melodie (Showboat) entertained locals and tourists on a stage located over the waters of the Mississippi River, upon property owned by the City of Grand Rapids, west of the Blandin Mill. In its prime, audiences of up to 1000 filled the bleachers to watch the boat come down the river and dock at the stage. By 2014, audience numbers had declined to less than 100.

The City of Grand Rapids 2011 Comprehensive Plan and Future Land Use Map express the community's vision for expansion of industrial land use in the area west of the Blandin Mill. As a result of that plan for future development, the City owned property, where the Showboat stage is located, is accordingly zoned industrial. Citing safety issues with the stage, bleachers, and boat, and the need to transition towards the intended future industrial land use prescribed by the Comprehensive Plan, this year the City Council did not renew the lease with Showboat.

A goal of the City of Grand Rapids arts and culture plan (*GRMN Creates an arts and culture roadmap*) is to "Foster support for artists and arts and culture organizations." One of the tasks listed under this goal is to "explore the possibility of the use of the Showboat site by other artists/groups." In addition, the community input process for the Plan indicated that there is public interest in better celebrating the Mississippi River within the community. Because use of the Showboat site is no longer an option, the Grand Rapids Arts and Culture Commission will conduct a feasibility study to examine whether or not the community still desires and will use an events venue on the Mississippi River. If so, would that venue be located up river from the UPM Blandin or downstream from the dam and closer to downtown? If downstream, would such a venue

capitalize on an underused existing site east of Northern Community Radio or would it be necessary to develop a new venue?

The City of Grand Rapids, through its Arts and Culture Commission, is seeking proposals from qualified professionals for the development of a feasibility study that will include community members in the assessment and visioning of this concept.

PROJECT SCHEDULE

The Grand Rapids Arts and Culture Commission is on a schedule to recommend a consultant selection in order for the City Council to consider formal action to hire a consultant at the regular meeting on June 27, 2016. The process to develop the Riverfront Performance Venue Study should begin in earnest shortly after September 1, 2016.

Intermediate milestones in the development of the Study will be established after the successful consultant is selected. The project should be finalized no later than May 1, 2017.

MINIMUM PUBLIC PARTICIPATION

Diverse stakeholder groups should be given ample opportunity to participate in the process of developing the study. Such groups include but are not limited to:

- Arts and culture groups
- Bands, choirs, and other music groups
- Local units of government and their associated departments/commissions
- Economic development entities
- Philanthropic organizations
- The non-profit sector
- The business community
- Healthcare organizations
- Education including K-12 and secondary
- The farmers market
- Local media
- Tourism, history, and recreation facilities/groups
- The Anishinaabe community
- Citizens at large
- And any others who are interested

The public participation process proposed must promote meaningful participation that educates, offers participants opportunities to discuss and resolve issues, and creates a sense of ownership of the Study by the participants.

The project consultant's role in the public participation process, at a minimum, will include:

- Organizing and scheduling meetings – with aid provided by the Arts and Culture Commission.
- Conducting/facilitating meetings/visioning sessions, design charettes, and surveys.
- Providing technical expertise/advice
- Recording public comments
- Identifying areas of consensus
- Translating the input received during the process into alternative visions
- Presentation of preliminary concepts to key stakeholders
- Presentation of final concepts to key stakeholders

The consultants suggested approach towards general public participation and stakeholder participation shall be included within the work plan, required within the proposal contents section. At a minimum, the proposed public participation shall involve at least two community input sessions. The precise method of optimizing public participation will be developed jointly by the consultant and the Arts and Culture Commission after consultant selection, and early in the project schedule.

RELATED STUDIES AND AVAILABLE RESOURCES

The City will make available to the project consultant the City's GIS data, which includes the following layers of information:

- Color Aerial Photography
- Parcels
- Topography (2' contour intervals)
- Existing Zoning
- Future Land Use Map recommendations from the Comprehensive Plan
- Public Utilities: Sanitary Sewer, Water, Storm Sewer, Electric
- Roads/Easements
- Airport Safety Zoning
- City Limits
- Lakes and Rivers

Provided as an attachment to this RFP is a CD with the following to aid the consultant in the preparation of a proposal:

- GRMN Creates an arts and culture roadmap
- 2011 Grand Rapids Comprehensive Plan
- Downtown Redevelopment Master Plan (2006)
- Riverfront Framework Plan (Updated 2009)

PLANNING BODY

The City envisions process oversight, during the development stages of the Study, will be performed by the Grand Rapids Arts and Culture Commission. The Grand Rapids Arts and Culture Commission will be the communication link between community stakeholders and the project consultant and will act on a recommended draft which will be put forward to the City Council by the Commission near the conclusion of the process.

REQUIRED PROJECT DELIVERABLES

Hard copies of the final Study document containing text and graphics should be in 8 ½" x 11" format. Larger graphics in the report could be folded 11" x 17" sheets. Ten (10) copies of the final Study are required as well as two (2) large format color perspective sketches as describe below in the statement of work section.

Two electronic copies of the Study document, including graphics, shall also be provided. One copy shall be provided in a MS Word format and the other shall be provided in PDF format.

DESIRED PROJECT OUTCOMES/STATEMENT OF WORK

In the first phase of the Study, with input and data received, the project consultant will evaluate, measure and summarize the need for and potential users of a new or expanded outdoor entertainment venue on the Grand Rapids Mississippi Riverfront. This evaluation shall also consider if present facilities could serve those needs under a different operating model. In this phase the project consultant will also examine local management capabilities and provide examples of successful facility management structures in other communities. In addition, the first phase will provide relevant data pertaining to the economic benefit of similar venues in other comparable communities. If the first phase of the Study does not reveal a compelling need or there is lack of community support for an expanded riverfront performance venue, the project consultant shall prepare the Study, summarizing these findings, and the project will conclude. If, however, the first, assessment, phase of the Study determines there is an unmet need for a new or expanded riverfront performance venue and it is determined that resources exist for its successful operation, the Study will proceed into the second phase.

In the second phase, the Study should receive input on and evaluate up to three site options, based upon the needs assessment. There are currently two potential sites, but the process should be open to the development of another site option. The known site options include a site adjacent to the Minnesota Historical Society's Forest History Center, on the Mississippi Reservoir, (Exhibit A) and the site of the current KAXE Northern Community Radio outdoor amphitheater, downstream from the Blandin dam near the Library (Exhibit B).

The project consultant shall address the following items within the proposed work plan for the second phase:

- A process that employs stakeholder input and considers all relevant factors in selecting a preferred site option.
- Pre-design – Establish and document the program, financial and time requirements, and scope of the project:
 - Development of an a/e program statement and diagrammatic studies using a methodology that emphasizes the participation of the Arts and Culture Commission, and which considers or involves the following:
 - Design objectives, limitations and criteria

- Development of initial approximate gross facility areas and space requirements.
 - Space relations and human and vehicular flow patterns
 - Flexibility and expandability
 - Special equipment and systems
 - Site requirements
 - Development of a preliminary budget for the work based on programming and scheduling studies
 - Operating procedures
 - Security criteria
 - Communications relationships
 - Project schedule
- Development of a cost plan and chart of accounts accompanied by a brief life cycle cost analysis for capital expenditures related to construction cost as well as development costs such as: predesign fees, design fees, project management, relocation expenses, inflation and occupancy expenses not included under construction such as: FF&E, telecommunications, security equipment, etc.
 - Development of a proposed schedule for all stages of the project.
 - As an extension of the Predesign, the consultant will prepare a minimum of two large format, reproducible, presentation quality, full color perspective sketches.

PROPOSAL CONTENTS

The consultant's proposal should include, but not be limited to the following information:

- A summary of the consultant team and individuals that will work on the project.
- A description of the consultant's philosophy regarding social, economic, human, environmental, and related values that provide the basis for the consultant's approach to the project.
- A general restatement and/or enhancement of the desired project outcomes.
- A work plan that will lead to the desired outcomes.
- A description of the consultant's plan to optimize public participation.
- A proposed project schedule.
- A detailed description of the SINGLE past project that the consultant believes is most similar to this project.
- A list of five other projects with references.
- A statement of the consultant's ability to complete the project within the prescribed timeframe.
- A statement regarding the level of effort and degree of detail that can be provided in the project, given the proposed fee.
- A discussion of how the consultant plans to minimize communication and logistical hurdles that may be caused by the geographic separation between the consultant and the client.

- In a separate, sealed envelope, a cost proposal for providing the requested consultant services. The cost proposal shall be in the form of an "hourly, not to exceed fee". The cost proposal shall have separate proposed costs for Phase 1 only, and for Phase 1 and Phase 2 combined. The cost proposal shall include a listing of hourly rates for each position within the consultant team and an estimate of staff hours for each task within the proposed work plan.

If a proposing firm is not selected for an interview, the "cost envelope" will be returned unopened.

PROPOSAL SUBMITTAL

Ten copies of the proposal (with only one cost envelope) shall be submitted to:

Amy Dettmer
Asst. Library Director
Grand Rapids Area Library
140 NE 2nd Street
Grand Rapids, MN 55744-2662

Proposals must be received by 4:00 p.m., March 25, 2016

Questions regarding the proposal process may be directed to Rob Mattei, Director of Community Development at (218) 326-7622 or at rmattei@ci.grand-rapids.mn.us

EXHIBIT A

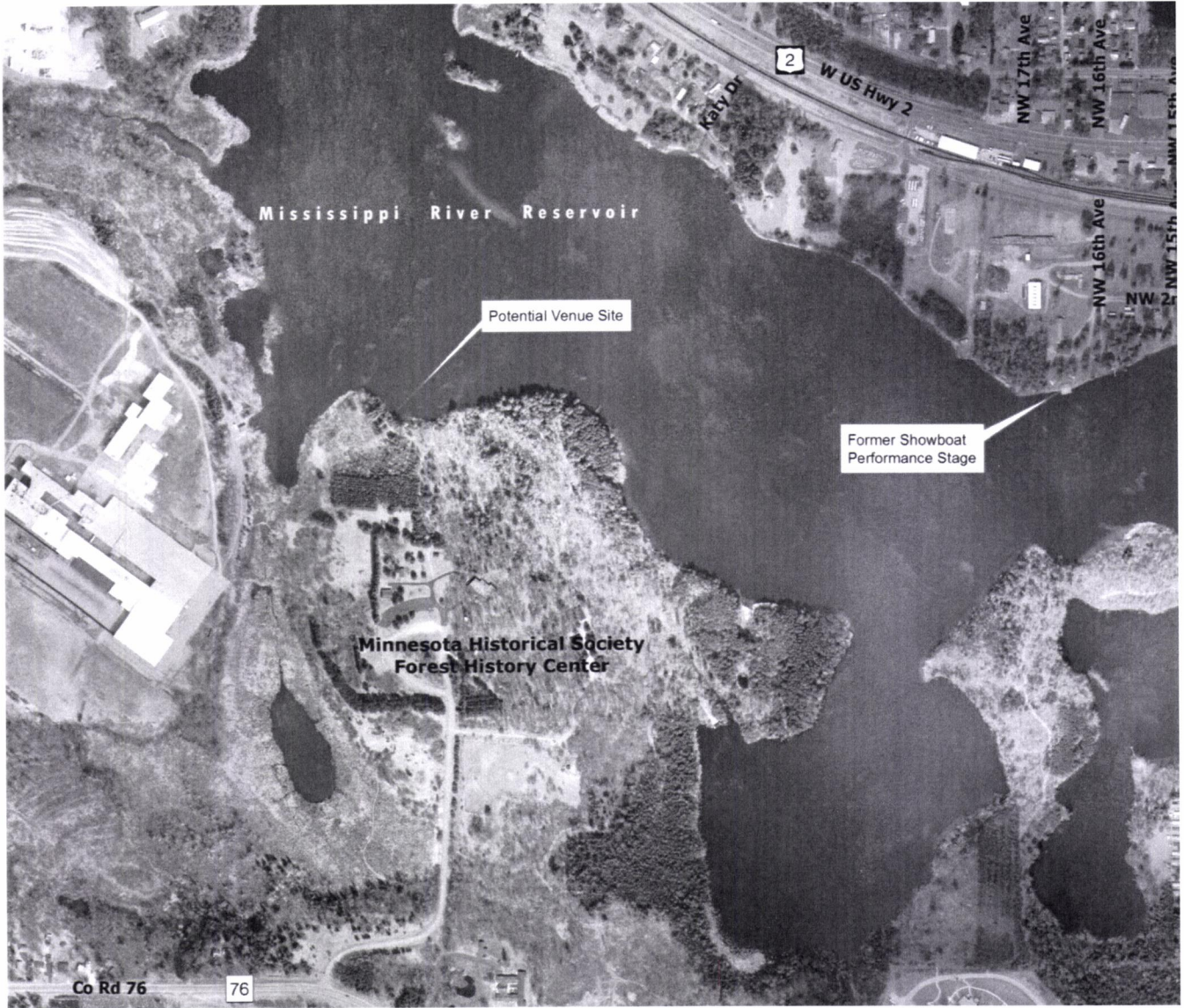
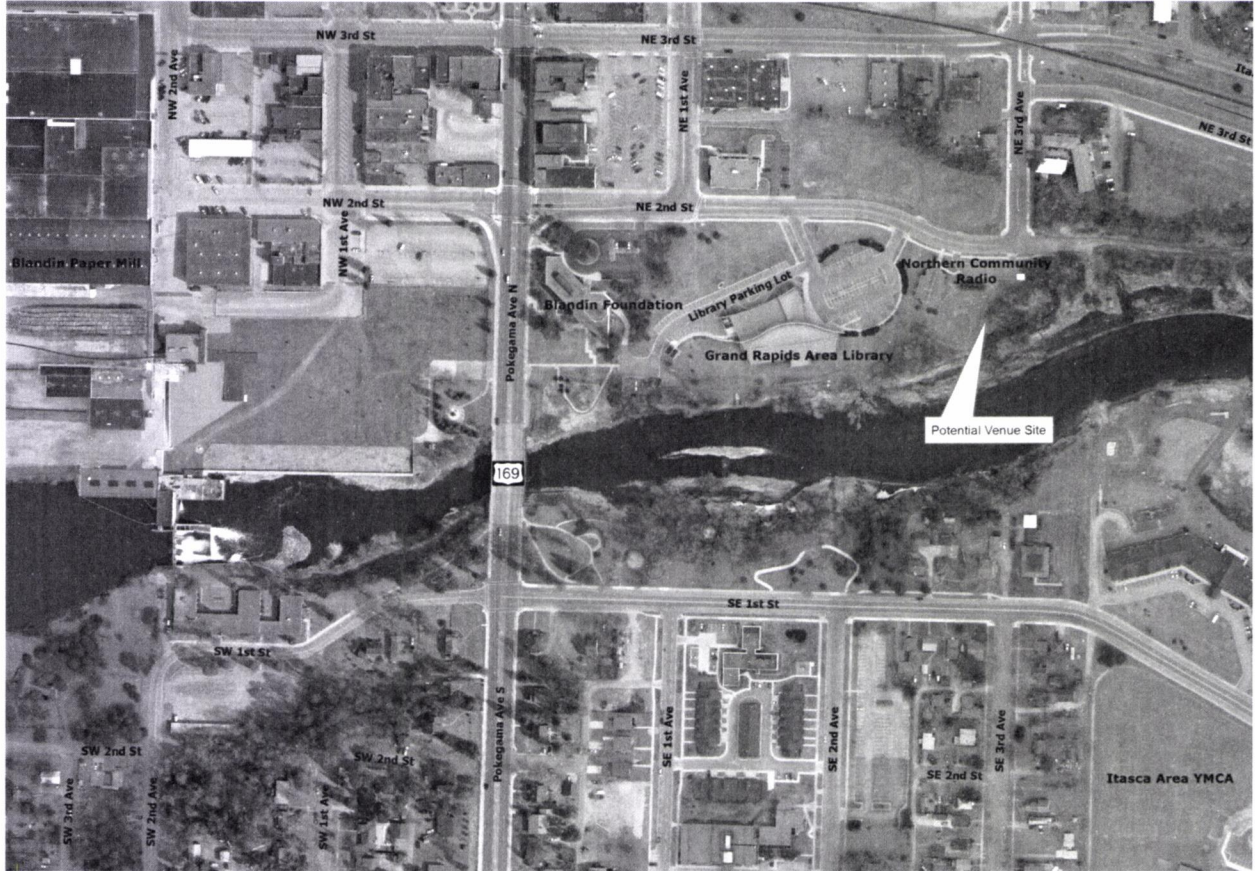
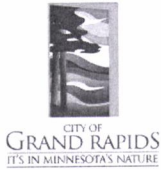


EXHIBIT B





CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0080 **Version:** 1 **Name:** Golf Cart Bids
Type: Agenda Item **Status:** Consent Agenda
File created: 1/20/2016 **In control:** City Council
On agenda: 1/25/2016 **Final action:**
Title: Consider authorizing golf course staff to seek bids for the purchase of 25 electric golf carts
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Consider authorizing golf course staff to seek bids for the purchase of 25 electric golf carts

Background Information:

At the January 2016 regular golf board meeting, the board approved recommending council approval for the purchase of 25 electric golf carts.

The new carts will replace 25 1999 model carts that will be traded in on the purchase.

The carts are part of the 2016 Pokegama Golf Course Capital Improvement budget in the amount of \$110,000.

To prepare for this purchase the golf course did not have any equipment purchases in 2015.

The carts will be paid for in full in one lump sum from golf course budgeted funds.

Staff Recommendation:

Golf Course staff recommends authorization to seek bids for the purchase of 25 electric golf carts

Requested City Council Action

The golf board and staff are seeking a motion to authorize the golf staff to seek bids for the purchase of 25 new electric golf carts.



CITY OF
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IT'S IN MINNESOTA'S NATURE

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0082 **Version:** 1 **Name:** Precinct 2 polling place
Type: Agenda Item **Status:** Consent Agenda
File created: 1/21/2016 **In control:** City Council
On agenda: 1/25/2016 **Final action:**
Title: Consider adopting a resolution establishing the Grand Rapids Armory as the election polling place for precinct two.
Sponsors:
Indexes:
Code sections:
Attachments: [Resolution establishing Precinct 2 polling place](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution establishing the Grand Rapids Armory as the election polling place for precinct two.

Background Information:

Due to space availability issues with First Evangelical Lutheran Church, located at 735 NE 1st Avenue, the polling place for Precinct Two (2) must be relocated. Staff has met with Sergeant Brian Reiten with the Grand Rapids Armory and secured use of the facility for the 2016 Primary & General Elections at no charge. However, the City will pay wages for one individual duty officer for hours in excess of the normal working day at \$ per hour.

Staff Recommendation:

Adopt resolution establishing new polling place for Precinct Two (2).

Requested City Council Action

Make a motion to adopt a resolution establishing the Grand Rapids National Guard Armory, located at 735 NE 1st Avenue, as the official polling place for Grand Rapids Precinct Two (2).

Councilor introduced the following resolution and moved for its adoption:

RESOLUTION NO. 16-

A RESOLUTION ESTABLISHING THE NATIONAL GUARD ARMORY AS THE
OFFICIAL POLLING PLACE FOR GRAND RAPIDS PRECINCT TWO (2)

WHEREAS, Polling places are designated by the governing body of each municipality; and

WHEREAS, the governing body of a municipality making the polling place designation must designate, by ordinance or resolution, a polling place for every precinct; and

WHEREAS, the polling place designation remains in effect until the governing body makes a new designation; and

WHEREAS, changes cannot be made less than 90 days before the next election, including school district elections or referenda, nor anytime between the state primary and general elections; and

WHEREAS, the previous polling place for Grand Rapids Precinct Two, First Evangelical Lutheran Church, cannot accommodate the needs of the City in the upcoming 2016 elections, a new polling place must be established.

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, hereby establishes the Grand Rapids National Guard Armory, located at 735 NE 1st Avenue, Grand Rapids, Minnesota as the official polling place for Grand Rapids Precinct Two (2).

Adopted this 25th day of January 2016.

Dale C. Adams, Mayor

Attest:

Kimberly Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Item #6a

Legislative Master

File Number: 16-0085

File ID: 16-0085

Type: Agenda Item

Status: Consent Agenda

Version: 1

Reference:

In Control: City Council

File Created: 01/25/2016

File Name: Reschedule public hearing.

Final Action:

Title: Consider adopting a resolution rescheduling public hearing for street improvement project 2017-1.

Notes:

Sponsors:

Enactment Date:

Attachments: 1-25-16 Resolution CP 2017-1 Rescheduling Hearing

Enactment Number:

Contact:

Hearing Date:

Drafter:

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File 16-0085

Consider adopting a resolution rescheduling public hearing for street improvement project 2017-1.

Background Information:

Due to updated information, staff is requesting that the previously scheduled public hearing for 5th Street N and 8th Avenue NE Street Improvements Project 2017-1 be rescheduled to February 22, 2016. This hearing was originally scheduled for Monday, February 8, 2016.

Staff Recommendation:

Adopt resolution to reschedule public hearing.

Requested City Council Action

Make a motion to adopt a resolution rescheduling a public hearing for 5th Street N and 8th Avenue NE Street Improvements Project, Project 2017-1.



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Legislation Details (With Text)

File #: 16-0076 **Version:** 1 **Name:** Department Head Report
Type: Agenda Item **Status:** Department Head Report
File created: 1/20/2016 **In control:** City Council
On agenda: 1/25/2016 **Final action:**
Title: Department Head Report - Engineering

Sponsors:

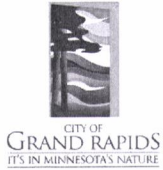
Indexes:

Code sections:

Attachments:

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	16-0078	Version:	1	Name:	Amended Lessee's Certificate
Type:	Agenda Item	Status:		Status:	Public Utilities
File created:	1/20/2016	In control:		In control:	City Council
On agenda:	1/25/2016	Final action:		Final action:	
Title:	Consider amending the Lessee's Certificate, authorizing Anthony Ward to sign requisitions for reimbursement for U.S. Bancorp.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Amended US Bancorp Lessee's Certificate				

Date	Ver.	Action By	Action	Result
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Consider amending the Lessee's Certificate, authorizing Anthony Ward to sign requisitions for reimbursement for U.S. Bancorp.

Background Information:

As it pertains to the lease/purchase agreement to acquire the advanced metering infrastructure system, adding Mr. Ward as an authorized signer will avoid the necessity of having the Mayor sign each requisition as the project proceeds over the next twelve months.

Staff Recommendation:

Amend lessee's Certificate as requested.

Requested City Council Action

Make a motion to amend the Lessee's Certificate, authorizing Anthony Ward to sign the requisitions for reimbursement from U.S. Bancorp for lease/purchase agreement to acquire the advanced metering infrastructure system.

EXHIBIT 3

Lessee's Certificate

Re: **Property Schedule No. 1** to Master Tax-Exempt Lease/Purchase Agreement between U.S. Bancorp Government Leasing and Finance, Inc. and City of Grand Rapids.

The undersigned, being the duly elected, qualified and acting Mayor of the City of Grand Rapids ("Lessee") do hereby certify, as of October 15, 2015, as follows:

1. Lessee did, at a meeting of the governing body of the Lessee held 1-25-16 by resolution or ordinance duly enacted, in accordance with all requirements of law, approve and authorize the execution and delivery of the above-referenced Property Schedule (the "Property Schedule") and the Master Tax-Exempt Lease/Purchase Agreement (the "Master Agreement") by the following named representative of Lessee, to wit:

NAME OF EXECUTING OFFICIAL	TITLE OF EXECUTING OFFICIAL	SIGNATURE OF EXECUTING OFFICIAL
Dale Adams	Mayor	
And/ Or Anthony Ward	General Manager	

2. The above-named representative of the Lessee held at the time of such authorization and holds at the present time the office set forth above.

3. The meeting(s) of the governing body of the Lessee at which the Master Agreement and the Property Schedule were approved and authorized to be executed was duly called, regularly convened and attended throughout by the requisite quorum of the members thereof, and the enactment approving the Master Agreement and the Property Schedule and authorizing the execution thereof has not been altered or rescinded. All meetings of the governing body of Lessee relating to the authorization and delivery of Master Agreement and the Property Schedule have been: (a) held within the geographic boundaries of the Lessee; (b) open to the public, allowing all people to attend; (c) conducted in accordance with internal procedures of the governing body; and (d) conducted in accordance with the charter of the Lessee, if any, and the laws of the State.

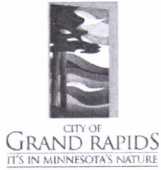
4. No event or condition that constitutes, or with the giving of notice or the lapse of time or both would constitute, an Event of Default or a Nonappropriation Event (as such terms are defined in the Master Agreement) exists at the date hereof with respect to this Property Schedule or any other Property Schedules under the Master Agreement.

5. The acquisition of all of the Property under the Property Schedule has been duly authorized by the governing body of Lessee.

6. Lessee has, in accordance with the requirements of law, fully budgeted and appropriated sufficient funds for the current budget year to make the Lease Payments scheduled to come due during the current budget year under the Property Schedule and to meet its other obligations for the current budget year and such funds have not been expended for other purposes.

7. As of the date hereof, no litigation is pending, (or, to my knowledge, threatened) against Lessee in any court (a) seeking to restrain or enjoin the delivery of the Master Agreement or the Property Schedule or of other agreements similar to the Master Agreement; (b) questioning the authority of Lessee to execute the Master Agreement or the Property Schedule, or the validity of the Master Agreement or the Property Schedule, or the payment of principal or interest on, the Property Schedule; (c) questioning the constitutionality of any statute, or the validity of any proceedings, authorizing the execution of the Master Agreement and the Property Schedule; or (d) affecting the provisions made for the payment of or security for the Master Agreement and the Property Schedule.

City of Grand Rapids
By:
Title: Grand Rapids City Clerk
SIGNER MUST NOT BE THE SAME AS THE EXECUTING OFFICIAL(S) SHOWN ABOVE.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0083 **Version:** 1 **Name:** Library Board Appointments
Type: Agenda Item **Status:** Administration Department
File created: 1/21/2016 **In control:** City Council
On agenda: 1/25/2016 **Final action:**
Title: Consider appointing applicants to the Grand Rapids Library Board.

Sponsors:

Indexes:

Code sections:

Attachments: [Deborah Kee - Library Board Applicant \(Non-resident\)](#)
[Tabbert, Lisa - Library Board Applicant \(Resident\)](#)

Date	Ver.	Action By	Action	Result
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Consider appointing applicants to the Grand Rapids Library Board.

Background Information:

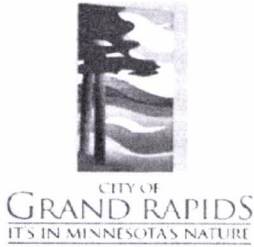
The Library Board currently has two vacancies. One non-resident, township position, term to expire December 31, 2018 and one resident, unexpired term to expire December 31, 2016. Two applicants have expressed their willingness to serve the City in this capacity. Deborah Kee, a non-resident from Wabana Township and Lisa Tabbert, City of Grand Rapids. Both applications have been attached for you review.

Staff Recommendation:

Recommend individuals to fill unexpired vacancies.

Requested City Council Action

Make a motion to appoint one non-resident member, term to expire December 31, 2018 and one resident member, unexpired term to expire December 31, 2016.



420 N. Pokegama Ave
Grand Rapids, MN 55744
(218)326-7600
(218)326-7608 Fax

www.cityofgrandrapidsmn.com

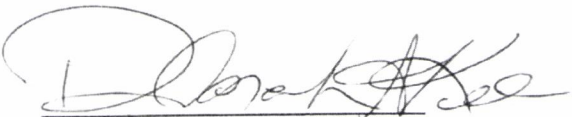
Application for City Boards and Commissions

Please use the Supplemental Notes Page to add additional pertinent information that will not fit in the boxes provided.

As an applicant for a City Board or Commission, your name, address and phone number will be available to the press and the public. You will be contacted regarding action taken on your appointment.

Full name: Deborah Kee	Date: 11/17/15
Address: 31732 Zim's Lane Grand Rapids, MN	Phone #: (218) 256-3288
Email Address: kee.deb@gmail.com	
Board or Commission being applied for: Library Board	
Occupation (if retired, please indicate former occupation/profession): Retired Math/Computer Science teacher at Itasca Community College	
Education: B.S. Computer Science, M.S. Mathematics Education	
Professional and/or community activities: I have been an active member of the faculty at ICC. I have served on many committees, including Personnel and Fiscal/Facilities as well as the Technology Planning Committee. I served for several years as the Coordinator for Teaching and Learning. I am an active member of Community Presbyterian Church serving currently as a Trustee, member of the Personnel Committee, am a former elder and currently work with the youth groups. I am the Treasurer of the Wabana Township and I work with the Wabana Community Fund to give scholarships and serve funeral luncheons for local people.	
Brief statement on qualifications: I believe in libraries. While they may not have the same look or feel as my mother's library, libraries are still the center for gathering and information in communities large and small. I am familiar with designing mission statements to drive visions and goals for organizations. I have many years of looking to students (patrons in the case of the library) and their needs as the driver for organization goals and changes. I have experience with personnel management as well as experience working with a budget to prioritize goals.	

Please return this form to: City Administration Office
420 N Pokegama Ave.
Grand Rapids, MN 55744


Signature of applicant



RECEIVED

DEC 29 2014

CITY OF GRAND RAPIDS
www.cityofgrandrapidsmn.com

420 N. Pokegama Ave
Grand Rapids, MN 55744
(218)326-7600
(218)326-7608 Fax

Application for City Boards and Commissions

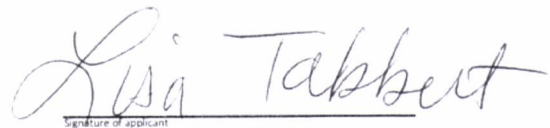
Please use the Supplemental Notes Page to add additional pertinent information that will not fit in the boxes provided.

As an applicant for a City Board or Commission, your name, address and phone number will be available to the press and the public. You will be contacted regarding action taken on your appointment.

Full name: Lisa Marie Tabbert	Date: 12/22/14
Address: 505 NE 6th Ave, Grand Rapids MN 55744	Phone #: (218) 398-2349
Email Address: CLTABBERT@MSN.COM	
Board or Commission being applied for: Library Board	
Occupation (if retired, please indicate former occupation/profession): Mother, Homemaker	
Education: University of Minnesota - Morris, B.A.	
Professional and/or community activities: Local business owner Murphy Elementary volunteer ISD 318 World's Best Workforce member, formerly known as Systems Accountability Committee (SAC) Worship Committee member at Community Presbyterian Church Vacation Bible School volunteer leader	
Brief statement on qualifications: I am an educated, involved member of the Grand Rapids community that values and utilizes the Grand Rapids Area Library.	

Please return this form to:

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


Signature of applicant



CITY OF
GRAND RAPIDS
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CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	16-0072	Version:	1	Name:	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.
Type:	Public Hearing	Status:			Public Hearing
File created:	1/19/2016	In control:			City Council
On agenda:	1/25/2016	Final action:			
Title:	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.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Easement Vacation Map Oppidan Easement Vacation: Application				

Date	Ver.	Action By	Action	Result
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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.

Background Information:

Oppidan Holdings, LLC., and LN Real Estate, LLC., submitted a valid petition on December 10, 2015 requesting the vacation of the following described public utility and fire lane easement:

A tract of land located in the unplatted part of the SE ¼ of NW ¼, Section 28, Township 55N, Range 25W, Itasca County, Minnesota, more particularly described as follows: A strip of land 30 ft. wide extending from 12th Street SE to the S boundary of the SE ¼ of NW ¼, the center line of the above strip to be a line 678.86 ft. east of and parallel to the easterly right-of-way of Trunk Highway #169.

The subject easement is generally located on the east ¼ of the former ProBuild/UBC property (petitioners property) at 1250 S. Pokegama Ave. and extending north, onto the Itasca County Health and Human Services building property at 1209 SE 2nd Ave. (see attached map)

As stated within the attached Public Vacation Application, the request made by the property owner, would remove an unused easement from the property, thus allowing for future redevelopment to take place.

There were no concerns or objections expressed, regarding the petitioned easement vacation, from the staff review committee which consists of: Public Works Department, Engineering Department, Community Development Department, Fire Department, Police Department, and the Grand Rapids Public Utilities Commission.

On January 7, 2016 the Planning Commission formally reviewed the proposed easement vacation and recommended to the City Council approval of the vacation as petitioned, based on certain findings of fact, which are incorporated into the draft resolution.

Requested City Council Action

Conduct a public hearing to consider the vacation of a public utility and fire lane easement, granted to the City of Grand

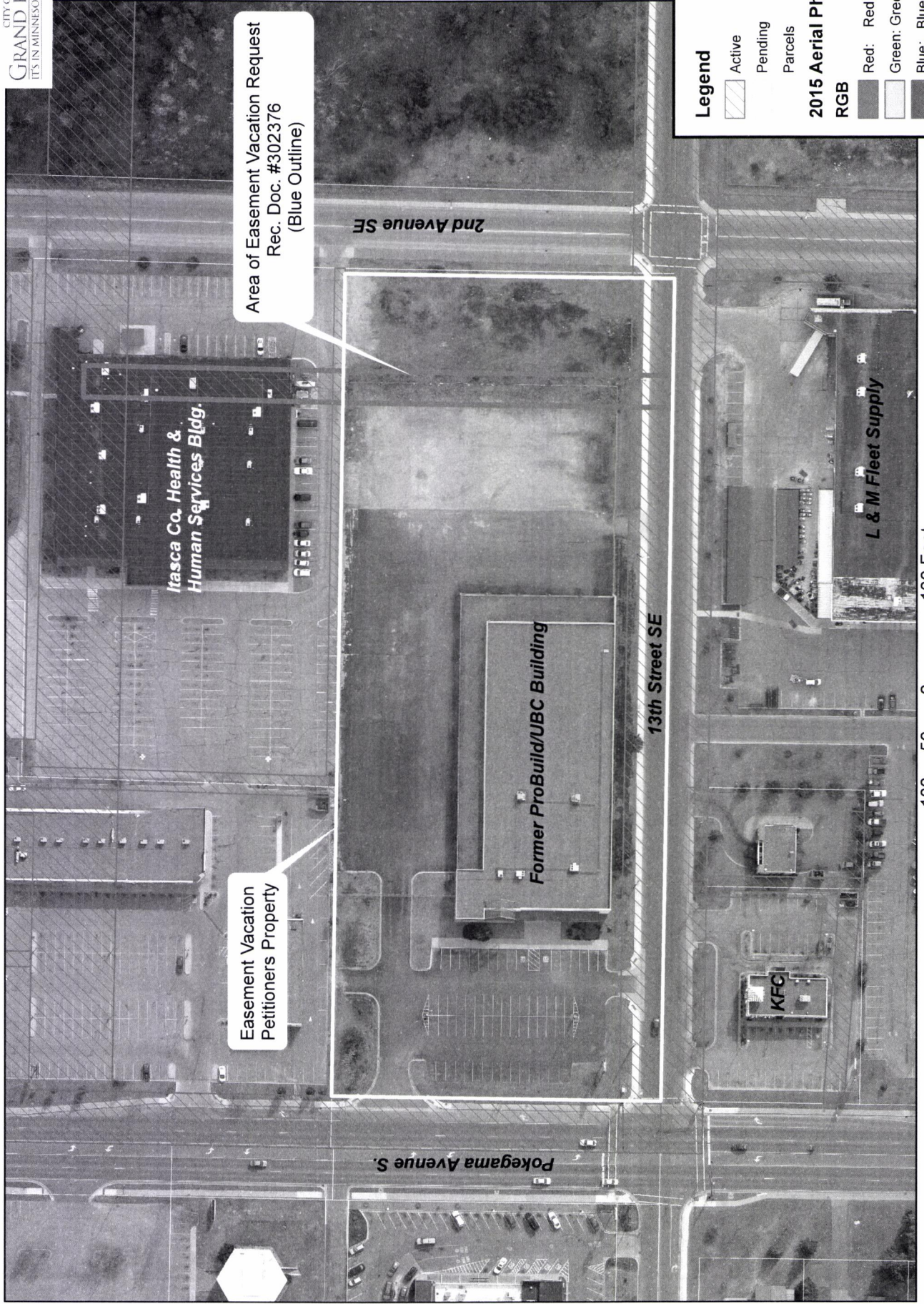
Rapids in May of 1975 through recorded document number 302376.

Oppidan Holdings/LN Real Estate Easement Vacation Request




(Public Utility and Fire Lane Easement)



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




Legend

-  Active
-  Pending
-  Parcels

2015 Aerial Photo

RGB

-  Red: Red
-  Green: Green
-  Blue: Blue



Public Vacation Application
 Community Development Department
 420 North Pokegama Ave.
 Grand Rapids, MN 55744
 Tel. (218) 326-7601 Fax (218) 326-7621
 Web Site: www.cityofgrandrapidsmn.com

General Information:	
<u>Oppidan Holdings, LLC</u> Name of Applicant <u>400 Water Street, Suite 200</u> Address <u>Excelsior, MN 55331</u> City State Zip <u>952-294-0353</u> Business Telephone/e-mail address	<u>LN Real Estate, LLC</u> Name of Owner (if other than applicant) <u>901 Second Avenue, Suite 1300</u> Address <u>Seattle WA 98104</u> City State Zip <u>206-501-4519</u> Business Telephone/e-mail address
Please check which of the following you are applying for: <input type="checkbox"/> Street Vacation <input type="checkbox"/> Alley Vacation <input checked="" type="checkbox"/> Easement Vacation	
Provide a legal description of the property to be vacated (for example, the North-South alley adjacent to lots 8-12, block 5, Grand Rapids 5 th Division). Attach an exhibit and/or electronic file if the legal description is lengthy.	
<u>Attached.</u>	
I (we) certify that, to the best of my(our) knowledge, information, and belief, all of the information presented in this application is accurate and complete and includes all required information and submittals, and that I consent to entry upon the subject property by public officers, employees, and agents of the City of Grand Rapids wishing to view the site for purposes of processing, evaluating, and deciding upon this application.	
<u>[Signature]</u> Signature(s) of Applicant(s)	<u>12/7/15</u> Date
<u>Audrey L. Rowe</u> Signature(s) of Owner(s)-(if other than applicant)	<u>12/7/15</u> Date
Office Use Only Date Received <u>DEC 10 2015</u> Certified Complete <u>12/11/2015</u> Fee Paid <u>\$505.00</u>	
Does the boundary of the requested vacation terminate at or about a public water body: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Planning Commission Recommendation	Approved _____ Denied _____ Meeting Date <u>1/7/2016</u>
City Council Action	Approved _____ Denied _____ Meeting Date _____
Summary of Special Conditions of Approval: _____	

Required Submittals:

- Application Fee - \$505.00 *¹ Location Map Petition for Vacation
 Proof of Ownership – (a copy of a property tax statement or deed will suffice)

**¹The application fees charged are used for postage to mail the required notices to adjacent properties, publication of the public hearing notice in the Grand Rapids Herald Review, and for a small portion of staff time for case review and preparation of documents. It is the policy of the City of Grand Rapids to require applicants for land use approvals to reimburse the City for costs incurred by the City in reviewing and acting upon applications, so that these costs are not borne by the taxpayers of the City.*

Justification of Proposed Vacation: Please answer the following question (attach additional pages if needed). The Planning Commission and City Council will consider these questions and responses, and other issues (see attached list) in making their findings of fact and recommendation on the proposed rezoning.

1. Explain why the proposed vacation would be in the public's best interest. Please refer to the factors being considered by the Planning Commission and City Council that are listed on the final page of this application.

Easement no longer being used
lots slated for development

Additional Instructions:

Prior to submitting your Petition for Vacation, you will need to arrange for one or more preliminary meetings with the Community Development Director. This meeting is intended to ensure that the proposed application is complete, to answer any questions the applicant may have, discuss meeting schedules and, if applicable, the scope of the required submittals.

Findings for Approval:

The Planning Commission, in formulating its recommendation, and the City Council, in support of its action will make findings of fact based on their responses to the following list of considerations:

- Is the street right-of-way needed for traffic purposes?
- Is the street right-of-way needed for pedestrian purposes?
- Is the street right-of-way needed for utility purposes?
- Would vacating the street right-of-way place additional land on the tax rolls?
- Would vacating the street right-of-way facilitate economic development in the City?

In cases where a street/alley or public right-of-way is adjacent to a public water (lake or river), the City will also give consideration to comments submitted by the Minnesota Department of Natural Resources.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Complete applications shall be submitted to the Community Development Department one month prior to the Planning Commission's review of the vacation. More information may be requested by the City of Grand Rapids Planning Commission or City Council, if deemed necessary to properly evaluate your request. The lack of information requested may be in itself sufficient cause to deny an application.

Petition for Vacation

PETITION FOR VACATION OF (PART OF) Public Utilities and (STREET/ALLEY/EASEMENT) IN THE CITY OF GRAND RAPIDS.
Fire Lane Easement

To the City Council of Grand Rapids, Minnesota:

The undersigned, a majority of the owners of property as set forth opposite their respective names, abutting on PU and Fire Lane (Street/Alley/Easement), respectfully petition the City Council to vacate the aforesaid (part of) Public Utilities and Fire Lane (Street/Alley/Easement).

Names (If not owner, describe nature of the interest in this property)

Description of Property

Audra Brown / Property Manager
LN Real Estate LLC.

1250 S. Pokegama Ave
#91-028-2407

Received on the 11 day of Dec, 2015


City Clerk

This petition must be signed by at least FIFTY PERCENT (50%) of the property owners, or those with property interests abutting the property (street, alley or easement) to be vacated. Please provide the appropriate number of names and addresses and signatures, as needed to meet this requirement (attach additional sheet if necessary).

302376

PUBLIC UTILITIES AND FIRE LANE
EASEMENT

WE, John L. Saxhaug and Virginia Saxhaug, husband and wife; Roy B. Winberg and Pauline M. Winberg, husband and wife; and C. Dudley Green and Cecil Green, husband and wife, of Itasca County, State of Minnesota, herein called Grantors, for the consideration of One and no/100ths Dollars (\$1.00) to Grantors paid in hand, the receipt is hereby acknowledged by Grantors, and of the covenants and agreements herein expressed, hereby grant unto the City of Grand Rapids, herein called City, a Municipal corporation of the State of Minnesota, a perpetual right of way over and across and an easement in the land hereinafter described, for the purpose of clearing, trenching for, laying, constructing, maintaining and repairing public utilities lines including water, sewer, telephone, gas, electrical and any and other all cables or pipes.

Said land lying in the County, of Itasca, State of Minnesota, more particularly described as follows:

A tract of land located in the unplatted part of the Southeast Quarter of the Northwest Quarter (SE 1/4 of NW 1/4) of Section Twenty-eight (28), Township Fifty-five (55) North, Range Twenty-five (25) West of the Fourth Principal Meridian, more particularly described as follows: A strip of land thirty feet (30') wide extending from twelfth street southeast to the south boundary of the southeast quarter of northwest quarter (SE 1/4 of NW 1/4), the center line of the above strip to be a line 678.86 feet east of and parallel to the easterly right of way Trunk Highway #169.

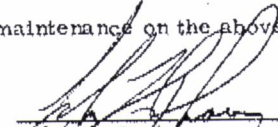
TO HAVE AND TO HOLD THE SAME UNTO THE CITY for the uses and purposes herein. Grantors, their heirs and assigns, hereby covenant to and with City, its officers, agents or employees, that it may at anytime when necessary or convenient to do so, go over and upon said described land and to do and perform any and all acts necessary or convenient to the caring into

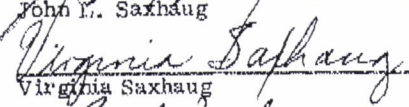
Exempt from State Deed Tax
Shirley R. Johnson
Dale M. Virden, County Treasurer

Page Two

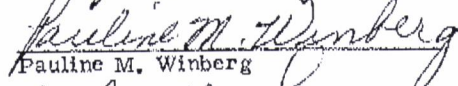
effect the purposes for which this grant is made. That neither Grantors, their heirs and assigns, nor any or either of them, shall disturb, injure, molest or in any manner interfere with any public utility or material for laying, maintaining, operating or repairing the same, in, over or upon said described premises.


Grantors further herewith covenant and agree that they will not construct any buildings on said premises above described, and Grantors, their heirs and assigns, further covenant that they will maintain the above described premises free and clear of all snow and shall blacktop the same and shall not allow any cars, motor vehicles or any objects to be placed upon the above described premises; the Grantors, their heirs and assigns, further covenant that the above described premises shall be free from any and all obstructions so that there may be a free flow of traffic over the same and further that at all times Grantors, their heirs and assigns, shall remove all snow from the above described premises and shall be responsible for paving the same and repairing any pavement as a result of City herein having to do any maintenance on the above described premises.

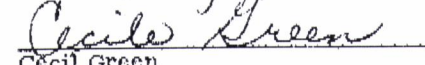

John E. Saxhaug


Virginia Saxhaug


Roy B. Winberg


Pauline M. Winberg


C. Dudley Green


Cecil Green

302376

STATE OF MINNESOTA)
) ss
COUNTY OF ITASCA)

On this 16th day of May, 1975, before me, a notary public within and for said county, personally appeared John L. Saxhaug and Virginia Saxhaug, husband and wife; Roy B. Winberg and Pauline M. Winberg, husband and wife; and C. Dudley Green and Cecil Green, husband and wife, to me known to be the persons described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.



William G. Richard
Notary Public Itasca County, Minn.
My commission expires 12 June 1975

OFFICE OF REGISTER OF DEEDS
STATE OF MINNESOTA)
County of Itasca) ss.
I hereby certify that the within instrument was filed in this office for record as
Document No. 302376
Date JUN 2 1975 at 12:05 P M.
DORIS L. BURTON
Register of Deeds
By Jean E. Hillard
Deputy

EXHIBIT A
LEGAL DESCRIPTION

The West 842.00 feet of the South 315.00 feet of the Southeast Quarter of the Northwest Quarter, Section 28, Township 55 North of Range 25 West of the Fourth Principal Meridian, except that part thereof lying Easterly of the following described line:

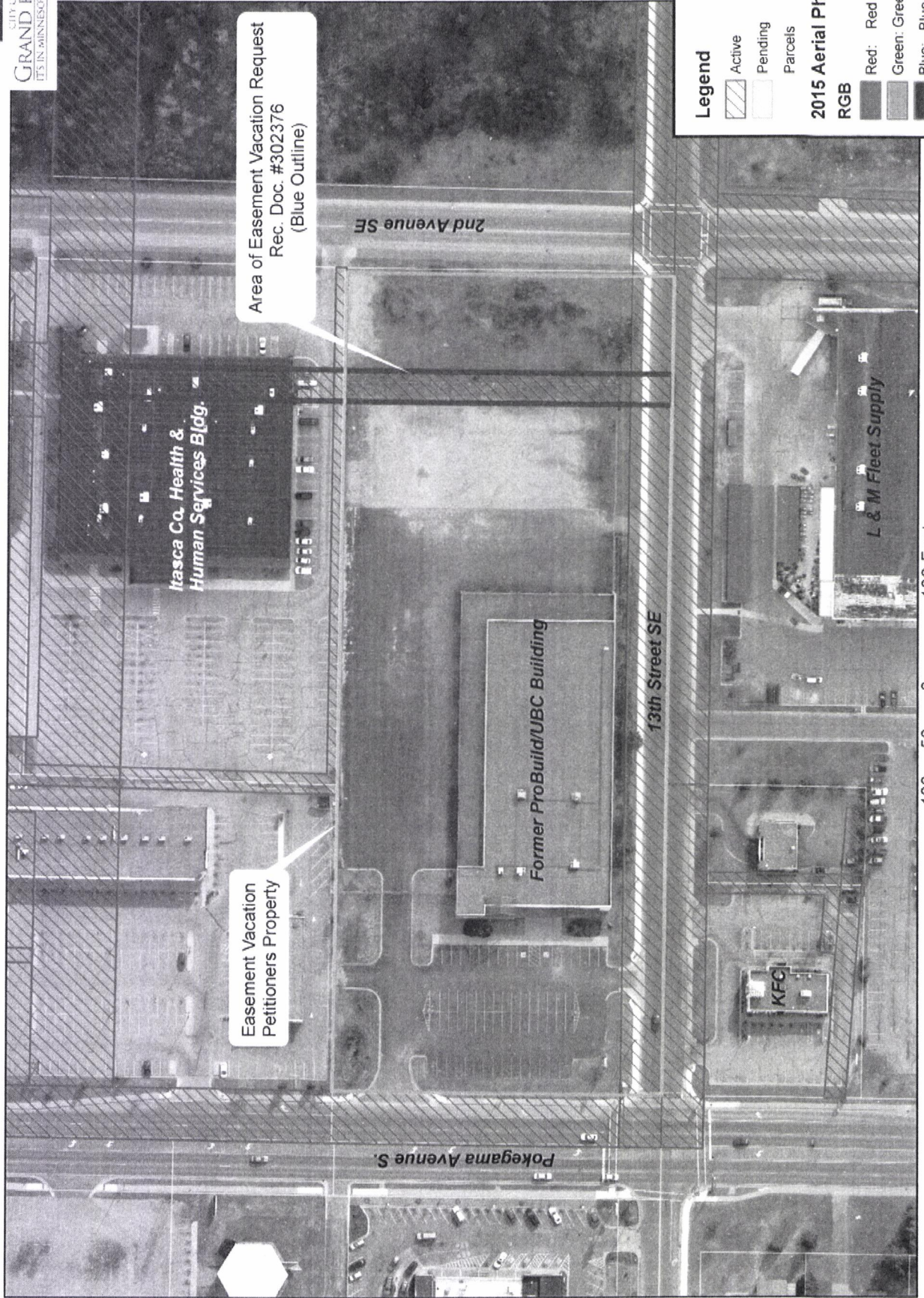
Commencing at the Southwest corner of the Southeast Quarter of the Northwest Quarter; thence North 89 degrees 45 minutes 26 seconds East assumed bearing along the South line of said Southeast Quarter of the Northwest Quarter a distance of 837.38 feet to the point of beginning of the line to be described; thence North 00 degrees 30 minutes 17 seconds East 315.03 feet to intersect the North line of said South 315 feet and there terminate.

Oppidan Holdings/LN Real Estate Easement Vacation Request

(Public Utility and Fire Lane Easement)



CITY OF GRAND RAPIDS
ITS IN MINNESOTA'S NATURE



Easement Vacation
Petitioners
Property

Area of Easement Vacation Request
Rec. Doc. #302376
(Blue Outline)

Legend

- Active
- Pending
- Parcels

2015 Aerial Photo

RGB

- Red: Red
- Green: Green
- Blue: Blue





CITY OF
GRAND RAPIDS
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CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0073 **Version:** 1 **Name:** Consider the adoption of a resolution approving 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

Type: Agenda Item **Status:** Public Hearing

File created: 1/19/2016 **In control:** City Council

On agenda: 1/25/2016 **Final action:**

Title: 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.

Sponsors:

Indexes:

Code sections:

Attachments: [Easement Vacation: Draft Resolution](#)

Date	Ver.	Action By	Action	Result
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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.

Background Information:

After the public hearing on this matter, the City Council will want to consider the public testimony received and review the recommendation put forward by the Planning Commission.

The Council can accept the recommendation of the Planning Commission, if they are in agreement with it, and adopt the resolution as prepared, or the Council can make its own findings to support its reasons for approving or denying the petitioned public utility and fire lane easement vacation.

Requested City Council Action

Consider the adoption of a resolution approving 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.

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

RESOLUTION NO. 16-__

A RESOLUTION FOR THE VACATING OF THE UTILITY AND FIRE LANE EASEMENT GRANTED TO THE CITY THROUGH RECORDED DOCUMENT 302376 IN MAY OF 1975

WHEREAS, the City Planning Commission, at a their regular meeting on January 7, 2016 reviewed the vacation request for a public utility and fire lane easement granted to the City of Grand Rapids in recorded document number 302376 and described as:

A tract of land located in the unplatted part of the SE ¼ of NW ¼, Section 28, Township 55N, Range 25W, Itasca County, Minnesota, more particularly described as follows: A strip of land 30 ft. wide extending from 12th Street SE to the S boundary of the SE ¼ of NW ¼, the center line of the above strip to be a line 678.86 ft. east of and parallel to the easterly right-of-way of Trunk Highway #169

WHEREAS, the Planning Commission found the vacation to be in the best interest of the public's health, safety, and general welfare; and

WHEREAS, the Planning Commission forwarded a recommendation for approval of the requested vacation; and

WHEREAS, the City Clerk's affidavit of publication of Notice of Public Hearing and of mailing notices to area residents were provided; and

WHEREAS, the Grand Rapids City Council conducted a public hearing on January 25, 2016, to consider the vacation of the public utility and fire lane easement described above; and

WHEREAS, all persons who wished to voice their opinion in regard to the above mentioned vacation were allowed to be heard; and

WHEREAS, it appears that the vacation will be in the best interest of the City to approve such petition;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRAND RAPIDS, MINNESOTA: that the City Council does concur with the Planning Commission's findings that this vacation is in the best

interest of the public's health, safety, and general welfare, and hereby vacates the above described public utility and fire lane easement based on the following findings of fact:

- The easement is not and has not been needed for traffic purposes, as 2nd Avenue SE is adjacent to/east of the easement.
- The easement is not needed for pedestrian purposes, as sidewalks are adjacent to/east of the easement.
- The easement is not needed for utility purposes.
- Vacating the easement will not put additional land on the tax rolls, but will rather allow for more use of the land for development with the easement's vacation.
- Vacating the easement would facilitate economic development in the City, by allowing for additional development to take place on the property after its vacation.

AND BE IT FURTHER RESOLVED, that;

1. The City Council instructs the City Clerk to submit a copy of this resolution to the Itasca County Assessor, Itasca County Recorder, and the Itasca County Auditor.

Adopted by the Council this 25th day of January, 2016.

Dale Adams, Mayor

ATTEST:

Kim Gibeau, City Clerk

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

This document was drafted by:
Eric Trast, Community Development Specialist
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744



CITY OF
GRAND RAPIDS
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CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 16-0081 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Verified Claims
File created: 1/20/2016 **In control:** City Council
On agenda: 1/25/2016 **Final action:**
Title: 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.
Sponsors:
Indexes:
Code sections:
Attachments: [COUNCIL BILL LIST 01-25-2016.pdf](#)

Date	Ver.	Action By	Action	Result
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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.

Requested City Council Action

Make a motion 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.

CITY OF GRAND RAPIDS COUNCIL BILL LIST - JANUARY 25, 2016

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 01/25/2016

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
0500050	E3 CONSULTING SERVICES	-56.25
1309335	MINNESOTA REVENUE	56.25
	TOTAL	0.00
CITY WIDE		
0300200	CDW GOVERNMENT INC	1,633.85
0401740	DATEL CONSULTING GROUP	267.00
0519650	ESRI INC	25,000.00
1900225	SEH-RCM	390.00
1901524	SAND CREEK GROUP, LTD	1,870.00
1915248	SOFTWARE HARDWARE INTEGRATION	722.80
	TOTAL CITY WIDE	29,883.65
SPECIAL PROJECTS-BUDGETED		
2500050	ITASCA COUNTY FAMILY YMCA INC	12,500.00
	TOTAL SPECIAL PROJECTS-BUDGETED	12,500.00
ADMINISTRATION		
0718060	GRAND RAPIDS NEWSPAPERS INC	817.50
	TOTAL ADMINISTRATION	817.50
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE LINEN & APPAREL	33.80
1909510	SIM SUPPLY INC	106.02
	TOTAL BUILDING MAINTENANCE-CITY HALL	139.82
COMMUNITY DEVELOPMENT		
0718060	GRAND RAPIDS NEWSPAPERS INC	116.00
	TOTAL COMMUNITY DEVELOPMENT	116.00
ENGINEERING		
0300200	CDW GOVERNMENT INC	395.06
1200800	LHB ENGINEERS & ARCHITECTS	1,356.60
	TOTAL ENGINEERING	1,751.66

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VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
FINANCE		
1309495	MINUTEMAN PRESS	202.01
1805230	REESE RUBBER STAMP COMPANY	47.00
TOTAL FINANCE		249.01
FIRE		
0113233	AMERIPRIDE LINEN & APPAREL	15.50
0201725	BATTERIES PLUS	22.49
0401804	DAVIS OIL	198.35
0513235	EMERGENCY RESPONSE SOLUTIONS	305.00
0609671	FIRE SAFETY USA, INC	4,640.00
0717996	GRAND ITASCA CLINIC	159.97
1801610	RAPIDS PLUMBING & HEATING INC	207.30
TOTAL FIRE		5,548.61
INFORMATION TECHNOLOGY		
0300200	CDW GOVERNMENT INC	2,871.39
0500050	E3 CONSULTING SERVICES	225.00
1915248	SOFTWARE HARDWARE INTEGRATION	5,456.00
TOTAL INFORMATION TECHNOLOGY		8,552.39
PUBLIC WORKS		
0315472	COMFORT HEATING LLC	220.00
0401804	DAVIS OIL	3,973.04
0514802	ENVIROTECH SERVICES INC	5,357.38
0920061	ITASCA COUNTY TREASURER	3.80
1503150	OCCUPATIONAL DEVELOPMENT CTR	2,535.00
2305453	WESCO DISTRIBUTION INC	328.32
TOTAL PUBLIC WORKS		12,417.54
FLEET MAINTENANCE		
1309725	MITCHELL1	1,728.00
TOTAL FLEET MAINTENANCE		1,728.00
POLICE		
0103325	ACHESON TIRE COMPANY INC	549.16
0221650	BURGGRAF'S ACE HARDWARE INC	279.96

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VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
POLICE		
0300200	CDW GOVERNMENT INC	27.40
0601680	FASHION TO FIT	15.00
0715447	GOLDEN RULE CREATION INC	47.79
0717993	GRAFIX SHOPPE	411.77
0718060	GRAND RAPIDS NEWSPAPERS INC	116.00
1309149	MN CHIEFS OF POLICE ASSOC	420.00
1309495	MINUTEMAN PRESS	123.28
1909650	SIRCHIE FINGER PRINT INC	327.29
2000400	T J TOWING	110.00
	TOTAL POLICE	2,427.65
CENTRAL SCHOOL		
0405223	DEER RIVER HIRED HANDS INC	30.00
	TOTAL	30.00
AIRPORT		
0114200	ANDERSON GLASS	372.50
0221650	BURGGRAF'S ACE HARDWARE INC	76.98
0315455	COLE HARDWARE INC	32.98
0504825	EDWARDS OIL INC	583.43
1200530	LNR UNDERGROUND, LLC	450.00
1209735	LITTLE FALLS MACHINE INC	886.33
	TOTAL	2,402.22
CIVIC CENTER		
T001046	TIFFANY ZIMMERMAN	425.00
	TOTAL	425.00
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	98.66
0114200	ANDERSON GLASS	304.60
0221650	BURGGRAF'S ACE HARDWARE INC	241.86
0301685	CARQUEST AUTO PARTS	15.74
0315455	COLE HARDWARE INC	89.60
0315495	COMMERCIAL REFRIGERATION	1,915.00

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VENDOR #	NAME	AMOUNT DUE
CIVIC CENTER		
GENERAL ADMINISTRATION		
0401804	DAVIS OIL	16.76
0501656	THE EARTHGRAINS COMPANY INC	111.78
0605670	FERRELLGAS	288.00
0718092	GRAND RAPIDS VOLLEYBALL ASSO	301.50
1015355	JOHNSON'S LOCK & SAFE INC	95.00
1105640	KERNEL CONCESSION SUPPLY	807.76
1209302	LIGHTNING BOOSTER CLUB INC	528.75
1301168	MARKETPLACE FOODS	82.04
1309172	MINNESOTA DEPARTMENT OF HEALTH	1,000.00
1415655	NORVEND INC	204.00
1421155	NUCH'S IN THE CORNER	29.34
1605611	PEPSI-COLA	1,291.83
1801610	RAPIDS PLUMBING & HEATING INC	246.25
1901535	SANDSTROM COMPANY INC	1,646.49
1905150	SECURITY ACCESS CONTROL	54.00
1909510	SIM SUPPLY INC	609.16
2116600	UPPER LAKE FOODS INC	1,317.73
TOTAL GENERAL ADMINISTRATION		11,295.85
RECREATION PROGRAMS		
0221650	BURGGRAF'S ACE HARDWARE INC	6.45
0312109	CLAFTON SALES - CLAFTON SKATE	25.97
TOTAL		32.42
CEMETERY		
2009725	TITAN MACHINERY INC	4,243.60
TOTAL		4,243.60
DOMESTIC ANIMAL CONTROL FAC		
1909510	SIM SUPPLY INC	0.00
TOTAL		0.00
2009D GO EQPT CERTIFICATE		
2305447	WELLS FARGO BANK NA	131,255.00

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INVOICES DUE ON/BEFORE 01/25/2016

VENDOR #	NAME	AMOUNT DUE

2009D GO EQPT CERTIFICATE		
	TOTAL	131,255.00
SP ASSESS IMP BOND-2001B		
2100265	U.S. BANK	36,728.13
	TOTAL	36,728.13
SP ASSESS IMP BOND-2006C		
2100265	U.S. BANK	192,400.00
	TOTAL	192,400.00
GO CIP REFUNDING BOND 2006B		
2100265	U.S. BANK	218,600.00
	TOTAL	218,600.00
SP ASSESS IMP BOND-2007A		
2305447	WELLS FARGO BANK NA	146,607.50
	TOTAL	146,607.50
SP ASSESS IMP BOND-2008C		
2305447	WELLS FARGO BANK NA	90,600.00
	TOTAL	90,600.00
GO STREET RECONST BNDS 2008B		
2305447	WELLS FARGO BANK NA	79,315.00
	TOTAL	79,315.00

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VENDOR #	NAME	AMOUNT DUE

GO IMP REFUNDING BOND-2009B		
2305447	WELLS FARGO BANK NA	15,225.00
	TOTAL	15,225.00
GO IMP BONDS 2009C		
2305447	WELLS FARGO BANK NA	379,095.00
	TOTAL	379,095.00
GO IMP, CIP & REFUNDING 2010A		
2305447	WELLS FARGO BANK NA	193,187.50
	TOTAL	193,187.50
GO IMP & RFNDING BONDS 2011B		
2305447	WELLS FARGO BANK NA	142,332.50
	TOTAL	142,332.50
GO IMPROVEMENT BONDS 2012A		
2305447	WELLS FARGO BANK NA	162,263.75
	TOTAL	162,263.75
GO IMP REFNDING BONDS-2013A		
2305447	WELLS FARGO BANK NA	210,015.00
	TOTAL	210,015.00
GO IMPRV RECONST BONDS 2013B		
2100265	U.S. BANK	294,843.75
	TOTAL	294,843.75

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VENDOR #	NAME	AMOUNT DUE

GO IMP BONDS 2014A		
2100265	U.S. BANK	246,623.76
	TOTAL	246,623.76
1ST AVE CONDO ABATEMENT		
0100000	1ST AVE CONDOMINIUMS LLC	5,223.69
	TOTAL	5,223.69
TIF #1-8 LAKEWOOD APTS		
1201450	LAKWOOD HEIGHTS	16,058.23
	TOTAL	16,058.23
TIF 1-6 OLD HOSPITAL BONDS		
2305447	WELLS FARGO BANK NA	37,170.00
	TOTAL	37,170.00
TIF 1-7 BLK 37 REDEVELOPMENT		
0718070	GRAND RAPIDS STATE BANK	7,046.58
	TOTAL	7,046.58
TIF 1-6 OLD HOSP HSING PAYGO		
0717989	GRAND PLAZA HOUSING	11,059.67
	TOTAL	11,059.67
TIF 1-9 MAJESTIC PINES		
1301400	MAJESTIC PINES GRAND LLC	16,097.33
	TOTAL	16,097.33

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INVOICES DUE ON/BEFORE 01/25/2016

VENDOR #	NAME	AMOUNT DUE
GENERAL CAPITAL IMPRV PROJECTS		
2010-5 MS RIVER PD BRIDGE		
1900225	SEH-RCM	975.00
TOTAL 2010-5 MS RIVER PD BRIDGE		975.00
AIRPORT CAPITAL IMPRV PROJECTS		
2015 CRACK REPAIR & MASTER PLN		
1900225	SEH-RCM	18,405.00
TOTAL 2015 CRACK REPAIR & MASTER PLN		18,405.00
2013 INFRASTRUCTURE BONDS		
2013-01 7TH AVE NW		
1900225	SEH-RCM	315.00
TOTAL 2013-01 7TH AVE NW		315.00
STORM WATER UTILITY		
0401804	DAVIS OIL	1,841.77
TOTAL		1,841.77
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$2,747,845.08
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0114210	D. ANDERSON - CHANGE FUND	6,360.00
0114213	STEVE ANDERSON	200.00
0116600	APPLE VALLEY, CITY OF	1,294.00
0201750	EVERETT BAUMGARNER	200.00
0205225	ANTHONY BEER	200.00
0212750	BLUE CROSS & BLUE SHIELD OF MN	45,499.00
0218100	BRENT BRADLEY	1,123.99
0218359	MARTY BRINK	200.00
0218755	CHARLES BRUEMMER	400.00
0301530	CANON USA INC	2,253.00
0301650	JEFF CARLSON	925.00
0315470	JAMES COLUMBUS	200.00
0409655	TIMOTHY DIRKES	925.00
0504615	JUSTIN EDMUNDSON	925.00
0609700	CARL EDWARD FISCHER	200.00
0615845	RAY FOX	200.00
0718015	GRAND RAPIDS CITY PAYROLL	220,711.25
0718070	GRAND RAPIDS STATE BANK	130,065.00

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INVOICES DUE ON/BEFORE 01/25/2016

VENDOR #	NAME	AMOUNT DUE
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0815545	LARRY HOOPMAN	200.00
0900060	ICTV	15,528.75
0920055	ITASCA COUNTY RECORDER	46.00
1115230	KEVIN KOETZ	200.00
1121695	LANCE KUSCHEL	32.40
1205105	GREG LEASE	925.00
1221520	SHERRIE LUNDQUIST	200.00
1301262	BRIAN MATTSON	925.00
1303028	MARK MCDONOUGH	450.00
1303352	MICHAEL J. MCINERNEY	200.00
1305046	MEDIACOM	11.03
1309098	MINNESOTA DEPT OF ADMN	606.00
1309256	MN MANAGEMENT & BUDGET	2,900.00
1309332	MN STATE RETIREMENT SYSTEM	3,120.00
1309357	STATE OF MINNESOTA	68.00
1315295	CHAD MOEN	200.00
1315630	ASHLEY MORAN	925.00
1315650	ANDY MORGAN	925.00
1315665	KELLY MORRIS	200.00
1325445	RANDY MYHRER	400.00
1405435	JEREMY NELSON	925.00
1405550	NEOPOST USA INC	50.00
1405850	NEXTERA COMMUNICATIONS LLC	477.75
1415026	MICHELLE NORRIS	925.00
1502645	GARY O'BRIEN	925.00
1516220	OPERATING ENGINEERS LOCAL #49	36,940.00
1518550	MATTHEW O'ROURKE	925.00
1520720	KEVIN OTT	925.00
1609561	PIONEER TELEPHONE	8.27
1615500	SHAUN POMPLUN	925.00
1621130	P.U.C.	16,892.06
1901820	WILLIAM SAW	925.00
1903557	TROY SCOTT	925.00
1909500	TONY SIMONSON	200.00
1913336	MORGAN STANLEY	100,000.00
1913344	HEATH SMITH	925.00
1920231	ROBERT STEIN	925.00
2000490	TDS Metrocom	790.56
2205637	VERIZON WIRELESS	3,114.22
2209665	VISA	4,603.77
2209705	VISIT GRAND RAPIDS	21,260.66
2309452	JEFF ERIK WILSON	200.00
2309538	ALLEN WINDT	200.00
T000970	CHASE PROCESSING CENTER	7,750.00
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$641,680.71
TOTAL ALL DEPARTMENTS		3,389,525.79