



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council

Monday, September 28, 2015

5:00 PM

City Hall Council Chambers

AMENDED 9-25-15

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, September 28, 2015 at 3:30 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

5:01 PM PRESENTATIONS/PROCLAMATIONS

15-1642 General Aviation Appreciation Month

Attachments: [General Aviation Appreciation Month](#)

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.

5:03 PM PUBLIC FORUM

5:08 PM COUNCIL REPORTS

5:10 PM APPROVAL OF MINUTES

15-1635 Approve City Council minutes for Monday, September 14, 2015 Worksession and Regular meetings.

Attachments: [September 14, 2015 Worksession](#)
[September 14, 2015 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. [15-1601](#) Consider adopting a resolution authorizing the City to execute the \$25,941.50 State Grant Agreement for Airport Improvements and also authorizing the Mayor and City Administrator to sign the Grant Agreement required to receive the grant.
Attachments: [9-28-15 State Grant Agreement SP A3101-93.pdf](#)
[9-28-15 State Resolution SP A3101-93.pdf](#)

2. [15-1630](#) Consider adopting a Resolution authorizing execution of a Limited Use Permit between the City of Grand Rapids and the Commissioner of Transportation, State of Minnesota for the for Mesabi Connection Trail.
Attachments: [9-28-15 Resolution Mesabi Connection Trail LUP.pdf](#)
[9-28-15 Attachment Mesabi Connection Trail LUP map.pdf](#)

3. [15-1644](#) Consider approving a resolution accepting a donation of \$50.00 from Affinity Plus Federal Credit Union and a \$1,000 donation from the Northland Foundation to be used for the Indigenous People's Day event.
Attachments: [Affinity Plus Federal Credit Union Donation.pdf](#)
[9-28-15 Northland Fndn Indigenous People.pdf](#)
[9-28-15 Northland Grant - Indigenous People's Day.pdf](#)

4. [15-1645](#) Hire part time employees for Park & Recreation / I.R.A. Civic Center

5. [15-1652](#) Please consider adopting a resolution to allow the Grand Rapids Fire Department to accept a \$5,120 dollar grant which was awarded from Minnesota Board of Firefighter Training and Education.
Attachments: [FD MBFTE Gnt Res](#)

6. [15-1660](#) Adopt a resolution accepting a grant from IRRRB for demolition costs associated with the Reif Performing Art Center and the Civil Air Patrol building and authorize the approval of said grant agreements.
Attachments: [9-28-15 IRRRB Demolition Grant.pdf](#)

7. [15-1640](#) Consider adopting a Resolution authorizing Tax-Exempt Capital Lease Financing under a Governmental Lease Agreement; naming U.S. Bancorp Government Leasing and Finance, Inc. as the lender for the purchase of Public Utilities AMI/AMR System; pledging the net revenues of the Grand Rapids Public Utility for lease payments.
Attachments: [Grand Rapids City reso approving PUC lease 2015 - 468016v2.pdf](#)
[Resolution No. 09-16-2015-02.pdf](#)

8. [15-1664](#) A resolution accepting a \$2,500 grant from the Blandin Foundation to assist with funding a facilitator for the government collaboration group.
Attachments: [9-28-15 Blandin Foundation Collaboration.pdf](#)
[9-28-15 Collaboration Grant Agreement.pdf](#)

9. [15-1665](#) Approve the termination of a land lease between the City and Minnesota Diversified Industries (MDI)

Attachments: [9-28-15 MDI Land Lease.pdf](#)

**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.

ACKNOWLEDGE BOARDS & COMMISSIONS

10. [15-1662](#) Acknowledge minutes for Boards & Commissions:

August 4, 2015 Arts & Culture minutes
August 12, 2015 Library Board minutes
August 12, 2015 PUC Minutes
July 15, 2015 HRA Minutes
July 16 and 27, 2015 GREDA Minutes

Attachments: [August 4, 2015 Arts & Culture Minutes](#)
[August 12, 2015 Library Board minutes](#)
[August 12, 2015 PUC Minutes](#)
[July 15, 2015 HRA Minutes](#)
[July 16, 2015 GREDA special meeting](#)
[July 27, 2015 GREDA Special meeting](#)

**5:15 DEPARTMENT HEAD REPORT
PM**

11. [15-1646](#) Department Head Report: Community Development Department

Attachments: [Community Development Department Head Report- September 2015](#)

**5:25 ENGINEERING
PM**

12. [15-1650](#) Consider approving an Agreement for Professional Services with SEH for the delineation of wetlands at the airport, for a lump sum fee of \$5,000.

Attachments: [9-28-2015 Attachment - Wetland Delineation Agreement.pdf](#)
[9-28-15 Attachment - Wetland Delineation Map.pdf](#)

13. [15-1585](#) Consider authorizing staff to solicit proposals for City Engineering Assistance Services for 2016 through 2020.

Attachments: [9-28-15 Attachment 2015 Engineering RFP_RCA Draft.pdf](#)

**5:30 FINANCE DEPARTMENT
PM**

14. [15-1636](#) Consider approving a resolution adopting the 2015 proposed levy/collectible in 2016 and setting December 7, 2015 at 6:00 p.m. to discuss the proposed budget, levy and

allow for public comment and December 14, 2015 for the subsequent meeting to adopt the final levy and budget.

Attachments: [Preliminary levy budget 9282015.pdf](#)
[2016 levy and tax rate.pdf](#)
[2016 Recap RevExpenditures&Levy.pdf](#)

**5:40 ADMINISTRATION DEPARTMENT
PM**

15. [15-1589](#) Consider the appointment of Paula Johnson to Grand Rapids Planning Commission.
Attachments: [Johnson, Paula - Planning Comm Application](#)
16. [15-1663](#) Appoint an alternate representative to the Range Association of Municipalities and Schools.
17. [15-1605](#) Appointment of Matthew LaVigne to the position of Building/Fire Inspector.
18. [15-1659](#) Appointment of Carl Fischer to the position of Community Service Officer and status change of Gary DeGrio from part-time to full-time Hospital Security Officer.

**5:55 PUBLIC HEARINGS
PM**

19. [15-1647](#) Conduct a public hearing to receive public input on the implementation of the Small Cities Development Program (SCDP) Commercial and Residential Rehab Grant
Attachments: [SCDP Implementation Public Hearing](#)
20. [15-1651](#) Conduct a public hearing to consider the vacation of certain portions of public right-of-way and a portion of a publically retained easement located within the City of Grand Rapids.
Attachments: [City VAC-Map Exhibits](#)
[Engr Dept Memo- Proposed Vacations](#)

**6:25 COMMUNITY DEVELOPMENT
PM**

21. [15-1648](#) Consider the adoption of a resolution either approving or disapproving the vacation of certain portions of public right-of-way and a portion of a publically retained easement located within the City of Grand Rapids.
Attachments: [City Initiated Vacations: Resolution w/Exhibits A & B](#)
[Map Exhibits: C-1 - C5](#)

**6:30 VERIFIED CLAIMS
PM**

22. [15-1641](#) Consider approving the verified claims for the period September 5, 2015 to September

21, 2015 in the total amount of \$396,818.06, of which \$41,031.25 are bond interest payments.

Attachments: [COUNCIL BILL LIST 09-28-15.pdf](#)

**6:35 ADJOURNMENT
PM**

NEXT REGULAR MEETING IS SCHEDULED FOR OCTOBER 13, 2015, AT 5:00 P.M.

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

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

Attest: Kimberly Gibeau, City Clerk



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1642 **Version:** 1 **Name:**
Type: Agenda Item **Status:** PRESENTATIONS/PROCLAMATIONS
File created: 9/21/2015 **In control:** City Council
On agenda: 9/28/2015 **Final action:**
Title: General Aviation Appreciation Month
Sponsors:
Indexes:
Code sections:
Attachments: [General Aviation Appreciation Month](#)

Date	Ver.	Action By	Action	Result
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General Aviation Appreciation Month

PROCLAMATION

GENERAL AVIATION APPRECIATION MONTH

WHEREAS: the City of Grand Rapids in the State of Minnesota has a significant interest in the continued vitality of general aviation, aircraft, manufacturing, aviation educational institutions, aviation organizations and community airports; and

WHEREAS: general aviation and the Grand Rapids/Itasca County Airport has an immense economic impact on the City of Grand Rapids; and

WHEREAS: Minnesota is home to 153 public-use airports, which serve 12,478 pilots and 4,365 active general aviation aircraft; and

WHEREAS: Minnesota is home to 109 fixed-based operators, 51 repairs stations, 52 heliports, 11 FAA-approved pilot schools, 1,933 flight students and 2,500 flight instructors; and

WHEREAS: general aviation in Minnesota contributes over \$5.3 billion to the state's economy annually; and

WHEREAS: general aviation not only supports Minnesota's economy, it improves overall quality of life by supporting emergency medical and healthcare services, law-enforcement, firefighting, disaster relief, and by transporting business travelers to their designations quickly and safely; and

WHEREAS: the nation's aviation infrastructure represents an important public benefit, and Congressional oversight should be in place to ensure stable funding of this system;

NOW THEREFORE, BE IT RESOLVED: that I, Dale Adams, Mayor of The City of Grand Rapids, Minnesota, do hereby proclaim general aviation a vital strategic resource to the City of Grand Rapids and declare October 2015 to be General Aviation Appreciation Month.

IN WITNESS WHEREOF, I have hereto
subscribed my name and the seal of the
City of Grand Rapids, Minnesota, this
28th day of September, Two thousand
and fifteen.

Dale Adams, Mayor
City of Grand Rapids



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1635 **Version:** 1 **Name:** Council Minutes
Type: Agenda Item **Status:** Approval of Minutes
File created: 9/15/2015 **In control:** City Council
On agenda: 9/28/2015 **Final action:**
Title: Approve City Council minutes for Monday, September 14, 2015 Worksession and Regular meetings.
Sponsors:
Indexes:
Code sections:
Attachments: [September 14, 2015 Worksession](#)
[September 14, 2015 Regular Meeting](#)

Date	Ver.	Action By	Action	Result
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Approve City Council minutes for Monday, September 14, 2015 Worksession and Regular meetings.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Monday, September 14, 2015

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, September 14, 2015 at 4:00 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, Lynn DeGrio

Discussion Items

1. 2016 Budget Discussion

Continued discussion for the proposed 2016 budget. Administrator Pagel discussed recommended reduction in budget of \$85,000, that will be spread between departments. Specific budgets focused on Administration, City Council, City Wide and Finance. Noted increases are discussed for each department budget, as well as specifically showing the areas in which there is a reduction in projected cost. Mr. Pagel provides overview of the CIP budget, noting updates for 2016 and overall city projects.

Received and Filed

2. Review 5:00 PM Regular Meeting

Review of regular meeting, noting the addition of item 10a, hiring temporary employee for the Pokegama Golf Course and postponing item 2, to allow for Councilor Blake to contact applicant and conduct a brief interview.

ADJOURN

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

Respectfully submitted: Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, September 14, 2015

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, September 14, 2015 at 5:00 p.m. in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

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

Others present:

Tom Pagel, Chad Sterle, Steve Schaar, Lynn DeGrio, Rob Mattei

5:01 PM PRESENTATIONS/PROCLAMATIONS

Issue proclamation declaring September as Hunger Action Month.

Received and Filed

Proclamation in recognition of City of Cohasset for donating funds to the Library solar project.

Received and Filed

MEETING PROTOCOL POLICY

5:05 PM PUBLIC FORUM

John Schroeder, 123 NW 15th Avenue, Grand Rapids addresses the proposed cancellation of the lease with Showboat regarding the showboat entertainment venue. Explains that he has greater concern regarding the effect a land swap with Blandin will have on the surrounding neighborhood and its residents. Requesting that the land swap be postponed and a public meeting be held and lease termination be put to roll call vote.

Jackie Lawson, 106 NW 16th Ave, Grand Rapids, is requesting that the lease question be put to a public vote, rather than a Council vote. A petition has been

signed by more than 700 individuals against letting Showboat go. Ms. Lawson feels that this is an issue that should be decided by the public as a whole and not only the City Council. Ms. Lawson states that many of the remaining residential homes and the owners have not been addressed by the paper mill regarding their property and if they will be offered a buy out like other properties in the past.

Nancy Alfuth, 421 SW 5th Avenue, Grand Rapids. Ms. Alfuth states that the Showboat landing should be left as is, also stating that a Biomass plant will destroy that area.

Nick Eltgroth, former resident, is against changing the title on the land and against terminating the showboat lease. Biomass plant should not be put in that part of Grand Rapids, because there will be hazardous fumes throughout the city.

**5:10 COUNCIL REPORTS
PM**

None.

APPROVAL OF MINUTES

Approve City Council meeting minutes for August 24, 2015 Worksession and Regular meetings and September 8, 2015 Special Council Worksession.

A motion was made by Councilor Ed Zabinski, seconded by Councilor Dale Christy, to approve Council minutes for August 24th meetings and September 8th meeting as presented. The motion PASSED by unanimous vote.

**5:15 CONSENT AGENDA
PM**

1. Apply for Mighty Ducks Grant

Adopted Resolution 15-62 by consent roll call

2. Consider the appointment of Paula Johnson to Grand Rapids Planning Commission.

This item is postponed until September 28, 2015 to allow for a Council member to meet with Ms. Johnson.

Postponed until September 28, 2015 Council meeting.

3. Consider entering into agreement with North Country Veterinary Clinic for Paw Plans Preventive Care Insurance.

Approved by consent roll call

4. Adopt a resolution accepting a \$5,000 donation from the Blandin Foundation and a \$300 donation from Itasca Community College to be used for the Indigenous People's Day event and authorize execution of Blandin Foundation Grant Agreement.

Adopted Resolution 15-63 by consent roll call

5. Consider approving the trade in the Alligator Ice slushie machine used in the IRA Civic Center concession stand for \$250 and remove from list of assets.
Approved by consent roll call
6. A resolution supporting the final submittal of State Bond Requests for the Mississippi River Pedestrian Bridge and Improvements to the IRA Civic Center
Adopted Resolution 15-64 by consent roll call
7. Resolutions of support to the State Legislature related to the Western Mesabi Mine Planning Board (WMMPB) legislative initiatives.
Adopted Resolutions 15-65, 15-66, 15-67, 15-68, 15-69 & 15-70 by consent roll call
8. Approve the hiring of a regular part-time employee with the IRA Civic Center beginning September 15, 2015.
Approved by consent roll call
9. Approve temporary liquor license application for Grand Rapids Players, event to be held at MacRostie Art Center, October 9th & 10th, 2015.
Approved by consent roll call
10. Hire temporary employees for Park & Recreation / I.R.A. Civic Center
Approved by consent roll call
- 10a. Golf Course Employee approval
Approved by consent roll call

Approval of the Consent Agenda

A motion was made by Councilor Zabinski, seconded by Councilor Zeige, to approve the Consent agenda as amended, including the addition of item 10a, hiring of golf course employee and the postponement of item 2, to allow for Council members to meet with the applicant. The motion carried by the following vote

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

5:17 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.

ACKNOWLEDGE BOARDS & COMMISSIONS

11. Acknowledge the following minutes:
July 29, 2015 Human Rights Commission

Acknowledge Boards and Commissions**5:20 DEPARTMENT HEAD REPORT
PM**

12. Steve Schaar ~ Police Department

Asst. Chief of Police Steve Schaar, reviews police department activities and statistics regarding calls. Also noted the following:

- ~ Citizen's Academy*
- ~ National Night Out had the highest attendance ever*
- ~ Quilts for Kids helps children in crisis situations*
- ~ Mock crash event at high school, coinciding with Prom*
- ~ Shop with a Hero program*
- ~ D.A.R.E. program and annual trip to the Twins game*
- ~ Staff training*
- ~ Current projects*
- ~ in 2016, the Grand Rapids Police Force will celebrate its 125th anniversary.*

Received and Filed**5:30 FINANCE DEPARTMENT
PM**

13. Consider entering into an Agreement for Consulting Services for GASB 67 & 68 Actuarial Valuation with Hildi Incorporated for \$2,200 for the base year, 2015 and \$1,000 for the projection year, 2016.

Finance Director Baird provides background information regarding reporting requirements.

A motion was made by Councilor Zabinski, seconded by Councilor Zeige, to approve the Consulting Services Agreement with Hildi Incorporated 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

14. Consider proposed changes to the checks that can be issued by prior approval.

Ms. Baird explains the items requesting prior approval and why they are being added. Also noted that these items will still come before the City Council for approval on the official bill list.

A motion was made by Councilor Dale Christy, seconded by Councilor Ed Zabinski, to add Registry Tax, MN Sales & Use Tax, Subpoena Fees and

Postage Meter Rental fees to the list of prior approvals. The motion PASSED by unanimous vote.

**5:40 POLICE DEPARTMENT
PM**

15. Review suggested amendments to City Code Section 38-1, Blight Elimination of Article I of Chapter 38 - Nuisances of the Grand Rapids Municipal Code.
- Asst Police Chief Steve Schaar reviewed the proposed changes to the City Code, highlighting the reason for this request. The minor changes will allow for greater enforcement of the current ordinance.*
- A motion was made by Councilor Blake, seconded by Councilor Zabinski, to adopt City Ordinance 15-09-06, amending City Code Section 38-1, Blight Elimination 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

**5:45 ADMINISTRATION DEPARTMENT
PM**

16. Termination of Lease with Showboat Inc.
- Mr. Pagel provides background for the Showboat lease and the current state of the landing. The Building Official has declared the structure a safety hazard. A chronology of the process that led the Council/City to its current decision. Staff does recommend termination of lease.*
- Councilor Zabinski addresses earlier comments made during the public forum. The potential for job growth is at front of the expansion plan for Blandin. Believes that the Council and staff have worked with the Showboat organization, and they in turn have worked hard to find alternative resources. Believes that the land swap is the right thing to do.*
- Councilor Blake believes that the Council should move forward with future development and continue job growth.*
- Councilor Christy acknowledges correspondence, petition and individuals that have appeared and voiced their concerns, but also states that he is in support of the termination of the lease today. Understands that there are concerns for homeowners in the identified area, but believes that these issues will be addressed. There will likely be opportunity for public input in the future as projects move forward.*
- Councilor Zeige, states that the termination of the lease is the only requested action on the agenda tonight. There is more work to be done regarding any land swap or future development.*
- Mayor Adams, states that this is a project and initiative that has been before the residents of Grand Rapids for approximately 15 years. Very aware of the opportunities moving forward, through Arts & Culture to try and find a venue to possibly enhance Showboat and also help build the community as a whole. This*

Comp Plan has been put in place and was worked on by approximately 200 residents. This is a plan to help Grand Rapids continue moving forward and staying on track to better the entire community.

A motion was made by Councilor Zabinski, seconded by Councilor Christy, to terminate the lease with Showboat, Inc. 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

17. Termination of Arbo Agreement and reclassification of Public Works employees.

Human Resources Director Lynn DeGrio reviews the current contract with Arbo Township and the recommendation for termination of this contract. Staff that has been shared with Arbo will be moved full time to the Public Works department for Grand Rapids. Recommended Steve Anderson to be promoted from Maintenance I to full time Maintenance and Storm Water Specialist. Pay rate would be equivalent to Right of Way Leadperson. Also recommend change to Building Airport Maintenance Worker to Building Maintenance Airport Leadperson. All changes are requested to take effect September 1, 2015.

A motion was made by Councilor Bill Zeige, seconded by Councilor Rick Blake, to approve the termination of the Arbo Agreement and the recommended changes to staffing and job titles as presented. The motion PASSED by unanimous vote.

18. Transfer Jacqueline Heinrich from the position of Community Assistance Officer to the position of Administrative Assistant - Police Department.

Ms. DeGrio provides background information regarding the vacant position in the Police Department for an Administrative Assistant. Ms. Jackie Heinrich has expressed interest in the open position. This is a Union position and an internal posting process is required, unless the City decides to do a lateral transfer of staff. If Ms. Heinrich is transferred to the Administrative position, the Community Assistance Officer position would then be vacated. Staff would recommend the transfer and also request a change to the job title from Community Assistance Office to Community Service Officer. The CSO position will be posted internally to current clerical union members and other internal personnel.

A motion was made by Councilor Christy, seconded by Councilor Zeige, to authorize the lateral transfer of Ms. Jacqueline Heinrich into the position of Administrative Assistant in the Police Department, change the job title of Community Assistance Officer to Community Service Officer and authorize internal posting and process to fill the position. The motion carried by the following vote.

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

5:55 VERIFIED CLAIMS
PM

19. Consider approving the verified claims for the period August 18, 2015 to September 4, 2015 in the total amount of \$766,372.55.

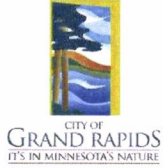
A motion was made by Councilor Zabinski, seconded by Councilor Blake, to approve the verified claims as presented. The motion carried by the following vote.

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

ADJOURNMENT

A motion was made by Councilor Ed Zabinski, seconded by Councilor Bill Zeige, to adjourn the meeting at 6:00 PM. The motion PASSED by unanimous vote.

Respectfully submitted: Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1601 **Version:** 1 **Name:** FY 15 State Grant Agreement
Type: Agenda Item **Status:** Consent Agenda
File created: 9/9/2015 **In control:** City Council
On agenda: 9/28/2015 **Final action:**

Title: Consider adopting a resolution authorizing the City to execute the \$25,941.50 State Grant Agreement for Airport Improvements and also authorizing the Mayor and City Administrator to sign the Grant Agreement required to receive the grant.

Sponsors:

Indexes:

Code sections:

Attachments: [9-28-15 State Grant Agreement SP A3101-93.pdf](#)
[9-28-15 State Resolution SP A3101-93.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution authorizing the City to execute the \$25,941.50 State Grant Agreement for Airport Improvements and also authorizing the Mayor and City Administrator to sign the Grant Agreement required to receive the grant.

Background Information:

The FAA and MnDOT Aeronautics provide funding assistance to local agencies on airport projects. Currently, the federal participation is 90%, the state participation is 5%, and the City and County each contribute 2.5% of the project cost. The attached letter itemizes the 3 projects included in the grant along with their costs. The total 2015 project cost is \$518,830.00 so the federal request is \$466,947 (90%), the state request is \$25,941.50 (5%), and then the City and the County will each be responsible for \$12,970.75 (2.5%). The FAA agreements have been approved and processed. The attached resolution and agreement require approval to accept the state funds.

Staff Recommendation:

City Staff recommends adopting a resolution authorizing the City to execute the \$25,941.50 State Grant Agreement for Airport Improvements and also authorizing the Mayor and City Administrator to sign the Grant Agreement required to receive the grant.

Requested City Council Action

Consider adopting a resolution authorizing the City to execute the \$25,941.50 State Grant Agreement for Airport Improvements and also authorizing the Mayor and City Administrator to sign the Grant Agreement required to receive the grant.

**GRANT AGREEMENT FOR AIRPORT IMPROVEMENT
 EXCLUDING LAND ACQUISITION**

This Agreement is by and between the State of Minnesota acting through its Commissioner of Transportation (“State”), and the **City of Grand Rapids** (“Recipient”).

WHEREAS, the Recipient desires the financial assistance of the State for an airport improvement project (“Project”) as described in Article 2 below; and

WHEREAS, the State is authorized by Minnesota Statutes Sections 360.015 (subdivisions 13 & 14) and 360.305 to provide financial assistance to eligible airport sponsors for the acquisition, construction, improvement, or maintenance of airports and other air navigation facilities; and

WHEREAS, the Recipient has provided the State with the plans, specifications, and a detailed description of the airport improvement Project.

NOW, THEREFORE, it is agreed as follows:

1. This Agreement is effective upon execution by the Recipient and the State, and will remain in effect until **Sept 30, 2019**.
2. The following table provides a description of the Project and shows a cost participation breakdown for each item of work:

<u>Item Description</u>	<u>Federal Share</u>	<u>State Share</u>	<u>Local Share</u>
Master Plan: Rehab Runway's and Parrallel Taxiway	90%	5%	5%

3. The Project costs will not exceed **\$518,830.00**. The proportionate shares of the Project costs are: Federal: **\$466,947.00**, State: **\$25,941.50**, and Recipient: **\$25,941.50**. Federal funds for the Project will be received and disbursed by the State. In the event federal reimbursement becomes available or is increased for this Project, the State will be entitled to recover from such federal funds an amount not to exceed the state funds advanced for this Project. No funds are committed under this Agreement until they are encumbered by the State. No more than 95% of the amount due under this Agreement will be paid by the State until the State determines that the Recipient has complied with all terms of this Agreement, and furnished all necessary records.
4. The Recipient will designate a registered engineer (the “Project Engineer”) to oversee the Project work. If, with the State’s approval, the Recipient elects not to have such services performed by a registered engineer, then the Recipient will designate another responsible person to oversee such work, and any references herein to the “Project Engineer” will apply to such responsible person.
5. The Recipient will complete the Project in accordance with the plans, specifications, and detailed description of the Project, which are on file with the State’s Office of Aeronautics and are incorporated into this Agreement by reference. Any changes in the plans or specifications of the Project after the date of this Agreement will be valid only if made by written change order signed by the Recipient, the Project Engineer, and the contractor. Change orders must be submitted to the State. Subject to the availability of funds the State may prepare an amendment to this Agreement to reimburse the Recipient for the allowable costs of qualifying change orders.
6. The Recipient will make payments to its contractor on a work-progress basis. The Recipient will submit requests for reimbursement of certified costs to the State on state-approved forms. The State will reimburse the Recipient for the state and federal shares of the approved Project costs.
 - a. At regular intervals, the Recipient or the Project Engineer will prepare a partial estimate in accordance with the terms of the contract, special provisions, and standard specifications for the Project(s). Partial estimates must be completed no later than one month after the work covered by the estimate is completed. The Project Engineer and the contractor must certify that each partial estimate is true and correct, and that the costs have not been included on a previous estimate.
 - b. Following certification of the partial estimate, the Recipient will make partial payments to the contractor in accordance with the terms of the contract, special provisions, and standard specifications for the Project(s).

- c. Following certification of the partial estimate, the Recipient may request reimbursement from the State for costs eligible for federal and state participation. A copy of the partial estimate must be included with the Recipient's request for payment. Reimbursement requests and partial estimates should not be submitted if they cover a period in which there was no progress on the Project.
 - d. Upon completion of the Project(s), the Recipient will prepare a final estimate in accordance with the terms of the contract, special provisions, and standard specifications for the Project(s). The final estimate must be certified by the Recipient, Project Engineer and the contractor.
 - e. Following certification of the final estimate, the Recipient will make final payment to the contractor in accordance with the terms of the contract, special provisions, and standard specifications for the Project(s).
 - f. Following certification of the final estimate, the Recipient may request reimbursement from the State for costs eligible for federal and state participation. A request for final payment must be submitted to the State along with those project records required by the State.
7. For a Project which involves the purchase of equipment, the Recipient will be reimbursed by the State in one lump sum after the Recipient: (1) has acquired both possession and unencumbered title to the equipment; and (2) has presented proof of payment to the State, and (3) a certificate that the equipment is not defective and is in good working order. The Recipient will keep such equipment, properly stored, in good repair, and will not use the equipment for any purpose other than airport operations.
 8. If the Project involves force-account work or project donations, the Recipient must obtain the written approval of the State and Federal Aviation Administration (FAA). Force-account work performed or project donations received without written approval by the State will not be reimbursed under this Agreement. Force-account work must be done in accordance with the schedule of prices and terms established by the Recipient and approved by the State.
 9. Pursuant to Minnesota Statutes Section 360.305, subdivision 4 (g) (1), the Recipient will operate its airport as a licensed, municipally-owned public airport at all times of the year for a period of 20 years from the date the Recipient receives final reimbursement under this Agreement. The Airport must be maintained in a safe, serviceable manner for public aeronautical purposes only. The Recipient will not transfer, convey, encumber, assign, or abandon its interest in the airport or in any real or personal property, which is purchased or improved with State aid funds without prior written approval from the State. If the State approves such transfer or change in use, the Recipient must comply with such conditions and restrictions as the State may place on such approval. The obligations imposed by this clause survive the expiration or termination of this Agreement.
 10. This Agreement may be terminated by the Recipient or State at any time, with or without cause, upon ninety (90) days written notice to the other party. Such termination will not remove any unfulfilled financial obligations of the Recipient as set forth in this Agreement. In the event of such a termination, the Recipient will be entitled to reimbursement for eligible expenses incurred for work satisfactorily performed on the Project up to the date of termination. The State may immediately terminate this Agreement if it does not receive sufficient funding from the Minnesota Legislature or other funding source, or such funding is not provided at a level sufficient to allow for the continuation of the work covered by this Agreement. In the event of such termination, the Recipient will be reimbursed for work satisfactorily performed up to the effective date of such termination to the extent that funds are available. In the event of any complete or partial state government shutdown due to a failure to have a budget approved at the required time, the State may suspend this Agreement, upon notice to the Recipient, until such government shutdown ends, and the Recipient assumes the risk of non-payment for work performed during such shutdown.
 11. Pursuant to Minnesota Rules 8800.2500, the Recipient certifies that (1) it presently has available sufficient unencumbered funds to pay its share of the Project; (2) the Project will be completed without undue delay; and (3) the Recipient has the legal authority to engage in the Project as proposed.
 12. Pursuant to Minnesota Statutes Section 16C.05, subdivision 5, the Recipient will maintain such records and provide such information, at the request of the State, so as to permit the Department of Transportation, the Legislative Auditor, or the State Auditor to examine those books, records, and accounting procedures and practices of the Recipient relevant to this Agreement for a minimum of six years after the expiration of this Agreement.
 13. The Recipient will save, defend, and hold the State harmless from any claims, liabilities, or damages including, but not limited to, its costs and attorneys' fees arising out of the Project which is the subject of this Agreement.

14. The Recipient will not utilize any state or federal financial assistance received pursuant to this Agreement to compensate, either directly or indirectly, any contractor, corporation, partnership, or business, however organized, which is disqualified or debarred from entering into or receiving a State contract. This restriction applies regardless of whether the disqualified or debarred party acts in the capacity of a general contractor, a subcontractor, or as an equipment or material supplier. This restriction does not prevent the Recipient from utilizing these funds to pay any party who might be disqualified or debarred after the Recipient's contract award on this Project.
15. All contracts for materials, supplies, or construction performed under this Agreement will comply with the equal employment opportunity requirements of Minnesota Statutes Section 181.59.
16. The amount of this Agreement is limited to the dollar amounts as defined in Article 3 above. Any cost incurred above the amount obligated by the State is done without any guarantee that these costs will be reimbursed in any way. A change to this Agreement will be effective only if it is reduced to writing and is executed by the same parties who executed this Agreement, or their successors in office.
17. For projects that include consultant services, the Recipient and its consultant will conduct the services in accordance with the work plan indicated in the Recipient's contract for consultant services, which shall be on file with the State's Office of Aeronautics. The work plan is incorporated into this Agreement by reference. The Recipient will confer on a regular basis with the State to coordinate the design and development of the services.
18. The parties must comply with the Minnesota Government Data Practices Act, as it relates to all data provided to or by a party pursuant to this Agreement.
19. Minnesota law, without regard to its choice-of-law provisions, governs this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.
20. For projects including federal funding, the Recipient must comply with applicable regulations, including, but not limited to, Title 14 Code of Federal Regulations, subchapter I, part 151; and Minnesota Rules Chapter 8800. The Catalog of Federal Domestic Assistance (CFDA) number for the federal Airport Improvement Program is 20.106.
21. For all projects, the Recipient must comply, and require its contractors and consultants to comply, with all federal and state laws, rules, and regulations applicable to the work. The Recipient must advertise, let, and award any contracts for the project in accordance with applicable laws. The State may withhold payment for services performed in violation of applicable laws.
22. Under this Agreement, the State is only responsible for receiving and disbursing federal and state funds. Nothing in this Agreement will be construed to make the State a principal, co-principal, partner, or joint venturer with respect to the Project(s) covered herein. The State may provide technical advice and assistance as requested by the Recipient, however, the Recipient will remain responsible for providing direction to its contractors and consultants and for administering its contracts with such entities. The Recipient's consultants and contractors are not intended to be third party beneficiaries of this Agreement.

State Encumbrance Verification

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

By: _____

Date: _____

MAPS Order No: _____

Recipient

Recipient certifies that the appropriate person(s) have executed the Agreement on behalf of the Recipient as required by applicable resolutions, charter provisions or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

Commissioner, Minnesota Department of Transportation

By: _____
Director, Office of Aeronautics

Date: _____

Mn/DOT Contract Management

as to form & execution

By: _____

Date: _____

RESOLUTION

**AUTHORIZATION TO EXECUTE
MINNESOTA DEPARTMENT OF TRANSPORTATION
GRANT AGREEMENT FOR AIRPORT IMPROVEMENT
EXCLUDING LAND ACQUISITION**

It is resolved by the **City of Grand Rapids** as follows:

1. That the state of Minnesota Agreement No. **1001349**,

"Grant Agreement for Airport Improvement Excluding Land Acquisition," for
State Project No. **A3101-93** at the **Grand Rapids-Itasca County Airport** is
accepted.

2. That the _____ and _____ are
(Title) (Title)

authorized to execute this Agreement and any amendments on behalf of the
City of Grand Rapids.

CERTIFICATION

STATE OF MINNESOTA
COUNTY OF _____

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the

(Name of the Recipient)

at an authorized meeting held on the _____ day of _____, 20____
as shown by the minutes of the meeting in my possession.

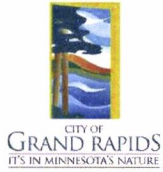
Signature: _____
(Clerk or Equivalent)

CORPORATE SEAL

/OR/

NOTARY PUBLIC

My Commission Expires: _____



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1630 **Version:** 1 **Name:** Resolution for Mesabi Trail
Type: Agenda Item **Status:** Consent Agenda
File created: 9/11/2015 **In control:** City Council
On agenda: 9/28/2015 **Final action:**
Title: Consider adopting a Resolution authorizing execution of a Limited Use Permit between the City of Grand Rapids and the Commissioner of Transportation, State of Minnesota for the for Mesabi Connection Trail.

Sponsors:

Indexes:

Code sections:

Attachments: [9-28-15 Resolution Mesabi Connection Trail LUP.pdf](#)
[9-28-15 Attachment Mesabi Connection Trail LUP map.pdf](#)

Date	Ver.	Action By	Action	Result
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.. Title

Consider adopting a Resolution authorizing execution of a Limited Use Permit between the City of Grand Rapids and the Commissioner of Transportation, State of Minnesota for the for Mesabi Connection Trail.

Background Information:

The Itasca County Regional Rail Authority (ICRRA) is planning to construct a portion of the Mesabi Trail, the Mesabi Connection Trail, within the City near Itasca Community College. The attached resolution authorizes execution of a Limited Use Permit stating the City agrees to the maintenance and repair of the Trail in the area as shown on the attached map.

Staff Recommendation:

City staff recommend adopting a Resolution authorizing execution of a Limited Use Permit between the City of Grand Rapids and the Commissioner of Transportation, State of Minnesota for the for Mesabi Connection Trail.

Requested City Council Action

Consider adopting a Resolution authorizing execution of a Limited Use Permit between the City of Grand Rapids and the Commissioner of Transportation, State of Minnesota for the for Mesabi Connection Trail.

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

RESOLUTION 15 - __

Resolution Authorizing Execution of a Limited Use Permit between the City of Grand Rapids and the Commissioner of Transportation, State of Minnesota

WHEREAS, the City of Grand Rapids is the administrator of the Mesabi Connection Trail; and

WHEREAS, part of the Mesabi Connection Trail, runs the north side of US Highway 169 right-of-way, from Higher Ed Drive to 13th Avenue NE;

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

That the City of Grand Rapids, as the trail sponsor, has the responsibility for the maintenance and repair of the Trail for those portions of US Highway 169 as depicted on the attached map and authorizes execution of the Limited Use Permit between the City of Grand Rapids and the Commissioner of Transportation, State of Minnesota.

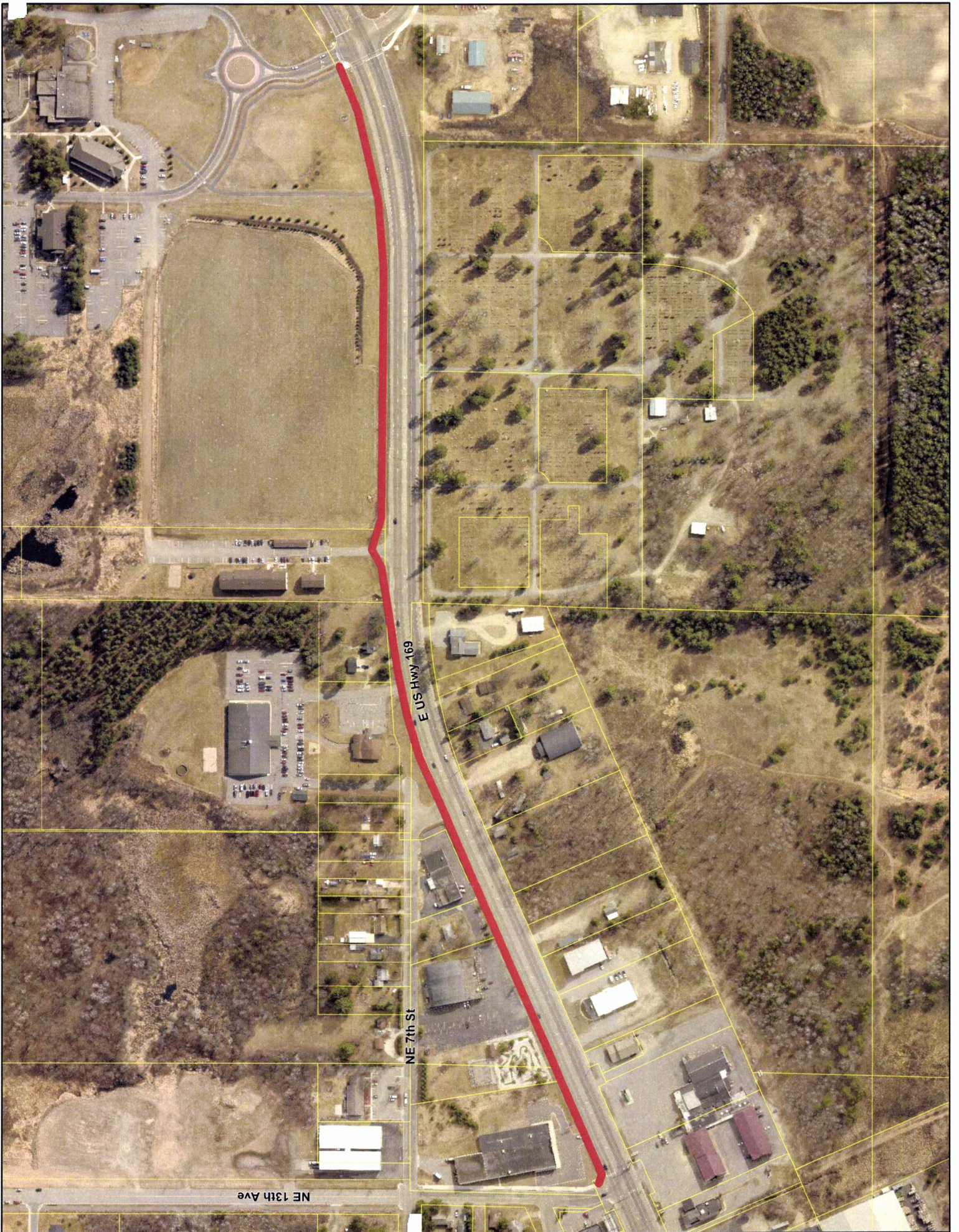
Adopted by the council this 28th day of September, 2015.

Dale Adams, Mayor

Kim Johnson-Gibeau, City Clerk

Council member _____ seconded the foregoing resolution and the following voted in favor thereof:

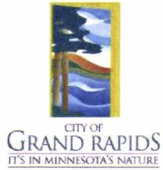
; and the following voted against same:



E US Hwy 169

NE 7th St

NE 13th Ave



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1644 **Version:** 1 **Name:** Indigenous People's Day Donation
Type: Agenda Item **Status:** Consent Agenda
File created: 9/22/2015 **In control:** City Council
On agenda: 9/28/2015 **Final action:**
Title: Consider approving a resolution accepting a donation of \$50.00 from Affinity Plus Federal Credit Union and a \$1,000 donation from the Northland Foundation to be used for the Indigenous People's Day event.

Sponsors:

Indexes:

Code sections:

Attachments: [Affinity Plus Federal Credit Union Donation.pdf](#)
[9-28-15 Northland Fndn Indigenous People.pdf](#)
[9-28-15 Northland Grant - Indigenous People's Day.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving a resolution accepting a donation of \$50.00 from Affinity Plus Federal Credit Union and a \$1,000 donation from the Northland Foundation to be used for the Indigenous People's Day event.

Background Information:

The donation will be used towards the Indigenous People's Day event to be held October 12, 2015.

Staff Recommendation:

Please consider approving a resolution to accept the \$50.00 from Affinity Plus Federal Credit Union and a \$1,000 donation from the Northland Foundation .

Requested City Council Action

Consider approving a resolution to accept the \$50.00 donation for the Indigenous People's Day event from Affinity Plus Federal Credit Union and a \$1,000 donation from the Northland Foundation and authorize the approval of said grant agreements.

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

RESOLUTION NO. 15-

A RESOLUTION ACCEPTING A \$50 DONATION FROM AFFINITY PLUS FEDERAL CREDIT UNION TO THE CITY OF GRAND RAPIDS TO BE USED FOR THE INDIGENOUS PEOPLE'S DAY EVENT

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

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

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

- Affinity Plus Federal Credit Union donated \$50 to the City of Grand Rapids to be used for the Indigenous People's Day Event.

Adopted this 28th day of September, 2015

Dale C. Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

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

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

RESOLUTION NO. 15-XX

A RESOLUTION ACCEPTING A \$1,000 DONATION FROM THE NORTHLAND FOUNDATION TO THE CITY OF GRAND RAPIDS TO BE USED FOR THE INDIGENOUS PEOPLE'S DAY EVENT

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

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

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

- The Northland Foundation has donated \$1,000 to the City of Grand Rapids to be used for the Indigenous People's Day Event.

Adopted this 28th day of September, 2015

Dale C. Adams, Mayor

Attest:

Kimberly Gibeau, City Clerk

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

September 22, 2015

Project # 15-16592

Becky LaPlant
Grand Rapids Human Rights Commission
420 N. Pokegama Ave.
Grand Rapids, MN 55744

Dear Mrs. Becky LaPlant:

I am pleased to inform you that the Northland Foundation has reviewed your proposal for the **City of Grand Rapids Indigenous People's Day** and has approved a grant of **\$1,000.00** for the period (09/01/2015 to 11/30/2015) to **Grand Rapids Human Rights Commission**. If the timeline for your project is different than what is identified above, please notify us and your reporting date will be adjusted.

The Agreement of Grantee is attached for your review. If you agree with the conditions presented, please have it signed by the authorized official.

The Northland Foundation has implemented an Electronic Funds Transfer process (electronic checks) for grant payments. Enclosed is an ACH Credit Authorization Agreement form to be completed with the grantee organization or fiscal agent organization bank account information.

Please return the signed Agreement of Grantee and ACH Credit Authorization forms immediately to the Northland Foundation via email (scanned copies), fax (218-723-4048), or USPS (hard copies) in order for our accounting department to release your payment from Republic Bank.

The Northland Foundation will issue a single payment for this grant. If all of the grant conditions are met, this payment will be distributed in the sum of **\$1,000.00 on 11/01/2015**.

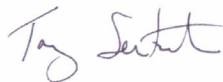
The Northland Foundation will be making public news releases through the regional media regarding all of the grants awarded. Please utilize your community media resources to announce receipt of these funds to your project. The Northland Foundation would appreciate being acknowledged as a source of support in all news releases initiated by you. Please provide us with copies of any press coverage and photographs received by your project, as well as any media releases and program materials you produce. These will be added to your file and may be utilized by the Northland Foundation in our public information efforts.

As you will note, one of the conditions of the Agreement of Grantee is the submission of a final report on the activities, outcomes, and financial expenditures of your project. We will expect this report from you by: **12/31/2015**.

Please provide us sufficient narrative to describe the activities and impact of your project. For your convenience, you may access the report form through the Grantee Portal.

On behalf of the Northland Foundation, I would like to extend sincere congratulations to you and your organization. Please call Carole Saylor, Grants Manager if you have any questions. I look forward to learning about the progress and success of your project.

Sincerely,



Tony Sertich
President

Attachments
cc: Carole Saylor



AGREEMENT OF GRANTEE

As a condition of a total grant of **\$1,000.00** from the Northland Foundation to **Grand Rapids Human Rights Commission** in support of the **City of Grand Rapids Indigenous People's Day request**, the undersigned agrees:

1. To use the funds only for the designated purpose as described in the grant notification letter dated 09/21/2015 and to notify the Northland Foundation of and obtain its consent to any substantial deviations from said grant application.
2. To maintain its books and records to show, and separately account for, the funds received under this grant, and to maintain records of expenditures adequate to identify the purposes for which grant funds have been expended.
3. To permit the Northland Foundation, at its request, to have complete access to the grantee's files and records for the purpose of making such financial audits, verifications, and investigations as it deems necessary concerning the grant, and to maintain such files and records for a period of at least four years after completion or termination of the project.
4. To repay to the Northland Foundation any portion of the grant which is not used for the purposes specified herein or in the grant application.
5. To not use the funds for any purpose prohibited by law, and to immediately notify the Northland Foundation of any lawsuit or any proceedings before any federal, state, or local administrative agency, which may be initiated against it.
6. To submit progress reports to the Northland Foundation, detailing activities and progress in accomplishing the objectives of the project, as well as all expenditures made in administration of the grant, as requested by the Northland Foundation staff.
7. Upon completion of the period for which funds were granted, to submit a detailed final report of the activities carried out under the grant, a final expenditures report, and an evaluation of what has been accomplished by the project.
8. That the total amount of this grant, or any payment thereof, may be discontinued, modified or withheld at any time when, in the judgment of the Northland Foundation, such action is necessary to comply with requirements of the law.

Name of Organization or Fiscal Agent

Authorized by Organization
(Administrator, Officer, Board Chair, Superintendent)

Date

Project # 15-16592



ACH Credit Authorization Agreement for automatic deposits

GRANT # 15-16592

Please complete and return to the Northland Foundation

Contact Name

Contact email address

Organization Name (Grantee)

Contact Phone Number

Fiscal Agent Name/Contact Name/Phone Number (if acting as fiscal agent for Grantee)

Financial Institution

Account Name

Financial Institution - Street Address

Financial Institution - City/State/Zip

Bank Routing Number

Account Number at Financial Institution



Savings Account



Checking Account

I authorize Northland Foundation and the financial institution listed above to initiate electronic monthly payment credit entries, and if necessary, debit entries for adjustments to any credit entries in error to above named account. We will contact you before any adjusting entries are made. This authority will remain in effect until I have cancelled it in writing or for the duration of the Grant.

Authorized Signature / Title

Date

Please attach voided check here:

Northland Foundation
202 W. Superior St. #610
Duluth, MN 55802
(218)723-4040
Fax: (218)723-4048
1-800-433-4045
www.northlandfdn.org





CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1645 **Version:** 1 **Name:** Fall 2015 Recreation Employees
Type: Agenda Item **Status:** Consent Agenda
File created: 9/22/2015 **In control:** City Council
On agenda: 9/28/2015 **Final action:**
Title: Hire part time employees for Park & Recreation / I.R.A. Civic Center
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Hire part time employees for Park & Recreation / I.R.A. Civic Center

Background Information:

The following individuals will be hired with the Grand Rapids Park and Recreation Department, I.R.A. Civic Center, and/or the Grand Rapids Sports Complex. These positions are part of the annual operating budget, and will begin employment September 28, 2015.

- Taylor Adamich, Various Part Time Positions, Hourly Pay Rate: \$9.00
- Jack Burnson, Various Part Time Positions, Hourly Pay Rate: \$9.00
- Connor Stefan, Various Part Time Positions, Hourly Pay Rate: \$9.00
- Kaitlin Carpenter, Various Part Time Positions, Hourly Pay Rate: \$9.00
- Lincoln Shaughnessy, Various Part Time Positions, Hourly Pay Rate: \$9.00

Staff Recommendation:

Approve the hiring of the part time employees with the Grand Rapids Park and Recreation Department, I.R.A. Civic Center, and/or the Grand Rapids Sports Complex.
 Consider approving the hiring of the part time employees with the Grand Rapids Park and Recreation Department, I.R.A. Civic Center, and/or the Grand Rapids Sports Complex.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1652 **Version:** 1 **Name:** Minnesota Board of Firefighters 2015 Grant
Type: Agenda Item **Status:** Consent Agenda
File created: 9/23/2015 **In control:** City Council
On agenda: 9/28/2015 **Final action:**
Title: Please consider adopting a resolution to allow the Grand Rapids Fire Department to accept a \$5,120 dollar grant which was awarded from Minnesota Board of Firefighter Training and Education.

Sponsors:

Indexes:

Code sections:

Attachments: [FD MBFTE Gnt Res](#)

Date	Ver.	Action By	Action	Result
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Please consider adopting a resolution to allow the Grand Rapids Fire Department to accept a \$5,120 dollar grant which was awarded from Minnesota Board of Firefighter Training and Education.

Background Information:

The Minnesota Board of Firefighter Training and Education has awarded the Grand Rapids Fire Department, under the Round 8 training reimbursement program, the amount of \$5,120.00. This training reimbursement award is for MBFTE approved training conducted between July 1, 2015 and June 30, 2016.

Staff Recommendation:

Please consider adopting a resolution to allow the Grand Rapids Fire Department to accept a \$5,120 dollar grant which was awarded from Minnesota Board of Firefighter Training and Education

Requested City Council Action

Please consider adopting a resolution to allow the Grand Rapids Fire Department to accept a \$5,120 dollar grant which was awarded from Minnesota Board of Firefighter Training and Education

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

RESOLUTION NO. 15-

A RESOLUTION ACCEPTING A \$5,120.00 GRANT FROM THE MINNESOTA BOARD OF FIREFIGHTER TRAINING and EDUCATION (MBFTE) FOR THE GRAND RAPIDS FIRE DEPARTMENT TRAINING PROGRAM

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

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

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

- The Minnesota Board of Firefighter Training & Education has granted the Grand Rapids Fire Department a \$5,120.00 Round 8 Training Reimbursement Grant for the period July 1, 2015 through June 30, 2016.

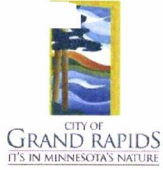
Adopted this 28nd day of September 2015.

Dale C. Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1660 **Version:** 1 **Name:** IRRRB Grant Reif and Civil Air Patrol
Type: Agenda Item **Status:** Consent Agenda
File created: 9/24/2015 **In control:** City Council
On agenda: 9/28/2015 **Final action:**
Title: Adopt a resolution accepting a grant from IRRRB for demolition costs associated with the Reif Performing Art Center and the Civil Air Patrol building and authorize the approval of said grant agreements.

Sponsors:

Indexes:

Code sections:

Attachments: [9-28-15 IRRRB Demolition Grant.pdf](#)

Date	Ver.	Action By	Action	Result
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Adopt a resolution accepting a grant from IRRRB for demolition costs associated with the Reif Performing Art Center and the Civil Air Patrol building and authorize the approval of said grant agreements.

Background Information:

The City is acting as a fiscal conduit for two IRRRB grants. Both grants are to be utilized for expenses related to demolition. The Reif grant is for demolition expenses related to their major facility upgrade. The Civil Air Patrol grant is for the removal of asbestos tile inside their building located at the airport.

Staff Recommendation:

City staff is recommending the resolution accepting a grant from IRRRB for demolition costs associated with the Reif Performing Art Center and the Civil Air Patrol building and authorize the approval of said grant agreements.

Requested City Council Action

Consider the approval of a resolution accepting a grant from IRRRB for demolition costs associated with the Reif Performing Art Center and the Civil Air Patrol building and authorize the approval of said grant agreements.

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

RESOLUTION NO. 15-XX

A RESOLUTION ACCEPTING A \$200,000 GRANT FROM THE IRON RANGE RESOURCE AND REHABILITATION BOARD (IRRRB) TO THE CITY OF GRAND RAPIDS TO BE USED FOR DEMOLITION AT THE MYLES REIF PERFORMING ARTS CENTER AND A \$6,000 GRANT FROM IRRRB TO THE CITY OF GRAND RAPIDS TO BE USED FOR DEMOLITION AT THE CIVIL AIR PATROL BUILDING LOCATED AT THE GRAND RAPIDS/ITASCA COUNTY AIRPORT

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

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

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

- The IRRRB has awarded a Grant of \$200,000 to the City of Grand Rapids to be used for demolition at the Myles Reif Performing Arts Center and;
- The IRRRB has awarded a Grant of \$6,000 to the City of Grand Rapids to be used for demolition at the Civil Air Patrol building located at the Grand Rapids/Itasca County Airport.

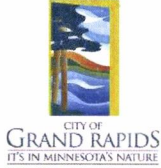
Adopted this 28th day of September, 2015

Dale C. Adams, Mayor

Attest:

Kimberly Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1640 **Version:** 1 **Name:** PUC Lease/Purchase Resolution
Type: Agenda Item **Status:** Public Utilities
File created: 9/21/2015 **In control:** City Council
On agenda: 9/28/2015 **Final action:**
Title: Consider adopting a Resolution authorizing Tax-Exempt Capital Lease Financing under a Governmental Lease Agreement; naming U.S. Bancorp Government Leasing and Finance, Inc. as the lender for the purchase of Public Utilities AMI/AMR System; pledging the net revenues of the Grand Rapids Public Utility for lease payments.

Sponsors:

Indexes:

Code sections:

Attachments: [Grand Rapids City reso approving PUC lease 2015 - 468016v2.pdf](#)
[Resolution No. 09-16-2015-02.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a Resolution authorizing Tax-Exempt Capital Lease Financing under a Governmental Lease Agreement; naming U.S. Bancorp Government Leasing and Finance, Inc. as the lender for the purchase of Public Utilities AMI/AMR System; pledging the net revenues of the Grand Rapids Public Utility for lease payments.

Background Information:

On September 16, 2015 the Grand Rapids Public Utilities Commission adopted a resolution pledging net revenues of the Utility to the City in the amounts necessary from time to time to make lease payments under the Lease Purchase Agreement.

The City is undertaking the purchase of an Advanced Metering Infrastructure (AMI)/Automated Meter Reading (AMR) System (the "System") to be operated by the Grand Rapids Public Utilities Commission (the "Commission"). The City wishes to enter into a Master Tax-Exempt Lease/Purchase Agreement dated as of October 15, 2015, with U.S. Bancorp Governmental Leasing and Finance, Inc. The Lease Purchase Agreement provides for a ten-year lease in the principal amount of approximately \$1,700,000.00 at an interest rate not to exceed 2.64% per annum, for the acquisition of the System.

Staff Recommendation:

Staff is recommending adoption a Resolution authorizing Tax-Exempt Capital Lease Financing under a Governmental Lease Agreement; naming U.S. Bancorp Government Leasing and Finance, Inc. as the lender for the purchase of Public Utilities AMI/AMR System; pledging the net revenues of the Grand Rapids Public Utility for lease payments.

Requested City Council Action

Consider adopting a Resolution authorizing Tax-Exempt Capital Lease Financing under a Governmental Lease Agreement; naming U.S. Bancorp Government Leasing and Finance, Inc. as the lender for the purchase of Public Utilities AMI/AMR System; pledging the net revenues of the Grand Rapids Public Utility for lease payments.

RESOLUTION AUTHORIZING TAX-EXEMPT CAPITAL LEASE FINANCING UNDER A GOVERNMENTAL LEASE-PURCHASE AGREEMENT; NAMING U.S. BANCORP GOVERNMENT LEASING AND FINANCE, INC. AS THE LENDER FOR THE PURCHASE OF PUBLIC UTILITIES AMI/AMR SYSTEM; PLEDGING THE NET REVENUES OF THE GRAND RAPIDS PUBLIC UTILITY FOR LEASE PAYMENTS; AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH

BE IT RESOLVED by the City Council of the City of Grand Rapids (the “City”) as follows:

WHEREAS, the City is undertaking the purchase of an Advanced Metering Infrastructure (AMI)/Automated Meter Reading (AMR) System (the “System”) to be operated by the Grand Rapids Public Utilities Commission (the “Commission”); and

WHEREAS, the City wishes to enter into a Master Tax-Exempt Lease/Purchase Agreement, as supplemented by all exhibits and scheduled attached thereto, including without limitation an Addendum and a Property Schedule No. 1 (collectively, the “Lease Purchase Agreement”), dated as of October 15, 2015, with U.S. Bancorp Government Leasing and Finance, Inc. (“U.S. Bank”), which Lease Purchase Agreement provides for a ten-year lease in the principal amount of approximately \$1,700,000.00 at an interest rate not to exceed 2.64% per annum, for the acquisition of the System; and

WHEREAS, the City is authorized to enter into the Lease Purchase Agreement under Minnesota Statutes, Section 465.71, as amended; and

WHEREAS, the System is essential for the City to perform its functions in an efficient and effective manner; and

WHEREAS, the funds made available under the Lease Purchase Agreement will be deposited with an escrow agent pursuant to the terms of the Lease Purchase Agreement and will be used solely for the acquisition of the System and the payment of costs of issuance; and

WHEREAS, at the end of the ten-year lease period, the City will have the option to purchase the System for \$1.00; and

WHEREAS, the Lease Purchase Agreement is subject to annual non-appropriation, and the City has the right to terminate the Lease Purchase Agreement, in accordance with the terms thereof, at the end of any fiscal year; and

WHEREAS, the City owns and operates through the Commission, as a revenue-producing convenience, systems for the distribution of electricity, production and distribution of water, and collection and treatment of sewer and wastewater for the use of the City and its inhabitants and other customers (the “Utility”); and

WHEREAS, on September 16, 2015, the Commission adopted a resolution pledging net revenues of the Utility to the City in the amounts necessary from time to time to make lease payments under the Lease Purchase Agreement, when due; and

WHEREAS, the City pledges to use such net revenues from the Utility to make lease payments under the Lease Purchase Agreement, when due, subject to annual appropriation; and

WHEREAS, the City recommends that Ms. Martha Ingram, Kennedy and Graven, Chartered, assist with the legal work relating to the Lease Purchase Agreement and provide the required tax exempt legal opinion.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grand Rapids, Minnesota, as follows:

1. U.S. Bancorp Government Leasing and Finance, Inc., as Lender. The City hereby agrees to the terms of U.S. Bank's proposal for the purpose of financing the acquisition of the System (the "Proposal").
2. Proposal. The Proposal is for an amount of \$1,700,000.00 at an interest rate not to exceed 2.64% per annum for the System with a closing date on or about October 15, 2015.
3. Purchase. At the expiration of the Lease Purchase Agreement, the City shall have the option to purchase the System for \$1.00, upon which occurrence the City will transfer title to the System to the Commission.
4. Registration and Transfer. The City Finance Director of the City is hereby appointed the registrar with respect to the Lease Purchase Agreement. The City will cause to be kept a register in which the registrar shall provide for the registration of the Lease Purchase Agreement.

The Lease Purchase Agreement shall be registered in the name of the payee on the books of the registrar initially and when notice of any transfer or assignment is received. The City and registrar may treat the registered owner of the Lease Purchase Agreement as the person exclusively entitled to exercise all the rights and powers of the owner.

The registrar shall require payment of a sum sufficient to cover any tax or other governmental charge payable in connection with the transfer of the Lease Purchase Agreement.

5. Treatment of Registered Owner. The City and the registrar may treat the person in whose name the Lease Purchase Agreement is registered as the owner of the Lease Purchase Agreement for the purpose of receiving payments thereon and for all other purposes whatsoever, and neither the City nor the registrar shall be affected by notice to the contrary.
6. Authorized Officials. The Lease Purchase Agreement and all related documents (the "Financing Documents") and the acquisition and financing of the System under the terms and conditions as described in the Financing Documents are hereby approved. The Mayor of the

City, the City Administrator, and any other officer of the City who is required to execute contracts on behalf of the City are, and each of them hereby is, authorized to execute, acknowledge and deliver the Financing Documents with any changes, insertions and omissions therein as may be approved by the officers who execute the Financing Documents, such approval to be conclusively evidenced by such execution and delivery of the Financing Documents. The Mayor of the City, the City Administrator, and any other required officer of the City are authorized to affix the official seal of the City to the Financing Documents and attest the same.

7. Execution of Documents. The proper officers of the City are hereby authorized and directed to execute and deliver any and all papers, instruments, documents opinions, certificates, affidavits and other documents and to do or cause to be done any and all other acts and things necessary or proper for carrying out this resolution and the Financing Documents.

8. Qualified Tax-Exempt Obligations. The Lease Purchase Agreement, together with other tax-exempt obligations previously issued by and anticipated to be issued by the City in calendar year 2015, does not exceed \$10,000,000. Therefore, the City can and does designate the Lease Purchase Agreement as a “qualified tax-exempt obligation” for purposes of Section 265 of the Internal Revenue Code of 1986, as amended (the “Code”).

9. No Arbitrage. Until expended on the System, the proceeds of the Lease Purchase Agreement will be deposited with an escrow agent pursuant to the terms of an Escrow Agreement between U.S. Bank and the City and utilized in conformity with the terms of the Lease Purchase Agreement. Payments on the Lease Purchase Agreement shall be made from annual appropriations of the net revenues of the Utility. No portion of the proceeds of the Lease Purchase Agreement will be used directly or indirectly to acquire higher yielding investments or to replace funds which were used directly or indirectly to acquire higher yielding investments, except (1) for a reasonable temporary period until such proceeds are needed for the purpose for which the Lease Purchase Agreement is entered into, and (2) an amount of proceeds not greater than the lesser of \$100,000 or five percent (5.00%) of the proceeds from the Lease Purchase Agreement. In addition, the proceeds of the Lease Purchase Agreement and moneys used to make payments on the Lease Purchase Agreement shall not be invested in obligations or deposits issued by, guaranteed by or insured by the United States or any agency or instrumentality thereof if and to the extent that such investment would cause the Lease Purchase Agreement to be “federally guaranteed” within the meaning of Section 149(b) of the Code.

10. No General Obligation Pledge; Initial Appropriation. The Lease Purchase Agreement is not a general obligation of the City, but rather is payable from amounts to be annually appropriated from the net revenues of the Utility, and the full faith, credit and taxing powers of the City shall not be and are not pledged to the payment of the Lease Purchase Agreement. Payments under the Lease Purchase Agreement are due semi-annually in arrears over its 10-year term. By other actions taken, the Commission has pledged net revenues of the Utility in the amounts necessary from time to time to make payments due under the Lease Purchase

Agreement and the City hereby allocates such funds to make lease payments under the Lease Purchase Agreement in fiscal year 2016.

11. Records and Certificates. The proper officers of the City are hereby authorized and directed to prepare and furnish to U.S. Bank and Kennedy and Graven, Chartered, as bond counsel to the City, certified copies of all proceedings and records of the City relating to the Lease Purchase Agreement and to the financial condition and affairs of the City and the Utility, and such other affidavits, certificates and information as are required to show the facts relating to the legality of the Lease Purchase Agreement, and all such certified copies, certificates, and affidavits, including any heretofore furnished, shall be deemed representations of the City as to the facts recited therein.

12. Negative Covenants as to Use of Proceeds and System. The City hereby covenants not to use the proceeds of the Lease Purchase Agreement or to use the System, or to cause or permit them to be used, or to enter into any deferred payment arrangements for the cost of the System, in such a manner as to cause the Lease Purchase Agreement to be a “private activity bond” within the meaning of Sections 103 and 141 through 150 of the Code. The City reasonably expects that no actions will be taken over the term of the Lease Purchase Agreement that would cause it to be a “private activity bond”, and the average term of the Lease Purchase Agreement is not longer than reasonably necessary for the governmental purpose. The City hereby covenants not to use the proceeds of the Lease Purchase Agreement in such a manner as to cause the Lease Purchase Agreement to be a “hedge bond” within the meaning of Section 149(g) of the Code.

13. Tax-Exempt Status of Lease Purchase Agreement; Rebate; Elections. The City shall comply with the requirements necessary under the Code to establish and maintain the exclusion from gross income under Section 103 of the Code of the interest on the Lease Purchase Agreement. If any elections are available now, or hereafter with respect to arbitrage or rebate matters relating to the Lease Purchase Agreement, the Mayor, City Finance Director, or either of them, are hereby authorized and directed to make such elections as they deem necessary, appropriate or desirable in connection with the Lease Purchase Agreement in order to retain the tax-exempt status, and all such elections shall be, and shall be deemed and treated as, elections of the City.

14. Bond Counsel. Kennedy and Graven, Chartered is hereby designated as bond counsel to the City with respect to the Lease Purchase Agreement and is hereby authorized to take all actions necessary to prepare necessary documents to permit the execution of the Lease Purchase Agreement and the financing of the System.

15. Severability. If any section, paragraph or provision on this resolution shall be held to be invalid, or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, or provision shall not affect any of the remaining provisions of this resolution.

16. Headings. Headings in this resolution are included for convenience only and are not a part hereof. The Headings in this resolution are not intended to limit or define the meaning of any provision hereto.

Adopted by the City Council of the City of Grand Rapids, Minnesota on this 28th day of September, 2015.

Dale C. Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

GRAND RAPIDS PUBLIC UTILITIES COMMISSION
RESOLUTION NO. 09-16-2015-02

RESOLUTION RELATING TO GOVERNMENTAL LEASE-PURCHASE AGREEMENT;
AUTHORIZING THE GRAND RAPIDS CITY COUNCIL TO PLEDGE NET REVENUES OF
THE GRAND RAPIDS PUBLIC UTILITY FOR PAYMENTS UNDER THE LEASE
PURCHASE AGREEMENT

BE IT RESOLVED by the Grand Rapids Public Utilities Commission (the
“Commission”) as follows:

1. Recitals. The City of Grand Rapids (the “City”) owns and operates through the Commission, as a revenue-producing convenience, systems for the distribution of electricity, production and distribution of water, and collection and treatment of sewer and wastewater for the use of the City and its inhabitants and other customers (the “Utility”). To finance the purchase of an Advanced Metering Infrastructure (AMI)/Automated Meter Reading (AMR) System for the Utility (the “System”), the City plans to enter into a Master Tax-Exempt Lease/Purchase Agreement dated as of October 15, 2015, as supplemented by all exhibits and schedules attached thereto, including without limitation an Addendum and a Property Schedule (collectively, the “Lease Purchase Agreement”) with U.S. Bancorp Government Leasing and Finance, Inc. (“U.S. Bank”), which Lease Purchase Agreement provides for a ten-year lease to finance the acquisition of the System, in the principal amount of approximately \$1,700,000.00 at an interest rate not to exceed 2.64% per annum. The lease payments under the Lease Purchase Agreement are payable from the net revenues of the Utility subject to an annual appropriation by the City. At the end of the ten-year lease period, the City will have the option to purchase the System for \$1.00, upon which occurrence the City will transfer title to the Commission. Execution of the Lease Purchase Agreement is subject to adoption of an approving resolution to be considered by the City Council on September 28, 2015 (the “City Resolution”), which City Resolution is attached hereto and incorporated herein by reference.

2. Authorization and Concurrence. The Commission hereby finds and determines that pledging the net revenues of the Utility for lease payments under the Lease Purchase Agreement is necessary and in the best interests of the City and Commission and authorizes the City to enter into the Lease Purchase Agreement and pledge the net revenues of the Utility as provided in the City Resolution.

Adopted: September 16, 2015.

Attest:



Gregory A. Chandler, Secretary



Stephen R. Welliver, President



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	15-1664	Version:	1	Name:	Blandin Foundation Collaboration Grant
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	9/25/2015	In control:		In control:	City Council
On agenda:	9/28/2015	Final action:		Final action:	
Title:	A resolution accepting a \$2,500 grant from the Blandin Foundation to assist with funding a facilitator for the government collaboration group.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	9-28-15 Blandin Foundation Collaboration.pdf 9-28-15 Collaboration Grant Agreement.pdf				

Date	Ver.	Action By	Action	Result
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A resolution accepting a \$2,500 grant from the Blandin Foundation to assist with funding a facilitator for the government collaboration group.

Background Information:

There are several local government units who meet monthly to discuss collaboration opportunities among each others organizations. The meetings are facilitated by Mary Jo Wimmer. The attached grant from the Blandin Foundation assists in compensating Mary Jo for her services.

Staff Recommendation:

City staff is recommending the approval of a resolution accepting a \$2,500 grant from the Blandin Foundation to assist with funding a facilitator for the government collaboration group and authorizing the execution of the grant agreement.

Requested City Council Action

Consider approval of a resolution accepting a \$2,500 grant from the Blandin Foundation to assist with funding a facilitator for the government collaboration group and authorizing the execution of the grant agreement.

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

RESOLUTION NO. 15-XX

A RESOLUTION ACCEPTING A \$2,500 GRANT FROM THE BLANDIN FOUNDATION
TO THE CITY OF GRAND RAPIDS TO BE USED FOR FACILITATION EXPENSES
RELATED THE GOVERNMENT COLLABORATION GROUP

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

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

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

- The Blandin Foundation has granted \$2,500 to the City of Grand Rapids to be used for the facilitation expenses related to the government collaboration group.

Adopted this 28th day of September, 2015

Dale C. Adams, Mayor

Attest:

Kimberly Gibeau, City Clerk

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

September 22, 2015

Thomas Pagel
City of Grand Rapids
420 N Pokegama Ave
Grand Rapids MN 55744

Re: Award of Grant G-2015-05375

Dear Thomas:

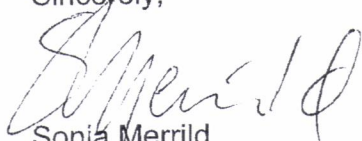
I am pleased to inform you that a grant of \$2,500 has been approved by the Blandin Foundation to City of Grand Rapids for collaborative effort to align government operations and purchasing across several local governmental units in Itasca County. Please note this is the final grant for this project..

Please review this Grant Agreement for the specific terms and/or conditions of this grant. If you agree, please follow the instructions provided to electronically sign your Grant Agreement and submit to the Blandin Foundation. A copy will automatically be sent to you after signing. Please retain a copy of the Grant Agreement for your files. If you have questions about any part of this agreement, feel free to contact me or anyone else on our grants team at 218-326-0523.

You will notice that the date of November 1, 2016, is inserted in the Grant Agreement for you to submit a brief report about the outcomes of this grant. Please let me know if this date is reasonable given other commitments you may have at that time. In addition to our interest in your work, reporting is increasingly important for the Foundation's annual audit and we appreciate your help with this portion of fulfilling the conditions of the grant.

On behalf of the Board of Trustees of the Blandin Foundation, I would like to congratulate you on receiving this award. We are pleased to be a part of this effort and look forward to hearing from you as progress is made towards achieving your goals. Again, if you have any questions after reviewing the Grant Agreement, please feel free to call me.

Sincerely,



Sonja Merrild
Director of Grants

c: File

Blandin Foundation Grant Agreement

This Agreement, made and executed this 22th day of September 2015, by and between the Blandin Foundation (hereinafter referred to as "Foundation"), and City of Grand Rapids (hereinafter referred to as "Grantee").

The Foundation agrees to make the following grant, and Grantee agrees to accept such grant, in accordance with the terms and provisions hereinafter set forth:

- The grant award of **\$2,500** for grant number **G-2015-05375** shall be used solely for the purposes described in the grant application for **collaborative effort to align government operations and purchasing across several local governmental units in Itasca County. Please note this is the final grant for this project.** Funds shall be expended in the manner and over the period of time described in the grant application.
- The Grantee will repay to the Foundation any portion of the amount granted which is not used by Grantee for the purposes specified in the Grant Agreement.
- We will evaluate this project on the basis of the goals and/or outcomes that are outlined in your proposal. Upon completion of the project, please submit a brief report (1-2 pages) including what was accomplished with the grant, what you learned and a summary of how funds were expended. This report will be due:

November 01, 2016

Failure to fulfill reporting requirements may affect Grantee's ability to seek future funding from the Foundation.

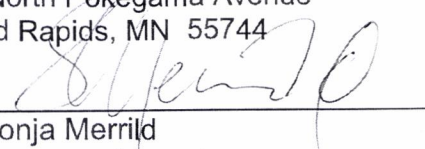
- Funds will be released to the Grantee within approximately two weeks of receipt of this signed grant agreement. Grant payments are made the second and fourth Thursdays of each month.
- The Grantee will maintain records of grant expenditures, as well as reports to the Foundation regarding the grant, for seven years after completion or termination of the grant. The Grantee will make records of grant expenditures available to the Foundation at reasonable times and upon request.
- To help the public gain awareness, both of this project and the Blandin Foundation's work, we request that you recognize the Foundation's contribution, where appropriate, on signage, brochures or publicity you generate about your project.

In Witness whereof, the parties have executed this Grant Agreement in duplicate as of the day and year first above written.

FOUNDATION:

Blandin Foundation
100 North Pokégama Avenue
Grand Rapids, MN 55744

By: _____


Sonja Merrill
Director of Grants

Grantee:

Agency Name

Signature of Officer

Title

In order to expedite the processing of grant funds and to conform with the internal auditing controls of your organization, please designate the person responsible for processing grant funds. All grant payments will be forwarded to his/her attention:

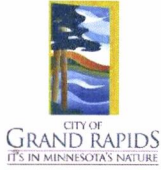
Name: _____

Title: _____

Mailing Address: _____

Telephone: (_____) _____ - _____

E-mail address: _____



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1665 **Version:** 1 **Name:** MDI Land Lease Termination
Type: Agenda Item **Status:** Consent Agenda
File created: 9/25/2015 **In control:** City Council
On agenda: 9/28/2015 **Final action:**
Title: Approve the termination of a land lease between the City and Minnesota Diversified Industries (MDI)
Sponsors:
Indexes:
Code sections:
Attachments: [9-28-15 MDI Land Lease.pdf](#)

Date	Ver.	Action By	Action	Result
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Approve the termination of a land lease between the City and Minnesota Diversified Industries (MDI)

Background Information:

The City currently leases property to MDI at the former Public Works Garage site located near Showboat Landing. In order to terminate the lease the City must provide written notice 180 days prior to termination of the lease. The lease is attached.

Staff Recommendation:

City staff is recommending a motion to terminate the lease with MDI at the former Public Works Garage site.

Requested City Council Action

Consider a motion to terminate the lease with MDI at the former Public Works Garage site.

LAND LEASE

THIS AGREEMENT, made and entered into as of this 14th day of July, 2014, by and between the **City of Grand Rapids**, a municipal corporation, 420 Pokegama Ave. North, Grand Rapids, Minnesota 55744, hereinafter referred to as "**City**"; and **Deer River Hired Hands, Inc.**, 3501 Broadway Street NE, Minneapolis, MN 55413, hereinafter referred to as "**Tenant**".

Property rented.

By signing below, Tenant agrees to rent from the City of Grand Rapids property located at 16th Avenue NW, identified as Property Identification Number 91-020-2311, and within the defined area on Attachment "A", in Itasca County, in the State of Minnesota (known as the "Property").

Term of Lease/Rent.

Tenant agrees to rent the property for an initial term beginning August 1, 2014. Said Lease shall expire one year later, July 31, 2015, and will be automatically renewed for one-year terms until notification of termination by either party. Tenant shall pay a yearly rent of one dollar (\$1.00). Payment shall be made by Tenant within 30 days of receipt of invoice from City. In addition, the Tenant shall pay all property taxes, utility expenses including, but not limited to, electric, heat, and waste disposal. In exchange for a reduced rental rate, Tenant shall allow the residents of the City to drop off trees and brush at no cost.

My Rights of Possession.

If the Tenant continues to keep all terms of this Lease current, the Tenant may peaceably use and enjoy the Property for the full term of this lease.

General Maintenance of the Property.

During the entire term of this lease, and any extension, Tenant agrees to:

- Keep the Property in a neat, clean and respectable condition and not permit any waste;
- Keep the Lease Area clear of ice; and
- Maintain the gravel surface on the Lease Area at Tenant's expense.

Use of the Property.

The use of the property is limited to a tree and brush recycling center.

Damage to the Property.

Tenant agrees to keep the Property in as good a condition as it now is, except for any damages caused by ordinary wear and tear. Except as explained below, the City of Grand Rapids has no obligation to make any alterations, improvements or repairs of any kind to the Property.

If the Property is damaged by fire, storm, or any other casualty that is not caused by the negligent or willful acts of the Tenant, agents, visitors or employees, then the following conditions apply. The City of Grand Rapids has the right to either repair the Property or terminate the lease.

No Subletting.

Tenant agrees not to assign or sublet the Property to anyone else unless Tenant first gets the City of Grand Rapids' written permission.

Insurance/Hold Harmless.

The Tenant hereby agrees to maintain public liability insurance and property damage insurance in sums as required by Minn. Stat. Cpt. 466.04. Tenant further agrees to furnish a certificate evidencing such coverage to the City upon execution of this agreement, and then each year upon the renewal of this agreement.

The Tenant hereby undertakes and agrees to release, indemnify, save and hold harmless the City of Grand Rapids, Minnesota against any liability whatsoever, including reasonable attorney fees in the defense of any claim, because of accident or injury to employees, guests, patrons and invitees or other persons or property occurring in any of his/her operations at the subject property not arising out of or caused by the negligence of the City.

Default.

Tenant will be in default under the terms of this agreement if the Tenant does not keep any of their promises in this agreement.

The City of Grand Rapids' Remedies if Default Occurs:

If Tenant is in default, the City of Grand Rapids may choose and rely upon one of the following remedies:

(a) The City of Grand Rapids may cancel Tenant's lease immediately and reenter and take possession of the Property. The City of Grand Rapids may remove every person and all personal property from the Property. The City of Grand Rapids may use reasonable force if necessary. The City of Grand Rapids does not have to give Tenant any notice of the City of Grand Rapids' intention to do this.

(b) The City of Grand Rapids may reenter and take possession of the Property without cancelling the lease. Tenant will have no further right to possess or use the Property but will continue to be obligated to keep all promises in this lease. The City of Grand Rapids' re-entry and possession after Tenant default will not in any way terminate Tenant's obligations to the City of Grand Rapids under this lease.

Notice of Termination.

This Lease shall continue on a yearly basis. Tenant and City agree to give at least a 180 day notice prior to terminating said Lease. The City has the right to terminate lease without cause and will not be required to reimburse Tenant rent on a prorated basis without interest.

Notice of Seizure Provision.

Tenant is hereby notified that Tenant will be considered in unlawful detention of the Property and subject to the default remedies in this lease, if any contraband or a controlled substance manufactured, distributed, or acquired in violation of the law is seized on the Property Tenant is

renting under this lease, incident to a lawful search or arrest and to which there are no defenses under the statute.

Additional Agreements.

By signing below, the City of Grand Rapids and Minnesota Diversified Industries agree that all the agreements made in this lease shall apply to and bind our heirs, executors, administrators and assigns. "Heirs, executors, administrators and assigns" includes anyone who inherits, receives or represents the interests of another person and who is looked at as having some or all of the same interests, rights and obligations of that other person.

City:

Tenant:

Dated: 7-14-14

Dated: 7-25-14

City of Grand Rapids

By: Dale Adams

[Signature]

Deer River Hired Hands, Inc.

Its: Mayor

Its: General Manager

By: Kimberly Gule

Its: Clerk

EXHIBIT "A"



Internal Revenue Service
District Director

Department of the Treasury

P O BOX A-3290 DPN 22-2
CHICAGO, IL 60690

Date: 31 OCT 1986

DEER RIVER HIRED HANDS INC
RT 1 BOX 78
DEER RIVER, MN 56636

Employer Identification Number:
41-1587363
Contact Person:
MRS. A. M. BARRETT
Contact Telephone Number:
(312) 886-1278

Accounting Period Ending:
December 31
Foundation Status Classification:
509(a)(1)
Advance Ruling Period Ends:
Dec. 31, 1991
Caveat Applies:
No

Dear Applicant

Based on information supplied, and assuming your operations will be as stated in your application for recognition of exemption, we have determined you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code.

Because you are a newly created organization, we are not now making a final determination of your foundation status under section 509(a) of the Code. However, we have determined that you can reasonably be expected to be a publicly supported organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

Accordingly, you will be treated as a publicly supported organization, and not as a private foundation, during an advance ruling period. This advance ruling period begins on the date of your inception and ends on the date shown above.

Within 90 days after the end of your advance ruling period, you must submit to us information needed to determine whether you have met the requirements of the applicable support test during the advance ruling period. If you establish that you have been a publicly supported organization, you will be classified as a section 509(a)(1) or 509(a)(2) organization as long as you continue to meet the requirements of the applicable support test. If you do not meet the public support requirements during the advance ruling period, you will be classified as a private foundation for future periods. Also, if you are classified as a private foundation, you will be treated as a private foundation from the date of your inception for purposes of sections 507(d) and 4940.

Grantors and contributors may rely on the determination that you are not a private foundation until 90 days after the end of your advance ruling period.

DELR RIVER HIRED HANDS INC

If you submit the required information within the 90 days, grantors and contributors may continue to rely on the advance determination until the Service makes a final determination of your foundation status.

If notice that you will no longer be treated as a publicly supported organization is published in the Internal Revenue Bulletin, grantors and contributors may not rely on this determination after the date of such publication. In addition, if you lose your status as a publicly supported organization and a grantor or contributor was responsible for, or was aware of, the act or failure to act that resulted in your loss of such status, that person may not rely on this determination from the date of the act or failure to act. Also, if a grantor or contributor learned that the Service had given notice that you would be removed from classification as a publicly supported organization, then that person may not rely on this determination as of the date such knowledge was acquired.

If your sources of support, or your purposes, character, or method of operation change, please let us know so we can consider the effect of the change on your exempt status and foundation status. In the case of an amendment to your organizational document or bylaws, please send us a copy of the amended document or bylaws. Also, you should inform us of all changes in your name and address.

As of January 1, 1984, you are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more you pay to each of your employees during a calendar year. You are not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, you are not automatically exempt from other Federal excise taxes. If you have any questions about excise, employment, or other Federal taxes, please let us know.

Donors may deduct contributions to you as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to you or for your use are deductible for Federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

You are required to file Form 990, Return of Organization Exempt from Income Tax, only if your gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of your annual accounting period. The law imposes a penalty of \$10 a day, up to a maximum of \$5,000, when a return is filed later, unless there is reasonable cause for the delay.

You are not required to file Federal income tax returns unless you are subject to the tax on unrelated business income under section 511 of the Code. If you are subject to this tax, you must file an income tax return on Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your present or proposed activities are unre-

DEER RIVER HIRED HANDS INC

lated trade or business as defined in section 513 of the Code.

You need an employer identification number even if you have no employees. If an employer identification number has not entered on your application, a number will be assigned to you and you will be advised of it. Please use that number on all returns you file and in all correspondence with the Internal Revenue Service.

If the heading of this letter indicates that a caveat applies, the caveat below or on the enclosure is an integral part of this letter.

Because this letter could help resolve any questions about your exempt status and foundation status, you should keep it in your permanent records.

If you have any questions, please contact the person whose name and telephone number are shown in the heading of this letter.

Sincerely yours,



R. S. Wintrobe, Jr.
District Director

Enclosure: 872-C

Internal Revenue Service
District Director

Department of the Treasury

P. O. Box 2508
Cincinnati, OH 45201

Date: SEP 02 1999

Person to Contact:
John Kennedy 31-02763
Customer Service Representative

Deer River Hired Hands, Inc.
P. O. Box 652
Deer River, MN 56636

Telephone Number:
877-829-5500

Fax Number:
513-684-5936

Federal Identification Number:
41-1587363

Dear Sir or Madam:

This letter is in response to your request for a copy of your organization's determination letter. This letter will take the place of the copy you requested.

Our records indicate that a determination letter issued in October 1988 granted your organization exemption from federal income tax under section 501(c)(3) of the Internal Revenue Code. That letter is still in effect.

Based on information subsequently submitted, we classified your organization as one that is not a private foundation within the meaning of section 509(a) of the Code because it is an organization described in sections 509(a)(1) and 170(b)(1)(A)(vi).

This classification was based on the assumption that your organization's operations would continue as stated in the application. If your organization's sources of support, or its character, method of operations, or purposes have changed, please let us know so we can consider the effect of the change on the exempt status and foundation status of your organization.

Your organization is required to file Form 990, Return of Organization Exempt from Income Tax, only if its gross receipts each year are normally more than \$25,000. If a return is required, it must be filed by the 15th day of the fifth month after the end of the organization's annual accounting period. The law imposes a penalty of \$20 a day, up to a maximum of \$10,000, when a return is filed late, unless there is reasonable cause for the delay.

All exempt organizations (unless specifically excluded) are liable for taxes under the Federal Insurance Contributions Act (social security taxes) on remuneration of \$100 or more paid to each employee during a calendar year. Your organization is not liable for the tax imposed under the Federal Unemployment Tax Act (FUTA).

Organizations that are not private foundations are not subject to the excise taxes under Chapter 42 of the Code. However, these organizations are not automatically exempt from other federal excise taxes.

Donors may deduct contributions to your organization as provided in section 170 of the Code. Bequests, legacies, devises, transfers, or gifts to your organization or for its use are deductible for federal estate and gift tax purposes if they meet the applicable provisions of sections 2055, 2106, and 2522 of the Code.

Deer River Hired Hands, Inc.
41-1587363

Your organization is not required to file federal income tax returns unless it is subject to the tax on unrelated business income under section 511 of the Code. If your organization is subject to this tax, it must file an income tax return on the Form 990-T, Exempt Organization Business Income Tax Return. In this letter, we are not determining whether any of your organization's present or proposed activities are unrelated trade or business as defined in section 513 of the Code.

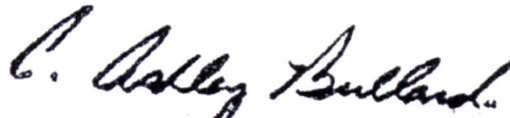
The law requires you to make your organization's annual return available for public inspection without charge for three years after the due date of the return. You are also required to make available for public inspection a copy of your organization's exemption application, any supporting documents and the exemption letter to any individual who requests such documents in person or in writing. You can charge only a reasonable fee for reproduction and actual postage costs for the copied materials. The law does not require you to provide copies of public inspection documents that are widely available, such as by posting them on the Internet (World Wide Web). You may be liable for a penalty of \$20 a day for each day you do not make these documents available for public inspection (up to a maximum of \$10,000 in the case of an annual return).

Because this letter could help resolve any questions about your organization's exempt status and foundation status, you should keep it with the organization's permanent records.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

This letter affirms your organization's exempt status.

Sincerely,



C. Ashley Bullard
District Director



STATE OF MINNESOTA

February 6, 1989

DEPARTMENT OF REVENUE

Deer River Hired Hands, Inc.
Attn: James Garder, Treasurer
Rt. 1, Box 78
Deer River, MN 56636

Name of Organization: Deer River Hired Hands, Inc.

In Re: Income Tax Exemption

Dear Mr. Garder:

We have determined that the above organization, as presently organized and conducted, is exempt from income tax under Minnesota Statutes, section 290.05.

Any change in the organization or in its purpose or operations must be reported to the Commissioner of Revenue. A copy of any annual report (Series 990) that is filed with the Internal Revenue Service must be filed with the Department of Revenue no later than ten (10) days after the date it is filed with the federal office.

If the Internal Revenue Service revokes, cancels or suspends the exempt status of the organization, the organization must notify the Department of Revenue in writing of the federal action within ninety (90) days after receipt of notice from the Internal Revenue Service.

If you change the name of the organization, please notify us immediately.

For further information, you may contact me at the address shown below.

Sincerely,

A handwritten signature in cursive script that reads "Michael G. Bublitz".

Michael G. Bublitz, Revenue Examiner
Taxpayer Information Division
Technical Support Group
Centennial Office Building
St. Paul, MN 55145
(612) 296-0555

MGB:Pja:A5

IF-194



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1662 **Version:** 1 **Name:** Board & Commission minutes
Type: Minutes **Status:** Approved
File created: 9/24/2015 **In control:** City Council
On agenda: 9/28/2015 **Final action:**

Title: Acknowledge minutes for Boards & Commissions:

August 4, 2015 Arts & Culture minutes
August 12, 2015 Library Board minutes
August 12, 2015 PUC Minutes
July 15, 2015 HRA Minutes
July 16 and 27, 2015 GREDA Minutes

Sponsors:

Indexes:

Code sections:

Attachments: [August 4, 2015 Arts & Culture Minutes](#)
[August 12, 2015 Library Board minutes](#)
[August 12, 2015 PUC Minutes](#)
[July 15, 2015 HRA Minutes](#)
[July 16, 2015 GREDA special meeting](#)
[July 27, 2015 GREDA Special meeting](#)

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

August 4, 2015 Arts & Culture minutes
August 12, 2015 Library Board minutes
August 12, 2015 PUC Minutes
July 15, 2015 HRA Minutes
July 16 and 27, 2015 GREDA Minutes

**CITY OF GRAND RAPIDS ARTS AND CULTURE COMMISSION
CONFERENCE ROOM 2B- GRAND RAPIDS CITY HALL
REGULAR MEETING, TUESDAY, AUGUST 4, 2015 – 3:15 PM**

CALL TO ORDER: Pursuant to due notice and call thereof the regular meeting of the Grand Rapids Arts and Culture Commission was held in Conference Room 2B of the Grand Rapids City Hall, 420 N Pokegama Avenue, Grand Rapids, Minnesota, on Tuesday, August 4, 2015, at 3:15 pm

CALL OF ROLL: On a Call of Roll, the following members were present: Kathy Dodge, David Marty, John Connelly, Benjamin Braff, Sonja Merrild and Karen Walker. Todd Driscoll arrived at 4:10 pm.

Commissioners absent: Lois Bendix and Harry Smith

Staff Present: Amy Dettmer, Jessica Setness and Michele Palkki

SETTING THE AGENDA:

Add: Artist in Residence
Creative Minnesota Presentation October 2

APPROVAL OF MINUTES – Regular Meeting, July 7, 2015 – corrections as listed

Page 2: spelling of ZiiBi and name Aaron Squadroni

Page 3: 1st Friday in August and October

Page 3: not be approving

Motion by Commissioner Merrild, second by Commissioner Walker to approve the minutes of the Regular Meeting, July 7, 2015 with the corrections listed above. Motion passed by unanimous vote.

FINANCIAL REPORT

The current budget balance remains at \$1,296.00. A question was asked if we do not spend this money could it be carried over to the next year. The answer would be no, any funds that are not spent go back into the general fund. Budgets are January through December.

OLD BUSINESS - Commissioner's reports

Commissioner Connelly – Pop Up Park

Pop Up Park – A discussion was held regarding the panels that Aaron Squadroni has built. There appears to be several panels that are do not have anything on them yet. Commissioner Connelly will follow-up with Aaron Squadroni and find out how many remaining panels there are to complete and then will report to Commissioner Dodge to try to find artist groups to finish them.

Commissioner Dodge – River Venue Update

River Venue Update: Commission Dodge reported that along with Amy Dettmer and Sonja Merrild she met with City Administrator Tom Pagel regarding the bonding proposal submitted to the State of Minnesota for a river venue at the Forest History Center. It was announced at the July 7 meeting that the City would be moving forward with a bond proposal for \$1.5 million for the venue. This proposal was approved by the City Council.

Commissioner Driscoll arrived at 4:10 pm

During the discussion, it was noted that, there might be other options for a new venue, other than the Forest History Center. The decision to go with the Forest History Center was quick because of the deadlines for the state bond request; these are done every 2 years. If the Commission feels that they were too rushed into making a decision for the proposal, they could ask the City to pull the bonding request and research other options.

The other option would be that the Commission fully supports the proposal for the venue at the Forest History Center.

The City would like the Commission to either support the new venue or to wait and do more research. If the latter the City would then pull the bond request for the 1.5 million.

Motion by Commissioner Marty, second by Commissioner Braff to support the current proposal to develop the river venue at the Forest History Center. During the discussion, the Commission felt rushed in making a decision and was not ready to vote at this meeting. No vote.

There was a discussion regarding the bond request that has been submitted. If the Commission votes to wait on developing another possible site, the City would pull the State Bond request at that time. The next opportunity for requesting state bond money would be in 2018.

Motion by Commissioner Walker, second by Commissioner Connelly to table the proposal in developing an amphitheater at the Forest History Center until the next regular Arts and Culture Meeting scheduled for September 1, at that time the Commission will make a motion regarding the river venue project. Motion passed by unanimous vote.

The Commission asked Ms. Dettmer to research the GR Arts Plan and the City Comprehensive Plan as to public comments.

Commissioner Marty – Art Award

Art Award: Commissioner Marty reported that he and Commissioner Merrild have been meeting with Bud Stone, Chamber of Commerce, as to an art award for 2016. Some of the questions that have yet been answered are: What is the nature of the Award? Individual or Business? This item was postponed until the regular meeting September 1.

**Arts and Culture Commission
Regular Meeting, August 4, 2015
Page 3**

Commissioner Dodge – Creative MN Presentation

Creative MN Presentation will be reviewed at 5:00 pm at the MacRostie Art Center on the first Friday event on October 2.

Commissioner Dodge reported that Artist in Residence discussion could wait until the regular meeting in September.

City Comprehensive Plan

Staff Liaison Dettmer reported that GRMN Creates is now part of the City Comprehensive Plan.

There being no further business, the meeting adjourned at 5:15 pm

Respectfully submitted by Michele Palkki, Administrative Assistant

Next Regular Meeting

Reminder, the next regular meeting of the Grand Rapids Arts and Culture Commission will be held on Tuesday, September 1, 2015 beginning at 3:15 pm at the Grand Rapids City Hall, Conference Room 2B.

**Grand Rapids Area Library
Regular Board Meeting
August 12, 2015, 5:00 PM**

Call to Order: The monthly board meeting was called to order at 5:00 PM by Dennis Jerome.

Roll Call:

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

Public Comment: None to report.

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

Minutes: Janet Neurauter moved to approve the minutes from the July 8, 2015 board meeting. A second was made by Randy McCarty. The motion passed unanimously.

Communications:

- ***MDE Letter re minimum level of support***
- ***Itasca County letter re tax payment:*** Marcia Anderson noted that Itasca County levies a tax to support library services.
- ***MN Community Foundation quarterly statement***

Financial Report:

The Grand Rapids Area Library Bill List
Invoices Due On/Before August 12, 2015

AMAZON.COM	\$210.14
AMERIPRIDE LINEN & APPAREL	62.79
ARROWHEAD LIBRARY SYSTEM	88.81
BAKER & TAYLOR, INC	2,234.99
BLACKSTONE AUDIO, INC	445.98
BLUE CROSS & BLUE SHIELD OF MN	4,753.50
BUSY BEES QUALITY CLEANING	1,700.00
CDW GOVERNMENT INC	270.02
COLE HARDWARE INC	77.23
DELTA DENTAL OF MINNESOTA	194.10
DEMCO	2,730.51
FIDELITY SECURITY LIFE INS CO	11.92
GARTNER REFRIGERATION CO	1,558.43
CITY OF GRAND RAPIDS	721.89
GRAND RAPIDS CITY PAYROLL	36,771.57
ICTV	20.00
JUNIOR LIBRARY GUILD	28.00
LINCOLN NATIONAL LIFE	107.30
LINCOLN REPUBLIC INSURANCE CO	18.45
MINNESOTA ENERGY RESOURCES	94.55
MN DNR NONGAME WILDLIFE FUND	50.00
MINNESOTA REVENUE	34.37
NEXTERA COMMUNICATIONS LLC	86.79
NORTHERN BUSINESS PRODUCTS INC	753.52
OXFORD UNIVERSITY PRESS USA	41.95
PAUL BUNYAN COMMUNICATIONS	489.04
PERSONNEL DYNAMICS LLC	527.98
P.U.C.	2,716.54
ST PAUL PIONEER PRESS	189.90
SIMPLEX GRINNELL LP	686.99
SIM SUPPLY INC	287.56
UNIQUE MANAGMENT SERVICES	474.35
VERIZON WIRELESS	112.53
THE VILLAGE BOOK STORE	8.00
WASTE MANAGEMENT	484.23
XEROX CORPORATION	189.79
CHRIS WICKLUND	9,403.85
SAM MILTICH & FRIENDS	400.00
VALERIE D HAACK	53.22
TOTAL ALL VENDORS	\$69,090.79

Marcia Anderson noted that the 2015 budget numbers for the fund balance are wrong; the total is correct, but the allocation is incorrect. She also mentioned that the donation lines do not reflect the donations that are in the resolution for this month because those donations were all received after the first of August. The inventorial supplies line item and capital outlay line item were also discussed. Randy McCarty moved to approve the financial report. A second was made by Susan Zeige. On a roll call vote the motion passed unanimously.

Staff Reports:

- **Director's Report:** Marcia Anderson noted that the bequest has been settled except for the life insurance settlement. This should be completed around the first of October. The board also discussed the new four way stop near the library.

Old Business: None to report.

New Business:

- **Consent Agenda:**

1. Approve payment of late bills
2. Approve Contracts and payment to presenters
3. Approve Resolution 2015-7 - Accepting Donations

\$25 from Dennis and Jeannie Legan for magazines

\$100 from Capital Management Securities in memory of Evelyn Esther Loveland

25 Denise Kuhne books in memory of Evelyn E. Loveland

25 Tanner and Laura Pfeifer books in memory of Evelyn E. Loveland

20 Janis Bjorkquist books in memory of Evelyn E. Loveland

3000 Lyle Loveland books in memory of Evelyn E. Loveland

1000 Keith Loveland

100 Ramona Holmes

40 Pauline Tiemann

25 Clarence and Juanita Hodgson

100 Loren and Joan Solberg undesignated in memory of Jere Urista

22,000 City of Cohasset for completion of solar project

Max Peters discussed the \$22,000 contribution to the Solar Project by the City of Cohasset. Randy McCarty moved to approve the consent agenda. A second was made by Jean MacDonell. On a roll call vote the motion passed unanimously.

- ***Regular Agenda:***

1. **Authorize staff to submit application to US State Department to become a Passport Acceptance Facility:** Marcia Anderson answered some general questions from the board regarding the staff training process. Randy McCarty moved to approve the authorization. A second was made by Mary Helen Haarklau. The motion passed unanimously.
2. **Authorize lease of copy machine through North Country Business Products:** Marcia Anderson mentioned she would rather have the copy machine on a table than leave it freestanding. This would make the lease a bit cheaper. The lease is also for 36 months. Jean MacDonell moved to approve the 36-month lease for the copy machine. A second was made by Max Peters. On a roll call vote the motion passed unanimously.
3. **Authorize payment of \$13,180 to Frantzomatic for ½ of cost for construction of solar mounting and tracking system and aluminum panels:** The \$13,180 is half the cost for the mounting, tracking system, and the aluminum panels. There is another fee for the sunflower graphics that go on the panels. There is also an electrical connection and installation charge. Randy McCarty moved to approve the authorization. A second was made by Janet Neurauter. On a roll call vote the motion passed unanimously.

Marcia Anderson asked the board for their opinions on a wind-turbine donation, and the board discussed its purpose and place in the library. The board will further discuss their options and make a decision this fall.

Marcia Anderson also noted that the AV system and the children's area should be completed by September.

Adjourn: The monthly board meeting was adjourned at 5:35 PM by Dennis Jerome.

A regular meeting of the Grand Rapids Public Utilities Commission was held on August 12, 2015 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

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

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

Motion by Zabinski to approve minutes of the July 15, 2015 regular. Motion seconded by Lenius and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

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

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

Public Forum: None present.

Commission Reports:

Commissioner Hodgson noted that he had previously met with General Manager Ward and Electric Department Manager Goodell to review the Iron Range Engineering Fall 2015 Project Proposal in Administration item 7.b.

Commissioner Zabinski thanked Wastewater Treatment Department Manager Mattson for his memo to the City Council outlining actions being taken to control odors at the Wastewater Treatment Facility.

Administration:

Motion by Commissioner Chandler to adopt Resolution 08-12-2015-01, adopted by the City Council on August 10, 2015, amending the PILOT Agreement between the City of Grand Rapids and the Grand Rapids Public Utilities Commission - Resolution 12-15-09-05 as amended by Resolution 01-10-2012-01. Motion seconded by Commissioner Lenius and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Chandler to approve and authorize submission of an Iron Range Engineering Fall 2015 Project Proposal to examine the feasibility of constructing and operating a solar energy project of between 0.5 and 1.0 megawatts. Motion seconded by Commissioner Lenius and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Hodgson to confirm the Interview Team's preferred candidate, Ms. Kari L. Helal, for the position of Customer Service Representative effective August 10, 2015. Motion seconded by Commissioner Lenius and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Commissioner Zabinski requested review of the protocol and timing for confirmation of new hires.

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

Accounting and Finance:

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

Electric Department:

Electric Department Manager Goodell reviewed the July 2015 Operations Report with the Commission. At the request of Manager Goodell, additional agenda item 9.b. was added as follows: "Consider approving a contract for professional services with Minnesota Mapping Solutions, LLC for updating the inventory and mapping of the entire electrical distribution system at a cost of \$20,000.00."

Motion by Chandler to approve a contract for professional services with Minnesota Mapping Solutions, LLC for updating the inventory and mapping of the entire electrical distribution system at a cost not to exceed \$20,000.00. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Wastewater Treatment Facility Operations:

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

Water/Wastewater Collection:

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

Safety Training Procedures and Updates:

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

GRPUC Discussion/Correspondence:

APPA Webinar-Ratemaking for Utility Boards & City Councils, July 14, 2015, Grand Rapids, MN – Anthony Ward.

MWOA 39th Annual Conference, July 28-31, 2015, Grand Rapids, MN – Brett Dickie, Rick Fox, Doug Gustafson, Steve Mattson, Mark Hansen, Tom Otten.

Minnesota Power correspondence: Letter of appreciation from Minnesota Power regarding mutual aid in Brainerd on July 12, 2015.

Claims for Payment:

Motion by Lenius to approve Final Pay Request #1 from Itasca Utilities, Inc. for Feeder 320 Extension underground cable, conduit, and cabinet basement installation in the amount of \$68,500.00. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Chandler to authorize the verified claims for payment in the amount of \$1,704,478.18 (\$1,304,791.69 computer checks and \$399,686.49 manual checks) per attached lists. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Chandler, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

The next regular Commission meeting is Wednesday, September 16, 2015 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

By call of the chair, the meeting was declared adjourned at 5:00 PM.

Attest:

Stephen R. Welliver, President

Gregory A. Chandler, Secretary

JULY 2015 AP COMMISSION LIST

<u>Date</u>	<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
8/17/2015	67851	A B M Equipment and Supply, Inc.	28,492.21
8/17/2015	67852	Absolute Fire Protection Inc	250.00
8/17/2015	67853	Alcola Solutions	12,025.59
8/17/2015	67854	Ameripride Linen and Apparel Services	108.13
8/17/2015	67855	Applied Industrial Technologies	279.28
8/17/2015	67856	Arrow Embroidery & Screen Printing	930.03
8/17/2015	67857	Autumn Creek Consulting	2,231.90
8/17/2015	67858	Baldwin Supply Company	957.50
8/17/2015	67859	Barnum Gate Services INC	3,026.88
8/17/2015	67860	Bloomers Garden Center	4,377.50
8/17/2015	67861	Bob Howendobler	1,026.00
8/17/2015	67862	Border States Electric	11,420.47
8/17/2015	67863	Bunes Septic Service, Inc.	450.00
8/17/2015	67864	Burggraf's Ace Hardware	14.99
8/17/2015	67865	Busy Bees Quality Cleaning Service	1,858.00
8/17/2015	67866	Callnet Call Center Services	995.00
8/17/2015	67867	Carquest Auto Parts	35.88
8/17/2015	67868	Citi Lites Inc	5,462.50
8/17/2015	67869	City of Grand Rapids	13,477.37
8/17/2015	67870	Cogsdale Corporation	2,394.60
8/17/2015	67871	Cole Hardware	1,141.61
8/17/2015	67872	Compass Minerals	5,339.70
8/17/2015	67873	Dave Berg Constulting LLC	1,000.00
8/17/2015	67874	Davis Petroleum	765.62
8/17/2015	67875	Deer River Hired Hands	20.00
8/17/2015	67876	Deer River Publishing CO	138.83
8/17/2015	67877	Door Service, Inc.	625.00
8/17/2015	67878	Doyle, Dennis	143.75
8/17/2015	67879	DW Jones INC	1,016.69
8/17/2015	67880	Energy Insight Inc	5,421.19
8/17/2015	67881	ERA Laboratories, Inc.	250.00
8/17/2015	67882	Express Services Inc	1,181.25
8/17/2015	67883	Eye Q Optometric	148.00
8/17/2015	67884	Fastenal Company	221.17
8/17/2015	67885	Field Environmental Instruments, Inc	924.82
8/17/2015	67886	G. Neil	209.97
8/17/2015	67887	Gopher State One-Call	899.00
8/17/2015	67888	Grainger	2,437.62
8/17/2015	67889	Grand Hospitality LLC	3,636.00
8/17/2015	67890	Grand Rapids Newspapers	690.05
8/17/2015	67891	Green, David W	250.00
8/17/2015	67892	Hawkins Water Treatment Group	24,802.33
8/17/2015	67893	Hawkinson Construction Co., Inc.	2,425.00
8/17/2015	67894	HD Supply Waterworks	9,450.20
8/17/2015	67895	HVAC Services, Inc.	640.00
8/17/2015	67896	Industrial Lubricant Company	3,930.00
8/17/2015	67897	Itasca Computer Resources, Inc.	1,885.00
8/17/2015	67898	Itasca County Treasurer	1,701.18
8/17/2015	67899	Itasca Utilities, Inc.	10,630.00
8/17/2015	67900	Itron	644.88

8/17/2015	67901	Jobshq	3,064.80
8/17/2015	67902	Johnson, Killen & Seiler, P.A.	1,350.00
8/17/2015	67903	Kachinske, Lester	130.00
8/17/2015	67904	Kaman Industrial Tech.	922.81
8/17/2015	67905	KBAJ 105.5 FM	534.00
8/17/2015	67906	KLM Engineering, Inc.	1,500.00
8/17/2015	67907	KOZY Radio 1320	588.00
8/17/2015	67908	L & M Supply	795.10
8/17/2015	67909	L & S Electric, Inc.	3,750.00
8/17/2015	67910	Lano, O'Toole & Bengtson	748.00
8/17/2015	67911	Local Boy, The	408.57
8/17/2015	67912	Locators & Supplies	479.13
8/17/2015	67913	Louhi & Kivela Masonry, Inc	1,400.00
8/17/2015	67914	Mangseth Painting, Inc.	11,860.00
8/17/2015	67915	Mattson, Steve	52.90
8/17/2015	67916	McMaster-Carr	303.49
8/17/2015	67917	Minnesota Municipal Utilities	240.00
8/17/2015	67918	Minnesota Office Enterprise Technology	36.00
8/17/2015	67919	Minnesota Pollution Control Agency	1,125.00
8/17/2015	67920	Minnesota Power	951,005.69
8/17/2015	67921	Mobile Predictive Services, Inc.	1,062.50
8/17/2015	67922	NAPA Auto Parts	39.41
8/17/2015	67923	NEO Solutions, Inc.	33,599.37
8/17/2015	67924	Nextera Communicatons	596.32
8/17/2015	67925	Northern Business Products	660.50
8/17/2015	67926	Northern Drug Screening	312.00
8/17/2015	67927	Novaspect, Inc.	301.50
8/17/2015	67928	O.D.C.	2,385.00
8/17/2015	67929	Personnel Dynamics, LLC.	21,717.13
8/17/2015	67930	Pipeline Supply, Inc.	527.96
8/17/2015	67931	Plackner Tree Care Inc	2,244.38
8/17/2015	67932	Post-Bulletin Company, LLC.	2,989.20
8/17/2015	67933	Public Utilities Commission	2,600.04
8/17/2015	67934	Pullis, Larry	105.00
8/17/2015	67935	R & K Hillman, Inc.	210.00
8/17/2015	67936	Radtke Trucking	21,937.36
8/17/2015	67937	Rapid Pest Control, Inc.	92.50
8/17/2015	67938	Resco	1,225.00
8/17/2015	67939	Rick-S Electric & Data Inc	567.37
8/17/2015	67940	River Road Market	1,048.35
8/17/2015	67941	RMB Environmental Laboratories Inc	4,305.00
8/17/2015	67942	Ruder, Rodney	105.00
8/17/2015	67943	Sandstrom's Inc	1,144.21
8/17/2015	67944	Scheck Industrial Corp.	26,667.36
8/17/2015	67945	Schwartz Excavating & Redi-Mix	260.00
8/17/2015	67946	Scooters Septic Service	1,800.00
8/17/2015	67947	Selectaccount	153.60
8/17/2015	67948	Silvertip Graphics Signs & Designs	213.80
8/17/2015	67949	Star Tribune	3,143.00
8/17/2015	67950	Stuart C Irby Company	9,028.88
8/17/2015	67951	Team Marinucci, Inc.	83.36
8/17/2015	67952	Van Bergen & Markson, Inc.	2,203.12
8/17/2015	67953	Viking Electric Supply, Inc.	933.87

8/17/2015	67954	Virden Automation LLC	720.00
8/17/2015	67955	Waste Management of Duluth	1,083.49
8/17/2015	67956	WDIO-TV / WIRT-13	880.00
8/17/2015	67957	Wells Fargo Business Card	358.47
8/17/2015	67958	Wells Fargo Business Card	435.00
8/17/2015	67959	Wells Fargo Business Center	869.46
8/17/2015	67960	Wesco	1,764.70
8/17/2015	67961	Wisconsin Energy Conservation Corp.	70.32
8/17/2015	67962	Works Computing Inc	1,326.01
8/17/2015	67963	Xerox Corporation	345.97
		Total	1,304,791.69

JUIY 2015 MANUAL CHECK REGISTER

<u>Date</u>	<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
7/2/2015	2866	Delta Dental of Minnesota	3,460.00
7/15/2015	2867	Public Employees Retirement Association	13,226.97
7/15/2015	2868	Minnesota Dept. of Revenue	3,953.28
7/15/2015	2869	Wells Fargo Bank	23,470.83
7/15/2015	2870	ING Institutional Plan Service LLC	6,825.72
7/13/2015	2871	Selectaccount	1,425.00
7/13/2015	2872	Selectaccount	2,506.64
7/17/2015	2873	Selectaccount	800.00
7/20/2015	2874	Minnesota Department of Revenue	216.00
7/24/2015	2875	Selectaccount	325.00
7/28/2015	2877	ING Institutional Plan Service LLC	11,220.25
7/28/2015	2878	Minnesota Dept. of Revenue	3,754.49
7/28/2015	2879	Public Employees Retirement Association	12,770.18
7/28/2015	2880	Wells Fargo Bank	22,359.01
7/31/2015	2881	Blue Cross Blue Shield	48,645.62
7/31/2015	2882	Selectaccount	2,506.64
7/1/2015	67654	Darin & Andrea Hofstad #523140	273.00
7/1/2015	67655	Paul & Crystal Sword #525169	198.00
7/1/2015	67656	David Zanardi - #504586	126.00
7/1/2015	67657	Betsy A Sween - #525339	165.00
7/1/2015	67658	Curt A Major - #521555	179.00
7/1/2015	67659	Ron Grossman - #507636	82.74
7/1/2015	67660	Michael Bideax - #504470	42.06
7/1/2015	67661	Aaron C Alto #519829	880.69
7/2/2015	67662	U.S. Post Office	783.79
7/2/2015	67663	Minnesota Energy Resources Corp.	12.64
7/2/2015	67664	Verizon Wireless	256.63
7/1/2015	67665	Minnesota Dept. of Health	5,041.00
7/8/2015	67666	Wells Fargo Advisors	45,000.00
7/9/2015	67667	Derrick Koppelman #522994-128	5.27
7/9/2015	67668	Linda Duffney #526357-127438	5.40
7/10/2015	67669	U.S. Post Office	746.53
7/13/2015	67671	Wells Fargo Bank	5,000.00
7/13/2015	67672	Minnesota WOA	300.00
7/14/2015	67675	MN Child Support Payment Center	659.88
7/14/2015	67676	Prudential Group Insurance	1,647.85
7/17/2015	67677	U.S. Post Office	601.89
7/17/2015	67678	Customer Refunds- Utility Accounts	42.06
7/21/2015	67813	US Bank, N.A.	39,193.75
7/21/2015	67814	United Parcel Service	135.01

<u>Date</u>	<u>Check #</u>	<u>Vendor Name</u>	<u>Amount</u>
7/21/2015	67815	Government Finance Officers Assoc.	160.00
7/21/2015	67816	Bureau of Criminal Apprehension	15.00
7/22/2015	67817	Walmart Store 1609	598.02
7/22/2015	67818	Grand Rapids Area Community Foundation	314.13
7/22/2015	67819	U S Post Office	150.00
7/24/2015	67820	U.S. Post Office	807.14
7/24/2015	67821	Claire's Boutique 6217 #516759	72.89
7/27/2015	67826	Minnesota Benefit Association	96.95
7/27/2015	67827	Minnesota Council 65	1,710.00
7/27/2015	67828	MN Child Support Payment Center	659.88
7/27/2015	67829	MN NCPERS Life Insurance	224.00
7/28/2015	67830	Minnesota Department of Commerce	386.17
7/28/2015	67831	Presto Print	242.50
7/28/2015	67832	Standard Insurance Company	679.58
7/28/2015	67833	Verizon Wireless	256.57
7/28/2015	67834	City of LaPrairie	14,521.90
7/31/2015	67835	U.S. Post Office	843.52
7/30/2015	67836	City of Grand Rapids	72,333.33
7/31/2015	67837	City of Grand Rapids	46,771.09

TOTAL MANUAL CHECKS TO BE APPROVED

399,686.49

**THE HOUSING AND REDEVELOPMENT AUTHORITY
OF GRAND RAPIDS, MN
REGULAR MEETING July 15, 2015**

CALL TO ORDER

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

CALL OF ROLL

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

HRA: Executive Director Jerry Culliton

PUBLIC FORUM

None

APPROVAL OF MINUTES

Commissioner Chandler made a motion to approve the Regular meeting minutes of June 17, 2015 as presented. Seconded by Commissioner Zeige. Voting Aye, all. Motion carried.

FINANCIAL REPORTS

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

APPROVAL OF VERIFIED CLAIMS

Commissioner Chandler made a motion to approve the Public Housing verified claims in the amount of \$17,997.66. Seconded by Commissioner Zeige. Voting Aye, all. Motion carried. Commissioner Chandler made a motion to approve Crystal Lake Townhomes verified claims in the amount of \$25,286.49. Seconded by Commissioner Zeige. Voting Aye, all. Motion carried. Commissioner Chandler made a motion to approve the Pooled Housing verified claims in the amount of \$45,432.89. Seconded by Commissioner Zeige. Voting Aye, all. Motion carried.

PUBLIC HOUSING REPORT

Director Culliton stated; we four vacancies at the 411 building with a small waiting list, the kitchen remodel project was on going and the construction would be starting in approximately 4 – 6 weeks, otherwise operations are normal and routine at both buildings.

APPROVED

**Grand Rapids HRA
Meeting Minutes 7/15/2015
Page 2**

CONSIDER INSURANCE BID AND AWARD

After discussion among the Board and the Executive Director, Commissioner Henrichsen made a motion to award State Farm Insurance, Terry LaValle Agency, the low qualified bid with a \$20,000 per occurrence deductible for the ensuing year of August 1, 2015 through July 31, 2016 and the bid of \$61,734 be approved. Seconded by Commissioner Zeige. Voting Aye, all. Motion carried

CRYSTAL LAKE HOUSING REPORT

Director Culliton gave a report stating; we have two vacant units, with a small waiting list. Commissioner Chandler stated that he had been in contact with some playground equipment people in Bemidji and Wisconsin and because the Board had given approval of a \$30,000 expenditure, some playground equipment had been picked out and awarded. The total price installed was \$28,998.68 from Midwest Playscapes of which the Executive Director was authorized to send the signed authorized quote.

POOLED HOUSING REPORT

Director Culliton gave a report stating; we are 100% occupied with waiting lists, and we are going to have a roofer look at the shingles at Lake Shore Place to determine the condition of them, otherwise operations are normal and routine at both buildings.

OTHER MATTERS

Commissioner Henrichsen had given a small report that he had talked to the county assessor and auditors on the tax levy that the Itasca County HRA continues to implement, and some of the dollars that were involved to Grand Rapids residents..

There being no further information of the HRA of Grand Rapids for July 15, 2015 Commissioner Chandler made a motion to adjourn the meeting at 4:45 p.m. Seconded by Commissioner Zeige. Voting Aye, all. Motion carried.

Signed 
Secretary, Commissioner Chris Henrichsen

APPROVED

**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY
SPECIAL MEETING
THURSDAY, JULY 16, 2015
4:00 P.M.**

**GRAND RAPIDS CITY HALL – CONFERENCE ROOM 2A
420 NORTH POKEGAMA AVE., GRAND RAPIDS, MINNESOTA**

CALL TO ORDER: Pursuant to due notice and call thereof, a Special Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Thursday, July 16, 2015 at 4:00 p.m. in Conference Room 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL: On a Call of Roll the following members were present: Commissioners: Dale Christy, Chris Lynch, Rick Blake, Mike Przytarski, Cory Jackson. Absent: Sholom Blake, Michael Stefan.

APPROVAL OF CLAIMS:

MOTION BY COMMISSIONER CHRISTY, SECOND BY COMMISSIONER BLAKE TO APPROVE CLAIMS IN THE AMOUNT OF \$59,116.44.

Itasca County H.R.A	\$57,140.52	Itasca County Recorder	\$46.00
Kennedy & Graven	\$1268.50	Miller Dunwiddie Architecture	\$661.42

The following voted in favor thereof: Christy, R. Blake, Jackson, Przytarski, Lynch. Opposed: None, passed unanimously.

APPROVAL OF MINUTES:

MOTION BY COMMISSIONER PRZYTARSKI, SECOND BY COMMISSIONER CHRISTY TO APPROVE THE MINUTES OF THE JUNE 29, 2015 SPECIAL MEETING. The following voted in favor thereof: Jackson, R. Blake, Christy, Lynch, Przytarski. Opposed: None, passed unanimously.

Consider adoption of a resolution approving a Purchase Agreement with John C., Lorette M., and Andrew J. Kent.

Community Development Director Mattei provided a power point presentation. Through the purchase and prompt sale of a 25 acre tract along Co. Rd. 63 (portion of the former Ainsworth OSB Plant), GREDA realized a demand for large industrial sites; a demand, going forward, that would not adequately be served by GREDA's present inventory of smaller industrial sites.

To better position the City of Grand Rapids for the future attraction of larger industrial developments, GREDA, in both the 2014 and 2015 *Work Plan*, set a goal to "explore potential for the purchase of a large tract for industrial development" and to "consider a proactive approach to land investment options".

Several property owners, in this area of the Airport Rd., were contacted by an acquisition facilitator under contract with GREDA. Only one owner, John, Lorette and Andrew Kent, (Kents) responded with interest.

The Kent property is well suited for industrial development for the following reasons:
The area is already zoned Industrial (I-1)
Adjacent to the Airport South Industrial Park and the Grand Rapids Itasca County Airport
Access to sanitary sewer and water utilities, as well as 3 phase power.
Access to all season heavy haul roads.
Favorable soil conditions
Flexibility of being developed to support aviation or general industries
Flexibility of being developed as a single 20 acre site or being subdivided into 2 or 3 large sites.

After months of negotiation a purchase agreement was drafted with the purchase price of \$575,000.00. The terms of the agreement included earnest money of \$ 5,000 non-refundable which will be applied to the purchase price, a buyers pre-closing inspection, a closing date of on or before September 1, 2015, all timber on the property is included in the sale and no relocation expenses are to be paid.

The Blandin Foundation will provide a PRI of \$350,000 which will be a 20 year term with 0% interest and annual payments of \$17,500, GREDA will use their capital projects fund for the remaining \$225,000.

Commissioner Lynch expressed concern over the purchase price and appraisals. Steve Welliver, GREDA's acquisition facilitator, explained the appraisals and how they came to the purchase price of \$575,000.00. The Commissioners discussed the possibility of renting out the home on the property in order to make the loan payments to the Blandin Foundation.

MOTION BY COMMISSIONER PRZYTARSKI, SECOND BY COMMISSIONER R. BLAKE TO ADOPT RESOLUTION 15-03 APPROVING A PURCHASE AGREEMENT WITH JOHN C. KENT, LORETTE M. KENT AND ANDREW J. KENT. The following roll call vote was taken: Yea: Przytarski, Christy, Jackson, R. Blake. Nay: Lynch, motion passed.

Consider approving payment of \$5,000.00 in earnest money to John C. Kent, Lorrette M. Kent, and Andrew J. Kent.

MOTION BY COMMISSIONER BLAKE, SECOND BY COMMISSIONER CHRISTY TO APPROVE PAYMENT IN THE AMOUNT OF \$5,000.00 IN EARNEST MONEY TO JOHN C. KENT, LORETTE M. KENT, AND ANDREW J. KENT. The following voted in favor thereof: R. Blake, Jackson, Christy, Lynch, Przytarski. Opposed: None, motion passed unanimously.

Consider adoption of a resolution approving a Program Related Investment between the Grand Rapids Economic Development Authority and the Blandin Foundation.

The Blandin Foundation has agreed to a 20 year 0% interest loan in the amount of \$350,000.00 to be used toward the purchase of the Kent property.

MOTION BY COMMISSIONER CHRISTY, SECOND BY COMMISSIONER PRZYTARSKI TO ADOPT RESOLUTION 15-04 APPROVING A PROGRAM RELATED INVESTMENT AGREEMENT BETWEEN THE GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY AND THE BLANDIN

FOUNDATION. The following voted in favor thereof: Przytarski, Lynch, Christy, Jackson, R. Blake. Opposed: None, passed unanimously.

Consider approving a proposal from Braun Intertec Inc., in the total amount of \$7,600.00 to provide professional services in the preparation of a Phase 1 Environmental Site Assessment and Geotechnical Evaluation of the Kent acquisition property.

Braun will drill six test borings in the development area to determine if there are unfavorable soils. This will take place prior to the closing.

MOTION BY COMMISSIONER JACKSON, SECOND BY COMMISSIONER CHRISTY TO APPROVE A PROPOSAL FROM BRAUN INTERTEC INC., IN THE TOTAL AMOUNT OF \$7,600.00 TO PROVIDE PROFESSIONAL SERVICES IN THE PREPARATION OF A PHASE 1 ENVIRONMENTAL SITE ASSESSMENT AND GEOTECHINICAL EVALUATION OF THE KENT ACQUISITION PROPERTY. The following voted in favor thereof: R. Blake, Jackson, Christy, Lynch, Przytarski. Opposed: None, passed unanimously.

Review and consider recommendations for draft 2016 GREDA Operations Budget and levy for Capital Project Fund.

Community Development Director Mattei reviewed the proposed budget with the Commissioners.

MOTION BY COMMISSIONER PRZYTARSKI, SECOND BY COMMISSIONER R. BLAKE TO APPROVE THE 2016 GREDA OPERATING BUDGET AND A LEVY REQUEST OF \$60,000.00. The following voted in favor thereof: Przytarski, Lynch, Christy, Jackson, R. Blake. Opposed: None, passed unanimously.

There being no further business the meeting adjourned at 5:17 p.m.

Respectfully submitted:

Aurimy Groom, Recorder

**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY
SPECIAL MEETING
MONDAY, JULY 27, 2015
8:00 A.M.
GRAND RAPIDS CITY HALL – CONFERENCE ROOM 2A
420 NORTH POKEGAMA AVE., GRAND RAPIDS, MINNESOTA**

CALL TO ORDER: Pursuant to due notice and call thereof, a Special Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Monday, July 27, 2015 at 8:00 p.m. in Conference Room 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL: On a Call of Roll the following members were present: Commissioners: Sholom Blake, Chris Lynch, Rick Blake, Mike Przytarski, Cory Jackson. Absent: Dale Christy, Michael Stefan.

Consider adoption of a resolution approving the amended loan agreement with Minnesota Energy Resources Inc. and the City of Grand Rapids.

The Minnesota PUC issued a new order to MERC to put a new service model into place. The new model has reduced the cost of the CIAC from \$264,444.00 to 133,538.86.

MOTION BY COMMISSIONER LYNCH, SECOND BY COMMISSIONER R. BLAKE TO ADOPT RESOLUTION 15-05 APPROVING AN AMENDED LOAN AGREEMENT FOR ADVANCE OF CERTAIN COSTS IN CONNECTION WITH NATURAL GAS INFRASTRUCTURE. The following voted in favor thereof: Jackson, R. Blake, Lynch, Przytarski, S. Blake. Opposed: None, passed unanimously.

Consider approving the revised payment of \$133,538.86 to Minnesota Energy Resources, pursuant to the loan agreement.

MOTION BY COMMISSIONER LYNCH, SECOND BY COMMISSIONER R. BLAKE TO APPROVE THE REVISED PAYMENT TO MINNESOTA ENERGY RESOURCES IN THE AMOUNT OF \$133,538.86. The following voted in favor thereof: R. Blake, S. Blake, Przytarski, Lynch, Jackson. Opposed: None, passed unanimously.

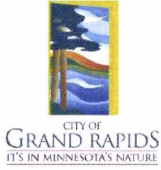
Consider approving reimbursement to the City of Grand Rapids in the amount of \$65,452.57.

MOTION BY COMMISSIONER R. BLAKE, SECOND BY COMMISSIONER LYNCH TO APPROVE REIMBURSEMENT TO THE CITY OF GRAND RAPIDS IN THE AMOUNT OF \$65,452.57. The following voted in favor thereof: Jackson, R. Blake, Przytarski, S. Blake, Lynch. Opposed: None, passed unanimously.

There being no further business the meeting adjourned at 8:08 a.m.

Respectfully submitted:

Aurimy Groom, Recorder



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1646 **Version:** 1 **Name:** Department Head Report: Community Development Department
Type: Department Head Report **Status:** Department Head Report
File created: 9/22/2015 **In control:** City Council
On agenda: 9/28/2015 **Final action:**
Title: Department Head Report: Community Development Department
Sponsors:
Indexes:
Code sections:
Attachments: [Community Development Department Head Report- September 2015](#)

Date	Ver.	Action By	Action	Result
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Department Head Report: Community Development Department

Background Information:

See Attached Presentation

Requested City Council Action

Department Head Report: Community Development Department



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

Community Development

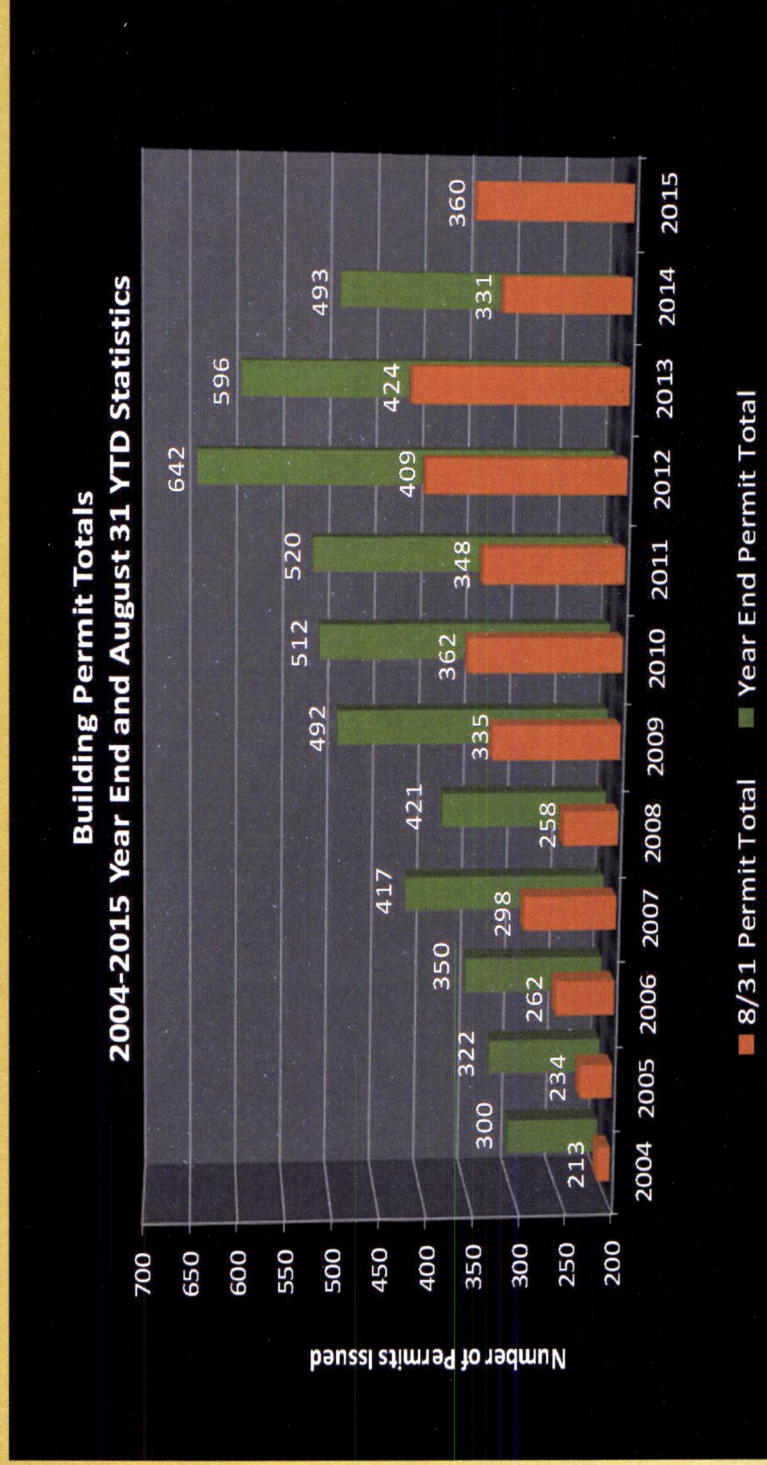
Department Report
September 28, 2015

Community Development Department



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

Building Safety Activity Building Permit Year End & Aug. 31 Statistics



Community Development Department



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

Building Safety Activity Permit Valuation Year End & Aug. 31 Statistics

Building Permit Valuation History
2004-2015 Year End and August 31 YTD Statistics



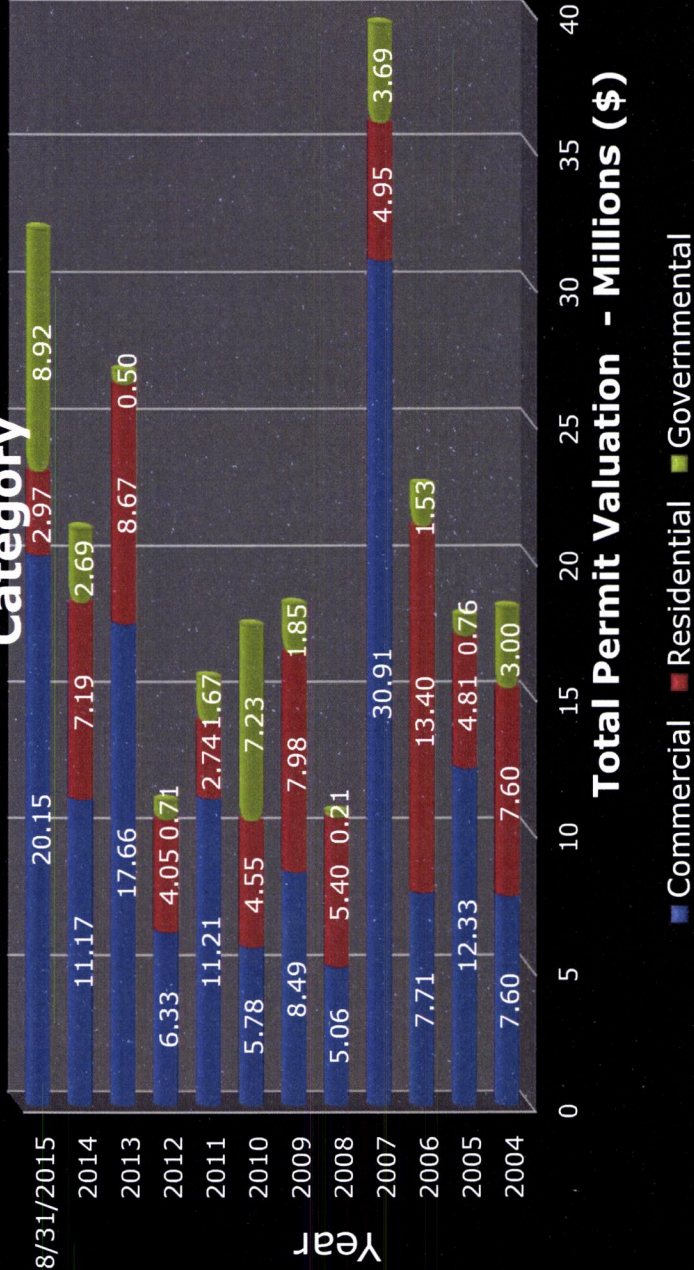
Community Development
Department



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

Building Safety Activity Year End & Aug. 31 Statistics

Yearly Building Permit Valuation by Category



Previous charts do not account for 63 Zoning Permits for projects valued at \$414,744

Community Development Department

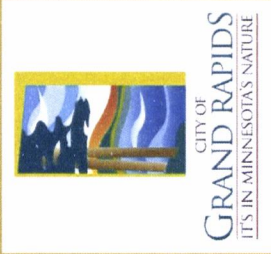


CITY OF
GRAND RAPIDS
ITS IN MINNESOTA'S NATURE

Building Safety Activity Permit Highlights

- ❖ **9 New Single Family (1 manufactured & 8 site built)- \$1.49M**
 - (12 in 2013, 18 in 2014, Ten year average = 18.2)
- ❖ **Major Commercial Remodels/Additions**
 - Casper Const. – Office Bldg. Addition (212 SE 10th St.) - \$258K
 - North Homes Inc. – Interior/Exterior Renovations (1880 River Rd.) – \$631K
 - Pine Ridge Appt.'s (Schuett Co.) – Interior/Exterior Renovations/Site improvements - \$2.9M
 - Woodland Bank – Drive Thru Addition (2610 S. Hwy. 169) - \$250K
 - Blandin Foundation – Int./Exterior Remodel/Addition/Parking Lot improvements - \$1.8M
- ❖ **Major New Commercial**
 - Suhka (Andersen's) – New Wellness Center (320 SE 21st St.) - \$1.8M
 - Holiday Station Stores – New Car Wash (222 NE 4th St.) - \$350K
 - IBEW – New Union Hall (300 SE 17th St.) - \$488K
 - Oak Hill (Friesen) – New 10- unit Assisted Living Facility (1971 NE 1st Ave.) - \$1.2M
 - River Hill's II – New 35-unit Apartment Building (505 SE 21st St.) - \$2M
 - Beacon Hill – Housing Project (415 SE 21st St.) - \$7.12M
- ❖ **Government/Institutional**
 - ISD #318 – Reif Center Remodel/Additions - \$7.2M
 - Itasca Community College – Biology Lab – Interior remodel - \$550K
 - GR HRA – Kitchen Remodels (411 NW 7th St.) - \$514K

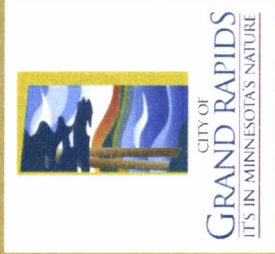
Community Development Department



Building Safety Activity

YTD Code Enforcement Activity

- ❖ **Addressed 4 Hazardous Building/Property Maintenance Code violations.**
- ❖ **Performed 891 on-site Building Permit construction inspections.**
- ❖ **Completed 89 commercial plan reviews and 187 residential plan reviews.**
- ❖ **New Building Codes take effect in 2015:**
 - **Residential Code: January 24th / Energy Code: February 14th / Commercial Code: June 2nd**
- ❖ **Building Safety staff provided an educational PowerPoint this summer to members of the NMBA to highlight Code changes.**



Building Safety Activity

YTD Code Enforcement Activity

- ❖ **Since obtaining the delegation agreement with MN Department of Labor and Industry earlier this year, which allows the City to issue permits and conduct inspections on State projects, the Community Development building safety staff has:**
 - **Issued 9 permits (w/4 additional pending approval)**
 - **Those projects have a combined construction value of: \$11.7M**
 - **Those projects have yielded an additional \$62K in permit fee revenue, collected by the City for providing inspections, which had previously been collected by the State, prior to the delegation agreement.**

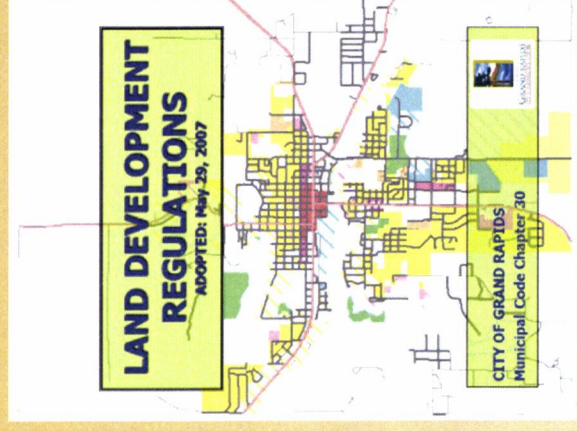


CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

Planning/Zoning Activity

- ❖ **2015 Zoning Requests Addressed by the Planning Commission**
 - **3 Right-of-Way Vacations** (*City initiated included 5 partial ROW & 1 partial easement*) – **2 Text Amendments to Zoning Ord.** – **2 Variances** – **1 Rezoning**

- ❖ **Developed One and Two Family Residential Off-Street Parking Ordinance**



Community Development Department



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

Economic Development Activity

❖ **DEED Small Cities Development Program (SCDP) Grant Application**

- **Grant amount awarded - \$615,552**
- **The grant involves funding the rehabilitation of 12 owner occupied residential homes at a maximum assistance of \$22,400/unit, 4-15 residential rental units at a maximum assistance of \$21,000/rehabilitation project, and 6 commercial building rehabilitations, with a maximum SCDP assistance of \$32,000/rehabilitation project. (Targeted Areas)**
- **GREDA offered supplemental financing, with enhanced terms, though is CBIL Program**
- **Grant runs through the end of 2016 (More applications are being sought)**
- **Activities to date:**
 - **Commercial: Davis Petroleum (Completed), Pasities Plus Building (Under Construction), Maddens Dutch Room (Under Construction), Itasca Co. Farm Service (To begin soon), Toivo's (To begin soon)**
 - **Residential, Owner Occupied: 4 completed, 3 under construction, 2 to begin soon, 3 pending qualification.**
 - **Residential, Rental: 4 units completed, 4 units pending qualification**



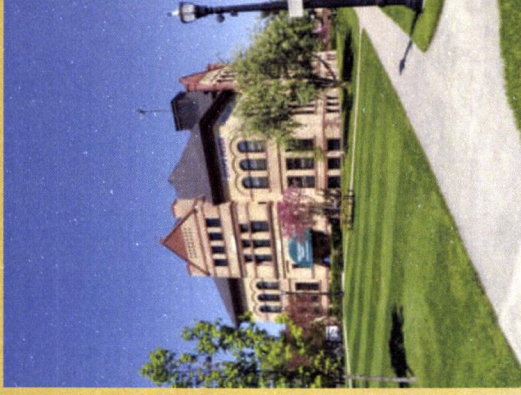
Community Development Department



CITY OF
GRAND RAPIDS
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Economic Development Activity

- ❖ **GREDA Commercial Building Improvement Loan Program**
 - In 2015, to date, GREDA has approved 6 loans in a total amount of \$182,500. These 6 projects represent a total investment of approximately \$405K.
- ❖ **Central School Leasing**
 - Preliminary Development Agreement with Northrock Development
 - GREDA's consultant, Miller Dunwiddie Architects, completed the Building and Grounds Assessment which examined upgrading the grounds, recommended building maintenance/upgrade costs, and options to reconfigure or add building space that would support a full service restaurant.
 - 58% of the space is currently leased
- ❖ **Assisted in financing the CIAC for the extension of natural gas service to three unserved neighborhoods**
- ❖ **Purchased a 20 acre tract of land on the Airport Rd. for future industrial expansion.**





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Community Development Dept. Staff

- ❖ **Aurimy Groom – Administrative Assistant**
- ❖ **Eric Trast – Community Development Specialist**
- ❖ **Travis Cole – Building Official**
- ❖ **Nathan Morlan – Building/Fire Inspector**
- ❖ **Sue Johnson – Records Scanner**



CITY OF
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Questions?

Community Development Department



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	15-1650	Version:	1	Name:	Wetland Delineations
Type:	Agenda Item	Status:		Engineering:	Engineering
File created:	9/23/2015	In control:		City Council:	City Council
On agenda:	9/28/2015	Final action:			
Title:	Consider approving an Agreement for Professional Services with SEH for the delineation of wetlands at the airport, for a lump sum fee of \$5,000.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	9-28-2015 Attachment - Wetland Delineation Agreement.pdf 9-28-15 Attachment - Wetland Delineation Map.pdf				

Date	Ver.	Action By	Action	Result
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Consider approving an Agreement for Professional Services with SEH for the delineation of wetlands at the airport, for a lump sum fee of \$5,000.

Background Information:

SEH will complete wetland delineations on two parcels located on the southwest side of the Airport as shown on the attached map. Wetland delineations will be completed in accordance with the 1987 Corps of Engineers Manual, and the Northeast/Northcentral Regional Supplement. The wetlands will be flagged in the field, and mapped using GPS. An electronic file of the wetlands will be provided to the City of Grand Rapids for inclusion in preliminary planning documents. A wetland delineation report will be completed and submitted to Itasca County SWCD, and the U.S. Army Corps of Engineers for review and approval. A field review will be facilitated by SEH, if one is needed in order to approve the boundaries. The attached Agreement for Professional Services covers that work.

Staff Recommendation:

City Staff recommend approving an Agreement for Professional Services with SEH for the delineation of wetlands at the airport, for a lump sum fee of \$5,000.

Requested City Council Action

Consider approving an Agreement for Professional Services with SEH for the delineation of wetlands at the airport, for a lump sum fee of \$5,000.

Agreement for Professional Services

This Agreement is effective as of September 23, 2015, between City of Grand Rapids (Client) and Short Elliott Hendrickson Inc. (Consultant).

This Agreement authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: Wetland Delineations at the Grand Rapids Airport

Client's Authorized Representative: Ms. Julie Kennedy, City Engineer
Address: 420 N. Pokegama Ave.
Grand Rapids, MN 55744
Telephone: 218.326.7625 **email:** jkennedy@ci.grand-rapids.mn.us

Project Manager: Ms. Benita Crow
Address: 3535 Vadnais Center Drive
St. Paul, MN 55110
Telephone: 612.919.6677 **email:** bcrow@sehinc.com

Scope: The Basic Services to be provided by Consultant as set forth herein is provided subject to the attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 08.03.11), which is incorporated by reference herein and subject to Exhibits attached to this Agreement.

SEH will complete wetland delineations on the two parcels owned by the City of Grand Rapids, and one private parcel between these two, located on the southwest side of the City of Grand Rapids Airport. The parcels have been identified by the City of Grand Rapids on maps, and in electronic format. Wetland delineations will be completed in accordance with the 1987 Corps of Engineers Manual, and the Northeast/Northcentral Regional Supplement. The wetlands will be flagged in the field, and mapped using GPS. An electronic file of the wetlands will be provided to the City of Grand Rapids for inclusion in preliminary planning documents. A wetland delineation report will be completed and submitted to Itasca County SWCD, and the U.S. Army Corps of Engineers for review and approval. A field review will be facilitated by SEH, if one is needed in order to approve the boundaries.

Depending on the proposed project, additional services such as wetland permitting, or environmental documentation may be needed. These services are not part of the current scope, but can be provided under a modification.

Schedule: Because of the timing of the delineation being near the end of the growing season, there is some urgency to ensure the boundaries can be approved without seasonal restrictions. The wetland delineation will be completed as soon as the agreement is approved. The wetland delineation report will be completed and submitted to the City for draft review within one week of completion of the field work.

Payment: The estimated fee is subject to a not-to-exceed amount of \$5,000.00 including expenses (travel costs, lodging, and meals) and equipment (GPS rental).

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1.

This Agreement for Professional Services, attached General Conditions, Exhibits and any Attachments (collectively referred to as the "Agreement") supersedes all prior contemporaneous oral or written agreements and represents the entire understanding between Client and Consultant with respect to the services to be provided by Consultant hereunder. In the event of a conflict between the documents, this document and the attached General Conditions shall take precedence over all other Exhibits unless noted below under "Other Terms and Conditions". The Agreement for Professional Services and the General Conditions (including scope, schedule, fee and

signatures) shall take precedence over attached Exhibits. This Agreement may not be amended except by written agreement signed by the authorized representatives of each party.

Other Terms and Conditions: Other or additional terms contrary to the General Conditions that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein: None.

s:\fj\gran\common\airport\pm\2015 wetland delineations\letter agreement grand rapids airport.docx

Short Elliott Hendrickson Inc.

City of Grand Rapids

By: _____
Ms. Benita Crow
Title: Principal _____

By: _____
Ms. Julie Kennedy
Title: City Engineer _____

Exhibit A-1
to Agreement for Professional Services
Between City of Grand Rapids (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated September 23, 2015

Payments to Consultant for Services and Expenses
Using the Hourly Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Hourly Basis Option

The Client and Consultant select the hourly basis for payment for services provided by Consultant. Consultant shall be compensated monthly. Monthly charges for services shall be based on Consultant's current billing rates for applicable employees plus charges for expenses and equipment.

Consultant will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, Consultant will notify the Client and confer with representatives of the Client to determine the basis for completing the work.

Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

B. Expenses

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services and shall be paid for as described in this Agreement but instead are reimbursable expenses required in addition to hourly charges for services:

1. Transportation and travel expenses.
2. Lodging and meal expense connected with the Project.
3. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
4. Plots, Reports, plan and specification reproduction expenses.
5. Postage, handling and delivery.
6. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
7. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
8. All taxes levied on professional services and on reimbursable expenses.
9. Other special expenses required in connection with the Project.

The Client shall pay Consultant monthly for expenses.

C. Equipment Utilization

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.

document2



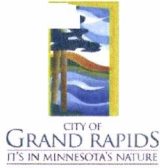
1 inch = 300 feet

SE 7th Ave

SE 33RD ST

SE 7th Ave





CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1585 **Version:** 1 **Name:** 2015 Engineering Assistance RFP
Type: Agenda Item **Status:** Consent Agenda
File created: 8/29/2015 **In control:** City Council
On agenda: 9/28/2015 **Final action:**
Title: Consider authorizing staff to solicit proposals for City Engineering Assistance Services for 2016 through 2020.
Sponsors:
Indexes:
Code sections:
Attachments: [9-28-15 Attachment 2015 Engineering RFP RCA Draft.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider authorizing staff to solicit proposals for City Engineering Assistance Services for 2016 through 2020.

Background Information:

It is the City's policy to solicit Requests for Proposals (RFPs) for professional services every five years. Attached is the draft RFP for city engineering assistance services for 2016 through 2020. If approved, staff is recommending sending RFP's to northern Minnesota firms and any other firm that may request one. We will also put it on the League of Minnesota Cities website as well as the City website.

The proposals will be reviewed and ranked by the City Engineer, Public Works Director, and one council member as assigned by the council.

Staff Recommendation:

City Staff recommend soliciting for proposals for City Engineering Assistance Services for 2016 through 2020 and designate one council member to be on the RFP review committee.

Requested City Council Action

Consider authorizing staff to solicit proposals for City Engineering Assistance Services for 2016 through 2020 and designate one council member to be on the RFP review committee.



Request for Proposals for City Engineering Assistance

The City of Grand Rapids is seeking requests for proposals from civil engineering firms for various municipal engineering assistance. Interested firms should contact the City Engineer at jkennedy@ci.grand-rapids.mn.us or 218.326.7625 to obtain an RFP submittal form. Proposals may be submitted via email in .pdf format, hand-delivered, or mailed. The due date for the RFP submittal form is 4:30 p.m. on November 2, 2015. After review of the submittals the City may or may not conduct interviews prior to Council consideration of the RFP submittals. Any questions related to the submittal form should be directed to:

Julie Kennedy, P.E.
City Engineer
218.326.7625
jkennedy@ci.grand-rapids.mn.us

RFP Submittal Form

The submitting firm shall complete the following questions. The firm shall not deviate from this form. Deviation from this form will result in disqualification of the firms RFP Submittal.

Ranking of firms will be based on the information provided in this submittal form. It is anticipated that the length of the contract will be for a five-year period from the date that a formal contract is executed. However, the City of Grand Rapids reserves the right to modify the length of said contract between the time requests for proposals are made and the signing of a mutually binding contract. The City retains the right to contract with other firms as it deems necessary during the life of the contract. A formal Owner/Engineer contract provided developed by the City will be the governing contract.

A summary of the proposed 2015 Capital Improvement Plan (CIP) for the City of Grand Rapids is attached for your reference. This CIP is amended on an annual basis.

I. General Firm Information

The submittal firm may have more than one office location. Please provide the information throughout the submittal form, based on the office that will perform a majority of the services to the City. This is referred to as the "service office" throughout this form.

- A. Corporate Name of Firm:
- B. Service Office Telephone Number:
- C. Service Office Fax Number:
- D. Service Office Address:
- E. Number of Years the Service Office has been in business:
- F. Number of FTE Staff (all classifications) located in Service Office:
- G. 2015 Average hourly salary paid without benefits in the Service Office:
- H. 2014 Total salaries paid without benefits in the Service Office:

II. Survey Information

The City has the regular need to perform preliminary topographic surveys, legal land surveys, easement description preparation, along with other miscellaneous survey related work items. Please provide the following information:

- A. How many survey crews does the Service Office staff?
- B. How many of the survey staff are NSPS Level III certified survey technicians?
- C. List the names of the survey crew leaders and their years of experience at that position?
- D. Who is the Lead Survey Employee (LSE) from the Service Office that will be providing the oversight/review of survey information prepared for the City of Grand Rapids?
- E. How many years of survey experience does the LSE have?
- F. What survey related credentials does the LSE hold?
- G. Please provide three municipal client contact references that could be contacted and discuss the Lead Employees abilities and past performances:

III. Design and Construction Engineering Information

The City typically outsources a majority of the design and construction engineering services. Please provide the following information:

- A. How many professional engineers are based in the Service Office?
- B. How many graduate engineers are based in the Service Office?
- C. How many design technicians are based in the Service Office?
- D. How many survey technicians are based in the Service Office?
- E. How many resident project representatives are based in the Service Office?
- F. How many Municipal State Aid Street projects has the Service Office designed and construction engineered in the past three years?

- G. Please list the Project Name, Client Name, and Client Contact Information for each MSAS project identified on the previous question:
- H. How many Federal Aid urban street or trail projects has the Service Office designed and construction engineered in the past three years?
- I. Please list the Project Name, Client Name, and Client Contact Information for each Federal Aid project identified on the previous question:
- J. What type of specification format does your firm utilize?
- K. How many projects has the Service Office managed in RTVision OneOffice in the past three years?
- L. At times, projects require the preparation of a Project Memorandum (PM), how many PMs have the service office managed in the past three years?
- M. Please list the Project Name, Client Name, and Client Contact Information for each PM project identified on the previous question:
- N. What design software does the Service Office use?
- O. The City often looks to collaborate with neighboring communities. Please list municipalities within 30 miles of Grand Rapids for which your firm is listed as City Engineer.

IV. Hourly Rates for Services

For miscellaneous engineering and survey assistance (non-project specific), the City will pay the firm on an hourly rate bases. The City will not pay for any expenses in addition to the hourly rate. This includes but is not limited to: mileage, meals, paper, computer expenses, travel time to and from the City, telephones, survey equipment, lath, etc. The invoices for services will be broke down into the following job classifications. Please place your hourly rate following the job classification. Administrative or clerical services are considered an overhead expense and will not be invoiced to the City.

- | | | |
|--------------------------------|----|----------|
| A. Sr. Professional Engineer | \$ | per hour |
| B. Professional Engineer | \$ | per hour |
| C. Engineer in Training | \$ | per hour |
| D. Registered Land Surveyor | \$ | per hour |
| E. Sr. Technician/Surveyor/RPR | \$ | per hour |

- F. Technician/Surveyor/RPR \$ per hour
- G. Survey Crew Chief \$ per hour

V. Rates for Design and Construction Engineering Services

Rates for design and construction engineering services will be based on a percent of low bid and final construction cost basis. The City will not pay for any expenses in addition to the percent of construction cost.

Design phase services by the firm will include: Preliminary topographic survey, land survey required to tie property to topographic survey, design of all proposed public infrastructure, preparation of all required permits and paper work for all necessary agencies, specification preparation, bidding documents, answering questions during bidding phase, bid opening, tabulation of bids, and letter of recommendation based on bids. Work items performed by the City include: geotechnical evaluations, feasibility report preparation, easements, 429 assessment administration, and attendance of council meetings.

Construction phase service by the firm will include: construction engineering, full-time resident project representation, pay estimate preparation, agency documentation, prevailing wage review/enforcement, as-built record drawings in electronic format (including x,y,z coordinates of all underground infrastructure), projections of final construction cost (for use by the City for assessments), and any work items related to these tasks. Work items performed by the City include: Contractor staking and attendance of council meetings.

The submittal firm percent of construction cost fees are:

- A. Design Phase Services % of low bid.
- B. Construction Phase Services % of final const. cost.
- C. Additional Design Phase Services for MSAS requirements % of low bid.
- D. Additional Construction Phase Services for MSAS requirements % of final construction cost.
- E. Additional Design Phase Services for Federal requirements % of low bid.

- F. Additional Construction Phase Services for Federal requirements % of final construction cost.

VII. Consultant Representative

The City of Grand Rapids feels it is important that the firm dedicates one consultant representative to the City. This person should be the single point of contact and should be available at all times to City representatives. This person also needs to be based in the Service Office identified earlier in the submittal. Please provide the following information:

- A. Proposed Consultant Representatives (PCR) Name:
- B. PCR's Minnesota Professional License #:
- C. PCR's Educational Background:
- D. PCR's Years of Experience in Municipal Engineering specifically with Municipal State Aid Streets, sanitary sewer collection systems, storm sewer collection/treatment systems, and water distribution systems:
- E. Number of Municipal Clients Served by the PCR (Please provide the name of the municipal clients and contact information):
- F. Please list the number of active projects the PCR currently manages for each of the municipal clients listed in the above question:
- G. How many State Aid and /or Federal Aid projects has the PCR managed in the past three years?:

VIII. Resident Project Representative (RPR/Inspector)

The City of Grand Rapids feels it is important that the firm dedicates a primary RPR to the City. This person should be the lead RPR and should be dedicated at all times to City of Grand Rapids projects. This person also needs to be based in the Service Office identified earlier in this submittal. Please provide the following information:

- A. Proposed RPR Name:
- B. RPR's Educational and Certified Background:

- C. RPR's Years of Experience in Municipal Engineering specifically with Municipal State Aid Streets Federal Aid Streets, sanitary sewer collection systems, storm sewer collection/treatment systems, and water distribution systems:
- D. Please provide Municipal Clients and contact names that can provide references related to the RPR:

The City of Grand Rapids also recognizes that there will be times when multiple projects will be under construction throughout the City. During those times it will be necessary to dedicate more than one RPR to the City projects. Please provide the following information on the secondary RPR:

- A. Proposed Secondary RPR Name:
- B. Secondary RPR's Educational and Certified Background:
- C. Secondary RPR's Years of Experience in Municipal Engineering specifically with Municipal State Aid Streets Federal Aid Streets, sanitary sewer collection systems, storm sewer collection/treatment systems, and water distribution systems:
- D. Please provide Municipal Clients and contact names that can provide references related to the Secondary RPR:

IX. Other Services

The City of Grand Rapids has the need for other related engineering services on a regular basis. In this section of the submittal form the information should be considered firm wide and not based only on proposed Service Office. If your firm utilizes subcontractors, you should answer "No" to the questions. Please provide the following information:

- A. Does your firm provide transportation engineering?
- B. If yes to above, how many people are employed in the department?
- C. Does your firm provide traffic signal designs?
- D. Does your firm provide storm water management services specifically related to compliance with the NPDES requirements?

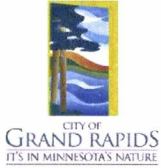
- E. If yes, how many people are employed in the department?
- F. How many certified SWPPP designers are in the Service Office?
- G. Does your firm provide structural bridge engineering?
- H. If yes to above, how many people are employed in the department?
- I. Does your firm provide street lighting design? (Note that street lighting is public infrastructure and included under Rates for Design and Construction Engineering Services stated earlier in this submittal):
- J. If yes to above, how many people are employed in the department?
- K. Does your firm provide landscape architectural services?
- L. If yes to above, how many people are employed in the department?

X. Consulting Firms Opinion Toward a City/Consultant Relationship

Please provide a summary of you firm's philosophy and approach towards your role as the selected municipal consulting firm. (Please limit your response to 1 page.)

XI. Summary

The City of Grand Rapids appreciates your efforts in completing this RFP Submittal Form. As part of the submittal form the City is requesting that you attach a one-page resume of the proposed Consultant Representative, RPR and Secondary RPR. Submittal of more than one page or submittal of additional information with this Submittal form will result in disqualification of the firm's submittal.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1636 **Version:** 1 **Name:** 2015 Proposed Levies payable in 2016
Type: Agenda Item **Status:** Finance
File created: 9/16/2015 **In control:** City Council
On agenda: 9/28/2015 **Final action:**
Title: Consider approving a resolution adopting the 2015 proposed levy/collectible in 2016 and setting December 7, 2015 at 6:00 p.m. to discuss the proposed budget, levy and allow for public comment and December 14, 2015 for the subsequent meeting to adopt the final levy and budget.

Sponsors:

Indexes:

Code sections:

Attachments: [Preliminary levy budget 9282015.pdf](#)
[2016 levy and tax rate.pdf](#)
[2016 Recap RevExpenditures&Levy.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving a resolution adopting the 2015 proposed levy/collectible in 2016 and setting December 7, 2015 at 6:00 p.m. to discuss the proposed budget, levy and allow for public comment and December 14, 2015 for the subsequent meeting to adopt the final levy and budget.

Background Information:

Attached are two spreadsheets and a resolution:

- * Resolution adopting the Proposed 2015 levies payable in 2016 and the Proposed 2015 operating expenditure budget,
- * 2016 Recap of Proposed Revenues, Expenditures, and Levy Requirements,
- * Previously Certified Levies and 2015 Proposed Levy Payable in 2016.

To achieve this preliminary levy the following reductions were made: 1) Under the City Wide budget the Professional Services budget was reduced by \$35,000; 2) Under the Fire Department the Depreciation budget was reduced by \$30,000; 3) Under the Library budget the Fund Balance Payback was reduced by \$15,000; and 4) Under the Police budget the SWAT budget was reduced by \$5,000. The result of these reductions achieves a tax rate of 79.232% with a levy increase of 1.55%.

Cities are no longer required to hold a Truth in Taxation hearing, but they are required to hold a single meeting to discuss the budget and levy and at which time the public is allowed to speak. This meeting may be part of a regular scheduled meeting but must be held after 6:00 p.m. When the City calendar was adopted in January, it was determined that the date for the hearing would be December 7, 2015. The time and dates will be on the parcel specific notices sent out by Itasca County, so they cannot be changed once certified to the County.

The City has to certify a preliminary levy to the County Auditor by September 30, 2015. The final levy adopted by the Council in December can be less than the preliminary levy, but it cannot be more. The Council will continue to work on the budget until its adoption in December.

Staff Recommendation:

Staff is recommending adopting the 2015 proposed levy/collectible in 2016 and setting December 7, 2015 at 6:00 p.m. to discuss the proposed budget, levy and allow for public comment and December 14, 2015 for the subsequent meeting to adopt the final levy and budget.

Requested City Council Action

Consider approving a resolution adopting the 2015 proposed levy/collectible in 2016 and setting December 7, 2015 at 6:00 p.m. to discuss the proposed budget, levy and allow for public comment and December 14, 2015 for the subsequent meeting to adopt the final levy and budget.

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

RESOLUTION NO. 15-

A RESOLUTION ADOPTING THE PROPOSED 2015 LEVIES PAYABLE IN 2016 AND THE PROPOSED 2016 OPERATING EXPENDITURE BUDGET

WHEREAS, as a result of legislation passed in the 2009 Legislative session, the requirement to hold a special Truth in Taxation public hearing, continuation hearing, and levy adoption hearing have been repealed, and

WHEREAS, cities are still required to hold a single meeting to discuss the budget and levy and at which time the public is allowed to speak, and

WHEREAS, this meeting may be part of a regularly scheduled meeting, but must occur between the dates of November 25, 2015 and December 28, 2015 and be held after 6:00 PM and the public must be allowed to speak, and

WHEREAS, the City staff has been working with the City Council to set the 2016 proposed budget and this budget and levy were presented to the City Council on September 14, 2015, and

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Grand Rapids, Minnesota that it does establish a proposed operating expenditure budget for the year of 2016 of \$8,474,705, and

BE IT FURTHER RESOLVED, by the City Council of the City of Grand Rapids, Minnesota, that the initial levy for the City of Grand Rapids for 2015 taxes collectible 2016 be as follows:

General Fund	\$4,411,329
Regional Library Fund	632,999
Itasca Calvary Cemetery	178,000
Grand Rapids Economic Development Authority	60,000
Interfund Loan Repayment	141,588
Abatement Levies	25,000
2007A Improvement Bonds	119,268
2006C Improvement Bonds	23,549
2008B GO Reconstruction Bonds	77,089
2008C Improvement Bonds	68,923
CP2007-7 NE 9 th Avenue Special Levy	2,332
2009D Equipment Certificates	142,542
2009C Improvement Bonds	307,320
2010A Improvement Bonds	135,610
2010 Debt Study Reduction	(48,383)
2011 Improvement Bonds	54,675
2012 Improvement Bonds	132,061
2013A Refunding Bonds	94,791
2013B Reconstruction Bonds	114,812
2014A Reconstruction Bonds	<u>278,055</u>
TOTAL CERTIFIED TO COUNTY AUDITOR	<u>\$6,951,560</u>

BE IT FURTHER RESOLVED, by the City Council of the City of Grand Rapids, Minnesota,

that the City certifies to the County Auditor the following dates:

- December 7, 2015 at 6:00 p.m. to discuss the proposed budget and levy and allow for public comment and
- December 14, 2015 for the subsequent meeting for the adoption of the final levy and budget.

Adopted this 28th day of September 2015.

Dale Adams, Mayor

Attest:

Kim Johnson-Gibeau, City Clerk

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

PROJECTED LEVY & TAX RATE
CITY OF GRAND RAPIDS
PREVIOUSLY CERTIFIED LEVIES AND 2015 PROPOSED LEVY

	2011 Levy Payable 2012	2012 Levy Payable 2013	2013 Levy Payable 2014	2014 Levy Payable 2015	2015 Levy Payable 2016
General Fund	3,309,756	3,526,598	3,444,709	4,168,242	4,411,329
Library Fund	524,716	575,038	603,975	612,716	632,999
Cemetery	175,000	159,000	173,000	164,497	178,000
GREDA Levy	50,000	83,240	60,000	60,000	60,000
Levy for Internal Loan-2011 Equip Purchas	136,000	141,588	141,588	141,588	141,588
Abatement Levies-St. Joe's	-	-	-	30,000	25,000
Special Levies	-	-	-	-	-
Total Levy Required for Operations	<u>4,195,472</u>	<u>4,485,464</u>	<u>4,423,272</u>	<u>5,177,042</u>	<u>5,448,916</u>
Bonded Indebtedness	<u>1,127,071</u>	<u>1,262,450</u>	<u>1,480,040</u>	<u>1,668,123</u>	<u>1,502,644</u>
GROSS LEVY	<u>5,322,543</u>	<u>5,747,914</u>	<u>5,903,312</u>	<u>6,845,166</u>	<u>6,951,560</u>
Less:					
Fund Balance Contribution	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
CERTIFIED LEVY	<u>5,322,543</u>	<u>5,747,914</u>	<u>5,903,312</u>	<u>6,845,166</u>	<u>6,951,560</u>
	-0.11%	7.99%	2.70%	15.95%	1.55%

2015 ESTIMATED TAX CAPACITY AND PROPOSED LEVY

TAX CAPACITY	\$9,513,676
Less:	
Abatement Levy	-
TIF Captured tax increment	(263,174)
Fiscal Disparities contribution	(1,109,824)
Taxable tax capacity*	<u>\$8,140,678</u>

CERTIFIED LEVY	\$6,951,560
Less:	
Fiscal disparities distribution levy	(501,497)
Net amount levied to property owners	<u>\$6,450,063</u>

2002 - 2014 TAXABLE TAX CAPACITY, CERTIFIED LEVY and CITY TAX RATE
and 2016 ESTIMATED TAXABLE TAX CAPACITY
and 2015 ESTIMATED LEVY and CITY TAX RATE

TAX YEAR PAYABLE	TAXABLE TAX CAPACITY	NET CERTIFIED LEVY	CITY TAX RATE	CITY/TOWNSHIP TAX RATE	TOTAL TAX RATE
2002	\$ 4,013,622	\$ 3,221,066	80.169	2.696	82.865
2003	4,667,797	3,487,514	76.387	5.031	81.418
2004	4,883,098	3,774,982	79.273	4.625	83.898
2005	5,402,830	3,868,947	71.339	4.603	75.942
2006	5,692,534	3,977,337	69.869	4.452	74.321
2007	6,224,893	4,091,108	65.722	2.972	68.694
2008	6,851,971	4,503,251	65.722	3.834	69.556
2009	7,919,927	4,677,712	59.063	1.841	60.904
2010	7,115,267	4,631,705	65.095	1.271	66.366
2011	7,647,353	4,885,894	61.602	2.288	63.890
2012	7,014,456	4,874,006	67.019	2.466	69.485
2013	7,346,013	5,068,674	66.644	2.355	68.999
2014	7,014,208	5,562,859	76.842	2.466	79.308
2015	8,067,867	6,393,379	77.206	2.039	79.245
2016	8,140,678	6,450,063	77.046	2.187	79.232

**RECAP SHEET
CITY OF GRAND RAPIDS
2016 RECAP OF REVENUES, EXPENDITURES AND LEVY REQUIREMENTS**

	2012 Actual	2013 Actual	2014 Actual	2015 Budget	2016 Proposed	Increase/ (Decrease) over 2015	Percent Increase
NON TAX REVENUES:							
Annexation	\$ 525,951	\$ 313,936	\$ 335,263	\$ -	\$ -	\$ -	0
Payment in Lieu of Taxes (PILOT)	854,998	901,179	903,494	900,000	901,000	1,000	0.001111
Licenses and Permits	202,018	323,845	275,821	246,300	245,850	(450)	-0.001827
Local Government Aid (LGA)	964,932	963,410	1,270,392	1,307,862	1,322,103	14,241	0.010889
Intergovernmental Revenues	1,077,320	965,149	956,080	641,788	650,784	8,996	0.014017
Charges for Services	769,206	749,879	859,223	781,512	798,339	16,827	0.021531
Fines and Forfeitures	103,293	145,870	96,200	103,000	94,500	(8,500)	-0.082524
Interest Income	33,341	17,226	34,458	30,000	30,000	0	0
Miscellaneous	46,529	53,263	51,832	17,098	17,300	202	0.011814
Other Financing Sources	36,903	34,541	118,149	-	-	-	0
Transfers In	3,500	3,500	32,808	3,500	3,500	-	0
Total non-tax revenues	4,617,991	4,471,799	4,933,720	4,031,060	4,063,376	32,316	0.008017
EXPENDITURES:							
Administration	487,120	492,098	453,897	434,085	458,615	24,531	0.056511
Building Maintenance	214,386	223,383	200,621	240,959	263,653	22,695	0.094184
Community Development	319,675	365,191	366,466	403,212	432,618	29,406	0.072929
Council/Boards	112,204	110,447	75,609	74,576	83,690	9,114	0.122211
Engineering	266,373	270,494	266,942	280,615	259,343	(21,272)	-0.075805
Finance	391,561	449,764	441,519	464,560	466,463	1,903	0.004097
Fire	493,584	547,131	534,971	633,420	656,867	23,447	0.037017
Fleet Maintenance	239,038	245,619	257,343	257,271	265,370	8,099	0.03148
Information Technology	176,993	195,029	207,192	224,206	213,971	(10,235)	-0.04565
Police	2,022,584	2,157,953	2,403,212	2,613,516	2,685,100	71,584	0.02739
Public Works	1,652,590	1,789,420	1,737,407	1,649,101	1,636,883	(12,218)	-0.007409
Recreation	177,433	106,613	113,043	127,793	130,163	2,370	0.018546
City Wide	12,104	235,496	440,098	369,625	414,000	44,375	0.120054
Special Projects-Council	-	30,000	97,000	-	-	-	0
Special Projects-Non-Budgeted	27,717	23,229	21,008	-	-	-	0
Total Department Expenditures	6,593,363	7,221,867	7,616,328	7,772,938	7,966,736	193,798	0.024932
Transfers Out							
Transfer to Capital Equipment	18,200	88,250	89,606	97,994	155,000	57,006	0.581736
Transfer to Civic Center	27,000	27,000	27,000	-	-	-	0
Transfer to Itasca Historical Soc	17,000	15,000	10,869	10,869	10,869	(0)	0
Transfer to Debt Service	150,000	150,000	150,000	150,000	150,000	-	0
Transfer to Airport	10,000	10,000	20,000	24,500	20,000	(4,500)	-0.183673
Transfer to DACF	27,000	28,500	20,000	25,000	32,750	7,750	0.3100
Transfer to Central School	-	-	25,000	5,500	26,850	21,350	3.881463
Transfers-Other	-	50,606	90,000	-	-	-	0
Mt. Itasca contribution	15,000	30,000	-	25,000	25,000	(0)	0
Active Living Contribution	-	-	-	87,500	87,500	-	0
Fund Balance Payback	-	-	-	-	-	-	0
Total Expenditures and Other Uses	6,857,563	7,621,223	8,048,803	8,199,302	8,474,705	275,403	0.034
Net Levy Required for General Fund	3,309,756	3,526,598	3,444,709	4,168,242	4,411,329	243,087	0.058319
Net Levy for Library	524,716	524,716	603,975	612,716	632,999	20,283	0.033103
Net Levy for Cemetery	175,000	175,000	173,000	164,497	178,000	13,503	0.082087
GREDA Levy Request	50,000	50,000	60,000	60,000	60,000	0	0
Abatement Levies	-	-	-	30,000	25,000	(5,000)	-0.166667
Capital Equipmt Loan	136,000	136,000	141,588	141,588	141,588	0	0
Total Levy Required for Operations	\$ 4,195,472	\$ 4,412,314	\$ 4,423,272	\$ 5,177,042	\$ 5,448,916	568,626	0.052515



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1589 **Version:** 1 **Name:** Planning Commission Application
Type: Agenda Item **Status:** Administration Department
File created: 9/1/2015 **In control:** City Council
On agenda: 9/28/2015 **Final action:**
Title: Consider the appointment of Paula Johnson to Grand Rapids Planning Commission.

Sponsors:

Indexes:

Code sections:

Attachments: [Johnson, Paula - Planning Comm Application](#)

Date	Ver.	Action By	Action	Result
9/14/2015	1	City Council		

Consider the appointment of Paula Johnson to Grand Rapids Planning Commission.

Background Information:

The City Council, at their regular meeting on June 22, 2015, accepted the resignation of Katherine Sedore from the Grand Rapids Planning Commission. This resignation left an unexpired term through March 1, 2016. Staff has advertised the vacancy and recently received one application from Ms. Paula Johnson.

Staff Recommendation:

Review application and consider appointment.

Requested City Council Action

Consider the appointment of Paula Johnson to the Grand Rapids Planning Commission, to fill an unexpired term through March 1, 2016.



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

www.cityofgrandrapidsmn.com

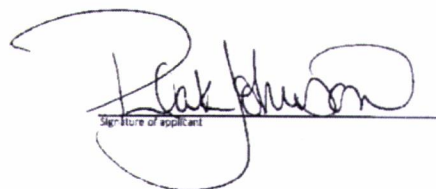
Application for City Boards and Commissions

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: <u>Paula K. Johnson</u>	Date: <u>Aug 23, 2015</u>
Address: <u>623 NW 5th Ave. GR. 55744</u>	Phone #: <u>218-326-7993</u>
Email Address: <u>pjohnson-usa@yahoo.com</u>	
Board or Commission being applied for: <u>Planning</u>	
Occupation (if retired, please indicate former occupation/profession): <u>Personal Banker @ American Bank of the North</u>	
Education: <u>Marketing classes, some college, HS Diploma</u>	
Professional and/or community activities: <u>I have worked with Operation Barrett, Giranda, Hasca Fun Club, United Way Allocation Committee, and YMCA sponsored activities.</u>	
Brief statement on qualifications: <u>Common sense approach to life.</u>	

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


 Signature of applicant



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1663 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Administration Department
File created: 9/24/2015 **In control:** City Council
On agenda: 9/28/2015 **Final action:**
Title: Appoint an alternate representative to the Range Association of Municipalities and Schools.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Appoint an alternate representative to the Range Association of Municipalities and Schools.

Background Information:

Councilor Zabinski is requesting that Council consider appointing an alternate representative to RAMS for occasions when he cannot attend.

Staff Recommendation:

Appoint an alternate representative.

Requested City Council Action

Appoint an alternate representative to the Range Association of Municipalities and Schools.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1605 **Version:** 1 **Name:** Appointment of _____ to the position of Building/Fire Inspector.

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

File created: 9/9/2015 **In control:** City Council

On agenda: 9/28/2015 **Final action:**

Title: Appointment of Matthew LaVigne to the position of Building/Fire Inspector.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Appointment of Matthew LaVigne to the position of Building/Fire Inspector.

Background Information:

At the May 26, 2015 City Council Meeting, the Council authorized City staff to begin the process of filling the Building/Fire Inspector vacancy due to the promotion of Nathan Morlan to the Facilities Maintenance Manager position. The selection process is complete and the Search Committee consisting of Community Development Director Rob Mattei, Building Official Travis Cole, Fire Chief Mike Liebel, and Human Resources Director Lynn DeGrio is recommending the appointment of Matthew to the position effective date to be determined, at a starting salary of \$45,341.05 per year.

Matthew graduated from Falls High School in International Falls and later attended Lake Superior College in Duluth where he received a Building Construction Technology certificate. He has been employed as a Building Materials Department Assistant Manager and Sales Associate at Menards, is a Licensed General Contractor, was a Building Materials Salesman and Project Estimator for Falls Lumber Company, and is currently employed by Boise White Paper LLC. Matthew also serves as a Firefighter for the International Falls Fire Department.

Matthew's study of Building Construction Technology and years of fire and customer service experience has given him a solid background so that he can perform the routine and complex technical work needed to ensure the State Building Code, State Fire Codes, and other related codes and standards that are administered and enforced.

Staff Recommendation:

The Search Committee feels that Matthew is very qualified for the position and has offered the position to him subject to City Council approval. We are recommending a starting wage of \$21.7986 per hour. Matthew will also be eligible for any cost of living increase effective in 2016 as well as an End of Introductory Period Review increase of 0%-5% six months from his date of hire.

Requested City Council Action

Consider the appointment of Matthew LaVigne to the position of Building/Fire Inspector at a starting wage of \$21.7986 per hour (\$45,341.05 annually) effective date to be determined, contingent upon Mr. LaVigne's acceptance of employment offer.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1659 **Version:** 1 **Name:** Appointment of Carl Fischer to the position of Community Service Officer and status change of Gary DeGrio from part-time to full-time Hospital Security Officer.

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

File created: 9/23/2015 **In control:** City Council

On agenda: 9/28/2015 **Final action:**

Title: Appointment of Carl Fischer to the position of Community Service Officer and status change of Gary DeGrio from part-time to full-time Hospital Security Officer.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Appointment of Carl Fischer to the position of Community Service Officer and status change of Gary DeGrio from part-time to full-time Hospital Security Officer.

Background Information:

At the September 14, 2015 City Council meeting, the City Council authorized City Staff to begin the process of filling the Community Service Officer (CSO) internally. We had four internal candidates apply and interviews were conducted on Wednesday, September 23, 2015. The interview committee consisting of Assistant Chief of Police Steve Schaar, Sergeant Bob Stein, and Human Resources Director Lynn DeGrio are recommending the appointment of Carl Fischer to the position effective immediately.

Carl was hired on July 28, 2015 as a full-time Hospital Security Officer, the position he currently holds. Carl has worked in the Civil Service field for many years. He started his career as a Deputy Sheriff in the state of Maryland serving the community as a Road Patrol Officer and in the classroom as a D.A.R.E. Instructor. When he moved to Minnesota, he took on a different role serving the community as a long term substitute Lead Instructor in the Invest Early program. He then began working as a Youth Counselor with North HOMes Children and Family Services prior to accepting a position as a Human Services Technician working with developmentally disabled adults. Carl's education and diverse experience has provided him with strong communication skills, excellent report writing skills, and great interpersonal skills.

With this transfer, it leaves a vacancy for a full-time Hospital Security position. Assistant Chief Schaar and Sergeant Stein, are recommending changing the employment status of Gary DeGrio from part-time to full-time Hospital Security Officer and would like authorization to post to create an eligibility list for part-time Hospital Security staff.

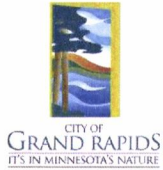
Staff Recommendation:

The interview committee consisting of Assistant Chief of Police Steve Schaar, Sergeant Bob Stein, and Human Resources Director Lynn DeGrio are recommending the appointment of Carl Fischer to the position of Community Service Officer (CSO) and the status change of Gary DeGrio from part-time to full-time Hospital Security.

Requested City Council Action

Consider (1) the appointment of Carl Fischer to the position of Community Service Officer effective immediately; (2) the status change of Gary DeGrio from part-time to full-time Hospital Security Officer effective October 2, 2015; and (3)

authorize City Staff to begin the process of establishing an eligibility list for part time Hospital Security staff.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1647 **Version:** 1 **Name:**
Type: Public Hearing **Status:** Public Hearing
File created: 9/22/2015 **In control:** City Council
On agenda: 9/28/2015 **Final action:**
Title: Conduct a public hearing to receive public input on the implementation of the Small Cities Development Program (SCDP) Commercial and Residential Rehab Grant
Sponsors:
Indexes:
Code sections:
Attachments: [SCDP Implementation Public Hearing](#)

Date	Ver.	Action By	Action	Result
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Conduct a public hearing to receive public input on the implementation of the Small Cities Development Program (SCDP) Commercial and Residential Rehab Grant

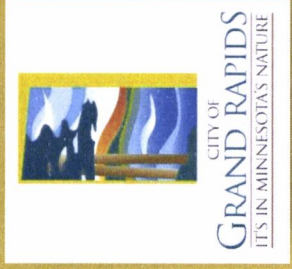
Background Information:

In accordance with the Housing and Community Development Act of 1974, the City of Grand Rapids previously adopted a Citizen Participation Plan to encourage public participation in the planning and implementation of Federal Community Development Block Grant funded activities, such as the Small Cities Development Program (SCDP) grant the City received in 2014 to complete commercial and residential rehabilitation projects in targeted areas of Grand Rapids. The Citizen Participation Plan requires that a public hearing be held approximately midway through the project implementation.

Staff and Itasca County HRA will present an overview of the program and activities to date.

Requested City Council Action

Conduct a public hearing to receive public input on the implementation of the Small Cities Development Program (SCDP) Commercial and Residential Rehab Grant



Small Cities Development Program (SCDP) Grant Implementation Public Hearing

September 28, 2015



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

- ❖ In May of 2014, the City of Grand Rapids was awarded a \$615,552 Comprehensive Small Cities Development Program (SCDP) Grant.
- ❖ The grant is directed at funding the rehabilitation of:
 - ♦ 12 owner occupied residential homes at a maximum assistance of \$22,400/unit (70% of Project Cost) (Deferred/Forgivable)
 - ♦ 4-15 residential rental units at a maximum assistance of \$21,000/rehabilitation project (70% of Project Cost) (Deferred/Forgivable)
 - ♦ 6 commercial building rehabilitations, with a maximum SCDP assistance of \$32,000/rehabilitation project. (60% of Project Cost) (Deferred/Forgivable)
- ❖ The grant is being administered for the City by the Itasca County HRA and the Grand Rapids EDA.





CITY OF
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IT'S IN MINNESOTA'S NATURE

SCDP Commercial Rehab Target Area - 2014



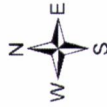
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SCDP Residential Rehab Target Area - 2014 *(Owner Occupied and Rental Units)*



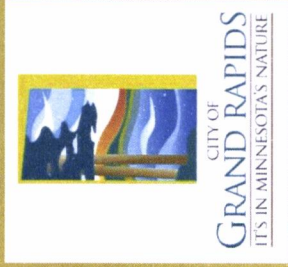
Legend

- Residential Rehab Target Area
- Commercial Rehab Target Area
- Parcels
- Streets

2009 Aerial Photo

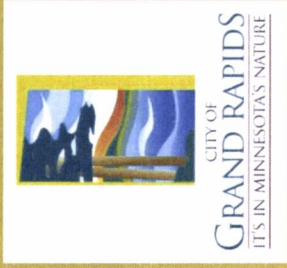
RGB

- Red: Band_1
- Green: Band_2
- Blue: Band_3



- ❖ To supplement the SCDP deferred loans for commercial rehabilitation projects, GREDA offered enhanced financing terms, through its CBIL revolving loan fund, to assist businesses with their 40% match requirement. (Up to \$35,000, 10 yr. @ 1%)
- ❖ Activities to date:
 - ♦ **Commercial:** Davis Petroleum (Completed), Pasties Plus Building (Under Construction), Maddens Dutch Room (Under Construction), Itasca Co. Farm Service (To begin soon), Toivo's (To begin soon)
 - ♦ **Residential:** Owner Occupied: 4 completed, 3 under construction, 2 to begin soon, 3 pending qualification.
 - ♦ **Residential,** Rental: 4 units completed, 4 units pending qualification



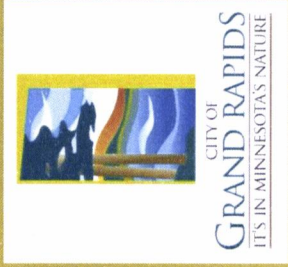


❖ The SCDP grant runs through the end of 2016 and funds are still available. Those interested in learning more about these programs, should call:

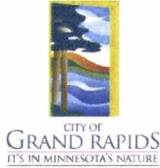
Amanda MacDonell
Itasca County HRA
(218) 326-7978

❖ The Citizen Participation Plan, required by the Housing and Community Development Act of 1974 and adopted by the City Council, requires that the City hold this public hearing during the implementation of the grant. The purpose of the public hearing is to provide citizens the opportunity to comment upon the activities for which these Community Development Block Grant (CDBG) funds are being used.





Questions/Comments?



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	15-1651	Version:	1	Name:	
Type:	Public Hearing	Status:		Public Hearing	
File created:	9/23/2015	In control:		City Council	
On agenda:	9/28/2015	Final action:			
Title:	Conduct a public hearing to consider the vacation of certain portions of public right-of-way and a portion of a publically retained easement located within the City of Grand Rapids.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	City VAC-Map Exhibits Engr Dept Memo- Proposed Vacations				

Date	Ver.	Action By	Action	Result
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Conduct a public hearing to consider the vacation of certain portions of public right-of-way and a portion of a publically retained easement located within the City of Grand Rapids.

Background Information:

With the completion of the Pokegama Avenue South reconstruction project (early 2013 - bridge to 10th St. S.), and the Crystal Lake Boulevard project (2014), there are now several sections of Right-Of Way (ROW) which are not needed for transportation purposes, and can be considered for vacation.

Acting in response to an August 13th memo, from City Engineer, Julie Kennedy, which identified six proposed vacations (5-partial right-of-way and 1-partial easement), as well as easements to be retained, on August 24th, the City Council formally initiated the process to review the vacations and established the public hearing date.

The proposed vacations are summarized below and graphically depicted in map exhibits C-1 - C-5:

- **Map C-1:** *Portion of 3rd Avenue NE - South of 12th Street NE, Kearney's 1st Addition to Grand Rapids.*
 - Upon completion of the Crystal Lake Boulevard project in 2014, the north 50' of this right-of-way is no longer needed, with the exception of the NW 1/3 of the R-O-W, over which an easement will be retained for utilities and street.
- **Map C-2:** *Portion of 2nd Street SW - West of Pokegama Avenue S., Town of Grand Rapids.*
 - With the reconstruction of Pokegama Avenue in 2012-13, the 2nd St. SW access to Pokegama Avenue was closed off. The east 115' of the R-O-W is no longer needed for transportation purposes. A utility easement will be retained over the entire area proposed to be vacated to accommodate existing stormwater and sanitary sewer infrastructure.
- **Map C-3:** *Portion of 3rd Street SW - West of Pokegama Avenue S., Town of Grand Rapids.*
 - With the reconstruction of Pokegama Avenue in 2012-13, the 3rd St. SW access to Pokegama Avenue was closed off. The east 100' of the R-O-W is no longer needed for transportation purposes. A utility and sidewalk/trail easement will be retained over the entire area proposed to be vacated to accommodate existing utility infrastructure and pedestrian traffic.
- **Map C-3:** *Portion of 3rd Street SE - East of Pokegama Avenue S., Town of Grand Rapids.*

- With the reconstruction of Pokegama Avenue in 2012-13, the 3rd St. SW access to Pokegama Avenue was also closed off. The west 70' of the R-O-W is no longer needed for transportation purposes. A utility and sidewalk/trail easement will be retained over the entire area proposed to be vacated to accommodate existing utility infrastructure and pedestrian traffic.
- **Map C-4:** *SW quadrant of 4th St. S./Pokegama Ave. S. intersection.*
 - As part of the Pokegama Avenue reconstruction project, 4th Street SW and 4th Street SE were aligned at a common intersection on Pokegama Avenue. As a result of the alignment, there are portions of 4th Street S. right-of-way that are not needed for transportation purposes. Community Development Dept. Staff identified several existing utilities (*overhead power, base of stop light structure, fire hydrant*) within the area identified for vacation, on what was originally labeled as Exhibit E within the City Engineers memo. In an effort to allow for some future development in the proposed vacated area, and not request the retention of a utility easement (structures may not be placed within a publically held easement), staff drafted a scaled down area of vacation for consideration by the Planning Commission, that excluded the existing utilities. This revised area of vacation depicted was the area forwarded for approval.
- **Map C-5:** *Portion of retained utility easement over vacated 11th St NE from 3rd Ave NE to the alley adjacent to Block 9, Kearney's First Addition.*
 - In August of 1985, the City Council adopted Res. #85-50 (Record No. 427940) vacating 11th St. NE from 3rd Ave. NE to the alley adjacent to Block 9, Kearney's 1st Add. Within the resolution, a utility easement was reserved over the entire area, due to an existing overhead power line and underground telephone cable. The property owner of the subject lot has inquired as to the need for a full utility easement (excluding the area needed to accommodate the overhead power) over the entire area, as they would like to utilize a portion of the yard area for an accessory building. The Public Works Department has conducted a utility locate which confirmed no underground utilities exist in the proposed area to be vacated.

On September 3, 2015 the Planning Commission formally reviewed the City initiated vacations and recommended to the City Council approval of the vacations as legally described within Exhibit A, and depicted within map Exhibits C-1 - C-5 of the draft resolution, based on certain findings of fact, which are also incorporated into the draft resolution.

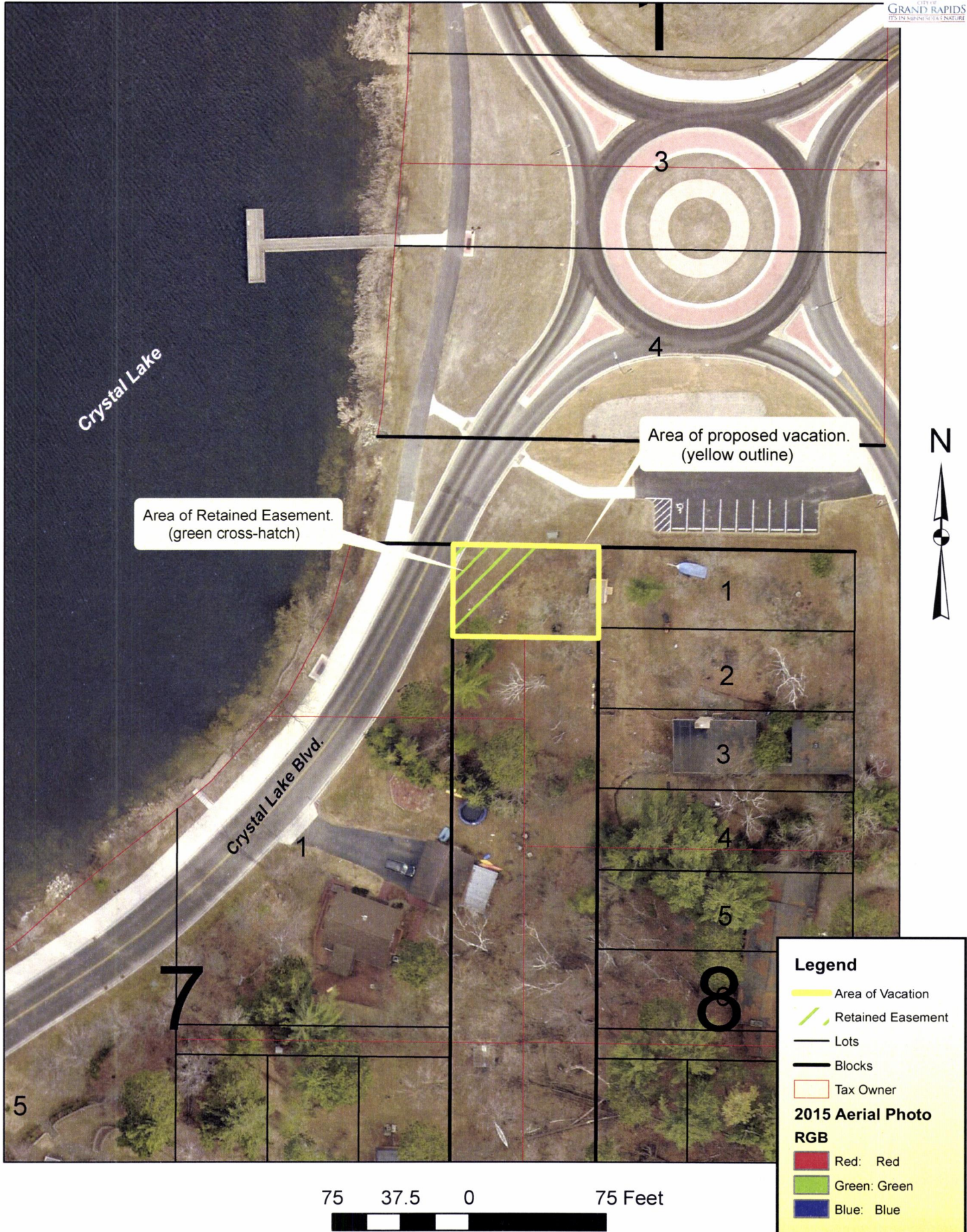
Requested City Council Action

Conduct a public hearing to consider the vacation of certain portions of public right-of-way and a portion of a publically retained easement located within the City of Grand Rapids.

Exhibit C-1



CITY OF GRAND RAPIDS
ITS PLACE IN NATURE



Area of Retained Easement.
(green cross-hatch)

Area of proposed vacation.
(yellow outline)

Legend

- Area of Vacation
- Retained Easement
- Lots
- Blocks
- Tax Owner

2015 Aerial Photo
RGB

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

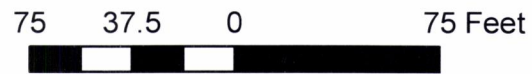


Exhibit C-2

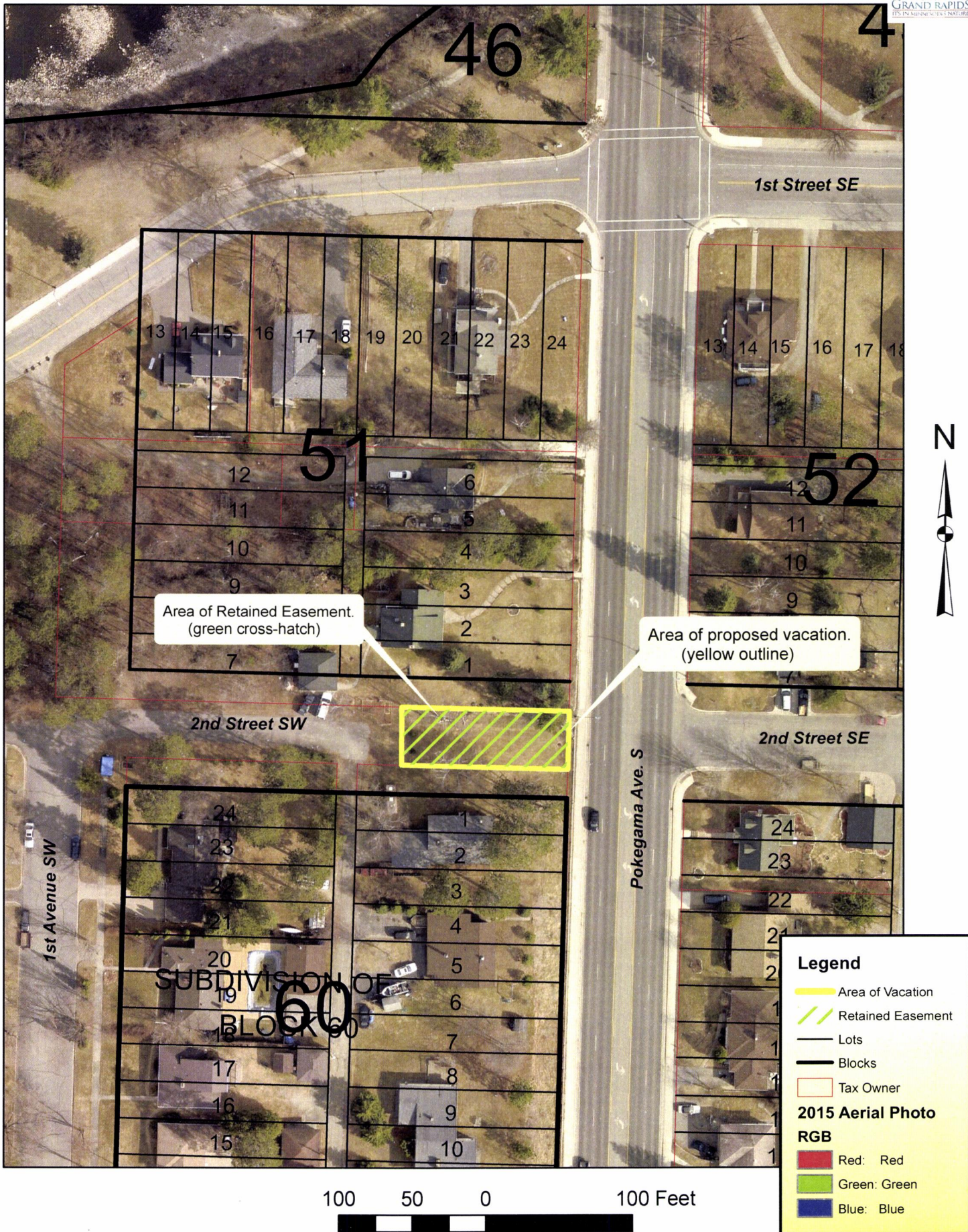
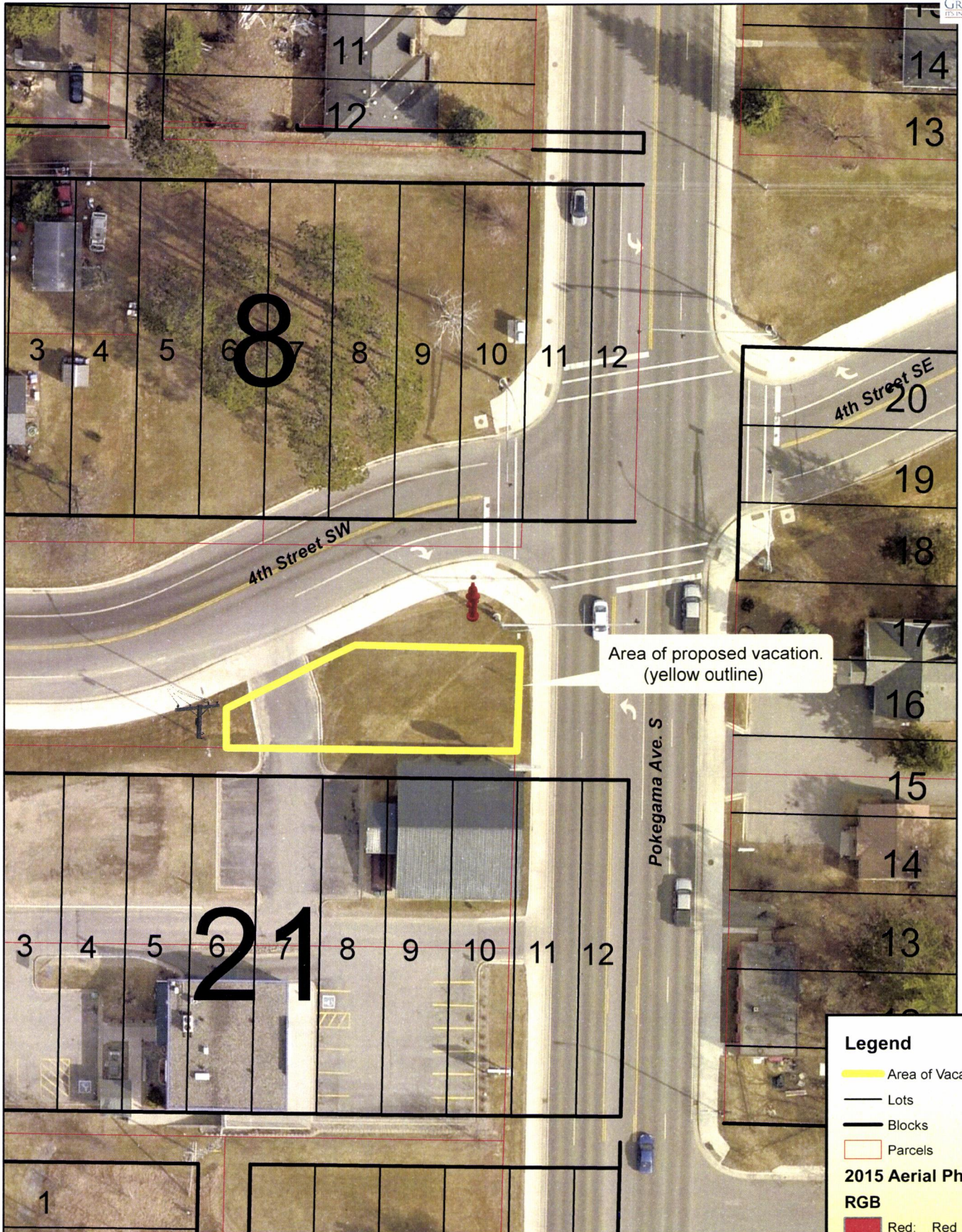
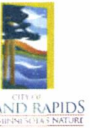


Exhibit C-4



Area of proposed vacation.
(yellow outline)

Legend

- Area of Vacation
- Lots
- Blocks
- Parcels

2015 Aerial Photo

RGB

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

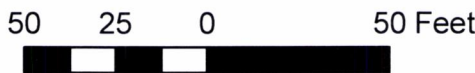


Exhibit C-5



CITY OF GRAND RAPIDS
ITS IN KIPING WITH NATURE

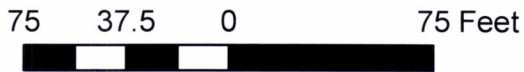


Legend

- Area of Vacation
- Existing Easements
- Pending Easements
- Lots
- Blocks
- Parcels

2015 Aerial Photo
RGB

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





MEMORANDUM

Date: August 13, 2015

To: Rob Mattei, Community Development Director

CC: Jeff Davies, Public Works Director

From: Julie Kennedy, City Engineer

Re: Routine City Initiated Vacations

With the completion of the Crystal Lake Boulevard and Pokegama Avenue South Reconstruction projects, there are now sections of Right-Of Way (ROW) that can be vacated. The following are recommended by the Engineering Department for vacation.

3rd Avenue NE – South of 12th Street NE (Exhibit A)

Several years back 3rd Avenue NE between 11th Street NE and 12th Street NE was vacated. However, in that vacation process, a portion of the ROW was retained on the northern end, adjacent to 12th Street NE, until the area that would be needed for the Crystal Lake Boulevard project could be determined. Now that the Crystal Lake Boulevard project is complete, the Engineering Department is recommending that the ROW be vacated as depicted in the following picture. The red crosshatched triangle, generally located on the west and northern portion of the right of way, should be retained as a utility and street easement.

2nd Street SW (Exhibit B)

With the access closure of 2nd Street SW to Pokegama Avenue, the Engineering Department is recommending that the Easterly 115 feet be vacated, but retain utility easements over the entire vacation.

3rd Street SW (Exhibit C)

With the access closure of 3rd Street SW to Pokegama Avenue, the Engineering Department is recommending that the Easterly 100 feet be vacated, but retain utility and sidewalk/trail easements over the entire vacation.

3rd Street SE (Exhibit D)

With the access closure of 3rd Street SE to Pokegama Avenue, the Engineering Department is recommending that the Westerly 70 feet be vacated, but retain utility and sidewalk/trail easements over the entire vacation.

4th Street South/Pokegama Avenue (Exhibit E)

The intersection of 4th Street South and Pokegama Avenue is more complicated when it comes to what property interests should the City retain. The City owns three lots outlined in red on the following drawing. The tan area shows the 80' ROW that should be retained for the re-aligned 4th St. We are requesting that the Planning Commission review the City-owned lots and decide what portions of the properties, outside of the 80' required ROW, should be retained, if any, for public purpose. Once that has been completed, it will likely be necessary to have a legal survey completed prior to recommending potential vacations of right of ways and sale of excess properties.

11th Street NE (Exhibit F)

On August 14, 1985, the City Council adopted Resolution 85-50 vacating 11th St NE from 3rd Ave NE to the alley adjacent to Block 9, Kearney's First Addition. (attached after Exhibits) The resolution dedicated the entire vacated ROW as a utility easement because of underground telephone cable. At this time, the Engineering Department is recommending vacating the portion of the utility easement in the red crosshatched area, which is generally located as the northern portion of the easement. The Public Works Department has conducted a utility locate that confirmed no underground utilities exist in the proposed area. (attached after Resolution 85-50)

Date: 08-11-15
1 inch = 30 feet

91-585-0130
ITASCA COUNTY
123 NE 4TH ST

2014

CB6360

Crystal Lake Blvd

Crystal Lake Blvd

91-585-0720
MARTY, DAVID M & RASMUSSEN, SHARON
1127 FAIRGROUNDS RD

91-585-0810
MARTY, DAVID M & RASMUSSEN, SHARON
1127 FAIRGROUNDS RD

91-585-0710
HALVORSON, TIA M & JEFFREY P
208 CRYSTAL BLVD

91-585-0820
REINERS, SIDNEY L
PO BOX 628

Legend

Parcels


Parcels

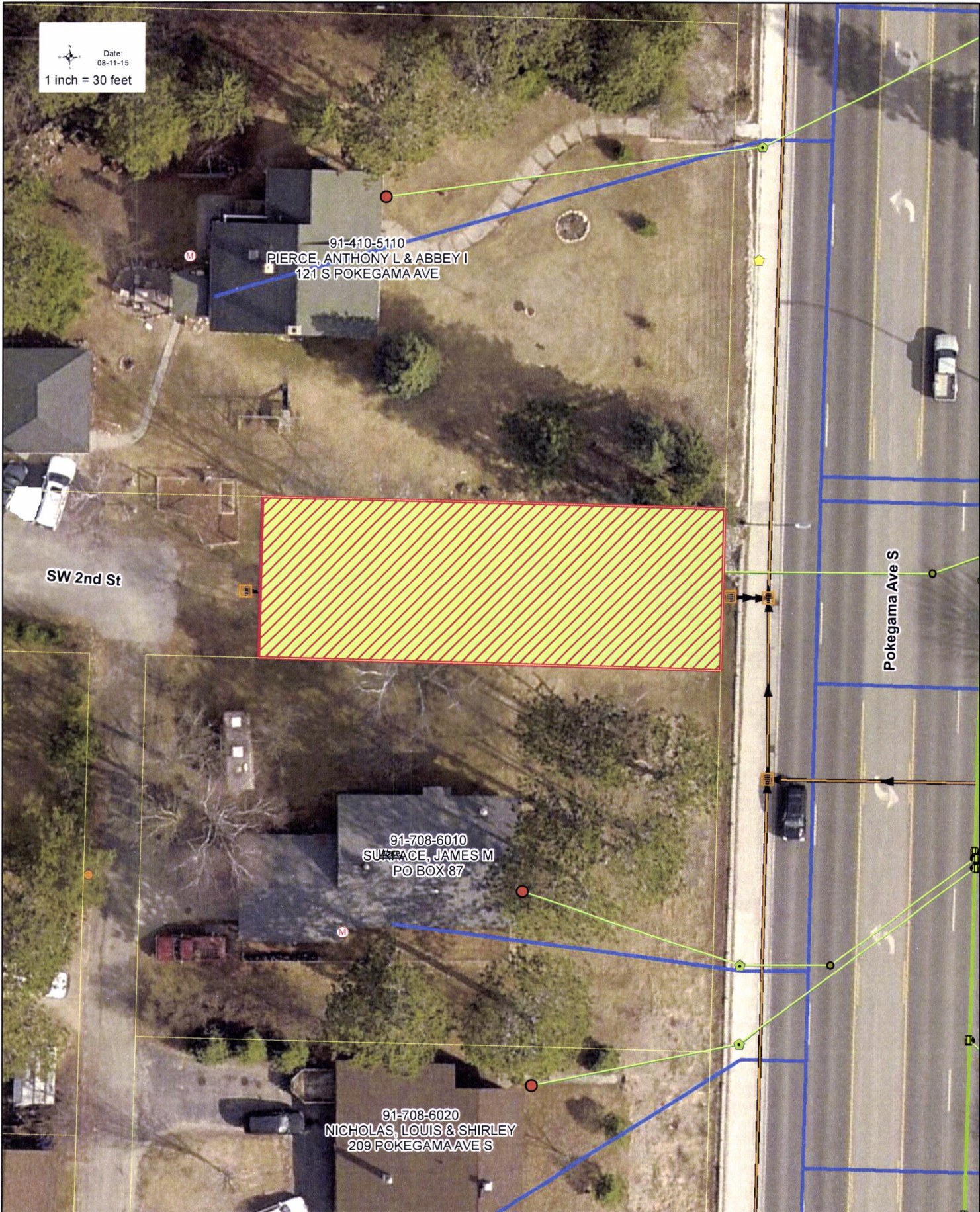
Proposed Vacations

Vacate ROW

Proposed Utility Easement

Proposed Utility Easement


 Date: 08-11-15
 1 inch = 30 feet



Legend

- | | | |
|----------------|--|---|
| Parcels | Proposed Vacations | Proposed Easement |
| Parcels |  Vacate ROW |  Proposed Easement |



Legend

Parcels

Parcels

Proposed Vacations

 Vacate ROW

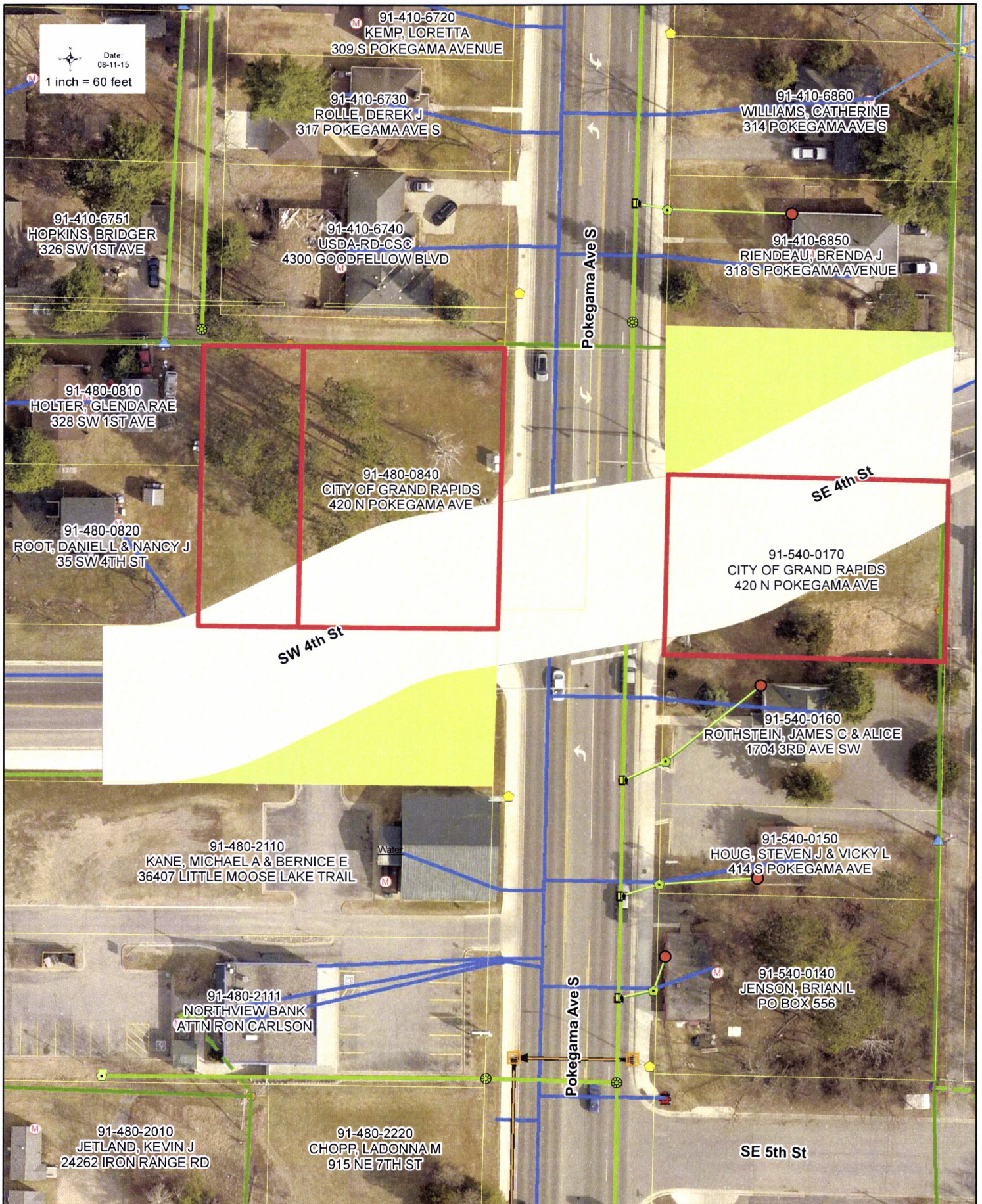
Proposed Easement

 Proposed Easement



Legend

- Parcels** **Proposed Vacations** **Proposed Easement**
- Parcels Vacate ROW  Proposed Easement



Legend

Parcels

Parcels

City-owned parcels

City-owned parcels

Required 80' ROW

Required 80' ROW

Proposed Vacations

Vacate ROW


 Date: 08-11-15
 1 inch = 30 feet



Legend

- | | | | |
|----------------|---|--|--|
| Parcels | Proposed Easement | Existing Easements | Existing Vacations |
| Parcels |  Vacate Easement |  Easement |  Existing Vacations |

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

RESOLUTION NO. 85-50

A RESOLUTION VACATING A CITY RIGHT-OF-WAY

WHEREAS, A petition for the vacation of 11th Street N. E. from 3rd Avenue N. E. to the alley adjacent to Block 9, Kearney's First Addition, by Jerry Snustad, was received, and

WHEREAS, this petition was considered by the City Planning Commission and the Planning Commission recommended that this right-of-way be vacated, and

WHEREAS, this petition was also considered by the Public Utilities Commission and recommended for approval, contingent upon the dedication of utility easement along the existing electrical distribution line located in the present right-of-way, and

WHEREAS, a public hearing was held by Council after due notice, and all persons interested in the vacation were given an opportunity to be heard, and

WHEREAS, the City Engineer recommended that PUC's recommendation be expanded such that the entire vacated right-of-way be re-dedicated as a utility easement because of underground telephone cable, and

WHEREAS, the Council finds that this undeveloped alley serves no useful purpose as presently laid out, except for the utility easements, and that the vacation of the same is in the public interest.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Grand Rapids, Minnesota, hereby vacates 11th Street N. E. from 3rd Avenue N. E. to the alley adjacent to Block 9, Kearney's First Addition, contingent upon re-dedication of the entire vacated right-of-way as a utility easement and contingent upon receiving the easement documents as indicated.

Adopted this 14th Day of August, 1985

John T. Craig /s/
John T. Craig, Mayor

Attest:
Karlene M. Gale
Karlene M. Gale, City Clerk

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

427940

CLERK'S CERTIFICATE

I, Karlene M. Gale, City Clerk of the City of Grand Rapids, Minnesota, do hereby certify that the foregoing is a true and correct copy of the original resolution adopted by the City Council on the 14th day of August, 1985.

Dated at Grand Rapids this 24th day of January, 1992.


Karlene M. Gale, City Clerk

(Seal)

OFFICE OF COUNTY RECORDER
STATE OF MINNESOTA } ss.
County of Itasca

I hereby certify that the within instrument was filed in this office for record as

Document No. 427940
Date FEB 05 1992 at 4:30 P. M.

LARRY A. UNGER

County Recorder

By Pamela Anderson
Deputy

427940

Center
See 16

VACATED

AL LAKE

ST. NO.

ST.

NO.

ST.

NO.

AVE.

AVE.

AVE.

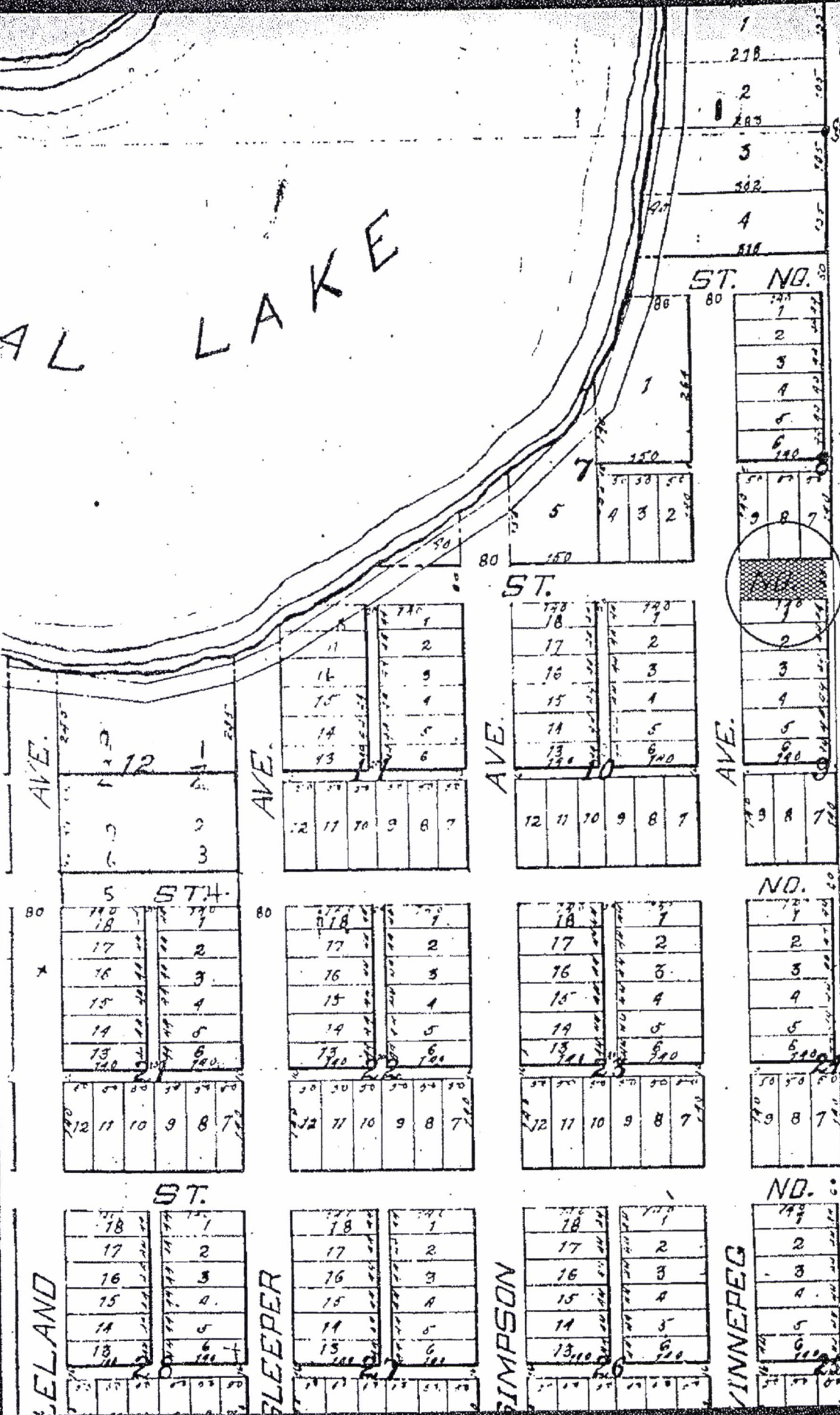
AVE.

EELAND

BLEEPER

SIMPSON

VINNEREG



Regular Council Meeting
August 14, 1985
Page Six

At that time, the halfway house was a major concern. Mr. Schroeder said that the half-way house had triggered the request for rezoning, but research of the property and what could be done with it was the major concern. The developer's main concern was to be able to develop the the property.

After further discussion, Councilman Huntley voiced her concern that a good reason for changing the zoning has not been submitted. It took the Planning Commission and Council two years to develop the new zoning ordinance, and she was very concerned about changing the zoning within several months of the adoption. She also said that the Council may wish to leave the zoning as is to see how the property in that area develops. Mayor Craig and Councilman Kastner said that they tended to lean towards Councilman Huntley's concerns. Mr. Schroeder said that, with the zoning so restricted, it cuts in half of what could be done with the property. There would be a much wider market in the area if it were changed to R-B.

Marian Barcus, Northland Mental Health, informed the Council on the status of the halfway house. She said that they have recalled for bids. If a bid is accepted, the construction is planned for the end of August, with a completion date of January 1, 1986. She also indicated that it would be very beneficial for the half-way house to be located near services - such as the CWDC, Mental Health Center, Job Services etc.

A discussion was held in regards to the options of the Council. It was pointed out that if the request was denied, the request could not be resubmitted for a period of one year, unless new evidence was submitted. After further deliberation by council, the following action was taken:

85-8-24. Resolved by Councilman Huntley, seconded by Councilman Akre, that we continue the public hearing on the consideration of rezoning Block 6-8, Crowder Addition, until September 11, 1985, at 7:00 p.m. Upon roll call, the following voted in favor thereof: Pollard, Huntley, Akre, Kastner, Craig. Opposed: None. Passed unanimously.

At 7:35 p.m., the Mayor then announced that a public hearing would be held to consider the vacation of 11th Street N. E., east of Third Avenue. The City Clerk presented the affidavit of publication of notice of public hearing, as required by law, and her affidavit of mailing public hearing notices to affected property owners.

The City Engineer informed the Council that the Planning Commission recommended approval of the vacation. This request was also reviewed by Public Utilities Commission. They approved the request contingent upon the dedication of utility easement along the existing electrical distribution line located in the present right-of-way. Because the telephone company has an underground cable in the present right-of-way, the City Engineer recommended that the PUC's recommendation be expanded such that the entire vacated right-of-way be re-dedicated as a utility easement.

There was no one present at the meeting who wished to voice their opinion in regards to the vacation request.

5-8-25. Councilman Huntley introduced the following resolution and moved for its adoption:

RESOLUTION NO. 85-50

A Resolution Vacating a City Right-of-way

WHEREAS, a petition for the vacation of 11th Street N. E. from 3rd Avenue N. E. to the alley adjacent to Block 9, Kearney's First Addition, by Jerry Snustad, was received, and

WHEREAS, this petition was considered by the City Planning Commission and the Planning Commission recommended that this right-of-way be vacated; and

WHEREAS, this petition was also considered by the Public Utilities Commission and recommended for approval, contingent upon the dedication of utility easement along the existing electrical distribution line located in the present right-of-way, and

WHEREAS, a public hearing was held by Council after due notice, and all persons interested in the vacation were given an opportunity to be heard, and

Regular Council Meeting
August 14, 1985
Page Seven

WHEREAS, the city Engineer recommended that PUC's recommendation be expanded such that the entire vacated right-of-way be re-dedicated as a utility easement because of underground telephone cable, and

WHEREAS, the Council finds that this undeveloped alley serves no useful purpose as presently layout, except for the utility easements, and that the vacation of the same is in the public interest.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Grand Rapids, Minnesota, hereby vacates 11th Street N. E. from 3rd Avenue N. E. to the alley adjacent to Block 9, Kearney's First Addition, contingent upon re-dedication of the entire vacated right-of-way as a utility easement and contingent upon receiving the easement documents as indicated.

Councilman Pollard seconded the foregoing resolution and upon roll call, the following voted in favor thereof: Pollard, Huntley, Akre, Kastner, Craig; and the following voted against same: None, whereby the resolution was declared duly passed and adopted.

The City Engineer submitted a 5-year construction program for our municipal state aid street system. He said that this program does not commit the Council to undertake the improvements. After review of the plan, the following action was taken:

85-8-26. Councilman Huntley introduced the following resolution and moved for its adoption:

RESOLUTION NO. 85-51

*CITY IMP
RES.*

WHEREAS, the City of Grand Rapids receives an allotment of approximately \$249,968.00 per year from the Minnesota Department of Transportation for improvement on the City's Municipal State-Aid Street System, and

WHEREAS, it is advantageous to prepare a 5-year Construction Program to plan for the expenditure of these funds.

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

1. The attached schedule is hereby approved and adopted as the Planned Municipal State-Aid Street system 5-year Construction Program for Grand Rapids.
2. The City Engineer is hereby directed to forward a copy of this program to the appropriate MN/DOT officials.

Adopted this 14th day of August, 1985.

Councilman Akre seconded the foregoing resolution and upon roll call, the following voted in favor thereof: Pollard, Huntley, Akre, Kastner, Craig; and the following voted against same: None, whereby the resolution was declared duly passed and adopted.

page 1012

MUNICIPAL STATE-AID STREET SYSTEM

5-Year Construction Program For GRAND RAPIDS

(State Aid Expenditures Only)

REVENUE

Present State Aid Construction Balance June 30, 19 <u>85</u>	=	\$ <u>249,968</u>
Estimated Annual Construction Allotment \$ <u>184,749</u> X 4	=	\$ <u>738,996</u>
Estimated Total State Aid Allotment for Programming Purposes	=	\$ <u>988,964</u>

4

Utility	Facility	Response	Locate D/T	Response D/T	Comments
CENTURYLINK - CTLQL - CTLMN01	P	1 - Clear/No Conflict		8/7/2015 09:12:51	
GRAND RAPIDS UTILITIES - GRDRPS01	S,W	1 - Clear/No Conflict	8/7/2015 09:09:40	8/7/2015 09:11:06	
GRAND RAPIDS UTILITIES - GRDRPS01	S,W	1 - Clear/No Conflict	8/6/2015 15:02:23	8/6/2015 15:13:50	
GRAND RAPIDS UTILITIES - GRDRPS01	S,W	1 - Clear/No Conflict	8/6/2015 14:43:57	8/6/2015 14:52:24	
GRAND RAPIDS UTILITIES - GRDRPS01	E,F				
MEDIACOM CABLEVISION - STARTV07	C,F	1 - Clear/No Conflict	8/7/2015 14:45:9	8/7/2015 14:45:10	
MINNESOTA ENERGY RESOURCES - MERC32	G	1 - Clear/No Conflict		8/6/2015 14:51:31	
PAUL BUNYAN COMMUNICATIONS - PLBURT01	C,E,F,P	2 - Marked		8/7/2015 09:33:55	

GARY 368 1974
ALL CLEAR COOP. DEV.
8-11-15

VICKI - COOP DEV.
(218) 368 1973

Ticket Information

Gopher State One Call Locate Request

Ticket Number:	152183030	Old Ticket:	
By:	DREW L	Source:	VOICE
Type:	NORMAL	Submit Date:	8/6/2015 1:50:14 PM
Send To:	MNPRS	Sequence:	3028
Work Date:	8/10/2015 1:45:00 PM	Expiration Date:	8/24/2015 1:45:00 PM

Excavator Information

CITY OF GRAND RAPIDS PUBLIC WOR 420 N POKEGAMA AVE GRAND RAPIDS MN 55744	Type:	UTILITY
Requested By: CINDY LYMAN	Phone:	(218) 326-7481
Contact: JEFF DAVIES	Contact Phone:	(218) 259-8688
Company Phone: (218) 326-7481	Company Fax:	
Company Email: CLYMAN@CI GRAND-RAPIDS.MN US		

Work Information

Street: 1036 NE 3RD AVE	County:	ITASCA
Place: GRAND RAPIDS	State:	MN
Intersection: NE 11TH ST		
Done For: CITY OF GRAND RAPI		
Type of Work: OTHER - SEE REMARKS		
Explosives: No	Tunnel/Bore:	No
Right of Way: Yes	Duration:	1 WEEK

Remarks

BUILDING A NEW GARAGE OR SHED

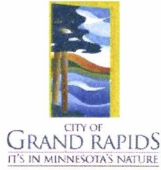
MARK A 50FT RADIUS OF WHITE STAKES LOCATED AT THE END OF THE DRIVEWAY. APPROX 100FT FROM THE ROAD

Members

Code	Name	Phone Number
CTLMN01	CENTURYLINK - CTLQL	(855) 742-6062
GRDRPS01	GRAND RAPIDS UTILITIES - GRDRPS01	(218) 568-4744
MERC32	MINNESOTA ENERGY RESOURCES - MERC32	(800) 889-9508
PLBURT01	PAUL BUNYAN COMMUNICATIONS - PLBURT01	(218) 368-1973
STARTV07	MEDIACOM CABLEVISION - STARTV07	(515) 559-5690

Location			
Latitude:	47 242796	Longitude:	-93 524242
Second Latitude:	47 246546	Second Longitude:	-93 52075
T 55N R 25W S 16 Q NE	T 55N R 25W S 16 Q NW	T 55N R 25W S 16 Q SE	T 55N R 25W S 16 Q SW





CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	15-1648	Version:	1	Name:	Consider the adoption of a resolution either approving or disapproving the vacation of certain portions of public right-of-way and a portion of a publically retained easement located within the City of Grand Rapids.
Type:	Agenda Item	Status:		Status:	Public Hearing
File created:	9/22/2015	In control:		In control:	City Council
On agenda:	9/28/2015	Final action:		Final action:	
Title:	Consider the adoption of a resolution either approving or disapproving the vacation of certain portions of public right-of-way and a portion of a publically retained easement located within the City of Grand Rapids.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	City Initiated Vacations: Resolution w/Exhibits A & B Map Exhibits: C-1 - C5				

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

Consider the adoption of a resolution either approving or disapproving the vacation of certain portions of public right-of-way and a portion of a publically retained easement located within the City of Grand Rapids.

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 disapproving the public vacations.

Requested City Council Action

Consider the adoption of a resolution either approving or disapproving the vacation of certain portions of public right-of-way and a portion of a publically retained easement located within the City of Grand Rapids.

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

RESOLUTION NO. 15-__

A RESOLUTION VACATING CERTAIN PORTIONS OF PUBLIC RIGHT-OF-WAY AND A PORTION OF PUBLICLY RETAINED EASEMENT WITHIN THE CITY OF GRAND RAPIDS

WHEREAS, the Grand Rapids City Council, at a their regular meeting on August 24, 2015, initiated the consideration of the vacation of certain portions of unused public right-of-way and a portion of a publicly retained easement located within the City of Grand Rapids; and

WHEREAS, the City Planning Commission, at their regular meeting on September 3, 2015 reviewed the vacation of portions of five public rights-of-way and a portion of one publicly retained easement all of which are legally described within Exhibit "A", and depicted within the maps shown in Exhibits C-1 – C-5; and

WHEREAS, the Planning Commission found the portions right-of-way, and portion of the publicly retained easement vacations 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 right-of-way and easement vacations; 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 at 5:30 pm on September 28, 2015, to consider the vacation of portions of rights-of-way and the portion of publicly retained easement described above; and

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

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

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 these vacations are in the best interest of the public's health, safety, and general welfare, and hereby vacates the above described portions of public rights-of-way and portion of publicly retained easement based on the following findings of fact:

- The portions of rights-of-way and portion of easement are not needed for traffic purposes.
- The portions of rights-of-way and portion of easement are generally not needed for pedestrian purposes, except where an easement was retained in the vacated right-of-way.
- The portions of rights-of-way and portion of easement are needed for utility purposes, and as such, easements have been retained in the appropriate areas.

- Vacating the portions of rights-of-way and portion of easement will place a minimal amount of additional land on the tax rolls.
- Vacating the portions of rights-of-way and portion of easement will facilitate some level of economic development in the City through the use of the vacated areas.

AND BE IT FURTHER RESOLVED, that;

1. Certain public easements shall be retained within the vacated public rights-of-way as described within Exhibit "B" and as depicted within the maps shown in Exhibits C-1 – C-5; and
2. The City Council instructs City Staff to submit a copy of this resolution to the Itasca County Recorder.

Adopted by the Council this 28th day of September, 2015.

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

EXHIBIT A – Public Vacation Legal Descriptions

1. *(depicted in Map Exhibit C-1): N 50 ft. of Winnepeg Avenue (3rd Avenue NE) LYG Between Block 7 and Block 8, in the plat of Kearney's First Addition to Grand Rapids, Itasca County, Minnesota;*

And;

2. *(depicted in Map Exhibit C-2): E 115 ft. of 2nd Street S, LYG Between Block 51 and 60 & LYG W of Leland Avenue (Pokegama Avenue), Plat of Town of Grand Rapids, Itasca County, Minnesota;*

And;

3. *(depicted in Map Exhibit C-3): E 100 ft. of 3rd Street S, LYG Between Lot 12, Block 60 and Lot 1, Block 67 all in the Plat of Town of Grand Rapids, Itasca County, Minnesota;*

And;

4. *(depicted in Map Exhibit C-3): W 70 ft. of 3rd Street S, LYG Between Lot 13, Block 59 and Lot 24, Block 68 all in the Plat of Town of Grand Rapids, Itasca County, Minnesota;*

And;

5. *(depicted in Map Exhibit C-4): S ½ of Union St. (4th St. SW), as represented in the Plat of Central Division of Grand Rapids LYG ADJ to the E ½ of Lot 6 & Lots 7-10, Block 21 & LYG southeasterly of the following described line: Beginning at a point along the N line of Block 21 LYG 11.5 ft. easterly of the NW corner of Lot 4, Block 21, thence northeasterly to a point of intersection of the N line of the S ½ of Union St. LYG 62 ft. W of the northerly extension of the East line of Lot 10, Block 21 & there terminating. And Less the S 11 ft. thereof, all in the Plat of Central Division of Grand Rapids, Itasca County, Minnesota*

And;

6. *(depicted in Map Exhibit C-5): Vacate that portion of the Utility Easement, reserved by the City of Grand Rapids through Resolution No. 85-50 and recorded as Document No. 427940, described as follows:*

The N 40 ft. of the vacated ROW LYG ADJ to Lots 7-9, Block 8, & Lot 1, Block 9, Kearney's First Addition to Grand Rapids LYG SE of The following described line:

BEG at a point along a southerly extension of the W line of Lot 9, Block 8, Kearney's First Addition to Grand Rapids, LYG 40 ft. southerly of the SW corner of said Lot 9, thence northeasterly to the SE corner of said Lot 9, Block 8, and there terminating.

All properties within, Itasca County, Minnesota

Exhibit B – Legal Descriptions of Easements Retained

1. Street and Utility Easement Described as: (depicted in Map Exhibit C-1)

That portion of said vacated Winnepeg Avenue LYG NW of the following Described line: Commencing at the NE corner of Lot 1, Block 7, Kearney's First Addition to Grand Rapids; thence southerly along the E line of Said Block 7 a distance of 50 ft. to the point of BEG of said line; thence northeasterly to a point of intersection with an easterly extension of the N line of said Block 7, said point LYG 50 ft. from the NE corner of said Lot 1, Block 7 and there terminating.

2. Utility Easement retained over: (depicted in Map Exhibit C-2)

E 115 ft. of 2nd Street S, LYG Between Block 51 and 60 & LYG W of Leland Avenue (Pokegama Avenue), Plat of Town of Grand Rapids, Itasca County, Minnesota.

3. Utility and Sidewalk/Trail Easement retained over: (depicted in Map Exhibit C-3)

E 100 ft. of 3rd Street S, LYG Between Lot 12, Block 60 and Lot 1, Block 67 all in the Plat of Town of Grand Rapids, Itasca County, Minnesota.

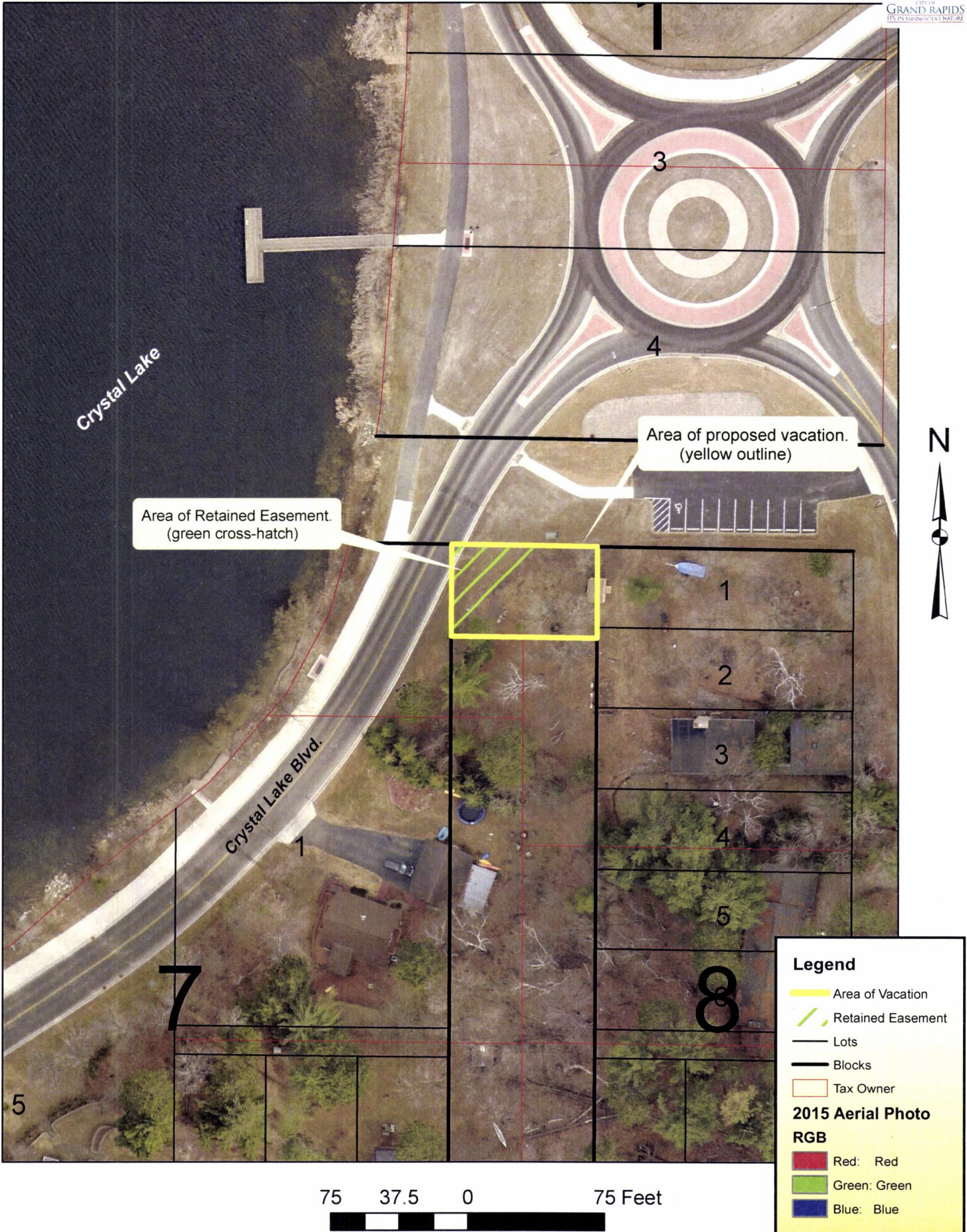
4. Utility and Sidewalk/Trail Easement retained over: (depicted in Map Exhibit C-3)

W 70 ft. of 3rd Street S, LYG Between Lot 13, Block 59 and Lot 24, Block 68 all in the Plat of Town of Grand Rapids, Itasca County, Minnesota.

Exhibit C-1



CITY OF GRAND RAPIDS
ITS PEOPLE AND ITS NATURE



Legend

- Area of Vacation
- Retained Easement
- Lots
- Blocks
- Tax Owner

2015 Aerial Photo

RGB

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

Exhibit C-2



CITY OF GRAND RAPIDS
THE GRAND RAPIDS COUNTY NAIR

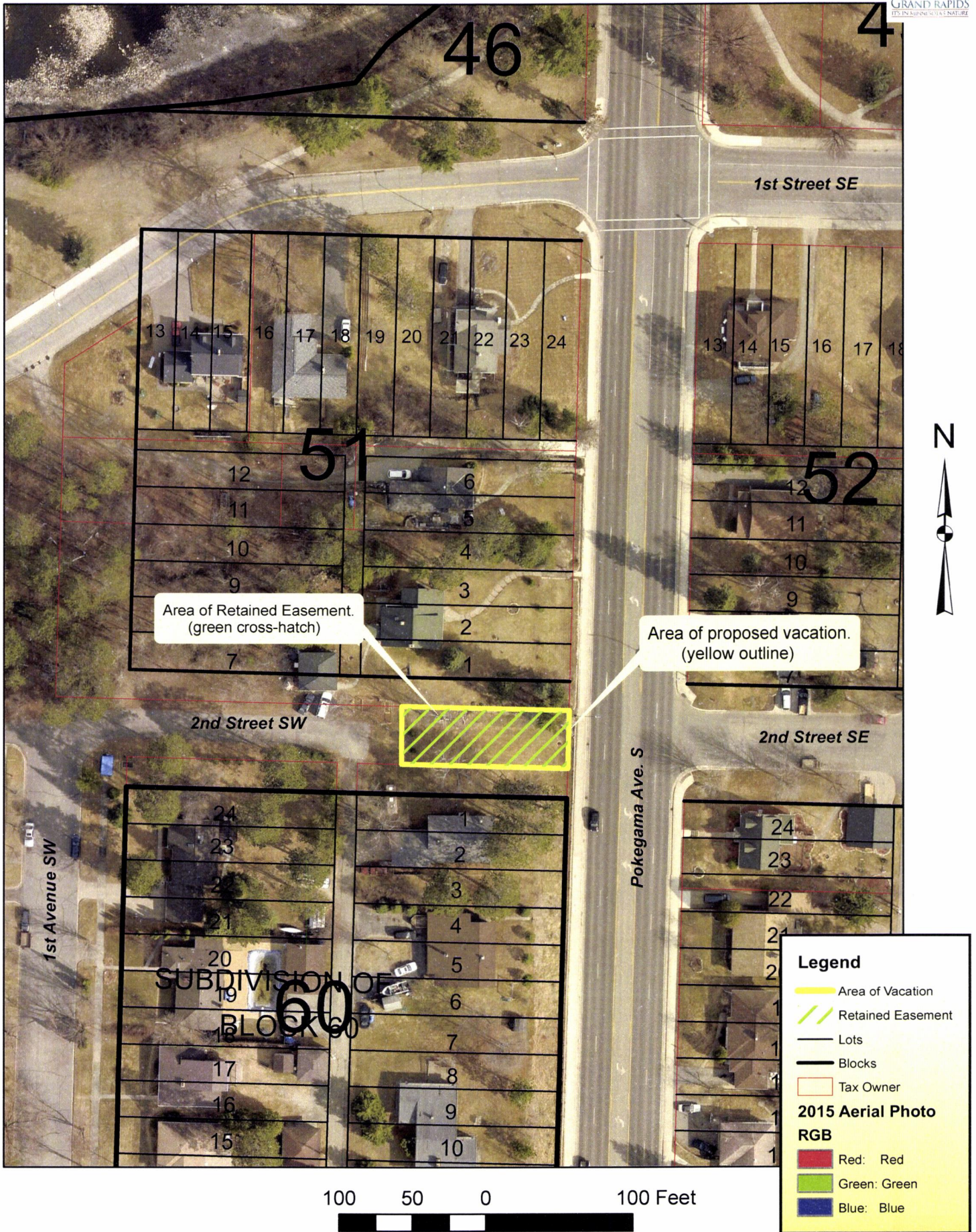
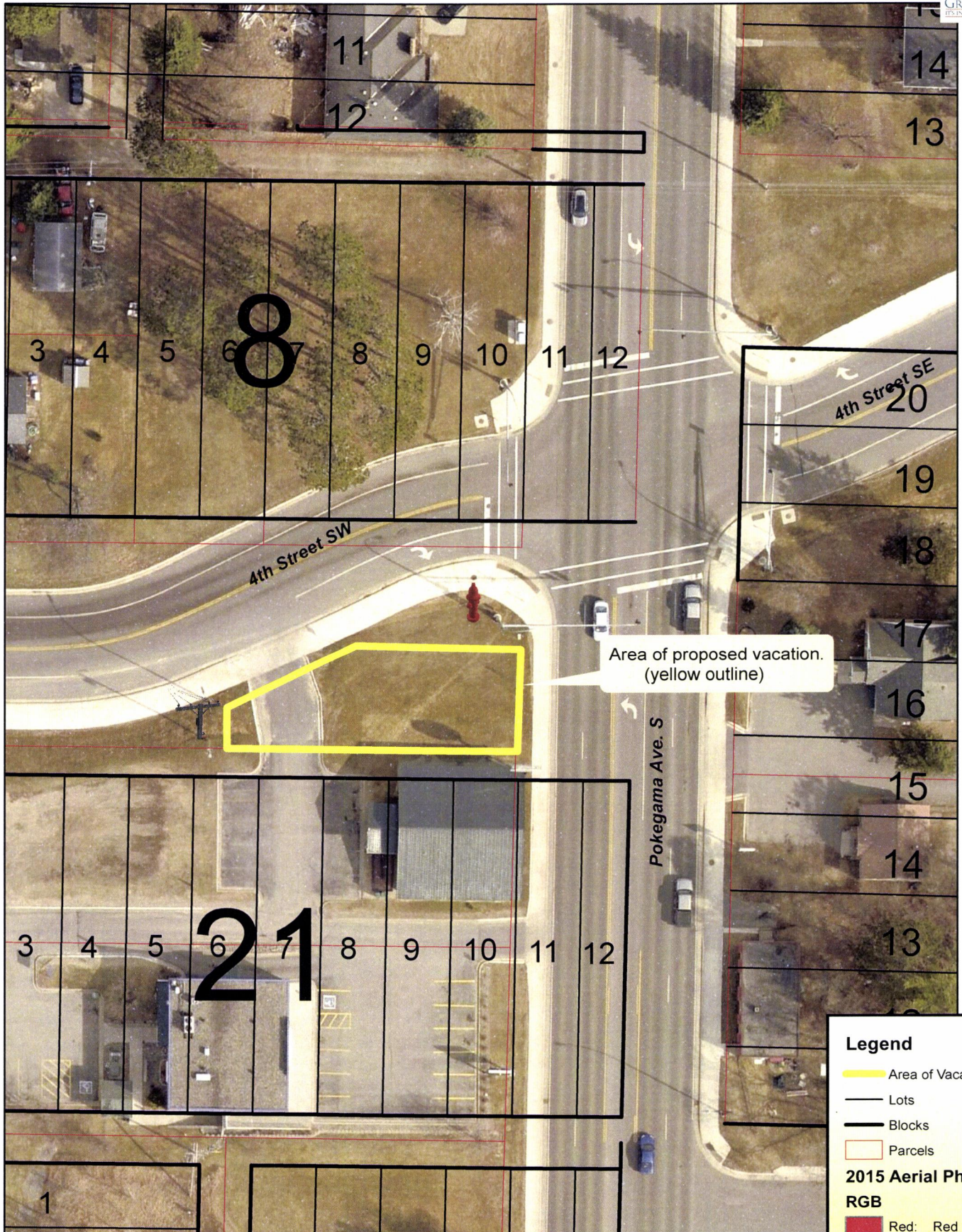
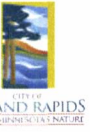


Exhibit C-4



Area of proposed vacation.
(yellow outline)

Legend

- Area of Vacation
- Lots
- Blocks
- Parcels

2015 Aerial Photo RGB

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

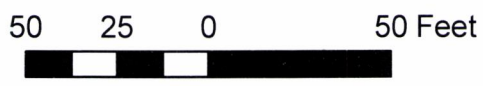
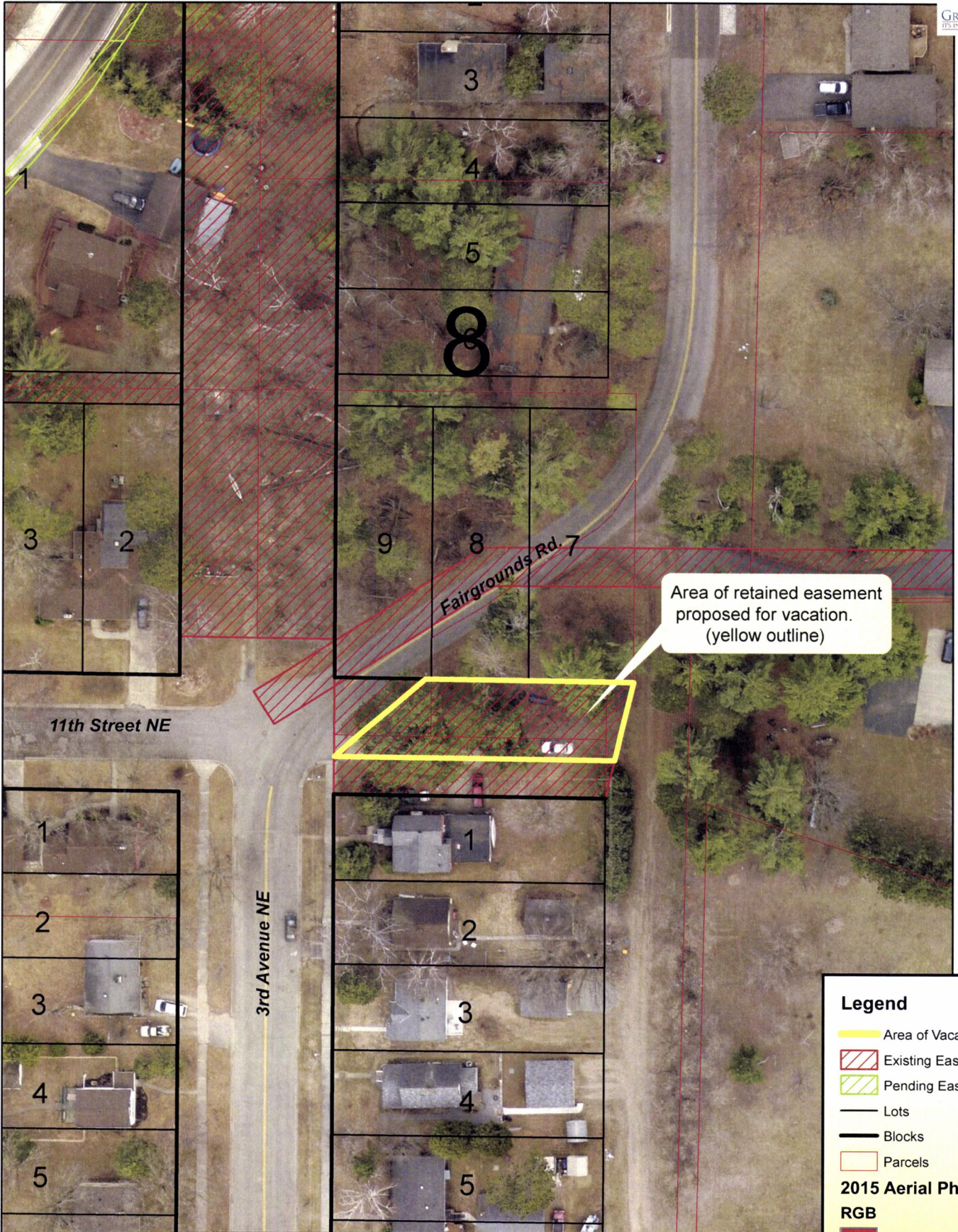
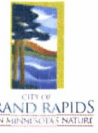


Exhibit C-5



Area of retained easement proposed for vacation. (yellow outline)

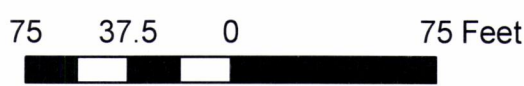
Legend

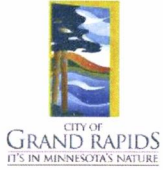
- Area of Vacation
- Existing Easements
- Pending Easements
- Lots
- Blocks
- Parcels

2015 Aerial Photo

RGB

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





CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1641 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Verified Claims
File created: 9/21/2015 **In control:** City Council
On agenda: 9/28/2015 **Final action:**
Title: Consider approving the verified claims for the period September 5, 2015 to September 21, 2015 in the total amount of \$396,818.06, of which \$41,031.25 are bond interest payments.
Sponsors:
Indexes:
Code sections:
Attachments: [COUNCIL BILL LIST 09-28-15.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the verified claims for the period September 5, 2015 to September 21, 2015 in the total amount of \$396,818.06, of which \$41,031.25 are bond interest payments.

Requested City Council Action

Consider approving the verified claims for the period September 5, 2015 to September 21, 2015 in the total amount of \$396,818.06, of which \$41,031.25 are bond interest payments.

CITY OF GRAND RAPIDS BILL LIST - SEPTEMBER 28, 2015

DATE: 09/22/2015
 TIME: 11:09:44
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 09/28/2015

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
CITY WIDE		
1215630	LOREN SOLBERG CONSULTING, LLC	1,000.00
1301890	MAXIMUM SOLUTIONS INC	783.33
1309044	MIDWEST PLAYGROUND	1,000.00
	TOTAL CITY WIDE	2,783.33
ADMINISTRATION		
0405600	DEPOT COMMONS ASSOCIATION	1,000.00
1321525	MUNICIPAL CODE CORPORATION LLC	1,142.00
	TOTAL ADMINISTRATION	2,142.00
BUILDING MAINTENANCE-CITY HALL		
0103325	ACHESON TIRE COMPANY INC	600.00
0113233	AMERIPRIDE LINEN & APPAREL	30.72
1909510	SIM SUPPLY INC	30.86
2018680	TRU NORTH ELECTRIC LLC	95.39
	TOTAL BUILDING MAINTENANCE-CITY HALL	756.97
COMMUNITY DEVELOPMENT		
1920555	STOKES PRINTING COMPANY	32.18
2015555	TOONSTRA PSYCHOLOGICAL SERVICE	350.00
	TOTAL COMMUNITY DEVELOPMENT	382.18
ENGINEERING		
1900225	SEH-RCM	2,924.50
	TOTAL ENGINEERING	2,924.50
FINANCE		
0700035	GASB	225.00
	TOTAL FINANCE	225.00
FIRE		
0218350	BRIER CLOTHING	140.40
0221650	BURGGRAF'S ACE HARDWARE INC	53.53
0717995	GRAND FORKS FIRE EQUIPMENT LLC	2,869.20

9/5 - 9/21/15 Bond Payments \$41,031.25

CITY OF GRAND RAPIDS BILL LIST - SEPTEMBER 28, 2015

DATE: 09/22/2015
 TIME: 11:09:44
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 09/28/2015

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
FIRE		
1315725	THE MOTOR SHOP	21.05
1901309	SAIGER'S STEAM CLEAN LLC	1,093.82
	TOTAL FIRE	4,178.00
INFORMATION TECHNOLOGY		
0318095	CRABTREE COMPANIES INC	12,195.00
	TOTAL INFORMATION TECHNOLOGY	12,195.00
PUBLIC WORKS		
0100046	ASV, LLC	79.94
0103325	ACHESON TIRE COMPANY INC	30.00
0104799	ADVANCED SERVICES INC	336.00
0221650	BURGGRAF'S ACE HARDWARE INC	18.91
0301685	CARQUEST AUTO PARTS	270.44
0315455	COLE HARDWARE INC	152.90
0321125	CUB FOODS STORE# 9036	31.68
0501650	EARL F ANDERSEN	3,141.35
0601690	FASTENAL COMPANY	106.38
0612083	FLAGSHIP RECREATION LLC	3,100.00
0718215	GREEN AGAIN LAWN & AERATION	1,159.95
0920120	ITASCA UTILITIES INC	5,197.50
1200500	L&M SUPPLY	91.92
1209735	LITTLE FALLS MACHINE INC	4,472.40
1309355	MINNESOTA TORO	150.13
1615427	POKEGAMA LAWN AND SPORT	18.96
1801610	RAPIDS PLUMBING & HEATING INC	162.00
1801612	RAPID RENTAL	151.00
1801615	RAPIDS WELDING SUPPLY INC	273.25
1813125	RMB ENVIROMENTAL	39.00
1908248	SHERWIN-WILLIAMS	258.40
2021650	TURF AND TREE INC	340.00
2209421	VIKING ELECTRIC SUPPLY INC	382.84
2300765	W.W. WALLWORK INC	111.28
	TOTAL PUBLIC WORKS	20,076.23
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	165.58
0315455	COLE HARDWARE INC	7.99
1301015	MACQUEEN EQUIPMENT INC	237.58
1605740	PETROCHOICE-ANDERSON LUBRICANT	483.57

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DATE: 09/22/2015
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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 09/28/2015

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
FLEET MAINTENANCE		
1920070	STATE CHEMICAL MFG COMPANY	391.62
TOTAL FLEET MAINTENANCE		1,286.34
POLICE		
0301685	CARQUEST AUTO PARTS	207.50
0601680	FASHION TO FIT	10.00
1309043	MIDWEST CREMATION SERVICE	20.00
2000400	T J TOWING	110.00
2018225	TREASURE BAY PRINTING INC	138.00
TOTAL POLICE		485.50
RECREATION		
0718060	GRAND RAPIDS NEWSPAPERS INC	32.50
1301890	MAXIMUM SOLUTIONS INC	783.33
TOTAL RECREATION		815.83
CENTRAL SCHOOL		
1100135	KBJR, INC	30.00
1909510	SIM SUPPLY INC	22.68
TOTAL		52.68
AIRPORT		
0315455	COLE HARDWARE INC	60.93
0315472	COMFORT HEATING LLC	1,395.21
0504825	EDWARDS OIL INC	62.69
0518350	ALBERT CHARLES ERICKSON	839.95
1309495	MINUTEMAN PRESS	47.37
1608345	PHILS GARAGE DOOR	185.00
1900225	SEH-RCM	4,162.35
2018680	TRU NORTH ELECTRIC LLC	314.24
TOTAL		7,067.74
CIVIC CENTER		
GENERAL ADMINISTRATION		

CITY OF GRAND RAPIDS BILL LIST - SEPTEMBER 28, 2015

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 09/28/2015

VENDOR #	NAME	AMOUNT DUE
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	27.90
0221650	BURGGRAF'S ACE HARDWARE INC	49.21
0501656	THE EARTHGRAINS COMPANY INC	37.20
0605670	FERRELLGAS	271.78
0718060	GRAND RAPIDS NEWSPAPERS INC	32.50
1301890	MAXIMUM SOLUTIONS INC	783.34
1605611	PEPSI-COLA	368.58
1901535	SANDSTROM COMPANY INC	843.70
1909510	SIM SUPPLY INC	231.57
2116600	UPPER LAKE FOODS INC	575.85
2209421	VIKING ELECTRIC SUPPLY INC	172.40
	TOTAL GENERAL ADMINISTRATION	3,394.03
RECREATION PROGRAMS		
T000790	TRICIA STERLE	60.00
	TOTAL	60.00
STATE HAZ-MAT RESPONSE TEAM		
0312110	CLAREY'S SAFETY EQUIPMENT INC	6,860.00
	TOTAL	6,860.00
CEMETERY		
0221650	BURGGRAF'S ACE HARDWARE INC	58.37
0718215	GREEN AGAIN LAWN & AERATION	426.31
1920333	STEPS & STONES	1,095.00
	TOTAL	1,579.68
DOMESTIC ANIMAL CONTROL FAC		
1415048	NORTH COUNTRY VET CLINIC	53.55
	TOTAL	53.55
GO STATE-AID ST BONDS 2007B		

CITY OF GRAND RAPIDS BILL LIST - SEPTEMBER 28, 2015

DATE: 09/22/2015
 TIME: 11:09:45
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 5

INVOICES DUE ON/BEFORE 09/28/2015

VENDOR #	NAME	AMOUNT DUE

GO STATE-AID ST BONDS 2007B		
2305447	WELLS FARGO BANK NA	10,575.00
	TOTAL	10,575.00
GO STATE-AID BONDS 2012B		
2305447	WELLS FARGO BANK NA	30,456.25
	TOTAL	30,456.25
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-ENGINEERING		
2009500	TIMMONS GROUP INC	2,818.00
	TOTAL CAPITAL OUTLAY-ENGINEERING	2,818.00
AIRPORT CAPITAL IMPRV PROJECTS		
2015 CRACK REPAIR & MASTER PLN		
1900225	SEH-RCM	16,100.00
	TOTAL 2015 CRACK REPAIR & MASTER PLN	16,100.00
2014 INFRASTRUCTURE BONDS		
2011-2 CRYSTAL LAKE BLVD		
0612083	FLAGSHIP RECREATION LLC	7,980.00
	TOTAL 2011-2 CRYSTAL LAKE BLVD	7,980.00
STORM WATER UTILITY		
0801836	HAWKINSON SAND & GRAVEL	387.96
2009500	TIMMONS GROUP INC	4,227.00
	TOTAL	4,614.96
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF	\$ 139,862.77
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0114206	DALE ANDERSON	101.20
0114210	D. ANDERSON - CHANGE FUND	2,740.00
0116600	APPLE VALLEY, CITY OF	1,160.74

CITY OF GRAND RAPIDS BILL LIST - SEPTEMBER 28, 2015

DATE: 09/22/2015
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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 6

INVOICES DUE ON/BEFORE 09/28/2015

VENDOR #	NAME	AMOUNT DUE
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0212751	BLUE CROSS BLUE SHIELD	89.88
0305530	CENTURYLINK COMMUNICATIONS LLC	259.00
0405305	LYNN DEGRIO	148.43
0718015	GRAND RAPIDS CITY PAYROLL	212,141.59
0718070	GRAND RAPIDS STATE BANK	686.15
0920055	ITASCA COUNTY RECORDER	184.00
0920060	ITASCA COUNTY TREASURER	72.65
1015323	KIM JOHNSON-GIBEAU	92.04
1205090	LEAGUE OF MINNESOTA CITIES	40.00
1300030	MCFOA REGION II	45.00
1305046	MEDIACOM	11.03
1305050	MEDICO LIFE & HEALTH INS CO	254.61
1309098	MINNESOTA DEPT OF ADMN	606.00
1309180	MN STATE FIRE CHIEFS ASSOC	750.00
1309183	MN FALL MAINTENANCE EXPO	120.00
1309265	MN DEPT OF LABOR & INDUSTRY	80.00
1309335	MINNESOTA REVENUE	7,171.62
1405850	NEXTERA COMMUNICATIONS LLC	489.50
1609561	PIONEER TELEPHONE	8.20
1621130	P.U.C.	17,466.15
1809165	RICOH USA INC	655.98
2000100	TASC	7,959.00
2000490	TDS Metrocom	792.77
2209665	VISA	2,766.75
T001023	ROGER RALSTON	63.00
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF \$		256,955.29
TOTAL ALL DEPARTMENTS		396,818.06