



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail

City Council

Monday, October 27, 2014

5:00 PM

City Hall Council Chambers

5:00 PM CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council will be held on Monday, October 27, 2014 at 5:00 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

5:01 PM PRESENTATIONS/PROCLAMATIONS

14-0818 Presentation of Life Saving Awards

Attachments: [Gary O'Brien - Life Saving Award](#)
[Ashley Moran - Life Saving Award](#)

5:10 PM MEETING PROTOCOL POLICY

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

PUBLIC FORUM

5:15 PM COUNCIL REPORTS

5:17 PM APPROVAL OF MINUTES

14-0884 Approve City Council minutes for Monday, October 6, 2014 Forest Lake Special Community Meeting, October 7, 2014 Murphy Special Community Meeting, October 14, 2014 PUC Special Community Meeting and Regular Council Meeting and October 15, 2014 Southwest Special Community Meeting.

Attachments: [October 6, 2014 Community Meeting](#)
[October 7, 2014 Community Meeting](#)
[October 14, 2014 PUC Community Meeting](#)
[October 14, 2014 Regular Meeting](#)
[October 15, 2014 Southwest Community meeting](#)

5:18 CONSENT AGENDA
PM

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. [14-0883](#) Contract with the State of Minnesota as a Regional Hazardous Materials Team.
Attachments: [2014-2016 Contract for HazMat Team Res.pdf](#)
[2014-2016 Hazmat Contract.pdf](#)
2. [14-0887](#) A resolution accepting a \$10,000 donation from the Grand Rapids Amature Hockey Association.
3. [14-0891](#) Golf Seasonal Extension
4. [14-0893](#) Sale of Golf Course Assets
5. [14-0894](#) Consider approval of Change Order 1, Balancing Change Order, and Final Payment related to Benson Lane Improvements with Hammerlund Construction in a final contract amount of \$41,483.70.
Attachments: [Benson Ln BalancingCO.pdf](#)
6. [14-0896](#) Consider authorizing the Mayor and the City Clerk to sign the resolution to execute the MnDOT grant agreement for airport improvements and land acquisition in the amount of \$25,825.92 and to also sign said MnDOT grant agreement.
Attachments: [State Grant Agreement & Resolution.pdf](#)
7. [14-0898](#) Consider authorizing the Finance Department to submit a request for proposals for actuarial services for compliance with Government Accounting Standards Board Statement 45, Other Post Employment Benefits.
8. [14-0901](#) Void lost Payroll check #76818, issue a new check and waiving bond requirements for check issued to Dylan Maki in the amount of \$112.93.
Attachments: [Affidavit of Lost Check.pdf](#)
9. [14-0902](#) Approve temporary liquor license for the Grand Rapids Players, Inc. for an event on Thursday, November 20, 2014 to be held at the MacRostie Art Center, 1944 NE 7th Avenue, Grand Rapids, MN.

5:20 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. [14-0903](#) Acknowledge minutes for Boards & Commissions.
Attachments: [September 17, 2014 PUC Meeting](#)
[September 19, 2014 Golf Board minutes](#)
[September 19, 2014 Golf Tour](#)

5:22 DEPARTMENT HEAD REPORT
PM

11. [14-0897](#) Department Head Report: Finance Department
Attachments: [Dept Head Report 10/27/14.pdf](#)

5:30 ADMINISTRATION DEPARTMENT
PM

12. [14-0886](#) Mayor and Councilmember Pay Rate Adjustments
Attachments: [10-14-14 Resolution Establish Council Salaries.pdf](#)

13. [14-0899](#) Completion of introductory period for Renee Patrow, Accountant.

An "End of Introductory Period Employee Progress Review" was completed by Finance Director Barb Baird and Assistant Finance Director Laura Pfeifer. It has been determined that Renee has either met or exceeded the requirements in all areas evaluated. According to Finance Director Barb Baird, "Renee is a great co-worker, always willing to help or provide valuable advice or information. So glad she decided to be part of the Finance Department." Laura Pfeifer added that Renee is a "Great asset to the Finance Department. Pleasure to work with."

Staff Recommendation:

It is the recommendation of Finance Director Barb Baird and Human Resources Director Lynn DeGrio, that Renee Patrow be given permanent status in light of her performance during the past six months.

Requested City Council Action

Consider granting permanent status to Renee Patrow in the position of Accountant effective October 14, 2014.

14. [14-0900](#) Agreement with Total Administrative Services Corporation (TASC) for DirectPay Services.
Attachments: [TASC](#)

5:45 VERIFIED CLAIMS
PM

15. [14-0895](#) Consider approving the verified claims for the period October 7, 2014 to October 20, 2014 in the total amount of \$568,499.32.
Attachments: [City Council Bill List 10-27-14.pdf](#)

6:00 PUBLIC HEARINGS**PM**

16. [14-0890](#) Conduct a public hearing to consider the rezoning of two properties from their current zoning designation of I-2 (General Industrial Park) to GB (General Business).

Attachments: [Movement Center Rezoning: Area Maps](#)
[Movement Center Rezoning-Application](#)

17. [14-0889](#) Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map by rezoning two properties from their current zoning designation of I-2 (General Industrial Park) to GB (General Business).

Attachments: [Zoning Map Amendment: Ordinance w/Exhibit "A"](#)

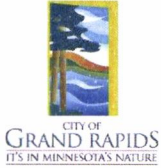
6:30 ADJOURNMENT**PM**

NEXT REGULAR MEETING IS SCHEDULED FOR NOVEMBER 10, 2014, AT 5:00 P.M.

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

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

Attest: Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0818 **Version:** 1 **Name:** Life Saving Awards
Type: Agenda Item **Status:** PRESENTATIONS/PROCLAMATIONS
File created: 9/16/2014 **In control:** City Council
On agenda: 10/27/2014 **Final action:**
Title: Presentation of Life Saving Awards
Sponsors:
Indexes:
Code sections:
Attachments: [Gary O'Brien - Life Saving Award](#)
[Ashley Moran - Life Saving Award](#)

Date	Ver.	Action By	Action	Result
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Presentation of Life Saving Awards

Background Information

Tim George, MEDS-1, will present the Public Safety Officer Lifesaving Award Citation to Officers Gary O'Brien and Ashley Moran for lifesaving actions on August 8 2014. Citations are attached for review.

Staff Recommendation:

Present awards.

Requested City Council Action

Acknowledge Life Saving Awards for Police Officers Gary O'Brien and Ashley Moran.

Public Safety Officer Lifesaving Award Citation

This award is presented to Grand Rapids Police Officer Gary O'Brien by Meds-1 EMS, in conjunction with the City of Grand Rapids and the Grand Rapids Police Department.



Awarded for - An act performed in the line of duty, which through disregard of personal safety or prompt and alert response, results in saving a life.

Let it be known that lifesaving actions were taken by Officer O'Brien on the date of 08 August 2014 resulting in the life of an adult female being saved. These actions include making the decision to respond rapidly to the victims side when dispatch information did not relate information involving a critical medical need, assessing the need for CPR, instituting early high quality CPR, and the delivery of a rapid counter shock by using an Automated External Defibrillator.

These actions had been evaluated by a physician-led team of medical professionals, including those EMS professionals on scene of the incident. The result of this investigation has concluded that the listed actions of Officer O'Brien have been determined to have directly impacted the resuscitation and long term survival of the victim.

Furthermore, let it be known that Officer O'Brien, once relieved of the duty of victim care, assisted the EMS team on scene and gathered crucial information regarding the victims medical history that was not readily available to the EMS team and this information aided in the management and stabilization of the patient.

Awarded this day, 1 October 2014 by:

Peter M. Friedlieb, MD, FACP, Meds-1 EMS

Dale Adams, Mayor, City of Grand Rapids MN

Public Safety Officer Lifesaving Award Citation

This award is presented to Grand Rapids Police Officer Ashley Moran by Meds-1 EMS, in conjunction with the City of Grand Rapids and the Grand Rapids Police Department.



Awarded for - An act performed in the line of duty, which through disregard of personal safety or prompt and alert response, results in saving a life.

Let it be known that lifesaving actions were taken by Officer Moran on the date of 08 August 2014 resulting in the life of an adult female being saved. These actions include making the decision to respond rapidly to the victims side when dispatch information did not relate information involving a critical medical need, assessing the need for CPR, instituting early high quality CPR, and the delivery of a rapid counter shock by using an Automated External Defibrillator.

These actions had been evaluated by a physician-led team of medical professionals, including those EMS professionals on scene of the incident. The result of this investigation has concluded that the listed actions of Officer Moran have been determined to have directly impacted the resuscitation and long term survival of the victim.

Furthermore, let it be known that Officer Moran, once relieved of the duty of victim care, assisted the EMS team on scene and enroute to the receiving Emergency Department by applying any interventions requested by the EMS team thus becoming a member of the team in the complex resuscitation process performed in the ambulance that allowing the victim to be stabilized with vital functions prior to arrival at the hospital.

Awarded this day, 1 October 2014 by:

Peter M. Friedlieb, MD, FACP, Meds-1 EMS

Dale Adams, Mayor, City of Grand Rapids MN



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0884 **Version:** 1 **Name:** Council minutes
Type: Agenda Item **Status:** Approval of Minutes
File created: 10/16/2014 **In control:** City Council
On agenda: 10/27/2014 **Final action:**
Title: Approve City Council minutes for Monday, October 6, 2014 Forest Lake Special Community Meeting, October 7, 2014 Murphy Special Community Meeting, October 14, 2014 PUC Special Community Meeting and Regular Council Meeting and October 15, 2014 Southwest Special Community Meeting.
Sponsors:
Indexes:
Code sections:
Attachments: [October 6, 2014 Community Meeting](#)
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[October 14, 2014 PUC Community Meeting](#)
[October 14, 2014 Regular Meeting](#)
[October 15, 2014 Southwest Community meeting](#)

Date	Ver.	Action By	Action	Result
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Approve City Council minutes for Monday, October 6, 2014 Forest Lake Special Community Meeting, October 7, 2014 Murphy Special Community Meeting, October 14, 2014 PUC Special Community Meeting and Regular Council Meeting and October 15, 2014 Southwest Special Community Meeting.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, October 6, 2014

5:00 PM

Forest Lake Elementary School

Special Community Meeting

CALL TO ORDER: Pursuant to due notice and call thereof a Special Community Meeting of the Grand Rapids City Council was held on Monday, October 6, 2014 at 5:00 p.m. at Forest Lake Elementary School, 715 NW 7th Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Present 5 - Councilor Barb Sanderson
Councilor Dale Christy
Councilor Ed Zabinski
Councilor Joe Chandler
Mayor Dale Adams

Others present:

Tom Pagel, Lynn DeGrio, Scott Johnson, Steve Schaar, Julie Kennedy, Jeff Davies, Barb Baird, Rob Mattei, Erik Scott, Marcia Anderson

2015 Budget & Proposed Local Sales Tax ~ Tom Pagel, City Administrator

City Administrator Pagel shows power point presentation regarding the proposed budget for 2015 and review of the local sales tax question.

Public Forum

Members of the community were given opportunity to address the Council, Administrator and Department Heads with questions. Concerns expressed included expected revenue versus current spending, perception of greed and questions of how good our streets need to be. Discussed what items will be subjected to tax, answering the questions regarding cars, trucks, and boats; what affect the tax will have on business, tourism. Questions regarding other options reviewed by the City such as possibly contracting out services and cutting services. It was noted that services have been cut, example presented being cancellation of swimming lessons at Blandin Beach. Resident stated that some neighbors have left because they couldn't afford the annexation. DEED funding assisted with these assessments and the tax would be beneficial to residents regarding assessments in the future. Another concern noted was the possibility of the local tax increasing in the future if it passed, what is the affect if the City receives an excess of funds from local sales tax, and is it explicitly for Capital Improvement Plan? In answer to the questions regarding snowmobile trails and bicycle trails, the funds are for use on reconstruction, not new construction.

ADJOURNMENT

A motion was made by Councilor Ed Zabinski, seconded by Councilor Joe Chandler, to adjourn the meeting at 6:15 PM. The motion PASSED by unanimous vote.

Respectfully submitted: Lynn DeGrio, Human Resources Director



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Tuesday, October 7, 2014

5:00 PM

Murphy Elementary School

Special Community Meeting

CALL TO ORDER: Pursuant to due notice and call thereof a Special Community Meeting of the Grand Rapids City Council was held on Tuesday, October 7, 2014 at 5:04 p.m. at Murphy Elementary School, 822 NE 5th Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Others present: Tom Pagel, Lynn DeGrio, Marcia Anderson, Barb Baird, Jeff Davies, Scott Johnson, Steve Schaar, Rob Mattei, Erik Scott, Julie Kennedy

Present 5 - Councilor Barb Sanderson
Councilor Dale Christy
Councilor Ed Zabinski
Councilor Joe Chandler
Mayor Dale Adams

2015 Budget & Proposed Local Sales Tax ~ Tom Pagel, City Administrator

Administrator Pagel conducts presentation of 2015 budget and the proposed local sales tax.

Public Forum

Council conducts public forum, providing opportunity for the public to make comments and ask questions of the Council and City staff. Comments and questions regarding what will be considered taxable items, and what is classified as "street reconstruction" to be paid for by the local tax collected? What is the Current local government debt and if there is "pay down" on that debt and what is the timetable? Also addressed were questions regarding when the positive results would take effect for residents and businesses. With regard to electricity, how does that work with Pilot Payment? How is Lake Country Power, city limits, assessed? What are options for use tax? What other options has the City considered, i.e. selling assets, staff reduction, community flowers, etc.

ADJOURNMENT

A motion was made by Councilor Ed Zabinski, seconded by Councilor Dale Christy, to adjourn the meeting at 6:10 PM. The motion PASSED by unanimous vote.

Respectfully submitted: Lynn DeGrio, Human Resources Director



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Tuesday, October 14, 2014

5:00 PM

Public Works/Public Utilities

Special Community Meeting

CALL TO ORDER: Pursuant to due notice and call thereof a Special Community Meeting of the Grand Rapids City Council was held on Tuesday, October 14, 2014 at 5:00 p.m. at Public Works/Public Utilities, 500 SE 4th Street, Grand Rapids, Minnesota.

CALL OF ROLL

Present 5 - Councilor Barb Sanderson
Councilor Dale Christy
Councilor Ed Zabinski
Councilor Joe Chandler
Mayor Dale Adams

Others present:

Tom Pagel, Chad Sterle, Barb Baird, Lynn DeGrio, Steve Schaar, Scott Thompson, Erik Scott

1. 2015 Budget & Proposed Local Sales Tax ~ Tom Pagel, City Administrator

City Administrator Pagel provides overview of proposed 2015 budget and the proposed local sales tax.

2. Public Forum

The public is provided opportunity the ask questions of the City Council, City Administrator and various City staff. Noted concerns consisted of support for the local tax but concern if it doesn't pass. What will the City do then? Also addressed were questions about the city roundabouts, the necessity and questioning it as a fiscally responsible alternative to stop signs or stoplights? A resident requested clarification regarding what are will be subject to the 1% tax. Will it be the entire 55744 zip code or just inside the city limits? Many comments indicated that the information provided helped individuals to understand the reason for the proposed tax.

Specifically addressed was the possibility that the tax will be implemented but there will be reconstruction projects prior to implementation that will require assessments and past projects where residents are still currently paying. City Administrator Pagel states that yes, there is a possibility that a road will require reconstruction prior to implementation. Councilor Chandler addressed the group, stating that this plan is a moving forward strategy. There is no way to go back to change assessments already leveled. The City is seeking to make changes as we move into the future.

ADJOURNMENT

A motion was made by Councilor Joe Chandler, seconded by Councilor Barb Sanderson, to adjourn the meeting at 5:46 PM. The motion PASSED by unanimous vote.

Respectfully submitted: Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Tuesday, October 14, 2014

Public Works/Public Utilities

CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council was held on Tuesday, October 14, 2014 at 5:55 PM at Public Works/Public Utilities Board Room, 500 SE 4th Street, Grand Rapids, Minnesota.

CALL OF ROLL

Present 5 - Councilor Barb Sanderson
Councilor Dale Christy
Councilor Ed Zabinski
Councilor Joe Chandler
Mayor Dale Adams

Others present:

Tom Pagel, Chad Sterle, Jeff Davies, Barb Baird, Julie Kennedy, Erik Scott, Scott Johnson, Steve Schaar

MEETING PROTOCOL POLICY

PUBLIC FORUM

None.

COUNCIL REPORTS

Councilor Sanderson states the new housing study for Grand Rapids area is complete and will be accessible online to anyone who is interested.

APPROVAL OF MINUTES

Approve Council minutes for September 22, 2014 Worksession and Regular meetings.

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

CONSENT AGENDA

2. Consider approving Amendments to Addendum A of Agreement for Continuing Disclosure Services for Arbitrage and Rebate Monitoring with Springsted

Incorporated for Series 2014A General Obligation Bonds.

Approved by consent roll call

3. Consider adopting a resolution awarding the sale of the \$3,010,000 General Obligation Bonds, Series 2014A.
Adopted Resolution 14-86, adjusting to \$3,000,000 to reflect changes as of October 14, 2014, by consent roll call
4. Please consider adopting a resolution to allow the fire department to accept donations totaling \$650.00 to be used for public education
Adopted Resolution 14-87 by consent roll call
5. Consider authorizing the IT Department to solicit quotes for the upgrade of our Laserfiche electronic document management server.
Approved by consent roll call
6. Consider approving Change Order #1 related to CP 2013-4, YMCA Active Living Center, in the amount of \$2,420.00, for curb changes required because of poor soils encountered during construction.
Approved by consent roll call
7. Consider the adoption of a resolution authorizing the conveyance of City property
Adopted Resolution 14-88 by consent roll call
8. Consider approving Change Order #2 related to CP 2012-12, SRTS, Safe Routes To School Project at Murphy and Middle Schools, in the amount of a credit of \$900.00, for one day of liquidated damages.
Approved by consent roll call
9. Consider approval of a subordination of mortgage with Grand Rapids State Bank and Glen's Army Navy Store Inc.
Approved by consent roll call
10. Consider approving a Satisfaction of Mortgage for homeowner with household number 020570 who has satisfied the requirements of the Department of Trade and Economic Development Home Rehabilitation Grant Program and authorizing the necessary signatures.
Approved by consent roll call
11. Consider waiving the statutory liability to the extent of the coverage purchased.
Approved by consent roll call
12. Adopt a resolution authorizing the Arts and Culture Commission to accept donations for use in publicizing community input survey.

Adopted Resolution 14-89 by consent roll call

13. Adopt a resolution recognizing the Minnesota Citizens for the Arts for 40 years of advocating arts in Minnesota.

Adopted Resolution 14-90 by consent roll call

14. Adopt proposed changes to City Council By-Laws.

Approved by consent roll call**Approval of the Consent Agenda**

A motion was made by Councilor Sanderson, seconded by Councilor Zabinski, to approve the amended Consent agenda, moving item #1 to item #19a on the Regular agenda. The motion carried by the following vote

Aye 5 - Councilor Barb Sanderson
Councilor Dale Christy
Councilor Ed Zabinski
Councilor Joe Chandler
Mayor Dale Adams

Recessed regular meeting for scheduled public hearing at 6:06 PM.

PUBLIC HEARING

Consider conducting a public hearing to consider final special assessments on CP 2011-2, Crystal Lake Boulevard Improvements.

City Engineer Julie Kennedy provides background information regarding Crystal Lake project.

A motion was made by Councilor Dale Christy, seconded by Councilor Ed Zabinski, to open the Public Hearing at 6:30 PM. The motion PASSED by unanimous vote.

Mayor Adams stated that this is the time and place for all concerned to address the City Council regarding the Crystal Lake project and proposed assessments. City Clerk Gibeau acknowledges that all required notices have been sent and no written correspondence has been received in the Clerk's office.

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

A motion was made by Councilor Barb Sanderson, seconded by Councilor Ed Zabinski, to close the Public Hearing at 6:34 PM. The motion PASSED by unanimous vote.

Reconvene regular meeting at 6:35 PM.

Consider adopting a resolution adopting final assessments for CP 2011-2, Crystal Lake Boulevard Improvements.

A motion was made by Councilor Chandler, seconded by Councilor Sanderson, to adopt Resolution 14-91, adopting final assessments for CP 2011-2, Crystal Lake Boulevard Improvements and lowering the interest rate to 2.3% to reflect noted change. The motion carried by the following vote.

Aye 5 - Councilor Barb Sanderson
Councilor Dale Christy
Councilor Ed Zabinski
Councilor Joe Chandler
Mayor Dale Adams

SETTING OF REGULAR AGENDA

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

ACKNOWLEDGE BOARDS & COMMISSIONS

15. Acknowledge minutes for Boards & Commissions.

*Library Board: July 9, 2014 & August 13, 2014
PUC: July 16, 2014 & July 30, 2014
Arts & Culture: August 27, 2014, September 2, 2014, September 16, 2014 &
September 17, 2014*

Acknowledge Boards and Commissions

DEPARTMENT HEAD REPORT

16. PW Fall Dept Head Report

Jeff Davies provides bi-annual department report including:
~ Cemetery maintenance and operations
~ Airport update
~ Specific staff responsibilities
~ Facility & grounds update
~ Notable projects included upgrades on bathrooms, carpets, etc.
~ Fleet division
~ Identified staff
~ New brush pile off 16th Avenue NW
~ Leaf pick up for Waste Management customers on Saturday, October 18th.
~ Flowers throughout the City
~ Special event activities

Received and Filed

FINANCE DEPARTMENT

17. Consider approving a resolution authorizing preliminary approval of a project on behalf of Northland Counseling Center, Inc., and calling for a public hearing on Monday November 10, 2014, at or after 5:00 p.m.

A motion was made by Councilor Zabinski, seconded by Councilor Sanderson, to adopt Resolution 14-92, authorizing preliminary approval of project for Northland Counseling Center, Inc. and correcting the public hearing time to

reflect 5:30 PM or later. The motion carried by the following vote.

Aye 5 - Councilor Barb Sanderson
Councilor Dale Christy
Councilor Ed Zabinski
Councilor Joe Chandler
Mayor Dale Adams

GOLF COURSE

18. Golf Carryall Purchase

Discussed current equipment and need for additional vehicles. If purchased now, there is a discount due to the fact that one of the carryall carts is a demo model and therefore offered at a reduced cost.

A motion was made by Councilor Zabinski, seconded by Councilor Sanderson, to approve the purchase of Golf Carryalls. The motion carried by the following vote.

Aye 5 - Councilor Barb Sanderson
Councilor Dale Christy
Councilor Ed Zabinski
Councilor Joe Chandler
Mayor Dale Adams

PUBLIC WORKS DEPARTMENT

19. Consider approving payment to Ranger Chevrolet for sales tax due in the amount of \$2,257.77, for the purchase of the new 2015 pick-up truck with snow plow.

A motion was made by Councilor Chandler, seconded by Councilor Christy, to approve payment to Ranger Chevrolet for required taxes. The motion carried by the following vote.

Aye 5 - Councilor Barb Sanderson
Councilor Dale Christy
Councilor Ed Zabinski
Councilor Joe Chandler
Mayor Dale Adams

- 19a. Consider adopting a resolution supporting the application made to the Mn DNR Parks and Trails Legacy Grant Program for the construction of a pedestrian bridge over the Mississippi River connect existing trail systems.

A motion was made by Councilor Chandler, seconded by Councilor Christy, to adopt Resolution 14-93, supporting the application to MN DNR Parks & Trails Legacy Grant Program. The motion carried by the following vote.

Aye 5 - Councilor Barb Sanderson
Councilor Dale Christy
Councilor Ed Zabinski
Councilor Joe Chandler
Mayor Dale Adams

VERIFIED CLAIMS

20. Consider approving the verified claims for the period September 16, 2014 to October 6, 2014 in the total amount of \$1,392,642.88.

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

Aye 5 - Councilor Barb Sanderson
Councilor Dale Christy
Councilor Ed Zabinski
Councilor Joe Chandler
Mayor Dale Adams

ADJOURNMENT

A motion was made by Councilor Dale Christy, seconded by Councilor Ed Zabinski, to adjourn the meeting at 7:05 PM. The motion PASSED by unanimous vote.

Respectfully submitted: Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Wednesday, October 15, 2014

5:00 PM

Southwest Elementary School

Special Community Meeting

CALL TO ORDER: Pursuant to due notice and call thereof a Special Community Meeting of the Grand Rapids City Council was held on Wednesday, October 15, 2014 at 5:00 p.m. in at Southwest Elementary School, 601 SW 7th Street, Grand Rapids, Minnesota.

CALL OF ROLL

Present 5 - Councilor Barb Sanderson
Councilor Dale Christy
Councilor Ed Zabinski
Councilor Joe Chandler
Mayor Dale Adams

Others present:

Tom Pagel, Barb Baird, Bob Cahill, Dale Anderson, Marcia Anderson, Erik Scott, Scott Johnson, Steve Schaar, Rob Mattei, Lynn DeGrio

1. 2015 Budget & Proposed Local Sales Tax ~ Tom Pagel, City Administrator

City Administrator Tom Pagel reviews proposed 2015 budget and local sales tax.

2. Public forum

Residents were offered the opportunity to ask questions of the City Council, Administrator and other City staff. Specific questions and comments included does the construction include utilities or sidewalks; how did the City get the 55% figure; how much did it cost; is the report available for public review; is there a 1% on gas and cars? Questions regarding why auto dealers are exempt; if the tax will automatically expire; and will this hurt businesses? A resident stated that other cities with the tax have a greater population.

Residents also inquired as to why the City can't just raise property taxes or increase assessments? Can we add a new levy just for roads and streets? A special request to the legislature?

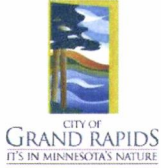
Administrator Pagel reiterated information from the presentation, answering questions and providing detailed information.

ADJOURNMENT

A motion was made by Councilor Ed Zabinski, seconded by Councilor Dale

Christy, to adjourn the meeting at 6:02 PM. The motion PASSED by unanimous vote.

Respectfully submitted: Lynn DeGrio, Human Resources Director



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0883 **Version:** 1 **Name:** Hazmat Chemical Assessment Team Contract
Type: Agenda Item **Status:** Consent Agenda
File created: 10/15/2014 **In control:** City Council
On agenda: 10/27/2014 **Final action:**
Title: Contract with the State of Minnesota as a Regional Hazardous Materials Team.
Sponsors:
Indexes:
Code sections:
Attachments: [2014-2016 Contract for HazMat Team Res.pdf](#)
[2014-2016 Hazmat Contract.pdf](#)

Date	Ver.	Action By	Action	Result
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Contract with the State of Minnesota as a Regional Hazardous Materials Team.

Background Information:

The City Council approved for the Grand Rapids Fire Department to submit a Request for Proposal to the Minnesota Department of Public Safety, Division of Homeland Security and Emergency Management, to contract with the State as a Regional Hazardous Materials Team. The Fire Department has been a contractor to the State in this capacity since the inception of the Regional Response Team Program in 1995. As a contractor, the Fire Department is reimbursed up to \$45,000 per year by the State of Minnesota for training, administration, and equipment purchases and maintenance for the Hazmat Team.

On September 30, 2014, the Minnesota Department of Public Safety, Division of Homeland Security and Emergency Management awarded the RFP to other City of Grand Rapids. This contract agreement is for an initial two-year term October 1, 2014, through September 30, 2016.

Staff Recommendation:

Staff is recommending adopting a resolution to authorize the City of Grand Rapids to enter into an agreement with the State of Minnesota as a contracted Regional Hazardous Materials Team for 2014-2016, and allow for the Mayor and Finance Director to sign the appropriate documentation.

Requested City Council Action

Consider adopting a resolution to authorize the City of Grand Rapids to enter into an agreement with the State of Minnesota as a contracted Regional Hazardous Materials Team for 2014-2016, and allow for the Mayor and Finance Director to sign the appropriate documentation.

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

RESOLUTION NO. 14-

A RESOLUTION AUTHORIZING THE CITY OF GRAND RAPIDS TO ENTER INTO AN AGREEMENT WITH THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY FOR THE REGIONAL HAZARDOUS MATERIALS TEAM PROGRAM AND AUTHORIZE THE MAYOR AND FINANCE DIRECTOR TO EXECUTE THIS AGREEMENT

WHEREAS, the City Council approved the Grand Rapids Fire Department to submit a Request for Proposal to the Minnesota Department of Public Safety, Division of Homeland Security and Emergency Management, to contract with the State as a Regional Hazardous Materials Team, and

WHEREAS, the Fire Department has been a contractor to the State in this capacity since the inception of the Regional Response Team Program in 1995, and

WHEREAS, the City is reimbursed up to \$45,000 per year by the State of Minnesota for training, administration, and equipment purchases and maintenance for the Hazmat Team,

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, approves entering into a contract with the Minnesota Department of Public Safety for the Regional Hazardous Materials Team Program and authorizes the Mayor and Finance Director to execute this Agreement.

Adopted this 27th day of October, 2014.

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.

Professional/Technical Contract Amendment No. 1

State of Minnesota

SWIFT Contract No.: 000000000000000000052404

SWIFT Purchase Order No.: 3000014263

Contract Start Date:	<u>October 1, 2012</u>	Total Contract Amount:	<u>\$180,000.00</u>
Original Contract Expiration Date:	<u>Sept. 30, 2014</u>	Original Contract:	<u>\$90,000.00</u>
Current Contract Expiration Date:	<u>Sept. 30, 2014</u>	Previous Amendment(s) Total:	<u>\$0.00</u>
Requested Contract Expiration Date:	<u>Sept. 30 2016</u>	This Amendment:	<u>\$90,000.00</u>

This amendment is by and between the State of Minnesota, through its Commissioner of Public Safety, Division of Homeland Security and Emergency Management ("State") and City of Grand Rapids, Fire Department, whose designated business address is 18 Northeast Fifth Street, Grand Rapids, Minnesota 55744 ("Contractor").

Recitals

1. The State has a contract with the Contractor identified as SWIFT Contract No.: 000000000000000000052404 ("Original Contract") to provide professional/technical services from regionally located Hazardous Materials Emergency Chemical Assessment Teams to assist local authorities in protecting the public's safety from effects of a hazardous materials release.
2. The State wishes to exercise its option to extend its current contract with the City of Grand Rapids, Fire Department Chemical Assessment Team, for an additional two-year period.
3. The State and the Contractor are willing to amend the Original Contract as stated below.

Contract Amendment

In this Amendment, changes to pre-existing Contract language will use ~~strike through~~ for deletions and underlining for insertions.

REVISION 1. Clause 1. "**Term of Contract**" is amended as follows:

- 1.1 **Effective date:** October 1, 2012, or the date the State obtains all required signatures under Minnesota Statutes Section 16C.05, subdivision 2, whichever is later.
The Contractor must not begin work under this contract until this contract is fully executed and the Contractor has been notified by the State's Authorized Representative to begin the work.
- 1.2 **Expiration date:** ~~September 30, 2014~~ September 30, 2016, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of terms:** The following clauses survive the expiration or cancellation of this Contract: 8. Indemnification; 9. State audits; 10. Government data practices and intellectual property; 13. Publicity and endorsement; 14. Governing law, jurisdiction, and venue; and 15. Data disclosure.

REVISION 2. Clause 2. "**Contractor's Duties**" is amended as follows:

- 4.1 **Consideration.** The State will pay for all services performed by the Contractor under this Contract as follows:

- (A) **Compensation.** The Contractor will be paid by the State for the following costs in each year of the contract associated to:
- (1) Capital equipment – cost of capital equipment including vehicles not to exceed \$14,000.00.
 - (2) Training – Annual cost of training team personnel (excluding exercise training) not to exceed \$13,000.00.
 - (3) Medical Examinations – Cost of annual medical examinations for team personnel not to exceed \$4,000.00.
 - (4) Consumable Supplies – Initial cost of consumable supplies not to exceed \$3,000.00.
 - (5) Administration – Program administration costs not to exceed \$8,500.00.
 - (6) Maintenance – Equipment maintenance costs not to exceed \$2,500.00
- (B) Contractor may deviate from proposed budget stated in Clause 4, Section 4.1, Item (A) of this contract increasing and decreasing amounts between approved categories listed as needed and justified with the exception of category (5). Category (5) pertains to administration costs and may not be increased more than 20% without prior written approval from the State's Authorized Representative of this contract. The total amount for Clause 4, Section 4.1, Item (A) may not exceed \$45,000.00 per year (October through September) of this contract, and may not exceed ~~\$90,000.00~~ \$180,000.00 for all years of the contract. Funds not expended by the Contractor during the first, second and third year of the contract will be cancelled.
- (C) **Emergency Response Compensation.** Contractor will be reimbursed by the State for the reasonable and necessary costs associated with an actual response as follows:
- (1) ~~Team Personnel Costs:~~
Year 1: ~~\$64.00 per hour, including wages and fringe benefits, per person, 2-hour minimum. Team personnel costs are valid through December 31, 2012. Team personnel costs beginning January 1, 2013, will remain the same, or match any existing negotiated wage and benefit increases established between the City of Duluth and the International Association of Firefighters Local #101.~~
 - (2) ~~Additional Wage Costs for Local Callback Personnel:~~
Year 1: ~~\$18.00 per hour, including wages and fringe benefits, per person, 2-hour minimum. Team personnel costs are valid through December 31, 2012. Team personnel costs beginning January 1, 2013, will remain the same, or match any existing negotiated wage and benefit increases established between the City of Duluth and the International Association of Firefighters Local #101.~~
 - (3) ~~Vehicle Operating Costs:~~
Year 1 and 2: ~~\$60.00 per hour for support vehicles, and \$75.00 per hour for hazardous materials response vehicles.~~
 - (4) ~~Cost of Consumable Supplies Used:~~
Year 1 and 2: ~~Contractor will submit an itemized invoice for actual costs. Costs for this item will not exceed the actual costs incurred.~~
 - (5) ~~Costs of Repair or Replacement of Damaged or Destroyed Equipment:~~
Year 1 and 2: ~~Contractor will submit an itemized invoice for actual costs incurred. If costs exceed \$500.00, the State may request competitive bids or quotes prior to the repair or replacement of equipment. Contractors, who are municipalities, must comply with municipal bidding laws.~~
 - (6) ~~Communications Costs:~~
Year 1 and 2: ~~Contractors will submit an itemized invoice for actual costs incurred. Eligible costs are defined as cellular and land line telephone costs for voice, data, or facsimile transmissions.~~

- ~~(7) Administrative Costs Directly Resulting from the Emergency Response:
Year 1: \$64.00 per hour, including wages and fringe benefits, per person, 2 hour minimum Team personnel costs are valid through December 31, 2012. Team personnel costs beginning January 1, 2013, will remain the same, or match any existing negotiated wage and benefit increases established between the City of Duluth and the International Association of Firefighters Local #101. Contractor may request additional administrative cost compensation, based on an itemized invoice for actual costs incurred, when extraordinary circumstances resulting from a specific State authorized emergency response are documented.~~
- ~~(8) Costs incurred in the use of Special Equipment as provided in Minnesota Rules, Chapter 7514.1200.
Year 1 and 2: Contractor will submit an itemized invoice for actual costs. Costs for this item will not exceed the actual costs incurred.~~
- ~~(9) Costs associated with providing Support to Cleanup Operations when requested in accordance with Minnesota Rules, Chapter 7514.0900, Subpart 5.
Year 1 and 2: Contractor will submit an itemized invoice for actual costs. Costs for this item will not exceed the actual costs incurred.~~
- ~~(10) Costs associated with providing Standby Technical Assistance when requested in accordance with Minnesota Rules, Chapter 7514.1600, Subpart 4.
Year 1 and 2: Contractor will submit an itemized invoice for actual costs. Costs for this item will not exceed the actual costs incurred.~~
- ~~(11) Other Direct Costs incurred by the Contractor as a result of the Emergency Response.
Year 1 and 2: Contractor will submit an itemized invoice for actual costs. Costs for this item will not exceed the actual costs incurred.~~
- (1) Team Personnel Costs:
\$75.00 per hour per person, including wages and fringe benefits, up to five (5) personnel, two (2) hour minimum
- (2) Additional Wage Costs for Local Callback Personnel:
\$17.58 per hour, including wages and fringe benefits, per person, 2 hour minimum
Team personnel costs are valid through December 31, 2014. Wages can increase in accordance with as yet to be approved wage and benefit increase by the Grand Rapids City Council.
- (3) Vehicle Operating Costs:
\$150.00 per hour for hazardous materials response vehicle, and \$100.00 per hour for support vehicles and/or regional mobile air trailer.
- (4) Cost of Consumable Supplies Used:
Contractor will submit an itemized invoice for actual costs. Costs for this item will not exceed the actual costs incurred.
- (5) Costs of Repair or Replacement of Damaged or Destroyed Equipment:
Contractor will submit an itemized invoice for actual costs incurred. If costs exceed \$500.00, the State may request competitive bids or quotes prior to the repair or replacement of equipment. Contractors, who are municipalities, must comply with municipal bidding laws.
- (6) Communications Costs, including long distance and cellular telephone charges:

Contractors will submit an itemized invoice for actual costs incurred. Eligible costs are defined as cellular and land line telephone costs for voice, data, or facsimile transmissions.

- (7) Administrative Costs Directly Resulting from the Emergency Response: Up to \$500.00 per incident based on actual costs incurred. Contractor may request additional administrative cost compensation, based on an itemized invoice for actual costs incurred, when extraordinary circumstances resulting from a specific State authorized emergency response are documented.
 - (8) Costs incurred in the use of Special Equipment as provided in Minnesota Rules, Chapter 7514.1200. Contractor will submit an itemized invoice for actual costs. Costs for this item will not exceed the actual costs incurred.
 - (9) Costs associated with providing Support to Cleanup Operations when requested in accordance with Minnesota Rules, Chapter 7514.0900, Subpart 5. Contractor will submit an itemized invoice for actual costs. Costs for this item will not exceed the actual costs incurred.
 - (10) Costs associated with providing Standby Technical Assistance when requested in accordance with Minnesota Rules, Chapter 7514.1600, Subpart 4. Contractor will submit an itemized invoice for actual costs. Costs for this item will not exceed the actual costs incurred.
 - (11) Other Direct Costs incurred by the Contractor as a result of the Emergency Response. Contractor will submit an itemized invoice for actual costs. Costs for this item will not exceed the actual costs incurred.
- (D) Costs incurred under Clause 4, Section 4.1, Item (C) of this contract for any single response by Contractor may not exceed \$5,000.00, unless authorized by the State.

All necessary and reasonable costs associated with a State authorized emergency response to a hazardous materials incident, incurred by the Contractor and authorized by the State, will be billed by the State to the responsible person, and managed by the State through a separate revolving account for such incidents. Contractor agrees that the State subrogates to the rights of the Contractor against the responsible person as defined in Minnesota Statutes 299A.52.

- (E) The total obligation of the State for all compensation to Contractor incurred under Clause 4, Section 4.1, Item (A), of this contract will not exceed ~~\$90,000.00~~\$180,000.00.

REVISION 3. Clause 4.2 Section (A) “**Invoices**”, Item (1) “**Contractor Compensation**” is amended as follows:

- (1) **Contractor Compensation:** Contractor will submit a completed Contractor's Compensation Reimbursement Packet at least annually but not more frequently than monthly for reimbursement of costs identified in Clause 4, Section 4.1, Items (A) and (B) of this contract. Final invoice for reimbursement for State Fiscal Year 2015 must be received by the State no later than ~~October 30, 2014~~ July 31, 2015. Final invoice for reimbursement for State Fiscal Year 2016 must be received by the State no later than July 31, 2016. Final invoice for reimbursement under this contract must be received by the State no later than October 30, 2016. The State will process completed Reimbursement Packets for compensation within thirty (30) days of receipt. The total amount of reimbursement pertaining to Clause 4, Section 4.1, Items (A) and (B) of this contract will not exceed the limits of this contract.

REVISION 4. Clause 11 “**Workers’ compensation and other insurance**” is amended as follows:

11. Workers’ compensation and other insurance

Contractor certifies that it is in compliance with all insurance requirements specified in the solicitation document relevant to this Contract. Contractor shall not commence work under the Contract until they have obtained all the insurance specified in the solicitation document. Contractor shall maintain such insurance in force and effect throughout the term of the Contract.

Further, the Contractor certifies that it is in compliance with Minnesota Statute § 176.181, subdivision 2, pertaining to workers’ compensation insurance coverage. The Contractor’s employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers’ Compensation Act on behalf of these employees or agents and any claims made by any third party as a consequence of any act or omission on the part of these employees or agents are in no way the State’s obligation or responsibility, except, in accordance with the provisions of Minnesota Statutes, Chapter 299A.51, Subdivision 2, and Minnesota Rules Chapter 7514.2000 when the Contractor is deployed outside of its geographic jurisdiction, as described in Appendix C.

REVISION 5. Clause 6, second paragraph “**Authorized Representative**” is amended as follows:

The Contractor’s Authorized Representative is Steve Flaherty A. J. Morse, Fire Chief, City of Grand Rapids Fire Department, at the following business address and telephone number: 420 North Pokegama Avenue, Grand Rapids MN 55744, (218) 326-7639, or his/her successor. If the Contractor’s Authorized Representative changes at any time during this Contract, the Contractor must immediately notify the State.

REVISION 6. “**Appendix G**” is amended as follows:

Primary Representative

Steve Flaherty A.J. Morse, Fire Chief
City of Grand Rapids, Fire Department
420 North Pokegama Avenue
Grand Rapids, MN 55744,
(218) 326-7639

The Original Contract is incorporated into this amendment by reference.

1. STATE ENCUMBRANCE VERIFICATION

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

Signed: 

Date: 10/6/14

SWIFT Contract No. 52404 / PO# 3000014263

3. STATE AGENCY

Individual certifies the applicable provisions of Minn. Stat. §16C.08, subdivisions 2 and 3 are reaffirmed.

By: _____
(with delegated authority)

Title: _____

Date: _____

2. CONTRACTOR

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

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

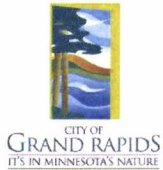
Distribution:
Contractor
Agency
State's Authorized Representative

4. COMMISSIONER OF ADMINISTRATION

As delegated to Materials Management Division

By: _____

Date: _____



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0887 **Version:** 2 **Name:** GRAHA Donation
Type: Agenda Item **Status:** Consent Agenda
File created: 10/21/2014 **In control:** City Council
On agenda: 10/27/2014 **Final action:**
Title: A resolution accepting a \$10,000 donation from the Grand Rapids Amature Hockey Association.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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A resolution accepting a \$10,000 donation from the Grand Rapids Amature Hockey Association.

Background Information:

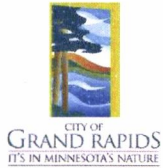
In an effort to reduce conflicts with boys and girls utilizing locker room facilities, the Civic Center Advisory Board made a recommendation to complete a remodel project. Two existing locker rooms were turned into four, which also allowed us to designate permanent rooms for the boy's high school varsity and junior varsity teams. The Grand Rapids Amateur Hockey Association agreed to donate \$10,000.00 towards the completion of the project.

Staff Recommendation:

Adopt a resolution accepting a \$10,000.00 donation from the Grand Rapids Amateur Hockey Association to help fund the locker room remodel project at the IRA Civic Center.

Requested City Council Action

Consider adopting a resolution accepting a \$10,000.00 donation from the Grand Rapids Amateur Hockey Association to help fund the locker room remodel project at the IRA Civic Center.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0891 **Version:** 2 **Name:** Seasonal Golf Extension
Type: Agenda Item **Status:** Consent Agenda
File created: 10/22/2014 **In control:** City Council
On agenda: 10/27/2014 **Final action:**
Title: Golf Seasonal Extension

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Golf Seasonal Extension

Background Information:

The golf staff would like to extend the seasonal ending date of three employees from October 31 to November 15, 2014. This is due to the unusually warm weather conditions and the extended forecast for similar weather.

These are golf shop employees, Brett Kromy, McKinley Hain, and Judy Taylor. All three would be working just a handful of hours

in November on the days where the weather conditions allow play.

Additionally the staff would like to extend the season ending date of maintenance employee Cody Alleman. Cody also works at the IRA Civic

Center in the non-golf season. His combined hours between the golf course and Civic Center would be approximately 40 hours or less per week.

We request extending Cody's golf season beyond October 31 to December 31, 2014.

Cody would be replacing reels, sharpening reels and similar work on our mowers.

Staff Recommendation:

Extend the season ending date for current employee Cody Alleman to December 31, 2014. His wage will remain at \$12.50 hour.

Extend the season ending date for current seasonal employees Brett Kromy, McKinley Hain, and July Taylor to November 15, 2014.

Their wage will remain at \$8.00 hour.

Requested City Council Action

Consider extending the season ending date for current employee Cody Alleman to December 31, 2014. His wage will remain at \$12.50 hour.

Extend the season ending date for current seasonal employees Brett Kromy, McKinley Hain, and July Taylor to November 15, 2014.

Their wage will remain at \$8.00 hour. The extension is being requested in the event we have weather conditions that allow golf play.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0893 **Version:** 2 **Name:** Sale of Golf Course Assets
Type: Agenda Item **Status:** Consent Agenda
File created: 10/22/2014 **In control:** City Council
On agenda: 10/27/2014 **Final action:**
Title: Sale of Golf Course Assets
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Sale of Golf Course Assets

Background Information:

At the October 14, 2014 City Council meeting the council approved the purchase of two demo Club Car Utility trucksters. The golf course requests authorization to auction off the two inoperable units that these new units have replaced.

The units to be auctioned via Do-Bid:

1992 Yamaha Utility truckster

1975 EZ GO Golf cart converted to a utility vehicle.

Both of these units have had extensive repair work on them over the years but are now in-operable.

Additionally, the golf staff requests authorization to auction 2 of the 4 Vault type toilets we have in place at the golf course.

With the opening of the new oncourse restrooms, two of the Outhouse type Vault toilets are no longer needed.

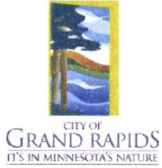
Staff Recommendation:

Approve the request to auction off the above identified utility vehicles and the two vault type toilets via Do-Bid auction.

Requested City Council Action

Request authorization to auction off and remove from the golf course asset list: 1992 Yamaha Utility truckster, 1975 EZ GO golf cart, 2 Vault type toilets.

Proceeds from these golf course assets will be entered into the golf course cash balance fund.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0894 **Version:** 1 **Name:** Benson Lake Balancing CO and Final Payment
Type: Agenda Item **Status:** Consent Agenda
File created: 10/22/2014 **In control:** City Council
On agenda: 10/27/2014 **Final action:**
Title: Consider approval of Change Order 1, Balancing Change Order, and Final Payment related to Benson Lane Improvements with Hammerlund Construction in a final contract amount of \$41,483.70.
Sponsors:
Indexes:
Code sections:
Attachments: [Benson Ln BalancingCO.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approval of Change Order 1, Balancing Change Order, and Final Payment related to Benson Lane Improvements with Hammerlund Construction in a final contract amount of \$41,483.70.

Background Information:

Attached is Change Order 1, Balancing Change Order, and Final Payment related to the Benson Lane Improvements. Change Order 1 was for additional work for poor soils and drainage improvements at one of driveways. The Balancing Change Order reflects increase/decrease in bid items paid by unit price in an amount of \$5,483.70. The original contract amount was \$36,000.00. The final contract amount is \$41,483.70.

Staff Recommendation:

Consider approval of Change Order 1, Balancing Change Order, and Final Payment related to Benson Lane Improvements with Hammerlund Construction in a final contract amount of \$41,483.70.

Requested City Council Action

Consider approval of Change Order 1, Balancing Change Order, and Final Payment related to Benson Lane Improvements with Hammerlund Construction in a final contract amount of \$41,483.70.

APPLICATION FOR PAYMENT

CITY OF GRAND RAPIDS
 BENSON LANE IMPROVEMENTS
 GRANR 127001, TASK 5

HAMMERLUND CONSTRUCTION
 3201 WEST HIGHWAY 2
 GRAND RAPIDS, MN 55744

Certificate of Partial Payment
 Pay Estimate # 1 - Final
 Time Period: 7/8/14-10/3/14

Item No.	Item	Unit	Est. Quant.	Unit Price	Contract Amount	Previous Estimates		This Estimate		Total to Date	
						Quant.	Amount	Quant.	Amount	Quant.	Amount
2021.501	Mobilization	LS	1	\$8,112.50	\$6,112.50	0	\$0.00	1	6,112.50	1.00	\$6,112.50
2104.505	Remove Bituminous Pavement	SY	550	\$4.00	\$2,200.00	0	\$0.00	550	2,200.00	550.00	\$2,200.00
2104.513	Saw Cut Bituminous Pavement	LF	45	\$3.00	\$135.00	0	\$0.00	90	270.00	90.0000	\$270.00
2104.521	Salvage 12" HDPE Pipe Culvert	LF	24	\$10.00	\$240.00	0	\$0.00	48	480.00	48.00	\$480.00
2104.523	Salvage Topsoil	LS	1	\$450.00	\$450.00	0	\$0.00	1	450.00	1.0	\$450.00
2105.501	Common Excavation	CY	125	\$15.00	\$1,875.00	0	\$0.00	190	2,850.00	190.0	\$2,850.00
2105.507	Subgrade Excavation	CY	75	\$12.00	\$900.00	0	\$0.00	190	2,280.00	190.0	\$2,280.00
2105.522	Select Granular Borrow	CY	75	\$20.00	\$1,500.00	0	\$0.00	190	3,800.00	190.0	\$3,800.00
2105.525	Topsoil Borrow (LV)	CY	30	\$50.00	\$1,500.00	0	\$0.00	45	2,250.00	45.0	\$2,250.00
2105.607	Excavation Special, Ditch Excavation	LS	1	\$2,000.00	\$2,000.00	0	\$0.00	1	2,000.00	1.0	\$2,000.00
2211.503	Aggregate Base Class V (CV) (P)	CY	85	\$30.00	\$2,550.00	0	\$0.00	96.5	2,895.00	96.5	\$2,895.00
2360.501	Type SP 9.5 Wear Course Mix (2,A)	Ton	55	\$82.00	\$4,510.00	0	\$0.00	46.5	3,813.00	46.5	\$3,813.00
2360.502	Type SP 12.5 Non Wear Course Mix (2, A)	Ton	80	\$76.00	\$6,080.00	0	\$0.00	76.3	5,798.80	76.3	\$5,798.80
2501.602	12" GS Pipe Apron	EA	2	\$250.00	\$500.00	0	\$0.00	2	500.00	2.0	\$500.00
2501.603	Install Salvaged 12" HDPE Pipe Culvert	LF	24	\$15.00	\$360.00	0	\$0.00	24	360.00	24.0	\$360.00
2503.511	12" PC-CS Pipe Culvert	LF	30	\$60.00	\$1,800.00	0	\$0.00	30	1,800.00	30.000	\$1,800.00
2563.601	Traffic Control	LS	1	\$1,500.00	\$1,500.00	0	\$0.00	1	1,500.00	1.0	\$1,500.00
2575.501	Seeding	SY	675	\$0.30	\$202.50	0	\$0.00	823	246.90	823.0	\$246.90
2575.532	Erosion Control Blanket Category 2	SY	285	\$2.00	\$570.00	0	\$0.00	348	696.00	348.0	\$696.00
2575.560	Hydraulic Matrix, Type Hydraulic Mulch	lb	170	\$4.50	\$765.00	0	\$0.00	207	931.50	207.0	\$931.50
2575.601	Erosion Control	LS	1	\$250.00	\$250.00	0	\$0.00	1	250.00	1.0	\$250.00
					\$36,000.00		\$0.00		41,483.70		\$41,483.70
Change Orders											
1	Balancing Change Order	LS	1.0	\$5,483.70	\$5,483.70	0	\$0.00		\$0.00	0.0	\$0.00
					\$0.00	0	\$0.00		\$0.00	0.0	\$0.00
					\$0.00	0	\$0.00		\$0.00	0.0	\$0.00
					\$0.00	0	\$0.00		\$0.00	0.0	\$0.00
CHANGE ORDER TOTAL					\$5,483.70		\$0.00		\$0.00		\$0.00
TOTAL CONTRACT + CHANGE ORDER					\$41,483.70		\$0.00		\$41,483.70		\$41,483.70
						CONTRACT	PREVIOUS ESTIMATES	THIS ESTIMATE	TOTAL		
TOTAL BASE CONTRACT						\$36,000.00	\$0.00	\$41,483.70	\$41,483.70		
CHANGE ORDER TOTAL						\$5,483.70	\$0.00	\$0.00	\$0.00		
TOTAL CONTRACT						\$41,483.70	\$0.00	\$41,483.70	\$41,483.70		

The undersigned Contractor certifies that all previous payments received from the Owner for work done under this contract have been applied to discharge in full all obligations the Contractor incurred in connection with the work covered by said progress payments. The undersigned Contractor agrees to pay all subcontractors within 10 days of receipt of payment from the municipality for undisputed services provided by the subcontractor. The Contractor agrees to pay interest as described under Minnesota state statute.

Contractor: _____ Date: _____
 Engineer: _____ Date: _____
 City Engineer: _____ Date: _____
 Mayor: _____ Date: _____

Contract Total to Date	\$41,483.70
Less 0% Retainage	\$0.00
Subtotal	\$41,483.70
Less Previous Payments	\$0.00
Due This Estimate	\$41,483.70

BALANCING CHANGE ORDER

CONTRACT: CITY OF GRAND RAPIDS
 BENSON LANE IMPROVEMENTS
 GRANR 127001, TASK 5

CHANGE ORDER NO. 1

CONTRACT DATE: 7/8/2014

CHANGE ORDER DATE: 10/22/14

TO: HAMMERLUND CONSTRUCTION
 3201 WEST HIGHWAY 2
 GRAND RAPIDS, MN 55744

This is a Balancing Change Order. A Balancing Change Order is a accounting device used to adjust the contract value to equal the as-built value.

Add:

Item	Description	Unit	Quantity	Unit Price	Contract Amount
1	Balancing Amount	LS	1	\$5,483.70	\$5,483.70
Addition Total					\$5,483.70

Not valid until fully executed by the City of Grand Rapids, Minnesota. Signature of the Contractor indicates his agreement herewith, including any adjustment in the Contract Sum or Contract Time.

The original contract sum was	\$36,000.00
The net change by previously authorized change orders is	\$0.00
The net change authorized by this change order is	\$5,483.70
The new contract sum including this change order will be	\$41,483.70

Adjustments to contract completion time are as follows: None

Recommended:

Accepted:

Authorized:

Authorized:

 Robert Beaver, PE
 SEH Engineering

 Hammerlund Construction

 Julie Kennedy
 City Engineer

 Dale Adams
 Mayor

 Date

 Date

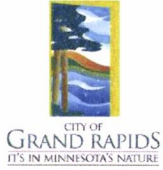
 Date

 Date

CITY OF GRAND RAPIDS
 BENSON LANE IMPROVEMENTS
 GRANR 127001, TASK 5

VARIANCE SUMMARY

Item No.	Item	Unit	Contract Quant.	Unit Price	Contract Amount	To Date		VARIANCE			REASON FOR VARIANCE = to or > 10%
						Quant.	Amount	Quant.	Amount	Percent	
2104.513	Saw Cut Bituminous Pavement	LF	45	\$3.00	\$135.00	90.0000	\$270.00	45.000	\$135.00	100.00%	Additional saw cut at Niemala
2104.521	Salvage 12" HDPE Pipe Culvert	LF	24	\$10.00	\$240.00	48.00	\$480.00	24.000	\$240.00	100.00%	Salvaged two pipe instead of one
2105.501	Common Excavation	CY	125	\$15.00	\$1,875.00	190.0	\$2,850.00	65.000	\$975.00	52.00%	Extra for poor soils
2105.507	Subgrade Excavation	CY	75	\$12.00	\$900.00	190.0	\$2,280.00	115.000	\$1,380.00	153.33%	Extra for poor soils
2105.522	Select Granular Borrow	CY	75	\$20.00	\$1,500.00	190.0	\$3,800.00	115.000	\$2,300.00	153.33%	Extra for poor soils
2105.525	Topsoil Borrow (LV)	CY	30	\$50.00	\$1,500.00	45.0	\$2,250.00	15.000	\$750.00	50.00%	Additional area at Niemala
2211.503	Aggregate Base Class V (CV) (P)	CY	85	\$30.00	\$2,550.00	96.5	\$2,895.00	11.500	\$345.00	13.53%	Extra for poor soils
2360.501	Type SP 9.5 Wear Course Mix (2,A)	Ton	55	\$82.00	\$4,510.00	46.5	\$3,813.00	-8.500	(\$697.00)	-15.45%	Estimated Quantity High
2360.502	Type SP 12.5 Non Wear Course Mix (2, A)	Ton	80	\$76.00	\$6,080.00	76.3	\$5,798.80	-3.700	(\$281.20)	-4.63%	Normal Construction Variance
2575.501	Seeding	SY	675	\$0.30	\$202.50	823.0	\$246.90	148.000	\$44.40	21.93%	Additional area at Niemala
2575.532	Erosion Control Blanket Category 2	SY	285	\$2.00	\$570.00	348.0	\$696.00	63.000	\$126.00	22.11%	Additional area at Niemala
2575.560	Hydraulic Matrix, Type Hydraulic Mulch	lb	170	\$4.50	\$765.00	207.0	\$931.50	37.000	\$166.50	21.76%	Additional area at Niemala
					\$36,000.00		\$41,483.70		\$5,483.70		



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0896 **Version:** 1 **Name:** State Grant Agreement (A3101-92)
Type: Agenda Item **Status:** Consent Agenda
File created: 10/22/2014 **In control:** City Council
On agenda: 10/27/2014 **Final action:**
Title: Consider authorizing the Mayor and the City Clerk to sign the resolution to execute the MnDOT grant agreement for airport improvements and land acquisition in the amount of \$25,825.92 and to also sign said MnDOT grant agreement.

Sponsors:

Indexes:

Code sections:

Attachments: [State Grant Agreement & Resolution.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider authorizing the Mayor and the City Clerk to sign the resolution to execute the MnDOT grant agreement for airport improvements and land acquisition in the amount of \$25,825.92 and to also sign said MnDOT grant agreement.

Background Information:

Attached are the Resolution and Grant Agreement to be signed by the City and the County in order to be eligible to receive the grant monies for land acquisition done in the past year and also pavement rehabilitation near the 16-unit T-Hangers.

Staff Recommendation:

City Staff recommends authorizing the Mayor and the City Clerk to sign the resolution to execute the MnDOT grant agreement for airport improvements and land acquisition in the amount of \$25,825.92 and to also sign said MnDOT grant agreement.

Requested City Council Action

Consider authorizing the Mayor and the City Clerk to sign the resolution to execute the MnDOT grant agreement for airport improvements and land acquisition in the amount of \$25,825.92 and to also sign said MnDOT grant agreement.

GRANT AGREEMENT FOR AIRPORT IMPROVEMENT AND 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; and

WHEREAS, the Recipient desires to acquire land and/or easements described in Exhibit A attached hereto (“Property”) for airport development.

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 **September 30, 2018**.
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>
Acquire Land for Approach Protection	90%	5%	5%
Rehabilitate Pavement – Crack Repair	0%	80%	20%

3. The Project costs will not exceed **\$337,268.36**. The proportionate shares of the Project costs are: Federal: **\$292,786.00**, State: **\$25,825.92**, and Recipient: **\$18,656.44**. 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 costs 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. The State will reimburse the Recipient for the state and federal share of the approved acquisition and relocation costs after the Recipient provides the following documentation to the State:
 - a. A survey, satisfactory to the State, performed by a registered land surveyor and which shows the location of the Property.
 - b. A written appraisal report and review appraisal showing the fair market value of the Property. The report must (1) be satisfactory to the State, and (2) conform to the Uniform Relocation Assistance requirements of Minnesota Statutes Section 117.52, and (3) be prepared by a licensed real estate appraiser approved by the State. For parcels less than \$10,000 in value the Recipient may prepare a waiver valuation.
 - c. Copies of recorded conveyance instruments for all property interests acquired. These instruments must be satisfactory to the State.
 - d. Proof of payment, satisfactory to the State, showing the Recipient's amount and date of payment, name of payee, and purpose of payment. If an administrative settlement is made, written justification supporting such a settlement must be submitted.
 - e. The Recipient's attorney's written opinion or proof of title insurance, satisfactory to the State, showing that the Recipient has valid fee simple absolute title to, or valid easement over, the Property acquired. In the case of an easement, the opinion must also show the fee simple ownership and the Recipient's valid easement. The easement must be superior to interests held by others, and their interests must be shown in the title opinion.
 - f. Satisfactory evidence or certification by the appropriate municipal official that the Recipient has complied with Minnesota Statutes Section 117.52 in any property acquisition under this Agreement.
18. The acquisition costs include an estimated amount to purchase the necessary Property based on appraised values. In the event that the Recipient chooses to acquire the Property by administrative settlement or eminent domain and the total cost of acquisition is more than the estimated amount, the State and the Recipient may enter into an amendment of this Agreement to provide for such additional costs that are incurred in such eminent domain proceedings, but the State has no obligation to do so.
19. The State will evaluate the reasonableness of the acquisition costs in relation to the size and adequacy of the property and the type of property interests acquired. The State reserves the right to limit payment of acquisition costs to those costs determined by the State, in its sole discretion, to be reasonable.
20. Pursuant to Minnesota Statutes Section 360.305, subdivision 4 (g) (2), land purchased under this Agreement will be used for airport purposes for a period of 99 years from the date the Recipient receives final reimbursement under this Agreement. The obligations imposed by this clause survive the expiration or termination of this Agreement. If the Property is no longer used for airport purposes, the Recipient will reimburse the State an amount equal to the State's proportionate share of the appraised fair market value of the Property as of the time of such change in use. The State's proportionate share will be equal to the

- percentage at which the state participated in the original purchase of the property.
21. 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.
 22. 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.
 23. 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.
 24. 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.
 25. 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.
 26. 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 AND LAND ACQUISITION**

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

1. That the state of Minnesota Agreement No. 06646,
"Grant Agreement for Airport Improvement and Land Acquisition," for
State Project No. A3101-92 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 #: 14-0898 **Version:** 1 **Name:** Request for Proposal
Type: Agenda Item **Status:** Consent Agenda
File created: 10/22/2014 **In control:** City Council
On agenda: 10/27/2014 **Final action:**
Title: Consider authorizing the Finance Department to submit a request for proposals for actuarial services for compliance with Government Accounting Standards Board Statement 45, Other Post Employment Benefits.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider authorizing the Finance Department to submit a request for proposals for actuarial services for compliance with Government Accounting Standards Board Statement 45, Other Post Employment Benefits.

Background Information:

The Governmental Accounting Standards Board (GASB) has developed a new accounting standard, GASB 45 Other Post Employment Benefits that had to be implemented by the City in 2008. This standard requires state and local governments to measure and report the long-term costs of post-employment benefits other than pension retiree benefits-such as retiree health benefits-as well as the funding status of these programs.

Cities typically have funded retiree benefits on a pay-as-you-go basis, which has created unfunded liabilities that have not been reflected in the city's financial reports until after employees have retired. The reporting requirements require cities to project the long-term costs of offering and paying for benefits for both current and future retirees.

Staff Recommendation:

Staff recommends authorizing the Finance Department to submit a request for proposals for actuarial services for compliance with Government Accounting Standards Board Statement 45, Other Post Employment Benefits.

Requested City Council Action

Consider authorizing the Finance Department to submit a request for proposals for actuarial services for compliance with Government Accounting Standards Board Statement 45, Other Post Employment Benefits.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0901 **Version:** 1 **Name:** Lost Payroll Check
Type: Agenda Item **Status:** Consent Agenda
File created: 10/23/2014 **In control:** City Council
On agenda: 10/27/2014 **Final action:**
Title: Void lost Payroll check #76818, issue a new check and waiving bond requirements for check issued to Dylan Maki in the amount of \$112.93.

Sponsors:

Indexes:

Code sections:

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

Date	Ver.	Action By	Action	Result
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Void lost Payroll check #76818, issue a new check and waiving bond requirements for check issued to Dylan Maki in the amount of \$112.93.

Background Information:

Payroll check #76818 issued to Dylan Maki on December 28, 2012 is lost. Dylan Maki has completed an Affidavit of Lost Check.

Requested City Council Action

Void lost Payroll check #76818, issue a new check and waiving bond requirements for check issued to Dylan Maki in the amount of \$112.93.

AFFIDAVIT

STATE OF) Minnesota

) SS

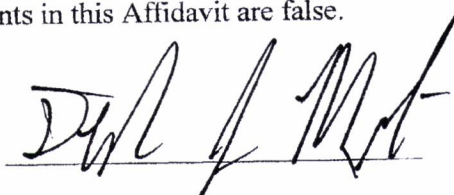
COUNTY OF) Itasca

Dylan Maki, being first duly sworn on oath, states that he/she resides at **706 SW 5th Ave, Grand Rapids, MN, 55744** and that he/she is the payee named in a check number **76818**, issued to **Dylan Maki**, drawn by **City of Grand Rapids** dated **12/28/12**, for the sum of **\$112.93**; that to my knowledge this check was never endorsed by me, that I did not authorize anyone to endorse it for me, and that the circumstances of the loss or destruction of the check are as follows:

Lost Payroll Check

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

SIGNED

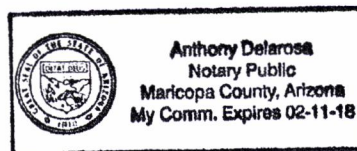


Subscribed and sworn to before me

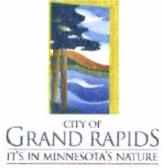
This 1st day of August, 2014.



Notary Public



480-899-2900



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0902 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Consent Agenda
File created: 10/23/2014 **In control:** City Council
On agenda: 10/27/2014 **Final action:**
Title: Approve temporary liquor license for the Grand Rapids Players, Inc. for an event on Thursday, November 20, 2014 to be held at the MacRostie Art Center, 1944 NE 7th Avenue, Grand Rapids, MN.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Approve temporary liquor license for the Grand Rapids Players, Inc. for an event on Thursday, November 20, 2014 to be held at the MacRostie Art Center, 1944 NE 7th Avenue, Grand Rapids, MN.

Background Information:

Mn Statutes 340A.404, Subd. 10 allows for a club, charitable, religious or other non-profit organization in existence for at least three years to be issued a temporary license for the on-sale of intoxicating liquor in connection with a social event within the city/county sponsored by the licensee.

Staff Recommendation:

Approve temporary liquor license.

Requested City Council Action

Approve temporary liquor license for the Grand Rapids Players, Inc. for an event on Thursday, November 20, 2014 to be held at the MacRostie Art Center, 1944 NE 7th Avenue, Grand Rapids, MN



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0903 **Version:** 1 **Name:**
Type: Minutes **Status:** Approved
File created: 10/23/2014 **In control:** City Council
On agenda: 10/27/2014 **Final action:**
Title: Acknowledge minutes for Boards & Commissions.
Sponsors:
Indexes:
Code sections:
Attachments: [September 17, 2014 PUC Meeting](#)
[September 19, 2014 Golf Board minutes](#)
[September 19, 2014 Golf Tour](#)

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

A regular meeting of the Grand Rapids Public Utilities Commission was held on September 17, 2014 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, Wastewater Treatment Department Manager Mattson, Water/Wastewater Collection/Safety Manager Doyle, Administrative/HR Assistant Flannigan.

Motion by Zabinski to approve the minutes of the August 13, 2014 regular meeting. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Finance Manager Betts reviewed the August 2014 City Treasurer's Report and Investment Activity Report with the Commission.

Motion by Chandler to approve the City Treasurer's Report and Investment Activity Report for August 2014. Motion seconded by Zabinski and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Public Forum

President Welliver acknowledged the public forum. Dave and Julie Carpenter addressed the Commission, inquiring as to the progress of ongoing efforts to reduce the odors at the Wastewater Treatment Facility. Discussion followed on the plans and progress of controlling the odors. President Welliver directed staff to develop a timeline of the next steps in the effort to control odors and to pass the information to the Carpenters, and also invite them to future meetings.

Commission Member Reports: No items.

Administration:

Motion by Zabinski to approve amending the solar array rebate program for new systems with a an output rating between .5kW and 40kW, adjusting the rebate to \$0.50 per watt up to a maximum total rebate of \$5,000.00, subject to funding availability, and incorporating additional qualifications to comply with Minnesota State Statutes. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

General Manager Ward presented from two quotations to provide onsite consulting services for the purpose of discussing alternatives to provide natural gas services in the City of Grand of Grand Rapids. Two firms provided quotations: McFadden Consulting

Group, Inc., Denver Colorado, \$2,700.00 and ReSolve Energy Consulting, LLC, Austin, Texas, \$3,900.00.

Motion by Hodgson to approve contracting with McFadden Consulting, for \$2,700.00, to provide on-site consultation in regard to the natural gas distribution services in the City of Grand Rapids. Motion seconded by Lenius and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Chandler to confirm the resignation of Mr. David M. Virden, Instrumentation Control Technician. Motion seconded by Zabinski and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted

President Welliver announced an additional agenda item; consider accepting the counter offer from Lake Country Power Cooperative.

General Manager Ward offered to acquire for cash, the distribution system of Lake Country Power Cooperative which serves: Strader Addition, McGuire Addition and a portion of the interconnect north of La Prairie Avenue along County Road B. The cash offer was in lieu of the Lost Revenue component of the transaction. Lake Country Power Cooperative agreed to the offer if Grand Rapids Public Utilities Commission would compensate Lake Country Power Cooperative for future new customers at 30 mils per kilo-watt hour over the standard 10 year period.

Motion by Hodgson to accept the offer from Lake Country Power Cooperative for the acquisition of electric service territory with the request by Lake Country Power Cooperative to include payment of 30 mils per kilo-watt hour over a period of ten years from the date of the agreement for any new customers locating in the service territory, and directed staff to draft the electric service territory acquisition agreement, obtain approval from the Minnesota Public Utilities Commission including the required joint customer notification, update the State GIS Electric Service Territory Maps and begin the necessary construction for conversion to the Grand Rapids Public Utilities Commission electric distribution system. Motion seconded by Zabinski and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

General Manager Ward reviewed the 2010-2014 Minnesota Power bill summary with the Commission.

Accounting and Finance:

Finance Manager Betts reviewed the August 2014 Operations Report with the Commission.

Motion by Lenius to authorize the write-off of uncollectible accounts in the amount of \$78.97, as presented. Motion seconded by Chandler and upon roll call the following

voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Electric Department:

Electric Department Manager Goodell reviewed the August 2014 Operations Report with the Commission.

Wastewater Treatment Facility Operations:

Wastewater Treatment Department Manager Mattson reviewed the August 2014 Operations Report with the Commission.

Motion by Chandler to accept the low quote in the amount of \$24,686.00 from Rapids Ford for a 2015 Ford 1 ton F-350 4x4 regular cab truck, and additional rust and sound guard protection in the amount of \$599.00, for a total cost of \$25,285.00 per the specifications. Motion seconded by Lenius and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Hodgson to accept low quotes for the repairs on the Wastewater Treatment Facility landfill haul road for expenditures totaling \$26,438.00 as follows:

1. Asphalt rubber crack repair of the solids processing building lot and haul road; Barga Incorporated for \$7,198.00.
2. Re-shouldering the landfill haul road; Hawkinson Construction for \$8,440.00.
3. Re-crowning the gravel portion of the haul road with class 5, labor to be done in-house. Material to be purchased from the Hammerlund pit located adjacent to the property. Project estimate is \$5,300.00.
4. Repairing the road around the landfill, labor to be done in-house. Class 5 to be purchased from the local pit. Project estimate is \$5,500.00.

Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Zabinski to approve supporting the Minnesota Environmental Science and Economic Review Board (MESERB) with additional funding in the amount of \$2,000.00 in attempt to appeal the water quality standards for river and streams that were adopted on August 4, 2014 by the MPCA. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Water/Wastewater Collection:

Water/Wastewater Collection/Safety Manager Doyle reviewed the August 2014 Operations Report with the Commission.

Motion by Zabinski to approve the AT&T request to install a 45kW backup emergency generator at the south water tower as the third amendment to the antenna rental

agreement, increasing the annual rental to \$19,069.54. Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Safety Training Procedures and Updates:

Water/Wastewater Collection/Safety Manager Doyle reviewed the safety initiatives for the month. There were no incidents reported in August.

GRPUC Discussion/Correspondence:

Cogsdale Webinar-Meter Manager, August 5, 2014, Grand Rapids, MN – Tyanne Betts, Terry DeLorme, Karen Olson, Dennis Doyle, Jeremy Goodell.

Cogsdale Webinar-Construction Management, August 7, 2014, Grand Rapids, MN – Tyanne Betts, Linda George, Jean Key, Jeremy Goodell, Dennis Doyle, Rick Fox, Rodney Ruder.

FirstNet Learning Online Course-Lockout/Tagout Training, August 2014, Grand Rapids, MN – Russell Anacker, Del Emerson, Tony DeVries-Flinck, Doug Green, Mark Hansen, Richard Heinritz, Steve Mattson, Tom Otten, Larry Pullis, Dave Roy, Kevin Roy, Dave Virden.

Proper Documentation of Disciplinary Actions by A.T. Ward, September 3, 2014 – Tyanne Betts, Jeremy Goodell, Dennis Doyle, Steve Mattson.

Change Orders: No items.

Claims for Payment:

Motion by Chandler to approve Final Pay Request (5% Retainage) from Electrical Systems, Inc. in the amount of \$2,925.00 for the Crystal Lake Boulevard Overhead to Underground Conversion Project, check to be held until processing and payment of the GRPUC bill for damage to underground cable caused by Electrical Systems, Inc. that resulted in a power outage. Motion seconded by Zabinski and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Hodgson to authorize the verified claims for payment in the amount of \$1,966,850.26 (\$1,378,686.98 computer checks and \$588,163.28 manual checks) per attached lists. Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

By call of the chair, the meeting was declared adjourned at 5:30 PM.


September 17, 2014

The next regular Commission meeting is Wednesday, October 15, 2014 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

Attest:



Gregory A. Chandler, Secretary



Stephen R. Welliver, President

**GRAND RAPIDS PUBLIC UTILITIES COMMISSION
ACCOUNTS PAYABLE
AUGUST 2014**

NAME	AMOUNT	NAME	AMOUNT
Acheson Tire	350.00	Med Compass	107.00
AE2S	2,535.00	Mielke Electric Works	1,856.07
Alcola Solutions Group	7,530.60	Minnesota Dept of Commerce	3,059.60
American Public Poer Assoc	277.00	Minnesota Municipal Utilities	440.00
American Water Works Assoc.	310.00	Minnesota Office of Enterprise Te	36.00
AmeriPride Services	283.98	Minnesota Power	952,769.61
Arrow Embroidery	348.00	Minnesota Power	410.38
Autumn Creek Consulting	5,984.30	Mobile Predictive Services	380.00
Border States	14,351.68	The Motor Shop	754.21
Bunes Septic Service	175.00	Nalco	241.05
Burggrafs Ace Hardware	34.92	NAPA Auto Parts	19.98
Busy Bees Quality Cleaning	1,863.00	Neo Solutions	44,770.98
Call Net	995.00	Nextera	595.63
Carquest	114.77	North American Salt Co	4,746.93
Casper Construction	4,338.75	North Central Laboratories	1,657.43
Citi Lights	6,859.00	Northeast Technical Services	1,561.97
City of Grand Rapids	2,574.00	Northern Business Products	562.27
City of LaPrairie	2,114.00	Northern Drug Screening	18.00
Cogsdale	21,510.00	Northwest Gas	138.64
Cole Hardware	1,379.28	Pace Analytical	475.09
Computer Enterprises	104.99	Personnel Dynamics	11,126.94
Cooper Power Systems	18,335.44	Pipeline Supply	1,109.75
Dakota Supply Group	124.06	Pokegama Electric Inc	100.75
Davis Oil	1,292.18	Polydyne Inc	46,056.00
DeZurik Inc	1,216.00	Public Utilities Commission	2,798.44
Dennis Doyle	100.24	Quality Flow Systems Inc	120.00
Rosemount Inc	1,325.37	R K Hillman	228.00
Energy Insight Inc	2,327.73	Radtko Trucking	21,932.94
Era Laboratories	250.00	Rapids Process Equipment	12,153.22
Express Employment Services	4,753.24	Rapids Welding Supply	52.35
Fastenal	1,387.35	Rapids Ford	51.78
Figgins Truck & Trailer Repair	283.61	Resco	1,072.38
Gopher State One-Call	487.30	Mike Russell	1,846.00
Grand Itasca Clinic & Hospital	223.63	River Road Market	1,464.68
Graybar	1,133.79	Sandstroms	1,819.70
HD Waterworks Supply	4,202.87	Schweitzer Engineering Lab	1,859.63
Hach	245.57	Seelye- Eiler	206.63
Hawkins Inc	22,436.79	SelectAccount	158.30
Hope Health	35.86	Source Water Solutions LLC	3,450.00
Bob Howendobler	406.00	Stokes Printing	28.74
Itasca Computer Resources	975.00	Stuart Irby	22,254.58
Itasca County Treasurer	2,366.20	Team Marinucci	26.72
Itasca Utilities Inc	2,618.95	Total Tool	1,461.36
Johnson, Killen & Seiler	2,285.70	Treasure Bay Printing	681.25
KOZY	612.50	Turf & Tree Inc	11,163.10
L & M Supply	1,058.66	Viking Electric Supply	248.51
L & S Electric	2,758.00	WDIO TV	605.00
Lano, O'Toole, Bengston	901.00	Waste Management	1,047.01
Anne Lewis	552.50	Wells Fargo Bank	525.00
Local- Boy	408.57	Wells Fargo Business Cards	1,165.53
Marco	1,995.05	Wesco	52,908.13
Steve Mattson	59.92	Works Computing	1,674.25
Mavo Systems	7,498.00	WP & RS Mars	1,551.48
McGrann Shea Carnival Straughn	1,088.75	Xerox	150.20
Roger McLean	89.99	Zee Medical Service	38.00
Measurement Specialties	750.70		

GRAND RAPIDS PUBLIC UTILITIES COMMISSION
ACCOUNTS PAYABLE
AUGUST 2014

Energy Star Rebates:

Randy Kennedy	50.00
Pat Jackson	30.00
Anthony Ward	50.00
Fred Smith	50.00
D Edward Ames	50.00
Donald Ricker	50.00
Verna Jean Craig	50.00

Total	<u>1,378,686.98</u>
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* * * GRAND RAPIDS PUBLIC UTILITIES * * *
 ACCOUNTS PAYABLE CHECK REGISTER 8/31/2014
 WELLS FARGO BANK

CHECK NO	CHECK DATE	VEN NO	V E N D O R	Check Amount
MANUAL CHECKS				
2633	8/01/2014	1613	DELTA DENTAL OF MINNESOTA	3,110.00
2634	8/08/2014	700	MINNESOTA DEPT OF REVENUE	3,897.39
2635	8/08/2014	1232	WELLS FARGO BANK	23,034.81
2636	8/08/2014	1734	ING INSTITUTIONAL PLAN SERVICES LLC	6,946.80
2637	8/08/2014	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	12,456.50
2638	8/01/2014	1762	WELLS FARGO CORPORATE TRUST	23,868.75
2639	8/01/2014	1611	SELECTACCOUNT	248.33
2640	8/08/2014	1612	SELECTACCOUNT	916.67
2641	8/05/2014	1611	SELECTACCOUNT	151.25
2642	8/11/2014	1612	SELECTACCOUNT	2,569.22
2643	8/19/2014	890	MINNESOTA DEPARTMENT OF REVENUE	10,296.00
2644	8/19/2014	890	MINNESOTA DEPARTMENT OF REVENUE	53,712.00
2645	8/12/2014	1611	SELECTACCOUNT	208.33
2646	8/22/2014	1612	SELECTACCOUNT	2,569.22
2647	8/22/2014	1232	WELLS FARGO BANK	22,803.54
2648	8/22/2014	700	MINNESOTA DEPT OF REVENUE	3,837.67
2649	8/22/2014	1734	ING INSTITUTIONAL PLAN SERVICES LLC	7,021.37
2650	8/22/2014	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	12,338.66
2651	8/29/2014	67	BLUE CROSS BLUE SHIELD	48,401.19
65501	8/01/2014		MACNEIL ENVIRONMENTAL INC	30.77
65503	8/01/2014	1550	MN PUBLIC FACILITIES AUTHORITY	69,156.00
65504	8/01/2014	570	U S POST OFFICE	806.70
65506	8/01/2014	1762	WELLS FARGO CORPORATE TRUST	117,943.47
65507	8/04/2014	1572	MINNESOTA ENERGY RESOURCES CORP	16.36
65508	8/04/2014	1835	VERIZON WIRELESS	240.36
65509	8/04/2014	921	UNITED PARCEL SERVICE	54.37
65510	8/08/2014	570	U S POST OFFICE	694.66
65513	8/11/2014	570	U S POST OFFICE	220.00
65514	8/11/2014	2012	LILLESVE, GARY J	8,000.00
65515	8/13/2014		SAFEGUARD PROPERTIES	33.43
65516	8/21/2014	282	ITASCA COUNTY TREASURER	11,188.00
65518	8/14/2014	234	HAMMERLUND CONSTRUCTION	48,374.24
65519	8/14/2014	1372	ELECTRICAL SYSTEMS INC	59,477.00
65520	8/14/2014	1572	MINNESOTA ENERGY RESOURCES CORP	16.36
65521	8/14/2014	921	UNITED PARCEL SERVICE	17.90
65522	8/15/2014		CARLSON, RAYMOND W	8.47
65628	8/18/2014		BLACK BEAR HOMES INC	51.51
65629	8/19/2014	570	U S POST OFFICE	596.52
65630	8/21/2014	921	UNITED PARCEL SERVICE	37.48
65631	8/29/2014	1350	EMC INSURANCE COMPANIES	1,390.00
65636	8/25/2014	1218	CITY OF LAPRAIRIE	15,584.86
65637	8/26/2014	570	U S POST OFFICE	782.50
65638	8/31/2014	100	CITY OF GRAND RAPIDS	72,333.33
65639	8/29/2014	100	CITY OF GRAND RAPIDS	45,572.51
65640	8/29/2014	1232	WELLS FARGO BANK	5,000.00
Manual Checks previously approved 8/13/14				107,851.24
Manual Checks to be approved				588,163.28
Total				696,014.52

GRAND RAPIDS GOLF COURSE BOARD
REGULAR MONTHLY MEETING
September 19, 2014
7:30 AM

Present: Jeff Ericson, Ron Iannelli, Steve Forneris, Dan Richter, Pat Pollard

Absent: None

Staff: Bob Cahill Director of Golf
Steve Ross Grounds Superintendent

- I. Jeff Ericson called the meeting to order.
- II. Ron Iannelli made a motion to accept the minutes of the August 19, 2014 Board meeting. Steve Forneris seconded the motion. The motion passed.
- III. Consideration of monthly bills: Pat Pollard made a motion to approve the bill list. Ron Iannelli seconded the motion. The motion passed.

A CUT ABOVE THE REST	1,781.87
ACHESON TIRE COMPANY INC	186.00
AMERIPRIDE LINEN & APPAREL	67.33
BLUE CROSS & BLUE SHIELD OF MN	2,990.00
BURGGRAF'S ACE HARDWARE INC	429.33
ROBERT CAHILL	63.28
CITY OF COHASSET	80.16
DAVIS OIL	2,729.07
DELTA DENTAL OF MINNESOTA	114.50
ELEMENT PAYMENT SERVICES	16.66
FILTHY CLEAN INC	154.97
GRAND RAPIDS CITY PAYROLL	38,366.79
GRAND RAPIDS STATE BANK	2,836.73
HAWKINSON REDI-MIX	877.14
ITASCA UTILITIES INC	13,000.00
L&M SUPPLY	215.70
LINCOLN REPUBLIC INSURANCE CO	4.10
MINNESOTA REVENUE	7,475.86
MINNESOTA TORO	1,700.23
NEXTERA COMMUNICATIONS LLC	4.03
NAPA SUPPLY OF GRAND RAPIDS	331.43
NORTHERN SAFETY & INDUSTRIAL	392.84
NORTHLAND PORTABLES	192.89
PATRICK POLLARD	175.55
PRESTO PRINT	154.27
P.U.C.	2,765.75
R & R PRODUCTS INC	465.16
NORTHERN MN WATER COND DBA	90.03
RAPID PEST CONTROL INC	325.96
RAPIDS PLUMBING & HEATING INC	131.35
RAPID RENTAL	124.13
SPECIAL TOUCH	200.00
STOKES PRINTING COMPANY	203.52
TDS Metrocom	320.77
TESSMAN SEED COMPANY	1,731.66
VERIZON WIRELESS	63.45
VISA	1,126.60
WASTE MANAGEMENT	259.42
TOTAL ALL VENDORS:	82,148.53

#

IV. Visitors: None

V. Grounds Superintendent: Steve Ross reported. Steve talked about the need to replace two utility carts that would cost between \$6,000 and \$9,000 depending on the brand and whether or not we could purchase demo models. Pat Pollard made a motion to approve the purchase of two utility carts with a purchase price not exceeding \$8,000 each + tax. Ron Iannelli seconded the motion. The motion passed. Steve will get quotes for the removal of the old out houses on #5. Ron Iannelli made a motion to spend up to \$5,000 for tree and branch removal this fall. Dan Richter seconded the motion. The motion passed.

VI. Concessions: No report.

VII. Director of Golf: Bob Cahill reported. Nothing to report.

VIII. Old Business: None

IX. New Business: A tour of the golf course was taken and a detailed report will be given to Board members and Steve Ross.

X. Correspondence and Open Discussion: None.

XI. Adjourn: Pat Pollard made a motion to adjourn the meeting. Dan Richter seconded the motion. The motion passed.

Respectfully Submitted,

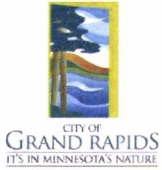
Larry O'Brien
Recording Secretary

Golf Board Meeting September 19, 2014

Tour of Pokegama Golf Course

Items for consideration:

- Clubhouse area: Widen and repair the tar path from the clubhouse, past the practice green and up to the wider part just short of the split between tees # 1 and # 10
- General: Up to 25 new trees should be added at various locations throughout the course. Steve Forneris and Jeff Ericson will mark locations. All stumps will be ground out in the spring.
- New Bathroom: Make the entry handicap accessible. Fence around septic and drain field. Fencing should block carts from driving on the septic and driving right up to the bathroom door. Walking path only to the door.
- #1 Trees to be added on the left side of the fairway just short of the valley.
- #2 Extend the tar to the north approximately 20 feet and flare the tar out to about 12 feet wide.
- #3/#12 Shelter needs to be reroofed, fascia replaced, and metal drip cap added.
- #5/#14 Shelter needs to be reroofed, fascia replaced, and metal drip cap added.
- #5 Trees added on the top of the hill on the right and short of the sand trap on the left.
- #6 Extend the tar from the end of the #5 green to the #6 tee box.
- #9 Remove dead pines along the right side and replace with new pine trees (spaded in).
- #10 Drainage area about 150 yards out should be filled in (raised) and reseeded.
- #17 Cart circle at the top of the hill should be curbed to reduce damage. Trees at the bottom of the hill at the tee box area should be removed for safety.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0897 **Version:** 2 **Name:** Department Head Report
Type: Department Head Report **Status:** Department Head Report
File created: 10/22/2014 **In control:** City Council
On agenda: 10/27/2014 **Final action:**
Title: Department Head Report: Finance Department
Sponsors:
Indexes:
Code sections:
Attachments: [Dept Head Report 10/27/14.pdf](#)

Date	Ver.	Action By	Action	Result
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Department Head Report: Finance Department

Background Information:

See attached Presentation

Requested City Council Action

Department Head Report: Finance Department



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

FINANCE DEPARTMENT

FINANCE DEPARTMENT REPORT

On an annual basis the Finance Department is involved in many re-occurring projects:

- Budgets
- Annual Audit
- Issuing Bonds
- Financial Reporting
- Grant Monitoring and Reporting
- Accounts Payable
- Payroll
- Assessments
- Treasury functions for all City entities
- Financial accounting and reporting for Grand Rapids HRA and City of Bovey

FINANCE DEPARTMENT REPORT

Tonight I would like to discuss 2014 financial information through September 30, 2014 for the General Fund and some of the Special Revenue Funds

GENERAL FUND REVENUE THROUGH SEPTEMBER 30, 2014

- **Taxes - \$1,902,457 or 58% of budget.** The City receives half of the tax apportionment payment in July and December. The first half of the tax apportionment payment was \$17,600 higher than budgeted for the year for the annexation payment.
- **PILOT-PUC & HRA -\$651,000 or 75% of budget** (HRA pays their PILOT in October)
- **Licenses & Permits - \$197,964 or 80% of budget.** Building permits are at 93% of budget (\$185,331) and liquor licenses totaling approximately \$33,000 will be received in December.

FINANCE DEPARTMENT REPORT

- **Intergovernmental - \$960,213 or 52% of budget.** First half of LGA (\$635,196) received in July and 2nd half received in December. Police PERA aid (\$137,088) and Fire Relief 2% (124,812) received in October.
- **Charges for services - \$258,290 or 38% of budget.** Majority of charges for services are received in December – Finance & Engineering charges for projects, GIS data fees charged to PUC & Storm Water Utility, township and unorganized township fire contract fees.
- **Fines and Forfeits - \$71,533 or 48% of the budget.** Court fines are 76% through September and the Traffic Education Program has been suspended.
- **Miscellaneous - \$71,922 or 129% of budget.** Includes \$25,100 in unbudgeted grant income and \$17,329 in insurance recovery money.
- **TOTAL - General Fund Revenue is \$4,308,967 or 56% of budget.**

FINANCE DEPARTMENT REPORT

GENERAL FUND EXPENDITURES

- **General Government - \$2,003,580 or 77% of budget.** Includes Administration, Community Development, Council, Finance, IT, City Hall, City Wide & Transfers. Transfers & City Wide are almost at 100%.
- **Public Safety - \$1,875,096 or 66% of budget.** Includes Police & Fire. Some larger items in the Fire Department (Fire Relief payment of \$124,812) have not been made yet.
- **Public Works - \$1,688,411 or 81% of budget.** Includes Engineering, Fleet Maintenance and Public Works. Public Works alone is at 83% of budget.
- **Recreation - \$76,672 or 63% of budget.**
- **TOTAL - Total General Fund expenditures are \$5,643,759 or 74% of budget.**

FINANCE DEPARTMENT REPORT

- Total Revenue over Expenditures is (\$1,342,793)
- Unless there are unforeseen circumstances, it is anticipated that all departments will come in close to their budgeted amount.

FINANCE DEPARTMENT REPORT

Grand Rapids Public Library

- **Revenue - \$421,215 – 55% of budget.** Like the General Fund, the Library receives half of the tax apportionment and payment from ALS in July and December. Taxes and ALS payment comprises about 95% of the Library's revenue budget.
- **Expenditures - \$553,810 – 72% of budget.**
- **Revenue vs Expenditures = (\$132,595)**

FINANCE DEPARTMENT REPORT

CENTRAL SCHOOL

- Revenue - \$70,307 – 62% of budget
- Expenditures - \$85,315
- Revenue vs Expenditures = (\$15,008) We budgeted for a \$40,000 operating transfer in from the General Fund, hopefully this will be significantly reduced with the increase in rent revenues.

FINANCE DEPARTMENT REPORT

Civic Center

- Revenues - \$499,482 – 73% of budget
- Expenditures - \$475,440 – 68% of budget
- Revenue vs Expenditures = \$24,042
- Civic Center receives approximately 50% of ice revenues in last three months of the year.

FINANCE DEPARTMENT REPORT

GRAND RAPIDS/ITASCA COUNTY AIRPORT

- Revenues - \$161,892 – 70% of budget
- Expenditures - \$143,584 – 61% of budget
- Revenue over Expenditures = \$18,308

FINANCE DEPARTMENT REPORT

POKEGAMA GOLF COURSE

- Revenues - \$514,966 – 95% of budget
- Expenses - \$347,762 – 77% of budget
- Revenue vs Expenses = \$81,940
- Current cash balance \$290,000

FINANCE DEPARTMENT REPORT

FINANCE DEPARTMENT STAFF:

- Assistant Finance Director – Laura Pfeifer (End of probationary period 7/31/14)
- Accountant – Renee Patrow (End of probationary period 10/14/14)
- Accounting Technician/Accounts Payable - Lisa Flaherty
- Payroll Clerk/Human Resources Technician – Cindy Phillips
(1 year anniversary 10/21/14)

FINANCE DEPARTMENT REPORT

QUESTIONS?



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0886 **Version:** 1 **Name:** Council Pay Increase
Type: Agenda Item **Status:** Administration Department
File created: 10/21/2014 **In control:** City Council
On agenda: 10/27/2014 **Final action:**
Title: Mayor and Councilmember Pay Rate Adjustments
Sponsors:
Indexes:
Code sections:
Attachments: [10-14-14 Resolution Establish Council Salaries.pdf](#)

Date	Ver.	Action By	Action	Result
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Mayor and Councilmember Pay Rate Adjustments

Background Information:

At the October 14, 2014, regular council meeting, the city council approved new council by-laws. Within the new by-laws is a section that addresses mayor and council pay adjustments. Prior to a general election, the council must pass a resolution establishing the rate of pay for the mayor and councilmembers to be effective January 1st after the general election. The rate adjustment is based on the Federal Reserve Bank of Minneapolis' published CPI index.

The last mayor and council pay adjustment took effect in 2009. The attached resolution calculates what the monthly pay should be for the mayor and council effective January 1, 2015, rounded up to the nearest \$5.00.

Staff Recommendation:

City staff is recommending that the Mayors and Councilmembers monthly salary be set at \$880 and \$660 respectively. The following table compares the proposed rates to regional cities.

City	Mayor	Councilmember	Health Benefits
Grand Rapids	\$880	\$660	No
Bemidji	\$1,000	\$833.33	No
Brainerd	\$650	\$550	No
Hermantown	\$600	\$450	No
Hibbing	\$897.59	\$598.39	Yes

Requested City Council Action

Consider a resolution establishing Mayor and Councilmember Salaries in the City of Grand Rapids.

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

RESOLUTION NO. 14-__

**A RESOLUTION ESTABLISHING MAYOR AND COUNCILMEMBER SALARIES
IN THE CITY OF GRAND RAPIDS**

WHEREAS, the City of Grand Rapids, at the regular council meeting on October 28, 2014, adopted amended City Council By-Laws, and

WHEREAS, the By-Laws specify a formal process for Mayor and Councilmember salary increases based on the Consumer Price Index as published by the Federal Reserve Bank of Minneapolis, and

WHEREAS, the last salary increase for Mayor and Councilmember occurred May 12, 2008, with the Mayor and Councilmember monthly salary set at \$800 and \$600 respectively.

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

1. Based on the following table:

Year	CPI Index	Mayor Salary/Month	Council Salary/Month
2009	-0.4%	800	600
2010	1.6%	797	598
2011	3.2%	810	607
2012	2.1%	835	627
2013	1.5%	853	640
2014	1.4%	866	649
2015		878	658

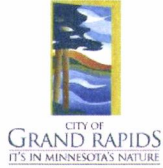
2. Effective January 1, 2015, the Mayors salary shall be \$880/month and the Councilmembers salary shall be \$660/month.

Adopted by the Council this 28th day of October, 2014.

Dale Adams, Mayor

ATTEST:

Kim Johnson-Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	14-0899	Version:	1	Name:	Completion of introductory period for Renee Patrow, Accountant.
Type:	Agenda Item	Status:			Administration Department
File created:	10/23/2014	In control:			City Council
On agenda:	10/27/2014	Final action:			
Title:	Completion of introductory period for Renee Patrow, Accountant.				

An "End of Introductory Period Employee Progress Review" was completed by Finance Director Barb Baird and Assistant Finance Director Laura Pfeifer. It has been determined that Renee has either met or exceeded the requirements in all areas evaluated. According to Finance Director Barb Baird, "Renee is a great co-worker, always willing to help or provide valuable advice or information. So glad she decided to be part of the Finance Department." Laura Pfeifer added that Renee is a "Great asset to the Finance Department. Pleasure to work with."

Staff Recommendation:

It is the recommendation of Finance Director Barb Baird and Human Resources Director Lynn DeGrio, that Renee Patrow be given permanent status in light of her performance during the past six months.

Requested City Council Action

Consider granting permanent status to Renee Patrow in the position of Accountant effective October 14, 2014.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Completion of introductory period for Renee Patrow, Accountant.

Background Information:

Renee Patrow, Accountant, was hired on April 14, 2014.

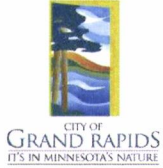
An "End of Introductory Period Employee Progress Review" was completed by Finance Director Barb Baird and Assistant Finance Director Laura Pfeifer. It has been determined that Renee has either met or exceeded the requirements in all areas evaluated. According to Finance Director Barb Baird, "Renee is a great co-worker, always willing to help or provide valuable advice or information. So glad she decided to be part of the Finance Department." Laura Pfeifer added that Renee is a "Great asset to the Finance Department. Pleasure to work with."

Staff Recommendation:

It is the recommendation of Finance Director Barb Baird and Human Resources Director Lynn DeGrio, that Renee Patrow be given permanent status in light of her performance during the past six months.

Requested City Council Action

Consider granting permanent status to Renee Patrow in the position of Accountant effective October 14, 2014.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	14-0900	Version:	1	Name:	Agreement with Total Administrative Services Corporation (TASC) for DirectPay Services.
Type:	Agenda Item	Status:			Administration Department
File created:	10/23/2014	In control:			City Council
On agenda:	10/27/2014	Final action:			
Title:	Agreement with Total Administrative Services Corporation (TASC) for DirectPay Services.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	TASC				

Date	Ver.	Action By	Action	Result
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Agreement with Total Administrative Services Corporation (TASC) for DirectPay Services.

Background Information:

The City has been notified that we can no longer administer our healthcare reimbursement without a formalized plan document. To prepare a formalized plan document and to continue administering would not be feasible or cost effective for the size of our organization.

Total Administrative Services Corporation (TASC) is a privately-owned third-party administrator that provides innovative outsourcing solutions for a wide variety of employee benefits programs. Since 1975, their core focus has been to develop and deliver the quality employee benefit services employers need as they strive to offer affordable healthcare benefits, to reduce their taxes, and to attract and retain quality employees. By outsourcing benefits administration to TASC, we are able to reallocate valuable time and resources so we can focus on employee development.

DirectPay HRA is an administration service designed to assist us with the necessary compliance and administration requirements of a HRA Plan. As a client of DirectPay, we will receive a comprehensive menu of administration services and tools designed to simplify the administrative process and reduce the workload.

The one-time Set-Up Fee is \$500.00 and the Administration Fee is \$4.50 per participant, per month. We have approximately 80 employees, which would make the monthly fee approximately \$360.00. There is also an Annual Renewal Fee each year of \$50.00 beginning with the second plan year.

Staff Recommendation:

Human Resources Director Lynn DeGrio is recommending entering into an agreement with Total Administrative Services Corporation (TASC) for DirectPay Services.

Requested City Council Action

Consider entering into an agreement with Total Administrative Services Corporation (TASC) for DirectPay Services effective January 1, 2015.



Total Administrative Services Corporation
DirectPay

Presented to
City of Grand Rapids

On Wednesday, October 22, 2014

Stephanie Roth
PO Box 48033
Minneapolis MN 55448
Stephanie.Roth@at-group.net
- 4101-6329-8891

TASC Sales Contact:

Nick Kuchenbecker, TASC Regional Sales Director
800-422-4661 x8866
nick.kuchenbecker@tasconline.com

Prepared by:

Missie Hesselbacher

Any and all information available in this TASC proposal is confidential and can only be used for the sole purpose of placing a client with TASC. Any disclosure of this information to any other third party is a breach of the TASC Provider Agreement(s) and will cause losses to TASC. TASC will immediately terminate any agreement with any person who discloses the information to an unauthorized third person and seek immediate reimbursement for any loss attributable to the disclosure.



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TASC INTRODUCTION

Total Administrative Services Corporation (TASC) is privately-owned third-party administrator that provides innovative outsourcing solutions for a wide variety of employee benefits programs.

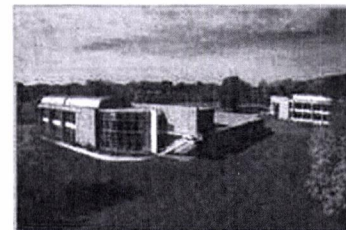
Since 1975, our core focus has been to develop and deliver the quality employee benefit services employers need as they strive to offer affordable healthcare benefits, to reduce their taxes, and to attract and retain quality employees. By outsourcing benefits administration to TASC, business owners are able to reallocate valuable time and resources so they can focus on strategic business objectives.

COMPETITIVE ADVANTAGES

- National presence with a personal approach
- Over 35 years of industry experience and in-house compliance expertise
- Commitment to low operating expenses to offer affordable pricing options
- Customer service excellence with transparency and accountability
- Endorsement of technology for innovations offering speed and accessibility
- Reliable and sustainable company growth
- TASC Cares Program and Community Giving
- Industry exclusive Governmental Affairs Staff
- Consumer Protection Program

LOCATION AND SIZE

- Corporate Headquarters: Madison, Wisconsin
- 60 Regional Sales Offices
- 700 Employees Nationwide and over 10,000 Distribution Partners
- Over 60,000 Clients Nationwide



AWARDS AND RECOGNITION

- Benefits Selling - Readers Choice Awards
Best TPA Honorable Mention, 2007-2010
- Dane County's *Best in Business, 2011*
- Better Business Bureau Torch Award – Wisconsin
Honorable Mention, 2008
- Ernst & Young's Entrepreneur of the Year Program
TASC Chief Executive Officer, Daniel Rashke, named as a regional finalist, 2006



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PRODUCT OVERVIEW

DIRECTPAY HRA

DirectPay HRA is an administration service designed to assist Employers with the necessary compliance and administration requirements of a HRA Plan. With a DirectPay Plan, Employers may design a Plan that will meet multiple objectives.

Before implementing a DirectPay Plan Employers must determine: funds allocated to each employee, offered eligible benefits, and coordination of benefits with the Section 125 Plan, if offered.

DirectPay offers three flexible and customized Plan designs:

- **First Dollar Plans**

The most common Plan, this Plan complements a higher-deductible insurance plan, paying only for deductible items covered by insurance. A First Dollar Plan provides a bridge between out-of-pocket expenses and insurance coverage.

- **Comprehensive Plans**

The comprehensive Plan pays all medical expenses not covered by insurance. We have six standard plan design options. These options typically cover the most common types of benefit coverage that employers need. The six plan designs are:

- Deductible only
- Deductible/Rx
- Deductible/Coinsurance
- Deductible/Co-pay/Rx
- Uninsured Medical (213)
- Deductible/Co-pay/Coinsurance/Rx



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PRODUCT OVERVIEW

ADMINISTRATION SERVICES

As a Client of DirectPay, you receive a comprehensive menu of administration services and tools designed to simplify the administrative process, reduce your workload, and help increase plan participation.

Employer Services Include:

- Plan Enrollment and Implementation with a simple set-up kit:
 - DirectPay Administration Manual
 - Participant Enrollment Spreadsheet and Status Change Forms
 - Participant Direct Deposit Forms
- Plan Funding Services
 - Budgeted Funding Arrangement (*option 1*)
 - Point of Claims (POC) plan funding (*option 2*)
- Full Reporting of Accounts (online)
- Compliance Services
 - Summary Plan Description (SPD)
 - Health Insurance Portability and Accountability Act (HIPAA) manual
 - **Audit Guarantee (*unique to TASC*)**
- Employee Enrollment and Education
 - Enrollment meetings/presentations
 - *OnDemand* Video Tutorial for employers and employees
- Client Communications:
 - *TASC Tracker* Client Blog for TASC news and service updates (www.tascgroupclientnews.com)
 - *For Your Benefit* newsletter (bi-annual distribution)

Additional Features:

- **MyService Center** for easy online access to Plan information, activity, and reports.
- **Claim ConneX™** technology for automated claim processing and reduced paperwork.
- Daily claims processing.
- All-inclusive fees; no additional charges or hidden fees.
- No contractual commitments.
- **Money back guarantee.**

DIRECTPAY ONLINE SYSTEM

DirectPay offers paperless administration options for convenient access to Plan information and activity. Our online system offers a secure environment for your DirectPay data that is easy-to-use and loaded with functionality.

- Access Plan design information
- View Participant account claim information
- Download Participant Enrollment Report
- Obtain easy-to-understand account reports to monitor DirectPay activities



A recognized leader in expert benefits administration and innovative service offerings.

PRODUCT OVERVIEW

PARTICIPANT SERVICES

The following participant services and tools are included in the DirectPay Plan at no additional charge and are designed to offer convenience and speed for attracting higher Plan participation:

- **Multiple Self-Service Tools**
 - **MyTASC Website:** 24/7 account access
 - Interactive Voice Response (IVR) Phone System
 - Fax or Mail: submitting paper Requests for Reimbursement
- **Streamlined Reimbursement Process**
 - Convenient benefits debit card
 - Request for Reimbursement form
 - 48-hour claim processing turnaround
 - Reimbursement checks include a mini Explanation of Benefit (EOB) regarding the amount requested and the amount reimbursed
 - Reduced paperwork and wait time when Claim ConneX™ is in place (employer and carrier coordinated)
- **DirectPay Benefits Debit Card (First Dollar Plans only) – additional fee applies**
 - Received upon Plan enrollment
 - Convenient method of payment for eligible out-of-pocket HRA expenses
 - Good for up to three years
 - One additional card for spouse or dependent at no charge

CUSTOMER SERVICE EXCELLENCE

With service excellence and operational efficiency, we offer a level of customer service that is unparalleled in the industry. At TASC, we believe great customer service is more than just technology and answering phone calls. It requires coordination from the top and collaboration between all departments to ensure that we put our customers' needs first while delivering personalized attention to each and every Client.



- *Live, friendly voices*
- *Experienced and certified service team*
- *Local customer care center available Monday-Friday, 8:00am-5:00pm in all time zones*
- *Contextualized phone routing for optimal service based on the customer inquiry*

We offer multiple methods for customers to contact our experienced and knowledgeable support team for any questions regarding account information, procedures, and technical support.

- **Online** - submit a MyService Request and track the status
- **Interactive Voice Response (IVR) System** - available 24/7 for automated account access
- **Telephone** - speak to a live customer service representative (*Monday-Friday, 8:00am-5:00pm*)
- **Fax and Mail**



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ADDITIONAL PRODUCTS

TASC PRODUCTS AND SERVICES

TASC provides expert administration and innovative service offerings for a wide-variety of employee benefits products to help create a comprehensive, compliant, and attractive benefits program for employers and their employees.

FlexSystem

TASC HSA

DirectPay

COBRAToday

FMLAMatters

Retiree Billing

ERISAEdge

PayPath

BENEFITS ACCOUNT MANAGEMENT

- Flexible Spending Account (FSA)
 - Healthcare FSA
 - Dependent Care FSA
 - Commuter/Parking FSA
 - Premium Only Plan (POP) FSA
- SIMPLE Cafeteria Plan
- Health Savings Account (HSA)
- Health Reimbursement Arrangement (HRA)

CONTINUATION SERVICES

- COBRA Administration
- FMLA Administration
- Retiree Billing

COMPLIANCE SERVICES

- ERISA Compliance Management

PAYROLL SERVICES

SERVICE INNOVATIONS

- **TASC Card (MyBenefits) with MyCash Account**
Benefits debit card for convenient access to account funds and reimbursements
- **TASC Mobile – MyTASC Mobile App and MyTASC Text Messaging (SMS)**
Participant tools to view account balances, request a reimbursement, and more.
- **Claim Connex™**
Technology for automated claim processing with reduced paperwork and labor
- **MyTASC Online**
Participant access to account information, transactions, and service requests.
- **MyService Center Online**
Client access to Plan information, activity, reports, and service requests.



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PRICING

DIRECTPAY HRA

Number of Eligible Employees:	80
Plan Start Date:	12/1/2014

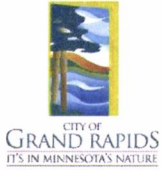
COST ELEMENT	COST
Set-Up Fee (one-time charge)	\$ 500.00
<ul style="list-style-type: none"> Based on the number of employees participating in DirectPay at Plan start up. <p><i>Includes:</i></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> All enrollment materials. 	
Administration Fee (per Participant, per month)	\$ 4.50
Minimum Administration Fee (per month)	\$ 35.00
<ul style="list-style-type: none"> Based on the actual number of employees participating in the DirectPay Plan. Due for the full Plan Year for each employee who elects to participate, regardless of his or her employment status. These fees will be billed on a monthly, quarterly, or annual basis. <p>Note: Annual billing could generate significant administrative fee savings.</p> <p><i>Includes:</i></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Plan enrollment and implementation. <input checked="" type="checkbox"/> Plan funding services. <input checked="" type="checkbox"/> Compliance services. <input checked="" type="checkbox"/> Preparation of the annual 5500 Form, if required. <input checked="" type="checkbox"/> Employee enrollment and education. <input checked="" type="checkbox"/> Client communications. <input checked="" type="checkbox"/> Participant services. 	
Annual Renewal Fee	\$ 50.00
<ul style="list-style-type: none"> Applied to each Plan renewal invoice, beginning with your second Plan Year. 	
Additional Service Options	
DirectPay Benefits Debit Card (First Dollar Plans only)	\$1.60/card
Plan design set up outside of our standard Plan design offering	Upon Bid Request
Special reporting needs	Upon Bid Request
Funding by Point of Claims (POC)	Upon Bid Request
Pro-Rated HRA benefits	Upon Bid Request

TERMS

Set-up fee must be submitted with your completed service application.

GUARANTEES

The pricing presented in this proposal is guaranteed for 90 days.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0895 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Verified Claims
File created: 10/22/2014 **In control:** City Council
On agenda: 10/27/2014 **Final action:**
Title: Consider approving the verified claims for the period October 7, 2014 to October 20, 2014 in the total amount of \$568,499.32.
Sponsors:
Indexes:
Code sections:
Attachments: [City Council Bill List 10-27-14.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the verified claims for the period October 7, 2014 to October 20, 2014 in the total amount of \$568,499.32.

Requested City Council Action

Consider approving the verified claims for the period October 7, 2014 to October 20, 2014 in the total amount of \$568,499.32.

CITY OF GRAND RAPIDS COUNCIL BILL LIST - OCTOBER 27, 2014

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 10/27/2014

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
CITY WIDE		
0113217	AMERICAN DISPOSAL & RECYCLING	33,075.00
0300200	CDW GOVERNMENT INC	387.81
0715150	GO COLLABORATIVE, LLC	15,350.00
TOTAL CITY WIDE		48,812.81
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE LINEN & APPAREL	28.11
0315455	COLE HARDWARE INC	17.65
0920060	ITASCA COUNTY TREASURER	1,552.27
1801590	RAPIDS FORD LINCOLN	485.13
1909510	SIM SUPPLY INC	111.87
TOTAL BUILDING MAINTENANCE-CITY HALL		2,195.03
COMMUNITY DEVELOPMENT		
0920060	ITASCA COUNTY TREASURER	88.62
TOTAL COMMUNITY DEVELOPMENT		88.62
FINANCE		
1309332	MN STATE RETIREMENT SYSTEM	1,253.86
1721360	QUILL CORPORATION	116.91
1805195	REDPATH AND COMPANY, LTD	1,187.00
TOTAL FINANCE		2,557.77
FIRE		
0221650	BURGGRAF'S ACE HARDWARE INC	172.85
0612550	FLOOR TO CEILING STORE	4,719.80
0920060	ITASCA COUNTY TREASURER	95.44
1105235	K.E.E.P.R.S. INC	503.96
2018225	TREASURE BAY PRINTING INC	72.00
TOTAL FIRE		5,564.05
PUBLIC WORKS		
0100002	3D SPECIALTIES	1,162.67
0100046	ASV, INC.	992.29
0103325	ACHESON TIRE COMPANY INC	20.00
0221650	BURGGRAF'S ACE HARDWARE INC	76.96

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 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 10/27/2014

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
PUBLIC WORKS		
0301685	CARQUEST AUTO PARTS	187.17
0315455	COLE HARDWARE INC	47.43
0421695	DUST B GONE	1,150.00
0501650	EARL F ANDERSEN	590.75
0518366	ERICKSON'S ITASCA LUMBER INC	1,842.50
0801535	HAMMERLUND CONSTRUCTION INC	2,597.10
0920060	ITASCA COUNTY TREASURER	1,281.50
1205110	LEASE LANDSCAPING	825.00
1301015	MACQUEEN EQUIPMENT INC	67.25
1503150	OCCUPATIONAL DEVELOPMENT CTR	1,295.00
1621125	PUBLIC UTILITIES COMMISSION	5,201.43
1801615	RAPIDS WELDING SUPPLY INC	15.70
1908248	SHERWIN-WILLIAMS	264.45
1920555	STOKES PRINTING COMPANY	24.97
2605225	ZEE SERVICE COMPANY	58.10
TOTAL PUBLIC WORKS		17,700.27
FLEET MAINTENANCE		
0103325	ACHESON TIRE COMPANY INC	1,870.00
0121721	AUTO VALUE - GRAND RAPIDS	45.92
0215900	BOYER FORD TRUCKS INC.	54.71
0301685	CARQUEST AUTO PARTS	465.22
0315455	COLE HARDWARE INC	26.97
0920060	ITASCA COUNTY TREASURER	124.56
1201150	LACAL EQUIPMENT INC	202.56
1301015	MACQUEEN EQUIPMENT INC	2,069.13
1415030	NAPA SUPPLY OF GRAND RAPIDS	215.50
1920070	STATE CHEMICAL MFG COMPANY	443.85
TOTAL FLEET MAINTENANCE		5,518.42
POLICE		
0103325	ACHESON TIRE COMPANY INC	70.00
0120440	ATLAS BUSINESS SOLUTIONS INC	537.60
0221650	BURGGRAF'S ACE HARDWARE INC	1.99
0300200	CDW GOVERNMENT INC	158.25
0301685	CARQUEST AUTO PARTS	6.62
0712225	GLEN'S ARMY NAVY STORE INC	77.92
0718060	GRAND RAPIDS NEWSPAPERS INC	65.00
0920059	ITASCA COUNTY SHERIFFS DEPT	190.50
0920060	ITASCA COUNTY TREASURER	4,444.48
1920233	STREICHER'S INC	164.98
2000400	T J TOWING	1,097.50

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 10/27/2014

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
POLICE		
TOTAL POLICE		6,814.84
CENTRAL SCHOOL		
0315455	COLE HARDWARE INC	7.49
1909510	SIM SUPPLY INC	102.56
TOTAL		110.05
AIRPORT		
0121721	AUTO VALUE - GRAND RAPIDS	13.98
0315455	COLE HARDWARE INC	19.46
0504825	EDWARDS OIL INC	599.91
0920060	ITASCA COUNTY TREASURER	63.79
TOTAL		697.14
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	27.90
0114200	ANDERSON GLASS	412.00
0221650	BURGGRAF'S ACE HARDWARE INC	20.46
0315462	COLOR SIGN SYSTEMS INC	90.00
0315495	COMMERCIAL REFRIGERATION	3,392.89
0605670	FERRELLGAS	104.86
0920060	ITASCA COUNTY TREASURER	87.82
1105640	KERNEL CONCESSION SUPPLY	529.05
1415655	NORVEND INC	80.00
1421155	NUCH'S IN THE CORNER	18.00
1605611	PEPSI-COLA	1,068.45
1618568	PROGUARD SPORTS INC	169.93
1721105	QUALITY REFRIGERATION & HTG	191.50
1801610	RAPIDS PLUMBING & HEATING INC	136.45
1909510	SIM SUPPLY INC	254.33
2605225	ZEE SERVICE COMPANY	74.65
TOTAL GENERAL ADMINISTRATION		6,658.29
RECREATION PROGRAMS		

CITY OF GRAND RAPIDS COUNCIL BILL LIST - OCTOBER 27, 2014

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 10/27/2014

VENDOR #	NAME	AMOUNT DUE
RECREATION PROGRAMS		
0718001	G.R. AREA SOFTBALL ASSOCIATION	138.00
	TOTAL	138.00
POLICE DESIGNATED FORFEITURES		
0701480	GALLS, AN ARAMARK COMPANY LLC	527.79
	TOTAL	527.79
CEMETERY		
0315455	COLE HARDWARE INC	10.11
0920060	ITASCA COUNTY TREASURER	416.69
1920333	STEPS & STONES	120.00
	TOTAL	546.80
DOMESTIC ANIMAL CONTROL FAC		
0920060	ITASCA COUNTY TREASURER	84.64
	TOTAL	84.64
GENERAL CAPITAL IMPRV PROJECTS		
2014 BLDG IMPROVEMENTS		
1821700	MICHAEL RUSSELL	4,095.00
	TOTAL 2014 BLDG IMPROVEMENTS	4,095.00
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-FIRE DEPT		
1909450	SILVERTIP GRAPHICS SIGNS	1,269.00
	TOTAL CAPITAL OUTLAY-FIRE DEPT	1,269.00
AIRPORT CAPITAL IMPRV PROJECTS		
NO PROJECT		
1805195	REDPATH AND COMPANY, LTD	3,813.00
	TOTAL NO PROJECT	3,813.00

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 10/27/2014

VENDOR #	NAME	AMOUNT DUE

2014	CAPITAL EQUIP CERTIFICATE	
	PUBLIC WORKS	
1801537	RANGER CHEV BUICK GMC	2,257.77
	TOTAL PUBLIC WORKS	2,257.77
PIR-PERMANENT IMPRV	REVOLV FND	
	NO PROJECT	
0801535	HAMMERLUND CONSTRUCTION INC	41,483.70
	TOTAL NO PROJECT	41,483.70
2012-12	MIDDLE-MURPHY ROUTES	
1309360	MN DEPT OF TRANSPORTATION	625.44
	TOTAL 2012-12 MIDDLE-MURPHY ROUTES	625.44
STORM WATER UTILITY		
0301705	CASPER CONSTRUCTION INC	7,466.75
0801535	HAMMERLUND CONSTRUCTION INC	1,700.00
0801836	HAWKINSON SAND & GRAVEL	690.47
0920040	ITASCA COUNTY FARM SERVICE	132.00
1001495	THE JAMAR COMPANY	59.15
1205110	LEASE LANDSCAPING	50.20
1605665	PERSONNEL DYNAMICS LLC	221.00
1621125	PUBLIC UTILITIES COMMISSION	6,598.86
	TOTAL	16,918.43
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$	168,476.86
CHECKS ISSUED-PRIOR	APPROVAL	
	PRIOR APPROVAL	
0114210	D. ANDERSON - CHANGE FUND	2,120.00
0116600	APPLE VALLEY, CITY OF	5,252.50
0212750	BLUE CROSS & BLUE SHIELD OF MN	39,726.00
0301530	CANON USA INC	2,253.00
0301650	JEFF CARLSON	120.00
0305530	CENTURYLINK COMMUNICATIONS LLC	259.00
0405305	LYNN DEGRIO	40.00
0405505	JAMES DENNY	167.35
0519655	ESSENTIA HEALTH	53.76
0519700	ESSENTIA HEALTH	92.21
0605191	FIDELITY SECURITY LIFE INS CO	58.01
0717996	GRAND ITASCA CLINIC	862.67

CITY OF GRAND RAPIDS COUNCIL BILL LIST - OCTOBER 27, 2014

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

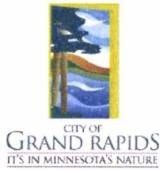
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INVOICES DUE ON/BEFORE 10/27/2014

VENDOR #	NAME	AMOUNT DUE
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0717997	GRAND ITASCA HOSPITAL	813.27
0718015	GRAND RAPIDS CITY PAYROLL	209,615.47
0900060	ICTV	14,550.00
1101645	LASHA KARELS	40.00
1201402	LAKE COUNTRY POWER	45.40
1209516	LINCOLN NATIONAL LIFE	951.06
1209522	LINCOLN REPUBLIC INSURANCE CO	284.13
1305046	MEDIACOM	11.03
1309098	MINNESOTA DEPT OF ADMN	590.00
1309332	MN STATE RETIREMENT SYSTEM	1,794.00
1309335	MINNESOTA REVENUE	4,305.49
1309375	MINNESOTA UNEMPLOYMENT COMP FD	2,747.28
1315630	ASHLEY MORAN	40.00
1405435	JEREMY NELSON	40.00
1405550	NEOPOST USA INC	1,000.00
1405850	NEXTERA COMMUNICATIONS LLC	459.82
1415365	NORTHEAST TECHNICAL SERVICES	1,000.00
1502645	GARY O'BRIEN	848.00
1516220	OPERATING ENGINEERS LOCAL #49	32,706.00
1518550	MATTHEW O'ROURKE	38.32
1520720	KEVIN OTT	40.00
1601740	RENEE PATROW	86.24
1608350	CINDY PHILLIPS	182.56
1609561	PIONEER TELEPHONE	8.13
1621130	P.U.C.	19,543.95
1801206	RADIOLOGIST ASSOC. IN DULUTH	37.28
1901521	SANFORD HEALTH	3,608.80
1913344	HEATH SMITH	40.00
2000490	TDS Metrocom	1,048.74
2100265	U.S. BANK	425.00
2209665	VISA	3,393.91
2209705	VISIT GRAND RAPIDS	46,021.12
2305447	WELLS FARGO BANK NA	350.00
2309452	JEFF ERIK WILSON	80.00
2405650	XEROX CORPORATION	85.76
T000914	BARR ENGINEERING COMPANY	2,000.00
T000984	PROVIDENCE ALASKA	187.20

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF \$ 400,022.46

TOTAL ALL DEPARTMENTS \$ 568,499.32



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	14-0890	Version:	1	Name:	Conduct a public hearing to consider the rezoning of two properties from their current zoning designation of I-2 (General Industrial Park) to GB (General Business).
Type:	Public Hearing	Status:			Public Hearing
File created:	10/22/2014	In control:			City Council
On agenda:	10/27/2014	Final action:			
Title:	Conduct a public hearing to consider the rezoning of two properties from their current zoning designation of I-2 (General Industrial Park) to GB (General Business).				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Movement Center Rezoning: Area Maps Movement Center Rezoning-Application				

Date	Ver.	Action By	Action	Result
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Conduct a public hearing to consider the rezoning of two properties from their current zoning designation of I-2 (General Industrial Park) to GB (General Business).

Background Information:

Erik and Christina Andersen, d.b.a. The Movement Center, LLC. and property owner, North Country Property Development, have filed a petition for a Zoning Map Amendment with the City on September 19, 2014. The petition for rezoning requests the City's consideration of a Zoning Map amendment to the following described parcel; from its current I-2 (General Industrial Park) to GB (General Business):

W 440' OF NW NE LYG N OF S ¼, Section 33, Township 55N, Range 25W, Itasca County, Minnesota

The petition submitted by The Movement Center, requests the rezoning of 9.9 acres of land located at: 320 SE 21st Street (former home of Pitch-n-Put). Map #1 illustrates the subject property in relation to the existing zoning in the area: GB (General Business) across 21st Street to the north, I-2 (General Industrial Park) to the immediate west and south, and R-4 (Multi-Family Residential- high density) to the east.

The Zoning Map Amendment, if approved, would facilitate development of a multi-tenant building housing; Center (Yoga & Pilates) and a Medi-spa. Currently, within the existing I-2 zoning district, neither proposed use; Center (health & fitness club) use, or a Spa (general retail sales & service) use, are permitted uses as outlined within Section 30-512 Table-1 Permitted Uses of the Municipal Code.

The Future Land Use map contained within the Comprehensive Plan (see map #2) shows the subject property located within, and divided between, a slightly larger area indicated as future Business Park (west ½ of property) and future Multi-family Residential (east ½ of property).

Only the health & fitness club use would be permitted within the BP (Business Park) zoning district, thus the request for an expansion of the GB (General Business) zoning district in the area.

In addition to the petitioned rezoning, staff recommended that the Planning Commission consider rezoning the 11.6 acre property (owned by Target Corporation) to the west of the subject property, orange-cross hatch & labeled as #2 on map

#1, to GB (General Business). Including the Target property in the rezoning would be consistent with both the Andersen petition and the existing zoning in the general area.

A sample listing of the uses permitted by right in an GB zoning district are as follows:

- Accessory apartments, multi-family housing, bed and breakfast accommodations daycare/nurseries, accessory buildings, pet shops, veterinary services, farm equipment/supplies sales, automotive sales, auto-truck fleet storage, transportation dispatch, construction material suppliers, equipment/truck sales & service, banks, restaurants, clinics, offices, administrative & support services, indoor recreation, health/fitness clubs, communication services, general sales & service, nursery/landscaping, grocery stores, medical equipment & supplies, pharmacy's, and educational service institutes, post-high schools, general warehousing, mini-storage, motor freight terminal, cultural facilities, monument work/sales and wholesale distribution facilities.

A sampling of other uses permitted in GB with additional restrictions includes:

- Emergency housing facilities, outdoor storage, auto repair/service, car/truck wash, gas stations, contractors yard, equipment/tool rental, clubs/lodges, temporary outdoor sales, churches, essential service structures, light manufacturing, and recycling centers.

In addition to the previously mentioned permitted uses and uses permitted w/restrictions: junk/salvage yards, interim uses, outdoor recreation facilities, and general retail sales and service- *buildings w/footprint greater than 70,000 sq. ft.* are permitted provided a CUP (Conditional Use Permit) is petitioned for and granted by the City. These uses, however, are not a driving factor in the petitioned rezoning request of the subject property.

The Planning Commission reviewed the rezoning petition, and expanded area, at their October 2, 2014 regular meeting, and, based on their findings, which are incorporated into the draft ordinance, forwarded a recommendation for approval of the petitioned rezoning of the subject property owned by North Country Property Development and the expanded area as depicted on Exhibit "A" to the draft ordinance.

Requested City Council Action

Conduct a public hearing to consider the rezoning of two properties from their current zoning designation of I-2 (General Industrial Park) to GB (General Business).

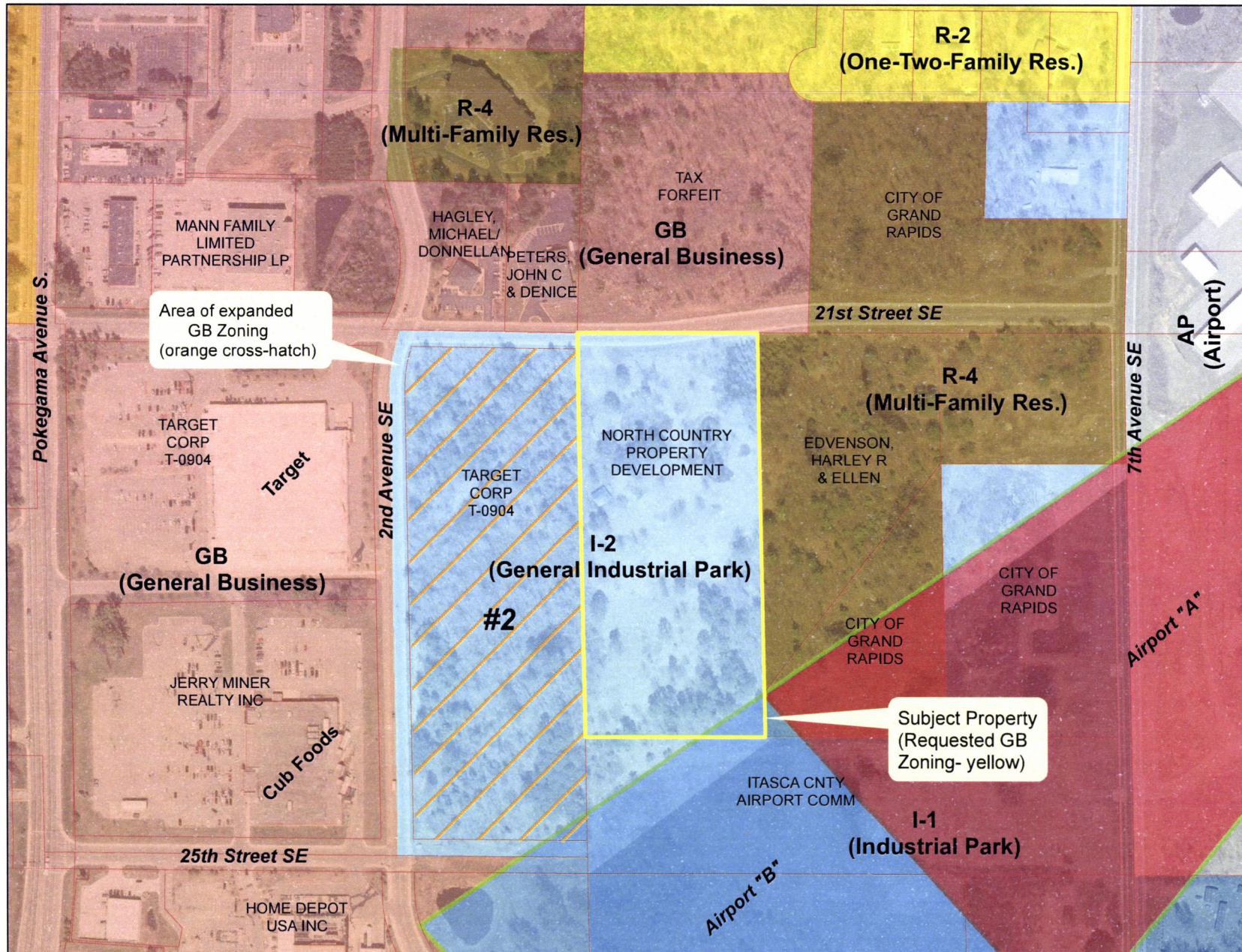
The Movement Center Zoning Map Amendment Request

Map #1

(I-2 to GB Requested)

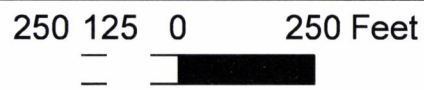


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Area of expanded GB Zoning (orange cross-hatch)

Subject Property (Requested GB Zoning- yellow)



Legend	
	R-1
	R-1a
	SR-1
	R-2
	SR-2
	R-3
	SR-3
	R-4
	RR
	SRR
	RC
	SRC
	LB
	SLB
	CBD
	GB
	SGB
	M
	SM
	BP
	SBP
	I-1
	I-2
	SI-1
	SI-2
	PU
	SPU
	CD
	AG
	AP
	MOD
	UO
	SBO
	PUD
	A
	B
	C

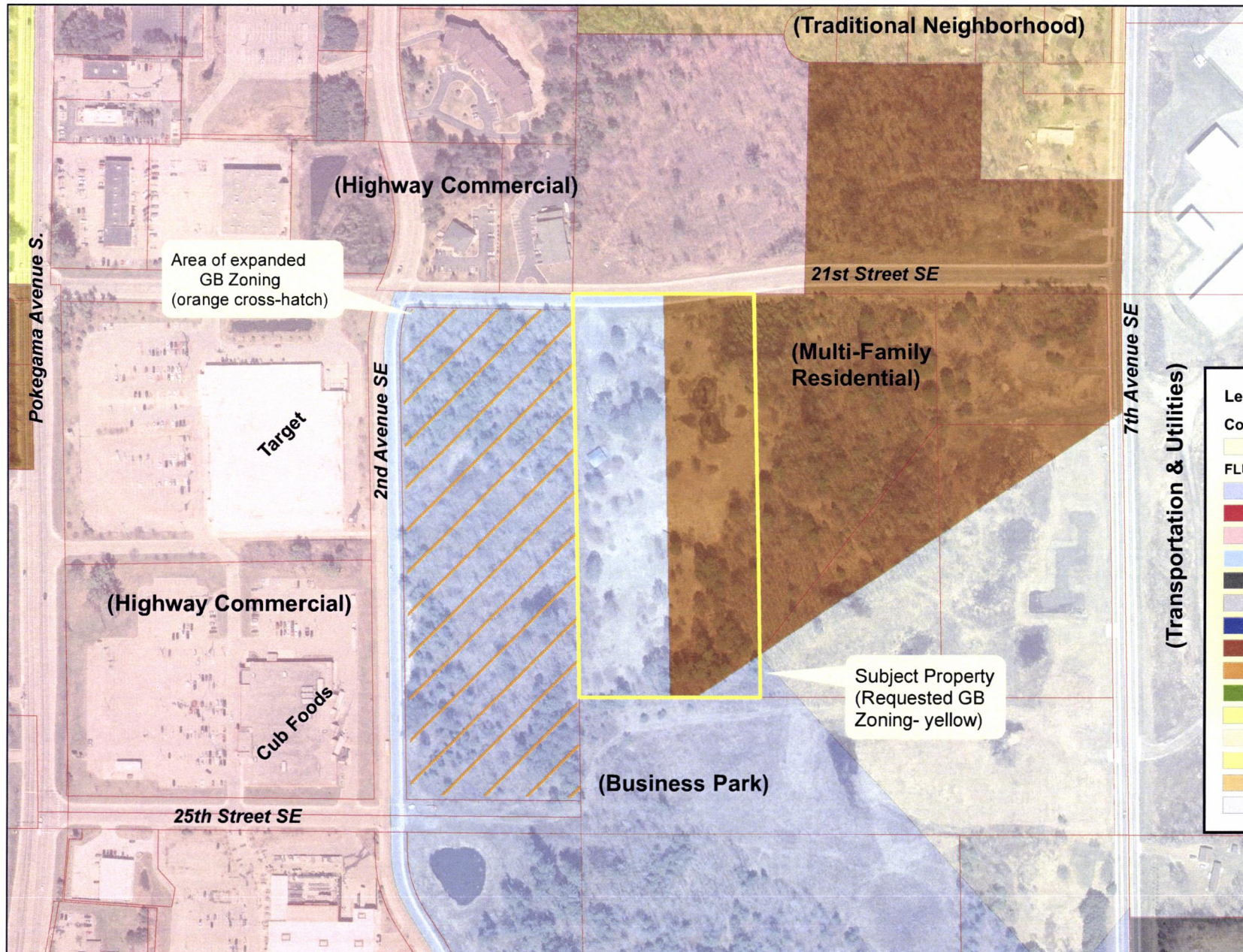
The Movement Center Zoning Map Amendment Request

Map #2

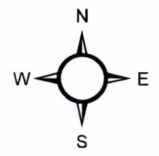
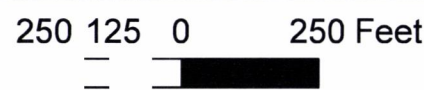
(Comprehensive Plan Future Land Use)



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Legend	
Comp. Plan Future Land Use	
[Yellow box]	<all other values>
FLU_COMB	
[Blue box]	Business Park
[Red box]	Downtown Mixed Use
[Pink box]	Highway Commercial
[Light blue box]	Institutional/Civic
[Dark grey box]	Industrial Park
[Light grey box]	Industrial- Traditional
[Dark blue box]	Medical Campus
[Brown box]	Multi-Family Residential
[Orange box]	Neighborhood Mixed Use
[Green box]	Parks & Recreation
[Light yellow box]	Resource Management
[Yellow box]	Rural Residential
[Light orange box]	Suburban Residential
[Orange box]	Traditional Neighborhood
[White box]	Transportation & Utilities





Petition for Rezoning (Zoning Map Amendment)

Community Development Department
 420 North Pokegama Ave.
 Grand Rapids, MN 55744
 Tel. (218) 326-7601 Fax (218) 326-7621
 Web Site: www.grandrapidsmn.org

The undersigned do hereby respectfully request the following be granted by support of the following facts herein shown:

The Movement Center LLC
 Name of Applicant
23735 Winchler Rd
 Address
Grand Rapids MN 55874
 City State Zip
218-244-7667
 Business Telephone/e-mail
erik.andersen.23@hotmail.com

North Country Property Development
 Name of Owner (If other than applicant)
PO Box 370
 Address
Balsam Lake WI 54810
 City State Zip
 Business Telephone/e-mail

Parcel Information:

Tax Parcel # 91-033-1203 Property Size: 9.9 acres
 Existing Zoning: I-2 Requested Zoning: GB
 Existing Use: Closed "Pitch + Putt" Golf Course
 Proposed Use: Future building site for Center - Yoga + Pilates, and Bala Medispa
 Property Address/Location: 320 SE 21st St Grand Rapids
 Legal Description: _____
 (attach additional sheet if necessary)

I (we) certify that, to the best of my(our) knowledge, information, and belief, all of the information presented in this application is accurate and complete and includes all required information and submittals, and that I consent to entry upon the subject property by public officers, employees, and agents of the City of Grand Rapids wishing to view the site for purposes of processing, evaluating, and deciding upon this application.

Erik Andersen
 Signature(s) of Applicant(s)

9-19-14
 Date

Signature(s) of Owner(s)-(If other than applicant)

Date

SEP 19 2014

Office Use Only

Date Received _____ Certified Complete 9/19/2014 Fee Paid \$505⁰⁰

Planning Commission Recommendation Approved _____ Denied _____ Meeting Date 10/2/14
 City Council Action Approved _____ Denied _____ Meeting Date _____

Summary of Special Conditions of Approval: _____



Petition for Rezoning (Zoning Map Amendment)

Community Development Department
420 North Pokegama Ave.
Grand Rapids, MN 55744
Tel. (218) 326-7601 Fax (218) 326-7621
Web Site: www.grandrapidsmn.org

The undersigned do hereby respectfully request the following be granted by support of the following facts herein shown:

The Movement Center LLC

North Country Property Development

Name of Applicant

Name of Owner (if other than applicant)

23735 Winder Rd

PO Box 370

Address

Address

Grand Rapids MN 55824

Balsam Lake WI 54810

City State Zip

City State Zip

218-244-7667

Business Telephone/e-mail

Business Telephone/e-mail

Parcel Information:

Tax Parcel # 91-033-1203

Property Size: 9.9 acres

Existing Zoning: I-2

Requested Zoning: GB

Existing Use: Closed "Pitch + Putt" Golf Course

Proposed Use: Future building site for Center - Yoga + Pilates, and Bala Medispa

Property Address/Location: 320 SE 21st St Grand Rapids

Legal Description: _____
(attach additional sheet if necessary)

I (we) certify that, to the best of my (our) knowledge, information, and belief, all of the information presented in this application is accurate and complete and includes all required information and submittals, and that I consent to entry upon the subject property by public officers, employees, and agents of the City of Grand Rapids wishing to view the site for purposes of processing, evaluating, and deciding upon this application.

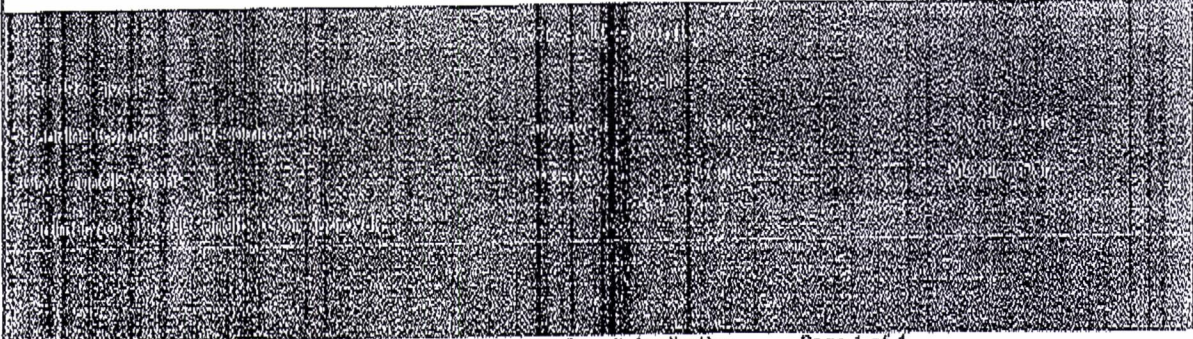
[Signature]
Signature(s) of Applicant(s)

9-19-14
Date

[Signature]
Signature(s) of Owner(s) (if other than applicant)

9-19-14
Date

SEP 19 2014



Required Submittals (5 copies of each & electronic versions of all pertinent information):

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

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

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

A. What are the Surrounding land uses? Describe the existing uses and zoning classifications in the area surrounding the subject property.

See Attached.

B. Would the uses permitted by the proposed zoning map change be appropriate for the surrounding area?

See Attached

C. Is the property adequately served by public infrastructure (streets, sidewalks, utilities, etc)?

See Attached

D. Demonstrate the need for additional property in the proposed zoning district.

See Attached

E. What effect will the proposed rezoning have on the growth and development of existing neighborhoods, other lands in the proposed district, commercial and industrial neighborhoods? _____

See Attached

F. Demonstrate that the proposed rezoning is the minimum change needed to allow a reasonable use of the property. _____

See Attached

G. How does the proposed rezoning conform to the City's Comprehensive Plan? _____

See Attached

H. Is the timing proper for the proposed rezoning? _____

See Attached

I.

Any additional information that the Petitioner would like to supply.

See Attached.

Additional Instructions:

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

Findings for Approval:

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

- Will the change affect the character of the neighborhoods?
- Would the change foster economic growth in the community?
- Would the proposed change be in keeping with the spirit and intent of the ordinance?
- Would the change be in the best interest of the general public?
- Would the change be consistent with the Comprehensive Plan?

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

More information may be requested by the City of Grand Rapids Planning Commission or City Council, if deemed necessary to properly evaluate your request. The lack of information requested may be in itself sufficient cause to deny an application.

A. WHAT ARE THE SURROUNDING LAND USES? DESCRIBE THE EXISTING USES AND ZONING CLASSIFICATIONS IN THE AREA SURROUNDING THE SUBJECT PROPERTY.

NORTH: General Business (Red Willow & Hagley Dental) & Multi-Family Residence (undeveloped)

SOUTH: Industrial 2 / Air Port Fly Zone (Undeveloped)

EAST: Multi-Family Residence (Undeveloped)

WEST: Industrial 2 (Undeveloped Outlot by Target) / General Business (Target & Cub Foods)

B. WOULD THE USES PERMITTED BY THE PROPOSED ZONING MAP CHANGE BE APPROPRIATE FOR THE SURROUNDING AREA?

Yes. General Business classification is already being used directly across the street by a general retail sales business and dental clinic, as well as future multi-family housing in multiple sites to the east. Our proposed use would be conveniently located and compliment both the current businesses as well as the proposed future multi-family housing units as we will be a combination of health and wellness facilities and other miscellaneous general retail sales. In addition, the site for our proposed use currently contains a decaying, vandalized structure that is unsafe and unsightly. Our proposed use would remove this building.

C. IS THE PROPERTY ADEQUATELY SERVED BY THE PUBLIC INFRASTRUCTURE?

Yes, served by SE 21st Street

D. DEMONSTRATE THE NEED FOR ADDITIONAL PROPERTY IN THE PROPOSED ZONING DISTRICT.

Our proposed use includes a plan to maintain a significant portion of the natural site elements including major trees and vegetation along the property lines and throughout the site to create a retail and multiuse site within the city limits. There are not currently many available sites with these elements within the General Business zone.

E. WHAT EFFECT WITH THE PROPOSED REZONING HAVE ON THE GROWTH AND DEVELOPMENT OF EXISTING NEIGHBORHOODS, OTHER LANDS IN THE PROPOSED DISTRICT, COMMERCIAL AND INDUSTRIAL NEIGHBORHOODS?

Our proposed use would be consistent with the overall direction of the development of the surrounding area by providing a mixed use of conveniently located professional, health & wellness facilities, and complimentary retail facilities.

F. DEMONSTRATE THAT THE PROPOSED REZONING IS THE MINIMUM CHANGE NEEDED TO ALLOW REASONABLE USE OF THE PROPERTY.

The current property has been vacant for several years after a previous business venture closed. The proposed rezoning is necessary to allow the use of the property for the proposed businesses to operate together since some of the businesses have previously been classified as "General retail sales" in other districts in town. Each of the businesses included in the plan are existing, successful businesses; however, we believe the co-location of the various businesses will create substantial synergies that cannot be achieved separately.

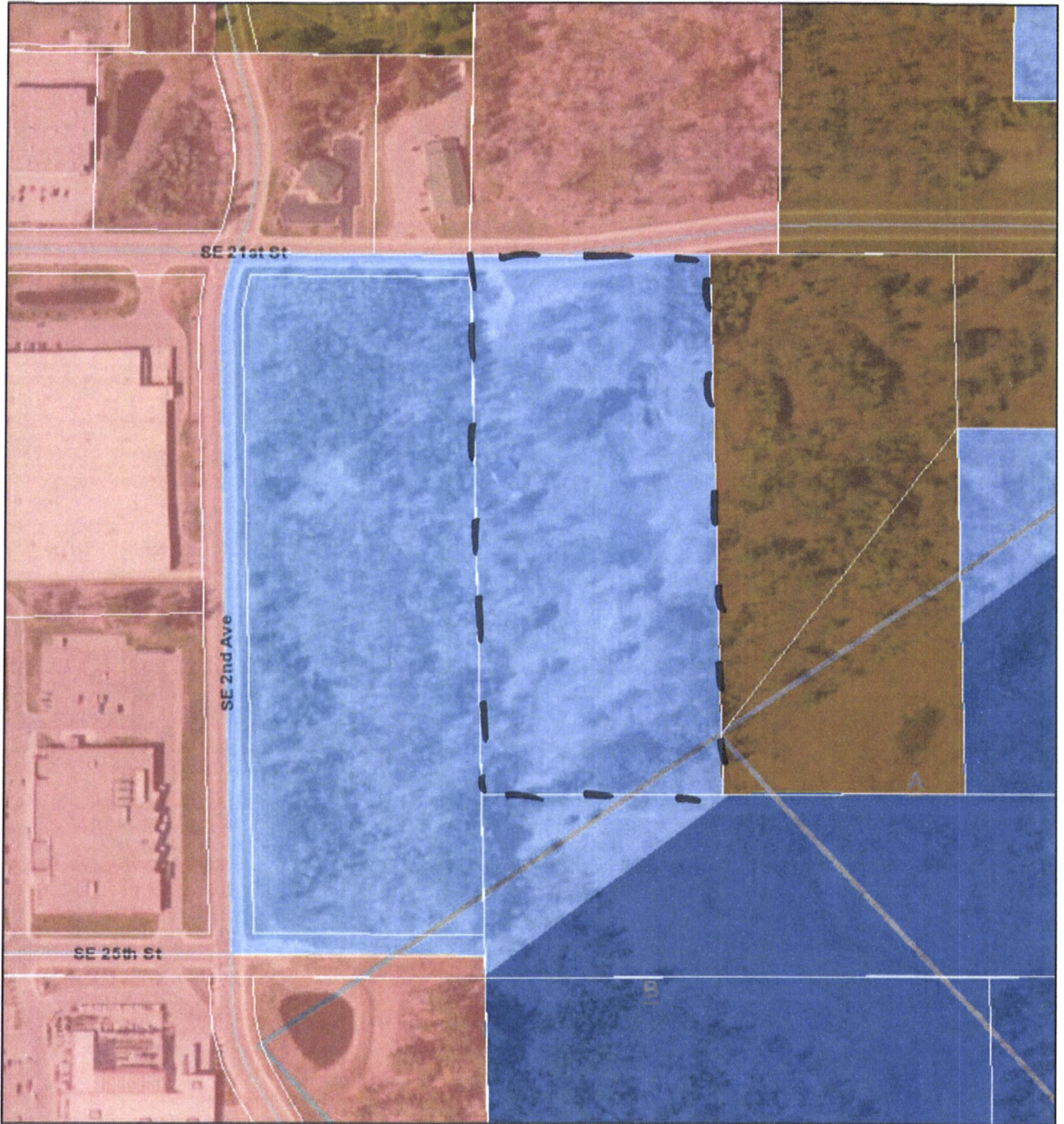
G. HOW DOES THE PROPOSED REZONING CONFORM TO THE CITY'S COMPREHENSIVE PLAN?

The Comprehensive Plan proposes the rezoning of the property to General Business Park. While the GBP allows for the use of several of the businesses, it does not allow for the use of businesses previously classified in the General Sales category.

H. IS THE TIMING PAPER FOR THE PROPOSED REZONING?

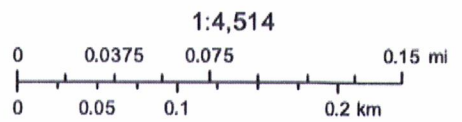
With the imminent development of several surrounding parcels for multiuse and the blighted, vandalized state of our proposed site, it seems to suggest that the proposed rezoning is especially timely.

City of Grand Rapids Zoning Map

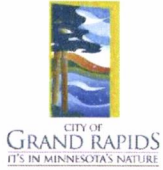


September 19, 2014

- Parcels
-  2010 Grand Rapids City Limits
- Roads
-  GRRivers
-  GRLakes



Source: Esri, DigitalGlobe, GeoEye, I-cubed, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AEX, Getmapping, Aerogrid, IGN, IGP, swisstopo, and the GIS User Community



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	14-0889	Version:	1	Name:	Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map by rezoning two properties from their current zoning designation of I-2 (General Industrial Park) to GB (General Business).
Type:	Agenda Item	Status:			Public Hearing
File created:	10/21/2014	In control:			City Council
On agenda:	10/27/2014	Final action:			
Title:	Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map by rezoning two properties from their current zoning designation of I-2 (General Industrial Park) to GB (General Business).				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Zoning Map Amendment: Ordinance w/Exhibit "A"				

Date	Ver.	Action By	Action	Result
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Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map by rezoning two properties from their current zoning designation of I-2 (General Industrial Park) to GB (General Business).

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 ordinance as prepared, or the Council can make its own findings to support its reasons for approving or denying the proposed rezoning.

Requested City Council Action

Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map by rezoning two properties from their current zoning designation of I-2 (General Industrial Park) to GB (General Business), and *authorize its publication in summary form.*

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

ORDINANCE NO. 14-_____

AN ORDINANCE OF THE CITY OF GRAND RAPIDS, MINNESOTA, APPROVING THE REZONING OF PROPERTY FROM I-2 (GENERAL INDUSTRIAL PARK) DESIGNATION TO THAT OF GB (GENERAL BUSINESS)

WHEREAS, on October 2, 2014, the Planning Commission approved a motion forwarding a favorable recommendation to the City Council regarding the rezoning of property legally described as,

*W 440' OF NW NE LYG N OF S ¼, Section 33, Township 55N, Range 25W, Itasca County, Minnesota;
AND
Lot 1, Block 2, Mood Addition, Itasca County, Minnesota*

from its current zoning designation of I-2 (General Industrial Park) to GB (General Business), and

WHEREAS, the City Council conducted a public hearing on that request at their regular meeting on October 27, 2014 and all were heard, and

WHEREAS, the City Council did concur with the recommendations of the Planning Commission, and determined that the rezoning would be in the best interest of the community.

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

That the property legally described above and as shown on the attached "Exhibit A", is rezoned from its current designation of I-2 (General Industrial Park) to GB (General Business) based on the following findings of fact;

- The proposed rezoning would not have an adverse affect the character of neighboring area, rather it would be a positive impact on the area.
- The change would foster economic growth by allowing more diverse commercial opportunities.
- The change would be in keeping with the spirit and intent of the Zoning Ordinance, as General Business uses collaborate well with high density residential neighborhoods.
- The change would be in the best interest of the general public, as existing infrastructure is already in place to support higher density uses in the area.
- That the change would be consistent with the Comprehensive Plan.

This Ordinance shall become effective after its passage and publication.

Adopted by the Council this 27th day of October, 2014.

Dale Adams, Mayor

ATTEST:

Kim Johnson-Gibeau, City Clerk

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

DRAFT

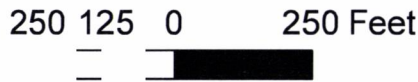
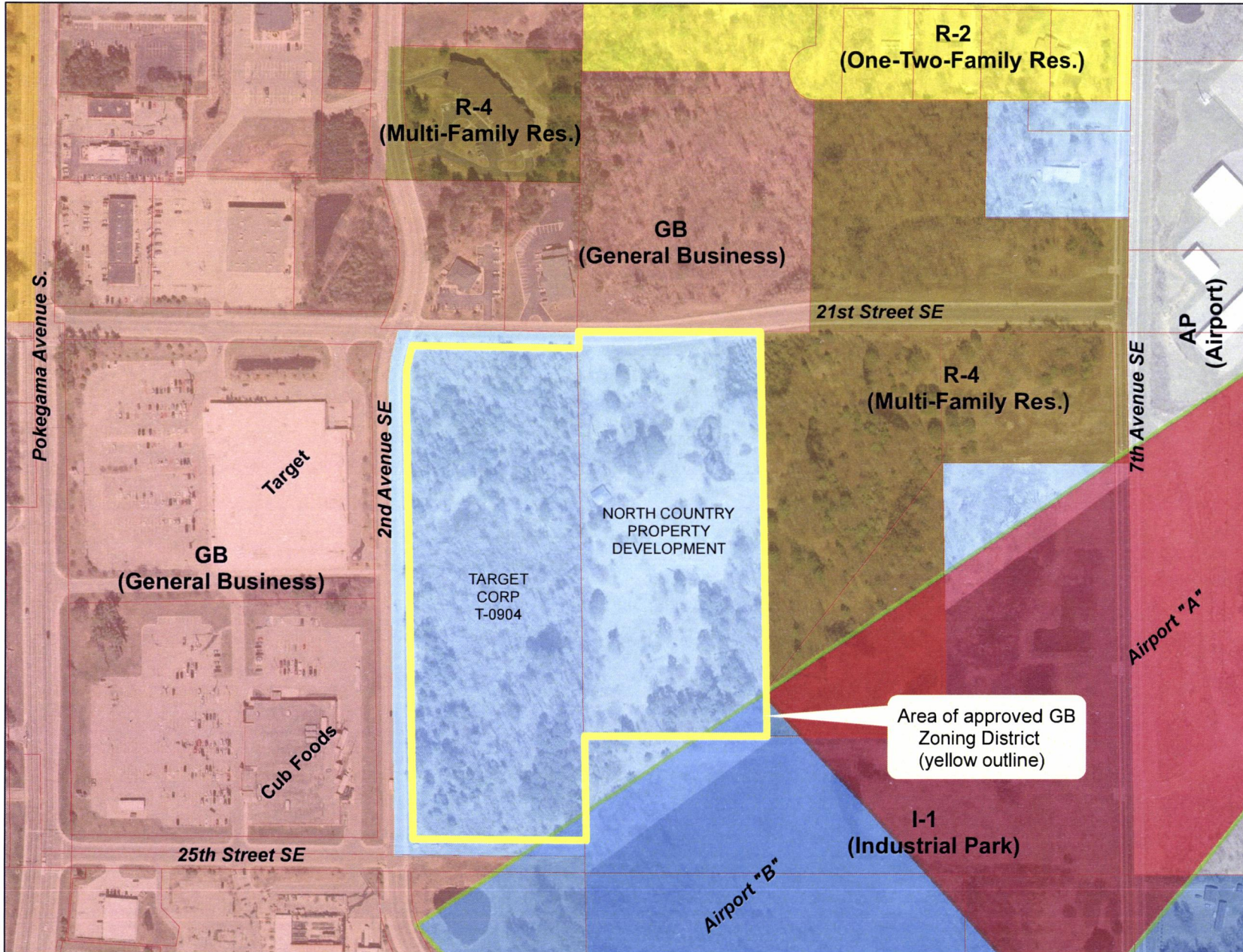
EXHIBIT "A"

Zoning Map Amendment

(I-2 to GB)



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Legend

[Orange]	R-1
[Brown]	R-1a
[Yellow with diagonal lines]	SR-1
[Yellow]	R-2
[Yellow with diagonal lines]	SR-2
[Purple]	R-3
[Brown with diagonal lines]	SR-3
[Dark Brown]	R-4
[Light Orange]	RR
[Orange with diagonal lines]	SRR
[Light Green]	RC
[Yellow with diagonal lines]	SRC
[Purple]	LB
[Light Blue with diagonal lines]	SLB
[Red]	CBD
[Dark Red]	GB
[Orange with diagonal lines]	SGB
[Light Orange]	M
[Light Yellow]	SM
[Pink]	BP
[Orange with diagonal lines]	SBP
[Blue]	I-1
[Light Blue]	I-2
[Light Blue with diagonal lines]	SI-1
[Light Blue with diagonal lines]	SI-2
[Light Green]	PU
[Yellow with diagonal lines]	SPU
[Dark Green]	CD
[Yellow]	AG
[Light Blue]	AP
[Red with diagonal lines]	MOD
[Blue with diagonal lines]	UO
[Yellow with diagonal lines]	SBO
[Green with diagonal lines]	PUD
[Red]	A
[Blue]	B
[Green outline]	C