

Public



# CITY OF GRAND RAPIDS

## Meeting Agenda Full Detail

### City Council

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Monday, September 22, 2014

5:00 PM

City Hall Council Chambers

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**5:00 PM** CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council will be held on Monday, September 22, 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](#)

#### MEETING PROTOCOL POLICY

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

**5:10 PM** PUBLIC FORUM

**5:15 PM** COUNCIL REPORTS

**5:20 PM** APPROVAL OF MINUTES

[14-0792](#) Approve Council minutes for Monday, September 8, 2014.

**Attachments:** [September 8, 2014 Worksession](#)  
[September 8, 2014 Regular Meeting](#)

**5:21 PM** CONSENT AGENDA

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

1. [14-0793](#) Approve temporary liquor licenses for MacRostie Art Center for First Friday events on October, 3, 2014, November 7, 2014 and December 5, 2014 located at 405 NW 1st Avenue, Grand Rapids, MN.  
**Attachments:** [MacRostie 10-3-14](#)  
[MacRostie 11-7-14](#)  
[MacRostie 12-5-14](#)
2. [14-0794](#) Consider approving a resolution adopting the 2014 proposed levy/collectible in 2015 and setting December 8, 2014 at 6:01 p.m. to discuss the proposed budget, levy and allow for public comment and December 15, 2014 for the subsequent meeting to adopt the final levy and budget.  
**Attachments:** [2015 levy and tax rate.pdf](#)  
[Recap RevExpenditures&Levy.pdf](#)  
[Preliminary levy budget 9222014.pdf](#)
3. [14-0795](#) Consider adopting the resolution MnDOT Grant Agreement #03878 for the Airport Maintenance and Operations in order to accept additional grant funds in the amount of \$6,304.90 as laid out in the Amendment.  
**Attachments:** [MnDOT Agreement 03878 M&O Grand Rapids-Itasca County 14-15 with Amenc 9-22-14 Resolution Airport M&O Amendment.pdf](#)
4. [14-0797](#) Adopt a resolution accepting \$69,501.00 from 2015 Toward Zero Deaths Grant  
**Attachments:** [TZD Grant Award](#)  
[TZD Grant Res](#)
5. [14-0798](#) Consider adopting a resolution declaring the cost to be assessed and ordering the preparation of proposed assessments for CP 2011-2, Crystal Lake Boulevard Improvements.  
**Attachments:** [9-22-14 Resolution CP 2011-2 Declaring Costs.pdf](#)
6. [14-0817](#) Summary of closed meeting regarding performance evaluation of City Employee pursuant to Minn. Stat. sec. 13D.05, subd. 3(a) specifically Jim Denny.
7. [14-0819](#) Consider adopting a resolution approving a \$19,351 transfer from Capital Equipment Replacement Fund to the General Fund.  
**Attachments:** [2014 Op transfer radio depr.pdf](#)
8. [14-0820](#) Please consider adopting a resolution to allow the Grand Rapids Fire Department/Hazmat Team to accept a \$10,000 dollar grant which was awarded from Minnesota Board of Firefighter Training and Education  
**Attachments:** [MBFTE grant approval letter.pdf](#)  
[FD MBFTE Gnt Res](#)
9. [14-0823](#) Consider adopting a resolution to hold a public hearing on proposed assessments for CP 2011-2, Crystal Lake Boulevard Improvements on October 14, 2014 at the Public Utilities / Public Works Facility.



**Attachments:** [9-22-14 Resolution CP 2011-2 Hearing for Assessments](#)

10. [14-0824](#) Consider approving a Resolution Providing for the Issuance and Sale of the City's General Obligation Bonds, Series 2014A, in the proposed aggregate principal amount of \$3,010,000.

**Attachments:** [Recommendations 2014A.pdf](#)  
[Grand Rapids GO 14A Auth Resol.pdf](#)

11. [14-0826](#) Consider approval of MnDOT Cooperative Construction Agreement No. 06574 and adopting a resolution authorizing the Mayor and the Clerk to sign the Agreement to allow the State and its contractors access to City right-of-way or property for the purpose of installing Mississippi River Trail signs and for the City to maintain these signs upon completion.

**Attachments:** [Coop Const Agree No 06574.pdf](#)

12. [14-0828](#) Adopt a resolution accepting a \$2,500 grant from the Blandin Foundation

**Attachments:** [9-22-14 \\$2500 grant Blandin Found-collaboration.pdf](#)

13. [14-0832](#) Account Service Agreements with Colonial Life.

**Attachments:** [Colonial Life Service Agreements](#)

14. [14-0833](#) Hire temporary employees for Park & Recreation / I.R.A. Civic Center

15. [14-0816](#) Accept the resignation of Brian Carlson from the Arts & Culture Commission and authorize staff to begin the process of filling the vacancy.

**Attachments:** [resignation](#)

**5:23 SETTING OF REGULAR AGENDA  
PM**

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

**5:24 ACKNOWLEDGE BOARDS & COMMISSIONS  
PM**

16. [14-0831](#) Acknowledge minutes for Boards and Commissions.

**Attachments:** [April 9, 2014 Park-Rec-Civic Center](#)  
[August 13, 2014 Public Utilities Commission](#)  
[June 26, 2014 GREDA Minutes](#)  
[March 14, 2014 Airport Advisory Board](#)  
[May 21, 2014 Airport Advisory Board](#)  
[July 1, 2014 Arts & Culture Commission](#)  
[July 16, 2014 Arts & Culture Commission](#)

17. [14-0821](#) Department Head Report: Community Development Department.  
**Attachments:** [Community Development: September 2014 Dept. Head Report](#)

**5:35 CIVIC CENTER, PARKS & RECREATION  
PM**

18. [14-0815](#) Land donation from Grand Rapids State Bank  
**Attachments:** [GRSB Land Donation](#)

**5:40 ENGINEERING  
PM**

19. [14-0827](#) Consider authorizing the City to cost participate with Itasca County in their Comprehensive Plan Update to study the feasibility of extending the Itasca County Regional Railroad operation into the Grand Rapids area. Funding for the cost participation would come from the available funds in the professional services line item of the Engineering Department's budget.  
**Attachments:** [proposalletter03102014rev.pdf](#)  
[IRRRB Comprehensive Plan Update Grant Application \(work scope\).pdf](#)

**5:45 ADMINISTRATION DEPARTMENT  
PM**

20. [14-0829](#) End of introductory period for Communications Specialist Jessica Setness.  
**Attachments:** [Communications Update September 2014](#)

**5:50 VERIFIED CLAIMS  
PM**

21. [14-0822](#) Consider approving the verified claims for the period August 30, 2014 to September 15, 2014 in the total amount of \$1,002,813.00, of which \$45,623.75 are bond payments.  
**Attachments:** [Council Bill List 09-22-14.pdf](#)

**5:55 ADJOURNMENT  
PM**

*NEXT REGULAR MEETING IS SCHEDULED FOR OCTOBER 14, 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:** 9/22/2014      **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:

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

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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:

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

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Dale Adams, Mayor, City of Grand Rapids MN





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# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 14-0792      **Version:** 1      **Name:** Council Minutes  
**Type:** Agenda Item      **Status:** Approval of Minutes  
**File created:** 9/9/2014      **In control:** City Council  
**On agenda:** 9/22/2014      **Final action:**  
**Title:** Approve Council minutes for Monday, September 8, 2014.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [September 8, 2014 Worksession](#)  
[September 8, 2014 Regular Meeting](#)

Date	Ver.	Action By	Action	Result
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Approve Council minutes for Monday, September 8, 2014.



# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council Work Session

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Monday, September 8, 2014

Conference Room 2A

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**CALL TO ORDER:** Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council was held on Monday, September 8, 2014 at 4:25 PM in Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

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

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

**Others present:**

*Tom Pagel, Chad Sterle, Barb Baird, Jeff Davies, Scott Johnson, Steve Schaar, Julie Kennedy, Marcia Anderson*

### Discussion Items

1. 2015 Budget Discussion

*Conducted review of proposed budget and recent changes. Council has opportunity to request specific information regarding department budgets and line item changes. Preliminary levy will be considered at the September 22, 2014 meeting.*

- 2.

*No other business discussed.*

### ADJOURN

*There being no further business, the meeting adjourned at 5:08 PM.*

*Respectfully submitted: Kimberly Gibeau, City Clerk*



# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council

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Monday, September 8, 2014

City Hall Council Chambers

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**5:00 PM**    **CALL TO ORDER:** Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council was held on Monday, September 8, 2014 at 5:12 PM in Council Chambers, 420 North Pokegama 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, Chad Sterle, Jeff Davies, Lynn DeGrio, Rob Mattei, Scott Johnson, Erik Scott, Barb Baird, Steve Schaar, Julie Kennedy*

**5:01 PM**    **PRESENTATIONS/PROCLAMATIONS**

Hunger Action Month Proclamation

*Mayor Adams presents proclamation for Hunger Action Month.*

**Received and Filed**

**5:02 PM**    **MEETING PROTOCOL POLICY**

**5:03 PM**    **PUBLIC FORUM**

*Deb Page, on behalf of Second Harvest Food Bank, invites Council to event for Hunger Action Day beginning at 12:30 PM on Tuesday, September 9, 2014.*

**5:08 PM**    **COUNCIL REPORTS**

*Councilor Zabinski discusses upcoming event for WMMPB in October and welcomes Council members who wish to attend.*

*Mayor Adams reminds citizens of the meet and greet with the Mayor and City Administrator, held on Council Mondays at the Grand Rapids Area Library at 11:00*



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*AM for residents and business owners to come and get information, express concerns or ask questions.*

**5:10 APPROVAL OF MINUTES**  
**PM**

Approve Council minutes for August 25, 2014 Regular meeting.

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

**5:11 CONSENT AGENDA**  
**PM**

2. Consider approving a resolution accepting donation of \$50.00 from the GRAHA Gambling Account to be used towards the 4th of July 2014 Fireworks.  
**Adopted Resolution 14-72 by consent roll call**
3. Void lost Accounts Payable checks #106560, #107663, #115078, #116049, #116117 and #119245, issue new checks and waiving bond requirements for a check issued to Michelle Johnson in the amount of \$4.35, to Michelle Norris in the amount of \$23.97, to Ashley Moran in the amount of \$40.00, a check issued to Lasha Karels in the amount of \$40.00, a check issued to Barr Engineering in the amount of \$1,000.00 and a check issued to GO Collaborative, LLC in the amount of \$5,500.00.  
**Approved by consent roll call**
4. Hire temporary employees for Park & Recreation / I.R.A. Civic Center  
**Approved by consent roll call**
5. Approve change order for carpet replacement in Administration Offices in the amount of \$470.00 for Mike Russell.  
**Approved by consent roll call**
6. Entering into rental agreements with area businesses for advertising at the IRA Civic Center.  
**Approved by consent roll call**

**Approval of the Consent Agenda**

**A motion was made by Councilor Chandler, seconded by Councilor Zabinski, to approve the Consent agenda as amended, moving item #1 to the regular agenda at item 9a. The motion carried by the following vote**

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

**5:15 SETTING OF REGULAR AGENDA  
PM**

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

**5:16 ACKNOWLEDGE BOARDS & COMMISSIONS  
PM**

7. Acknowledge minutes for Boards & Commissions.

**Acknowledge the following Boards and Commissions minutes:**

**Arts & Culture, August 5, 2014  
Golf Board, August 19, 2014 & July 15, 2014  
Human Rights, July 25, 2014  
Library Board July 9, 2014**

**5:17 DEPARTMENT HEAD REPORT  
PM**

8.

*Interim Chief Scott Johnson discusses Police Department activities for 2014 to date, specifically noting the following.*

*~ Life Saving Award for Sergeants Carlson and Dirkes  
~ D.A.R.E. program review  
~ Citizens Academy graduated 15 community members  
~ New K-9 "Radar" and Handler Officer Gary O'Brian training  
~ 2014 National Night Out huge success  
~ New hospital security program  
~ Department call statistics for 2014 to date  
~ FOP award to Investigator Andy Morgan*

**Received and Filed**

**5:27 VERIFIED CLAIMS  
PM**

9. Consider approving the verified claims for the period August 19, 2014 to August 29, 2014 in the total amount of \$778,844.14.

**A motion was made by Councilor Zabinski, 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

- 9a. Consider adopting a resolution accepting the \$292,786 FAA Grant Agreement and also authorizing after-the-fact signatures for the City Administrator and City Attorney to sign the Grant Agreement and Sponsor Certifications required to receive the grant.

*City Engineer Kennedy provides background on grant and updates the Council on status of airport.*

**A motion was made by Councilor Chandler, seconded by Councilor Sanderson to adopt Resolution 14-73 accepting FAA Grant Agreement. The motion carried by the following vote.**

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

**6:00 PUBLIC HEARINGS  
PM**

*RECESSED REGULAR MEETING AT 5:43 PM FOR PUBLIC HEARINGS  
SCHEDULED AT 6:00 PM.*

10. Conduct a public hearing to consider the establishment of Tax Increment Financing District 1-10 (River Hills Apartments) and approval of the associated TIF Plan  
*Mayor Adams states the reason for the public hearing is to consider establishing a TIF district. City Clerk Gibeau confirms notices and states that the Clerk's office did not receive any correspondence relative to this issue.*

*Community Development Director Rob Mattei provides overview of proposed project.*

**A motion was made by Councilor Ed Zabinski, seconded by Councilor Dale Christy, to open the Public Hearing. The motion PASSED by unanimous vote.**

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

**A motion was made by Councilor Joe Chandler, seconded by Councilor Ed Zabinski, to close the Public Hearing. The motion PASSED by unanimous vote.**

12. Consider adoption of a resolution approving the establishment of Tax Increment Financing District 1-10 and a Tax Increment Financing Plan for the District  
*RECONVENED THE REGULAR MEETING.*

**A motion was made by Councilor Christy, seconded by Councilor Zabinski, to adopt Resolution 14-74, establishing TIF District 1-10 & TIF Plan. The motion carried by the following vote.**



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

13. Consider adopting a resolution approving the Purchase and Development Agreement and awarding the sale of, and providing the terms, covenants and directions for the issuance of Tax Increment Revenue Notes, Series 2014A and 2014B, each in a maximum principal amount of \$300,000.

**A motion was made by Councilor Sanderson, seconded by Councilor Chandler, to adopt Resolution 14-75, Purchase & Development Agreement and award sale. The motion carried by the following vote.**

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

**6:30 ADJOURNMENT  
PM**

**A motion was made by Councilor Ed Zabinski, seconded by Councilor Joe Chandler, to adjourn the meeting at 6:20 PM. The motion PASSED by unanimous vote.**

**ADJOURNMENT**

*Respectfully submitted: Kimberly Gibeau, City Clerk*



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# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 14-0793      **Version:** 1      **Name:** Temporary Liquor for MacRostie  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 9/10/2014      **In control:** City Council  
**On agenda:** 9/22/2014      **Final action:**  
**Title:** Approve temporary liquor licenses for MacRostie Art Center for First Friday events on October, 3, 2014, November 7, 2014 and December 5, 2014 located at 405 NW 1st Avenue, Grand Rapids, MN.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [MacRostie 10-3-14](#)  
[MacRostie 11-7-14](#)  
[MacRostie 12-5-14](#)

Date	Ver.	Action By	Action	Result
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Approve temporary liquor licenses for MacRostie Art Center for First Friday events on October, 3, 2014, November 7, 2014 and December 5, 2014 located at 405 NW 1st Avenue, Grand Rapids, MN.



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

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

Name of organization	Date organized	Tax exempt number
MacRostie Art Center	Jan 1, 1970	23-7105948

Address	City	State	Zip Code
405 NW 1st Avenue	Grand Rapids	Minnesota	55744

Name of person making application	Business phone	Home phone
Katie Marshall	218-326-2697	218-326-2046

Date(s) of event	Type of organization
Friday, October 3, 2014	<input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit

	Organization officer's name	City	State	Zip
X	Carmen Haugen	Grand Rapids	Minnesota	55744
X	Steven Loney	Grand Rapids	Minnesota	55744
X	Margaret Morris	Grand Rapids	Minnesota	55744
X	Katie Tierney	Grand Rapids	Minnesota	55744

Add New Officer

Location where permit will be used. If an outdoor area, describe.  
 Galleries at MacRostie Art Center, 405 NW 1st Avenue, Grand Rapids, MN.

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

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.  
 The Hartford - \$1,000,000.00

**APPROVAL**

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

City/County	Date Approved
City Fee Amount	Permit Date
Date Fee Paid	

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the permit for the event.



Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement Division  
 444 Cedar Street, Suite 222, St. Paul, MN 55101  
 651-201-7500 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization MacRostie Art Center		Date organized Jan 1, 1970	Tax exempt number 23-7105948
Address 405 NW 1st Avenue		City Grand Rapids	State Minnesota
		Zip Code 55744	
Name of person making application Katie Marshall		Business phone 218-326-2697	Home phone 218-326-2046
Date(s) of event Friday, November 7, 2014		Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit	
Organization officer's name		City	State
<input checked="" type="checkbox"/> Carmen Haugen		Grand Rapids	Minnesota
<input checked="" type="checkbox"/> Steven Loney		Grand Rapids	Minnesota
<input checked="" type="checkbox"/> Margaret Morris		Grand Rapids	Minnesota
<input checked="" type="checkbox"/> Katie Tierney		Grand Rapids	Minnesota
<input type="button" value="Add New Officer"/>			

Location where permit will be used. If an outdoor area describe.  
 In the galleries at MacRostie Art Center, 405 NW 1st Avenue, Grand Rapids, MN

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

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.  
 The Hartford - \$1,000,000

APPROVAL

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

Grand Rapids City/County	Date Approved
\$ 20.00 City Fee Amount	Permit Date
9-4-14 Date Fee Paid	

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the permit for the event.





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

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

Name of organization: MacRostie Art Center  
 Date organized: Jan 1, 1970  
 Tax exempt number: 23-7105948

Address: 405 NW 1st Avenue  
 City: Grand Rapids  
 State: Minnesota  
 Zip Code: 55744

Name of person making application: Katie Marshall  
 Business phone: 218-326-2697  
 Home phone: 218-326-2046

Date(s) of event: Friday, December 5, 2014  
 Type of organization:  Club  Charitable  Religious  Other non-profit

	Organization officer's name	City	State	Zip
X	Carmen Haugen	Grand Rapids	Minnesota	55744
X	Steven Loney	Grand Rapids	Minnesota	55744
X	Margaret Morris	Grand Rapids	Minnesota	55744
X	Katie Tierney	Grand Rapids	Minnesota	55744
Add New Officer				

Location where permit will be used. If an outdoor area, describe.  
 Galleries at MacRostie Art Center, 405 NW 1st Avenue, Grand Rapids, MN.

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

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.  
 The Hartford - \$1,000,000.00

APPROVAL

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

City/County: Grand Rapids  
 Date Approved: \_\_\_\_\_  
 City Fee Amount: \$20.00  
 Permit Date: \_\_\_\_\_  
 Date Fee Paid: 9-4-14

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

NOTE: Submit this form to the city or county 30 days prior to event. Forward application signed by city and/or county to the address above. If the application is approved the Alcohol and Gambling Enforcement Division will return this application to be used as the permit for the event.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 14-0794      **Version:** 1      **Name:** 2014 Levy Payable 2015 & Budget  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 9/10/2014      **In control:** City Council  
**On agenda:** 9/22/2014      **Final action:**  
**Title:** Consider approving a resolution adopting the 2014 proposed levy/collectible in 2015 and setting December 8, 2014 at 6:01 p.m. to discuss the proposed budget, levy and allow for public comment and December 15, 2014 for the subsequent meeting to adopt the final levy and budget.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [2015 levy and tax rate.pdf](#)  
[Recap RevEexpenditures&Levy.pdf](#)  
[Preliminary levy budget 9222014.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving a resolution adopting the 2014 proposed levy/collectible in 2015 and setting December 8, 2014 at 6:01 p.m. to discuss the proposed budget, levy and allow for public comment and December 15, 2014 for the subsequent meeting to adopt the final levy and budget.

**Background Information:**

Attached are two spreadsheets and a resolution:

- \* Resolution adopting the Proposed 2014 levies payable in 2015 and the Proposed 2015 operating expenditure budget,
- \* 2015 Recap of Proposed Revenues, Expenditures, and Levy Requirements
- \* Previously Certified Levies and 2014 Proposed Levy Payable in 2015

Cities are no longer required to hold a Truth in Taxation hearing, but they are required to hold a single meeting to discuss the budget and levy and at which time the public is allowed to speak. This meeting may be part of a regular scheduled meeting but must be held after 6:00 p.m. When the City calendar was adopted in January, it was determined that the date for the hearing would be December 8, 2014, with a subsequent meeting to adopt the budget and levy would be December 15, 2014. The time and dates will be on the parcel specific notices sent out by Itasca County, so they cannot be changed once certified to the County.

The City has to certify a preliminary levy to the County Auditor by September 30, 2014. The final levy adopted by the Council in December can be less than the preliminary levy, but it cannot be more. The Council will continue to work on the budget until its adoption in December.

**Staff Recommendation:**

Staff is recommending adopting the attached resolution for the 2014 proposed levy/collectible in 2015 and setting December 8, 2014 at 6:01 p.m. to discuss the proposed budget, levy and allow for public comment and December 15, 2014 for the subsequent meeting to adopt the final levy and budget.

**Requested City Council Action**

Consider adopting the attached resolution for the 2014 proposed levy/collectible in 2015 and setting December 8, 2014 at 6:01 p.m. to discuss the proposed budget, levy and allow for public comment and December 15, 2014 for the subsequent meeting to adopt the final levy and budget.





**PROJECTED LEVY & TAX RATE**  
**CITY OF GRAND RAPIDS**  
**PREVIOUSLY CERTIFIED LEVIES AND 2014 PROPOSED LEVY**

	2009 Levy Payable 2010	2011 Levy Payable 2012	2012 Levy Payable 2013	2013 Levy Payable 2014	2014 Levy Payable 2015
General Fund	3,466,821	3,309,756	3,526,598	3,444,709	4,168,242
Library Fund	534,716	524,716	575,038	603,975	612,716
Cemetery	175,000	175,000	159,000	173,000	164,497
GREDA Levy	50,000	50,000	83,240	60,000	60,000
Levy for Internal Loan-2011 Equip Purchas	-	136,000	141,588	141,588	141,588
Abatement Levies-St. Joe's & D.C.	-	-	-	-	30,000
Special Levies	8,000	-	-	-	-
<b>Total Levy Required for Operations</b>	<b>4,234,537</b>	<b>4,195,472</b>	<b>4,485,464</b>	<b>4,423,272</b>	<b>5,177,043</b>
Bonded Indebtedness	\$1,093,789	1,127,071	1,262,450	1,480,040	1,668,123
<b>GROSS LEVY</b>	<b>5,328,326</b>	<b>5,322,543</b>	<b>5,747,914</b>	<b>5,903,312</b>	<b>6,845,166</b>
Less:					
Fund Balance Contribution	-	-	-	-	-
<b>CERTIFIED LEVY</b>	<b>\$5,328,326</b>	<b>5,322,543</b>	<b>5,747,914</b>	<b>5,903,312</b>	<b>6,845,166</b>

**2014 ESTIMATED TAX CAPACITY AND PROPOSED LEVY**

TAX CAPACITY	\$9,173,120	CERTIFIED LEVY	\$6,845,166
Less:		Less:	
Abatement Levy	-	Fiscal disparities distribution levy	(451,787)
TIF Captured tax increment	(171,413)		
Fiscal Disparities contribution	(933,840)	Net amount levied to property owners	<b>\$6,393,379</b>
<b>Taxable tax capacity*</b>	<b>\$8,067,867</b>		

**2002 - 2013 TAXABLE TAX CAPACITY, CERTIFIED LEVY and CITY TAX RATE**  
**and 2015 ESTIMATED TAXABLE TAX CAPACITY**  
**and 2014 ESTIMATED LEVY and CITY TAX RATE**

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



**RECAP SHEET  
CITY OF GRAND RAPIDS  
2015 RECAP OF REVENUES, EXPENDITURES AND LEVY REQUIREMENTS**

	2011 Actual	2012 Actual	2013 Actual	2014 Budget	2015 Proposed	Increase/ (Decrease) over 2014
<b>NON TAX REVENUES:</b>						
Annexation	\$ 326,175	\$ 525,951	\$ 313,936	\$ 325,000	\$ -	\$ (325,000)
Payment in Lieu of Taxes (PILOT)	854,710	854,998	901,179	900,000	900,000	-
Licenses and Permits	225,828	202,018	323,845	246,965	246,300	(665)
Local Government Aid (LGA)	963,410	964,932	963,410	1,270,331	1,307,862	37,531
Intergovernmental Revenues	801,380	1,077,320	965,149	565,301	641,788	76,487
Charges for Services	696,372	769,206	749,879	685,628	781,512	95,884
Fines and Forfeitures	108,983	103,293	145,870	147,500	103,000	(44,500)
Interest Income	20,342	33,341	17,226	35,000	30,000	(5,000)
Miscellaneous	38,482	46,529	53,263	20,692	17,098	(3,594)
Other Financing Sources	91,711	36,903	34,541	19,351	-	(19,351)
Transfers In	3,500	3,500	3,500	3,500	3,500	-
Total non-tax revenues	4,130,893	4,617,991	4,471,799	4,219,268	4,031,060	(188,208)
<b>EXPENDITURES:</b>						
Administration	461,742	487,120	492,098	440,714	434,049	(6,665)
Building Maintenance	220,709	214,386	223,383	230,411	240,941	10,530
Community Development	344,944	319,675	365,191	370,645	403,149	32,504
Council/Boards	114,738	112,204	110,447	73,936	74,576	640
Engineering	290,629	266,373	270,494	280,378	280,597	219
Finance	391,332	391,561	449,764	468,879	464,524	(4,355)
Fire	603,124	493,584	547,131	591,470	633,411	41,941
Fleet Maintenance	233,869	239,038	245,619	244,173	253,271	9,098
Information Technology	176,837	176,993	195,029	213,015	224,170	11,155
Police	1,905,091	2,022,584	2,157,953	2,246,367	2,566,096	319,729
Public Works	1,564,901	1,652,590	1,769,420	1,564,580	1,649,083	84,503
Recreation	152,183	177,433	106,613	122,268	127,784	5,516
City Wide	358	12,104	235,496	361,417	369,625	8,208
Special Projects-Council	-	-	30,000	-	-	-
Special Projects-Non-Budgeted	6,485	27,717	23,229	-	-	-
Total Department Expenditures	6,466,940	6,593,363	7,221,867	7,208,252	7,721,276	513,024
Transfers Out						
Transfer to Capital Equipment	-	18,200	88,250	89,606	149,657	60,051
Transfer to Civic Center	12,000	27,000	27,000	25,000	-	(25,000)
Transfer to Itasca Historical Soc	17,000	17,000	15,000	10,869	10,869	-
Transfer to Debt Service	150,000	150,000	150,000	150,000	150,000	-
Transfer to Airport	10,000	10,000	10,000	20,000	24,500	4,500
Transfer to DACF	20,000	27,000	28,500	28,000	25,000	(3,000)
Transfer to Central School	-	-	-	40,000	5,500	(34,500)
Transfers-Other	90,309	-	50,606	-	-	-
Mt. Itasca contribution	15,000	15,000	30,000	-	-	-
Active Living Contribution	-	-	-	6,250	25,000	18,750
Fund Balance Payback	-	-	-	86,000	87,500	1,500
<b>Total Expenditures and Other Uses</b>	<b>6,781,249</b>	<b>6,857,563</b>	<b>7,621,223</b>	<b>7,663,977</b>	<b>8,199,302</b>	<b>535,325</b>
Net Levy Required for General Fund	3,466,821	3,309,756	3,526,598	3,444,709	4,168,242	723,534
Net Levy for Library	534,716	524,716	524,716	603,975	612,716	8,741
Net Levy for Cemetery	175,000	175,000	175,000	173,000	164,497	(8,503)
GREDA Levy Request	50,000	50,000	50,000	60,000	60,000	-
Abatement Levies	-	-	-	-	30,000	-
Capital Equip Loan	-	136,000	136,000	141,588	141,588	-
<b>Total Levy Required for Operations</b>	<b>\$ 4,226,537</b>	<b>\$ 4,195,472</b>	<b>\$ 4,412,314</b>	<b>\$ 4,423,272</b>	<b>\$ 5,177,043</b>	<b>\$ 753,771</b>

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

RESOLUTION NO. 14-

A RESOLUTION ADOPTING THE PROPOSED 2014 LEVIES PAYABLE IN 2015 AND THE PROPOSED 2015 OPERATING EXPENDITURE BUDGET

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

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

WHEREAS, this meeting may be part of a regularly scheduled meeting, but must occur between the dates of November 25, 2014 and December 29, 2014 and be held after 6:00 PM and the public must be allowed to speak, and

WHEREAS, the City staff has been working with the City Council to set the 2015 proposed budget and this budget and levy were presented to the City Council on September 8, 2014, and

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Grand Rapids, Minnesota that it does establish a proposed operating expenditure budget for the year of 2015 of \$8,199,302, and

BE IT FURTHER RESOLVED, by the City Council of the City of Grand Rapids, Minnesota, that the initial levy for the City of Grand Rapids for 2014 taxes collectible 2015 be as follows:

General Fund	\$4,168,242
Regional Library Fund	612,716
Itasca Calvary Cemetery	164,497
Grand Rapids Economic Development Authority	60,000
Interfund Loan Repayment	141,588
Abatement Levies	30,000
2001B Improvement Bonds	17,609
2007A Improvement Bonds	122,325
2006C Improvement Bonds	24,646
2008B GO Reconstruction Bonds	79,123
2008C Improvement Bonds	70,521
CP2001-6 21 <sup>st</sup> St SE	29,291
CP2007-7 NE 9 <sup>th</sup> Avenue Special Levy	2,436
2009D Equipment Certificates	149,636
2009B Refunding Bonds	9,266
2009C Improvement Bonds	319,465
2010A Improvement Bonds	140,973
2010 Debt Study Reduction	(63,929)
2011 Improvement Bonds	54,746
2012 Improvement Bonds	133,236
2013A Refunding Bonds	96,639

2013B Reconstruction Bonds	162,002
2014A Reconstruction Bonds	<u>320,138</u>
TOTAL CERTIFIED TO COUNTY AUDITOR	<u>\$6,845,166</u>

BE IT FURTHER RESOLVED, by the City Council of the City of Grand Rapids, Minnesota, that the City certifies to the County Auditor the following dates:

- December 8, 2014 at 6:01 p.m. to discuss the proposed budget and levy and allow for public comment and
- December 15, 2014 for the subsequent meeting for the adoption of the final levy and budget.

Adopted this 22nd day of September 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.



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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 14-0795      **Version:** 1      **Name:** Amendment to Airport M&O Grant Agreement  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 9/11/2014      **In control:** City Council  
**On agenda:** 9/22/2014      **Final action:**  
**Title:** Consider adopting the resolution MnDOT Grant Agreement #03878 for the Airport Maintenance and Operations in order to accept additional grant funds in the amount of \$6,304.90 as laid out in the Amendment.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [MnDOT Agreement 03878 M&O Grand Rapids-Itasca County 14-15 with Amendment.pdf](#)  
[9-22-14 Resolution Airport M&O Amendment.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting the resolution MnDOT Grant Agreement #03878 for the Airport Maintenance and Operations in order to accept additional grant funds in the amount of \$6,304.90 as laid out in the Amendment.

**Background Information:**

In 2014, the MNDOT Office of Aeronautics received an additional \$4 million in spending authority from the State Legislature. The Legislative authorization spread this funding over the state fiscal years 2014 and 2015. For the current state fiscal year (SFY 2014), the allotment is for an additional \$1 million. These dollars are to be used to increase the state share for grants awarded for airport development projects and the maintenance and operations grant program. The original grant agreement and the amendment to our Airport maintenance and operations grant agreement showing the increase from \$63,049.00 to \$69,353.90 is attached for your reference. A new MnDOT resolution is not required for the amendment; however, MN statute requires the City to adopt a resolution accepting the grant funds and stating that the City will use them in accordance with the terms of agreement. That resolution is attached for your review and approval.

**Staff Recommendation:**

City staff recommends adopting the resolution MnDOT Grant Agreement #03878 for the Airport Maintenance and Operations in order to accept additional grant funds in the amount of \$6,304.90 as laid out in the Amendment.

**Requested City Council Action**

Consider adopting the resolution MnDOT Grant Agreement #03878 for the Airport Maintenance and Operations in order to accept additional grant funds in the amount of \$6,304.90 as laid out in the Amendment.



Original

Rev. 3, 05/13

MnDOT Agreement No. **03878**

## GRANT AGREEMENT FOR AIRPORT MAINTENANCE AND OPERATION

This Agreement is by and between the state of Minnesota acting through its Commissioner of Transportation ("State"), and the **Grand Rapids-Itasca County Airport Commission** ("Recipient").

WHEREAS, the Recipient desires the financial assistance of the State for maintenance and operation of the **Grand Rapids-Itasca County Airport** ("Airport"); and

WHEREAS, the State is authorized by Minnesota Statutes Sections 360.015 and 360.305 to provide financial assistance to the Recipient for its airport.

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 for the State's fiscal years **2014** and **2015**.
2. If paint striping of the Airport is a part of this Agreement, the State will contract for the periodic paint striping of the airport runways and taxiways. The Recipient agrees to a deduct of **\$951.00** as its assigned share of airport paint striping. The Recipient agrees to cooperate with the marking operation.
3. The Recipient will keep the runway and the area around the lights mowed. The grass will be mowed at least 7 feet beyond the lights, and at no time will the grass exceed 6 inches in height on the landing area.
4. If the Airport is to remain operational during the winter months, the Recipient will keep at least one runway, associated taxiway, and apron area cleared of snow and ice to the same priority as arterial roads. Snow banks will be limited in height so that aircraft wings, engines, and propellers will clear them, and landing strip markers and/or lights will remain visible.
5. The Airport must pass periodic inspections performed by a representative of the Office of Aeronautics for compliance with the rules of the Department of Transportation and for compliance with this Agreement. If the Airport is not so maintained, then no reimbursement will be made hereunder.
6. The State will reimburse the Recipient for 2/3 of the eligible maintenance and operation costs not reimbursed by any other source, not to exceed **\$63,049.00** of State aid for each State fiscal year. If applicable, this base amount already includes the deduct for paint striping.
7. The Recipient may submit a breakdown of its incurred costs to the Director of the Office of Aeronautics, quarterly, on forms supplied by the Office of Aeronautics if said incurred costs total at least \$5,000.00 for the quarter. Costs are to be submitted as follows:
  - a. In October for the period July 1 through September 30.
  - b. In January for the period October 1 through December 31.
  - c. In April for the period January 1 through March 31.
  - d. In July for the period April 1 through June 30.

Final costs must be submitted to the Director of the Office of Aeronautics on or before August 1 for each State fiscal year ending June 30. No requests received after August 1 for the preceding State fiscal year will be honored by the State. The State reserves the right to reject items that may not be eligible for reimbursement, and reimbursement may be denied entirely if the Airport is not properly maintained in accordance with this Agreement.

8. The Recipient has established a zoning authority for the Airport, and such authority has completed, or is in the process of and will complete, with due diligence, an airport zoning ordinance in accordance with Minnesota Statutes Sections 360.061 to 360.074.
9. The State may immediately terminate or suspend this Agreement if the funds necessary to pay the State's share are not received from the Minnesota Legislature or other funding source. The State will provide notice of such lack of funding as soon as possible. Upon such termination or suspension, the State will pay the Recipient a pro-rata share for work performed prior to such notice, to the extent that funds are available.
10. Under Minnesota Statutes § 16C.05, subd. 5, the Recipient's books, records, documents, and accounting procedures and practices relevant to this Grant Contract are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Grant Contract.
11. The Recipient and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes § Chapter 13, as it applies to all data provided by the State under this Grant Contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Recipient under this Grant Contract. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the Recipient or the State.
12. 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.
13. 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.
14. The Recipient will save, defend, and hold the State harmless from any claims, liabilities, or damages including, but not limited to, its costs and attorney's fees which is subject to this Agreement.
15. Recipient's employees, contractors, and consultants will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act, Minnesota Statute Chapter 176, on behalf of these employees, contractors, and consultants and any claims made by any third party as a consequence of any act or omission on the part these employees, contractors, and consultants are in no way the State's obligation or responsibility.

**State Encumbrance Verification**

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15.

By: [Signature]

Date: 7-2-13

Purchase Order (PO) ID No: 132431

**MnDOT Contract Management**

as to form & execution

By: [Signature]

Date: 9-27-2013

**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: Dale Adamo

Title: Mayor

Date: 9-12-13

By: [Signature]

Title: City Clerk

Date: 9-11-13

**Commissioner, Minnesota Department of Transportation**

By: Cassandra Isak

Director, Office of Aeronautics

Date: 9/25/13



Councilor Christy introduced the following resolution and moved for adoption:  
**RESOLUTION 13-88**

**AUTHORIZATION TO EXECUTE  
MINNESOTA DEPARTMENT OF TRANSPORTATION  
GRANT AGREEMENT FOR AIRPORT MAINTENANCE AND OPERATION**

It is resolved by the Grand Rapids-Itasca County Airport Commission as follows:

- 1. That the state of Minnesota Agreement No. **03878**,

"Grant Agreement for Airport Maintenance and Operation," at the

Grand Rapids-Itasca County Airport is accepted.

- 2. That the Dale Adomo and Keith John Gil are  
(Mayor, Chairperson, President, etc.) (Clerk, Auditor, Secretary, etc.)

authorized to execute this Agreement and any amendments on behalf of the

Grand Rapids-Itasca County Airport Commission.

**CERTIFICATION**

STATE OF MINNESOTA

COUNTY OF Itasca

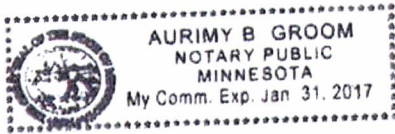
I certify that the above Resolution is a true and correct copy of the Resolution adopted by the

Grand Rapids City Council

(Name of the Recipient)

at an authorized meeting held on the 9<sup>th</sup> day of September, 20 13

as shown by the minutes of the meeting in my possession.



CORPORATE SEAL

/OR/

Signature:

Keith John Gil  
(Clerk or Equivalent)

Aurim B Groom  
NOTARY PUBLIC

My Commission Expires:

1/31/17

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



**AMENDMENT # 1 TO MnDOT GRANT AGREEMENT #03878**

This Amendment is by and between the state of Minnesota, through its Commissioner of Transportation (“State”), and the Grand Rapids-Itasca County Airport Commission (“Recipient”).

**Recitals**

1. The State has an agreement with the Recipient identified as MnDOT Agreement Number 03878 (“Original Agreement”), to provide for Airport Maintenance and Operation.
2. The agreement is being amended to allow an additional payment of 10% to the approved total amount paid by the Minnesota Department of Transportation for State Fiscal Year 2014. In May 2014 the Minnesota Legislature appropriated additional funding, and this amendment adds additional funding. Funding and payments for State Fiscal Year 2015 will remain as stated in the original grant agreement.
3. The State and the Recipient are willing to amend the Original Agreement as stated below.

**Agreement Amendment**

In this Amendment deleted agreement terms will be ~~struck out~~ and the added agreement terms will be underlined.

REVISION 1. Article 6. is amended as follows:

6. The State will reimburse the Recipient for ~~2/3~~ 75% of the eligible maintenance and operation costs not reimbursed by any other source, not to exceed ~~\$63,049.00~~ \$69,353.90 of State aid for each State fiscal year **2014. The State will reimburse the Recipient for 2/3 of the eligible maintenance and operation costs not reimbursed by any other source, not to exceed \$63,049.00 of State aid for State fiscal year 2015.** If applicable, this base amount already includes the deduct for paint striping.

The terms of the Original Contract are expressly reaffirmed and are incorporated by reference. Except as amended herein, the terms and conditions of the Original Contract and all previous amendments remain in full force and effect.

***THE BALANCE OF THIS PAGE HAS BEEN INTENTIONALLY LEFT BLANK.***

**State Encumbrance Verification**

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

By: [Signature]

Date: 6-18-14

SWIFT Purchase Order No: 132431

**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: Dale Adams

Title: Mayor

Date: 6-19-14

By: [Signature]

Title: City Clerk

Date: 6-19-14

**Commissioner, Minnesota Department of Transportation**

By: Kathleen R. Vercy  
Director, Office of Aeronautics

*Assistant*

Date: June 23, 2014

**MnDOT Contract Management**

as to form & execution

By: Ryan Gaulke

Date: 7/2/14

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

RESOLUTION NO. 14-

A RESOLUTION AMENDING MnDOT GRANT AGREEMENT #03878 FOR THE  
AIRPORT MAINTENANCE and OPERATIONS

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

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

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

- The Minnesota Department of Transportation Aeronautics Division has amended Agreement #03878 for Airport Maintenance and Operations for an additional reimbursement of 10% or \$6,304.90 for the State Fiscal Year 2014.

Adopted this 22th day of September 2014.

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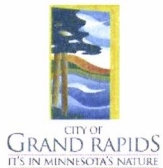
Dale C. Adams, Mayor

Attest:

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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.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 14-0797      **Version:** 1      **Name:** TZD Grant Resolution  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 9/11/2014      **In control:** City Council  
**On agenda:** 9/22/2014      **Final action:**  
**Title:** Adopt a resolution accepting \$69,501.00 from 2015 Toward Zero Deaths Grant

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [TZD Grant Award](#)  
[TZD Grant Res](#)

Date	Ver.	Action By	Action	Result
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Adopt a resolution accepting \$69,501.00 from 2015 Toward Zero Deaths Grant

**Background Information:**

In June 2014, the Council authorized the Police Department to make application to the Minnesota Department of Public Safety Office of Traffic Safety for funding of a grant entitled Toward Zero Deaths (TZD) for the 2014-2015 fiscal year. The purpose of this grant is to provide funding for public education and additional enforcement activities targeted toward DWI, distracted driving, speed and seat belt violations. The goal is to reduce the number and severity of vehicle crashes in Grand Rapids and Itasca County.

Grand Rapids Police Department is a member of the TZD Itasca County Coalition consisting of community members, public health, court services and others committed to reducing the death on our roadways. The TZD grant is a very important piece of funding these efforts and we have been grant recipients for several years.

The Police Department has been notified by the Department of Public Safety that our grant proposal will be funded in the award amount of \$69,501.00. Typically, the Grand Rapids Police Department receives about 50% to 60% of the total grant dollars as we have acted as the fiscal agent for Itasca County law enforcement agencies. This is truly a partnership which includes the Itasca County Sheriff's Department, Bovey Police Department, Coleraine Police Department, Deer River Police Department, Hill City (Aitkin County doesn't participate) and the Minnesota State Patrol.

**Staff Recommendation:**

Accept TZD Grant for 2015.

**Requested City Council Action**

Adopt a resolution accepting 2015 Toward Zero Deaths Grant





# MINNESOTA DEPARTMENT OF PUBLIC SAFETY

## Office of Traffic Safety

445 Minnesota Street, Suite 150, St. Paul, Minnesota 55101-5150  
Phone 651 201 7065 Fax 651 297 4844 TTY 651 282 6555  
www.dps.state.mn.us

August 6, 2014

Sergeant Jeff Carlson  
Grand Rapids Police Department  
420 N Pokegama Ave Grand Rapids 55744

Dear Sergeant Carlson,

Congratulations! The Grand Rapids Police Department application for a 2015 TZD Enforcement Grant has been accepted with a total award of \$69,501.00. This award is tentative, pending the outcome of compliance with the DWI eCharging and the Traffic Crash Reporting requirements in the RFP.

**Grantee Meeting** – Frank Scherf, law enforcement liaison, will be scheduling a meeting very soon. It is important that a person from each agency in the grant attend these meetings. It will be a chance for us to pass on some additional information and for you to ask questions of us.

**Resolution** – The fiscal agent of the grant is the only agency required to obtain a resolution from either the city council or county board for the agency. A sample copy of a resolution is available on the OTS Web site: <https://dps.mn.gov/divisions/ots/law-enforcement/Pages/enforcement-programs.aspx>.

**Toward Zero Deaths (TZD) Conference** – The TZD Conference will be November 13-14, 2014 in Duluth. One law enforcement officer per agency is eligible to attend the conference at no cost, however, it is your responsibility to make your own hotel reservations and register for the conference. Registration and hotel accommodations can be found on the Minnesota TZD website: <http://www.minnesotatzd.org/events/conference/2014/index.html>

New this year, hotel charges for all conference attendees are built into the grant’s budget. That means the grantees’ credit card will be charged for the hotel, but the charges can be *reimbursed* and submitted on the first quarter invoice.

On Nov. 12, two training opportunities are available: the four-hour SFST refresher course and the three-hour Children and Restraint Systems (C.A.R.S) training. Both are offered at no cost. You should contact Minnesota State Patrol Lieutenant Don Marose at [don.marose@state.mn.us](mailto:don.marose@state.mn.us) to register for the SFST refresher course. Contact Heather Darby at [heather.darby@state.mn.us](mailto:heather.darby@state.mn.us) to register for the C.A.R.S. training. Both training sessions will be in the afternoon of the 12<sup>th</sup>.

**E-Grants** – The 2015 TZD Enforcement Grant will be managed through the E-Grants system: <https://app.dps.mn.gov/egrants>. Any training needed will be available upon request.

**ROAR**- All enforcement activity must be reported through the Real-time Officer Activity Reporting system: <https://app.dps.mn.gov/roar>. Training on the system also will be available upon request.

Bruce Johnson  
[bruce.a.johnson@state.mn.us](mailto:bruce.a.johnson@state.mn.us) (651) 201-7067

- Alcohol and Gambling Enforcement
- Bureau of Criminal Apprehension
- Driver and Vehicle Services
- Emergency Communication Networks
- Homeland Security and Emergency Management
- Minnesota State Patrol
- Office of Communication
- Office of Justice Programs
- Office of Traffic Safety
- State Fire Marshal and Pipeline Safety

Councilor           introduced the following resolution and moved for its adoption:

RESOLUTION NO. 14-

A RESOLUTION ACCEPTING A \$69,501.00 GRANT FROM THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY/OFFICE OF TRAFFIC SAFETY FOR A TOWARDS ZERO DEATH GRANT FOR THE GRAND RAPIDS POLICE DEPARTMENT

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

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

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

- The Minnesota Department of Public Safety/Office of Traffic Safety has granted the Grand Rapids Police Department a \$69,501.00 Towards Zero Death Grant for the 2014/2015 year.

Adopted this 22<sup>nd</sup> day of September 2014.

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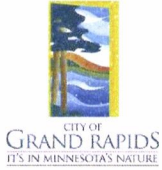
Dale C. Adams, Mayor

Attest:

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Kimberly Johnson-Gibeau, City Clerk

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	14-0798	<b>Version:</b>	1	<b>Name:</b>	CP 2011-2 Declaring Costs and Ordering Assessments
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Consent Agenda
<b>File created:</b>	9/11/2014	<b>In control:</b>		<b>In control:</b>	City Council
<b>On agenda:</b>	9/22/2014	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Consider adopting a resolution declaring the cost to be assessed and ordering the preparation of proposed assessments for CP 2011-2, Crystal Lake Boulevard Improvements.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">9-22-14 Resolution CP 2011-2 Declaring Costs.pdf</a>				

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution declaring the cost to be assessed and ordering the preparation of proposed assessments for CP 2011-2, Crystal Lake Boulevard Improvements.

**Background Information:**

CP 2011-2, the Crystal Lake Blvd Improvements project, is substantially complete and ready to process special assessments. The attached resolution directs staff to prepare the final assessments.

**Staff Recommendation:**

City staff recommends adopting a resolution declaring the cost to be assessed and ordering the preparation of proposed assessments for CP 2011-2, Crystal Lake Boulevard Improvements.

**Requested City Council Action**

Consider adopting a resolution declaring the cost to be assessed and ordering the preparation of proposed assessments for CP 2011-2, Crystal Lake Boulevard Improvements.



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

RESOLUTION NO.14-\_\_

**A RESOLUTION DECLARING THE COST TO BE ASSESSED AND  
ORDERING THE PREPARATION OF PROPOSED ASSESSMENT FOR  
CRYSTAL LAKE BOULEVARD IMPROVEMENTS  
CP 2011-2**

WHEREAS, a contract was let and cost was determined to improve Crystal Lake Boulevard from 1<sup>st</sup> Avenue NW to 14<sup>th</sup> Street NE by reconstructing streets, storm sewer, water main, street lights, sidewalks, and associated appurtenances, and

The improvement cost, including change orders, was \$2,043,389 and the expenses incurred in making the improvements amount to \$438,678, so that the total cost of the improvements will be \$2,482,067.

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

1. The portion of the cost of such improvement to be paid by the City is hereby declared to be \$2,225,864 and the portion of the cost to be assessed against benefited property owners is declared to be an amount not to exceed \$256,203.37.
2. Assessments shall be payable in equal annual installments extending over a period of 15 years, the first of the installments to be payable on or before the first Monday in January 2015, and shall bear interest at the rate of 3.81 percent per annum from the date of the adoption of the assessment resolution.
3. The City Clerk, with the assistance of the City Engineering Department Staff, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece, or parcel of land within the district affected, without regard to cash valuation, as provided by law, and shall file a copy of such proposed assessment in the Clerk's office for public inspection.
4. The City Clerk shall, upon the completion of such proposed assessment, notify the Council thereof.

Adopted by the Council this 22<sup>nd</sup> day of September, 2014.

\_\_\_\_\_  
Dale Adams, Mayor

ATTEST:

\_\_\_\_\_  
Kimberly Johnson-Gibeau, City Clerk

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





CITY OF  
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# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 14-0817      **Version:** 1      **Name:** Closed meeting summary  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 9/16/2014      **In control:** City Council  
**On agenda:** 9/22/2014      **Final action:**  
**Title:** Summary of closed meeting regarding performance evaluation of City Employee pursuant to Minn. Stat. sec. 13D.05, subd. 3(a) specifically Jim Denny.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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Summary of closed meeting regarding performance evaluation of City Employee pursuant to Minn. Stat. sec. 13D.05, subd. 3(a) specifically Jim Denny.

**Background Information:**

The City Council met in closed session and discussed entering into a separation agreement with Jim Denny. The Council discussed issues such as the length of severance allowed under Minnesota law, length of medical insurance to provide to Mr. Denny, as well as discussing other matters of compensation. The Council directed staff to negotiate with Mr. Denny and bring back an executed separation agreement.

**Requested City Council Action**

Accept summary as presented.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 14-0819      **Version:** 1      **Name:** Radio Depreciation  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 9/16/2014      **In control:** City Council  
**On agenda:** 9/22/2014      **Final action:**  
**Title:** Consider adopting a resolution approving a \$19,351 transfer from Capital Equipment Replacement Fund to the General Fund.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [2014 Op transfer radio depr.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution approving a \$19,351 transfer from Capital Equipment Replacement Fund to the General Fund.

**Background Information:**

The City Council adopted the 2014 budget on December 16, 2013. That budget included an operating transfer into the General Fund in the amount of \$19,351 from the Capital Equipment Replacement Fund for the radio depreciation that is paid to Itasca County for the Police and Fire Departments.

**Staff Recommendation:**

Staff is recommending adopting a resolution approving a \$19,351 transfer from the Capital Equipment Replacement Fund to the General Fund for radio depreciation.

**Requested City Council Action**

Consider adopting a resolution approving a \$19,351 transfer from the Capital Equipment Replacement Fund to the General Fund for radio depreciation.

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

RESOLUTION NO. 14-

A RESOLUTION AUTHORIZING THE FOLLOWING BUDGETED OPERATING  
TRANSFER FROM THE CAPITAL EQUIPMENT REPLACEMENT FUND TO THE  
GENERAL FUND IN THE AMOUNT OF \$19,351

WHEREAS, on December 16, 2013, the Grand Rapids City Council approved the 2014  
budget which included the following transfer:

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand  
Rapids, Itasca County, Minnesota, authorizes the following budgeted operating transfer;

\$19,351        from the Capital Equipment Replacement Fund to the General Fund for  
radio depreciation for the Fire and Police Departments

Adopted this 22nd day of September, 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.



CITY OF  
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# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	14-0820	<b>Version:</b>	1	<b>Name:</b>	Please consider adopting a resolution to allow the Grand Rapids Fire Department/Hazmat Team to accept a \$10,000 dollar grant which was awarded from Minnesota Board of Firefighter Training and Education
<b>Type:</b>	Agenda Item	<b>Status:</b>			Consent Agenda
<b>File created:</b>	9/16/2014	<b>In control:</b>			City Council
<b>On agenda:</b>	9/22/2014	<b>Final action:</b>			
<b>Title:</b>	Please consider adopting a resolution to allow the Grand Rapids Fire Department/Hazmat Team to accept a \$10,000 dollar grant which was awarded from Minnesota Board of Firefighter Training and Education				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">MBFTE grant approval letter.pdf</a> <a href="#">FD MBFTE Gnt Res</a>				

Date	Ver.	Action By	Action	Result
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Please consider adopting a resolution to allow the Grand Rapids Fire Department/Hazmat Team to accept a \$10,000 dollar grant which was awarded from Minnesota Board of Firefighter Training and Education

### **Background Information:**

This grant was awarded to the Hazmat Team to use for the following items:  
Training, Education, Certifications and Administration Costs.

There is no financial obligation to the City of Grand Rapids for receipt of this grant.

### **Staff Recommendation:**

Please consider adopting a resolution to allow the Grand Rapids Fire Department/Hazmat Team to accept a \$10,000 dollar grant which was awarded from Minnesota Board of Firefighter Training and Education

### **Requested City Council Action**

Please consider adopting a resolution to allow the Grand Rapids Fire Department/Hazmat Team to accept a \$10,000 dollar grant which was awarded from Minnesota Board of Firefighter Training and Education





File ID # 14-0820

## MINNESOTA BOARD OF FIREFIGHTER TRAINING AND EDUCATION

445 MINNESOTA ST., SUITE 146  
SAINT PAUL, MN 55101  
TELEPHONE: 651-201-7257 FAX: 651-215-0525  
EMAIL: [fire-training.board@state.mn.us](mailto:fire-training.board@state.mn.us)  
WEBSITE: [www.mbfte.state.mn.us](http://www.mbfte.state.mn.us)

August 25, 2014

Shawn Graeber  
Hazmat Officer  
Grand Rapids Fire Department  
420 N Pokegama Ave  
Grand Rapids, MN 55744

The Minnesota Board of Firefighter Training and Education (MBFTE) and the Fire Service Advisory Committee (FSAC) is pleased to notify you that your Chemical Assessment Team (CAT) has been awarded, under the Supplemental Fire Safety Account funding, the amount of \$10000.00. This Supplemental funding award is for MBFTE approved training conducted between July 1, 2014 and June 30, 2015 (see list of approved classes). Award funds MUST be spent on the approved MBFTE list of classes. If your Chemical Assessment Team is unable to complete training for the funding as awarded, please notify the MBFTE.

In order to process your reimbursement award you must:

1. Complete and sign the enclosed Request for Reimbursement Form by August 1, 2015. Your Chemical Assessment Team is encouraged to send in your Request for Reimbursement Form anytime during the July 1, 2014-June 30, 2015 fiscal year.
2. Attach documentation of training funds paid. Documentation includes paid invoices for training, certifications, books, and payroll records for in-house trainers and backfill and overtime expenses if applicable (copies of checks are no longer required).
3. Mail the Request for Reimbursement Form and supporting documentation to:

MBFTE, 445 Minnesota Street, Suite 146, St. Paul, MN 55101

The funds will be disbursed upon receipt of the signed, completed form, along with the proper supporting documentation. You will not receive a check in the mail; your reimbursement will be electronically deposited into the account that corresponds to the tax identification number provided on the Request for Reimbursement Form.

If you have questions regarding your award, please email me at [steve.flaherty@state.mn.us](mailto:steve.flaherty@state.mn.us) or call me at 651-201-7258.

Respectfully,

Steve Flaherty  
Executive Director  
MBFTE

Minnesota Board of Firefighter Training and Education  
Chemical Assessment Team Request for Reimbursement form

---

Shawn Graeber  
Hazmat Officer  
Grand Rapids Fire Department  
420 N Pokegama Ave  
Grand Rapids, MN 55744

Award amount: \$ 10000.00

**Chemical Assessment Teams must complete to receive the reimbursement award:**

I certify that the items for which this reimbursement request is made in the amount of \$ \_\_\_\_\_ has been paid for by the municipality on behalf of the \_\_\_\_\_ Team. There were no federal grant or other grant dollars used to pay for the training in which we are seeking reimbursement from the Minnesota Board of Firefighter Training and Education. This year, usual and customary backfill and overtime expenses are reimbursable, given supporting documentation can be provided.

**Remember to include:**

- Copies of invoices (copies of checks are no longer required)
- Documentation of usual and customary backfill and overtime expenses affiliated with the training (if applicable)
- Please confirm your Federal Tax ID number is correct (if not shown, please provide)

Your C.A.T.'s Final Request for Reimbursement form, copies of all invoices and other applicable documents must be submitted by August 1, 2015.

**Note: MBFTE encourages your team to submit requests for reimbursements throughout Fiscal Year 2015 (July 1, 2014-June 30, 2015)**

Federal Tax Identification Number: 416005201 \_\_\_\_\_

State Vendor Number: 0000195352 \_\_\_\_\_

Signature of Municipality Finance Director/Clerk/Treasurer: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_ Contact phone # \_\_\_\_\_

**Send request to: MBFTE, 445 Minnesota Street, Suite 146, Saint Paul, MN 55101**

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**To be completed by MN Board of Firefighter Training and Education (MBFTE)**

MBFTE Executive Director's Signature: \_\_\_\_\_

Award Amount paid: \$ \_\_\_\_\_ Date: \_\_\_\_\_

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

RESOLUTION NO. 14-

A RESOLUTION ACCEPTING A \$10,000.00 GRANT FROM THE MINNESOTA BOARD OF FIREFIGHTER TRAINING and EDUCATION (BMFTE) and THE FIRE SERVICE ADVISORY COMMITTEE (FSAC) FOR THE GRAND RAPIDS FIRE DEPARTMENT HAZ-MAT TEAM CHEMICAL ASSESSMENT TRAINING

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

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

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

- The Minnesota Board of Firefighter Training & Education and the Fire Service Advisory Committee has granted the Grand Rapids Fire Department Haz-Mat Team a \$10,000.00 Chemical Assessment Team Training Grant for the period July 1, 2014 through June 30, 2015.

Adopted this 22<sup>nd</sup> day of September 2014.

---

Dale C. Adams, Mayor

Attest:

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Kimberly Johnson-Gibeau, City Clerk

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





CITY OF  
GRAND RAPIDS  
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# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 14-0823      **Version:** 1      **Name:** CP 2011-2 Call for Hearing  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 9/17/2014      **In control:** City Council  
**On agenda:** 9/22/2014      **Final action:**  
**Title:** Consider adopting a resolution to hold a public hearing on proposed assessments for CP 2011-2, Crystal Lake Boulevard Improvements on October 14, 2014 at the Public Utilities / Public Works Facility.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [9-22-14 Resolution CP 2011-2 Hearing for Assessments](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution to hold a public hearing on proposed assessments for CP 2011-2, Crystal Lake Boulevard Improvements on October 14, 2014 at the Public Utilities / Public Works Facility.

**Background Information:**

CP 2011-2, Crystal Lake Boulevard Improvements project is substantially complete and ready for levying final assessments. The attached resolution establishes a public hearing which is required prior to adopting final assessments.

**Staff Recommendation:**

Consider adopting a resolution to hold a public hearing on proposed assessments for CP 2011-2, Crystal Lake Boulevard Improvements on October 14, 2014 at the Public Utilities / Public Works Facility.

**Requested City Council Action**

Consider adopting a resolution to hold a public hearing on proposed assessments for CP 2011-2, Crystal Lake Boulevard Improvements on October 14, 2014 at the Public Utilities / Public Works Facility.



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

RESOLUTION NO.14-\_\_

**A RESOLUTION FOR PUBLIC HEARING ON PROPOSED ASSESSMENTS FOR  
CRYSTAL LAKE BOULEVARD IMPROVEMENTS  
CP 2011-2**

WHEREAS, a resolution passed by the Council on September 22<sup>nd</sup>, 2014, the City Clerk was directed to prepare a proposed assessment of the cost to improve Crystal Lake Boulevard from 1<sup>st</sup> Avenue NW to 14<sup>th</sup> Street NE by reconstructing streets, storm sewer, water main, street lights, sidewalks, and associated appurtenances, and

WHEREAS, the City Clerk has notified the Council that such proposed assessment has been or will be completed and filed in the Clerk's office for public inspection,

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

1. A hearing shall be held on the 14<sup>th</sup> day of October, 2014, in the Public Utilities / Public Works Conference Room at 6:00 p.m., to pass upon such proposed assessment, and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The City Clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and shall state in the notice the total cost of the improvement. The City Clerk shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Clerk, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. The property owner may, at any time thereafter, pay to the City Clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15, or interest will be charged through December 31 of the succeeding year.

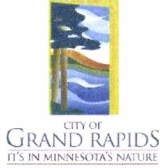
Adopted by the Council this 22<sup>nd</sup> day of September, 2014.

\_\_\_\_\_  
Dale Adams, Mayor

ATTEST:

\_\_\_\_\_  
Kimberly Johnson-Gibeau, City Clerk

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	14-0824	<b>Version:</b>	1	<b>Name:</b>	Issuance and Sale, 2014A
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Consent Agenda
<b>File created:</b>	9/17/2014	<b>In control:</b>		<b>In control:</b>	City Council
<b>On agenda:</b>	9/22/2014	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Consider approving a Resolution Providing for the Issuance and Sale of the City's General Obligation Bonds, Series 2014A, in the proposed aggregate principal amount of \$3,010,000.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">Recommendations 2014A.pdf</a> <a href="#">Grand Rapids GO 14A Auth Resol.pdf</a>				

Date	Ver.	Action By	Action	Result
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Consider approving a Resolution Providing for the Issuance and Sale of the City's General Obligation Bonds, Series 2014A, in the proposed aggregate principal amount of \$3,010,000.

### **Background Information:**

On June 9, 2014 the City Council approved an amendment to the Street Reconstruction Plan that authorizes the issuance of street reconstruction bonds to finance the Street Reconstruction. On July 14, 2014 the City Council approved the adoption of a five-year Capital Improvement Plan that authorizes the issuance of general obligation bonds for capital improvements. The projects are as follows:

- \* \$2,175,000 General Obligation Street Reconstruction Bonds, CP2011-2 Crystal Lake Boulevard
- \* \$425,000 General Obligation Abatement Bonds, Roof/HVAC improvements at Civic Center
- \* \$180,000 General Obligation Capital Improvement Plan Bonds, City Hall/Fire Hall improvements
- \* \$230,000 General Obligation Equipment Certificates of Indebtedness, Capital Equipment

Attached are Recommendation for Issuance of Bonds prepared by the City's Financial Advisors, Springsted, Incorporated. The Recommendation include, but not limited to the following:

- \* Set the sale date for October 14, 2014 at 10:00 a.m. with consideration for award by the City Council at 5 p.m. that same day.
- \* The bonds are being sold through a competitive bidding process.
- \* The bonds will all be general obligations of the City, secured by its full faith and credit and taxing power.
- \* This issue will require a rating applications to Moody's Investor Services.

### **Staff Recommendation:**

Staff is recommending approving a Resolution Providing for the Issuance and Sale of the City's General Obligation Bonds, Series 2014A, in the proposed aggregate principal amount of \$3,010,000.

### **Requested City Council Action**

Consider approving a Resolution Providing for the Issuance and Sale of the City's General Obligation Bonds, Series 2014A, in the proposed aggregate principal amount of \$3,010,000.





# City of Grand Rapids, Minnesota

## Recommendations for Issuance of Bonds

*\$3,010,000 General Obligation Bonds, Series 2014A*

The Council has under consideration the issuance of bonds to fund various capital needs, including street and building improvements and equipment purchases. The Bonds have been structured as four purposes according to statutory authority and use of the proceeds. This document provides information relative to the proposed issuance.

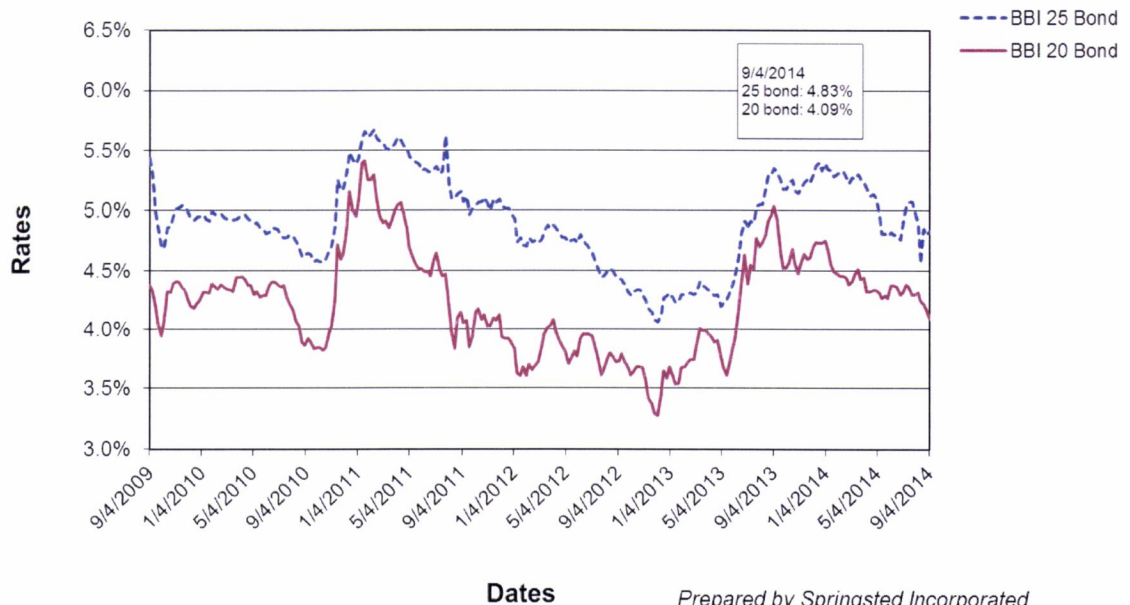
**KEY EVENTS:** The following summary schedule includes the timing of some of the key events that will occur relative to the bond issuance.

September 22, 2014	Council sets sale date and terms
Week of September 29, 2014	Rating conference is conducted
<b>October 14, 2014, 10:00 a.m.</b>	<b>Competitive proposals are received</b>
<b>October 14, 2014, 5:00 p.m.</b>	<b>Council considers award of bonds</b>
Early November, 2014	Proceeds are received

**RATING:** An application will be made to Moody's Investors Service for a rating on the Bonds. The City's general obligation debt is currently rated "A1" by Moody's.

**THE MARKET:** Performance of the tax-exempt market is often measured by the Bond Buyer's Index ("BBI") which measures the yield of high grade municipal bonds in the 20<sup>th</sup> year for general obligation bonds (the BBI 20 Bond Index) and the 30<sup>th</sup> year for revenue bonds (the BBI 25 Bond Index). The following chart illustrates these two indices over the past five years.

**BBI 25-bond (Revenue) and 20-bond (G.O.) Rates for 5 Years Ending 9/4/2014**



*Prepared by Springsted Incorporated*



**POST ISSUANCE COMPLIANCE:**

The issuance of these bonds will result in post-issuance compliance responsibilities. The responsibilities lie in two primary areas: i) compliance with federal arbitrage requirements and ii) compliance with secondary disclosure requirements.

Federal arbitrage requirements include a wide range of implications that have been taken into account as your issue has been structured. Post-issuance compliance responsibilities for your tax-exempt issue include both rebate and yield restriction provisions of the IRS Code. In very general terms the arbitrage requirements control the earnings on unexpended bond proceeds, including investment earnings, moneys held for debt service payments (which are considered to be proceeds under the IRS regulations), and/or reserves. An issue qualifies for a small issuer exception from rebate if it is sold by a municipality with general taxing powers that issues \$5 million or less of certain tax-exempt obligations in a calendar year. The City expects to qualify as a small issuer for the year. Yield restriction provisions will apply to the debt service fund and any project proceeds unspent after three years under certain conditions and the funds should be monitored throughout the life of each issue.

Secondary disclosure requirements result from an SEC requirement that underwriters provide ongoing disclosure information to investors. To meet this requirement, any prospective underwriter will require the City to commit to providing the information needed to comply under a continuing disclosure agreement.

Springsted currently provides these services to the City under a separate contract. A contract amendment adding this issue to that contract will be provided to City staff.

**SCHEDULES ATTACHED:**

Schedules attached include sources and uses of funds and estimated debt service schedules for the Bonds as a whole, and by purpose showing their respective projected tax levy requirement. Also provided for the Street Reconstruction Portion is the projected assessment income and for the CIP Portion the combined maximum annual debt service on the City's outstanding CIP bonds and the new CIP borrowing.

**SECURITY AND LEVY CYCLE:**

The Bonds are general obligations of the City, secured by its full faith and credit and taxing power. Annual principal and interest payments on the Bonds will be made from a combination of ad valorem property taxes, special assessments filed against benefited properties for the Street Reconstruction Portion and tax abatements against identified properties for the Abatement Portion of the Bonds.

The City will make its first levy in 2014 for collection in 2015. Each year's collection of taxes, special assessments and abatements will be used to make the August 1 interest payment due in the collection year and the February 1 principal and interest payment due in the following year.

**RISKS/SPECIAL CONSIDERATIONS:**

The outcome of this financing will rely on the market conditions at the time of the sale. Any projections included herein are estimates based on current market conditions.

**SALE TERMS AND MARKETING:**

Variability of Issue Size: A specific provision in the sale terms permits modifications to the issue size and/or maturity structure to customize the issue once the price and interest rates are set on the day of sale.

Prepayment Provisions: Bonds maturing on or after February 1, 2024 may be prepaid at a price of par plus accrued interest on or after February 1, 2023.

Bank Qualification: The City does not expect to issue more than \$10 million in tax-exempt obligations that count against its \$10 million limit for this calendar year; therefore, the bonds will be designated as bank qualified.

**SUPPLEMENTAL  
INFORMATION AND  
BOND RECORD:**

Supplementary information will be available to staff including detailed terms and conditions of sale, comprehensive structuring schedules and information to assist in meeting post-issuance compliance responsibilities.

Upon completion of the financing, a bond record will be provided that contains pertinent documents and final debt service calculations for the transaction.

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*\$2,175,000 General Obligation Street Reconstruction Bonds*

**Description of Street Reconstruction Portion of the Bonds**

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**PURPOSE:**

Proceeds of the Street Reconstruction Portion of the Bonds, together with contributions from the City's Storm Water Utility of \$100,000, Itasca County of \$40,000 and the Grand Rapids Public Utility Commission of \$13,704, will be used to finance Crystal Lake Boulevard street and storm water improvements, pursuant to the City's Amended Street Reconstruction Plan for 2014-2018.

**AUTHORITY:**

Statutory Authority: The Street Reconstruction Portion is being issued pursuant to Minnesota Statutes, Section 475.58 (subd. 3b) and the City's 2014-2018 Street Reconstruction Plan.

Statutory Requirements: The City must have a 5-year Street Reconstruction Plan and comply with the public hearing requirements. The public hearing proceedings for the Street Reconstruction Portion of the Bonds established a not-to-exceed principal amount of \$2,500,000. The principal amount of the Street Reconstruction Portion is under the maximum permitted. The public hearing was held on June 9, 2014 and the City Council unanimously approved the Plan. The 30-day reverse referendum expired on July 9, 2014.

**SOURCE OF  
PAYMENT:**

Annual principal and interest payments on the Street Reconstruction Portion will be made from a combination of ad valorem property taxes and special assessments filed against benefited properties. Assessments will be filed on or about November 1, 2014 for collection beginning in 2015. The total principal amount of the assessments is \$225,959. Assessments have been structured with level annual payments over a term of 15 years. The interest charged on the unpaid balance of the assessments will be at a rate equal to the true interest cost of the Street Reconstruction Portion of the Bonds. For structuring purposes, we have assumed a rate of 2.80%.

**STRUCTURING  
SUMMARY:**

At the direction from City staff, the Street Reconstruction Portion has been structured around the projected assessment income over a term of 15 years, providing for level annual levy requirements, estimated to be approximately \$168,925.



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*\$425,000 General Obligation Abatement Bonds*

**Description of Abatement Portion of the Bonds**

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<b>PURPOSE:</b>	Proceeds of the Abatement Portion of the Bonds will be used to make roof and HVAC improvements to the City's Civic Center.
<b>AUTHORITY:</b>	<p><u>Statutory Authority:</u> The Bonds are being issued pursuant to Minnesota Statutes, Sections 469.1813 through 469.1814 and Chapter 475.</p> <p><u>Statutory Requirements:</u> The City must specify the public benefit of the abatement, identify properties located within its jurisdiction whose value will equal the proposed amount of abatement, and the term of the abatement, and further comply with the public hearing requirements. The public hearing proceedings for the Abatement Portion of the Bonds established a not-to-exceed principal amount of \$425,000. The principal amount of the Abatement Portion is equal to the maximum permitted. The public hearing was held on July 28, 2014.</p> <p>The maximum amount of abatement by the City in any given year cannot exceed the greater of 10% of the net tax capacity of the City or \$200,000. Based on the City's 2013/2014 net tax capacity of \$9,048,368, the greater amount is \$904,836. The City has outstanding tax abatements on St. Joseph Church and DC Manufacturing. When combined with this Civic Center improvement project, the City's projected maximum annual tax abatement is estimated to be \$80,310, which is well within the statutory limits.</p>
<b>SOURCE OF PAYMENT:</b>	The principal payments on Abatement Portion of the Bonds are expected to be paid from tax abatements against identified properties. Any excess abatement revenues not used to pay principal will be used to pay interest on the Abatement Portion. Interest on the Abatement Portion not covered by abatement revenues will be paid from ad valorem tax levies.
<b>STRUCTURING SUMMARY:</b>	At the direction of the City, the Abatement Portion is amortized over a term of 10 years to coincide with the maximum term of the property tax abatements on selected properties identified in the City's Resolution No. 14-68, Resolution Approving Property Tax Abatement Related to Public Facility Improvements in the City of Grand Rapids. The Abatement Portion of the Bonds has been structured with approximately equal principal payments, resulting in a declining general tax levies over time.

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*\$180,000 General Obligation Capital Improvement Plan Bonds*

**Description of CIP Portion of the Bonds**

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<b>PURPOSE:</b>	Proceeds of the Capital Improvement Plan (CIP) Portion of the Bonds will be used to make various City Hall and Fire Hall building improvements, as listed in the City's Amended Capital Improvement Plan 2014 – 2018.
<b>AUTHORITY:</b>	<p><u>Statutory Authority:</u> The CIP Portion is being issued pursuant to Minnesota Statutes, Chapter 475.</p> <p><u>Statutory Requirements:</u> Under Minnesota Statutes, Chapter 475.521, the maximum calendar year debt service on all outstanding CIP bonds issued, including the CIP Portion</p>

of the Bonds, cannot exceed an amount equal to 0.16% of the taxable market value of the property within the City for taxes payable in the year the bonds are issued or sold. The City has two outstanding bonds issued under the capital improvement bonding authority. The maximum calendar year debt service on the CIP Portion of the Bonds and the two outstanding CIP issues is estimated to be approximately \$336,100; therefore, the CIP Portion is within the statutory limits. This statutory calculation of maximum annual debt service is shown below.

<u>Market Value of Taxable Property for Taxes Payable in 2014</u>	<u>Statutory Principal &amp; Interest Limitation</u>	<u>Statutory Maximum Principal &amp; Interest</u>
\$754,740,246	0.160%	\$1,207,584

**SOURCE OF PAYMENT:**

The CIP Portion of the Bonds will be paid from general ad valorem tax levies.

**STRUCTURING SUMMARY:**

At the direction of City, the CIP Portion has been structured over a term of 10 years providing for substantially level annual levy requirements over the life of the CIP Portion.

*\$230,000 General Obligation Equipment Certificates of Indebtedness*

**Description of Equipment Portion of the Bonds**

**PURPOSE:**

Proceeds of the Equipment Certificates Portion will be used to finance the acquisition of various capital equipment listed in the City's Amended Capital Improvement Plan 2014 – 2018, including a police vehicle, pickup truck, lawnmower, laser fiche system and the purchase a virtual host server, virtual desktop software and associated accessories to launch a "Virtual Desktop Infrastructure".

**AUTHORITY:**

Statutory Authority: The Equipment Certificates Portion is being issued pursuant to Minnesota Statutes, Chapter 475 and Section 412.301.

Statutory Requirements: Minnesota Statutes, Section 412.301, specifies that the City may issue certificates of indebtedness without being subject to a petition requirement calling for a referendum if the total amount of the issue does not exceed ¼ of 1% of the taxable market value of the City. Based on the City's 2013/2014 taxable market value of \$754,740,246 this represents a maximum issue size of \$1,886,850. This issuance of \$230,000 is within that limitation and is not subject to taxpayer petition for a referendum.

**SOURCE OF PAYMENT:**

The Equipment Certificates Portion of the Bonds will be paid from general ad valorem tax levies.

**STRUCTURING SUMMARY:**

At the direction of City, the Equipment Certificates Portion has been structured over a term of 5 years providing for substantially level annual levy requirements over the life of the Equipment Certificates Portion, estimated to be approximately \$50,500.



**\$3,010,000**  
**City of Grand Rapids, Minnesota**  
**General Obligation Bonds, Series 2014A**

**Total Issue Sources And Uses**

**Dated 11/01/2014 | Delivered 11/01/2014**

	Street Reconstruction	Abatement (Civic Center)	CIP Projects	Equipment	Issue Summary
<b>Sources Of Funds</b>					
Par Amount of Bonds.....	\$2,175,000.00	\$425,000.00	\$180,000.00	\$230,000.00	\$3,010,000.00
Storm Water Utility.....	100,000.00	-	-	-	100,000.00
Itasca County.....	40,000.00	-	-	-	40,000.00
Grand Rapids PUC (Water).....	13,704.00	-	-	-	13,704.00
<b>Total Sources.....</b>	<b>\$2,328,704.00</b>	<b>\$425,000.00</b>	<b>\$180,000.00</b>	<b>\$230,000.00</b>	<b>\$3,163,704.00</b>
<b>Uses Of Funds</b>					
Deposit to Project Construction Fund.....	2,263,876.00	410,000.00	173,017.00	220,000.00	3,066,893.00
Costs of Issuance.....	36,836.36	8,789.88	5,893.36	6,280.40	57,800.00
Total Underwriter's Discount (1.200%).....	26,100.00	5,100.00	2,160.00	2,760.00	36,120.00
Rounding Amount.....	1,891.64	1,110.12	(1,070.36)	959.60	2,891.00
<b>Total Uses.....</b>	<b>\$2,328,704.00</b>	<b>\$425,000.00</b>	<b>\$180,000.00</b>	<b>\$230,000.00</b>	<b>\$3,163,704.00</b>

**\$3,010,000**  
**City of Grand Rapids, Minnesota**  
**General Obligation Bonds, Series 2014A**

**DEBT SERVICE SCHEDULE**

Date	Principal	Coupon	Interest	Total P+I	105% Levy	Fiscal Total
11/01/2014	-	-	-	-	-	-
08/01/2015	-	-	47,782.50	47,782.50	50,171.63	-
02/01/2016	215,000.00	0.850%	31,855.00	246,855.00	259,197.75	309,369.38
08/01/2016	-	-	30,941.25	30,941.25	32,488.31	-
02/01/2017	230,000.00	1.050%	30,941.25	260,941.25	273,988.31	306,476.63
08/01/2017	-	-	29,733.75	29,733.75	31,220.44	-
02/01/2018	230,000.00	1.250%	29,733.75	259,733.75	272,720.44	303,940.88
08/01/2018	-	-	28,296.25	28,296.25	29,711.06	-
02/01/2019	235,000.00	1.450%	28,296.25	263,296.25	276,461.06	306,172.13
08/01/2019	-	-	26,592.50	26,592.50	27,922.13	-
02/01/2020	245,000.00	1.700%	26,592.50	271,592.50	285,172.13	313,094.25
08/01/2020	-	-	24,510.00	24,510.00	25,735.50	-
02/01/2021	200,000.00	1.900%	24,510.00	224,510.00	235,735.50	261,471.00
08/01/2021	-	-	22,610.00	22,610.00	23,740.50	-
02/01/2022	205,000.00	2.150%	22,610.00	227,610.00	238,990.50	262,731.00
08/01/2022	-	-	20,406.25	20,406.25	21,426.56	-
02/01/2023	210,000.00	2.300%	20,406.25	230,406.25	241,926.56	263,353.13
08/01/2023	-	-	17,991.25	17,991.25	18,890.81	-
02/01/2024	210,000.00	2.450%	17,991.25	227,991.25	239,390.81	258,281.63
08/01/2024	-	-	15,418.75	15,418.75	16,189.69	-
02/01/2025	215,000.00	2.600%	15,418.75	230,418.75	241,939.69	258,129.38
08/01/2025	-	-	12,623.75	12,623.75	13,254.94	-
02/01/2026	155,000.00	2.750%	12,623.75	167,623.75	176,004.94	189,259.88
08/01/2026	-	-	10,492.50	10,492.50	11,017.13	-
02/01/2027	160,000.00	2.950%	10,492.50	170,492.50	179,017.13	190,034.25
08/01/2027	-	-	8,132.50	8,132.50	8,539.13	-
02/01/2028	160,000.00	3.150%	8,132.50	168,132.50	176,539.13	185,078.25
08/01/2028	-	-	5,612.50	5,612.50	5,893.13	-
02/01/2029	165,000.00	3.250%	5,612.50	170,612.50	179,143.13	185,036.25
08/01/2029	-	-	2,931.25	2,931.25	3,077.81	-
02/01/2030	175,000.00	3.350%	2,931.25	177,931.25	186,827.81	189,905.63
<b>Total</b>	<b>\$3,010,000.00</b>	<b>-</b>	<b>\$592,222.50</b>	<b>\$3,602,222.50</b>	<b>\$3,782,333.63</b>	<b>-</b>

**SIGNIFICANT DATES**

Dated.....	11/01/2014
Delivery Date.....	11/01/2014
First Coupon Date.....	8/01/2015

**Yield Statistics**

Bond Year Dollars.....	\$23,277.50
Average Life.....	7.733 Years
Average Coupon.....	2.5441843%

Net Interest Cost (NIC).....	2.6993556%
True Interest Cost (TIC).....	2.6888538%
Bond Yield for Arbitrage Purposes.....	2.5130914%
All Inclusive Cost (AIC).....	2.9765618%

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Net Interest Cost.....	2.5441843%
Weighted Average Maturity.....	7.733 Years

**Interest rates are estimates. Changes in rates may cause significant alterations to this schedule. The actual underwriter's discount bid may also vary.**

*Series 2014 8-28-14 | Issue Summary | 8/28/2014 | 1:47 PM*

**\$2,175,000**

**City of Grand Rapids, Minnesota**  
General Obligation Bonds, Series 2014A  
Street Reconstruction (Crystal Lake Boulevard)

**NET DEBT SERVICE SCHEDULE**

Date	Principal	Coupon	Interest	Total P+I	Net New D/S	105% of Total	Assessment	Levy Required
02/01/2015	-	-	-	-	-	-	-	-
02/01/2016	115,000.00	0.850%	62,287.50	177,287.50	177,287.50	186,151.88	18,739.75	167,412.13
02/01/2017	130,000.00	1.050%	48,852.50	178,852.50	178,852.50	187,795.13	18,739.75	169,055.38
02/01/2018	130,000.00	1.250%	47,487.50	177,487.50	177,487.50	186,361.88	18,739.75	167,622.13
02/01/2019	135,000.00	1.450%	45,862.50	180,862.50	180,862.50	189,905.63	18,739.74	171,165.89
02/01/2020	135,000.00	1.700%	43,905.00	178,905.00	178,905.00	187,850.25	18,739.75	169,110.50
02/01/2021	135,000.00	1.900%	41,610.00	176,610.00	176,610.00	185,440.50	18,739.74	166,700.76
02/01/2022	140,000.00	2.150%	39,045.00	179,045.00	179,045.00	187,997.25	18,739.74	169,257.51
02/01/2023	145,000.00	2.300%	36,035.00	181,035.00	181,035.00	190,086.75	18,739.75	171,347.00
02/01/2024	145,000.00	2.450%	32,700.00	177,700.00	177,700.00	186,585.00	18,739.75	167,845.25
02/01/2025	150,000.00	2.600%	29,147.50	179,147.50	179,147.50	188,104.88	18,739.74	169,365.14
02/01/2026	155,000.00	2.750%	25,247.50	180,247.50	180,247.50	189,259.88	18,739.75	170,520.13
02/01/2027	160,000.00	2.950%	20,985.00	180,985.00	180,985.00	190,034.25	18,739.75	171,294.50
02/01/2028	160,000.00	3.150%	16,265.00	176,265.00	176,265.00	185,078.25	18,739.75	166,338.50
02/01/2029	165,000.00	3.250%	11,225.00	176,225.00	176,225.00	185,036.25	18,739.74	166,296.51
02/01/2030	175,000.00	3.350%	5,862.50	180,862.50	180,862.50	189,905.63	18,739.74	171,165.89
Total	\$2,175,000.00	-	\$506,517.50	\$2,681,517.50	\$2,681,517.50	\$2,815,593.38	\$281,096.19	\$2,534,497.19

Dated..... 11/01/2014  
Delivery Date..... 11/01/2014  
First Coupon Date..... 8/01/2015

**Yield Statistics**

Bond Year Dollars..... \$18,918.75  
Average Life..... 8.698 Years  
Average Coupon..... 2.6773307%  
Net Interest Cost (NIC)..... 2.8152891%  
True Interest Cost (TIC)..... 2.8070677%  
Bond Yield for Arbitrage Purposes..... 2.5130914%  
All Inclusive Cost (AIC)..... 3.0360720%

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Net Interest Cost..... 2.6773307%  
Weighted Average Maturity..... 8.698 Years



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**\$225,959**

**City of Grand Rapids, Minnesota**  
General Obligation Bonds, Series 2014A  
Projected Assessment Income on Street Reconstruction Portion

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**ASSESSMENT INCOME**

Date	Principal	Coupon	Interest	Total P+I
12/31/2014	-	-	-	-
12/31/2015	11,358.42	2.800%	7,381.33	18,739.75
12/31/2016	12,730.93	2.800%	6,008.82	18,739.75
12/31/2017	13,087.39	2.800%	5,652.36	18,739.75
12/31/2018	13,453.84	2.800%	5,285.90	18,739.74
12/31/2019	13,830.55	2.800%	4,909.20	18,739.75
12/31/2020	14,217.80	2.800%	4,521.94	18,739.74
12/31/2021	14,615.90	2.800%	4,123.84	18,739.74
12/31/2022	15,025.15	2.800%	3,714.60	18,739.75
12/31/2023	15,445.85	2.800%	3,293.90	18,739.75
12/31/2024	15,878.34	2.800%	2,861.40	18,739.74
12/31/2025	16,322.93	2.800%	2,416.82	18,739.75
12/31/2026	16,779.97	2.800%	1,959.78	18,739.75
12/31/2027	17,249.81	2.800%	1,489.94	18,739.75
12/31/2028	17,732.80	2.800%	1,006.94	18,739.74
12/31/2029	18,229.32	2.800%	510.42	18,739.74
Total	\$225,959.00	-	\$55,137.19	\$281,096.19

**SIGNIFICANT DATES**

Filing Date..... 11/01/2014  
First Payment Date..... 12/31/2015

**\$425,000**  
**City of Grand Rapids, Minnesota**  
**General Obligation Bonds, Series 2014A**  
**Abatement (Civic Center)**

**NET DEBT SERVICE SCHEDULE**

Date	Principal	Coupon	Interest	Total P+	Net New D/S	105% of Total	Abatement Levy	General Levy
02/01/2015	-	-	-	-	-	-	-	-
02/01/2016	40,000.00	0.850%	9,562.50	49,562.50	49,562.50	52,040.63	40,000.00	12,040.63
02/01/2017	40,000.00	1.050%	7,310.00	47,310.00	47,310.00	49,675.50	40,000.00	9,675.50
02/01/2018	40,000.00	1.250%	6,890.00	46,890.00	46,890.00	49,234.50	40,000.00	9,234.50
02/01/2019	40,000.00	1.450%	6,390.00	46,390.00	46,390.00	48,709.50	40,000.00	8,709.50
02/01/2020	40,000.00	1.700%	5,810.00	45,810.00	45,810.00	48,100.50	40,000.00	8,100.50
02/01/2021	45,000.00	1.900%	5,130.00	50,130.00	50,130.00	52,636.50	45,000.00	7,636.50
02/01/2022	45,000.00	2.150%	4,275.00	49,275.00	49,275.00	51,738.75	45,000.00	6,738.75
02/01/2023	45,000.00	2.300%	3,307.50	48,307.50	48,307.50	50,722.88	45,000.00	5,722.88
02/01/2024	45,000.00	2.450%	2,272.50	47,272.50	47,272.50	49,636.13	45,000.00	4,636.13
02/01/2025	45,000.00	2.600%	1,170.00	46,170.00	46,170.00	48,478.50	45,000.00	3,478.50
<b>Total</b>	<b>\$425,000.00</b>	<b>-</b>	<b>\$52,117.50</b>	<b>\$477,117.50</b>	<b>\$477,117.50</b>	<b>\$500,973.38</b>	<b>\$425,000.00</b>	<b>\$75,973.38</b>

Dated..... 11/01/2014  
 Delivery Date..... 11/01/2014  
 First Coupon Date..... 8/01/2015

**Yield Statistics**

Bond Year Dollars..... \$2,506.25  
 Average Life..... 5.897 Years  
 Average Coupon..... 2.0795012%  
 Net Interest Cost (NIC)..... 2.2829925%  
 True Interest Cost (TIC)..... 2.2878017%  
 Bond Yield for Arbitrage Purposes..... 2.5130914%  
 All Inclusive Cost (AIC)..... 2.6768691%

**IRS Form 8038**

Net Interest Cost..... 2.0795012%  
 Weighted Average Maturity..... 5.897 Years

**\$180,000**  
**City of Grand Rapids, Minnesota**  
**General Obligation Bonds, Series 2014A**  
**CIP Projects**

**DEBT SERVICE SCHEDULE**

Date	Principal	Coupon	Interest	Total P+I	105% Levy
02/01/2015	-	-	-	-	-
02/01/2016	15,000.00	0.850%	4,137.50	19,137.50	20,094.38
02/01/2017	15,000.00	1.050%	3,182.50	18,182.50	19,091.63
02/01/2018	15,000.00	1.250%	3,025.00	18,025.00	18,926.25
02/01/2019	15,000.00	1.450%	2,837.50	17,837.50	18,729.38
02/01/2020	20,000.00	1.700%	2,620.00	22,620.00	23,751.00
02/01/2021	20,000.00	1.900%	2,280.00	22,280.00	23,394.00
02/01/2022	20,000.00	2.150%	1,900.00	21,900.00	22,995.00
02/01/2023	20,000.00	2.300%	1,470.00	21,470.00	22,543.50
02/01/2024	20,000.00	2.450%	1,010.00	21,010.00	22,060.50
02/01/2025	20,000.00	2.600%	520.00	20,520.00	21,546.00
<b>Total</b>	<b>\$180,000.00</b>	<b>-</b>	<b>\$22,982.50</b>	<b>\$202,982.50</b>	<b>\$213,131.63</b>

**SIGNIFICANT DATES**

Dated.....	11/01/2014
Delivery Date.....	11/01/2014
First Coupon Date.....	8/01/2015

**Yield Statistics**

Bond Year Dollars.....	\$1,095.00
Average Life.....	6.083 Years
Average Coupon.....	2.0988584%
Net Interest Cost (NIC).....	2.2961187%
True Interest Cost (TIC).....	2.3014717%
Bond Yield for Arbitrage Purposes.....	2.5130914%
All Inclusive Cost (AIC).....	2.9044873%

**IRS Form 8038**

Net Interest Cost.....	2.0988584%
Weighted Average Maturity.....	6.083 Years

**Interest rates are estimates. Changes in rates may cause significant alterations to this schedule. The actual underwriter's discount bid may also vary.**



City of Grand Rapids, Minnesota  
General Obligation CIP Debt

**Calendar Year Debt Service**

Calendar Year	Series 2006B	Series 2010A CIP Portion	Series 2014A CIP Portion	TOTAL CIP DEBT SERVICE
2015	226,300.00	96,300.00	2,482.50	325,082.50
2016	223,000.00	94,837.50	18,246.25	336,083.75
2017	224,400.00	93,150.00	18,103.75	335,653.75
2018	-	101,125.00	17,931.25	119,056.25
2019	-	-	17,728.75	17,728.75
2020	-	-	22,450.00	22,450.00
2021	-	-	22,090.00	22,090.00
2022	-	-	21,685.00	21,685.00
2023	-	-	21,240.00	21,240.00
2024	-	-	20,765.00	20,765.00
2025	-	-	20,260.00	20,260.00
-	-	-	-	-

**Par Amounts Of Selected Issues**

Series 2006B Ref 96A Rev to GO.....	1,785,000.00
-Series 2010 Ref 2002 Lease to.....	635,000.00
Series 2014 8-28-CIP Projects.....	180,000.00
<b>TOTAL.....</b>	<b>2,600,000.00</b>

**\$230,000**  
**City of Grand Rapids, Minnesota**  
**General Obligation Bonds, Series 2014A**  
**Equipment**

**DEBT SERVICE SCHEDULE**

Date	Principal	Coupon	Interest	Total P+I	105% Levy
02/01/2015	-	-	-	-	-
02/01/2016	45,000.00	0.850%	3,650.00	48,650.00	51,082.50
02/01/2017	45,000.00	1.050%	2,537.50	47,537.50	49,914.38
02/01/2018	45,000.00	1.250%	2,065.00	47,065.00	49,418.25
02/01/2019	45,000.00	1.450%	1,502.50	46,502.50	48,827.63
02/01/2020	50,000.00	1.700%	850.00	50,850.00	53,392.50
Total	\$230,000.00	-	\$10,605.00	\$240,605.00	\$252,635.25

**SIGNIFICANT DATES**

Dated.....	11/01/2014
Delivery Date.....	11/01/2014
First Coupon Date.....	8/01/2015

**Yield Statistics**

Bond Year Dollars.....	\$757.50
Average Life.....	3.293 Years
Average Coupon.....	1.4000000%
Net Interest Cost (NIC).....	1.7643564%
True Interest Cost (TIC).....	1.7750219%
Bond Yield for Arbitrage Purposes.....	2.5130914%
All Inclusive Cost (AIC).....	2.6587361%

**IRS Form 8038**

Net Interest Cost.....	1.4000000%
Weighted Average Maturity.....	3.293 Years

**Interest rates are estimates. Changes in rates may cause significant alterations to this schedule. The actual underwriter's discount bid may also vary.**

Extract of Minutes of Meeting  
of the City Council of the City  
of Grand Rapids, Itasca County, Minnesota

Pursuant to due call and notice thereof a regular meeting of the City Council of the City of Grand Rapids, Itasca County, Minnesota, was held at the City Hall in said City on Monday, September 22, 2014, commencing at 5:00 P.M.

The following members of the Council were present:

and the following were absent:

\*\*\*                      \*\*\*                      \*\*\*

The following resolution was presented by Councilmember \_\_\_\_\_, who moved its adoption:



RESOLUTION NO. \_\_\_\_\_

**RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE  
OF THE CITY'S GENERAL OBLIGATION BONDS,  
SERIES 2014A, IN THE PROPOSED AGGREGATE PRINCIPAL  
AMOUNT OF \$3,010,000**

BE IT RESOLVED By the City Council of the City of Grand Rapids, Itasca County, Minnesota (the "City") as follows:

1. Street Reconstruction Bonds.

(a) The City is authorized by Minnesota Statutes, Chapter 475, as amended, specifically Section 475.58, subdivision 3b (the "Street Reconstruction Act"), to finance all or a portion of the cost of a street reconstruction project by the issuance of general obligation bonds of the City payable from ad valorem taxes.

(b) On February 11, 2008, the City Council held a public hearing regarding a Five Year Street and Road Reconstruction Plan (the "Original Street Reconstruction Plan") that described the streets to be reconstructed, estimated costs, and any planned reconstruction of other streets in the City, and the City Council approved the Original Street Reconstruction Plan by vote of all of the members of the City Council. On July 28, 2008, the City Council held a public hearing on the issuance of obligations pursuant to the Original Street Reconstruction Plan and approved the issuance of obligations by a vote of all of the members of the City Council present at the meeting, all pursuant to the Street Reconstruction Act. The City Council held a public hearing on June 10, 2013, regarding an amendment to the Original Street Reconstruction Plan (the "First Amended Street Reconstruction Plan") and approved the First Amended Street Reconstruction Plan and the issuance of obligations by a vote of all of the members of the City Council, all pursuant to the Street Reconstruction Act. On June 9, 2014, the City Council held a public hearing regarding an amendment to the Original Street Reconstruction Plan and the First Amended Street Reconstruction Plan (the "Second Amended Street Reconstruction Plan") and the issuance of obligations by a vote of all of the members of the City Council, all pursuant to the Street Reconstruction Act. The Second Amended Street Reconstruction Plan authorizes the issuance of bonds to finance the additional projects and costs as described therein (the "Street Reconstruction") over the five-year period of June 2014-June 2019. On June 9, 2014, pursuant to the Second Amended Street Reconstruction Plan, the City Council authorized the issuance of street reconstruction bonds to finance the Street Reconstruction. The City estimates that the total cost of the Street Reconstruction is \$2,175,000, including capitalized interest, costs of issuance, and bond discount.

(c) The City Council has determined that, within 30 days after the public hearing, no petition for a referendum on the issuance of street reconstruction bonds was received by the City in accordance with the Street Reconstruction Act, and accordingly the City has determined to issue its obligations in the proposed principal amount of \$2,175,000 (the "Street Reconstruction Bonds"), pursuant to the Street Reconstruction Act, to provide financing for the Street Reconstruction.

2. Abatement Bonds.

(a) The City has determined to acquire an HVAC system and to construct a roof replacement for the City's Civic Center (the "Infrastructure").

(b) Under Minnesota Statutes, Chapter 475, as amended, and Minnesota Statutes, Sections 469.1812 through 469.1815, as amended (collectively, the "Abatement Act"), the City is authorized to grant a property tax abatement on specified parcels in order to accomplish certain public purposes, including the provision or construction of public infrastructure such as the Infrastructure.

(c) Pursuant to a resolution adopted by the City Council on July 28, 2014 (the "Abatement Resolution") following a duly noticed public hearing, the City Council approved a property tax abatement (the "Abatements") for certain property in the City (the "Abatement Parcels") over a period of ten (10) years, in an amount sufficient to pay the principal amount of and interest on bonds issued to finance the Infrastructure in a maximum principal amount of \$425,000.

(d) In the Abatement Resolution, the City found and determined that the Infrastructure benefits the Abatement Parcels, and that the maximum principal amount of bonds to be secured by Abatements does not exceed the estimated sum of Abatements from the Abatement Parcels for the term authorized under the Abatement Resolution.

(e) The City has determined to issue its obligations in the proposed aggregate principal amount of \$425,000 (the "Abatement Bonds"), pursuant to the Abatement Act, to provide financing for the Infrastructure.

3. CIP Bonds.

(a) The City is authorized by Minnesota Statutes, Chapter 475, as amended, specifically Section 475.521 (the "CIP Act"), to finance certain capital improvements under an approved capital improvement plan by the issuance of general obligation bonds of the City payable from ad valorem taxes. Capital improvements include acquisition or betterment of public lands, buildings or other improvements for the purpose of a city hall, library, public safety facility and public works facilities (excluding light rail transit or any activity related to it, or a park, road, bridge, administrative building other than a city hall, or land for any of those activities).

(b) On July 28, 2014, the City Council conducted a public hearing on the 2014 through 2019 Five-Year Capital Improvement Plan (the "CIP"), in accordance with the CIP Act. The CIP authorizes, among other things, the issuance of general obligation bonds to finance various capital improvement projects described in the CIP as 2014 Expenditures (the "Capital Improvements"). Following the public hearing, the City Council approved the CIP.

(c) As required by the CIP Act, the City has determined that: (i) the expected useful life of the Capital Improvements to be financed with the proceeds of the CIP Bonds will be at least five years; and (ii) the amount of principal and interest due in any year on all outstanding bonds issued by the City under the CIP Act, including the CIP Bonds, will not exceed 0.16 percent of the taxable market value of property in the City for taxes payable in 2014.

(d) The City Council has determined that, within thirty (30) days after the public hearing, no petition for a referendum on the issuance of bonds was received by the City in

accordance with the CIP Act, and accordingly the City has determined to issue its obligations in the proposed principal amount of \$180,000 (the "CIP Bonds"), pursuant to the CIP Act, to finance the Capital Improvements.

4. Equipment Certificates.

(a) The City is authorized by Minnesota Statutes, Chapter 475, as amended, and Minnesota Statutes, Section 412.301, as amended (collectively, the "Capital Equipment Act"), to issue its general obligation equipment certificates of indebtedness on such terms and in such manner as the City determines to finance the purchase of items of capital equipment, subject to certain limitations contained in the Capital Equipment Act.

(b) The City will purchase and acquire various items of capital equipment as described in EXHIBIT A attached hereto and in the CIP (the "Capital Equipment"), pursuant to the Capital Equipment Act.

(c) As required by the Capital Equipment Act:

(i) the expected useful life of each item of Capital Equipment is or will be at least as long as the term of the equipment certificates issued to finance such Capital Equipment; and

(ii) the principal amount of equipment certificates to be issued in the year 2014 will not exceed 0.25 percent of the estimated market value of taxable property in the City for the year 2014.

(d) The City has determined to issue its obligations in the proposed principal amount of \$230,000 (the "Equipment Certificates"), pursuant to the Capital Equipment Act, to provide financing for the acquisition of the Capital Equipment.

5. Sale of Bonds.

(a) It is necessary and expedient to the sound financial management of the affairs of the City to issue its General Obligation Bonds, Series 2014A (the "Bonds"), in the proposed aggregate principal amount of \$3,010,000, pursuant to the Street Reconstruction Act, the Abatement Act, the CIP Act, and the Capital Equipment Act (collectively, the "Act") to provide financing for the Street Reconstruction, the Infrastructure, the Capital Improvements, and the Capital Equipment. The Bonds will be issued, sold, and delivered in accordance with the Terms of Proposal attached hereto as EXHIBIT B (the "Terms of Proposal").

(b) The City is authorized by Section 475.60, subdivision 2(9) of the Act to negotiate the sale of the Bonds, it being determined that the City has retained an independent financial advisor in connection with such sale.

6. Authority of Municipal Advisor. Springsted Incorporated is authorized and directed to negotiate the Bonds in accordance with the Terms of Proposal. The City Council will meet at 5:00 P.M. on Tuesday, October 14, 2014, to consider proposals on the Bonds and take any other appropriate action with respect to the Bonds.

7. Authority of Bond Counsel. The law firm of Kennedy & Graven, Chartered, as bond counsel for the City, is authorized to act as bond counsel and to assist in the preparation and review of



necessary documents, certificates and instruments relating to the Bonds. The officers, employees and agents of the City are hereby authorized to assist Kennedy & Graven, Chartered in the preparation of such documents, certificates, and instruments.

8. Covenants. In the resolution awarding the sale of the Bonds the City Council will set forth the covenants and undertakings required by the Act.

9. Official Statement. In connection with the sale of the Bonds, the officers or employees of the City are authorized and directed to cooperate with Springsted Incorporated and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

(The remainder of this page is intentionally left blank.)

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember \_\_\_\_\_, and upon vote being taken thereon the following members voted in favor of the motion:

and the following voted against:

whereupon the resolution was declared duly passed and adopted.

**EXHIBIT A**

**LIST OF CAPITAL EQUIPMENT**

<u>Equipment</u>	<u>Cost</u>
VDI for virtual infrastructure	\$ 48,451
Laserfiche system upgrade	43,000
Police vehicle replacement	43,000
Pickup truck replacement (PW)	34,735
Turf lawnmower replacement (PW)	<u>49,993</u>
Total:	<u>\$219,179</u>



**EXHIBIT B**  
**TERMS OF PROPOSAL**

**THE CITY HAS AUTHORIZED SPRINGSTED INCORPORATED TO NEGOTIATE THIS ISSUE ON ITS BEHALF. PROPOSALS WILL BE RECEIVED ON THE FOLLOWING BASIS:**

**TERMS OF PROPOSAL**

**\$3,010,000\***

**CITY OF GRAND RAPIDS, MINNESOTA  
GENERAL OBLIGATION BONDS, SERIES 2014A**

**(BOOK ENTRY ONLY)**

Proposals for the Bonds and the Good Faith Deposit (“Deposit”) will be received on Tuesday, October 14, 2014, until 10:00 A.M., Central Time, at the offices of Springsted Incorporated, 380 Jackson Street, Suite 300, Saint Paul, Minnesota, after which time proposals will be opened and tabulated. Consideration for award of the Bonds will be by the City Council at 5:00 P.M., Central Time, of the same day.

**SUBMISSION OF PROPOSALS**

Springsted will assume no liability for the inability of the bidder to reach Springsted prior to the time of sale specified above. All bidders are advised that each proposal shall be deemed to constitute a contract between the bidder and the City to purchase the Bonds regardless of the manner in which the proposal is submitted.

(a) **Sealed Bidding.** Proposals may be submitted in a sealed envelope or by fax (651) 223-3046 to Springsted. Signed proposals, without final price or coupons, may be submitted to Springsted prior to the time of sale. The bidder shall be responsible for submitting to Springsted the final proposal price and coupons, by telephone (651) 223-3000 or fax (651) 223-3046 for inclusion in the submitted proposal.

**OR**

(b) **Electronic Bidding.** Notice is hereby given that electronic proposals will be received via PARITY<sup>®</sup>. For purposes of the electronic bidding process, the time as maintained by PARITY<sup>®</sup> shall constitute the official time with respect to all proposals submitted to PARITY<sup>®</sup>. *Each bidder shall be solely responsible for making necessary arrangements to access PARITY<sup>®</sup> for purposes of submitting its electronic proposal in a timely manner and in compliance with the requirements of the Terms of proposal.* Neither the City, its agents nor PARITY<sup>®</sup> shall have any duty or obligation to undertake registration to bid for any prospective bidder or to provide or ensure electronic access to any qualified prospective bidder, and neither the City, its agents nor PARITY<sup>®</sup> shall be responsible for a bidder’s failure to register to bid or for any failure in the proper operation of, or have any liability for any delays or interruptions of or any damages caused by the services of PARITY<sup>®</sup>. The City is using the services of PARITY<sup>®</sup> solely as a communication mechanism to conduct the electronic bidding for the Bonds, and PARITY<sup>®</sup> is not an agent of the City.

If any provisions of this Terms of proposal conflict with information provided by PARITY<sup>®</sup>, this Terms of proposal shall control. Further information about PARITY<sup>®</sup>, including any fee charged, may be obtained from:

---

\* *Preliminary; subject to change.*

PARITY<sup>®</sup>, 1359 Broadway, 2<sup>nd</sup> Floor, New York, New York 10018  
Customer Support: (212) 849-5000

#### DETAILS OF THE BONDS

The Bonds will be dated November 1, 2014 and will bear interest payable on February 1 and August 1 of each year, commencing August 1, 2015. Interest will be computed on the basis of a 360-day year of twelve 30-day months.

The Bonds will mature in the years and amounts\* as follows:

2016	\$215,000	2019	\$235,000	2022	\$205,000	2025	\$215,000	2028	\$160,000
2017	\$230,000	2020	\$245,000	2023	\$210,000	2026	\$155,000	2029	\$165,000
2018	\$230,000	2021	\$200,000	2024	\$210,000	2027	\$160,000	2030	\$175,000

\* *The City reserves the right, after proposals are opened and prior to award, to increase or reduce the principal amount of the Bonds or the amount of any maturity in multiples of \$5,000. In the event the amount of any maturity is modified, the aggregate purchase price will be adjusted to result in the same gross spread per \$1,000 of Bonds as that of the original proposal. Gross spread is the differential between the price paid to the City for the new issue and the prices at which the securities are initially offered to the investing public.*

Proposals for the Bonds may contain a maturity schedule providing for a combination of serial bonds and term bonds. All term bonds shall be subject to mandatory sinking fund redemption at a price of par plus accrued interest to the date of redemption scheduled to conform to the maturity schedule set forth above. In order to designate term bonds, the proposal must specify "Years of Term Maturities" in the spaces provided on the proposal form.

#### BOOK ENTRY SYSTEM

The Bonds will be issued by means of a book entry system with no physical distribution of Bonds made to the public. The Bonds will be issued in fully registered form and one Bond, representing the aggregate principal amount of the Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company ("DTC"), New York, New York, which will act as securities depository of the Bonds. Individual purchases of the Bonds may be made in the principal amount of \$5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the registrar to DTC or its nominee as registered owner of the Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The purchaser, as a condition of delivery of the Bonds, will be required to deposit the Bonds with DTC.

#### REGISTRAR

The City will name the registrar which shall be subject to applicable SEC regulations. The City will pay for the services of the registrar.

#### OPTIONAL REDEMPTION

The City may elect on February 1, 2023, and on any day thereafter, to prepay Bonds due on or after February 1, 2024. Redemption may be in whole or in part and if in part at the option of the City and in such manner as the City shall determine. If less than all Bonds of a maturity are called for redemption, the City will notify DTC of the particular amount of such maturity to be prepaid. DTC will determine by lot the amount of each participant's interest in such maturity to be redeemed and each participant will then

select by lot the beneficial ownership interests in such maturity to be redeemed. All prepayments shall be at a price of par plus accrued interest.

#### SECURITY AND PURPOSE

The Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes. In addition, the City will pledge special assessments against benefited properties and tax abatement revenues from identified properties. The proceeds will be used to finance (i) street improvement projects, (ii) repairs and renovation to the City's Civic Center, (iii) various capital projects identified in the City's Amended Capital Improvement Plan 2014-2018, and (iv) the acquisition of capital equipment.

#### BIDDING PARAMETERS

Proposals shall be for not less than \$2,973,880 plus accrued interest, if any, on the total principal amount of the Bonds. No proposal can be withdrawn or amended after the time set for receiving proposals unless the meeting of the City scheduled for award of the Bonds is adjourned, recessed, or continued to another date without award of the Bonds having been made. Rates shall be in integral multiples of 1/100 or 1/8 of 1%. The initial price to the public for each maturity must be 98.0% or greater. Bonds of the same maturity shall bear a single rate from the date of the Bonds to the date of maturity. No conditional proposals will be accepted.

#### GOOD FAITH DEPOSIT

Proposals, regardless of method of submission, shall be accompanied by a Deposit in the amount of \$30,100, in the form of a certified or cashier's check, a wire transfer, or Financial Surety Bond and delivered to Springsted Incorporated prior to the time proposals will be opened. Each bidder shall be solely responsible for the timely delivery of their Deposit whether by check, wire transfer or Financial Surety Bond. Neither the City nor Springsted Incorporated have any liability for delays in the transmission of the Deposit.

Any Deposit made by **certified or cashier's check** should be made payable to the City and delivered to Springsted Incorporated, 380 Jackson Street, Suite 300, St. Paul, Minnesota 55101.

Any Deposit sent via **wire transfer** should be sent to Springsted Incorporated as the City's agent according to the following instructions:

Wells Fargo Bank, N.A., San Francisco, CA 94104  
ABA #121000248  
for credit to Springsted Incorporated, Account #635-5007954  
Ref: Grand Rapids, MN Series 2014A Good Faith Deposit

Contemporaneously with such wire transfer, the bidder shall send an e-mail to [bond\\_services@springsted.com](mailto:bond_services@springsted.com), including the following information; (i) indication that a wire transfer has been made (including the fed reference number and time released), (ii) the amount of the wire transfer, (iii) the issue to which it applies, and (iv) the return wire instructions if such bidder is not awarded the Bonds.

Any Deposit made by the successful bidder by check or wire transfer will be delivered to the City following the award of the Bonds. Any Deposit made by check or wire transfer by an unsuccessful bidder will be returned to such bidder following City action relative to an award of the Bonds.

If a **Financial Surety Bond** is used, it must be from an insurance company licensed to issue such a bond in the State of Minnesota and pre-approved by the City. Such bond must be submitted to Springsted



Incorporated prior to the opening of the proposals. The Financial Surety Bond must identify each underwriter whose Deposit is guaranteed by such Financial Surety Bond. If the Bonds are awarded to an underwriter using a Financial Surety Bond, then that underwriter is required to submit its Deposit to the City in the form of a certified or cashier's check or wire transfer as instructed by Springsted Incorporated not later than 3:30 P.M., Central Time on the next business day following the award. If such Deposit is not received by that time, the Financial Surety Bond may be drawn by the City to satisfy the Deposit requirement.

The Deposit received from the purchaser, the amount of which will be deducted at settlement, will be deposited by the City and no interest will accrue to the purchaser. In the event the purchaser fails to comply with the accepted proposal, said amount will be retained by the City.

#### AWARD

The Bonds will be awarded on the basis of the lowest interest rate to be determined on a true interest cost (TIC) basis calculated on the proposal prior to any adjustment made by the City. The City's computation of the interest rate of each proposal, in accordance with customary practice, will be controlling.

The City will reserve the right to: (i) waive non-substantive informalities of any proposal or of matters relating to the receipt of proposals and award of the Bonds, (ii) reject all proposals without cause, and (iii) reject any proposal that the City determines to have failed to comply with the terms herein.

#### BOND INSURANCE AT PURCHASER'S OPTION

The City has **not** applied for or pre-approved a commitment for any policy of municipal bond insurance with respect to the Bonds. If the Bonds qualify for municipal bond insurance and a bidder desires to purchase a policy, such indication, the maturities to be insured, and the name of the desired insurer must be set forth on the bidder's proposal. The City specifically reserves the right to reject any bid specifying municipal bond insurance, even though such bid may result in the lowest TIC to the City. All costs associated with the issuance and administration of such policy and associated ratings and expenses (other than any independent rating requested by the City) shall be paid by the successful bidder. Failure of the municipal bond insurer to issue the policy after the award of the Bonds shall not constitute cause for failure or refusal by the successful bidder to accept delivery of the Bonds.

#### CUSIP NUMBERS

If the Bonds qualify for assignment of CUSIP numbers such numbers will be printed on the Bonds, but neither the failure to print such numbers on any Bond nor any error with respect thereto will constitute cause for failure or refusal by the purchaser to accept delivery of the Bonds. The CUSIP Service Bureau charge for the assignment of CUSIP identification numbers shall be paid by the purchaser.

#### SETTLEMENT

Within 40 days following the date of their award, the Bonds will be delivered without cost to the purchaser through DTC in New York, New York. Delivery will be subject to receipt by the purchaser of an approving legal opinion of Kennedy & Graven, Chartered of Minneapolis, Minnesota, and of customary closing papers, including a no-litigation certificate. On the date of settlement, payment for the Bonds shall be made in federal, or equivalent, funds that shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Unless compliance with the terms of payment for the Bonds has been made impossible by action of the City, or its agents, the purchaser shall be liable to the City for any loss suffered by the City by reason of the purchaser's non-compliance with said terms for payment.

#### CONTINUING DISCLOSURE

In accordance with SEC Rule 15c2-12(b)(5), the City will undertake, pursuant to the resolution awarding sale of the Bonds, to provide annual reports and notices of certain events. A description of this undertaking is set forth in the Official Statement. The purchaser's obligation to purchase the Bonds will be conditioned upon receiving evidence of this undertaking at or prior to delivery of the Bonds.

#### OFFICIAL STATEMENT

The City has authorized the preparation of a Preliminary Official Statement containing pertinent information relative to the Bonds, and said Preliminary Official Statement will serve as a nearly final Official Statement within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For copies of the Preliminary Official Statement or for any additional information prior to sale, any prospective purchaser is referred to the Municipal Advisor to the City, Springsted Incorporated, 380 Jackson Street, Suite 300, Saint Paul, Minnesota 55101, telephone (651) 223-3000.

A Final Official Statement (as that term is defined in Rule 15c2-12) will be prepared, specifying the maturity dates, principal amounts and interest rates of the Bonds, together with any other information required by law. By awarding the Bonds to an underwriter or underwriting syndicate, the City agrees that, no more than seven business days after the date of such award, it shall provide without cost to the sole underwriter or to the senior managing underwriter of the syndicate (the "Underwriter" for purposes of this paragraph) to which the Bonds are awarded up to 25 copies of the Final Official Statement. The City designates the Underwriter of the syndicate to which the Bonds are awarded as its agent for purposes of distributing copies of the Final Official Statement to each Participating Underwriter. Such Underwriter agrees that if its proposal is accepted by the City, (i) it shall accept designation and (ii) it shall enter into a contractual relationship with all Participating Underwriters of the Bonds for purposes of assuring the receipt by each such Participating Underwriter of the Final Official Statement.

Dated September 22, 2014

BY ORDER OF THE CITY COUNCIL

/s/ Kimberly Johnson-Gibeau  
City Clerk

STATE OF MINNESOTA            )  
  )  
COUNTY OF ITASCA            )  
  )  
CITY OF GRAND RAPIDS         )

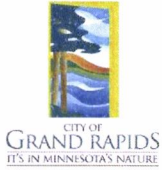
I, the undersigned, being the duly qualified and acting City Clerk of the City of Grand Rapids, Minnesota (the "City"), hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City Council of the City held on Monday, September 22, 2014, with the original minutes on file in my office and the extract is a full, true and correct copy of the minutes, insofar as they relate to the issuance and sale of the City's General Obligation Bonds, Series 2014A, in the proposed aggregate principal amount of \$3,010,000.

WITNESS My hand as City Clerk and the corporate seal of the City this \_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
City Clerk  
City of Grand Rapids, Minnesota

(SEAL)





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 14-0826      **Version:** 1      **Name:** MnDOT Coop Const Agree No 06574 Mississippi River Trail  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 9/17/2014      **In control:** City Council  
**On agenda:** 9/22/2014      **Final action:**  
**Title:** Consider approval of MnDOT Cooperative Construction Agreement No. 06574 and adopting a resolution authorizing the Mayor and the Clerk to sign the Agreement to allow the State and its contractors access to City right-of-way or property for the purpose of installing Mississippi River Trail signs and for the City to maintain these signs upon completion.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Coop Const Agree No 06574.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approval of MnDOT Cooperative Construction Agreement No. 06574 and adopting a resolution authorizing the Mayor and the Clerk to sign the Agreement to allow the State and its contractors access to City right-of-way or property for the purpose of installing Mississippi River Trail signs and for the City to maintain these signs upon completion.

**Background Information:**

City Staff has been working with MnDOT on their development of the Mississippi River Trail (designated bicycle trail) within the Grand Rapids city limits. Exhibit A in the attachment shows the route through Grand Rapids. The State now requests permission through the attached Agreement to install the necessary signage within the City's right-of-way. There is no cost to the City for installing the signs. The City does agree to maintain the signs once they are installed.

**Staff Recommendation:**

City staff recommends approving of MnDOT Cooperative Construction Agreement No. 06574 and recommends adopting a resolution authorizing the Mayor and the Clerk to sign the Agreement to allow the State and its contractors access to City right-of-way or property for the purpose of installing Mississippi River Trail signs and for the City to maintain these signs upon completion.

**Requested City Council Action**

Consider approving of MnDOT Cooperative Construction Agreement No. 06574 and adopting a resolution authorizing the Mayor and the Clerk to sign the Agreement to allow the State and its contractors access to City right-of-way or property for the purpose of installing Mississippi River Trail signs and for the City to maintain these signs upon completion.



**STATE OF MINNESOTA  
DEPARTMENT OF TRANSPORTATION  
And  
CITY OF GRAND RAPIDS  
COOPERATIVE CONSTRUCTION  
AGREEMENT**

<b>State Project Number (S.P.):</b>	<u>8823-293</u>	<b>Estimated Amount Receivable</b>
<b>Fed. Project Number (S.P.):</b>	<u>SB11MN(007)</u>	<u>None</u>
<b>Trunk Highway Number (T.H.):</b>	<u>Various Routes</u>	
<b>State Aid Project Number (S.P.):</b>	<u>091-060-103</u>	

This Agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State") and CITY OF GRAND RAIDS acting through its City Council ("City").

**Recitals**

1. The State will perform Mississippi River Trail (MRT) sign installation construction and other associated construction upon, along and adjacent to various Trunk Highways, County Roads, City Streets, Township Roads, or trails according to State-prepared plans, specifications and special provisions designated by the State as State Project No. 8823-293 ("Project"); and
2. The City has stated its support of the development of the Mississippi River Trail (MRT) which traverses City roadways and trails in accordance with Resolution of Support dated July 9, 2012; and
3. The State wishes to sign the route and will do so through a construction contract; and
4. The State requests that the City grant the State and its contractor the right to enter upon City right of way or property for the purpose of installing the MRT signs, including posts and hardware as needed, along the designated routes; and
5. The State requests and the City agrees to maintain the signs in accordance with City standard maintenance practices; and
6. Minnesota Statutes § 160.266, subdivision 4 authorizes the Commissioner of Transportation to make arrangements with and cooperate with any governmental authority to establish, develop, maintain, and operate the bikeway and to interpret associated natural and cultural resources.

**Agreement**

**1. Term of Agreement; Survival of Terms; Plans; Incorporation of Exhibits**

- 1.1. **Effective date.** This Agreement will be effective on the date the State obtains all signatures required by Minnesota Statutes § 16C.05, subdivision 2.
- 1.2. **Expiration date.** This Agreement will expire when all obligations have been satisfactorily fulfilled.
- 1.3. **Survival of terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: 4. Maintenance by the City; 7. Liability; Worker Compensation Claims; 9. State Audits; 10. Government Data Practices; 11. Governing Law; Jurisdiction; Venue; and 13. Force Majeure.
- 1.4. **Renewal of Contract.** At the time the MRT sign panels require systematic renewal, the parties will review this agreement.

- 1.5. **Plans, Specifications, Special Provisions.** Plans, specifications and special provisions designated by the State as State Project No. 8823-293 are on file in the office of the Commissioner of Transportation at St. Paul, Minnesota, and incorporated into this Agreement by reference. ("Project Plans")
- 1.6. **Exhibit A.** Exhibits A (Resolution of Support) for MRT and a proposed route attached and incorporated into this Agreement.

## 2. Construction by the State

2.1. **Contract Award.** The State will advertise for bids and award a construction contract to the lowest responsible bidder according to the Project Plans, at no cost to the City. The State has obtained funding for the fabrication of the panels and the installation of the signs from the Mississippi River Parkway Commission of Minnesota agreement SB11MN(007).

### 2.2. Direction, Supervision and Inspection of Construction.

- A. **Supervision and Inspection by the State.** The State will direct and supervise all construction activities performed under the construction contract, and perform all construction engineering and inspection functions in connection with the contract construction. All contract construction will be performed according to the Project Plans.
- B. **Inspection by the City.** The City sign installation construction covered under this Agreement will be open to inspection by the City. If the City believes the City participation construction covered under this Agreement has not been properly performed or that the construction is defective, the City will inform the State District Engineer's authorized representative in writing of those defects. Any recommendations made by the City are not binding on the State. The State will have the exclusive right to determine whether the State's contractor has satisfactorily performed the City participation construction covered under this Agreement.

## 3. Permit to Construct

The City, at no cost to the State, hereby grants to the State and its contractor, an immediate right of entry and permit to perform the sign installation construction, the location of such work is available on the Project Plans.

## 4. Maintenance by the City.

- A. Upon completion of the project, the City agrees to maintain the signs in accordance with City standard maintenance practices.
- B. The State will fabricate a limited number of additional sign panels to replace those panels that may become damaged or destroyed. The City may request replacement of damaged or destroyed MRT sign panels, and if available they will be provided at no cost.

## 5. Authorized Representatives

Each party's Authorized Representative is responsible for administering this Agreement and is authorized to give and receive any notice or demand required or permitted by this Agreement.

### 5.1. The State's Authorized Representative will be:

Name/Title: Tim Mitchell, Bicycle and Pedestrian Coordinator, (or successor)  
Address: 395 John Ireland Boulevard, Mailstop 315, St. Paul, MN 55155  
Telephone: (651)-366-4162  
E-Mail: [tim.mitchell@state.mn.us](mailto:tim.mitchell@state.mn.us)

### 5.2. The City's Authorized Representative will be:

Name/Title: Julie Kennedy, City Engineer (or successor)  
Address: 420 North Pokegama Avenue, Grand Rapids, MN 55744-2658  
Telephone: (218) 326-7625



**6. Assignment; Amendments; Waiver; Contract Complete**

- 6.1. *Assignment.* Neither party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other party and a written assignment agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.
- 6.2. *Amendments.* Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.
- 6.3. *Waiver.* If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce it.
- 6.4. *Contract Complete.* This Agreement contains all prior negotiations and agreements between the State and the City. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

**7. Liability; Worker Compensation Claims**

- 7.1. Each party is responsible for its own acts, omissions and the results thereof to the extent authorized by law and will not be responsible for the acts and omissions of others and the results thereof. Minnesota Statutes § 3.736 and other applicable law govern liability of the State. Minnesota Statutes Chapter 466 and other applicable law govern liability of the City.
- 7.2. Each party is responsible for its own employees for any claims arising under the Workers Compensation Act.

**8. Nondiscrimination**

Provisions of Minnesota Statutes § 181.59 and of any applicable law relating to civil rights and discrimination are considered part of this Agreement.

**9. State Audits**

Under Minnesota Statutes § 16C.05, subdivision 5, the City's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

**10. Government Data Practices**

The City and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the City under this Agreement. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by either the City or the State.

**11. Governing Law; Jurisdiction; Venue**

Minnesota law governs the validity, interpretation and enforcement of 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.

**12. Termination; Suspension**

- 12.1. *By Mutual Agreement.* This Agreement may be terminated by mutual agreement of the parties.
- 12.2. *Termination for Insufficient Funding.* The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the performance of contract construction under the Project. Termination must be by written or fax notice to the City.

**12.3. Suspension.** In the event of a total or partial government shutdown, the State may suspend this Agreement and all work, activities and performance of work authorized through this Agreement.

**13. Force Majeure**

Neither party will be responsible to the other for a failure to perform under this Agreement (or a delay in performance), if such failure or delay is due to a force majeure event. A force majeure event is an event beyond a party's reasonable control, including but not limited to, unusually severe weather, fire, floods, other acts of God, labor disputes, acts of war or terrorism, or public health emergencies.

[The remainder of this page has been intentionally left blank]



**CITY OF GRAND RAPIDS**

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions or ordinances.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**DEPARTMENT OF TRANSPORTATION**

Recommended for Approval:

By: \_\_\_\_\_  
(District Engineer)

Date: \_\_\_\_\_

Approved:

By: \_\_\_\_\_  
(State Design Engineer)

Date: \_\_\_\_\_

**COMMISSIONER OF ADMINISTRATION**

By: \_\_\_\_\_  
(With delegated authority)

Date: \_\_\_\_\_

**INCLUDE COPY OF RESOLUTION APPROVING THE AGREEMENT AND AUTHORIZING ITS EXECUTION.**

*mic-5*

## EXHIBIT A

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

### RESOLUTION NO. 12-65

#### **A RESOLUTION OF CITY OF GRAND RAPIDS STATING ITS SUPPORT FOR THE DEVELOPMENT OF THE MISSISSIPPI RIVER TRAIL (U.S.BICYCLE ROUTE 45).**

**WHEREAS**, bicycle tourism is a growing industry in North America, presently contributing approximately \$47 billion dollars a year nationally to the economies of communities that provide facilities for said tourism; and

**WHEREAS**, the American Association of State Highway and Transportation Officials (AASHTO) has designated a corridor along the Mississippi River to be developed as United States Bike Route 45; and

**WHEREAS**, the Minnesota Department of Transportation has convened several public meetings during the previous eighteen months locally and throughout the river's corridor to gather information, review route alternatives and to provide assistance; and

**WHEREAS**, the Minnesota Department of Transportation in cooperation with road and trail authorities have proposed a specific route to be designated as the Mississippi River Trail (USBR 45), a map of which is herein incorporated into this resolution by reference; and

**WHEREAS**, the proposed Mississippi River Trail (USBR 45) traverses through City of Grand Rapids and is expected to provide a benefit to local residents and businesses; and


**WHEREAS**, the Minnesota Department of Transportation will continue to maintain statewide mapping and information regarding Mississippi River Trail (USBR 45), convene meetings and facilitate the resolution of issues and future alignment revisions within the State,

**WHEREAS**, the City of Grand Rapids has duly considered said proposed route and determined it to be a suitable route through the City of Grand Rapids and desire that the route be formally designated so that it can be appropriately mapped and signed, thereby promoting bicycle tourism locally and throughout Minnesota along the Mississippi River.

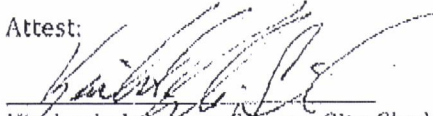
**NOW THEREFORE IT IS HEREBY RESOLVED** by the City of Grand Rapids hereby expresses its approval and support for the development of the Mississippi River Trail (USBR 45) and requests that the appropriate government officials take action to officially designate the route accordingly as soon as possible.

ALL RESOLUTIONS AND PARTS OF RESOLUTIONS INSOFAR AS  
THEY CONFLICT WITH THE PROVISIONS OF THIS RESOLUTION BE  
AND THE SAME ARE HEREBY RESCINDED.

Adopted this 9th day of July, 2012

  
Dale C. Adams, Mayor

Attest:

  
Kimberly Johnson-Gibeau, City Clerk

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





**CITY OF GRAND RAPIDS**

**RESOLUTION**

IT IS RESOLVED that the City of Grand Rapids enter into Mn/DOT Agreement No. 06574 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for the State to enter upon City Right of Way to install Mississippi River Trail signing along the designated Mississippi River Trail route on City roadways and for the City to provide for proper maintenance of the route signing. Such work will be conducted under State Project No. 8823-293, on various Trunk Highway routes.

IT IS FURTHER RESOLVED that the \_\_\_\_\_ and the \_\_\_\_\_  
(Title) are authorized to execute the Agreement and any  
(Title) amendments to the Agreement.

**CERTIFICATION**

I certify that the above Resolution is an accurate copy of the Resolution adopted the City Council of the City of Grand Rapids at an authorized meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2014, as shown by the minutes of the meeting in my possession.

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2014

Notary Public \_\_\_\_\_

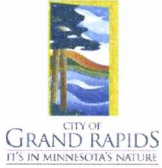
My Commission Expires \_\_\_\_\_

NOTARY  
STAMP

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Type or Print Name)

\_\_\_\_\_  
(Title)



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 14-0828      **Version:** 1      **Name:** Blandin Grant for Collaboration  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 9/17/2014      **In control:** City Council  
**On agenda:** 9/22/2014      **Final action:**  
**Title:** Adopt a resolution accepting a \$2,500 grant from the Blandin Foundation  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [9-22-14 \\$2500 grant Blandin Found-collaboration.pdf](#)

Date	Ver.	Action By	Action	Result
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Adopt a resolution accepting a \$2,500 grant from the Blandin Foundation

**Background Information:**

At the August 25, 2014, regular council meeting, the city council approved a \$2,500 grant agreement with the Blandin Foundation to assist in the cost of facilitating collaborative meetings with other local government agencies. A resolution accepting the funds is required.

**Staff Recommendation:**

City staff is recommending the approval of the attached resolution.

**Requested City Council Action**

Adopt a resolution accepting a \$2,500 grant from the Blandin Foundation

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

RESOLUTION NO. 14-

A RESOLUTION ACCEPTING A \$2,500 GRANT FROM THE BLANDIN FOUNDATION  
TO SUPPORT COLLABORATION AND ALIGNMENT EFFORTS FOR MUNICIPALITIES  
IN THE ITASCA COUNTY AREA

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

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

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

- \$2,500 from the Blandin Foundation to support collaboration and alignment efforts for municipalities in the Itasca County area.

Adopted this 22nd day of September 2014

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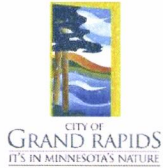
Dale C. Adams, Mayor

Attest:

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Kimberly Johnson-Gibeau, City Clerk

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 14-0832      **Version:** 1      **Name:** Account Service Agreements with Colonial Life.  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 9/18/2014      **In control:** City Council  
**On agenda:** 9/22/2014      **Final action:**  
**Title:** Account Service Agreements with Colonial Life.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Colonial Life Service Agreements](#)

Date	Ver.	Action By	Action	Result
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Account Service Agreements with Colonial Life.

**Background Information:**

District General Agent Jeff Brekken and Account Executive Ron Rantala from Colonial Life requested an opportunity to discuss supplemental benefit coverage with City employees. In anticipation of opening accounts, they will need to have the attached two forms signed in order to set up payroll deductions and a flex benefit plan.

**Staff Recommendation:**

In the past, the City of Grand Rapids has allowed several vendors the opportunity to discuss supplemental benefits with City employees. Lynn DeGrio, Human Resources Director, is recommending allowing representatives from Colonial Life the opportunity to discuss supplemental benefits with City employees consistent with past practices.

**Requested City Council Action**

Authorize the Mayor to sign the attached Account Service Agreements from Colonial Life.



**Producer Contact: 1.800.43VOICE, Option 2, 2**  
**Fax Forms to 1.800.543.8573 or email to [newaccountservicecenter@coloniallife.com](mailto:newaccountservicecenter@coloniallife.com)**

**Account Information**

**Account name:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip** \_\_\_\_\_  
**Phone:** (\_\_\_\_) \_\_\_\_\_ **Fax:** (\_\_\_\_) \_\_\_\_\_

If this account is associated with another Colonial Life or one of its affiliates' accounts, please provide the name and BCN of the account or master group number:

**Account billing address (if different from above address):** \_\_\_\_\_

**Contact person for billing and service:** \_\_\_\_\_  
 First Name Middle Initial Last Name Title

**E-mail address:** \_\_\_\_\_

**Are there locations that will be written in NY?**  Yes  No

**Number of benefit-eligible employees:** \_\_\_\_\_ **Federal Tax ID:** \_\_\_\_\_

**Exact nature of business:** \_\_\_\_\_

**Will a third party administer, reconcile and/or remit the premium deductions?**  Yes  No

**If yes, is the third party a:**  Payroll Company  Professional Employer Organization  Other \_\_\_\_\_

**Please indicate name, address, phone number and contact person** \_\_\_\_\_

**\*A Premium Services and Administration Agreement may be needed.**

**Will any deductions be made pretax?**  Yes  No **If yes, include Flex Plan Supplemental Form.**

**Will the employer be contributing any premium toward the Colonial Life benefits?**  Yes  No

**IMPORTANT COMPENSATION DISCLOSURE INFORMATION**

Colonial Life is committed to helping working Americans and their families minimize personal financial risk with a comprehensive offering of voluntary benefits through the workplace. Colonial Life compensates producers to facilitate the sale and delivery of these valuable benefits. This compensation might include commissions as well as various incentives and awards.

We support the full disclosure of compensation programs for our products, and your insurance advisor can provide you with complete information about these programs. You may also learn additional information about our compensation programs by contacting our Plan Administrator Service Center at 1.800.256.7004.

**Is employer/account paying a fee to an insurance advisor for this placement of Colonial Life insurance?**  Yes  No \_\_\_\_\_

Initials of Authorized Officer

**If yes, list advisor(s) names** \_\_\_\_\_

**A completed Compensation Consent and Disclosure Form 62291 is required for each insurance advisor receiving a fee.**

**If fee is paid in the future, it is the employer's responsibility to notify Colonial Life of the change.**

The employer account (and/or its assigns) agrees to forward promptly all insurance premiums payroll deducted from its employees to Colonial Life & Accident Insurance Company (hereafter Colonial Life) for payment of employee insurance coverage and to notify Colonial Life promptly of the names of any employees to cease deductions because of termination from employment or otherwise. If the employer fails to notify Colonial Life that an individual's employment has terminated, that an individual has otherwise ceased deductions or where there is some other misunderstanding between the employer and employee concerning the payroll deductions, Colonial Life agrees to reimburse the employer up to one (1) month's premium in the event of loss by the employer as long as a claim has not been paid. Refund of premiums on flexible benefit plan accounts will be made payable to the employer. The issuance of any coverage paid for by payroll deduction pursuant to this agreement does not relieve the employer of the requirements of Workers' Compensation Laws of their state.

Signed at: \_\_\_\_\_ this \_\_\_\_\_ day of \_\_\_\_\_  
 City and State

Print Name and Title of Authorized Officer \_\_\_\_\_

Signature of Authorized Officer \_\_\_\_\_

**Submitted by** \_\_\_\_\_ **Producer #** \_\_\_\_\_ **Producer Telephone Number** \_\_\_\_\_

**Please check one:**

- New Account  
 Existing account implementing a flex plan. Indicate existing BCN  
E \_\_\_\_\_  
Federal Tax ID# \_\_\_\_\_



**Flex Plan Supplemental Form**

**Plan Dates:** Colonial Life Plan Effective Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Initial Enrollment Dates: Start \_\_\_\_/\_\_\_\_/\_\_\_\_ Stop \_\_\_\_/\_\_\_\_/\_\_\_\_  
Subsequent (Future) Plan Document Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Subsequent (Future) Enrollment Dates: Start \_\_\_\_/\_\_\_\_/\_\_\_\_ Stop \_\_\_\_/\_\_\_\_/\_\_\_\_

**Employer Reminder Notice**

We are pleased you have selected Colonial Life & Accident Insurance Company (hereinafter called Colonial Life) as a supplier of insurance under the flexible benefits plan that you are implementing within the guidelines of Section 125 of the Internal Revenue Code. As a supplier of currently acceptable insurance coverage, we would like to remind you of several elements of Code Section 125.

1. You should have a written plan document that addresses the 6 primary elements listed in the Proposed Regulations.
2. You should realize that as a result of salary reduction, you the employer reduce your FICA (Social Security) contributions as a result of your employees' reducing their FICA contributions. Both of these reductions may ultimately somewhat reduce the Social Security benefit eventually paid to the employee.
3. You should review state statutes as they pertain to state tax implications of employees salary reductions under your plan. In addition, you should check with your Workers' Compensation insurance carrier to determine if the Workers' Compensation insurance can be based on the reduced gross pay after salary reductions.
4. Because premiums being paid are considered employer paid, certain claim payments will be subject to 1099 reporting by Colonial Life.
5. Payments for the first six months of total disability are subject to FICA tax. Colonial Life will withhold the correct FICA taxes from these claim payments and notify you, the employer, of your obligation to pay the employer's portion of the FICA tax and the amount due. You will be required to add the disability payment to the employee's W-2 or provide a separate W-2 for the amount of the payment.
6. Once employee elections are made, they may not be changed during the plan year except under circumstances outlined in the document. Any changes must be communicated to Colonial Life in writing by your Plan Administrator.
7. Since premiums are considered employer paid, all refunds will be made to the employer. The employer will be responsible for any tax withholdings and reporting and for distributing the refunds to employees.
8. When implementing a new flexible benefits plan that includes other insurance providers, you should notify them of the plan.
9. Certain benefit plans, when pretaxed, may become subject to the Employee Retirement Income Security Act of 1974 (ERISA). Under ERISA, all employers (other than governmental and church employers) must provide each participant in a welfare or pension benefit plan with a summary plan description.
10. Flexible benefit plans are subject to discrimination rules to ensure highly compensated and key employees are not allowed to benefit from the plan disproportionately compared to other employees. The employer is responsible for complying with the discrimination guidelines.

**This notice is not intended to deter you from establishing a flexible benefits plan but rather to make you aware of these obligations. You should consult your professional advisors, lawyers, and/or Certified Public Accountants for answers to specific questions. Thank you again for allowing Colonial Life to provide insurance coverage to your company.**

I acknowledge that I have read and understand the notice above. This also serves as confirmation of existing plan dates, any amendments to them if applicable, and inclusion of Colonial Life products under the plan.

\_\_\_\_\_  
Colonial Life Benefit Representative's Name

\_\_\_\_\_  
Account Name

\_\_\_\_\_  
Signature of Authorized Officer

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date (mm/dd/yyyy)





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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 14-0833      **Version:** 1      **Name:**  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 9/18/2014      **In control:** City Council  
**On agenda:** 9/22/2014      **Final action:**  
**Title:** Hire temporary employees for Park & Recreation / I.R.A. Civic Center

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

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

**Background Information:**

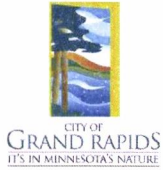
The following individuals will be hired with the Grand Rapids Park and Recreation Department, I.R.A. Civic Center, and/or the Grand Rapids Sports Complex. These positions are part of the annual operating budget, and will begin employment October 29, 2013.

Paige Mann      Various Part Time Positions      Hourly Range: \$8.00 to \$10.00 per hour

**Staff Recommendation:**

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

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 14-0816      **Version:** 1      **Name:** Resignation Brian Carlson  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 9/16/2014      **In control:** Library  
**On agenda:** 9/22/2014      **Final action:**  
**Title:** Accept the resignation of Brian Carlson from the Arts & Culture Commission and authorize staff to begin the process of filling the vacancy.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [resignation](#)

Date	Ver.	Action By	Action	Result
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Accept the resignation of Brian Carlson from the Arts & Culture Commission and authorize staff to begin the process of filling the vacancy.

**Background Information:**

Brian Carlson was appointed to the Arts & Culture Commission May 13, 2013. Mr. Carlson recently submitted his resignation from the commission.

**Staff Recommendation:**

Accept Mr. Carlson's resignation and authorize staff to post the vacancy.

**Requested City Council Action**

Accept the resignation of Brian Carlson from the Arts & Culture Commission and authorize staff to begin the process of filling the vacancy.



**From:** Dodge Downing <dodgedowning@yahoo.com>  
**Sent:** Tuesday, September 09, 2014 11:48 AM  
**To:** Amy Dettmer  
**Subject:** Re: arts commission resignation

On Tuesday, September 9, 2014 8:23 AM, Brian Carlson <[brian50@paulbunyan.net](mailto:brian50@paulbunyan.net)> wrote:

I here by resign from the art commission effective immediately.  
Brian Carlson



This email is free from viruses and malware because [avast! Antivirus](#) protection is active.



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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 14-0831      **Version:** 1      **Name:**  
**Type:** Minutes      **Status:** Approved  
**File created:** 9/18/2014      **In control:** City Council  
**On agenda:** 9/22/2014      **Final action:**  
**Title:** Acknowledge minutes for Boards and Commissions.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [April 9, 2014 Park-Rec-Civic Center](#)  
[August 13, 2014 Public Utilities Commission](#)  
[June 26, 2014 GREDA Minutes](#)  
[March 14, 2014 Airport Advisory Board](#)  
[May 21, 2014 Airport Advisory Board](#)  
[July 1, 2014 Arts & Culture Commission](#)  
[July 16, 2014 Arts & Culture Commission](#)

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

**CIVIC CENTER AND PARKS AND RECREATION ADVISORY BOARD**  
**Regular Monthly Meeting**  
**April 9, 2014**

The IRA Civic Center and Park and Recreation Advisory Board held its regular monthly meeting on Wednesday, April 9, 2014 at the IRA Civic Center.

**I. CALL TO ORDER**

**Board Members Present:** Lilah Crowe, Tina Glorvigen, Brad Hydeke, , Barb Sanderson and Kim Smith

**Board Members Absent:** Justin Lamppa, Steve Oleheiser, Melanie DeBay, Peter Miskovich

**Staff Present:** Dale Anderson and Tony Clifton

**Visitors:** None

**II. FINANCIAL REPORTS**

No discussion. Dale to email out financials as we did not have the year-end report.

**III. MINUTES**

The minutes from the last regular meeting held on March 12, 2014 were presented to the board.

**A motion was made by Crowe and second by Sanderson to accept the March 12, 2014 minutes as presented.**

**Upon roll call vote, the following voted in favor thereof: Crowe, Glorvigen, Hydeke, Sanderson and Smith. Those opposed: none. Motion carried.**

**IV. SETTING THE AGENDA**

No items were added for discussion.

**V. OLD BUSINESS**

a. Park plan update

The park plan was pulled from the council work session due to the desire for more statistics in the report. Dale Anderson wrote a memo to the council explaining that statistics are very costly to gather, and often times can be skewed due to neighborhood demographics changing. It was also highlighted that the neighborhood meetings expressed the desire to not lose any open spaces in the city.

Dale explained that the park plan is not a set agenda, but rather a roadmap for the future development of city parks and facilities.

The park plan is set for the Policy and Ordinance Review Committee meeting for April 27, 2014.

## **VI. NEW BUSINESS**

- a. An increase in ice rates was proposed for the 2014-2015 season:
  - a. \$100 non-prime
  - b. \$128 prime
  - c. \$174 tournament/competition

**A motion was made by Glorvigen and second by Hyduke to consider the increase in ice rates for the 2014-2015 season.**

**Upon roll call vote, the following voted in favor thereof: Crowe, Glorvigen, Hyduke, Sanderson and Smith. Those opposed: none. Motion carried.**

## **STAFF REPORT**

- a. Programs and events update. Registrations for spring and summer programs are beginning to come in. Online registration is a great asset for the department.

## **CORRESPONDENCE**

Nothing to report.

**A motion was made by Crowe and second by Smith adjourn.**

There being no further business, the meeting was adjourned.

Respectfully submitted: Tony Clifton



A regular meeting of the Grand Rapids Public Utilities Commission was held on August 13, 2014 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4<sup>th</sup> 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, Attorney Bengtson.

Motion by Hodgson to approve the minutes of the July 16, 2014 special meeting, the July 30, 2014 special meeting, and the July 16, 2014 regular meeting. 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.

Finance Manager Betts reviewed the July 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 July 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.

President Welliver acknowledged the public forum. None present.

#### Commission Member Reports:

At the request of President Welliver, General Manager Ward updated the Commission on the planting of trees to reduce natural path of wind to aid in odor control the Wastewater Treatment Facility, which is scheduled to start tomorrow. The project was one of several recommendations by Advanced Engineering and Environmental Services, Inc. (AE2S) in a recent study completed to identify the root cause of the odors and provide recommendations to mitigate the odor at the facility.

#### Administration:

Motion by Zabinski to approve the disposal of Truck #82 (1979 Chevrolet Flatbed) at the MN State Surplus Auction in September. 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 reviewed the 2010-2014 Minnesota Power bill summary with the Commission.

Accounting and Finance:

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

Motion by Chandler to authorize the write-off of uncollectible accounts in the amount of \$390.77, as presented. 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.

Electric Department:

Electric Department Manager Goodell reviewed the July 2014 Operations Report with the Commission. Discussion followed on the Advanced Metering Infrastructure (AMI) System Pilot Program scheduled to start in October. Manager Goodell also reported the pole replacement project is approximately 50% completed at this time.

Wastewater Treatment Facility Operations:

Wastewater Treatment Department Manager Mattson reviewed the July 2014 Operations Report with the Commission. Commissioner Hodgson requested information on the formula used in the calculation of secondary treatment costs for industrial and domestic usage; General Manager Ward will provide the information requested. Discussion followed on the ongoing odor control chemical trials of ferric chloride vs. zinc; bleach is also being added at the filtrate lift station.

Water/Wastewater Collection:

Water/Wastewater Collection/Safety Manager Doyle reviewed the July 2014 Operations Report with the Commission. Discussion followed as to the age of Well #2 and feasibility of repairing vs. relocating, when necessary. Manager Doyle will consider the options in long range planning.

Safety Training Procedures and Updates:

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

GRPUC Discussion/Correspondence:

Lorman Training Webinar-Boilerplate Contract Terms: Yes, They Really Matter, June 10, 2014, Grand Rapids, MN – Jeremy Goodell.

APPA Webinar-Utility Collections: The Complete Process, July 8, 2014, Grand Rapids, MN – Terry DeLorme.

Baker Tilly Webinar-What's New in the Affordable Care Act, July 17, 2014, Grand Rapids, MN – Linda George, Jean Key.



**MN Wastewater Operators Association 38th Annual Conference, July 22-25, 2014, Grand Rapids, MN – Steve Mattson, Larry Pullis, Rich Heinritz, Mark Hansen, Dave Roy.**

Change Orders:

Motion by Hodgson to approve Change Order #1- Additional Backhoe/Plowing from Electrical Systems, Inc. in the amount of \$3,902.00 for the Crystal Lake Boulevard OH to UG Conversion Project. 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.

Claims for Payment:

Motion by Lenius to approve Pay Request #1 from Electrical Systems, Inc. in the amount of \$59,477.00 for the Crystal Lake Boulevard Overhead to Underground Conversion Project. 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 Chandler to approve Pay Request #5-Final from Hammerlund Construction, Inc. for the Industrial Force Main Replacement - Segment B Project in the amount of \$48,374.24. 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.

Motion by Zabinski to authorize the verified claims for payment in the amount of \$1,751,949.45 (1,377,214.20 computer checks and \$374,735.25 manual checks) per attached lists. 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 at 4:45 PM to adopt a resolution to close the meeting to develop or consider offers or counter offers for the purchase or sale of real or personal property, Minnesota Statutes 13D.05. The subject property is located west of the original Wastewater Treatment Facility and generally described as:

- Parcel #91-650-1570, Legal Description: Lots 24-30 Blk 15 & N 1/2 of Vac 6th St SE Deeded Acres: 0.65, Section-Township-Range: 22-055-25, School District: 318
- Parcel #91-650-1580, Legal Description: Lots 31-32 Blk 15 & N 1/2 of Vac 6th St SE Deeded Acres: 0.18, Section-Township-Range: 22-055-25, School District: 318
- Parcel #91-650-1605, Legal Description: Lots 1-4 Blk 16 & S 1/2 of Vac 6th St SE, Deeded Acres: 0.37, Section-Township-Range: 22-055-25, School District: 318
- Parcel #91-650-1655, Legal Description: Pt of Lots 29-32 Blk 16 Lyg N of CSAH 3, Deeded Acres: 0.04, Section-Township-Range: 22-055-25, School District: 318
- Parcel #91-650-1615, Legal Description: Lots 10-12 Less Part Lyg N of River Rd, Deeded Acres: 0.17, Section-Township-Range: 22-055-25, School District: 318.

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 declare the meeting closed and in session at 4:45 PM. 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

The consensus of the Commission was to retain the property until a final decision is made on the disposition of the former Wastewater Treatment Facility and the related assets. Neighboring residents will be requested to remove any items parked or stored on the property by September 1, 2014.

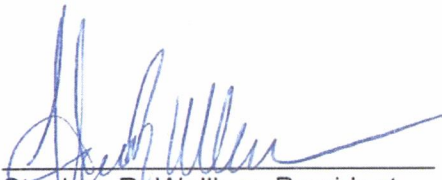
Motion by Chandler at 5:00 PM to open the closed meeting. Motion seconded by Zabinski and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

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

The next regular Commission meeting is Wednesday, September 17, 2014 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4<sup>th</sup> Street.

Attest:

  
\_\_\_\_\_  
Gregory A. Chandler, Secretary

  
\_\_\_\_\_  
Stephen R. Welliver, President



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

NAME	AMOUNT	NAME	AMOUNT
ABM Equipment & Supply	2,099.49	Miners Cub Foods	1,081.86
AE2S	23,891.35	Minnesota Dept of Commerce	234.92
Alcola Solutions Group	5,352.60	Minnesota Dept of Labor & Indust	50.00
AmeriPride Services	124.58	Minnesota Municipal Utilities	240.00
Arrow Embroidery	260.17	Minnesota Office of Enterprise Te	36.00
Automatic Systems Co	1,080.58	Minnesota Power	1,041,363.60
Autumn Creek Consulting	2,795.10	The Motor Shop	75.50
Battery Wholesale Inc	217.04	Nelson Roofing Inc	6,890.00
Bell Lumber & Pole Co	18,040.50	Neo Solutions	33,599.36
Burggrafs Ace Hardware	112.23	Nextera	604.11
Busy Bees Quality Cleaning	1,838.00	North American Salt Co	4,732.86
Call Net	995.00	North Central Laboratories	460.09
Carquest	15.36	Northeast Technical Services	10,369.90
Casper Construction	16,463.72	Northern Business Products	1,311.76
Citi Lights	5,787.50	Northern Drug Screening	190.00
City of Grand Rapids	8,915.62	Pace Analytical	1,911.74
Climate Makers	911.53	Personnel Dynamics	10,781.20
Cogsdale	32,702.50	Plackner Tree Care	267.19
Cole Hardware	795.42	Presto Print	217.76
Cooper Power Systems	406.98	Public Utilities Commission	2,650.18
Davis Oil	1,579.64	R K Hillman	228.00
Door Service	932.28	Radtke Trucking	40,784.61
Dennis Doyle	126.56	Rapid Pest Control	92.50
Electric Pump	8,321.40	Rapid Rooter	500.00
Energy Insight Inc	1,214.77	Rapids Ford	130.54
Era Laboratories	2,150.00	Rapids Hydraulics	100.65
Express Employment Services	7,821.65	Rapids Process Equipment	253.24
Fastenal	151.46	River Road Market	1,676.42
G Neil	203.97	Sandstroms	232.79
Gopher State One-Call	448.25	SelectAccount	158.30
Grand Itasca Clinic & Hospital	327.40	Stuart Anderson Engineering	1,017.90
Grand Rapids Newspapers	148.20	Stuart C Irby	318.78
Doug Green	94.95	T & R Electric	10,740.94
HVAC Services	780.00	TFBG Inc	70.00
Hawkins Inc	9,620.87	Thelen Heating & Roofing	2,065.00
Hawkinson Sand & Gravel	52.30	Treasure Bay Printing	317.00
Herc-U-Lift	305.45	Vessco Inc	384.70
Hotsy Minnesota.Com	129.68	Viking Electric Supply	205.46
Bob Howendobler	9,338.00	WDIO TV	500.00
Industrial Lubricant	2,533.15	Waste Management	1,048.81
Iron Oakes Fencing	206.11	Wells Fargo Business Cards	2,469.21
Itasca Computer Resources	3,212.50	Wesco	8,317.84
Itasca County Treasurer	2,605.49	WECC	478.82
Itasca Utilities Inc	2,810.00	Works Computing	1,519.50
KOZY	490.00	WP & RS Mars	487.44
L & M Supply	746.29	Xerox	185.69
Lake Country Furniture	495.50	Zee Medical Service	129.00
Lano, O'Toole, Bengston	1,428.00		
League of Minnesota Cities Ins	2,813.00	Energy Star Rebates:	
Anne Lewis	340.00	Frederick Smith	50.00
Local- Boy	408.57	Michael Henderson	50.00
McMaster-Carr	228.56		
Mangseth Painting	710.00		
Steve Mattson	53.76		
		Total	1,377,214.20

\* \* \* GRAND RAPIDS PUBLIC UTILITIES \* \* \*  
ACCOUNTS PAYABLE CHECK REGISTER 7/31/2014  
WELLS FARGO BANK

CHECK NO	CHECK DATE	VEN NO	V E N D O R	Check Amount
MANUAL CHECKS				
2613	7/01/2014	1613	DELTA DENTAL OF MINNESOTA	3,449.00
2614	7/11/2014	700	MINNESOTA DEPT OF REVENUE	3,854.05
2615	7/11/2014	1232	WELLS FARGO BANK	22,640.81
2616	7/11/2014	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	12,564.22
2617	7/11/2014	1734	ING INSTITUTIONAL PLAN SERVICES LLC	6,874.58
2618	7/02/2014	1611	SELECTACCOUNT	520.84
2619	7/14/2014	1611	SELECTACCOUNT	882.67
2620	7/17/2014	890	MINNESOTA DEPARTMENT OF REVENUE	210.00
2621	7/22/2014	700	MINNESOTA DEPT OF REVENUE	46.91
2622	7/22/2014	1232	WELLS FARGO BANK	302.50
2623	7/22/2014	1734	ING INSTITUTIONAL PLAN SERVICES LLC	4,280.74
2624	7/24/2014	1734	ING INSTITUTIONAL PLAN SERVICES LLC	3,911.86
2625	7/24/2014	1734	ING INSTITUTIONAL PLAN SERVICES LLC	4,532.30
2626	7/25/2014	700	MINNESOTA DEPT OF REVENUE	3,794.14
2627	7/25/2014	1232	WELLS FARGO BANK	22,457.29
2628	7/25/2014	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	12,235.83
2629	7/25/2014	1734	ING INSTITUTIONAL PLAN SERVICES LLC	6,809.20
2630	7/11/2014	1612	SELECTACCOUNT	2,523.39
2631	7/28/2014	1612	SELECTACCOUNT	2,523.39
2632	7/31/2014	67	BLUE CROSS BLUE SHIELD	46,595.91
65322	7/01/2014	921	UNITED PARCEL SERVICE	99.41
65323	7/01/2014	1572	MINNESOTA ENERGY RESOURCES CORP	16.36
65324	7/01/2014	1835	VERIZON WIRELESS	240.44
65325	7/01/2014	386	MINNESOTA W O A	250.00
65326	7/01/2014	386	MINNESOTA W O A	450.00
65327	7/01/2014	570	U S POST OFFICE	731.86
65328	7/07/2014	457	POSTAGE BY PHONE SYSTEM	2,000.00
65329	7/08/2014	921	UNITED PARCEL SERVICE	65.47
65330	7/08/2014	1573	MN BUREAU OF CRIMINAL APPREHENSION	15.00
65332	7/08/2014	141	MINNESOTA DEPT OF PUBLIC SAFETY	10.50
65333	7/09/2014	1773	WELLS FARGO ADVISORS	137.50
65334	7/09/2014	570	U S POST OFFICE	695.12
65335	7/10/2014		NASON, DAVID J	19.56
65338	7/14/2014	386	MINNESOTA W O A	455.00
65339	7/14/2014		ASPLUND, IVEN W	54.62
65340	7/14/2014		MARTIN, WILLIAM	180.90
65341	7/16/2014		SAFEGUARD PROPERTIES	15.51
65342	7/16/2014	1873	GRAND RAPIDS AREA COMMUNITY FOUNDATION	387.63
65349	7/17/2014	141	MINNESOTA DEPT OF PUBLIC SAFETY	10.50
65350	7/17/2014	1573	MN BUREAU OF CRIMINAL APPREHENSION	15.00
65351	7/18/2014	570	U S POST OFFICE	604.56
65352	7/18/2014		SAFEGUARD PROPERTIES	25.69
65353	7/21/2014	234	HAMMERLUND CONSTRUCTION	147,294.09
65354	7/21/2014	1993	HUNT ELECTRIC CORPORATION	5,225.00
65481	7/23/2014	604	ANTHONY WARD - PETTY CASH	254.07
65482	7/23/2014	1585	STANDARD INSURANCE COMPANY	1,796.92

\*\*\* GRAND RAPIDS PUBLIC UTILITIES \*\*\*  
ACCOUNTS PAYABLE CHECK REGISTER 7/31/2014  
WELLS FARGO BANK

CHECK NO	CHECK DATE	VEN NO	V E N D O R	Check Amount
65484	7/23/2014	1218	CITY OF LAPRAIRIE	12,933.03
65488	7/23/2014	936	US BANK N.A.	73,505.20
65489	7/25/2014	570	U S POST OFFICE	782.16
65490	7/25/2014	601	WALMART STORE 1609	590.04
65495	7/28/2014	141	MINNESOTA DEPT OF PUBLIC SAFETY	10.50
65497	7/28/2014	1573	MN BUREAU OF CRIMINAL APPREHENSION	15.00
65498	7/31/2014	100	CITY OF GRAND RAPIDS	72,333.33
65499	7/31/2014	100	CITY OF GRAND RAPIDS	45,010.92
65500	7/31/2014		WERMUS, ANGELA R	13.82
				<hr/>
Manual Checks to be approved				374,735.25
Manual Checks Previously Approved (7/16/14)				152,519.09
Total				<hr/> 527,735.25



**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR MEETING  
THURSDAY, JUNE 26, 2014  
4:00 P.M.  
GRAND RAPIDS CITY HALL – CONFERENCE ROOM 2A  
420 NORTH POKEGAMA AVE., GRAND RAPIDS, MINNESOTA**

**CALL TO ORDER:** Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Thursday, June 26, 2014 at 4:00 p.m. in Conference Room 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

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

**SETTING OF REGULAR AGENDA:** Approved with addition.

- Election of officers.
- Appoint members to a loan review sub-committee.

**APPROVAL OF MINUTES:**

**MOTION BY COMMISSIONER CHRISTY, SECOND BY COMMISSIONER JACKSON TO APPROVE THE MINUTES OF THE MAY 22, 2014 REGULAR MEETING. The following voted in favor thereof: Jackson, Blake, Christy, Lynch. Opposed: None, passed unanimously.**

**APPROVAL OF CLAIMS:**

**MOTION BY COMMISSIONER CHANDLER, SECOND BY COMMISSIONER CHRISTY TO APPROVE CLAIMS IN THE AMOUNT OF \$1,597.50.**

Kennedy & Graven                      \$639.50

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

Election of Officers

**MOTION BY COMMISSIONER CHRISTY, SECOND BY COMMISSIONER JACKSON TO REAPPOINT THE CURRENT OFFICERS. The following voted in favor thereof: Lynch, Jackson, Blake, Christy. Opposed: None, passed unanimously.**

Review updated GREDA website.

Mr. Mattei reviewed the updated website with the Commissioners. The Commissioners thought the website turned out very good.

Consider approving an invoice from White Ivy for additional work on the GREDA website update.

**MOTION BY COMMISSIONER LYNCH, SECOND BY COMMISSIONER JACKSON TO APPROVE ADDITIONAL PAYMENT TO WHITE IVY GRAPHICS IN THE AMOUNT OF \$382.50. The following voted in favor thereof: Christy, Blake, Jackson, Lynch. Opposed: None, passed unanimously.**

Consider adoption of the revised SCDP Commercial & Residential Policy and Procedures Handbook.

**MOTION BY COMMISSIONER CHRISTY, SECOND BY COMMISSIONER LYNCH TO ADOPT THE REVISED SCDP COMMERCIAL AND RESIDENTIAL POLICY AND PROCEDURES HANDBOOK. The following voted in favor thereof: Jackson, Lynch, Christy, Blake. Opposed: None, passed unanimously.**

Updates:

Swan Machine- They did not submit for an IRRRB Grant at the June board meeting but are still committed to building a facility in Grand Rapids.

SCDP Commercial and Residential Rehab Grant- The funds have been submitted for and staff will be sending out letters to the target area after July 4<sup>th</sup>.

There being no further business the meeting adjourned at 4:28.

Respectfully submitted:

---

Aurimy Groom, Recorder

**GRAND RAPIDS/ITASCA COUNTY  
AIRPORT ADVISORY BOARD (AAB)**

March 14, 2014, 6:00 PM  
City Hall, Room 2A

Board members present were Barb Sanderson, Dan Erkkila, John Udem and Jim Johnson. Absent were Scott Johnson and Rusty Eichorn. Others present were Julie Kennedy, City Engineer, Jeff Davies, Public Works Director, and June Johnson, Recording Secretary.

Secretary Dan Erkkila called the meeting to order at 6:10 PM. Introduction of new board member John Udem was made.

Agenda Item 3: Minutes – Jim Johnson moved to approve the minutes from the September 25, 2013, meeting. Motion seconded by Barb Sanderson and carried.

Agenda item 4: Public Comment – None

Agenda Item 5: Approval of Agenda – Barb Sanderson moved to approve the agenda as presented. Motion seconded by Jim Johnson and carried.

Agenda Item 6: Administration – This item was postponed until the next regular AAB meeting.

Agenda Item 7: Operations and Maintenance – Jeff Davies

- a. A report from the FAA inspection at the airport was reviewed. All items are completed except the topping of some trees. They are old growth/white pine. The trees are on the fringe of the "A" zone.
- b. The channel on the east side of Lily Lake was discussed. Julie advised that the DNR said it could be dredged. There is also an issue of weeds. The board requested that Julie bring information to the May meeting for a possible recommendation of a project.
- c. Jeff and Julie reported that the hangars are all rented. Julie advised that they are working to have GIS on the airport buildings, including the private hangars. A list of owners/renters would be completed with name, address, and phone numbers.
- d. Julie advised that the County took over the Terminal building the first of the year and are doing remodeling for the 911 Call Center to be located there.

Agenda Item 8: Engineering – Julie Kennedy

- a. 2013 Construction update – The pavement project at the airport last year is done but the final retainage has not been released. When the frost goes out, there is a frost heave to check in front of one of the hangars.



- b. RWY 5/23 Property Acquisition update – We do own the property but the price is still not firm. There will be a court hearing to make the determination.
- c. CIP Update – Julie was concerned that there were items on the CIP plan that have been there for a long time. She met with TKDA to discuss the importance of keeping some on the plan or removing them.
- d. Engineering/Planning Consultant – The last time a consultant was hired was in 2008. A request for proposal was sent out and there are three firms to review: TKDA, SEH, and Bolton & Menk. Barb Sanderson moved to appoint John Udem and Jim Johnson to work with Julie Kennedy and Jeff Davies on the selection. Motion seconded by Dan Erkkila and carried. They will review the proposals and make a recommendation to the City Council.

Agenda Item 9: Finance – Julie Kennedy

- a. FY 12 Finance Update –
- b. FY 13 Finance Update – Julie reviewed the financial information comparing 2012 to 2013. The capital improvement fund is low now as not all the reimbursement funds are in.

Agenda Item 10: Other – Correspondence was reviewed. It was recommended that someone attend the MN Pilots Association meeting on March 21<sup>st</sup> and 22<sup>nd</sup>.

Agenda Item 11: The next meeting will be on Wednesday, May 21, 2014, City Hall Conference Room 2A at 6:00 PM.

Meeting adjourned at 7:20 PM  
June Johnson  
Recording Secretary

**GRAND RAPIDS/ITASCA COUNTY  
AIRPORT ADVISORY BOARD (AAB)  
May 21, 2014, 6:00 PM  
City Hall, Room 2A**

Board members present were Barb Sanderson, Dan Erkkila, John Udem, Rusty Eichorn, Jim Johnson and Scott Johnson. Others present were Julie Kennedy, City Engineer, Jeff Davies, PW Director, Shawn McMahon and Benita Crow, SEH, Butch Detjen, Airways Aviation, and June Johnson, Recording Secretary.

Secretary Dan Erkkila called the meeting to order at 6:00 PM. Introductions were made.

Agenda Item 3: Barb Sanderson moved to approve the minutes from the March 5, 2014, AAB Meeting. Motion seconded by Rusty Eichorn and carried. John Udem and Scott Johnson abstained due to their absence at that meeting.

Agenda Item 4: There was no public comment.

Agenda Item 5: Rusty Eichorn moved to approve the agenda as printed. Motion seconded by Barb Sanderson and carried.

Agenda Item 6: Administration

- a. Election of Advisory Board Officers
  - 1. Chair – Jim Johnson moved to elect Dan Erkkila as chair. Motion seconded by Scott Johnson and carried.
  - 2. Secretary – Scott Johnson moved to elect Jim Johnson as Secretary. Motion seconded by Barb Sanderson and carried.
- b. Appointment of Recording Secretary: Rusty Eichorn moved to appoint June Johnson as Recording Secretary. Motion seconded by Scott Johnson and carried.

Agenda Item 7: Operations and Maintenance

- a. Maintenance Report – Jeff Davies reviewed his written report in the packet. In addition he indicated that it will be a couple of more weeks before the circuit breakers are here at which time Everett will replace all four boards. Also, Keller Fence has repaired the deer fence that came down this winter. Discussions were held on wild life at the airport.
- b. Hangar Rental – All of the hangars are full.
- c. Terminal Lease Update – We have received the verbal approval to proceed with the non-aviation portion of the building.
- d. Lily Lake – A discussion was held on widening the channel on Lily Lake. Rusty Eichorn will contact the other seaplane pilots about the widening of the turn around and get with Julie Kennedy with the results. Another concern is the spread of Zebra Mussels via

seaplanes. Positive action steps are urged for all seaplane pilots to help reduce the risk for spread of Aquatic Nuisance Species.

Agenda Item 8: Engineering

- a. Construction Update – Julie Kennedy advised that the 2013 paving project should be complete in about a week. The water is draining well.
- b. RWY 5/23 Property Acquisition Update – There is a hearing next Wednesday to try to get the last piece of property finalized.
- c. Economic Impact/Public Outreach – Julie attended the MCOA meeting and it was suggested that there be more positive information put out about the benefits of the airport to the local economy. Butch Detjen and Dan Erkkila have information that can be used.
- d. Engineering/Planning Consultant – The sub-committee of Julie Kennedy, Jeff Davies, John Udem and Jim Johnson met and reviewed the proposals for Engineering Consultants from TKDA, SEH and Bolton & Menk. SEH was selected and proposed to the City for approval. Shawn McMahon and Bonita Crow gave a brief overview of their ideas for the airport. They reviewed the grant reimbursement, aeronautics fund, and other means of funding for projects.

Agenda Item 9: Finance

- a. 2014 YTD Capital Improvement Fund Financial Update – Julie reviewed finances for the airport and noted that there is a low balance.
- b. 2014 YTD Operations Fund Financial Update – Julie reviewed the operations budget and noted that there is a balance of \$ 117,439. The Airport is operating on budget.

Agenda Item 10: Correspondence – None

Agenda Item 11: Next Meeting – the next meeting will be at 6:00 PM on Wednesday, August 20<sup>th</sup> at the Airport. Rusty will host it in his hangar. Jim Johnson reminded everyone of the Civil Air Patrol Father's Day Breakfast at the airport on June 15<sup>th</sup>. Meeting adjourned at 7:00 PM.

June Johnson  
Recording Secretary



CITY OF GRAND RAPIDS ARTS AND CULTURE COMMISSION  
CONFERENCE ROOM 2B– GRAND RAPIDS CITY HALL  
REGULAR MEETING, TUESDAY, JULY 1, 2014 – 3:15 PM

**CALL TO ORDER: Pursuant to due notice and call thereof the regular meeting of the Grand Rapids Arts and Culture Commission was held in Conference Room 2B of the Grand Rapids City Hall, 420 N Pokegama Avenue, Grand Rapids, Minnesota, on Tuesday, July 1, 2014, at 3:15 pm**

CALL OF ROLL: On a Call of Roll, the following members were present: Kathy Dodge, Brian Carlson, Lois Bendix, Michael Davis, Carissa Grosland, Sonja Merrild, David Marty, Karen Walker

Commissioners absent: Todd Driscoll

Staff Present: Amy Dettmer, Michele Palkki and Jessica Setness

**A motion was made by Commissioner Marty, seconded by Commissioner Davis to nominate Commissioner Merrild as Vice Chair. Motion passed by unanimous vote.**

**APPROVAL OF MINUTES – June 3<sup>rd</sup> Regular Meeting and June 20<sup>th</sup> Special Meeting**

**Motion by Commissioner Carlson, second by Commissioner Marty to approve the minutes of the Regular Meeting of June 3, 2014 and Special Meeting of June 20, 2014. Motion passed by unanimous vote.**

Karen Walker arrived at 3:25 pm

**OLD BUSINESS**

**METRIS ARTS DISCUSSION**

A discussion was held regarding dates the consultants will be back in Grand Rapids. Monday, July 14 and Tuesday, July 15 will be focus groups and interviews done by the consultants.

There will be a Special Meeting scheduled on Wednesday, July 16 with the full Commission to discuss the events that will take place on July 14 and 15.

A discussion was held regarding the list of stakeholders. There were a few more names added to the stakeholder list, Commissioner Dodge will make sure that these are sent to the consultants. As discussed in the past, this is not a final list and names can be added at any time.

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

Respectfully submitted by Michele Palkki

The next regular meeting of the Grand Rapids Arts Commission will be Tuesday, August 5, 2014 beginning at 3:15 pm at the Grand Rapids City Hall, Conference Room 2B.

CITY OF GRAND RAPIDS ARTS AND CULTURE COMMISSION  
GRAND RAPIDS CITY COUNCIL CHAMBERS – GRAND RAPIDS CITY HALL  
SPECIAL MEETING, WEDNESDAY, JULY 16, 2014 – 8:00 AM

**CALL TO ORDER: Pursuant to due notice and call thereof the special meeting of the Grand Rapids Arts and Culture Commission was held in the Grand Rapids City Council Chambers of the Grand Rapids City Hall, 420 N Pokegama Avenue, Grand Rapids, Minnesota, on Wednesday, July 16, 2014, at 8:00 am**

CALL OF ROLL: On a Call of Roll, the following members were present: Kathy Dodge, David Marty, Todd Driscoll, Lois Bendix, Sonja Merrild, Karen Walker, Carissa Grosland and Brian Carlson

Commissioners absent: Michael Davis

Staff Present: Amy Dettmer, Jessica Setness and Michele Palkki

Consultants: Anne Gadwa Nicodemus – Metris Arts Consulting, Lynn Osgood, GO Collaborative

## **NEW BUSINESS**

### **ARTS AND CULTURE PLAN: DISCOVERY VISIT 1**

#### **➤ What We've Been Hearing**

A general discussion took place from Anne Gadwa Nicodemus and Lynn Osgood regarding the initial results from the past two days they spent with stakeholder interviews, City staff and focus meetings.

During discussions, many individuals said they would like to see Grand Rapids as more of a Regional Center for the arts and culture.

#### **➤ The question – what are the closest regional centers and their identity.**

Duluth – Economically sound, very versed in arts, many downtown arts/culture offered

Bemidji – Very well organized, 1<sup>st</sup> Fridays in place, flourishing downtown, chamber is open to the arts. Downtown sculpture walks.

Brainerd – similar to Bemidji they have art/walk space

Grand Marais – part of the regional area on the North Shore, have many arts and culture shops and festivals in place.



➤ **What are the attractions to draw people here and do we have artists with reputation**

Grand Rapids Values – attracting and retaining population. It is not so much the space that matters but what is here and available. The ease of small/community and access to all. Very high in outdoor recreation and arts

There may be a perception we are overlooked because it is not being identified. We seem to be scattered. The energy is forming so we have a huge potential. We need to clarify policies and legalities up front, so there are no misunderstandings.

People felt excited and want to see the plan come to fruition.

➤ **Art - Public**

Sculpture gardens, murals, access to children, downtown, green space/events or objects placed  
Review the plan for capital outlay and strategic opportunities.

➤ **Arts - Education**

What is the City/Commission's role with education? Should this be more identified with schools and with their curriculum? What arts are available to children with school funding being cut from the budgets? Maybe we can help but not be identified as the provider. This could be followed up with more key individuals from the School District and the Commission. Arts opportunities are not always available to low-income families.

➤ **Arts - Business**

It was noted there was a definite interest in ties between arts and business. How do we meld these two entities together and use to interface with each other? There seems to be a change in the perception of arts and business.

➤ **Native American – Ojibwa**

We need to incorporate the Native American Culture as we proceed further; there is a strong sense of connectedness with our neighbors just to the west of Grand Rapids. What will be the integrated approach?

➤ **Time Line – Overview**

➤ **Survey – Launch August 29th**

- There will be a draft survey available in time for the August 5<sup>th</sup> Arts and Culture Commission Monthly Meeting. The plan will be to launch the on-line survey August 29<sup>th</sup>



### **Time Line – Survey Continued**

The Commission can look over and make any further recommendations for the consultants to consider. The survey will be available to fill out on-line and will run for 3 weeks, 2 weeks prior to the first Community Meeting and the week of the Community Meeting.

Although the survey is done on-line, we will have different locations for people to complete the survey. The plan will be to have computers available for the public at the Grand Rapids Area Library, area Coffee Shops, possibly Community Education.

Our means for publicizing the survey will be done through many portals including but not limited to the City Web Page, City Department Face Book Pages, City Newsletter, Local Coffee Shops, Businesses, City Departments, Public Library, ISD Community Education, Tuesday Folders for Elementary Children, Press Release/Articles through the Grand Rapids Herald Review, ICTV, Public Service Announcements with KOZY/KMFY, KAXE,

The consultant team will plan to be back in Grand Rapids September 15 through the 17. There will be more stakeholder interviews, focus groups, the first community meeting and a public/place making strategic visioning meeting.

- **Interviews:** These will continue to take place along with focus group meetings
- **Community Meeting**

The Community Meeting will take place on Tuesday, September 16, time and location to be announced.

- **Public / Place Making Meeting / Strategic Visioning**

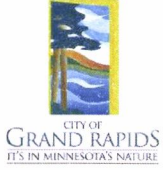
This evening will include the commission to help chair different tables that will each have a focus for conversation. A date and time to be announced.

- **Branding Discussion**

The Commission might want to look at changing the name for the Culture Plan. Right now there are many words “Grand Rapids Arts and Culture Plan”, sometimes less is more. The group was asked to write down as many names and then share those ideas with the group. It may be a good idea to go over those ideas at the next Commission Meeting on August 5. It does not mean the name has to change. It was just a suggestion.

There being no further business, the meeting adjourned at 10:30 am

Respectfully submitted by Michele Palkki



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 14-0821      **Version:** 1      **Name:** Department Head Report: Community Development Department.  
**Type:** Department Head Report      **Status:** Department Head Report  
**File created:** 9/17/2014      **In control:** City Council  
**On agenda:** 9/22/2014      **Final action:**  
**Title:** Department Head Report: Community Development Department.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Community Development: September 2014 Dept. Head Report](#)

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

**Background Information:**

*See attached Presentation.*

**Requested City Council Action**

Department Head Report: Community Development Department.



# **Community Development**

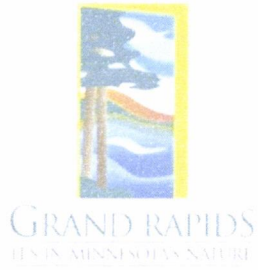
Department Report

September 22, 2014

GRAND RAPIDS  
DESIGN MINNESOTA JOURNAL

Community Development Department

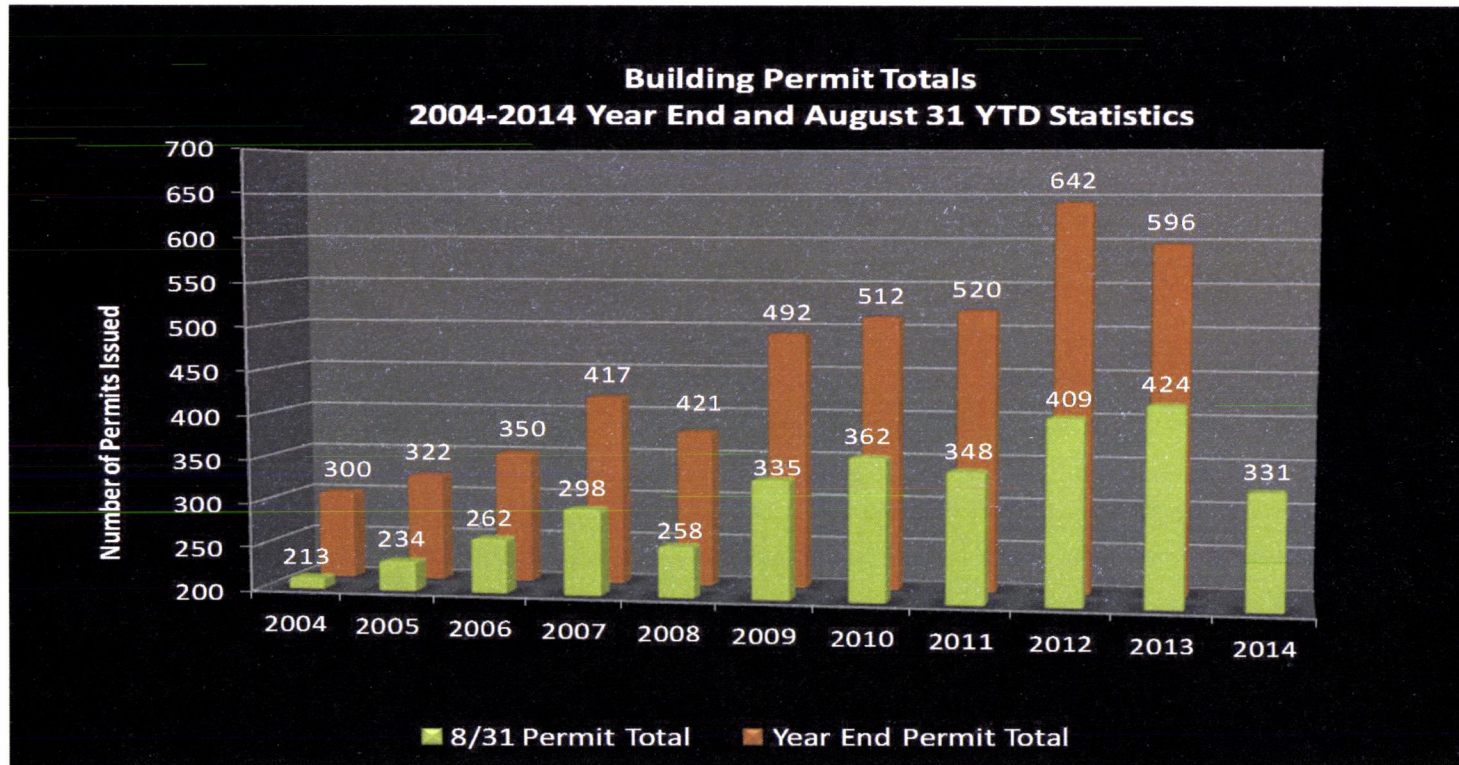




# Building Safety Activity

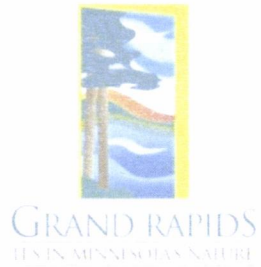
## Building Permit Year End & Aug. 31

### Statistics



**Previous charts do not account for 45 Zoning Permits for projects valued at \$161,088**

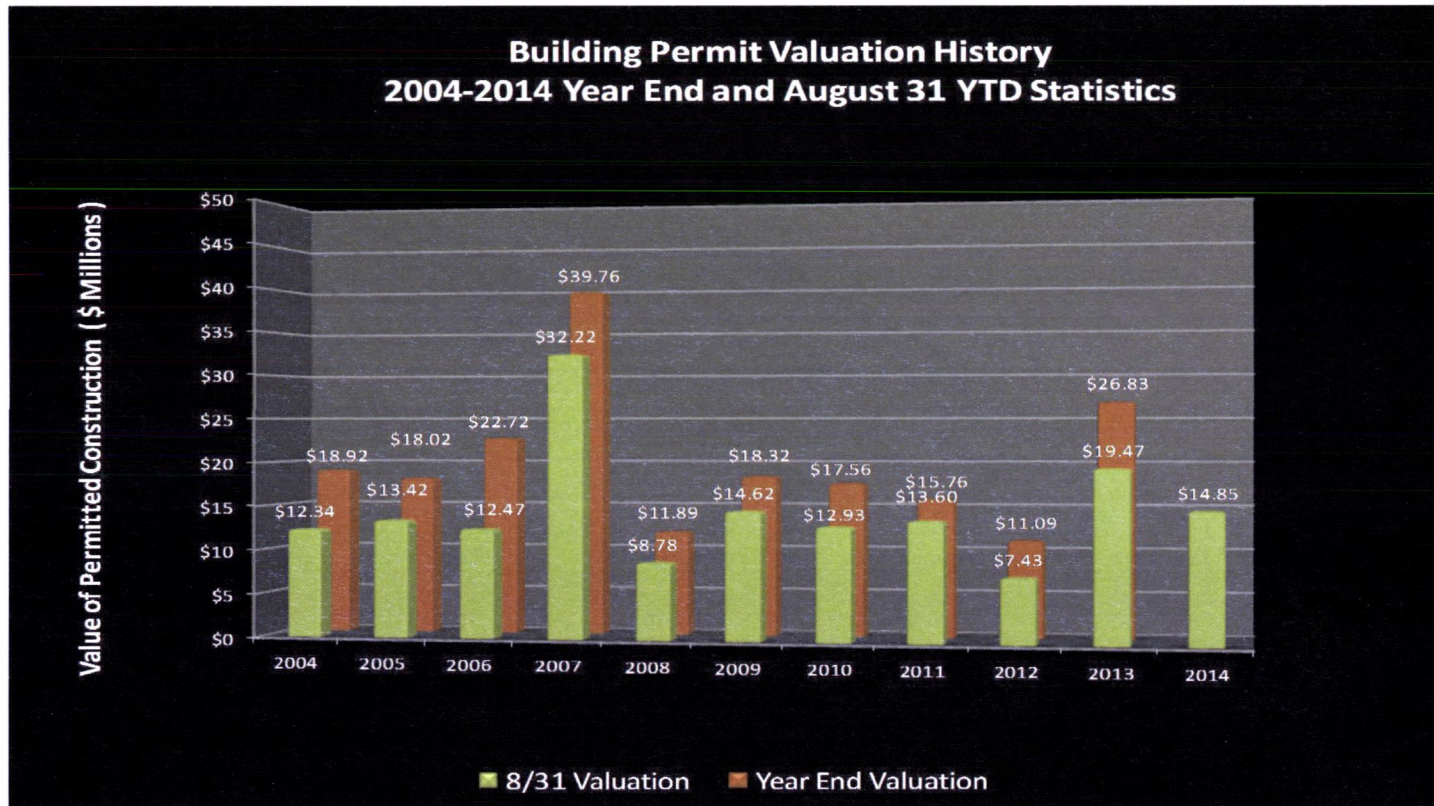
Community Development Department



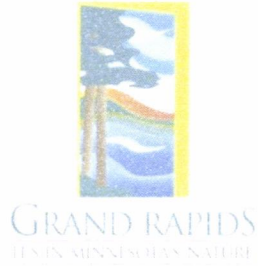
# Building Safety Activity

## Permit Valuation Year End & Aug. 31

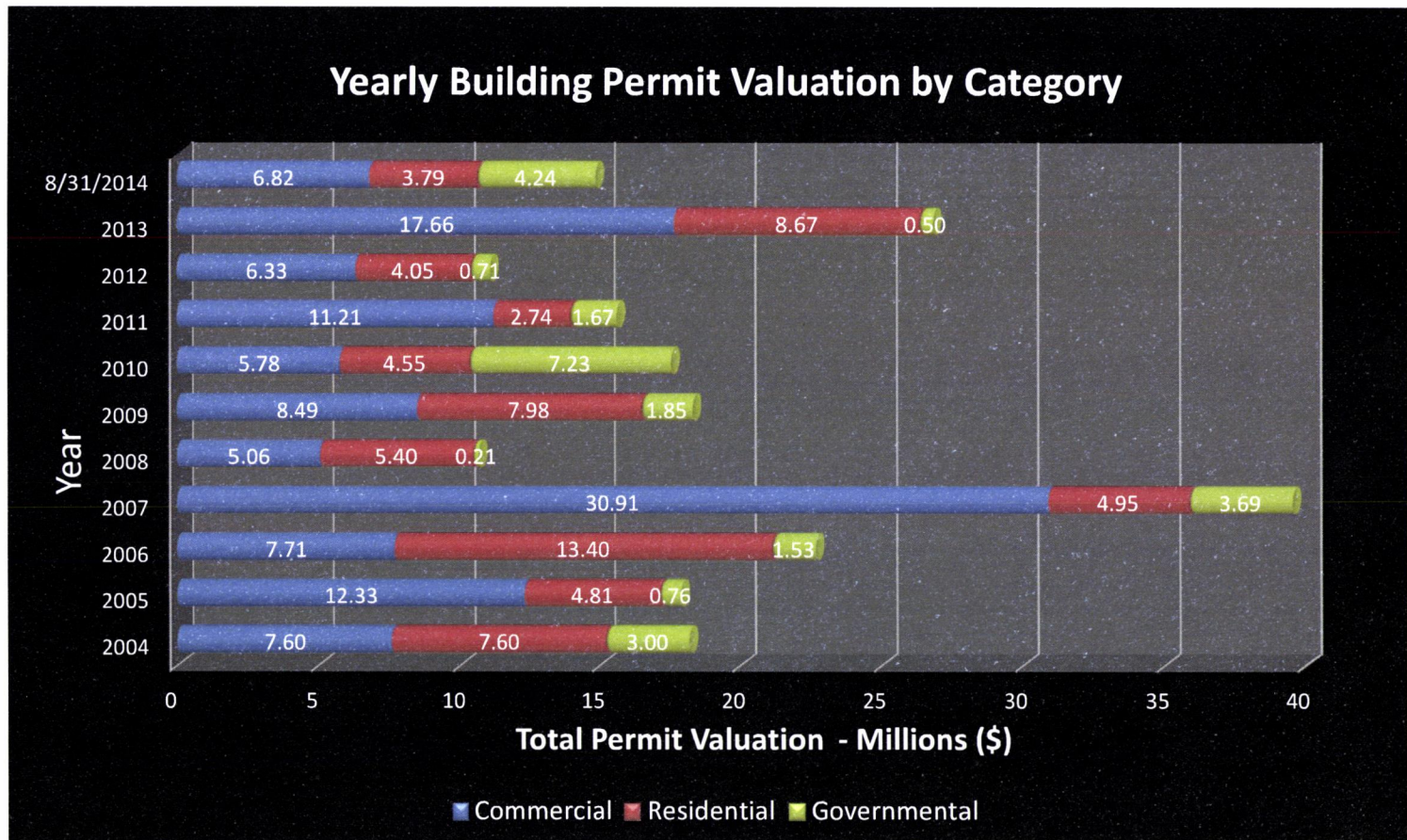
### Statistics



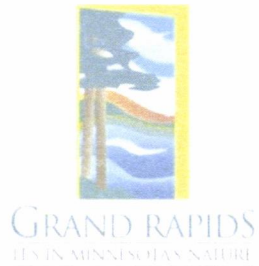




# Building Safety Activity Year End & Aug. 31 Statistics

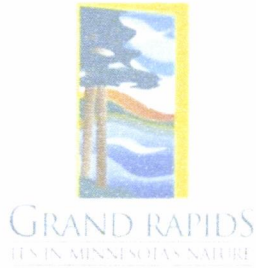






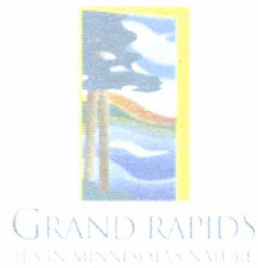
# Building Safety Activity Permit Highlights

- ❖ **13 New Single Family (1 manufactured & 12 site built)- \$2.48M**
  - (9 in 2012, 12 in 2013, Ten year average = 19.9)
- ❖ **Major Commercial Remodels/Additions**
  - Wal-Mart – Interior/Exterior Remodel - \$300K
  - CarQuest – Greg Wiens (420 NE 4<sup>th</sup> St.) – Addition to retail store - \$157K
  - Grand Itasca Hospital & Clinic – Pharmacy remodel- \$230K
  - Caribou Coffee - SDC Equity Partners – Patio add. & drive thru remodel - \$90K
  - Woodland Manor - Woodland Housing, LLP (1444 SE 2<sup>nd</sup>. Ave.)– Int./Exterior Remodel - \$497K
- ❖ **Major New Commercial**
  - YMCA – Remodel and addition - \$3.9M
  - AutoZone – new retail store- \$535K
- ❖ **Government/Institutional**
  - ISD #318 – RJEMS Classroom Additions (Plan Review)- \$1.5M
  - ISD #318 – Murphy School – Bathroom remodel - \$111K
  - City of GR/Itasca County Airport – Interior Remodel for Sherriff's Dept. - \$338K
  - City of Grand Rapids – Civic Center – Reroof - \$328K



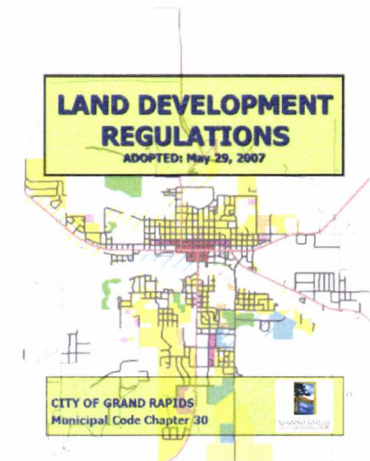
# **Building Safety Activity YTD Code Enforcement Activity**

- ❖ **Addressed 3 (+2 carried over from 2013) Hazardous Building/Property Maintenance Code violations.**
  - **Applied for, and received, \$17,343 grant from the IRRRB Residential Redevelopment Program to help cover the costs for the demolition of 4 residential structure.**
- ❖ **Performed 839 on-site Building Permit construction inspections.**
- ❖ **Completed 84 commercial plan reviews and 172 residential plan reviews.**

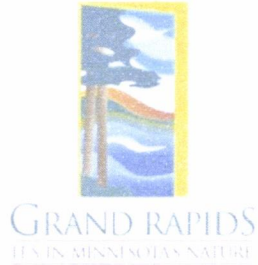


# Planning/Zoning Activity

- ❖ **2014 Zoning Requests Addressed by the Planning Commission**
  - 4 Right-of-Way Vacations – 1 Text Amendments to Zoning Ord. – 8 Variances
  
- ❖ **Subdivision Ordinance Revision**
  - February: Began the process to update Section 30-266 *Public sites and open spaces* of the Subdivision Ordinance which establishes a formula for the option of money in lieu of parkland dedication for newly platted areas.
  - July: Adopted Ordinance updating and modernizing Section 30-261 *Definitions* and Section 30-266 *Public sites and open spaces*.
  
- ❖ **Planning Commission**
  - Vacant position





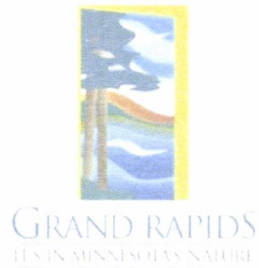


# Economic Development Activity

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

- **Received notice of grant approval May 15<sup>th</sup> for full amount - \$615,552**
- **The activity involves the rehabilitation of 12 owner occupied residential homes at a maximum assistance of \$22,400/unit, 4-15 residential rental units at a maximum assistance of \$21,000/rehabilitation project, and 6 commercial building rehabilitations, with a maximum SCDP assistance of \$32,000/rehabilitation project.**
- **GREDA received 5 commercial rehabilitation applications/approved 4 projects ~ 5<sup>th</sup> project application pending. Residential rehabilitation applications are being received by the Itasca County HRA.**

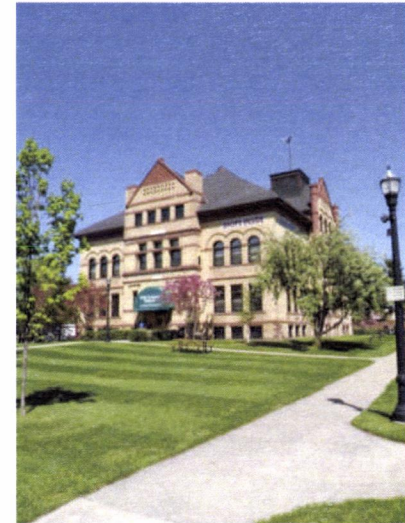




# Economic Development Activity

## ❖ Central School Leasing

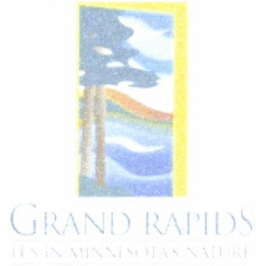
- **Preliminary Development Agreement with Northrock Development**
  - Northrock to explore feasibility of restaurant concept
  - GREDA to complete a building and grounds assessment
- **GREDA submitted a grant application to Blandin Foundation for Building Assessment work to be done by firm of Miller Dunwiddie**
- **100% of the space is currently leased**
- **Worked with Arts and Culture Commission to house Artist in Residence program in vacant space on the 3<sup>rd</sup> floor.**



## ❖ Other Current Areas of Activity

- **Sale of City Land and Development of River Hills Apartments at 21<sup>st</sup> St. SE/7<sup>th</sup> Avenue SE**
  - **Proposed 70-units Multi-Family Residential**
- **We are in discussions with three manufacturing prospects regarding potential locations in GREDA industrial parks.**





# **Community Development Dept. Staff**

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

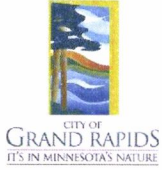




GRAND RAPIDS  
LIVES IN MINNESOTA'S NATURE

# Questions?

Community Development Department



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 14-0815      **Version:** 1      **Name:** GRSB Land Donation  
**Type:** Agenda Item      **Status:** Civic Center, Parks & Recreation  
**File created:** 9/15/2014      **In control:** City Council  
**On agenda:** 9/22/2014      **Final action:**  
**Title:** Land donation from Grand Rapids State Bank

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [GRSB Land Donation](#)

Date	Ver.	Action By	Action	Result
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Land donation from Grand Rapids State Bank

**Background Information:**

As part of the Parks and Trails Plan update, a need was identified for the development of a neighborhood park in the Remer-DeSchepper Addition. Per the attached letter, Grand Rapids State Bank is willing to donate a parcel of property in that neighborhood to meet this need. At the regular meeting of the Civic Center / Parks & Recreation Advisory Board on January 8th, the Board voted unanimously to accept the property. Through input at a public meeting, I met with staff from the County Land Department to explore an alternate site but it was determined that it was not in the County's best interest to allow development of a City Park at the desired location.

**Staff Recommendation:**

Accept land donation from Grand Rapids State Bank for development of a City Park.

**Requested City Council Action**

Consider accepting land donation from Grand Rapids State Bank for development of a City Park and authorize City staff and attorney to prepare title transfer.



*Serving the Community for Generations*

RECEIVED  
NOV 26 2013  
CITY OF GRAND RAPIDS

November 25, 2013

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

Dear Tom:

Please consider accepting a donation of property in the Remer-DeScheppers Addition of the City of Grand Rapids (91-663-0485 & 91-663-0490) for the creation of a public park.

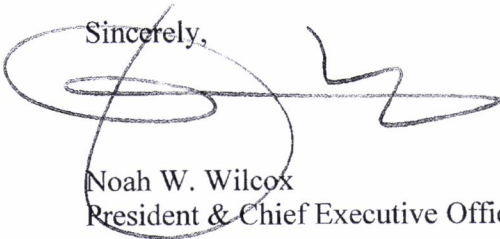
We understand that the City is in the process of completing an assessment of its parkland areas. While the final report has not yet been published, it appears that this newly-annexed portion of the City is under-served by park and green space.

The Grand Rapids State Bank board of directors approved this donation unanimously at its November 14, 2013 meeting with the following deed restrictions:

- That the City uses the property as public parkland.
- That the park be developed within one year of the date of title transfer.
- That the City accepts liability for any and all unpaid special assessments on the property.
- That the City considers appropriate and mutually agreed upon signage acknowledging the donation once the park is established.

If these restrictions are acceptable, we will look for some instruction to ensure a quick and smooth transfer of title to the property. We certainly hope the City looks favorably on this donation, and will be happy to answer any questions you may have.

Sincerely,



Noah W. Wilcox  
President & Chief Executive Officer

NWW/clb

Downtown Office  
tel: 218.326.9414 fax: 218.326.3659  
523 NW 1st Ave, Grand Rapids, MN 55744

Pokegama Office  
tel: 218.326.9687 fax: 218.326.0707  
1 SW 10th St, Grand Rapids, MN 55744

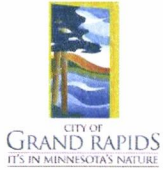
Financial Service Center  
tel: 218.326.9414 fax: 218.326.8578  
506 NW 2nd Ave, Grand Rapids, MN 55744

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# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 14-0827      **Version:** 1      **Name:** Future Rail Cost Participation  
**Type:** Agenda Item      **Status:** Engineering  
**File created:** 9/17/2014      **In control:** City Council  
**On agenda:** 9/22/2014      **Final action:**  
**Title:** Consider authorizing the City to cost participate with Itasca County in their Comprehensive Plan Update to study the feasibility of extending the Itasca County Regional Railroad operation into the Grand Rapids area. Funding for the cost participation would come from the available funds in the professional services line item of the Engineering Department's budget.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [proposalletter03102014rev.pdf](#)  
[IRRRB Comprehensive Plan Update Grant Application \(work scope\).pdf](#)

Date	Ver.	Action By	Action	Result
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Consider authorizing the City to cost participate with Itasca County in their Comprehensive Plan Update to study the feasibility of extending the Itasca County Regional Railroad operation into the Grand Rapids area. Funding for the cost participation would come from the available funds in the professional services line item of the Engineering Department's budget.

**Background Information:**

The City and County have been working together with area businesses and industries discussing the possibility of extending Itasca County Regional Rail Service into the Grand Rapids and Cohasset areas. Several of the larger are businesses and industries have expressed frustration with the lack of feasible options currently available for rail transport for both incoming and outgoing goods and materials. Additionally, with the recent increase in longer coal train traffic, the City's roads are experiencing an increase in congestion causing traffic delays and less than desirable situations for our emergency services vehicles. The intent of the study is to evaluate at what rail traffic level it makes economic sense to have a second railroad accessing the Grand Rapids / Cohasset area industrial base. Itasca County's Regional Rail engineering consultant prepared the attached cot proposal for the study for a cost of \$49,450. The County submitted an application to the IRRRB and received \$20,000 toward the cost of the study, leaving \$29,450 to be matched with local funds. The County is committed to providing half of that, \$14,725, the City of Cohasset is committed to providing \$3,000. This leaves a balance of \$11,725 in which the City of Grand Rapids would cost participate. Funds would come from the professional services line item within the Engineering Department budget.

**Staff Recommendation:**

City staff recommends authorizing the City to cost participate with Itasca County in their Comprehensive Plan Update to study the feasibility of extending the Itasca County Regional Railroad operation into the Grand Rapids area. Funding for the cost participation would come from the available funds in the professional services line item of the Engineering Department's budget.

**Requested City Council Action**

Consider authorizing the City to cost participate with Itasca County in their Comprehensive Plan Update to study the feasibility of extending the Itasca County Regional Railroad operation into the Grand Rapids area. Funding for the cost

participation would come from the available funds in the professional services line item of the Engineering Department's budget.



Building a Better World  
for All of Us®

March 10, 2014

RE: Itasca County  
Comprehensive Plan Update

Trish Klein  
County Administrator  
Itasca County  
123 4<sup>th</sup> Street NE  
Grand Rapids MN 55744

Julie Kennedy  
City Engineer  
City of Grand Rapids  
420 N. Pokegama Avenue  
Grand Rapids MN 55744

Dear Ms's Klein and Kennedy:

Short Elliott Hendrickson Inc (SEH) is pleased to offer the following proposal to provide a comprehensive plan update outlining the feasibility of extending the Itasca County Regional Railroad operation into the Grand Rapids area. The intent is to evaluate at what rail traffic levels it makes economic sense to have a second railroad accessing the Grand Rapids industrial base.

The area is interested if the ICRRA track can be used to provide a base for a second railroad to access the local businesses. The primary objective of the railroad portion of study is to identify a level of railroad traffic that would be needed to justify an investment in providing another rail carrier access into the Grand Rapids area.

The roadway portion of the study is to evaluate roadway changes that maybe needed to accommodate an expansion in mining in the Coleraine area and potential for future industrial development on the eastern portion of Grand Rapids.

### **Background**

Within and surrounding the City of Grand Rapids are several industries that use the existing BNSF Railroad to ship their product. The BNSF has exclusive rights to originate rail traffic in Grand Rapids. Currently, there are also additional industries and expansions planned that will increase the total traffic. Currently, some products are being shipped by truck out of the area that could be shipped by rail.

Itasca County Regional Railroad Authority (ICRRA) has constructed a new rail line in anticipation of serving the new Essar Steel taconite plant and steel mill. The track and operation was designed to allow for a shortline railroad to lease and operate the track as an independent railroad. The new tracks in the Taconite/Nashwauk area have access to the BNSF Railway and the Canadian National Railroad. There is

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-5196  
SEH is 100% employee-owned | [sehinc.com](http://sehinc.com) | 651.490.2000 | 800.325.2055 | 888.908.8166 fax



a significant advantage in having access to two mainline carriers. The completion of ICRRRA operating agreements have been delayed until Essar can finalize their long haul agreements and construction of their plant is complete.

In addition to the railroad issues, Magnitation has proposed a new taconite mine near the City of Coleraine. If this project is permitted, the local roadway system may need to be revised. This study will also provide a planning level review of the existing roadway system and potential changes to the transportation system accommodate the new mine location.

### **Scope of Work**

The scope of work has been divided into 2 independent phases:

#### **Railroad**

- 1.) Assemble area maps and drawings using existing GIS and railroad sources of information into one base map;
- 2.) Identify potential operating and route scenarios that would allow for alternative railroad shipping options;
- 3.) Summarize the operating plan for the ICRRRA track;
- 4.) Meet with existing and potential shippers to understand their needs and issues. This is not a shippers need study but a study to identify a threshold of traffic that would make economic sense to proceed;
- 5.) Meet with local government staffs to determine possible issues and corridors (2 meetings);
- 6.) Develop a magnitude of cost estimate for the proposed improvements;
- 7.) Identify what type of approvals, comprehensive plan changes and permits would be needed to such a project;
- 8.) Prepare a draft report;
- 9.) Make one public presentation;
- 10.) Submit final report.

#### **Roadway**

- 1.) Identify which roadways will be impacted by future mining activities and logical corridors to relocate these roadways;
- 2.) Meet with local government staffs to determine possible issues and corridors (2 meetings);
- 3.) Develop a magnitude of cost estimate for the proposed improvements;
- 4.) Identify what type of approvals, comprehensive plan changes and permits would be needed to such a project;
- 5.) Prepare a draft report;
- 6.) Make one public presentation;
- 7.) Submit final report

Julie Kennedy  
March 10, 2014  
Page 3

The scope of work was divided into the phases to facility budget and funding consideration. The estimated budgets are \$35,480 for the railroad portion and \$23,670 for the roadway portion. See Table 1 for a breakdown of hours. The phases are budgeted as independent phases, but if combined a reduction in the budget of about \$9,700 could be obtained by eliminating duplicate tasks, meetings and report writing.

The work could begin within 2 weeks after a written contract or notice or proceed with completion within 90 days. Monthly invoices will be prepared using standard SEH billing rates.

We appreciate the opportunity to propose on this work and look forward to working on this exciting project.

Sincerely,

SHORT ELLIOTT HENDRICKSON INC.

Dave McKenzie  
Project Manager

c:\projects\grandrapids\rrstudy\proposalletter03102014.docx

**Table 1**  
**Tasks, Budget and Hours**

	Task	Project Manager	Project Engineer	Transportation Planner	GIS Technician	Administrative Assistant	Total Labor	Direct Expenses
<b>Railroad</b>								
1	Assemble Maps	4	8	4	12			
2	Railroad Operating Scenarios/Routes	18	16	4	6			
3	ICRRA plans	4			4			
4	Meet with rail shippers (2)	8						\$500
5	Meet with local government agency staff (2)	8						\$500
6	Cost estimates	8	4	4				
7	Identify approvals	4						
8	Draft Report	20	8	12	4	8		
9	Public Presentation	8	8	8		4		\$1,000
10	Final report	8		8	4	8		\$500
11	Project Management	6				6		\$600
	Total Hours - Railroad	96	44	40	30	26		
	Rate	\$175	\$120	\$110	\$110	\$100		
	Total Labor	\$16,800	\$5,280	\$4,400	\$3,300	\$2,600	\$32,380	\$3,100
	Total						\$35,480	
<b>Roadway</b>								
1	Roadway Impacts	4	8	24	12			
2	Meet with local government agency staff	4		8				\$500
3	Cost estimates	4	4	4				
4	Identify approvals	2		4				
5	Draft Report	8		16		8		
6	Public Presentation	8	4	8	4			\$1,000
7	Final report	4		8	2	6		
8	Project Management	8				6		\$500
	Total Hours - Roadway	42	16	72	18	20		
	Rate	\$175	\$120	\$110	\$110	\$100		
	Total Labor	\$7,350	\$1,920	\$7,920	\$1,980	\$2,000	\$21,170	\$2,500
	Total						\$23,670	
<b>Total Both Phases</b>							\$59,150	



**COMPREHENSIVE PLAN GRANT PROGRAM  
APPLICATION**

---

**Application Cover Sheet**

**DATE SUBMITTED:** March 4, 2014

**APPLICANT ORGANIZATION:** Joint Application Itasca County, City of Grand Rapids, WMMPB

**ADDRESS:** 1177 LaPrairie Avenue  
 Grand rapids MN 55744  
*City State Zip Code*

**CONTACT PERSON:** Garrett Ous

**TITLE:** Land Commissioner

**PHONE:** 218-327-4160 218-340-7775  
*Office Mobile*

**EMAIL:** garrett.ous@co.itasca.mn.us

**PROJECT DESCRIPTION:**

This project will update the Commercial/Industrial goal VI and the Transportation Goal VIII of the Itasca County Comprehensive Land Use Plan to include specific objectives and implementation tools for a multi-community collaborative planning effort surrounding the concept of extending the Itasca County Regional Railroad operation to the Grand Rapids area. The update will also include specific objectives and implementation tools for roadway changes that may be needed to accommodate an expansion in mining in the Coleraine area and future industrial development on the eastern portion of Grand Rapids. Participating in the project include WMMPB, Greenway Area Business Association and Itasca Economic Development Corporation.

**SIGNATURES:**

I declare that any statement in this application, or information provided herein, is true and complete to the best of my knowledge and hereby acknowledge that I have read and understand the following statement:

*"The State of Minnesota and its agents have the right to verify information provided in this application. False information, in addition to disqualifying the applicant from future consideration for financial assistance, may also subject the applicant to the penalty provision of M.S. §609.645."*

**ORGANIZATION:** Itasca County

<b>BY:</b>	_____	Board Chair	_____
	Authorized Representative (1)	Title	Date
	_____	County Administrator	_____
	Authorized Representative (1)	Title	Date

**COMPREHENSIVE PLAN GRANT PROGRAM  
APPLICATION**

**Project Budget**

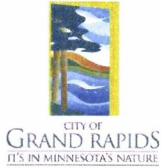
Attach additional sheets if necessary.

USES		FUNDING SOURCES – *BE SPECIFIC						
DETAILED EXPENSE DESCRIPTION	TOTAL COST EACH	APPLICANT	IRRRB	*OTHER	*OTHER	*OTHER	*OTHER	TOTAL FUNDING
				City of Grand Rapids	WMMPB			
	\$	\$	\$	\$	\$	\$	\$	\$
Railroad Data Gathering	\$35,480	\$8,870	\$17,740	\$8,870	In kind			
Roadway Data Gathering	\$23,670	\$5,917.50	\$11,835	\$5,917.50				
Reduction for combined data gathering	-\$9,700	-\$2,425	-\$4,850	-\$2,425				
See attachment for detailed expenditures								
		\$12,362.50	\$24,725	\$12,362.50	in kind	\$	\$	
<b>Total Est. Project Cost:</b>	<b>\$49,450</b>	<b>Total Funding Per Source</b>						<b>\$</b>

**Project Timetable**

Indicate anticipated dates for significant actions if available:

ACTIONS	DATE
1. data collection - see attachment A	April to July 2014
2. Review and analyze data	July 2014
3. Hold Pubic Informational Meetings	August 2014
4. Draft CLUP updated goals & implementation plan	September 2014
5. Hold Public Hearing/Official County Board Action	October 2014



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	14-0829	<b>Version:</b>	1	<b>Name:</b>	End of introductory period for Communications Specialist Jessica Setness.
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Administration Department:</b>	Administration Department
<b>File created:</b>	9/18/2014	<b>In control:</b>		<b>City Council:</b>	City Council
<b>On agenda:</b>	9/22/2014	<b>Final action:</b>			
<b>Title:</b>	End of introductory period for Communications Specialist Jessica Setness.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">Communications Update September 2014</a>				

Date	Ver.	Action By	Action	Result
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End of introductory period for Communications Specialist Jessica Setness.

### **Background Information:**

Jessica Setness was hired on March 25, 2014 as a Part-time Communications Specialist. Since March, much of her time was devoted to creating communication pieces for the Local Sales Tax as well as implementing systems. Press releases are being written as opportunities arrive and submitted to venues locally and regionally. A monthly City newsletter was created along with a template for ease in updating the newsletter monthly.

Jessica has been updating website articles and has been working with the IT Department to increase social engagement with the articles on the website. Increasing our Facebook engagement began in earnest at the beginning of June. Measuring engagement for the first month, we see an average of 89% more engagement. Jessica has also implemented a way to track the links that we share, whether they are links to our site or articles about the City. We can track which type of messaging or information is seen as most valuable by our residents.

More and more people in the community are beginning to use the Community Portal as a resource. To tap into that increased activity, Jessica has updated the Grand Rapids page under the Communities listing. This more accurately reflects what is going on in the City and the tone now matches that of our website. Jessica has also been creating blog posts for the portal. Topics include those that are specific to Grand Rapids residents and those that encourage neighboring communities to participate in City events. We also take advantage for the community calendar on the site.

Jessica has been attending the Arts & Culture Commission meetings and has been working with members of the commission of the arts consultants to help get the word out about the community meeting and survey. She has also assisted with the promotion and photographing of City events such as National Night Out and Library events such as Lon Hodge's visit. Jessica was also instrumental in the creation of the City's give-away for Open Streets and Itasca County Fair booths encourage visits to the City website.

### **Staff Recommendation:**

Human Resources Director Lynn DeGrio is recommending the continuation of part-time employment for Jessica Setness along with an increase in her hourly rate of pay from \$14.00 per hour to \$15.00 per hour effective September 25, 2014. This is a budgeted item.

### **Requested City Council Action**

Consider the continuation of part-time employment for Jessica Setness as Communications Specialist at a rate of \$15.00



per hour effective September 25, 2014.

## Communication Update

Since March, much of my time was devoted to creating communication pieces for the Local Sales Tax. A great deal of time was also spent implementing systems. As we approach the election, and the Local Sales Tax is decided upon, there will likely be less hours necessary. As well, with systems in place, we need only maintain those. Unless there are other large projects that the council has in mind, I believe that a reduction to 8 hours per week would be sufficient to complete ongoing tasks. Should issues or opportunities arise, this could be increased to 10 hours as necessary.

I have outlined the accomplishments achieved in the past six months below. Ongoing opportunities and needs are also detailed.

## Local Sales Tax

As stated, this initially took a great deal of my focus. To summarize, those include:

- Creation of a handout summarizing LST
- Creation of the content for the LST web page
  - Includes FAQ subpage
  - Monitoring of web responses
- Outline of questions for the LST television program
  - Coordination of uploading that program to the website
- Creation and mailing of informational postcard
- LST press releases
- Blog post for LST focus groups
- Materials for the proposed budget and sales tax community meetings
  - Postcard (attached to the end of this document)
  - Community calendars
  - Press release

## Press releases

The first step was to create a list of media contacts. This list need only be reviewed and updated periodically.

Press releases are being written as opportunities arrive and submitted to venues locally and regionally. The Small Cities Development Grant was highlighted and printed locally. The Local Sales Tax release was printed locally and was featured on the Northland News. This release was also picked up regionally. Pieces on the riverfront energy project and the Fire Department's Fill the Boot fundraiser were also published in the Herald Review. Additional pieces have been submitted, but not yet printed.

A sample release is attached to this document.

## City Newsletter

A monthly city newsletter was created. I have created a template so that the articles need only be updated each month.

Prior to the implementation plan, we had gathered 36 subscribers organically. We are now at 73 subscribers. I do expect this number to continue to rise. Right now, this number may not accurately reflect our true readership. The newsletter is created and saved as a hidden page on our website. We are able to share that via Facebook posts on the City, and can also be shared via Engineering, Parks&Rec, and PD pages. The posts are also being shared via Summer Scharringhausen at the Community Portal.

A copy of the newsletter is attached at the end of this document.

## Website articles

Updated website articles are drafted along with articles for the newsletter. In general, the newsletter functions as an “e-digest” that directs traffic back to our website. Once people have arrived at our website to gain more information about an article, they should tend to explore additional articles.

The IT Department and I are also working to increase social engagement with the articles on our website. Social share buttons will allow people on our website to share the info contained there with their friends and followers, driving additional traffic to the site.

Lasha will also be training me to place and update articles on the website, ensuring that the information contained on our front-page articles is up-to-date and of continued use to visitors to the site.

## Facebook

I undertook research on what other cities are doing to engage their residents via Facebook. The City of Anoka seems to have the most positive engagement with their residents. They are sharing events, a lot of photos, and posts from local organizations. In short, highlighting the good of the city. We are well on our way to the same sort of good news messaging on our page.

Increasing our Facebook engagement began in earnest at the beginning of June. At that time, we had 64 likes. Measuring engagement for that first month, we see an average of 89% more engagement. Engagement is measured by page likes, shares, and impressions.

We recently reached 100 likes, allowing us to better brand our page and appear higher in search rankings.

A brief summary of our insight data is attached at the end of this document.

## Social media tracking

I have implemented bit.ly as a way to track the links that we share, whether they are links to our site or articles about the City. We can track which type of messaging or information is seen as most valuable by our residents. bit.ly links are used on Facebook and in the City Newsletter. Future blog posts to the portal will also include these links.



### **Regular blog posts to the Portal**

More and more people in the community are beginning to use the Community Portal as a resource. To tap into that increased activity, I have updated the Grand Rapids page under the Communities listing. This more accurately reflects what is going on in the City and the tone now matches that of our website.

In general, visitors to the website spend between two to three minutes on the site. To take advantage of that, I have been creating blog posts for the portal. Topics include those that are specific to Grand Rapids residents and those that encourage neighboring communities to participate in City events. We also take advantage of the community calendar on the site.

Two sample posts are attached to the end of this document.

### **Staff volunteer of the month**

Unfortunately, this was a communication project that was unsuccessful. I created a plan to highlight the volunteer work done by City employees. The initiative was based on Edina's Hometown Heroes page. Staff did not respond to my attempts to solicit the information about their volunteer work, being modest about their achievements and contributions. This may be something we want to re-visit in the future. At this point, that website real estate is being taken up by sign-ups for the newsletter.

### **Communication Policy**

I drafted a piece on social media communications to be included in the greater communication policy. I also expanded upon phone communications. The draft was also reorganized so that the computer and communication policies worked together. This draft will be presented to Council.

### **Arts & Culture Commission**

I have also been attending the Arts & Council Commission meetings. I have been working with members of the commission and the arts consultants to help get the word out about the community meeting and survey. These tasks include initial messaging of the community meeting, a marketing timeline for the meeting, identification and distribution to media outlets, creation and maintenance of the GRMN Creates Facebook page.

### **Miscellaneous/Event Marketing**

- Promotion and photographs of City events like National Night Out and Library events like Lon Hodge's visit.
- Creation of give-away for Open Streets/County Fair encouraging visits to City website

### **Ongoing tasks**

To summarize, some of our ongoing communication pieces include:

- Maintenance of the City Newsletter. Continue to publish and spread the word of the City Newsletter. The next goal will be to increase readership to 200 subscribers.
- Website articles to drive traffic to our website and create additional engagement.
- Facebook – continue to create messaging plans. Increase followers and engagement. Now that we have reached 100 likes, the goal will be to reach 300. I don't anticipate that this will be as

difficult as reaching 100. As previously stated, we now appear much higher in the search rankings.

- Press releases as topics arise.
- Utilization of the Community Portal to spread the good news of the City. This will primarily be in the form of blog posts, but will also include pictures.
  - Potential posts include programs available through Park & Rec, the arts and culture plan, history of Grand Rapids gov't, and supporting your library/taking advantage of all the programs.

**Press release example**

**August 1, 2014**

**FOR IMMEDIATE RELEASE**

Jessica Setness

Communication Specialist

City of Grand Rapids

218-326-7600

[jsetness@ci.grand-rapids.mn.us](mailto:jsetness@ci.grand-rapids.mn.us)

**The Grand Rapids Fire Department is giving muscle disease the boot!**

Grand Rapids, Minn. – 60 years ago the International Association of Fire Fighters made a promise. Firefighters will not stop raising money for the Muscular Dystrophy Association (MDA) until a cure is found. Every day has brought us a little closer to that goal, in part due to the Fill the Boot Campaign.

The Grand Rapids Fire Department has pledged their support to Fill the Boot again this year. You'll find our intrepid firefighters at the corner of Golf Course Road and Pokegama Avenue on August 6, 7, and 8. They'll be passing their boot from 2:00 pm to 4:00pm each day, and they're relying on you to help fill it. "Members of the Grand Rapids Fire Department are very pleased to be partnered with MDA to help in the mission to raise money to send children to camp. I am proud to report that our last fill the boot campaign raised over \$18,000. We are hoping to surpass that this year," explained Fire Chief A.J. Morse.

All monies from this fundraiser go directly to support kids and adults with muscular diseases. In fact, the International Association of Fire Fighters is MDA's largest supporter. "Fill the Boot is an honored tradition for both organizations, and it's so fulfilling to know that the work our fire fighters do out there in the streets is helping take care of our MDA family," said IAFF General President Harold A. Schaitberger. To date over \$530 million dollars have been raised by firefighters across the nation!

For more information about the Fill the Boot Campaign or the City of Grand Rapids Fire Department, contact Fire Chief A.J. Morse at 218-326-7639. For more information about the City of Grand Rapids, call City Hall at 218-326-7600 or visit our website at [cityofgrandrapidsmn.com](http://cityofgrandrapidsmn.com).

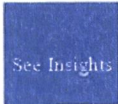


**Facebook Page Insights**

Insight data for the week of 9/8/2014.



**City of Grand Rapids MN**  
 Build Audience · Promote Page



	LAST WEEK	PREVIOUS WEEK	TREND
Total Page Likes	109	108	0.9%
New Likes	4	3	33.3%
Weekly Total Reach	172	88	95.5%
People Engaged	26	23	13.0%



**GRMN Creates: an arts and culture roadmap**  
 Build Audience · Promote Page



	LAST WEEK	PREVIOUS WEEK	TREND
Total Page Likes	68	0	0.0%
New Likes	9	0	0.0%
Weekly Total Reach	632	2	31,500.0%
People Engaged	46	1	4,500.0%

## Jessica Setness

---

**From:** City of Grand Rapids <admin@ci.grand-rapids.mn.us>  
**Sent:** Wednesday, September 10, 2014 3:08 PM  
**To:** Jessica Setness  
**Subject:** City Connection September 2014

This e-mail contains graphics, if you don't see them » [view it online.](#)



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

## City of Grand Rapids

### City Connection

10 September 2014

#### Greetings!

Here it is September already, and boy do we have a lot going on. Read on to find out more.

#### Why roundabouts?

**Some of you may have found yourselves asking the question, "Why roundabouts?"** With a total of five roundabouts in Grand Rapids, we understand and we've put together an answer for you. Our reasoning is simple. It all comes down to safety and efficiency. Roundabouts show an 89 percent decrease in fatal crashes and move traffic through an area more quickly. MnDOT found that where roundabouts replace signals, idling decreases, in turn reducing vehicle emissions and fuel consumption by 30 percent or more. We've put together a great article about roundabouts on the **Engineering and Public Works page**, including a video from Mythbusters, where they compare intersections with stop signs and those with roundabouts.

#### Andy Morgan named Police Member of the Year!

**We want to once again congratulate our own Andy Morgan.** Morgan was named Police Member of the Year by the Minnesota Fraternal Order of Police. Andy has helped put on some great programs in Grand Rapids. These include Shop with a Hero, the Polar Bear Plunge for Special Olympics and work with Bridges Kinship Mentoring.

#### Arts & Culture Community Meeting on September 16

**Things are moving ahead with the strategic Arts & Culture Plan, and we need your input.** Join us Tuesday, September 16 at the Timberlake Lodge from 6:00 - 7:30 pm. Bring your ideas about the arts and ways we can improve them in our community. You'll find more information about the strategic planning process in the **article on our homepage.**



## Coffee with the Mayor and City Administrator

**Did you know that Mayor Dale Adams and City Administrator Tom Pagel are on hand at the Grand Rapids Area Library on Council Meeting Mondays?** Stop by, grab a cup of coffee, and have your questions answered. You'll find them next at the library on September 22 from 11:00 am to noon.

## 2014 Grand Rapids Deer Hunt



**This fall, residents in the City can take part in a special, antlerless deer hunt within city limits.** In an effort by the DNR to reduce the deer population, hunters can take additional deer within the City. This hunt is intended to help eliminate deer and human conflicts as deer move away from their natural environment into more densely populated areas. For more information about where hunting is permitted, please access the **2014 Deer Hunt documents**. If you have questions, please contact Area Wildlife Manager Perry Loegering at 218-327-4465 or Assistant Police Chief

Steve Schaar at 218-326-7632.

## Local Sales Tax Presentation on September 18

**Still have questions about the Local Sales Tax Referendum?** Join City Administrator Tom Pagel at the Grand Rapids Area Library on September 18 at 7:00 pm as he talks about Sharing the Cost of Street Improvements.

## Have you followed us on Facebook yet?

**When you follow us on Facebook,** you can have great photos like this one from National Night Out delivered right to your news feed. Plus stay in touch with events and facts about our City. Find us at [www.facebook.com/CityofGrandRapidsMN](http://www.facebook.com/CityofGrandRapidsMN).



This newsletter is also available in print form. To request a print copy, please contact City Hall at (218) 326-7600.

Visit our website | Contact 

**If you're no longer interested in receiving our emails » [unsubscribe](#)**



# Improving Our Community Together.

BETTER STREETS · GREAT TRAILS · CLEAN WATER · VIBRANT COMMUNITY



Grand Rapids is a great place to live, work, play, and visit. With your help, we can make sure it stays that way.



We welcome your comments and questions at one of our community meetings on the 2015 preliminary budget and the proposed local sales tax.



CITY OF GRAND RAPIDS  
IT'S A MINNESOTA NATURE



The City of Grand Rapids knows that you have questions about your taxes and how they are used. That's why the City is hosting a series of community events to **discuss the 2015 proposed budget and the local sales tax referendum.**

Please join us at any of the community meetings for an opportunity to view a presentation and ask questions of your City Council and staff in an informal setting.

**Please Join Us**  
**Monday, October 6th** from 5:00-6:00pm at Forest Lake Elementary  
**Tuesday, October 7th** from 5:00-6:00pm at Murphy Elementary  
**Tuesday, October 14th** from 5:00-6:00pm at Public Works/Public Utilities Building at 500 SE 4th Street  
**Wednesday, October 15th** from 5:00-6:00pm at Southwest Elementary

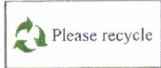
For questions about the proposed budget or the local sales tax referendum, please contact City Administrator Tom Pagel at 218-326-7600 or visit our website at:

[www.cityofgrandrapidsmn.com](http://www.cityofgrandrapidsmn.com)

City of Grand Rapids  
420 N Pokegama Avenue  
Grand Rapids, MN 55744

PRSTD STD  
ECRWSS  
U.S.POSTAGE  
PAID  
EDDM RETAIL

\*\*\*\*\*ECRWSS\*\*\*  
Local  
Postal Customer



# CHECK OUT THE RIVERFRONT ENERGY CENTER!

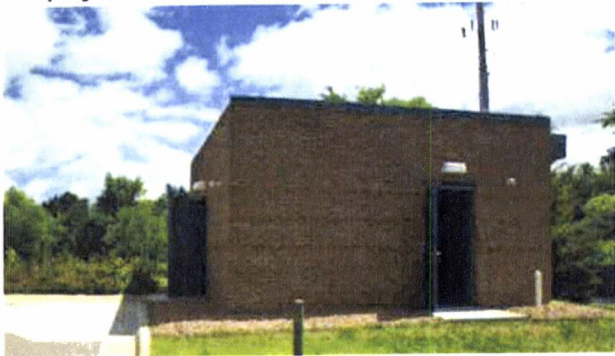
Aug 12 Posted by Jessica Setness in Voices & Viewpoints

Tucked back behind the Grand Rapids Library, you'll find a small brick building where something **amazing** is happening. The City of Grand Rapids and the Grand Rapids Library have created an educational showcase for alternative energy with the support of the IRRRB, the Blandin Foundation, the Grand Rapids Area Library Foundation, and other generous supporters. These organizations are utilizing some of the natural resources that make our area great, while at the same time sharing conservation and alternative energy techniques with the next generation!

Tapping into the 2,400 gallons/minute of heated waste water generated by the UPM Blandin Paper Mill, the energy project uses the water to heat the educational building, the library, and even melt snow on the sidewalks! The waste water pumped into the educational showcase and pump house ranges in temperature from 80 to 130 degrees. The water flows into a heat exchanger and heats a chemical called glycol, which in turn flows into and heats the Library. And the results have been dramatic. In 2011, the cost of natural gas for the first four months of the year was \$8,127. Measuring the same time period in 2013, the cost was only \$819!

Visitors can even get a first-hand view of how the system works. Nestled inside the building is an interactive dashboard with which users can explore all the green elements utilized in the building. The dashboard has content for a variety of age groups from kindergarten to college and beyond.

The educational portion of the building was created in partnership with students and faculty from ICC's Engineering Department. The dashboard also includes K-12 science curriculum elements. Field trips are encouraged, and they couldn't be easier to schedule. Simply contact the Grand Rapids Library at 218-326-7640 to schedule a time. You can **read more about the project** on the City of Grand Rapids website.



It's such a small building to contain so much innovation

Tags: alternative energy, education, Grand Rapids MN

PRINT



# DON'T MISS OUT ON THE NORTHERN MN MUD RUN!

Jul 24 Posted by Jessica Setness in Voices & Viewpoints



You remember how much fun it was to slog through mud when you were a kid, right? Well, we've brought that back, bigger and better! Get ready for the Northern Minnesota Mud Run on August 9, 2014. Test your toughness and show off your skills on over three miles of mud and obstacles.

Think you're tough enough? Then grab a bar of soap and a great team of friends and get down and dirty at the Grand Rapids Sports Complex. You'll clamber over logs, fight your way through muddy tunnels, and splash through puddles as your team vies for first place in this epic battle of mud and endurance.

You don't have to take our word for it, just check out the video below to see how much fun participants had in the past!



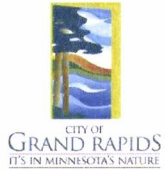
Registration is required and is available on the City of Grand Rapids website at <http://bit.ly/GRRRegistration>. All it takes is three of your closest friends and a willingness to get a little grubby and you've got the makings for one great time!

Questions about the event? Just call the City of Grand Rapids Parks & Recreation Department at 218-326-2500.

Tags: 5K, event, Grand Rapids MN, sports

PRINT





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 14-0822      **Version:** 1      **Name:** VERIFIED CLAIMS  
**Type:** Agenda Item      **Status:** Verified Claims  
**File created:** 9/17/2014      **In control:** City Council  
**On agenda:** 9/22/2014      **Final action:**  
**Title:** Consider approving the verified claims for the period August 30, 2014 to September 15, 2014 in the total amount of \$1,002,813.00, of which \$45,623.75 are bond payments.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Council Bill List 09-22-14.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the verified claims for the period August 30, 2014 to September 15, 2014 in the total amount of \$1,002,813.00, of which \$45,623.75 are bond payments.

### **Requested City Council Action**

Consider approving the verified claims for the period August 30, 2014 to September 15, 2014 in the total amount of \$1,002,813.00, of which \$45,623.75 are bond payments.

CITY OF GRAND RAPIDS COUNCIL BILL LIST - SEPTEMBER 22, 2014

DATE: 09/16/2014  
 TIME: 14:11:43  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 09/22/2014

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
1301890	MAXIMUM SOLUTIONS INC	167.08
	TOTAL	167.08
CITY WIDE		
0300200	CDW GOVERNMENT INC	669.29
1101720	KATHIE ALLEN COACHING INC	637.14
1301890	MAXIMUM SOLUTIONS INC	355.00
	TOTAL CITY WIDE	1,661.43
SPECIAL PROJECTS-NON BUDGETED		
0718060	GRAND RAPIDS NEWSPAPERS INC	155.25
	TOTAL SPECIAL PROJECTS-NON BUDGETED	155.25
ADMINISTRATION		
0612085	FLAHERTY & HOOD	1,552.98
1101720	KATHIE ALLEN COACHING INC	931.43
1309495	MINUTEMAN PRESS	652.54
	TOTAL ADMINISTRATION	3,136.95
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE LINEN & APPAREL	25.56
0315455	COLE HARDWARE INC	64.97
0920060	ITASCA COUNTY TREASURER	104.03
1909510	SIM SUPPLY INC	193.37
2018680	TRU NORTH ELECTRIC LLC	301.40
	TOTAL BUILDING MAINTENANCE-CITY HALL	689.33
COMMUNITY DEVELOPMENT		
0718060	GRAND RAPIDS NEWSPAPERS INC	149.50
0920060	ITASCA COUNTY TREASURER	42.34
1309495	MINUTEMAN PRESS	172.26
1920555	STOKES PRINTING COMPANY	17.58
	TOTAL COMMUNITY DEVELOPMENT	381.68

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GENERAL FUND		
ENGINEERING		
0920060	ITASCA COUNTY TREASURER	42.03
1101720	KATHIE ALLEN COACHING INC	180.72
1800115	RTVISION INC	4,760.00
1900225	SEH-RCM	851.56
1915248	SOFTWARE HARDWARE INTEGRATION	163.00
TOTAL ENGINEERING		5,997.31
FINANCE		
0718060	GRAND RAPIDS NEWSPAPERS INC	95.00
1101720	KATHIE ALLEN COACHING INC	722.85
TOTAL FINANCE		817.85
FIRE		
0113233	AMERIPRIDE LINEN & APPAREL	11.23
0121721	AUTO VALUE - GRAND RAPIDS	378.00
0221650	BURGGRAF'S ACE HARDWARE INC	158.94
0401804	DAVIS OIL	601.26
0701650	GARTNER REFRIGERATION CO	408.00
0920060	ITASCA COUNTY TREASURER	43.86
1301168	MARKETPLACE FOODS	66.00
1305065	MEDTOX LABORATORIES INC	24.00
1801610	RAPIDS PLUMBING & HEATING INC	446.00
1815145	ROBOTRONICS INC	163.00
1815300	ROGERS TWO WAY RADIO INC	422.13
1901535	SANDSTROM COMPANY INC	244.08
TOTAL FIRE		2,966.50
INFORMATION TECHNOLOGY		
0300200	CDW GOVERNMENT INC	660.00
1101720	KATHIE ALLEN COACHING INC	275.72
TOTAL INFORMATION TECHNOLOGY		935.72
PUBLIC WORKS		
0201650	BARGEN INC	33,743.00
0221650	BURGGRAF'S ACE HARDWARE INC	42.05
0315455	COLE HARDWARE INC	88.92
0401804	DAVIS OIL	1,078.69
0501650	EARL F ANDERSEN	210.60



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-----		
GENERAL FUND		
PUBLIC WORKS		
0701510	GAMETIME	177.20
0718215	GREEN AGAIN LAWN & AERATION	4,180.74
0920060	ITASCA COUNTY TREASURER	1,792.93
1200500	L&M SUPPLY	51.47
1315725	THE MOTOR SHOP	12.75
1503150	OCCUPATIONAL DEVELOPMENT CTR	910.00
1609550	PIONEER ELECTRIC, INC	1,530.76
1612045	PLAGEMANN'S LANDSCAPING	1,800.00
1615650	PORTABLE JOHN	960.00
1801615	RAPIDS WELDING SUPPLY INC	16.00
1908248	SHERWIN-WILLIAMS	893.96
1909450	SILVERTIP GRAPHICS SIGNS	115.50
2021650	TURF AND TREE INC	660.00
	TOTAL PUBLIC WORKS	48,264.57
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	289.50
0315455	COLE HARDWARE INC	4.99
0821705	HUSKY SPRING	283.65
1415030	NAPA SUPPLY OF GRAND RAPIDS	78.64
1500700	OSI ENVIRONMENTAL BR 50	50.00
	TOTAL FLEET MAINTENANCE	706.78
POLICE		
0118625	ARROW EMBROIDERY	37.90
0121721	AUTO VALUE - GRAND RAPIDS	0.00
0205725	BETZ EXTINGUISHER COMPANY	12.50
0221650	BURGGRAF'S ACE HARDWARE INC	10.99
0301685	CARQUEST AUTO PARTS	4.28
0920060	ITASCA COUNTY TREASURER	4,736.11
1101720	KATHIE ALLEN COACHING INC	542.14
1200500	L&M SUPPLY	244.97
1309495	MINUTEMAN PRESS	549.99
1801570	RAPIDS AUTO WASH	88.00
1801609	RAPIDS TOWING	100.00
1909450	SILVERTIP GRAPHICS SIGNS	50.00
1909510	SIM SUPPLY INC	114.00
1920233	STREICHER'S INC	3,180.88
2000400	T J TOWING	525.00
2001150	TACTICAL SOLUTIONS	574.00
2018225	TREASURE BAY PRINTING INC	118.00
	TOTAL POLICE	10,888.76

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VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
RECREATION		
1301890	MAXIMUM SOLUTIONS INC	1,062.92
	TOTAL RECREATION	1,062.92
CENTRAL SCHOOL		
0113233	AMERIPRIDE LINEN & APPAREL	120.36
0221650	BURGGRAF'S ACE HARDWARE INC	5.97
0405223	DEER RIVER HIRED HANDS INC	25.00
0609457	FILTHY CLEAN INC	1,360.00
1909510	SIM SUPPLY INC	65.29
	TOTAL	1,576.62
AIRPORT		
0201650	BARGEN INC	11,925.00
0315455	COLE HARDWARE INC	1.99
0504825	EDWARDS OIL INC	675.45
0512210	ELECTRICAL SYSTEMS INC	5,480.00
2209421	VIKING ELECTRIC SUPPLY INC	9.42
	TOTAL	18,091.86
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	25.84
0221650	BURGGRAF'S ACE HARDWARE INC	280.89
0315455	COLE HARDWARE INC	39.13
0501656	THE EARTHGRAINS COMPANY INC	32.20
0605670	FERRELLGAS	104.86
0715095	GOALCREASE INC	247.50
0718087	GRAPHICS HOUSE SPORTS	266.55
0920060	ITASCA COUNTY TREASURER	60.38
1015331	JOHNSON LOCK & SAFE INC	494.00
1200500	L&M SUPPLY	159.33
1301890	MAXIMUM SOLUTIONS INC	875.00
1309495	MINUTEMAN PRESS	250.92
1605611	PEPSI-COLA	433.55
1615423	POKEGAMA ELECTRIC INC	5,175.70
1901535	SANDSTROM COMPANY INC	265.20
1909510	SIM SUPPLY INC	190.40
	TOTAL GENERAL ADMINISTRATION	8,901.45

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VENDOR #	NAME	AMOUNT DUE
-----		
RECREATION PROGRAMS		
1615650	PORTABLE JOHN	180.00
1805170	RED ROCK INC	250.00
1805175	RED ROCK RADIO	250.00
T000548	GENE EKLIN	160.00
T000957	JODI FRANSEN	75.00
T000973	CHRISTY KASULIS-SNETSINGER	120.00
T000974	KIM TINQUIST	75.00
T000977	JENNIFER GARNER	200.00
	TOTAL	1,310.00
CEMETERY		
0718215	GREEN AGAIN LAWN & AERATION	374.62
0920060	ITASCA COUNTY TREASURER	403.43
	TOTAL	778.05
DOMESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE LINEN & APPAREL	12.67
0920060	ITASCA COUNTY TREASURER	203.97
1415048	NORTH COUNTRY VET CLINIC	67.20
1909510	SIM SUPPLY INC	221.82
	TOTAL	505.66
GO ST AID STREET BOND-2005B		
2100265	U.S. BANK	2,312.50
	TOTAL	2,312.50
GO STATE-AID ST BONDS 2007B		
2305447	WELLS FARGO BANK NA	12,075.00
	TOTAL	12,075.00
GO STATE-AID BONDS 2012B		



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VENDOR #	NAME	AMOUNT DUE
-----		
GO STATE-AID BONDS 2012B		
2305447	WELLS FARGO BANK NA	31,236.25
	TOTAL	31,236.25
GENERAL CAPITAL IMPRV PROJECTS		
2500050	ITASCA COUNTY FAMILY YMCA INC	259,036.50
	TOTAL	259,036.50
2014 BLDG IMPROVEMENTS		
1405460	NELSON ROOFING INC	165,644.00
	TOTAL 2014 BLDG IMPROVEMENTS	165,644.00
YMCA ACTIVE LIVING CENTER		
1900225	SEH-RCM	4,407.95
	TOTAL YMCA ACTIVE LIVING CENTER	4,407.95
AIRPORT CAPITAL IMPRV PROJECTS		
8/10 APRON DESIGN/GA RECONST		
0201650	BARGEN INC	895.00
	TOTAL 8/10 APRON DESIGN/GA RECONST	895.00
2014 CAPITAL EQUIP CERTIFICATE		
FIRE DEPT		
0718211	GREAT PLAINS FIRE INC	491.89
	TOTAL FIRE DEPT	491.89
2013 INFRASTRUCTURE BONDS		
2011-5 GC ROAD IMPROVEMENTS		
1900225	SEH-RCM	796.88
	TOTAL 2011-5 GC ROAD IMPROVEMENTS	796.88
2014 INFRASTRUCTURE BONDS		

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VENDOR #	NAME	AMOUNT DUE
-----		
2014	INFRASTRUCTURE BONDS	
2011-2	CRYSTAL LAKE BLVD	
1900225	SEH-RCM	8,816.80
	TOTAL 2011-2 CRYSTAL LAKE BLVD	8,816.80
PIR-PERMANENT IMPRV	REVOLV FND	
	NO PROJECT	
0103145	ACCT INC	6,150.00
1900225	SEH-RCM	1,242.50
	TOTAL NO PROJECT	7,392.50
2012-12	MIDDLE-MURPHY ROUTES	
1900225	SEH-RCM	7,203.34
	TOTAL 2012-12 MIDDLE-MURPHY ROUTES	7,203.34
2012-9	5TH ST N STRIPING	
0100027	AAA STRIPING	5,581.02
1900225	SEH-RCM	2,530.00
	TOTAL 2012-9 5TH ST N STRIPING	8,111.02
STORM WATER UTILITY		
0401804	DAVIS OIL	1,927.62
0920040	ITASCA COUNTY FARM SERVICE	148.00
1001495	THE JAMAR COMPANY	1,455.00
1205110	LEASE LANDSCAPING	357.00
1921590	SUPERAMERICA 4759	225.65
2018560	TROUT ENTERPRISES INC	94.50
	TOTAL	4,207.77
	TOTAL UNPAID TO BE APPROVED IN THE AMOUNT OF	\$621,623.17
CHECKS ISSUED-PRIOR	APPROVAL	
	PRIOR APPROVAL	
0100001	3B'S COMPANY	1,000.00
0114206	DALE ANDERSON	86.24
0200024	BP	125.51
0201354	B. BAIRD-PETTY CASH FUND	4.00
0212750	BLUE CROSS & BLUE SHIELD OF MN	45,921.00
0212751	BLUE CROSS BLUE SHIELD	85.80

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CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0218100	BRENT BRADLEY	24.00
0305530	CENTURYLINK COMMUNICATIONS LLC	259.00
0405305	LYNN DEGRIO	80.00
0504615	JUSTIN EDMUNDSON	24.00
0519654	ESSENTIA HEALTH DEER RIVER	124.00
0717996	GRAND ITASCA CLINIC	110.56
0718015	GRAND RAPIDS CITY PAYROLL	210,866.66
0718070	GRAND RAPIDS STATE BANK	6,548.35
0805358	JACKIE HEINRICH	40.00
0815464	SARA HOLUM	80.00
0914197	INDEPENDENCE FIREWORKS ACCOUNT	50.00
0920036	ITASCA COUNTY ATTORNEY OFFICE	157.50
0920055	ITASCA COUNTY RECORDER	204.00
1201402	LAKE COUNTRY POWER	46.14
1205105	GREG LEASE	24.00
1305046	MEDIACOM	86.93
1309098	MINNESOTA DEPT OF ADMN	590.00
1309149	MN CHIEFS OF POLICE ASSOC	1,080.00
1309332	MN STATE RETIREMENT SYSTEM	1,794.00
1315630	ASHLEY MORAN	40.00
1405850	NEXTERA COMMUNICATIONS LLC	460.12
1516220	OPERATING ENGINEERS LOCAL #49	32,706.00
1615500	SHAUN POMPLUN	24.00
1621125	PUBLIC UTILITIES COMMISSION	3,043.00
1621130	P.U.C.	13,676.43
1809501	ROBERT RIMA	71.73
1809505	CHRIS RIMA-CARLSON	63.10
1913344	HEATH SMITH	40.00
1921620	SUPERIOR USA BENEFITS CORP	40.00
2205637	VERIZON WIRELESS	2,698.77
2209665	VISA	4,236.77
2209705	VISIT GRAND RAPIDS	51,308.39
2301700	WASTE MANAGEMENT	649.64
2405650	XEROX CORPORATION	20.19
T000910	TIM DOPP	500.00
T000975	SHINGOBEE BUILDERS	1,000.00
T000976	MICHAEL TRIBBETT	1,200.00

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF \$381,189.83

TOTAL ALL DEPARTMENTS \$ 1,002,813.00