



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council

Monday, February 10, 2014

5:00 PM

City Hall Council Chambers

5:00 PM CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council will be held on Monday, February 10, 2014 at 5:00 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

MEETING PROTOCOL POLICY

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

5:01 PM PUBLIC FORUM

5:06 PM COUNCIL REPORTS

5:10 PM APPROVAL OF MINUTES

14-0182 Approve Council minutes for January 27, 2014 Worksession and Regular meetings.

Attachments: [January 27, 2014 Worksession](#)
[January 27, 2014 Regular Meeting](#)

5:11 PM CONSENT AGENDA

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

1. **14-0163** Consider approving a resolution adopting the 2014-2018 Amended Capital Improvement Plan.

Attachments: [2014-2018 Capital Improvement Res.pdf](#)
[Amend CIP Feb 10 Agenda.pdf](#)

2. **14-0180** Consider adopting a resolution closing Fund 347 Debt Service Fund-Special Assessment Improvement Bonds-2004A and transferring the remaining balance of approximately \$351,000 to Fund 364 Debt Service Fund-General Obligation Refunding

Bonds-2013A as of December 31, 2013.

Attachments: [Close Fund 347 transfer to 364 \\$346,074.pdf](#)

3. [14-0181](#) Consider adopting a resolution accepting donations totaling \$34,288 for the Pokegama Golf Course Restroom Project in 2013.
Attachments: [Golf Course 2013 Restroom donations res.pdf](#)
4. [14-0185](#) Authorize staff to solicit quotes for HVAC chiller unit for Library
5. [14-0188](#) Consider adopting a resolution accepting the Feasibility Report and calling for a Public Hearing for CP 2011-2, Crystal Lake Boulevard Reconstruction.
Attachments: [2-10-14 Resolution CP 2011-2 Rec Feas Report Call for Hearing.pdf](#)
6. [14-0189](#) Allow the Fire Department to apply for a grant from Minnesota Power Foundation.
7. [14-0195](#) Request by the Grand Rapids Police Department to sell forfeited and impounded vehicles at the MSAA (Mid-State Auto Auction) in New York Mills, MN between February 11th and February 28, 2014
8. [14-0204](#) Approve Consumption & Display Permit for Itasca Curling Club, Inc.
Attachments: [Curling Club - Ap for Consumption & Display 2014](#)

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

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

ACKNOWLEDGE BOARDS & COMMISSIONS

9. [14-0183](#) Acknowledge minutes for Boards & Commissions.
Attachments: [December 10, 2013 Police Civil Service](#)
[December 11, 2013 Library Board](#)
[November 20, 2013 PUC meeting](#)
[December 11, 2013 PUC meeting](#)
[January 8, 2014 Human Rights Commission](#)
[November 7, 2013 Special PUC meeting](#)
[January 7, 2014 Arts & Culture](#)

**5:15 DEPARTMENT HEAD REPORT
PM**

10. [14-0190](#) Department Head Report - Fire Department
Attachments: [2013 Annual Report1](#)

**5:25 FIRE DEPARTMENT
PM**

11. [14-0191](#) Allow the Fire Department to purchase an SCBA unit.
Attachments: [Emergency Response Solution Quote](#)
[Grand Forks Fire Equipment Quote](#)

**5:30 PUBLIC WORKS DEPARTMENT
PM**

12. [14-0186](#) Consider approving Amendment Number One to the Mutual Aid Agreement for the City of Grand Rapids Public Works Department and the City of Cohasset Public Works Department.
Attachments: [2014 2-10 Amendment Number One](#)

**5:35 ADMINISTRATION DEPARTMENT
PM**

13. [14-0187](#) Retirement of Fire Chief Steve Flaherty from the Grand Rapids Fire Department.
Attachments: [Flaherty Retirement Letter](#)

**5:40 VERIFIED CLAIMS
PM**

14. [14-0207](#) Consider approving the verified claims for the period January 21, 2014 to February 3, 2014 in the total amount of \$430,879.97.
Attachments: [02/10/2014 Bill List.pdf](#)

**6:00 PUBLIC HEARINGS
PM**

15. [14-0202](#) Conduct a public hearing to inform residents and receive comment on the City of Grand Rapids' submission of a full application to the Department of Employment and Economic Development for Small Cities Development Program (SCDP) funds for 6 commercial and 16-27 residential unit (both rental and owner occupied) rehabilitation projects in Grand Rapids.
Attachments: [2014 SCDP Grant App Public Hearing](#)
16. [14-0200](#) Consider approval of a Citizen Participation Plan in connection with the final application for commercial and housing rehab project funding from the Small Cities Development Program.
Attachments: [Citizen Participation Plan-2014 SCDP Application](#)
17. [14-0201](#) Consider adopting a resolution authorizing the submission of a full application to the Department of Employment and Economic Development for Small Cities Development

Program (SCDP) funds for 6 commercial and 16-27 residential unit (both rental and owner occupied) rehabilitation projects in Grand Rapids.

Attachments: [Resolution: Authorizing SCDP Grant Request](#)

18. [14-0196](#) Consider authorizing the submission of a letter to DEED providing support for the Small Cities Development Program (SCDP) application and certifying the target area for commercial rehabilitation projects meets the Program's standards for a blighted area .

Attachments: [Slum-Blight Letter from Mayor-w/map](#)

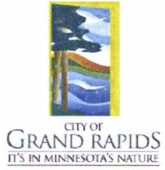
**7:00 ADJOURNMENT
PM**

NEXT REGULAR MEETING IS SCHEDULED FOR FEBRUARY 24, 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: TOM PAGEL, CITY ADMINISTRATOR



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0182 **Version:** 1 **Name:** Council minutes
Type: Agenda Item **Status:** Approval of Minutes
File created: 2/4/2014 **In control:** City Council
On agenda: 2/10/2014 **Final action:**
Title: Approve Council minutes for January 27, 2014 Worksession and Regular meetings.
Sponsors:
Indexes:
Code sections:
Attachments: [January 27, 2014 Worksession](#)
[January 27, 2014 Regular Meeting](#)

Date	Ver.	Action By	Action	Result
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Approve Council minutes for January 27, 2014 Worksession and Regular meetings.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Monday, January 27, 2014

Conference Room 2A

Immediately following the closed meeting.

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council was held on Monday, January 27, 2014 at 4:16 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, Julie Kennedy, Barb Baird, Jim Denny, Rob Mattei

Discussion Items

1. Discuss 2014-2018 Amended Capital Improvement Plan

City staff present amended CIP to Council for review, highlighted specific points of amended sections.
2. Discuss 2014 Goals for City Administrator

City Administrator Pagel has submitted a list accomplishment for 2013. This is part of the evaluation process. Councilors should bring goal items for consideration at the Closed meeting scheduled for February 10, 2014. Councilor Sanderson requests a goal of continuing to improve communication with colleagues, other governments and the general public be included. Councilor Chandler includes searching for more collaboration opportunities with the County.
3. Review regular agenda and other business as noted.

Noted request for addition to regular agenda, item #4a - appointments to Boards & Commissions and an additional invoice to verified claims, amending the total verified claims to \$3,961,276.75.

ADJOURN

There being no further business, the meeting adjourned at 5:01 PM.

Respectfully submitted: Kimberly Johnson-Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, January 27, 2014

5:00 PM

City Hall Council Chambers

Amended 1/24/2014

5:00 PM CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council was held on Monday, January 27, 2014 at 5:05 p.m. 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, Lynn DeGrio, Barb Baird, Laura Pfeifer, Jim Denny

5:01 PM MEETING PROTOCOL POLICY

5:02 PM PUBLIC FORUM

None.

5:07 PM COUNCIL REPORTS

None.

5:10 PM APPROVAL OF MINUTES

Approve minutes of Tuesday, January 21, 2014 Worksession and Regular Meetings.

A motion was made by Councilor Barb Sanderson, seconded by Councilor Joe Chandler, to approve Council minutes for January 21, 2014 Worksession & Regular meetings as presented. The motion PASSED by unanimous vote.

**5:11 CONSENT AGENDA
PM**

1. Consider approving a Supplemental Letter Agreement (SLA) with SEH for design and construction engineering services related to CP 2013-4, YMCA Active Living Center Site Improvements.

Approved by consent roll call

- 2.

Adopt a resolution accepting a donation of three (3) Preliminary Portable Breath Test Instruments (PBT) from Toward Zero Deaths (TZD)

Adopted Resolution 14-5 by consent roll call

Approval of the Consent Agenda

A motion was made by Councilor Chandler, seconded by Councilor Christy, to approve the Consent agenda 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

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

A motion was made by Councilor Ed Zabinski, seconded by Councilor Joe Chandler, to approve the Regular agenda as amended, adding item #4a and additional invoice to verified claims. The motion PASSED by unanimous vote.

**5:16 DEPARTMENT HEAD REPORT
PM**

3. Engineering Department Head Report ~ Julie Kennedy

City Engineer Kennedy presented a semi annual report for the Engineering Department, highlighting the following topics:

*~Street Projects 2014
~Airport Projects 2014
~Stormwater Projects
~GIS Projects
~Stormwater Projects*

Received and Filed

**5:23 ADMINISTRATION DEPARTMENT
PM**

4. Appointment of Laura Pfeifer to the position of Assistant Finance Director.

Human Resources Director, Lynn DeGrio presents to Council the request to internally promote Laura Pfeifer, city Accountant, to the position of Assistant Finance Director and begin the process of filling the position of Accountant.

A motion was made by Councilor Sanderson, seconded by Councilor Christy, to appoint Ms. Laura Pfeifer to the position of Assistant Finance Director and authorized staff to move forward with filling the vacancy. The motion carried by the following vote.

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

- 4a. Appoint applicants to Boards & Commissions.

A motion was made by Councilor Barb Sanderson, seconded by Councilor Dale Christy, to appoint Ms. Janet Neurauter to the Grand Rapids Library Board and Re-appoint Mr. Dan Erkkila to the Airport Advisory Board, both terms to expire December 31, 2016. The motion PASSED by unanimous vote.

**5:27 VERIFIED CLAIMS
PM**

5. Consider approving the verified claims for the period January 7, 2014 to January 20, 2014 in the total amount of \$3,944,776.75, of which \$3,354,988.28 are debt service payments.

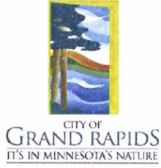
A motion was made by Councilor Christy, seconded by Councilor Zabinski, to approve the verified claims and approving additional invoice from Mark McDonough in the amount of \$16,500 for purchase of Police canine, for a complete claims total of \$3,961,276.75. The motion carried by the following vote.

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

**5:30 ADJOURNMENT
PM**

A motion was made by Councilor Joe Chandler, seconded by Councilor Ed Zabinski to adjourn the meeting at 5:33 PM. The motion PASSED by unanimous vote.

Respectfully submitted: Kimberly Johnson-Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0163 **Version:** 2 **Name:** 2014-2018 CIP Book
Type: Agenda Item **Status:** Consent Agenda
File created: 1/17/2014 **In control:** City Council
On agenda: 2/10/2014 **Final action:**
Title: Consider approving a resolution adopting the 2014-2018 Amended Capital Improvement Plan.
Sponsors:
Indexes:
Code sections:
Attachments: [2014-2018 Capital Improvement Res.pdf](#)
[Amend CIP Feb 10 Agenda.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving a resolution adopting the 2014-2018 Amended Capital Improvement Plan.

Background Information:

During the 2014 budget process, all departments were required to prepare request worksheets for the proposed capital purchases for 2014-2018. All of the requests have been compiled and included in a 2014-2018 Amended Capital Improvement Plan (CIP) by year. The CIP book is attached for your review. After it is approved, it will be printed and you will receive a copy.

The capital purchases approved for 2014 by the City Council are:

- *\$4,500 for Airport projects
- *\$35,000 for Playground Revitalization
- *\$13,000 for Police K-9
- *\$15,000 for City Entrance Signs

The infrastructure projects approved for 2014 are:

- *2011-2 Crystal Lake Blvd
- *2014-3 City Wide Overlays (Hilltop)

All 2014 Airport, Building and Equipment requests are listed on the attachment.

All other requests in the CIP are proposed and will be discussed in the next budget process. A hard copy of the Report is on file in the Finance Department.

The City will be issuing General Obligation Street Reconstruction Bonds this year which can be done without meeting the 20% requirement for special assessments for having a referendum. This will require a separate Reconstruction Capital Improvement Plan and a Public Hearing before the City can issue bonds. We would like to hold a Public Hearing on March 10, 2014 to adopt the Amended Street Reconstruction Plan.

Requested City Council Action

Consider approving a resolution adopting the 2014-2018 Amended Capital Improvement Plan.

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

RESOLUTION NO. 14-
ADOPTING AN AMENDED CAPITAL IMPROVEMENT PLAN

WHEREAS, pursuant to Minnesota Statutes, Section 475.521 (the "Act"), cities are authorized to adopt a capital improvement plan and carry out programs for the financing of capital improvements; and

WHEREAS, the City of Grand Rapids (the "City"), has heretofore adopted a capital improvement plan (the "Plan") pursuant to the Act and now wishes to amend the Plan in order to provide for capital improvements;

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota:

1. The 2014-2018 Amended Plan is hereby in all respects approved.
2. The staff of the City is hereby authorized to do all other things and take all other actions as may be necessary or appropriate to carry out the Amended Plan in accordance with any applicable laws and regulations, provided that before any bonds are issued to finance capital improvements described in the Amended Plan, staff will schedule a subsequent public hearing before the Council regarding such bonds in accordance with the Act.

Adopted this 10th day of February, 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, Minnesota
Amended Capital Improvement Plan
 2014 thru 2018

PROJECTS BY CATEGORY

Category	Project#	Priority	2014	2015	2016	2017	2018	Total
Airport Improvements								
Crack Sealing Taxiway A	2014/AP-1	1	90,000					90,000
General Aviation Ramp Replacement	2014/AP-2	2		250,000				250,000
Airport Master Plan/eALP	2015/AP-1	2		250,000				250,000
AP74 Truck Replacement	2015/AP-3	2		200,000				200,000
Airport Zoning Update	2016/AP-1	2			50,000			50,000
RWY 5/23 Slurry Seal	2017/AP-1	2				300,000		300,000
RWY 16/34 - Resurface and Resolve L-O-S Issues	2018/AP-1	3					1,000,000	1,000,000
Airport Improvements Total			90,000	700,000	50,000	300,000	1,000,000	2,140,000
Buildings								
City Hall Bathroom Fixtures	2014/CH-1	2	10,000					10,000
Admin & Finance Carpet Replacement	2014/CH-2	2	12,000					12,000
Fire Hall Roof Replacement	2014/FD-3	1	50,000					50,000
Golf Course On Course Restroom	2014/GC-1	2	90,000					90,000
Civic Center Roof & HVAC Replacement-Phase 1	2014/P&R-3	1	200,000					200,000
Upper/Lower Lobby Bathroom Remodel	2014/P&R-4	2	43,000					43,000
Council Chambers Carpet Replacement	2015/CH-1	2		12,000				12,000
Blandin Beach Update	2015/P&R-1	3		80,000				80,000
Fire Hall Doors	2016/FD-2	2			40,000			40,000
IRA Civic Center- Refurbish/Remodel/Roof Phase II	2017/P&R-1	2				3,000,000		3,000,000
Southside Fire Station	2018/FD-1	2					2,000,000	2,000,000
Police Impound Building	2018/PD-1	4					550,000	550,000
Buildings Total			405,000	92,000	40,000	3,000,000	2,550,000	6,087,000
Equipment								
Golf Course Groundskeeper	2014/GC-2	3	65,000					65,000
Golf Course Greensmower	2014/GC-3	3	14,500					14,500
Golf Course Tee Mower	2014/GC-4	2	16,000					16,000
Phase VDI into our virtual infrastructure	2014/IT-1	1	49,000					49,000
City Security Video Camera System	2014/IT-2	3	27,000					27,000
Laserfiche system upgrade	2014/IT-3	2	43,000					43,000
Library Chiller/Compressor Replacement	2014/LIB-1	2	75,000					75,000
Playground Revitalization	2014/P&R-1	2	35,000	35,000	35,000	35,000	35,000	175,000
Dehumidification Replacement	2014/P&R-2	1	150,000					150,000
Police Vehicle Replacement Plan	2014/PD-1	2	41,000	41,000	64,000	65,000	66,000	277,000
Police K-9	2014/PD-2	2	13,000					13,000

Category	Project#	Priority	2014	2015	2016	2017	2018	Total
PW Pickup Truck Replacement	2014/PW-1	1	35,000					35,000
PW Turf Lawnmower Replacement	2014/PW-2	2	50,000					50,000
City Entrance Signs	2014/PW-3	2	15,000	18,000	21,000	24,000		78,000
Aerial Photograph Updates	2015/Aerial	3		36,968				36,968
Brush Truck Replacement	2015/FD-1	2		65,000				65,000
TimeClock Plus Software	2015/FIN-1	2		12,835				12,835
Golf Course Fairway Mower	2015/GC-1	3		21,000				21,000
Replace two virtual server host computers	2015/IT-1	1		16,000				16,000
Replace self check computer	2015/LIB-1	3		15,000				15,000
Police Taser Replacement	2015/PD-1	3		26,000				26,000
Police In-Car Video Replacement	2015/PD-2	2		50,000				50,000
Police In-Car Computer Maint Contr	2015/PD-3	3		48,000				48,000
Police Remote Pole Cameras	2015/PD-4	3		70,000				70,000
Class A Pumper	2016/FD-1	2			275,000			275,000
Golf Course Fairway Mower	2016/GC-1	3			21,000			21,000
Replace the City email server	2016/IT-2	2			10,000			10,000
PW Dump Truck Replacement	2016/PW-2	2			345,000			345,000
PW Turf Lawnmower Replacement	2016/PW-4	3			75,000			75,000
PW Pickup Replacement W/Plow #1	2016/PW-6	3			50,000			50,000
PW Backhoe Replacement	2017/PW-1	2				200,000		200,000
PW Pickup Replacement W/Plow #2	2017/PW-5	3				50,000		50,000
Equipment Total			628,500	454,803	896,000	374,000	101,000	2,454,303

Reconstruction

Crystal Lake Blvd 1st Ave NW - 12th St NE	2014/2011-2	1	2,425,410					2,425,410
10th Ave NE (5th St - 7th St)	2015/2011-1	2		859,168				859,168
7th St and 11th Avenue NE	2015/2011-3	2		1,145,111				1,145,111
5th Ave NE (TH 2 to 5th St)	2016/2007-5	2			456,462			456,462
4th Ave NW (9th - 13th)	2016/2009-1	2			2,633,264			2,633,264
2nd Avenue NE (6th to 8th)	2016/2014-2	1			1,087,500			1,087,500
3rd Ave NE (5th - 8th)	2017/2010-1	2				995,108		995,108
9th St NE (3rd Ave NE to Reynolds)	2017/2012-2	2				525,000		525,000
NW Street Reconstruction	2017/2016-1	1				2,652,750		2,652,750
6th St NE (2nd Ave - 5th Ave)	2018/2012-1	2					1,684,947	1,684,947
Reconstruction Total			2,425,410	2,004,279	4,177,226	4,172,858	1,684,947	14,464,720

Rural Street

Elida Drive Extension	2015/2012-5	2		897,130				897,130
City Wide Overlays	2016/2013-2	1			588,000			588,000
City Wide Overlays-Rural	2018/2017-2	1					470,000	470,000
Rural Street Total				897,130	588,000		470,000	1,955,130

Trails

Mississippi Riverfront Bridge	2016/2010-5	1			1,188,000			1,188,000
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Category	Project#	Priority	2014	2015	2016	2017	2018	Total
Trails Total			1,188,000					1,188,000
Urban Street								
City Wide Overlays-Urban (Hilltop)	2014/2014-3	2	892,037					892,037
City Wide Overlays-Urban	2015/2015-1	2		1,401,351				1,401,351
5th Street North Overlay	2017/2017-1	3				1,000,000		1,000,000
21st St SW (3rd Ave to Horseshoe Lk Rd)	2018/2003-18	2					1,552,829	1,552,829
City Wide Overlays	2018/2016-2	1					470,000	470,000
Urban Street Total			892,037	1,401,351		1,000,000	2,022,829	5,316,217
GRAND TOTAL			4,440,947	5,549,563	6,939,226	8,846,858	7,828,776	33,605,370

City of Grand Rapids, Minnesota
Amended Capital Improvement Plan
 2014 thru 2018

FUNDING SOURCE SUMMARY

Source	2014	2015	2016	2017	2018	Total
Assessments	381,159	589,982	417,800	526,600	633,596	2,549,137
CIP Fund	67,500	127,657	58,500	74,000	85,000	412,657
Equipment Certificates	245,000	237,835	544,000	315,000	66,000	1,407,835
FAA	81,000	630,000	45,000	270,000	900,000	1,926,000
Federal Other			330,000	500,000		830,000
GO Bonds		243,876			663,333	907,209
GO CIP Bonds	147,000	12,000	40,000		2,550,000	2,749,000
GO CIP Bonds-?	393,000	80,000		1,500,000		1,973,000
GO Reconstruction Bonds	2,726,387	2,751,809	3,353,079	3,039,570	1,933,399	13,804,244
Golf Course Enterprise Fund	185,500	21,000	21,000			227,500
GR Public Utilities		23,311				23,311
GR Public Utilities-Sanitary		71,004	452,500	150,600	150,300	824,404
GR Public Utilities-Water Main	50,400	113,712	268,800	462,880	176,600	1,072,392
Grants-Other			358,000		500,000	858,000
Itasca County	4,500	35,000	2,500	15,000	50,000	107,000
Library		15,000				15,000
MSA		300,000		250,000		550,000
ST/MN-DNR			250,000			250,000
ST/MN-IRR			250,000			250,000
State Bonding				1,500,000		1,500,000
Storm Water Utility	159,501	232,377	273,047	243,208	120,548	1,028,681
Township Fire Contract-Depreciation		65,000	275,000			340,000
GRAND TOTAL	4,440,947	5,549,563	6,939,226	8,846,858	7,828,776	33,605,370

City of Grand Rapids, Minnesota
Amended Capital Improvement Plan
 2014 thru 2018

Airport Projects and Funding Sources

Department	Project#	Priority	2014	2015	2016	2017	2018	Total
Airport								
Crack Sealing Taxiway A	2014/AP-1	1	90,000					90,000
<i>CIP Fund</i>			4,500					4,500
<i>FAA</i>			81,000					81,000
<i>Itasca County</i>			4,500					4,500
General Aviation Ramp Replacement	2014/AP-2	2		250,000				250,000
<i>CIP Fund</i>				12,500				12,500
<i>FAA</i>				225,000				225,000
<i>Itasca County</i>				12,500				12,500
Airport Master Plan/eALP	2015/AP-1	2		250,000				250,000
<i>CIP Fund</i>				12,500				12,500
<i>FAA</i>				225,000				225,000
<i>Itasca County</i>				12,500				12,500
AP74 Truck Replacement	2015/AP-3	2		200,000				200,000
<i>CIP Fund</i>				10,000				10,000
<i>FAA</i>				180,000				180,000
<i>Itasca County</i>				10,000				10,000
Airport Zoning Update	2016/AP-1	2			50,000			50,000
<i>CIP Fund</i>					2,500			2,500
<i>FAA</i>					45,000			45,000
<i>Itasca County</i>					2,500			2,500
RWY 5/23 Slurry Seal	2017/AP-1	2				300,000		300,000
<i>CIP Fund</i>						15,000		15,000
<i>FAA</i>						270,000		270,000
<i>Itasca County</i>						15,000		15,000
RWY 16/34 - Resurface and Resolve L-O-S Issues	2018/AP-1	3					1,000,000	1,000,000
<i>CIP Fund</i>							50,000	50,000
<i>FAA</i>							900,000	900,000
<i>Itasca County</i>							50,000	50,000
Airport Total			90,000	700,000	50,000	300,000	1,000,000	2,140,000
GRAND TOTAL			90,000	700,000	50,000	300,000	1,000,000	2,140,000

City of Grand Rapids, Minnesota
Amended Capital Improvement Plan
 2014 thru 2018

Building Projects and Funding Sources

Department	Project#	Priority	2014	2015	2016	2017	2018	Total
Building Maintenance								
City Hall Bathroom Fixtures <i>GO CIP Bonds</i>	2014/CH-1	2	10,000 10,000					10,000 10,000
Admin & Finance Carpet Replacement <i>GO CIP Bonds</i>	2014/CH-2	2	12,000 12,000					12,000 12,000
Council Chambers Carpet Replacement <i>GO CIP Bonds</i>	2015/CH-1	2		12,000 12,000				12,000 12,000
Building Maintenance Total			22,000	12,000				34,000
Fire								
Fire Hall Roof Replacement <i>GO CIP Bonds</i>	2014/FD-3	1	50,000 50,000					50,000 50,000
Fire Hall Doors <i>GO CIP Bonds</i>	2016/FD-2	2			40,000 40,000			40,000 40,000
Southside Fire Station <i>GO CIP Bonds</i>	2018/FD-1	2					2,000,000 2,000,000	2,000,000 2,000,000
Fire Total			50,000		40,000		2,000,000	2,090,000
Golf Course								
Golf Course On Course Restroom <i>Golf Course Enterprise Fund</i>	2014/GC-1	2	90,000 90,000					90,000 90,000
Golf Course Total			90,000					90,000
Parks and Recreation								
Civic Center Roof & HVAC Replacement-Phase 1 <i>GO CIP Bonds-?</i>	2014/P&R-3	1	200,000 200,000					200,000 200,000
Upper/Lower Lobby Bathroom Remodel <i>GO CIP Bonds-?</i>	2014/P&R-4	2	43,000 43,000					43,000 43,000
Blandin Beach Update <i>GO CIP Bonds-?</i>	2015/P&R-1	3		80,000 80,000				80,000 80,000
IRA Civic Center- Refurbish/Remodel/Roof Phase II <i>GO CIP Bonds-?</i> <i>State Bonding</i>	2017/P&R-1	2				3,000,000 1,500,000 1,500,000		3,000,000 1,500,000 1,500,000
Parks and Recreation Total			243,000	80,000		3,000,000		3,323,000
Police								
Police Impound Building <i>GO CIP Bonds</i>	2018/PD-1	4					550,000 550,000	550,000 550,000

Department	Project#	Priority	2014	2015	2016	2017	2018	Total
Police Total							550,000	550,000
GRAND TOTAL			405,000	92,000	40,000	3,000,000	2,550,000	6,087,000

City of Grand Rapids, Minnesota
Amended Capital Improvement Plan
 2014 thru 2018

Equipment Projects and Funding Sources

Department	Project#	Priority	2014	2015	2016	2017	2018	Total
Engineering								
Aerial Photograph Updates	2015/Aerial	3		36,968				36,968
<i>CIP Fund</i>				13,657				13,657
<i>GR Public Utilities</i>				23,311				23,311
Engineering Total				36,968				36,968
Finance								
TimeClock Plus Software	2015/FIN-1	2		12,835				12,835
<i>Equipment Certificates</i>				12,835				12,835
Finance Total				12,835				12,835
Fire								
Brush Truck Replacement	2015/FD-1	2		65,000				65,000
<i>Township Fire Contract-Depreciation</i>				65,000				65,000
Class A Pumper	2016/FD-1	2			275,000			275,000
<i>Township Fire Contract-Depreciation</i>					275,000			275,000
Fire Total				65,000	275,000			340,000
Golf Course								
Golf Course Groundskeeper	2014/GC-2	3	65,000					65,000
<i>Golf Course Enterprise Fund</i>			65,000					65,000
Golf Course Greensmower	2014/GC-3	3	14,500					14,500
<i>Golf Course Enterprise Fund</i>			14,500					14,500
Golf Course Tee Mower	2014/GC-4	2	16,000					16,000
<i>Golf Course Enterprise Fund</i>			16,000					16,000
Golf Course Fairway Mower	2015/GC-1	3		21,000				21,000
<i>Golf Course Enterprise Fund</i>				21,000				21,000
Golf Course Fairway Mower	2016/GC-1	3			21,000			21,000
<i>Golf Course Enterprise Fund</i>					21,000			21,000
Golf Course Total			95,500	21,000	21,000			137,500
Library								
Library Chiller/Compressor Replacement	2014/LIB-1	2	75,000					75,000
<i>GO CIP Bonds</i>			75,000					75,000
Replace self check computer	2015/LIB-1	3		15,000				15,000
<i>Library</i>				15,000				15,000

Department	Project#	Priority	2014	2015	2016	2017	2018	Total
Library Total			75,000	15,000				90,000
Management Information								
Phase VDI into our virtual infrastructure <i>Equipment Certificates</i>	2014/IT-1	1	49,000 49,000					49,000 49,000
City Security Video Camera System <i>Equipment Certificates</i>	2014/IT-2	3	27,000 27,000					27,000 27,000
Laserfiche system upgrade <i>Equipment Certificates</i>	2014/IT-3	2	43,000 43,000					43,000 43,000
Replace two virtual server host computers <i>Equipment Certificates</i>	2015/IT-1	1		16,000 16,000				16,000 16,000
Replace the City email server <i>Equipment Certificates</i>	2016/IT-2	2			10,000 10,000			10,000 10,000
Management Information Total			119,000	16,000	10,000			145,000
Parks and Recreation								
Playground Revitalization <i>CIP Fund</i>	2014/P&R-1	2	35,000 35,000	35,000 35,000	35,000 35,000	35,000 35,000	35,000 35,000	175,000 175,000
Dehumidification Replacement <i>GO CIP Bonds-?</i>	2014/P&R-2	1	150,000 150,000					150,000 150,000
Parks and Recreation Total			185,000	35,000	35,000	35,000	35,000	325,000
Police								
Police Vehicle Replacement Plan <i>Equipment Certificates</i>	2014/PD-1	2	41,000 41,000	41,000 41,000	64,000 64,000	65,000 65,000	66,000 66,000	277,000 277,000
Police K-9 <i>CIP Fund</i>	2014/PD-2	2	13,000 13,000					13,000 13,000
Police Taser Replacement <i>CIP Fund</i>	2015/PD-1	3		26,000 26,000				26,000 26,000
Police In-Car Video Replacement <i>Equipment Certificates</i>	2015/PD-2	2		50,000 50,000				50,000 50,000
Police In-Car Computer Maint Contr <i>Equipment Certificates</i>	2015/PD-3	3		48,000 48,000				48,000 48,000
Police Remote Pole Cameras <i>Equipment Certificates</i>	2015/PD-4	3		70,000 70,000				70,000 70,000
Police Total			54,000	235,000	64,000	65,000	66,000	484,000
Public Works								
PW Pickup Truck Replacement <i>Equipment Certificates</i>	2014/PW-1	1	35,000 35,000					35,000 35,000
PW Turf Lawnmower Replacement <i>Equipment Certificates</i>	2014/PW-2	2	50,000 50,000					50,000 50,000
City Entrance Signs <i>CIP Fund</i>	2014/PW-3	2	15,000 15,000	18,000 18,000	21,000 21,000	24,000 24,000		78,000 78,000
PW Dump Truck Replacement <i>Equipment Certificates</i>	2016/PW-2	2			345,000 345,000			345,000 345,000

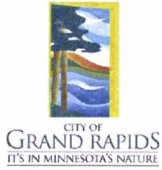
Department	Project#	Priority	2014	2015	2016	2017	2018	Total
PW Turf Lawnmower Replacement <i>Equipment Certificates</i>	2016/PW-4	3			75,000 <i>75,000</i>			75,000 <i>75,000</i>
PW Pickup Replacement W/Plow #1 <i>Equipment Certificates</i>	2016/PW-6	3			50,000 <i>50,000</i>			50,000 <i>50,000</i>
PW Backhoe Replacement <i>Equipment Certificates</i>	2017/PW-1	2				200,000 <i>200,000</i>		200,000 <i>200,000</i>
PW Pickup Replacement W/Plow #2 <i>Equipment Certificates</i>	2017/PW-5	3				50,000 <i>50,000</i>		50,000 <i>50,000</i>
Public Works Total			100,000	18,000	491,000	274,000		883,000
GRAND TOTAL			628,500	454,803	896,000	374,000	101,000	2,454,303

City of Grand Rapids, Minnesota
Amended Capital Improvement Plan
 2014 thru 2018

Infrastructure Projects and Funding Sources

Department	Project#	Priority	2014	2015	2016	2017	2018	Total
Engineering								
Crystal Lake Blvd 1st Ave NW - 12th St NE	2014/2011-2	1	2,425,410					2,425,410
<i>Assessments</i>			331,561					331,561
<i>GO Reconstruction Bonds</i>			1,943,449					1,943,449
<i>GR Public Utilities-Water Main</i>			50,400					50,400
<i>Storm Water Utility</i>			100,000					100,000
City Wide Overlays-Urban (Hilltop)	2014/2014-3	2	892,037					892,037
<i>Assessments</i>			49,598					49,598
<i>GO Reconstruction Bonds</i>			782,938					782,938
<i>Storm Water Utility</i>			59,501					59,501
10th Ave NE (5th St - 7th St)	2015/2011-1	2		859,168				859,168
<i>Assessments</i>				67,507				67,507
<i>GO Reconstruction Bonds</i>				573,128				573,128
<i>GR Public Utilities-Sanitary</i>				71,004				71,004
<i>GR Public Utilities-Water Main</i>				113,712				113,712
<i>Storm Water Utility</i>				33,817				33,817
7th St and 11th Avenue NE	2015/2011-3	2		1,145,111				1,145,111
<i>Assessments</i>				71,863				71,863
<i>GO Reconstruction Bonds</i>				963,302				963,302
<i>Storm Water Utility</i>				109,946				109,946
Elida Drive Extension	2015/2012-5	2		897,130				897,130
<i>Assessments</i>				353,254				353,254
<i>GO Bonds</i>				243,876				243,876
<i>MSA</i>				300,000				300,000
City Wide Overlays-Urban	2015/2015-1	2		1,401,351				1,401,351
<i>Assessments</i>				97,358				97,358
<i>GO Reconstruction Bonds</i>				1,215,379				1,215,379
<i>Storm Water Utility</i>				88,614				88,614
5th Ave NE (TH 2 to 5th St)	2016/2007-5	2			456,462			456,462
<i>Assessments</i>					94,000			94,000
<i>GO Reconstruction Bonds</i>					291,292			291,292
<i>GR Public Utilities-Sanitary</i>					36,000			36,000
<i>Storm Water Utility</i>					35,170			35,170
4th Ave NW (9th - 13th)	2016/2009-1	2			2,633,264			2,633,264
<i>Assessments</i>					98,800			98,800
<i>GO Reconstruction Bonds</i>					2,006,787			2,006,787
<i>GR Public Utilities-Sanitary</i>					273,500			273,500
<i>GR Public Utilities-Water Main</i>					125,800			125,800
<i>Storm Water Utility</i>					128,377			128,377
Mississippi Riverfront Bridge	2016/2010-5	1			1,188,000			1,188,000
<i>Federal Other</i>					330,000			330,000
<i>Grants-Other</i>					358,000			358,000
<i>ST/MN-DNR</i>					250,000			250,000
<i>ST/MN-IRR</i>					250,000			250,000
City Wide Overlays	2016/2013-2	1			588,000			588,000

Department	Project#	Priority	2014	2015	2016	2017	2018	Total
Assessments					115,000			115,000
GO Reconstruction Bonds					413,500			413,500
Storm Water Utility					59,500			59,500
2nd Avenue NE (6th to 8th)	2016/2014-2	1			1,087,500			1,087,500
Assessments					110,000			110,000
GO Reconstruction Bonds					641,500			641,500
GR Public Utilities-Sanitary					143,000			143,000
GR Public Utilities-Water Main					143,000			143,000
Storm Water Utility					50,000			50,000
3rd Ave NE (5th - 8th)	2017/2010-1	2				995,108		995,108
Assessments						76,600		76,600
GO Reconstruction Bonds						574,500		574,500
GR Public Utilities-Water Main						245,800		245,800
Storm Water Utility						98,208		98,208
9th St NE (3rd Ave NE to Reynolds)	2017/2012-2	2				525,000		525,000
Assessments						20,000		20,000
GO Reconstruction Bonds						384,000		384,000
GR Public Utilities-Sanitary						36,000		36,000
GR Public Utilities-Water Main						60,000		60,000
Storm Water Utility						25,000		25,000
NW Street Reconstruction	2017/2016-1	1				2,652,750		2,652,750
Assessments						180,000		180,000
GO Reconstruction Bonds						2,081,070		2,081,070
GR Public Utilities-Sanitary						114,600		114,600
GR Public Utilities-Water Main						157,080		157,080
Storm Water Utility						120,000		120,000
5th Street North Overlay	2017/2017-1	3				1,000,000		1,000,000
Assessments						250,000		250,000
Federal Other						500,000		500,000
MSA						250,000		250,000
21st St SW (3rd Ave to Horseshoe Lk Rd)	2018/2003-18	2					1,552,829	1,552,829
Assessments							389,496	389,496
GO Bonds							663,333	663,333
Grants-Other							500,000	500,000
6th St NE (2nd Ave - 5th Ave)	2018/2012-1	2					1,684,947	1,684,947
Assessments							56,100	56,100
GO Reconstruction Bonds							1,231,399	1,231,399
GR Public Utilities-Sanitary							150,300	150,300
GR Public Utilities-Water Main							176,600	176,600
Storm Water Utility							70,548	70,548
City Wide Overlays	2018/2016-2	1					470,000	470,000
Assessments							94,000	94,000
GO Reconstruction Bonds							351,000	351,000
Storm Water Utility							25,000	25,000
City Wide Overlays-Rural	2018/2017-2	1					470,000	470,000
Assessments							94,000	94,000
GO Reconstruction Bonds							351,000	351,000
Storm Water Utility							25,000	25,000
Engineering Total			3,317,447	4,302,760	5,953,226	5,172,858	4,177,776	22,924,067
GRAND TOTAL			3,317,447	4,302,760	5,953,226	5,172,858	4,177,776	22,924,067



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0180 **Version:** 1 **Name:** Closing fund 347-Series 2004A
Type: Agenda Item **Status:** Consent Agenda
File created: 2/3/2014 **In control:** City Council
On agenda: 2/10/2014 **Final action:**
Title: Consider adopting a resolution closing Fund 347 Debt Service Fund-Special Assessment Improvement Bonds-2004A and transferring the remaining balance of approximately \$351,000 to Fund 364 Debt Service Fund-General Obligation Refunding Bonds-2013A as of December 31, 2013.
Sponsors:
Indexes:
Code sections:
Attachments: [Close Fund 347 transfer to 364 \\$346,074.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution closing Fund 347 Debt Service Fund-Special Assessment Improvement Bonds-2004A and transferring the remaining balance of approximately \$351,000 to Fund 364 Debt Service Fund-General Obligation Refunding Bonds-2013A as of December 31, 2013.

Background Information:

In May of 2013, the City refunded the 2004 Special Assessment Bonds with the General Obligation Improvement Refunding Bonds,- Series 2013A. The final payment on the 2004A bond was made on June 15, 2013. There is a cash balance remaining of approximately \$351,000 in the original fund. According to the bond documents, any funds remaining in the old Debt Service Fund have to be transferred to the new Debt Service Fund.

Staff Recommendation:

Staff recommends adopting a resolution closing Fund 347 Debt Service Fund-Special Assessment Improvement Bonds-2004A and transferring the remaining balance of approximately \$351,000 to Fund 364 Debt Service Fund-Special Assessment Improvement Refunding Bonds-2013A as of December 31, 2013.

Requested City Council Action

Consider adopting a resolution closing Fund 347 Debt Service Fund-Special Assessment Improvement Bonds-2004A and transferring the remaining balance of approximately \$351,000 to Fund 364 Debt Service Fund-General Obligation Refunding Bonds-2013A as of December 31, 2013.

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

RESOLUTION NO. 14-
A RESOLUTION CLOSING FUND 347 SPECIAL ASSESSMENT IMPROVEMENT BOND
2004A AND TRANSFERRING THE REMAINING BALANCE OF APPROXIMATELY
\$351,000 TO FUND 364 GENERAL OBLIGATION REFUNDING BONDS 2013A AS OF
DECEMBER 31, 2013

WHEREAS, in 2013, the City refunded the 2004A Special Assessment Improvement Bonds with the General Obligation Refunding Bonds, Series 2013A, and

WHEREAS, the final payment on the 2004A bond was made on June 15, 2013, and

WHEREAS, there is a cash balance remaining of approximately \$351,000 in the original Debt Service Fund, and

WHEREAS, the bond documents require that any remaining funds in the old Debt Service have to be transferred to the new Debt Service Fund,

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, authorizes an operating transfer of approximately \$351,000 from Fund 347 Special Assessment Improvement Bond Fund Series 2004A to Fund 364 General Obligation Improvement Refunding Bond Series 2013A as of December 31, 2013 and close Fund 347 as of December 31, 2013.

Adopted this 10th day of, February 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

Legislation Details (With Text)

File #: 14-0181 **Version:** 2 **Name:** GC Restroom Donations
Type: Agenda Item **Status:** Consent Agenda
File created: 2/4/2014 **In control:** City Council
On agenda: 2/10/2014 **Final action:**
Title: Consider adopting a resolution accepting donations totaling \$34,288 for the Pokegama Golf Course Restroom Project in 2013.
Sponsors:
Indexes:
Code sections:
Attachments: [Golf Course 2013 Restroom donations res.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution accepting donations totaling \$34,288 for the Pokegama Golf Course Restroom Project in 2013.

Background Information:

The Pokegama Golf Course Restroom Project was estimated to cost approximately \$62,000 when the fundraising period began. Upon receiving updated quotes from the various project vendors we are now estimating the project to cost \$85,000.

The golf board has approved funding the total project with golf course funds and the restroom fundraiser funds. No funding will be requested from the City of Grand Rapids. At present, the construction of the project is slated for June, 2014.

The patrons of the golf course, many local business interests, and the golf board see this as a very significant improvement to the overall facility.

Minnesota State Statute require all donations be accepted by resolution.

Requested City Council Action

Consider adopting a resolution accepting donations totaling \$34,288 for the Pokegama Golf Course Restroom Project in 2013.

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

RESOLUTION NO. 14-

A RESOLUTION ACCEPTING \$34,288 IN DONATIONS FOR THE POKEGAMA GOLF
COURSE RESTROOM PROJECT IN 2013

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:

- Donations totaling \$34,288 for the Pokegama Golf Course Restroom Project in 2013.

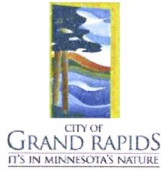
Adopted this 10th day of February, 2014

Dale C. Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0185 **Version:** 1 **Name:** Authorize staff to solicit quotes for HVAC chiller unit for Library
Type: Agenda Item **Status:** Consent Agenda
File created: 2/4/2014 **In control:** City Council
On agenda: 2/10/2014 **Final action:**
Title: Authorize staff to solicit quotes for HVAC chiller unit for Library
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Authorize staff to solicit quotes for HVAC chiller unit for Library

Background Information:

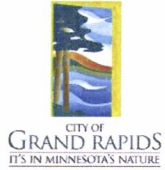
The Library's chiller unit is reaching the end of its lifespan and is running inefficiently and requiring frequent repairs. The unit can be replaced with a more energy-efficient model. We hope to replace it before hot weather begins. This is a budgeted item in the 2014 CIP.

Staff Recommendation:

[Enter Recommendation Here]

Requested City Council Action

Authorize staff to solicit quotes for HVAC chiller unit for Library.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0188 **Version:** 1 **Name:** CP 2011-2 Accepting Feas Rpt and Call for Hearing
Type: Agenda Item **Status:** Consent Agenda
File created: 2/5/2014 **In control:** City Council
On agenda: 2/10/2014 **Final action:**
Title: Consider adopting a resolution accepting the Feasibility Report and calling for a Public Hearing for CP 2011-2, Crystal Lake Boulevard Reconstruction.
Sponsors:
Indexes:
Code sections:
Attachments: [2-10-14 Resolution CP 2011-2 Rec Feas Report Call for Hearing.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution accepting the Feasibility Report and calling for a Public Hearing for CP 2011-2, Crystal Lake Boulevard Reconstruction.

Background Information:

The Feasibility Report for CP 2011-2, Crystal Lake Boulevard Reconstruction is complete and the project is ready for a public hearing. The attached resolution completes this project task.

Staff Recommendation:

City Staff recommends adopting a resolution accepting the Feasibility Report and calling for a Public Hearing for CP 2011-2, Crystal Lake Boulevard Reconstruction.

Requested City Council Action

Consider adopting a resolution accepting the Feasibility Report and calling for a Public Hearing for CP 2011-2, Crystal Lake Boulevard Reconstruction.

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

RESOLUTION NO. 14-__

**A RESOLUTION RECEIVING THE REPORT AND
CALLING FOR A HEARING FOR
CRYSTAL LAKE BOULEVARD RECONSTRUCTION
PROJECT 2011-2**

WHEREAS, a report has been prepared by the City Engineer with reference to the Crystal Lake Boulevard Reconstruction, and

WHEREAS, this report was received by the Council on February 10, 2014.

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

1. The council will consider the above-mentioned improvement in accordance with the Feasibility Report and the assessment of benefiting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes Chapter 429 at an estimated total cost of the improvement of \$2,557,614.
2. A Public Hearing shall be held on such proposed improvement on the 10th day of March, 2014, in the council chambers located at the Grand Rapids City Hall at 6:00 p.m., and the Clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the Council this 10th day of February, 2014.

Dale Adams, Mayor

ATTEST:

Kim 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
IT'S IN MINNESOTA'S NATURE

Feasibility Report

For:

City Project 2011-2, Crystal Lake Boulevard Reconstruction

February 10, 2014

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EXECUTIVE SUMMARY

City Project 2011-2, Crystal Lake Boulevard Reconstruction includes the reconstruction of the street, storm sewer, water main, street lights, sidewalks, and associated appurtenances on Crystal Lake Boulevard from 1st Avenue NW to 14th Street NE and the partial reconstruction of the street, storm sewer, street lights, sidewalks, and associated appurtenances on approximately 1,100 lineal feet of 14th Street NE just west of Crystal Lake Boulevard. The locations and detail associated with the proposed improvements are represented in the figures within the body of this report. This project is included in the AMENDED CAPITAL IMPROVEMENT PLAN, 2013-2017.

The Engineering Department's opinion of cost for CP 2011-2 is as follows:

Opinion of Project Cost:

Construction	\$1,880,341
10% Contingency	\$188,034
Engineering	\$376,068
Legal/Publishing	\$5,000
Administration	\$37,607
Cost of Issuance	\$75,214
Land	\$50,000
TOTAL	\$2,612,264

It is proposed to fund the project as follows:

Proposed Financing:

Assessments*	\$287,830
Storm Water Utility	\$100,000
GRPU – Water	\$33,619
G.O. Levy Bonding	\$2,190,825
TOTAL	\$2,612,264

*\$61,871 of the assessments will be levied against City properties.

This project is feasible. It will reconstruct a street that has been delayed for over a decade. The timing complements the Itasca County's planning process of the Fairgrounds Park Management Plan. The project will improve safety by reconstructing streets that have exceeded their life cycle, realigning streets to provide greater street efficiencies, providing trails and sidewalks

improving pedestrian safety and health, reconstructing water main improving the reliability and quantity of water delivered, and constructing storm water treatment features improving the water quality prior to discharge to the Crystal Lake.

Please contact me with you have any questions regarding this project.

Regards,



Julie Kennedy, P.E.
City Engineer

CC: Jeff Davies, Director of Public Works
Barb Baird, Director of Finance
Anthony Ward, GRPU General Manager

PROJECT BACKGROUND & SCOPE

City Project 2011-2, Crystal Lake Boulevard Reconstruction includes the reconstruction of the street, storm sewer, water main, street lights, sidewalks, and associated appurtenances on Crystal Lake Boulevard from 1st Avenue NW to 14th Street NE and the partial reconstruction of the street, storm sewer, street lights, sidewalks, and associated appurtenances on approximately 1,100 lineal feet of 14th Street NE just west of Crystal Lake Boulevard. The locations and detail associated with the proposed improvements are represented in the figures within the body of this report.

Crystal Lake Boulevard was originally scheduled for reconstruction in the mid 1990’s but has been delayed in the past for a variety of reasons. City and County officials and staff understand that the topic of road improvements near the County fairgrounds area have been controversial. That being said, the current condition of Crystal Lake Boulevard is significantly deteriorated, well past its useful life, and in need of immediate rehabilitation. Additionally, the existing intersections around the gravel parking lot are inefficient and unsafe with the increased amount of vehicle and pedestrian traffic in recent years. Consequently, the City has included this improvement project in their Five-Year Capital Improvement Plan for calendar year 2014.

The project will improve safety by reconstructing streets that have exceeded their life cycle, realigning streets to provide greater street efficiencies, providing sidewalks and multi-use trails to improve pedestrian safety and health, reconstructing water main to improve the reliability and quantity of water delivered, and constructing storm water treatment features to improve the water quality prior to discharge to the Crystal Lake.

CP 2011-2 Location Map



EXISTING CONDITIONS

Crystal Lake Boulevard was originally constructed with bituminous pavement in 1937 and was last improved in 1976. The bituminous pavement has deteriorated to a point where it needs to be reconstructed. Since the construction of the middle school, Crystal Lake Boulevard and 14th Street NE have seen more vehicles per day utilizing them. The average daily traffic on Crystal Lake Boulevard is typically 700 vehicles per day and 14th Street NE typically sees 1,345 vehicles per day. Another factor likely influencing the bituminous decay is poor frost susceptible soils and the aggregate base thickness. The following photographs provide an example of the pavement deterioration on Crystal Lake Boulevard.

Crystal Lake Boulevard – north end



Crystal Lake Boulevard – west end



The intersection of Crystal Lake Boulevard, 12th Street NE, Fairgrounds Road, and Ridgewood Road, around the gravel parking lot, are inefficient and unsafe. The radii are such that two school busses may not pass each other at the same time on two of the intersections. Additionally, the significant elevation difference between Ridgewood Road and Crystal Lake Boulevard creates dangerous stop conditions during winter weather when the roads are icy.

Crystal Lake Blvd, 12th St NE, Fairgrounds Rd, and Ridgewood Rd Intersection



In addition to increased vehicular traffic, Crystal Lake Boulevard and 14th Street NE have become a heavily traveled pedestrian corridor in recent years. Currently, portions of the Project Area include 5-foot or 6-foot wide concrete sidewalks behind the curb that only accommodate one-way pedestrian traffic. In other areas, there is no sidewalk and pedestrians are made to utilize the deteriorated shoulder of an already narrow segment of the street. The following photograph provides an example of the unsafe pedestrian conditions on Crystal Lake Boulevard.

Crystal Lake Boulevard – between the boat landing and fishing pier



The City's zoning within the Project Area is a mix of Residential and Public Use. The existing use of property is a mix of residential homes and the Itasca County Fairgrounds Park. See zoning map below. As noted later in the report, County officials and staff have actively participated in the public meetings for this project to ensure the goals of the Fairgrounds Park Management Plan are being upheld.

Project Area – zoning map

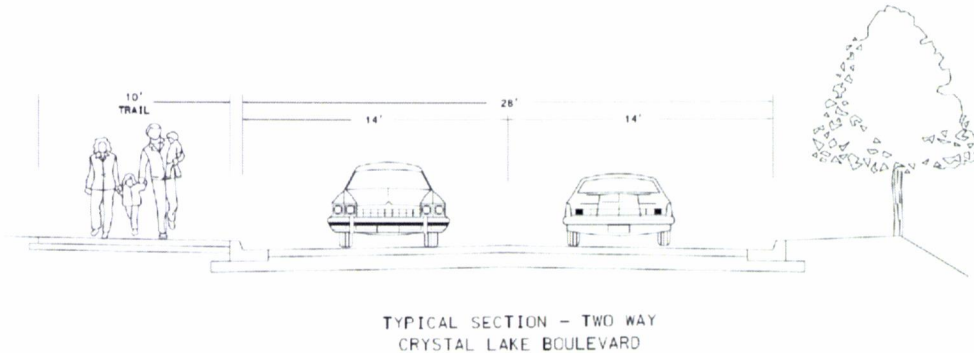


PROPOSED IMPROVEMENTS

Crystal Lake Boulevard

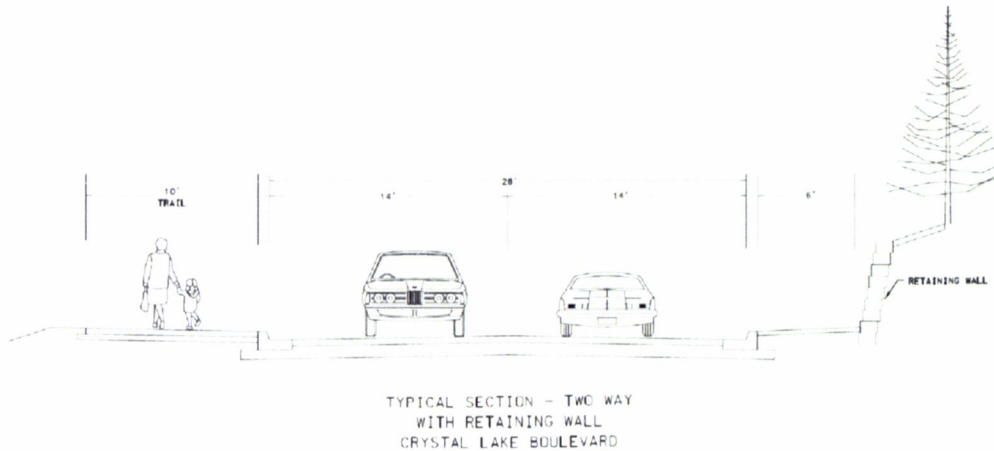
Crystal Lake Boulevard currently varies from 24 feet to 31 feet wide from flow line to flow line of curb and accommodates local residential, daily commuter, and ISD 318 bus traffic. During the public meetings for this project, City staff received comments of concern regarding vehicles driving too fast on Crystal Lake Boulevard. One way to trim speeds, as well as reduce cost of construction and on-going maintenance is to reduce the width of the street. With this project, it is proposed to reduce the street width to 28 feet wide from 1st Street NW to 14th Street NE. Narrowing the street allows for the placement of a wider sidewalk that will provide safe two-way pedestrian access for residents and visitors. The following figure shows the typical section of the segment of Crystal Lake Boulevard between 1st Avenue NW and the proposed roundabout intersection.

Typical Section of the Proposed Crystal Lake Boulevard - south section



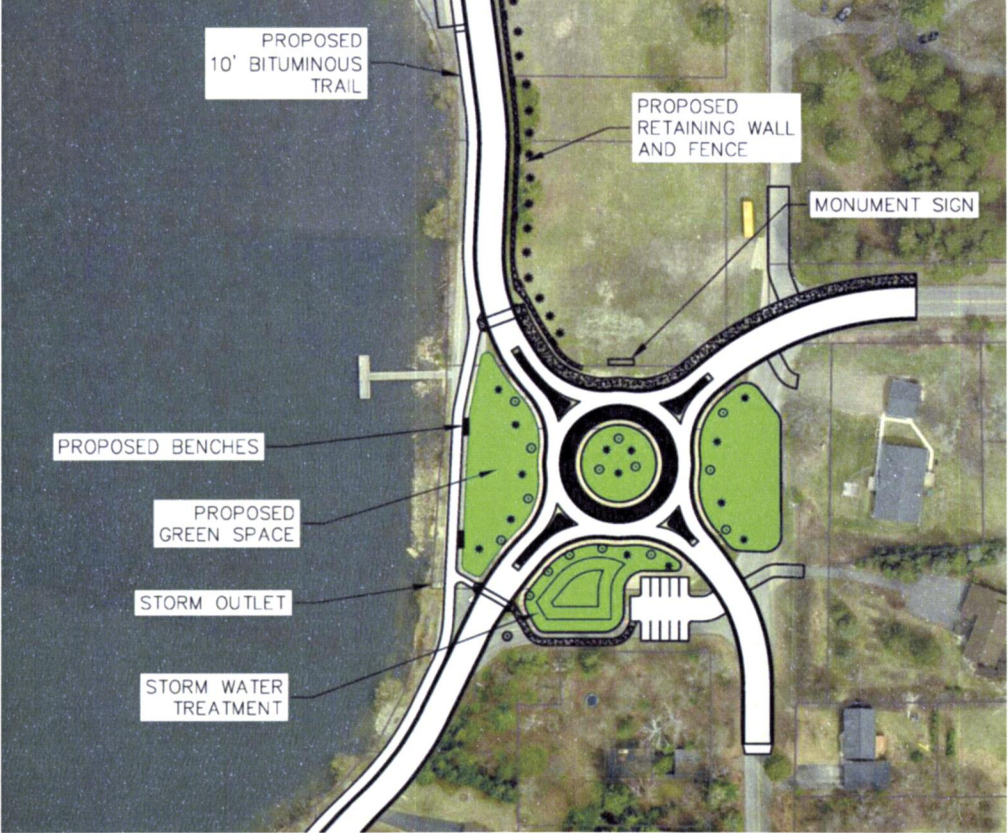
Along the east side of lake, the width of Crystal Lake Boulevard will remain as a 28-foot wide street, however, it will include the addition of a 10' sidewalk on the west side of the street to safely accommodate the pedestrian traffic in the area. A retaining wall along the east side of the street will be constructed to accommodate the sidewalk while still preserving the maximum amount of usable space on the County fairgrounds midway. See the drawing below for the proposed street section along the east side of the lake.

Typical Section of the Proposed Crystal Lake Boulevard - north section



The most controversial and debated component of the project is that of the road alignment at the intersections of Crystal Lake Boulevard, 12th Street NE, Fairgrounds Road, and Ridgewood Road. As they exist today, three of the existing intersections around the gravel park are "T" intersections that should be realigned to improve both safety and efficiency. Through the six-month period of public input, the City presented several realignment options to the public for consideration. (see Public Meetings section later in report for more detail). In the end, it was decided that the intersection would be realigned to create a common roundabout intersection occupying the area of the existing undeveloped gravel parking lot. This alignment provides the most contiguous fairgrounds midway space and eliminates any need for road closure during fairgrounds events. The proposed realignment is identified in the following two drawings.

Proposed Intersection Realignment – Roundabout



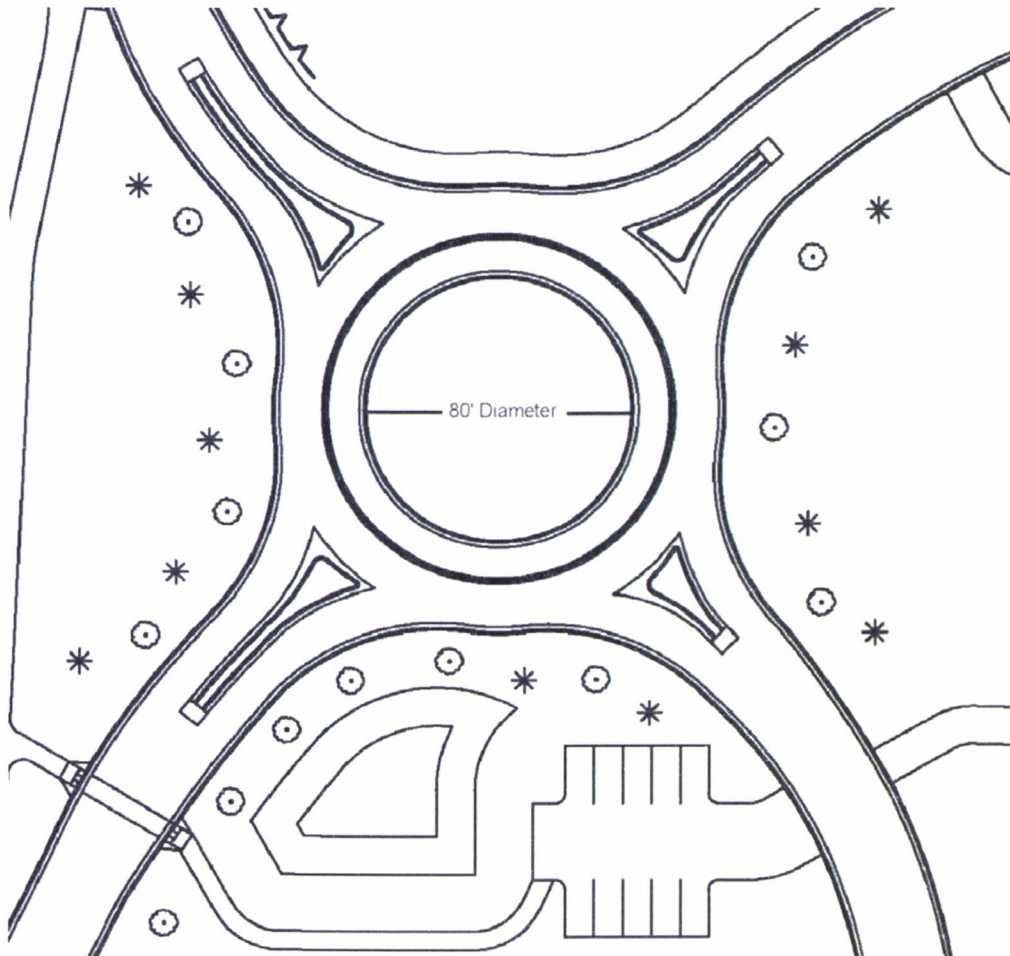
Virtual Image of the Proposed Roundabout



In addition to the preservation of the fairgrounds midway, the benefits of the roundabout include addressing concerns of present and future vehicular speed, pedestrian safety, and capacity concerns between 14th Street NE and Ridgewood Road.

The roundabout is proposed to be a single lane roundabout designed for a WB 62 vehicle (Tractor Trailer). The decision to base the design around a WB 62 is a result of significant school bus traffic in the area. The approximate layout for the roundabout is shown below.

Preliminary Design Layout of Proposed Roundabout



Roundabouts are an efficient, safe, and pedestrian friendly method of access control for streets. With this proposed roundabout, the following benefits are recognized:

1. Vehicle crash rate and crash severity is typically lower with roundabout control because the crash angles are narrower and the number of vehicle-vehicle conflict points is reduced from 32 in a traditional intersection to 8 in a roundabout intersection.

2. Traffic calming is achieved by designing the roundabout so that speeds are reduced. Vehicle speeds within the proposed roundabout will vary between 17 and 22 miles per hour.
3. Yield signs caution drivers to slow and give right-of-way to vehicles already in the roundabout. If there is no traffic in the roundabout, vehicles may proceed without yielding.
4. The truck apron will be designed as the colored raised section of concrete around the central island that acts as an extra lane for larger vehicles. The back wheels of the oversized vehicle, such as school buses or heavy equipment trailers, can safely ride up on the concrete so the vehicle can easily complete the turn.
5. Each of the four sides of the roundabout will feature sidewalks/multi-use trails. The crosswalks will be set farther back, allowing drivers more time to react to pedestrians before merging in or out of the roundabout. Pedestrian safety is also improved by reducing the vehicle-pedestrian conflict points in a normal intersection of 16 to 8 in a roundabout intersection.
6. The roundabout design creates park like setting next to Crystal Lake, creates a safe harbor for people to go fishing, and ties the Mesabi Trail Head building to community with extensions of trail network.
7. Aesthetically the roundabout can be a landmark establishing location recognition. With this roundabout it could indicate to the traveling public that they are now in the Itasca County Fairgrounds area or possibly some type public recognition of the historical significance of Ice Lake / Ice House tradition.

During the public meetings, a few requests were made to take the mature pine trees that will be removed due to the road realignment and mill them into lumber. The milled lumber would then be used to construct an amenity for either the fairgrounds or the green space adjacent to the Crystal Lake walkway. The amenity could be building siding, a shaded canopy, pavilion, or a cover for the fishing pier or benches.

The construction schedule will be phased such that the roundabout and northern portion of the project would be completed by mid-July and the entire project would be completed by mid-August before the County fair begins.

14th Street NE – East half

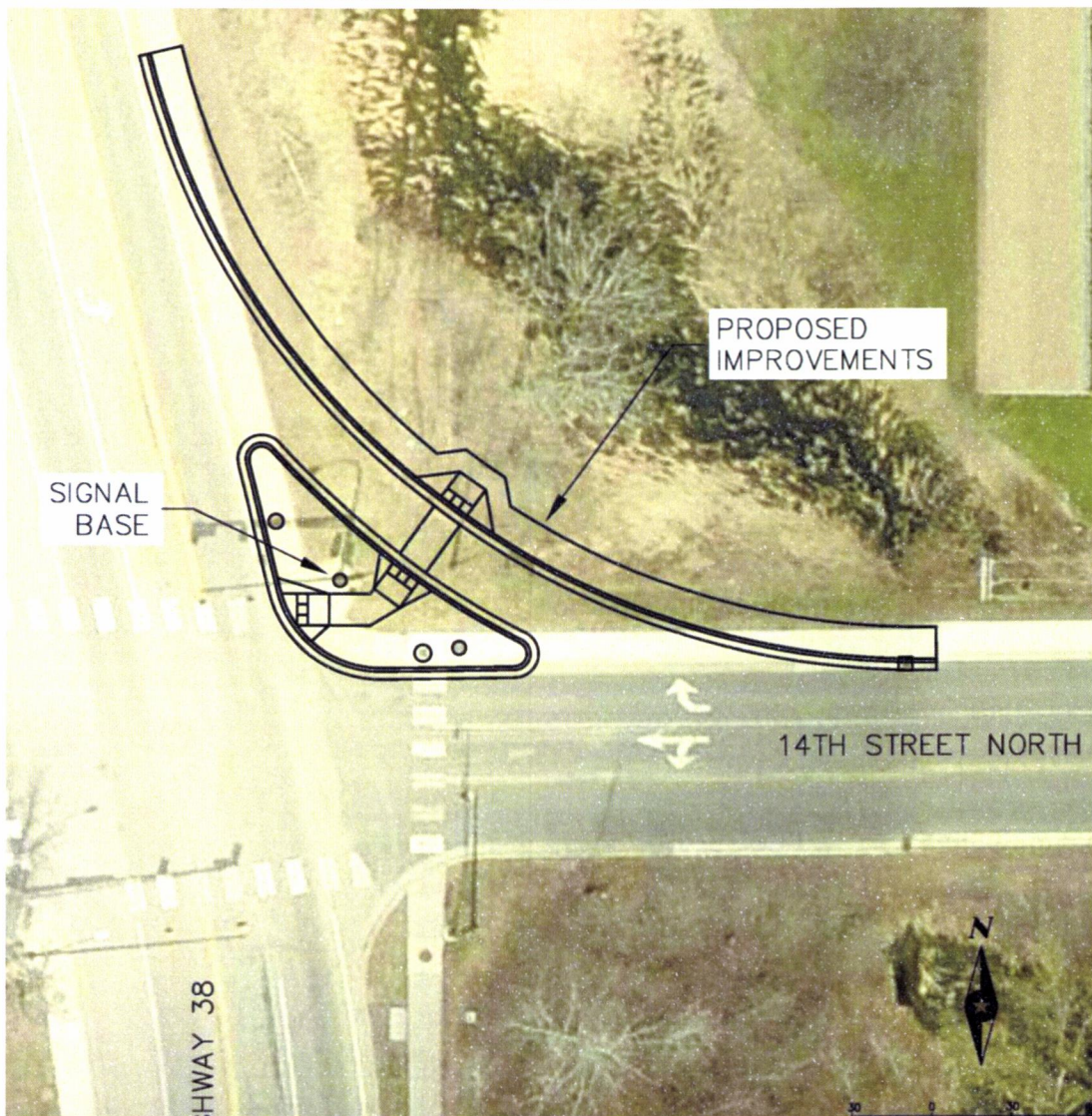
The first segment of 14th Street NE within the Project Area is located approximately 1,100 lineal feet immediately west of Crystal Lake Boulevard. The existing road is approximately 35 feet wide and accommodates local residential traffic, daily commuters, and ISD 318 bus traffic. The average daily traffic on this segment of street is typically 1,345 vehicles per day. This width is slightly oversized for today's average daily traffic (ADT's) and the foreseeable ADT's that would utilize 14th Street NE. Because of this over sizing and the need to improve the storm water system in the street, an opportunity exists to create a wider sidewalk allowing for safer two-way pedestrian traffic without significantly disturbing the existing right-of-way.

14th Street NE – State Highway 38 Signal

The second segment of 14th Street NE within the Project Area is located at the signalized intersection at State Highway 38. City staff has heard complaints regarding the turning lane movements at 14th Street NE and State Highway 38, specifically the southbound left turn lane onto 14th Street NE. The intersection design is such that when there are vehicles in the southbound left turn lane, a school bus is unable to make a northbound turn onto on TH 38 from 14th St NE. With the increased bus traffic in the area, approximately 78 buses per day for over 170 days of the year, the turning movement conflict results in a queue of buses forming in the northbound turn lane.

A free-right turn lane with a yield condition is proposed on the northeast quadrant of the intersection. The figure below shows the proposed configuration. This allows for vehicles, in particular the school buses, to travel northbound without causing conflict in the southbound left turn lane.

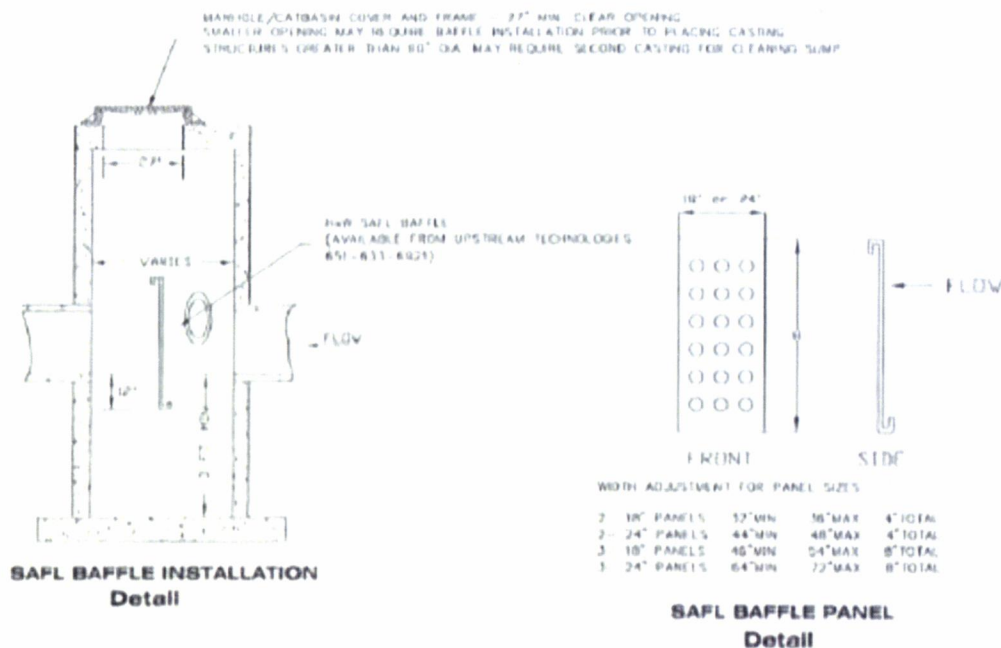
Preliminary Design Layout of Proposed Roundabout



Storm Sewer

Storm water treatment was an important topic of discussion at the public meetings. Given the proximity of the lake, it is crucial that effective storm water treatment be a critical component of the street reconstruction project. Unfortunately, there is very little room to address storm water treatment within the Crystal Lake Boulevard right of way along the south side of the lake. Therefore, the proposed storm sewer along this segment of the project will consist of some newer technology underground storm water pretreatment systems. Research on these catch basins with installed baffles and individual sumps shows they are capable of removing nearly 86% of the suspended sediments entering the basin from street runoff. The figure below shows an example of the SAFL Baffle system. Exact locations for the basins will be determined during design.

Underground Storm water Pretreatment System



Additionally, the proposed roundabout design allows for the construction of both a detention basin (south side of roundabout) and a rain garden (east side of roundabout). The rain garden not only has the benefit of cooling and treating the storm water runoff prior to discharging to the detention basin, but it is an aesthetic compliment to the public green space in the area.

There are proposed storm sewer system improvements at the north end of the project on 14th Street NE, about half way between Crystal Lake Boulevard and TH 38. Currently, the invert (pipe outlet elevation) of the storm structure on the south side of the road is 0.06 feet lower than the elevation of the ditch outlet at Crystal Lake. As a result, there is a reoccurring flooding issue on the street at the low point and water consistently ponds up on the right-of-way and adjacent properties.

The proposed solution is the installation of a storm sewer pipe beginning at a new structure on the south side of the road and running at the minimum grade (0.50%) to the existing outfall at Crystal Lake. A distillation basin will be constructed to dissipate the energy of the flow prior to entering the lake. These improvements require the road elevation to be raised approximately 2.36

feet at the low point. The grade would then taper to the west and east. The location of the storm sewer and the match points of the vertical curve realignment are identified in the figure below.

14th Street NE Storm Sewer – Low Point



14th Street NE Vertical Curve Realignment Area



Water main

The water main located in Crystal Lake Boulevard, between Pokegama Avenue North and 1st Avenue NE, consists of 6-inch diameter cast iron pipe. Records do not identify the date of original construction but it is estimated that it is older than 70 years. Because of the age, it is recommended to replace the main with an 8-inch ductile iron pipe (DIP) in accordance with the Comprehensive Water System Study. As shown in the figure below, the water services to adjacent residents are serviced from Pokegama Avenue and 1st Avenue NE, therefore, no services will be replaced as part of this project.

Proposed Water main Replacement



Sidewalks / Multi-use Trails

The City Comprehensive Plan has a goal of becoming a “Walkable City”. The City Council has a goal of be known as “The Trail City of the North”. With the existing street needing to be replaced, there is an opportunity to achieve these goals by adding sidewalk where none exists and widening the sidewalk to accommodate two-way pedestrian traffic where there exists a 5 foot or 6 foot wide sidewalk. See the drawing below for the proposed street section.

Through the combined use of multi-use trail and sidewalks pedestrian connectivity will be achieved between existing sidewalks on Crystal Lake Boulevard, 14th Street NE, Ridgewood Road, and the Mesabi Trail. In addition, several pads will be constructed along the trail/sidewalk route to accommodate benches through the City “Dedicate a Bench” program. Exact bench pad locations will be determined during design.

It is also proposed to replace a two-block segment of sidewalk from 1st Avenue NW to TH 38, and spot replacement along 2nd Avenue NW from 7th Street NW to 11th Street NW. Exact locations for replacement will be determined during design. The figure below identifies the general area of sidewalk replacement.

Crystal Lake Boulevard & 2nd Avenue NW – sidewalk replacement



Street Lighting

Currently, there is minimal street lighting within the proposed project boundary. Because of the historic nature of the neighborhood, and the popularity of walking, it is recommended that the CBD streetscape be extended in a lesser fashion along Crystal Lake Boulevard between 1st Avenue NW and 2nd Avenue NE. It is proposed that antique lighting be incorporated into the construction. The lighting would consist of black aluminum poles with double light fixtures at street intersections and single light fixtures between intersections. The aluminum poles would not accommodate hanging baskets or banners. Light pole bases would be a Mn/DOT Type E typical base with a 15-inch bolt radius. The lighting system would be identical to the lighting system constructed on 1st Avenue NE, between 8th Street NE and Crystal Lake Boulevard in 2005. An example of the antique style pole is shown on the left below.

Street lighting along the northern portion of the Project Area will consist of standard black fiberglass poles that are direct buried. This lighting is consistent with what was constructed in the area. An example of the pole is shown on the right below.

Street Lighting – antique style



Street Lighting – standard style



EXPERIMENTAL TEMPORARY CLOSURE

In cooperation with Itasca County, the City conducted an experimental temporary closure of Crystal Lake Boulevard between 12th Street NE and 14th Street NE to assist in learning how to create and enhance the adjacent public space. The closure was conducted from May 6 through May 24, 2013. Shown below are the traffic counts collected before and during the closure.

Crystal Lake Boulevard Experimental Temporary Closure



Following the temporary closure experiment, the City mailed surveys seeking input on the closure to all City property owners north of 5th Street. Additionally, online access to the survey was provided via the City website, the County website, and via email to ISD 318 staff and ICC faculty and staff. 492 surveys were returned to the City.

PUBLIC MEETINGS

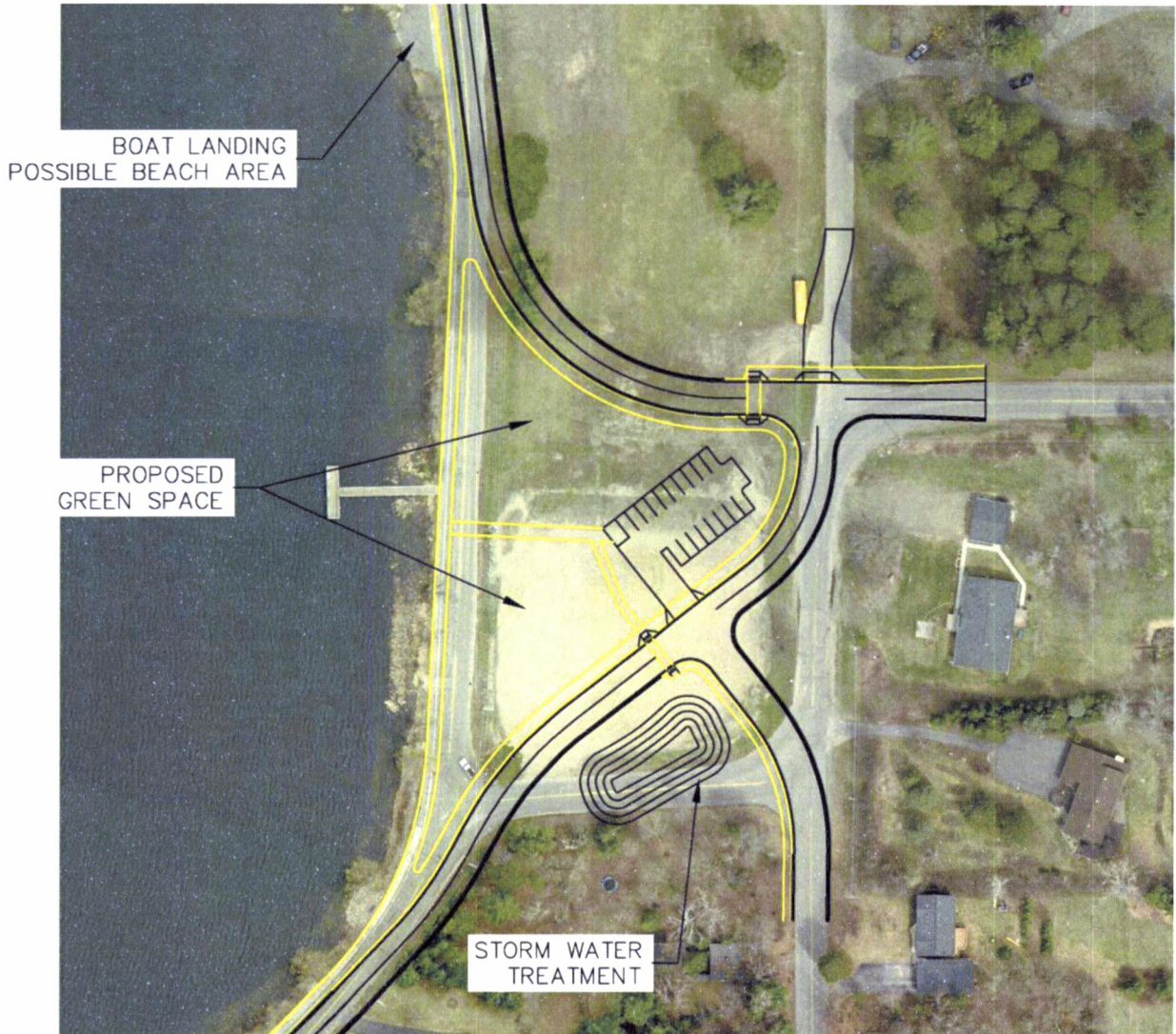
Community Meetings

Two community meetings were conducted for this project to gain input regarding the public infrastructure improvements needed in the Crystal Lake Boulevard area. At the first meeting held on Wednesday, July 24, 2013, City staff and County Board representatives presented the experimental temporary closure traffic counts, the results of the surveys, and the County Fairground Park plan update. Meeting invitations were sent to every property owner who received a survey and notice of the meeting was provided on the City's website. Over 70 individuals attended the meeting. Overwhelming consensus was permanent closure was not an option, but safety improvements are needed. The topic most discussed was that of the road alignment at the intersection of Crystal Lake Boulevard, 12th Street NE, Fairgrounds Road, and Ridgewood Road. Significant input was also received on the need for a safer pedestrian corridor and improved storm water treatment.

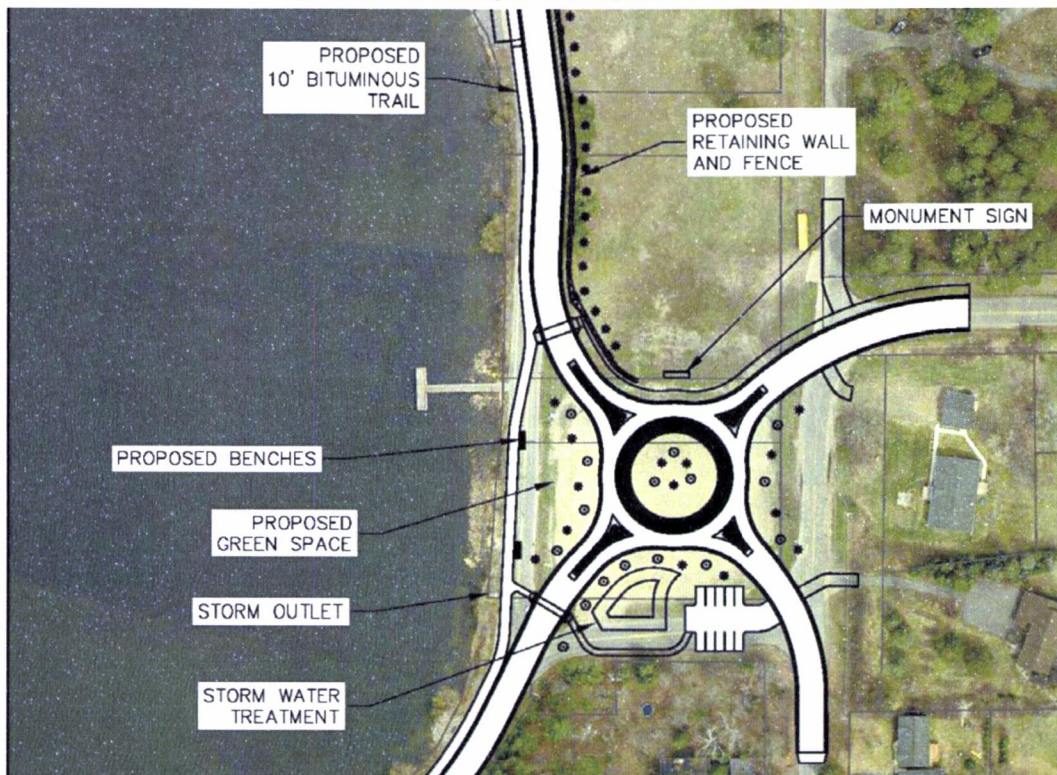
The second community meeting was held on Wednesday, October 30, 2013 to review five road alignment options that City staff generated for the above-mentioned key intersection. Meeting invitations were sent to every property owner who received a survey and notice of the meeting was provided on the City's website. Over 50 individuals attended the meeting. Two of the presented realignment options rose to the top as the most acceptable to all of the stakeholder groups. One of the top two options, Option 3 - the north curve, (shown below) did not meet the County's goal of protecting and enhancing the access and usability of the fairgrounds property. The other top option, Option 4 - the roundabout, (shown below) was proposed by the public, is the least disruptive to the fairgrounds midway, and is acceptable with the County Board.

The figures below show the two road alignments for the intersection that were most favored by those who submitted input at the meeting.

Intersection Realignment Option 3 – the north curve



Intersection Realignment Option 4 – the roundabout



Neighborhood Meeting

A neighborhood meeting will be conducted on Wednesday, February 26, 2014, to answer questions and take input relative to the proposed project. Every property owner within the benefit area will be mailed an invitation to the meeting. Among other topics, an explanation as to how the benefit area was established and the phasing of construction will be discussed.

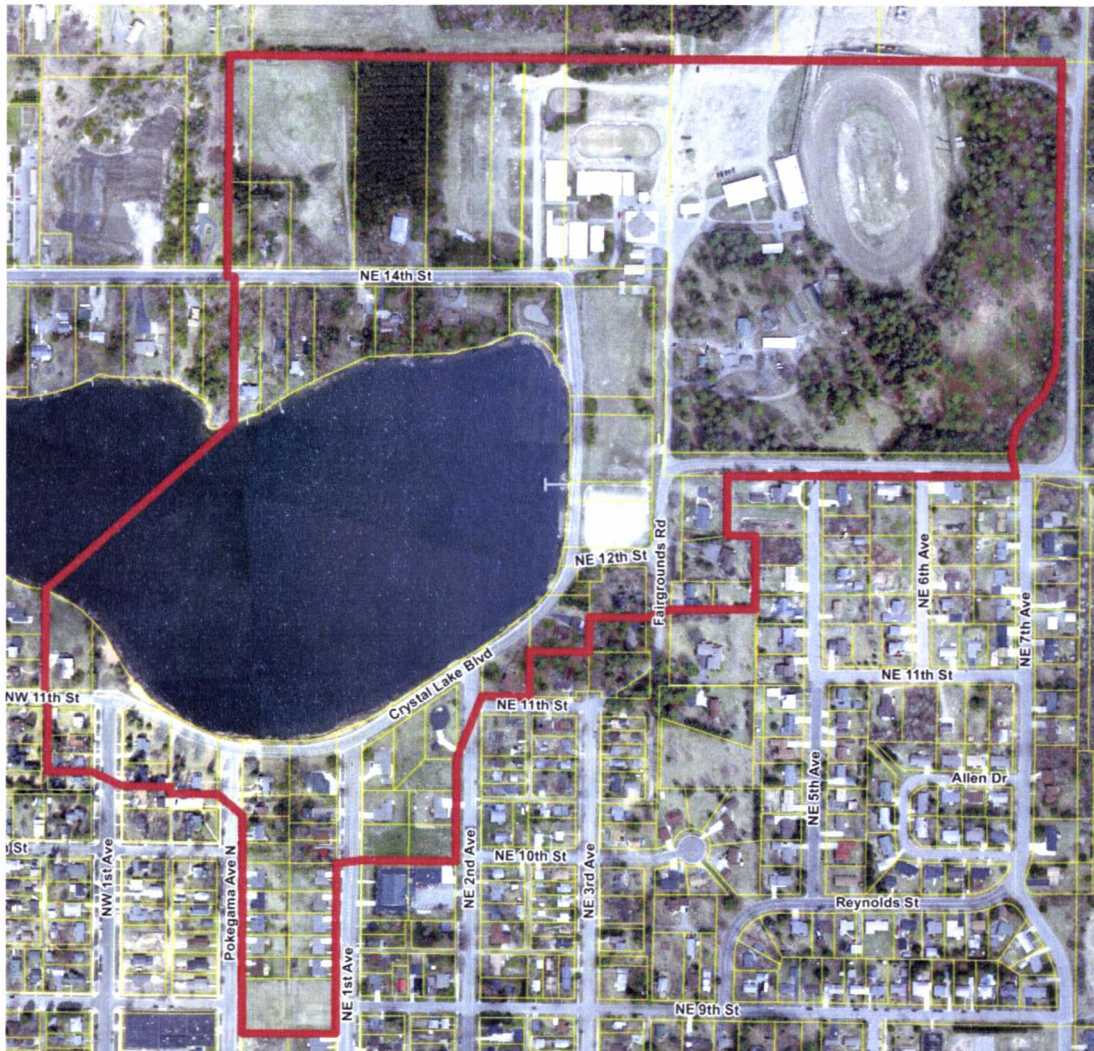
PROJECT INITIATION

On December 9, 2013, the City Council passed a resolution ordering the preparation of this Feasibility Report. Since this project is being initiated by the City, a 4/5 majority vote of the City Council will be required to advance the project.

BENEFIT AREA

The benefit area for this project is identified in the following drawing. The area is consistent with the Special Assessment Policy adopted on November 8, 1993, and amended on April 26, 2004, and December 8, 2008. See Appendix B for detailed parcel assessment amounts.

CP 2011-2, Benefit Area



PROJECT SCHEDULE

The project is tentatively scheduled to advance as follows:

Feasibility Report to council	February 10, 2014
Neighborhood Meeting	February 26, 2014
Public Hearing	March 10, 2014
Order Plans & Specifications	March 10, 2014
Approve Plans and Advertise for Bids	March 24, 2014
Open Bids	April 22, 2014
Award Contract	April 28, 2014
Construction	May 19 through September, 2014
Final Assessments	October 2014

PROJECT OPINION OF COST AND FINANCING

The following table summarizes the project cost and funding for all options explored under this project.

Opinion of Project Cost:

Construction	\$1,880,341
10% Contingency	\$188,034
Engineering	\$376,068
Legal/Publishing	\$5,000
Administration	\$37,607
Cost of Issuance	\$75,214
Land	\$50,000
TOTAL	\$2,612,264

It is proposed to fund the project as follows:

Proposed Financing:

Assessments*	\$287,830
Storm Water Utility	\$100,000
GRPU – Water	\$33,619
G.O. Levy Bonding	\$2,190,825
TOTAL	\$2,612,264

*\$61,871 of the assessments will be levied against City properties.

PROJECT NEED

Crystal Lake Boulevard has exceeded its life cycle and is in clear need of improvement. The unsafe conditions at the intersection of Crystal Lake Boulevard, 12th Street NE, Fairgrounds Road, and Ridgewood Road continue to pose safety conditions. Significant input was also received on the need for a safer pedestrian corridor and improved storm water treatment. These improvements are needed in order to provide safe routes for vehicular and pedestrian travel as well as to sustain a viable, citywide, pavement infrastructure system.

The Engineering Department supports the improvements as described in this report.

COST EFFECTIVENESS

The materials and methods that will be employed to construct these improvements have been proven to be a cost effective means by which to provide and maintain adequate pavements.

APPENDIX A – DETAILED PROJECT COSTS

City of Grand Rapids - Crystal Lake Boulevard Improvements
 C.P. 2011-2
 GRANR 122012
 11/21/2013

Line No.	Item No.	Description	Units	Unit Price	Project Total	
					Quantity	Total Price
1	2011.601	CONSTRUCTION SURVEYING	LUMP SUM	\$30,000.00	1.00	\$30,000.00
2	2021.501	MOBILIZATION	LUMP SUM	\$35,000.00	1.00	\$35,000.00
3	2101.502	CLEARING	TREE	\$500.00	18.00	\$9,000.00
4	2101.507	GRUBBING	TREE	\$500.00	18.00	\$9,000.00
5	2101.511	CLEARING	LS	\$2,000.00	1.00	\$2,000.00
6	2104.501	REMOVE SEWER PIPE (STORM)	LIN FT	\$10.00	1100.00	\$11,000.00
7	2104.501	REMOVE WATER MAIN	LIN FT	\$3.00	450.00	\$1,350.00
8	2104.501	REMOVE CONCRETE CURB	LIN FT	\$4.00	4758.00	\$19,032.00
9	2104.505	REMOVE CONCRETE PAVEMENT	SQ YD	\$6.00	2626.00	\$15,756.00
10	2104.505	REMOVE BITUMINOUS PAVEMENT	SQ YD	\$4.00	13853.00	\$55,412.00
11	2104.509	REMOVE SIGN	EACH	\$200.00	21.00	\$4,200.00
12	2104.509	REMOVE MANHOLE OR CATCH BASIN	EACH	\$400.00	16.00	\$6,400.00
13	2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	\$2.95	15.00	\$44.25
14	2104.513	SAWING BIT PAVEMENT (FULL DEPTH)	LIN FT	\$3.50	1385.00	\$4,847.50
15	2105.501	COMMON EXCAVATION	CU YD	\$8.00	13925.00	\$111,400.00
16	2105.507	SUBGRADE EXCAVATION	CU YD	\$6.00	6520.00	\$39,120.00
17	2105.522	SELECT GRANULAR BORROW (CV)	CU YD	\$12.00	8065.00	\$96,780.00
18	2105.525	TOPSOIL BORROW (LV)	CU YD	\$25.00	2215.00	\$55,375.00
19	2112.501	SUBGRADE PREPARATION	ROAD STA	\$250.00	39.50	\$9,875.00
20	2211.503	AGGREGATE BASE (CV) CLASS 5	CU YD	\$25.00	5375.00	\$134,375.00
21	2231.604	BITUMINOUS ROADWAY PATCH	SQ YD	\$50.00	0.00	\$0.00
22	2232.501	MILL BITUMINOUS SURFACE (1.5")	SQ YD	\$2.50	1510.00	\$3,775.00
23	2360.501	TYPE SP 9.5 WEARING COURSE MIX (2,B)	TON	\$80.00	2255.00	\$180,400.00
24	2360.501	TYPE SP 12.5 WEARING COURSE MIX (3,B)	TON	\$90.00	570.00	\$51,300.00
25	2360.502	TYPE SP 12.5 NON WEAR COURSE MIX (2,B)	TON	\$72.00	1190.00	\$85,680.00
26	2411.618	MODULAR BLOCK RETAINING WALL	SQ FT	\$25.00	3600.00	\$90,000.00
27	2501.515	18" RC PIPE APRON	EACH	\$550.00	9.00	\$4,950.00
28	2503.541	15" RC PIPE SEWER DES 3006 CL V	LIN FT	\$39.00	630.00	\$24,570.00
29	2503.541	18" RC PIPE SEWER DES 3006 CL III	LIN FT	\$42.00	1120.00	\$47,040.00
30	2503.541	24" RC PIPE SEWER DES 3006 CL III	LIN FT	\$45.00	200.00	\$9,000.00
31	2503.602	STORM WATER TREATMENT UNIT	EACH	\$10,000.00	3.00	\$30,000.00
32	2503.602	CONNECT TO EXISTING STORM SEWER	EACH	\$600.00	10.00	\$6,000.00
33	2504.602	CONNECT TO EXISTING WATER MAIN	EACH	\$800.00	2.00	\$1,600.00
34	2504.602	8" GATE VALVE AND BOX	EACH	\$1,750.00	2.00	\$3,500.00
35	2504.603	8" WATER MAIN, DUCTILE IRON, CL 52	LIN FT	\$40.00	450.00	\$18,000.00
36	2504.608	WATER MAIN FITTINGS	POUND	\$6.00	500.00	\$3,000.00
37	2506.502	CONST DRAINAGE STRUCTURE DESIGN G	EACH	\$1,500.00	14.00	\$21,000.00
38	2506.502	CONST DRAINAGE STRUCTURE DES 48-4020	EACH	\$2,000.00	15.00	\$30,000.00
39	2506.502	CONST DRAINAGE STRUCTURE DES 84-4020	EACH	\$4,500.00	1.00	\$4,500.00
40	2506.516	CASTING ASSEMBLY	EACH	\$500.00	35.00	\$17,500.00
41	2506.522	ADJUST FRAME & RING CASTING	EACH	\$250.00	19.00	\$4,750.00
42	2506.602	SEAL CATCH BASIN	EACH	\$350.00	35.00	\$12,250.00
43	2521.501	4" CONCRETE WALK	SQ FT	\$4.25	31205.00	\$132,621.25
44	2521.501	6" CONCRETE WALK	SQ FT	\$6.00	2660.00	\$15,960.00
45	2531.501	CONCRETE CURB & GUTTER DESIGN B612	LIN FT	\$9.75	265.00	\$2,583.75
46	2531.501	CONCRETE CURB & GUTTER DESIGN B618	LIN FT	\$12.00	8490.00	\$101,880.00
47	2531.501	CONCRETE CURB & GUTTER DESIGN D212	LIN FT	\$14.00	340.00	\$4,760.00
48	2531.507	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$50.00	308.00	\$15,400.00
49	2531.507	8" CONCRETE DRIVEWAY PAVEMENT	SQ YD	\$55.00	122.00	\$6,710.00
50	2531.507	8" CONCRETE DRIVEWAY PAVEMENT - SPECIAL	SQ YD	\$60.00	550.00	\$33,000.00
51	2531.618	TRUNCATED DOMES	SQ FT	\$25.00	448.00	\$11,200.00

52	2545.511	LIGHTING UNIT TYPE SPECIAL 1	EACH	\$3,400.00	14.00	\$47,600.00
53	2545.515	LIGHT BASE DESIGN E	EACH	\$600.00	14.00	\$8,400.00
54	2545.523	2" NON-METALLIC CONDUIT	LIN FT	\$3.00	3400.00	\$10,200.00
55	2545.531	UNDERGROUND WIRE 1 COND NO 3/0	LIN FT	\$5.00	400.00	\$2,000.00
56	2545.531	UNDERGROUND WIRE 1 COND NO 8	LIN FT	\$0.75	9300.00	\$6,975.00
57	2545.531	UNDERGROUND WIRE 1 COND NO 12	LIN FT	\$0.42	3100.00	\$1,302.00
58	2545.541	SERVICE CABINET	EACH	\$3,500.00	2.00	\$7,000.00
59	2545.545	EQUIPMENT PAD	EACH	\$650.00	2.00	\$1,300.00
60	2545.553	HANDHOLE	EACH	\$425.00	8.00	\$3,400.00
61	2557.603	FENCE DESIGN SPECIAL	LIN FT	\$15.00	575.00	\$8,625.00
62	2563.601	TRAFFIC CONTROL	LUMP SUM	\$15,000.00	1.00	\$15,000.00
63	2564.531	SIGN PANELS TYPE SPECIAL	SQ FT	\$70.00	60.00	\$4,200.00
64	2564.531	SIGN PANELS TYPE C	SQ FT	\$47.25	252.00	\$11,907.00
65	2571.501	DECIDUOUS TREE 1.5" CAL. CONT.	TREE	\$600.00	35.00	\$21,000.00
66	2571.501	CONIFEROUS TREE 10' HT B&B	TREE	\$850.00	35.00	\$29,750.00
67	2573.502	SILT FENCE, TYPE MACHINE SLICED	LIN FT	\$2.50	3600.00	\$9,000.00
68	2573.53	STORM DRAIN INLET PROTECTION	EACH	\$150.00	39.00	\$5,850.00
69	2573.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EACH	\$900.00	10.00	\$9,000.00
70	2575.501	SEEDING	ACRE	\$2,000.00	1.50	\$3,000.00
71	2575.502	SODDING	SY	\$4.50	7600.00	\$34,200.00
72	2575.601	EROSION CONTROL	LUMP SUM	\$10,000.00	1.00	\$10,000.00
73	2582.502	4" SOLID LINE WHITE-EPOXY	LIN FT	\$1.00	160.00	\$160.00
74	2582.502	6" SOLID LINE WHITE-EPOXY	LIN FT	\$1.50	550.00	\$825.00
75	2582.502	4" DOUBLE SOLID LINE YELLOW-EPOXY	LIN FT	\$1.50	4500.00	\$6,750.00

Total Estimated Construction Cost

\$1,880,340.75

APPENDIX B - PRELIMINARY ASSESMENT CALCULATIONS

**City Project 2011-2
Crystal Lake Blvd
Opinion of Cost
Feasibility Assessments**

Urban Residential Full Reconstruction - Street Assessment Calculation

Residential TCI

Total Length of Project (feet)	3,500
--------------------------------	-------

Description	Unit / LF (policy)	Qty / LF (policy)	Total Qty (policy)	Opinion of Cost Unit Price	Total Opinion of Cost
Remove Curb & Gutter	LF	2	7000	\$4.00	\$28,000
Remove Bituminous Pavement	SY	3.22	11270	\$4.00	\$45,080
Sawcut Bituminous	LS	0.213	745.5	\$3.50	\$2,609
Common Excavation	CY	0.648	2268.0	\$8.00	\$18,144
Aggregate Base Class 5 (road)	CY	0.648	2268.0	\$25.00	\$56,700
Concrete Curb & Gutter	LF	2	7000	\$12.00	\$84,000
Bituminous Wearing Course (1")	TON	0.185	647.5	\$80.00	\$51,800
Bituminous Non-Wear Course (3")	TON	0.532	1862.0	\$72.00	\$134,064
4" Conc. S/W w. Agg. Base	SF	0.556	1946.0	\$4.25	\$8,271
Sod, Type Lawn (includes 3" topsoil)	SY	1.333	4665.5	\$4.50	\$20,995
Mobilization	LS	1	1	\$8,648.50	\$8,649
Contractor Staking	LS	1	1	\$7,413.00	\$7,413
Traffic Control	LS	1	1	\$3,706.50	\$3,707
				Residential TCI Cost	\$469,431
				Non Construction Cost	\$105,500
				Total Project TCI Cost	\$574,930
				30% Assessed	\$172,479
				Total Assessable Footage	7566.99
				Residential Rate per Foot	\$22.7936

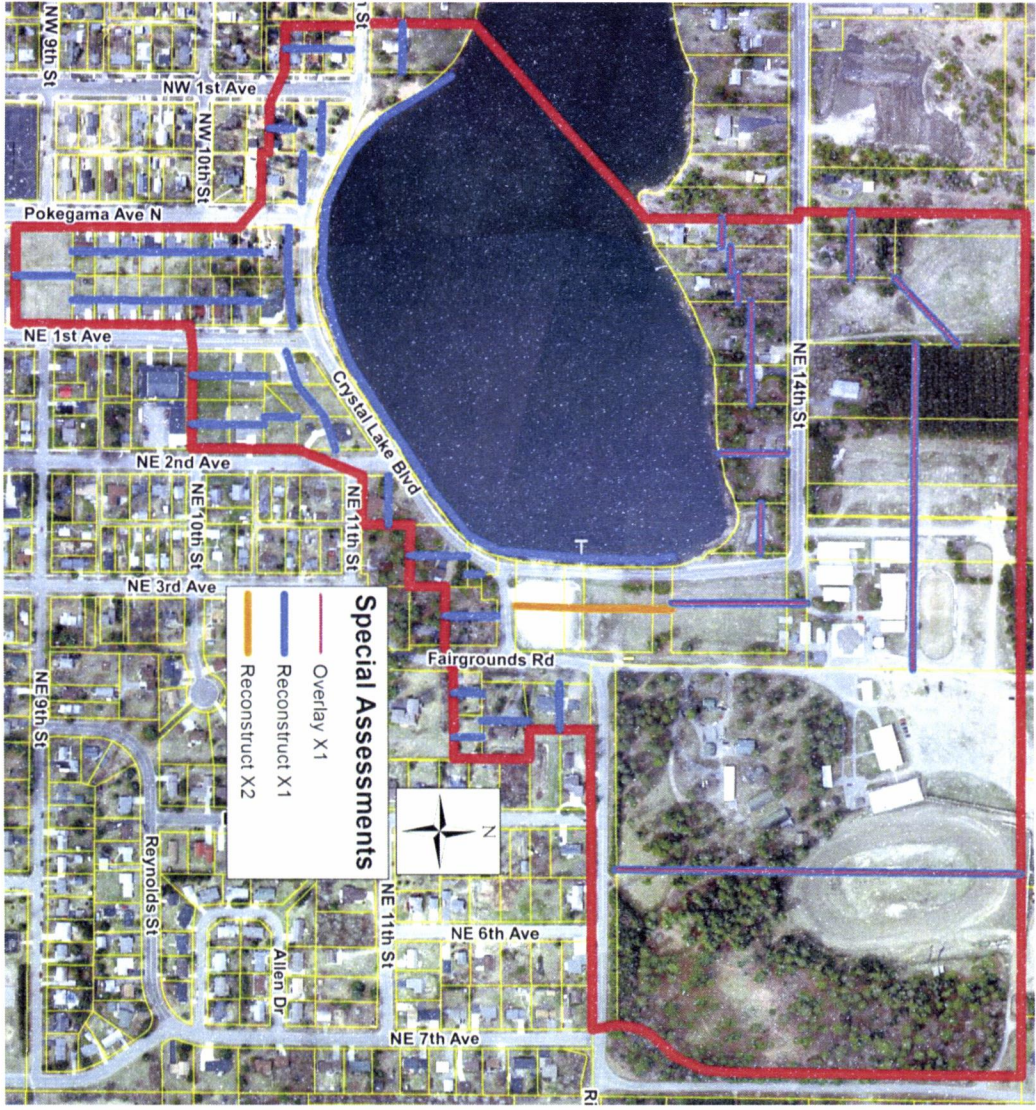
**City Project 2011-2
14th St NE
Opinion of Cost
Feasibility Assessments**

Urban Residential Overlay - Street Assessment Calculation

Residential TCI

Total Length of Project (feet)	1,100
--------------------------------	-------

Description	Unit / LF (policy)	Qty / LF (policy)	Total Qty (policy)	Opinion of Cost Unit Price	Total Opinion of Cost
Crack Repair - Type CM	LF	0.5	550.00	\$4.00	\$2,200
Crack Repair - Type CB	LS	0.5	550.00	\$0.00	\$0
Mill Bituminous	LF	2	2200.00	\$2.50	\$5,500
Remove Curb & Gutter	LS	0.25	275.00	\$4.00	\$1,100
Bituminous Wearing Course	TON	0.28	308.00	\$80.00	\$24,640
Bituminous Leveling Course	TON	0.05	55.00	\$72.00	\$3,960
Bituminous Pavement Patch	SY	0.05	55.00	\$50.00	\$2,750
Bituminous Pavement Patch w/ Agg. Base	SY	0.05	55.00	\$0.00	\$0
Tack Coat	GAL	0.1375	151.25	\$0.00	\$0
Concrete Curb & Gutter	LF	0.25	275.00	\$12.00	\$3,300
Sodding, Lawn Type	SY	0.075	82.50	\$4.50	\$371
Traffic Control	LS	1.000	1.00	\$3,556.50	\$3,557
				Residential TCI Cost	\$47,378
				Non Construction Cost	\$10,648
				Total Project TCI Cost	\$58,025
				40% Assessed	\$23,210
				Total Assessable Footage	4109.45
				Residential Rate per Foot	\$5.6480



Parcel Number	Owner Name	Assessment
91-501-2000	CITY OF GRAND RAPIDS	\$57,516.47
91-016-1300	ITASCA COUNTY	\$35,439.26
91-585-0110	ITASCA COUNTY	\$12,295.12
91-585-4150	ITASCA COUNTY	\$11,664.92
91-016-2401	ITASCA COUNTY	\$9,484.55
91-016-2406	ITASCA VINTAGE CAR CLUB INC	\$7,992.86
91-585-0130	ITASCA COUNTY	\$6,816.12
91-016-2415	WILCOX, CRAIG	\$6,512.90
91-585-4146	BRAUN-JOHNSON, SUSAN	\$5,792.19
91-016-2440	ITASCA COUNTY	\$5,775.85
91-016-2407	JOHNSON, MITCHEL J	\$5,665.59
91-585-4140	HEPOKOSKI, MATHEW & SUZANN	\$5,517.47
91-585-4148	CITY OF GRAND RAPIDS	\$4,354.65
91-585-0710	HALVORSON, TIA M & JEFFREY P	\$4,051.94
91-016-2402	ITASCA COUNTY	\$3,751.24
91-585-0810	MARTY, DAVID M & RASMUSSEN,	\$3,728.26
91-585-1220	KELLY, ROBERT T & DONNA M	\$3,436.25
91-585-1310	KOCH, MARGARET TRUST ETAL	\$3,422.59
91-585-1370	SAXHAUG, THOMAS W & NANCY P	\$3,420.95
91-585-1280	MARX, PATRICK & WALKER, MARG	\$3,419.11
91-585-0740	LEY, DONALD G & SANDRA K TRU	\$3,418.56
91-585-0610	NORTHOME PARTNERSHIP	\$3,418.52
91-585-4144	FRIESEN, KEITH & PAMELA	\$3,388.53
91-530-0130	NYVALL, ROBERT & SANDRA TRU	\$3,269.04
91-530-0610	SHOFNER, HENRY A & AMY M	\$3,242.39
91-501-0110	DUBOVICH, JOHN P & MARY L	\$3,008.22
91-016-2403	ITASCA COUNTY	\$2,804.49
91-585-0120	ITASCA COUNTY	\$2,771.72
91-501-0140	BLACK BEAR HOMES INC	\$2,588.94
91-501-0135	KING, ARLENE B	\$2,563.09
91-501-0130	KING, ARLENE B	\$2,438.53
91-501-0125	DORRANCE, CARRIE & CYNTHIA	\$2,438.53
91-585-4138	FOSS, JAMES P & KIM	\$2,418.17
91-585-4136	HANSON, BRANDON B & SONJA K	\$2,417.45

Parcel Number	Owner Name	Assessment
91-501-0105	DORRANCE, MYRNA G	\$2,413.90
91-501-0115	DUBOVICH, JOHN P & MARY L	\$2,413.19
91-585-4142	SINGSANK, MARY K & DEAN J TRU	\$2,398.15
91-501-0120	DORRANCE, MYRNA G & CARRIE	\$2,333.69
91-530-0510	MATHISON, RUSSELL D & LORA R	\$2,052.25
91-501-0210	O'ROURKE, MATTHEW N	\$2,050.51
91-501-0255	FRENCH, HEIDI	\$2,050.17
91-016-4234	JOHNSON, JAMES F	\$2,032.27
91-585-1210	RUPPELIUS, RANDY P	\$2,028.38
91-585-1405	JOHNSON, JEAN M	\$1,985.46
91-585-1260	CLEVELAND, LUCILLE TRUSTEE	\$1,907.59
91-585-1360	YANKOWIAK, DAVID P & SARAH K	\$1,709.30
91-585-1240	ZIELKE, MARK & AMY	\$1,628.61
91-501-0215	EHRHORN, JEREMY J & SARAH L	\$1,595.88
91-501-0245	LIEN, KEITH R	\$1,595.31
91-501-0220	FRENSKO, STACY L	\$1,595.31
91-501-0225	CHIMENTO, JOHN M & CASSIE L	\$1,595.30
91-501-0250	VANHOUT, JODY L	\$1,595.30
91-501-0235	MINNICK, PATRICIA K	\$1,595.30
91-501-0230	GRENIGER, ADAM L & ERIN A	\$1,595.30
91-501-0240	MADISON, CLAIR M & SKELLY, SH	\$1,595.30
91-585-1270	GRIFFITHS, CORINN E	\$1,481.40
91-501-0205	CLEVELAND, LUCILLE TRUSTEE	\$1,408.51
91-585-1410	VICKBERG, JOSEPH H & KAREN	\$1,337.81
91-585-1415	PETRON, SHANNON & BRULEY, R	\$1,336.67
91-585-1230	HELMBRECHT, SUSAN K	\$1,230.69
91-585-0720	MARTY, DAVID M & RASMUSSEN,	\$1,023.90
Total Assesement		\$287,829.92



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0189 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Consent Agenda
File created: 2/5/2014 **In control:** City Council
On agenda: 2/10/2014 **Final action:**
Title: Allow the Fire Department to apply for a grant from Minnesota Power Foundation.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Allow the Fire Department to apply for a grant from Minnesota Power Foundation.

Background Information:

The Grand Rapids Fire Department has started a Fire Fighter Health and Wellness Program for the members of the Fire Department by conducting a pre-drill PT workouts at the fire hall. We are applying for a grant of \$1000 through Minnesota Power Foundation for loose equipment (jump ropes, medicine ball, and kettle bells) for our PT workouts.

Grants from the Minnesota Power Foundation support organizations that focus on improving the health and vitality of communities in our service areas. Through our regional advisory committees, our employees help review grant proposals, assign priorities and decide how the dollars we have available will be invested in the region.

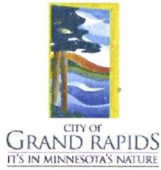
Foundation grants are limited to organizations defined as tax-exempt under Section 501(c)(3) of the IRS code or to accredited schools. Grant applications for more than \$5,000 are reviewed by the Foundation's board of directors which meets quarterly.

Staff Recommendation:

Allow the Fire Department to apply for a grant from Minnesota Power Foundation for health and wellness equipment.

Requested City Council Action

Consider allowing the Grand Rapids Fire Department to apply for a grant from the Minnesota Power Foundation for health and wellness equipment.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0195 **Version:** 1 **Name:** Sell forfeited and impounded vehicles at auction using MSAA (Mid-State Auto Auction)
Type: Agenda Item **Status:** Consent Agenda
File created: 2/6/2014 **In control:** City Council
On agenda: 2/10/2014 **Final action:**
Title: Request by the Grand Rapids Police Department to sell forfeited and impounded vehicles at the MSAA (Mid-State Auto Auction) in New York Mills, MN between February 11th and February 28, 2014
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Request by the Grand Rapids Police Department to sell forfeited and impounded vehicles at the MSAA (Mid-State Auto Auction) in New York Mills, MN between February 11th and February 28, 2014.

Background Information:

The police department has used auctions in the past to dispose of forfeited and impounded vehicles. The police department would like to use Mid-State Auto Auction this year to dispose of our vehicles. The auction will start on February 11th at their facility, located in New York Mills, MN and end on or before February 28, 2014. Notifications have been sent to the registered owners of the impounded vehicles as required by state statute. The forfeited vehicles have been awarded to the city by the court and have been titled in the city's name. This auction allows us to sell these vehicles with the expectation of good revenue due to the high demand for used cars in today's market. The vehicles will be moved to their location by MSAA (Mid-State Auto Auction) in New York Mills, MN.

The description of vehicles is as follows:

<u>ICR#</u>	<u>MAKE/MODEL</u>	<u>VIN</u>	
13010490	1997 Buick LeSabre	1G4HR52K4VH447522	FORFEITED
12010470	1998 Dodge Caravan	2B4GP453XWR659753	FORFEITED
10008978	1995 Pontiac Grand Am	1G2NE55M1SC714449	FORFEITED
13008997	1994 Ford Taurus	1FALP52U8RG208806	IMPOUNDED
13007718	1982 Honda Cycle	JH2RC012XCM006911	IMPOUNDED

Staff Recommendation:

We recommend to the Mayor and City Council that they allow the Grand Rapids Police Department to sell our forfeited and impounded vehicles thru MSAA (Mid-State Auto Auction).

Requested City Council Action

Consider a request by the Police Department to sell our forfeited and impounded vehicles at Mid-State Auto Auction in New York Mills, Minnesota starting on February 11th thru February 28, 2014.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0204 **Version:** 1 **Name:** Curling Club - C&D Permit
Type: Agenda Item **Status:** Consent Agenda
File created: 2/6/2014 **In control:** City Council
On agenda: 2/10/2014 **Final action:**
Title: Approve Consumption & Display Permit for Itasca Curling Club, Inc.

Sponsors:

Indexes:

Code sections:

Attachments: [Curling Club - Ap for Consumption & Display 2014](#)

Date	Ver.	Action By	Action	Result
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Approve Consumption & Display Permit for Itasca Curling Club, Inc.

Background Information:

The Itasca Curling Club has an annual Consumption & Display Permit, issued through Minnesota Department of Public Safety. Renewal for 2014 is contingent upon City Council approval.

Staff Recommendation:

Approve Consumption & Display permit.

Requested City Council Action

Approve Consumption & Display Permit for Itasca Curling Club, Inc. for March 1, 2014 through March 1, 2015.



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota St., Suite 222, St. Paul MN 55101
 (651)201-7512 TTY (651)282-6555
 dps.mn.gov/divisions/age



RENEWAL OF CONSUMPTION & DISPLAY PERMIT

Permit Fee \$250 (Renewal Date: April 1)

MAKE CHECKS PAYABLE TO: **ALCOHOL & GAMBLING ENFORCEMENT DIVISION**

6914	PRIVATE
Itasca Curling Club Inc. Itasca Curling Club 902 Hale Lake Pt Rd/PO Box 863 Grand Rapids, MN 55744	

IF NAME AND ADDRESS
 SHOWN ARE NOT CORRECT,
 MAKE CHANGES BELOW

Worker's Comp Ins. Co. WIA Policy No. _____ Policy Period _____
 City/County where permit Approved: Grand Rapids mn
 Permit Name: Itasca Curling Club, Inc
 Trade Name: 902 Hale Lake Point Rd , PO Box 863
 Location Address: Grand Rapids MN 55744
 City, State, ZIP Code: 218-949-CURL Treasurer 218-949-5093
 Business Phone: _____

By signing this renewal application, applicant certifies that there has been no change in ownership, corporate officers, bylaws, membership, partners, home addresses, or telephone numbers. If changes have occurred during the past 12 months, please give details on the back of this renewal, then sign below.

Applicants's signature on this renewal confirms the following: Failure to report any of the following will result in fines.

1. Applicant confirms that it has never had a liquor license rejected by any city/township/county in the state of Minnesota. If ever rejected, please give details on the back of this renewal, then sign below.
2. Applicant confirms that for the past five years it has not had a liquor license revoked for any liquor law violation (state or local). If a revocation has occurred, please give details on the back of this renewal, then sign below.
3. Applicant confirms that during the past five years it or its employees have not been cited for any civil or criminal liquor law violations. If violations have occurred, please give details on the back of this renewal, then sign below.
4. Applicant confirms that Workers Compensation insurance is in effect for the full license period.
5. Applicant confirms, no club on-sale intoxicating liquor license is held.
6. Applicant confirms business premises are separate from any other business establishment.

Applicants Signature [Signature] Date 1-27-14
 (Signature certifies all above information to be correct and permit has been approved by city/county.)

City Clerk/County Auditor _____ Date _____
 (Signature certifies that a consumption and display permit has been approved by the city/county as stated above.)

Amount Received _____

Indicate below changes of corporate officers, partners, home addresses or telephone numbers:

Nancy Sara, President

Joe Kaczor, Vice President

Rena-Harmoning, Secretary

Jeri Schmitt - Treasurer

Report below details of liquor law violations (civil or criminal) that have occurred within the last five years. (Dates, offenses, fines or other penalties, including Liquor Control Penalties):

N/A

Report below details involving any license rejections or revocations:

N/A

City/County Comments:



CITY OF GRAND RAPIDS

Legislative Master

File Number: 14-0217

File ID: 14-0217

Type: Agenda Item

Status: Consent Agenda

Version: 1

Reference:

In Control: City Council

File Created: 02/07/2014

File Name: Re-roof for IRA and Firehall

Final Action:

Title: Accept quote form DSGW for Reroofing Portions of the IRA Civic Center and the Grand Rapids Firehall.

Notes:

S-A.

Sponsors:

Enactment Date:

Attachments: DSGW Re-roof quote

Enactment Number:

Contact:

Hearing Date:

Drafter:

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File 14-0217

Accept quote form DSGW for Reroofing Portions of the IRA Civic Center and the Grand Rapids Firehall.

Background Information:

The IRA Civic Center and the Grand Rapids Firehall are both in need of roof repair. Attached is a quote from DSGW which includes the cost for both roofs.

Staff Recommendation:

Accept quote and authorize staff to move forward with roof repairs.

Requested City Council Action

Accept quote form DSGW for Reroofing Portions of the IRA Civic Center and the Grand Rapids Firehall.

RECEIVED

JAN 29 2014

CITY OF GRAND RAPIDS



January 27, 2015

Mr. Ron Edminster, Director of Facilities
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744

**RE: Proposal for Design Services
Reroofing Portions of the IRA Civic Center
Grand Rapids, Minnesota**

Dear Mr. Edminster:

The following is our proposal to provide architectural design services for reroofing portions of the IRA Civic Center and the Grand Rapids Firehall. The Project scope of work, schedule and associated design fees are described in this proposal.

Project Scope of Work:

For the purposes of this proposal, the Project is described as follows:

- Location: IRA Civic Center, Highway 38 & 14th Street..
- Location: Grand Rapids Firehall, NE 5th Street and 1st avenue.
- Owner: City of Grand Rapids, 420 North Pokegama Avenue, Grand Rapids, MN 55744.
- The IRA Civic Center Project will consist of the reroofing of the lobby/locker room (low roof) portion of the facility (approximately 11,400 square feet) with a fully adhered EPDM membrane over tapered insulation to meet code requirements.
- The Firehall project will consist of the reroofing of the south (meeting room) portion of the facility (approximately 1320 square feet) with a mechanically attached EPDM membrane over tapered insulation to meet code requirements.
- Options will be built into the bidding documents to allow the potential for the salvage of existing roofing components whose condition allows their reuse.
- The base proposals do not include the review of the existing structures by a structural engineer. A separate fee proposal is provided below if the city requests this review. Following this review, separate fee proposals will be provided to perform the design of structural corrections if required.
- As requested, our proposal only includes the design of a replacement Make-up Air Unit for MAU-1 which serves the East Venue locker rooms. This proposal does not include any other work by a mechanical or electrical engineer. If new, modified or relocated roof drainage systems are required or the project requires the modification of other plumbing or ventilation equipment, a separate proposal will be provided once the extent of the additional work is determined.

- It is anticipated the project will follow this schedule:
 - Construction Documents February/March 2014
 - Bidding and Contract Award March/April 2014
 - Construction Administration Spring/Summer of 2014

Project Compensation

We propose to provide construction documents (plans & specifications), coordinate project bidding and provide basic construction administration services for the following lump sum prices:

IRA Civic Center: \$10,200.00
Firehall: \$3,000.00
OR Both projects (same bid package): \$12,500.00

Structural review of both buildings: +\$1,500.00(review of plans only, no site visit included).

Reimbursable expenses would include the cost of copying, printing and handling of documents, shipping/postage costs and project related travel.. We estimate that this would not exceed \$200.00.

We will schedule the work as soon as you give us a notice to proceed. If this proposal is acceptable, we will submit an AIA Owner-Architect Agreement as our agreement for the project. If you have any questions, please contact me at 218-326-1935 or email at ggranholm@dsgw.com. We thank you for the opportunity to present this proposal.

Sincerely,

DSGW Architects, Inc.


Greg Granholm
Architect

cc: John Geissler & Erica Hanson – DSGW via email

GG:jl

Hourly Rate Schedule and Reimbursable Expenses

	RATE
Partner	\$ 150.00
Architect	\$ 120.00
Intern Architect	\$ 95.00
Certified Interior Designer II	\$ 120.00
Certified Interior Designer I	\$ 110.00
Interior Designer	\$ 95.00
Landscape Architect	\$ 110.00
Landscape Designer	\$ 95.00
Specification Writer	\$ 105.00
Senior Project Manager	\$ 120.00
Project Manager	\$ 95.00
Cad Technician Senior	\$ 95.00
Cad Technician	\$ 90.00
Graphic Artist	\$ 90.00
Administrative Support	\$ 65.00
REIMBURSABLES	
Mileage	IRS Standard Mileage Rate
Meals & Accommodations	Cost + 10%
Long Distance Telephone	Cost + 10%
Outside Services	Cost + 10%
Blueprint / Mylar Reproductions	Cost + 10%
Shipping Charges	Cost + 10%
Specification Reports	Cost + 10%
Report Reproductions (In-House):	
11 x 17 B/W	\$.15 / per sheet
11 x 17 Color	\$.99 / per sheet
Large Format Printing	\$.26 / sq. ft.
Large Format Color Printing	\$ 7.50 / sq. ft.
Archival Retrieval Fee	\$ 50.00
As of October 2013	



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0183 **Version:** 1 **Name:** Board & Commission Minutes
Type: Minutes **Status:** Approved
File created: 2/4/2014 **In control:** City Council
On agenda: 2/10/2014 **Final action:**
Title: Acknowledge minutes for Boards & Commissions.

Sponsors:

Indexes:

Code sections:

Attachments: [December 10, 2013 Police Civil Service](#)
[December 11, 2013 Library Board](#)
[November 20, 2013 PUC meeting](#)
[December 11, 2013 PUC meeting](#)
[January 8, 2014 Human Rights Commission](#)
[November 7, 2013 Special PUC meeting](#)
[January 7, 2014 Arts & Culture](#)

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

GRAND RAPIDS CIVIL SERVICE COMMISSION MEETING
TUESDAY, DECEMBER 10, 2013 – 3:00 P.M.

CALL TO ORDER: Pursuant to due notice and call thereof, a regular meeting of the Grand Rapids Police Civil Service Commission was held in Conference Room 2B of City Hall on Tuesday, December 10, 2013, 2013 at 3:00 p.m.

CALL OF ROLL: On a Call of Roll the following members were present: Commissioners Jim Martinetto, Wanda Bunes & Mike Marsh. Absent: None.

Others Present: Police Chief Jim Denny, Asst. Police Chief Steve Schaar

APPROVAL OF MINUTES:

MOTION BY COMMISSIONER BUNES, SECOND BY COMMISSIONER BUNES TO APPROVE MINUTES FOR NOVEMBER 12, 2013 AS PRESENTED. The motion passed by unanimous vote.

Discuss Patrol Officer candidate list:

Chief Denny advises that the City Council will approve the levy payable in 2014 on at their December 16, 2013 meeting and may include funding to allow for the hiring of an additional officer. Sergeant Giese is eligible for retirement in early 2014 and the may create another vacancy. Chief Denny will review current eligibility list and consider future steps.

There being no further business, the meeting adjourned at 3:11 p.m.

Respectfully submitted: Kimberly Johnson-Gibeau, City Clerk

Grand Rapids Area Library
Regular Board Meeting
December 11, 2013

Members Present: John Soll, David Yankowiak, Dennis Jerome, Max Peters, Jemma Baker, and Abby Kuschel

Members Absent: Mary Helen Haarklau, Shannon Benolken, and Jean Macdonell

Staff Present: Director Marcia Anderson

Janet Neurauter was a guest at this meeting and is considering a position on the library board.

The monthly board meeting was called to order at 5:08 PM by Dennis Jerome.

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

Minutes: David Yankowiak moved to approve the minutes from the November 13, 2013 board meeting. A second was made by Jemma Baker. The motion passed unanimously.

Communications: Director Marcia Anderson noted that the total tax revenue for the year is \$7,000 less than what was budgeted for.

Financial Report:

Grand Rapids Area Library Bill List
Invoices due on/before December 11, 2013

Amazon.com	\$384.32
Ameripride Linen and Apparel	35.79
Arrowhead Library System	104.19
Baker and Taylor, Inc.	732.38
Baker and Taylor Entertainment	761.23
Busy Bees Quality Cleaning	1,700.00
Cole Hardware Inc.	11.54
Delta Dental of Minnesota	238.45
Demco	308.46
Gale	421.56
Gartner Refrigeration Co.	2,337.80
Grand Rapids City Payroll	35,279.47
Bonnie Henriksen	21.36
Itasca Area Schools	5,280.00
Learning Opportunities Inc.	341.00
Lincoln National Life	90.70
M.E. Sharpe Inc.	249.00
Minnesota Energy Resources	149.03
Minnesota Revenue	30.46
Nextera Communications LLC	108.18
Northern Business Products Inc.	40.70
Pioneer Mutual Life Ins. Co.	20.50
Pizza Works	14.99
P.U.C	3,392.03
Rapids Plumbing and Heating Inc.	653.00
Recorded Books	4.70
Salem Press	140.00
Scenic Range News	20.00
Sim Supply Inc.	131.74
Stokes Printing Company	6.82
Tru North Electric LLC	545.85
Viking Electric Supply Inc.	382.80
The Village Book Store	113.51
Xerox Corporation	27.73
Total All Vendors	\$54,079.29

Director Marcia Anderson noted that the library is expected to come in under budget for expenditures despite having to pay for natural gas. She then answered general questions from the board regarding the 2014 budget. Max Peters moved to approve the

financial report. A second was made by John Soll. On a roll call vote the motion passed unanimously.

Staff Reports: Director Marcia Anderson noted that there is an estimate for the library's light replacement included in the report. She would like to get this replacement done this year. Marcia Anderson also mentioned that the library website is new and will be included on the city's website. This website can be made live soon (once updated and improved), and people can start utilizing it. Marketing will be done to promote this new website. Marcia Anderson also noted that the ALS lean management study is underway. Assistant Director Amy Dettmer's staff report briefly discussed National Novel Night. She mentioned that this program was worth repeating next year because it is a great way to encourage people to write. Lastly, Marcia Anderson answered some general questions from the board. One of these questions was regarding request the library made for a grant from IRRRB. IRRRB denied the grant for 2 additional solar sunflowers.

Old Business: Director Marcia Anderson asked the board members if they had any nominations for new library board members. None of the members had a nominee.

New Business:

Consent Agenda:

1. Approve payment of late bills
 - a. Unique management \$250.60
 - b. Recorded Books \$850 (to be paid 2014)
 - c. Cengage \$4597 (to be paid 2014)
2. Approve Contracts
3. Approve Resolution 2013-12 Accepting Donations
 - \$25 Grand Rapids North Star Women's Club for cookbook in memory of Cathy Tanner
 - \$100 Leah White (undesignated)
 - \$1000 John and Gina Hawkinson Advised Fund (undesignated)

Abby Kuschel moved to approve the consent agenda. A second was made by Max Peters. On a roll call vote the motion passed unanimously.

Regular Agenda:

1. **Adopt revised 2014 budget** – Director Marcia Anderson noted that the library's budget has not changed too much since June. The only minor adjustment that has been made is that \$3,000 has been taken out of the natural gas line item and put into the reserves. Max Peters moved to accept the 2014 budget. A second was made by Jemma Baker. On a roll call vote the motion passed unanimously.

- 2. Authorize purchase of bulbs from Greybar for \$5,786 and installation of lights by Tru North Electric for no more than \$2,000** – Director Marcia Anderson noted that the cost does not include the rebate from PUC. Abby Kuschel moved to approve the purchase and installation of these lights. A second was made by John Soll. On a roll call vote the motion passed unanimously.
- 3. Accept low quote for Watchguard Firewall from CDW-G for \$1,855.39** – Director Marcia Anderson noted that there is money saved in the computer budget for a replacement such as this. This quote will cover the replacement of Firewall, iPrism, and the computer that supplies the filter for the public catalog computers. David Yankowiak moved to accept this quote. A second was made by Max Peters. On a roll call vote the motion passed unanimously.

Before the meeting was adjourned, Marcia Anderson asked the members of the board if they had thought of any survey questions. The board discussed information the library needs from its users and brainstormed survey questions. They also discussed ways to distribute information to the city about the library.

The monthly board meeting was adjourned at 6:07 PM by Dennis Jerome.

A regular meeting of the Grand Rapids Public Utilities Commission was held on November 20, 2013 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

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

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

President Welliver acknowledged the publication and posting of the change in meeting date.

Motion by Zabinski to approve the minutes of the October 16, 2013 regular meeting. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Finance Manager Betts reviewed the October 2013 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 October 2013. 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 public forum. None present.

Commission Member Reports:

Commissioner Zabinski noted the County Board has approved Option 4 for the Crystal Lake Boulevard Project. The City Council has not taken action.

Administration:

Motion by Zabinski to approve a request from Habitat for Humanity to waive the \$370.00 fee for temporary electric service and the \$150.00 water and sewer application fee for construction of a home on 17th Avenue NW. 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 Minnesota Power billing summary and effective wholesale electric rate graph for 2010-2013.

Accounting and Finance:

Finance Manager Betts reviewed the October 2013 Operations Report with the Commission.

Motion by Chandler to authorize the write-off of uncollectible accounts in the amount of \$515.51, as presented. 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 Zabinski to approve request to waive the bond requirement and approve the issuance of four duplicate checks for lost checks totaling \$295.93, as presented. Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Electric Department:

Superintendent of Electric Distribution Goodell reviewed the October 2013 Operations Report with the Commission.

Wastewater Treatment Facility Operations:

Wastewater Treatment Department Manager Mattson reviewed the October 2013 Operations Report with the Commission.

Motion by Hodgson to approve the advertisement for bids for Contract A: Sludge Placement-2014 and Contract B: Leachate/Collection/ Transport/Discharge-2014. Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Manager Mattson reviewed the five year capital plan and requested a revision to meet the current needs of the Wastewater Treatment Facility. The Blower #2 reconditioning became a higher priority than other items included for the current year. The request is for consideration to approve a professional services quotation from General Electric (GE) for a mechanical reconditioning and new load control panel for the GE Roots Blower #2. The service is considered professional as GE is the single supplier of the Roots blower, and it would be inefficient to bid the reconditioning service to have another company work on the GE Roots blower. GE will remove the equipment, transport it to their shop for reconditioning, and return to install and start up the equipment.

Motion by Chandler to approve the capital expenditure for the quotation from General Electric to recondition for the Wastewater Treatment Secondary Plant Blower #2 and update the controls in the amount of \$198,560.00. 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 approve the capital expenditure for the quotation from BECC Corporation for the installation of the Aeration Basin Dissolved Oxygen Monitoring Instrumentation in the amount of \$14,345.00. 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.

Water/Wastewater Collection:

Water/Wastewater Collection/Safety Manager Doyle reviewed the October 2013 Operations Report with the Commission.

Motion by Hodgson to approve the Verizon Lease Agreement for the North Tower/MNO3 Hale Lake Communications Facility, as presented, for the annual rent of \$22,302.00 with an annual increase of 3% per year for the duration of the lease. 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.

Safety Training Procedures and Updates:

Water/Wastewater Collection/Safety Manager Doyle reviewed the safety initiatives for the month. There were no incidents reported in October. Trenching/Excavation/Competent Person and Confined Space Entry Training will be scheduled in December.

GRPUC Discussion/Correspondence:

Minnesota Environmental Science and Economic Review Board (MESERB) Fall Meeting, October 17, 2013, Grand Rapids, MN – Anthony Ward, Richard Heinritz.

Baker Tilly Webinar: Fraud in Governments-Is Your Entity at Risk? , October 9, 2013, Grand Rapids, MN – Anthony Ward, Tyanne Betts.

Company-wide training: OSHA Hazardous Communication Training, October 24, October 31 and November 5, 2013.

Claims for Payment:

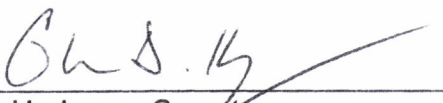
Motion by Chandler to approve Pay Request #2 from Hammerlund Construction, Inc. for the Industrial Force Main Replacement - Segment B Project in the amount of \$397,079.51. Motion seconded by Lenius and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

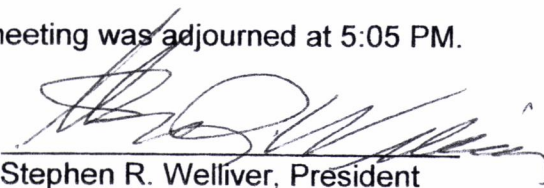
Motion by Zabinski to authorize the verified claims for payment in the amount of \$1,513,803.45 (\$1,149,242.79 computer checks and \$364,560.66 manual checks) per attached lists. Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

The next regular Commission meeting was rescheduled to Wednesday, December 11, 2013 at 3:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street. Agenda items will include Water and Wastewater Collection Revenue Requirements and the 2014 Budget.

Upon a motion duly made and seconded, the meeting was adjourned at 5:05 PM.

Attest:


Glen D. Hodgson, Secretary


Stephen R. Welliver, President

**GRAND RAPIDS
PUBLIC UTILITIES COMMISSION
ACCOUNTS PAYABLE
OCTOBER 2013**

NAME	AMOUNT	NAME	AMOUNT
AE2S	8,124.73	Locators & Supplies Inc	95.79
A G O'Brien	217.36	Maki Body & Glass	682.53
Alcola Solutions	32,381.15	Steve Mattson	10.17
Altec Industries	67.71	Minnesota Office of Enterprise Te	72.00
AmeriPride Services	144.31	Minnesota Power	829,067.82
Arrowhead Radio & Security	3,749.00	Minnesota Power	13,348.00
Autumn Creek Consulting	1,167.10	Neo Solutions	35,909.32
Avenet Web Solutions	650.00	Nextera	820.70
Barnum Gate Services	1,420.61	North American Salt Co	4,591.33
Benchmark Engineering	14,123.00	North Central Laboratories	1,035.52
Border States Electric	3,210.91	Northern Business Products	1,983.97
Burggrafs Ace Hardware	302.42	Northern Drug Screening	79.00
Busy Bees Quality Cleaning	1,964.36	Pace Analytical	1,212.70
Call Net	995.00	Personnel Dynamics	4,628.63
Casper Construction Co	3,440.00	Pipeline Supply	180.74
Citi Lights	7,944.50	Polydyne	49,222.35
City of Grand Rapids	6,241.40	Public Utilities Commission	2,499.31
Cole Hardware	772.21	Quality Flow Systems	845.09
Cogsdale	35.00	Radtke Trucking	20,663.42
Dakota Supply Group	721.00	R K Hillman	234.00
Brett Dickie	79.99	Rapids Process Equipment	243.69
Davis Oil	1,808.95	Red Rock Radio Corp	472.00
Dell Marketing	2,564.94	Resco	960.76
Dennis Doyle	90.96	River Road Market	1,233.28
Edwards Oil- Luck 7	383.55	Safety Kleen	1,914.48
Electric Pump	510.94	Salmela Jewelers	786.37
Energy Insight Inc	2,148.84	Sandstroms	426.99
EPG Companies Inc	1,727.41	Scheck Industrial	257.74
Era Laboratories	250.00	Seelye-Eiler	380.96
Express Services Inc	2,692.29	SelectAccount	162.30
Fastenal Company	30.93	State Chemical Solutions	209.41
FKC Co Ltd	871.11	Stuart Irby Co	907.10
Flaherty & Hood	506.71	Team Marinucci	70.54
Jim Foss	105.00	Thermography & Ultrasound	2,827.50
Gopher State One-Call	904.80	Treasure Bay Printing	439.26
Grainger	191.68	Turf & Tree Inc	3,537.56
Grand Rapids Newspapers	205.95	Vessco	1,500.77
Graybar	2,284.15	Viking Electric Supply	2,073.11
H D Waterworks	5,253.10	Waste Management	945.31
Hach Company	111.77	WECC	800.00
Hammerlund Construction	4,358.30	Wells Fargo Business Card	54.49
Harbor Cove	1,858.44	Wells Fargo Business Card	286.68
Hawkins Inc	6,260.64	Wesco	12,557.74
Hawkinson Construction	545.00	Works Computing	897.37
Hawkinson Sand & Gravel	290.43	WP & RS Mars Co	3,319.82
Itasca Computer Resources	4,006.59	Xerox	171.55
Itasca County Treasurer	1,786.18		
Itasca Utilities Inc	11,613.00	Energy Star Rebates:	
Itron	604.44	Elizabeth Champlin	50.00
J J Keller & Assoc	536.83	Clarence Stockwell	50.00
Johnson Killen & Seiler	78.00	Peter Carlos	50.00
KOZY	588.00	Melissa Virmig	80.00
L & M Supply	606.36	Janis Bjorkquist	50.00
Lano, O'toole, Bengston	408.00		
The Local Boy	408.57	Total	1,149,242.79

* * * GRAND RAPIDS PUBLIC UTILITIES * * *
 ACCOUNTS PAYABLE CHECK REGISTER 10/31/2013
 WELLS FARGO BANK

CHECK NO	CHECK DATE	VEN NO	V E N D O R	Check Amount
MANUAL CHECKS				
2433	10/02/2013	1613	DELTA DENTAL OF MINNESOTA	3,609.00
2434	10/04/2013	700	MINNESOTA DEPT OF REVENUE	3,608.02
2435	10/04/2013	1232	WELLS FARGO BANK	21,527.21
2436	10/04/2013	1734	ING INSTITUTIONAL PLAN SERVICES LLC	6,636.01
2437	10/04/2013	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	11,881.06
2438	10/02/2013	1611	SELECTACCOUNT	624.00
2439	10/07/2013	1612	SELECTACCOUNT	2,393.38
2440	10/18/2013	700	MINNESOTA DEPT OF REVENUE	3,585.80
2441	10/18/2013	1232	WELLS FARGO BANK	21,470.51
2442	10/18/2013	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	11,818.73
2443	10/18/2013	1734	ING INSTITUTIONAL PLAN SERVICES LLC	6,610.63
2444	10/21/2013	890	MINNESOTA DEPARTMENT OF REVENUE	70,284.00
2445	10/21/2013	890	MINNESOTA DEPARTMENT OF REVENUE	260.00
2446	10/21/2013	1612	SELECTACCOUNT	2,393.38
2447	10/31/2013	67	BLUE CROSS BLUE SHIELD	50,283.03
2448	10/31/2013	1734	ING INSTITUTIONAL PLAN SERVICES LLC	5,108.65
63887	10/01/2013		FAITHFUL CONSIGNMENT FURNITURE SHOPPE	300.00
63888	10/02/2013	570	U S POST OFFICE	750.15
63889	10/02/2013	141	MINNESOTA DEPT OF PUBLIC SAFETY	10.50
63890	10/03/2013	603	WARD, ANTHONY T.	90.52
63891	10/03/2013	1835	VERIZON WIRELESS	239.18
63892	10/03/2013	282	ITASCA COUNTY TREASURER	4,800.00
63895	10/03/2013		NORTHERN INDUSTRIAL ERECTORS INC	25.56
63896	10/07/2013		GRAND MANOR III 022	7.30
63897	10/07/2013		WOODLAND BANK	585.68
63898	10/07/2013		DREWMARK HOLDINGS INC	143.33
63899	10/09/2013	570	U S POST OFFICE	659.63
63900	10/09/2013	1572	MINNESOTA ENERGY RESOURCES CORP	15.50
63901	10/09/2013	921	UNITED PARCEL SERVICE	34.25
63902	10/09/2013	1325	MINNESOTA RURAL WATER ASSOCIATION	250.00
63903	10/10/2013		NEW SIGHT LANDSCAPING & DESIGN INC	63.68
63904	10/17/2013	234	HAMMERLUND CONSTRUCTION	1,201,780.28
64014	10/17/2013		MESABI HOMES	25.74
64015	10/17/2013		SPAWN, JOYCE	3.07
64016	10/18/2013	570	U S POST OFFICE	563.03
64021	10/22/2013	1551	ALSTAD, JIM	200.00
64022	10/22/2013	1959	MATTSON, STEVE	174.04
64023	10/22/2013	1607	SELECTACCOUNT	162.30
64024	10/22/2013	921	UNITED PARCEL SERVICE	48.20
64025	10/22/2013	1626	R & K HILLMAN	234.00
64026	10/22/2013	1873	GRAND RAPIDS AREA COMMUNITY FOUNDATION	393.32
64027	10/24/2013	1218	CITY OF LAPRAIRIE	12,654.25
64028	10/23/2013		GRAND MANOR II 004	22.04
64029	10/29/2013	570	U S POST OFFICE	737.86
64031	10/30/2013		RANGE WATER CONDITIONING INC	82.86
64032	10/30/2013	374	MINNESOTA POLLUTION CONTROL AGENCY	45.00

* * * GRAND RAPIDS PUBLIC UTILITIES * * *
 ACCOUNTS PAYABLE CHECK REGISTER 10/31/2013
 WELLS FARGO BANK

CHECK NO	CHECK DATE	VEN NO	V E N D O R	Check Amount
64034	10/31/2013	100	CITY OF GRAND RAPIDS	45,657.09
64035	10/31/2013	100	CITY OF GRAND RAPIDS	72,333.33
64036	10/31/2013	921	UNITED PARCEL SERVICE	74.45
64037	10/31/2013	1585	STANDARD INSURANCE COMPANY	951.64
64038	10/31/2013	151	DOYLE, DENNIS	84.75
64039	10/31/2013	374	MINNESOTA POLLUTION CONTROL AGENCY	45.00
Manual Checks to be approved				364,560.66
Manual Checks previously approved @ 10/16/2013				1,201,780.28
Total				1,566,340.94

A regular meeting of the Grand Rapids Public Utilities Commission was held on December 11, 2013 at 3:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

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

Members Absent: Commissioner Chandler

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

President Welliver acknowledged the publication and posting of the change in meeting time.

Motion by Hodgson to approve the minutes of the November 7, 2013 special meeting and the November 20, 2013 regular meeting. Motion seconded by Lenius and upon roll call the following voted in favor thereof: Welliver, Hodgson and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Finance Manager Betts reviewed the November 2013 City Treasurer's Report and Investment Activity Report with the Commission.

Motion by Lenius to approve the City Treasurer's Report and Investment Activity Report for November 2013. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

President Welliver acknowledged public forum. None present.
Commissioner Zabinski arrived at 3:08 PM.

Commission Member Reports:

Commissioner Hodgson reported that the Personnel Committee met recently to begin working on a professional development plan for managers and staff.

Administration:

General Manager Ward reviewed recommendations for adjustments to the water and wastewater rates to reflect the revenue requirements.

Motion by Zabinski to authorize adjusting the water and wastewater rates to reflect the revenue requirements using the cost of service model to equate to an overall 4% increase in revenues, effective for January usage on the February billings. Motion seconded by Lenius and upon roll call the following voted in favor thereof: Welliver,

Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Hodgson to adopt the 2014 Budget with adjustments to the water and wastewater revenues and capital expenditures, as presented. Motion seconded by Lenius and upon roll call the following voted in favor thereof: Welliver, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Motion by Zabinski to authorize expenditures for out of state travel to allow the representatives of the GRPUC to visit customer sites that are using the AMI/AMR technologies from Cooper/Eaton Corporation and Elster Group SE/Melrose PLC. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Zabinski adopt updates to the GRPUC Personnel Policies, 13.0 Appendix A, Schedule for Benefits and Reimbursements to reflect mandatory updates, in cases such as Section 13.7 Retirement Funds (FICA and PERA), and discretionary updates of benefits and expense reimbursements to parallel those of the bargaining unit employees. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

HR/Administrative Assistant:

The Commission tabled accepting a quotation to provide the 2014 General Liability and Commercial Property Insurance, pending review of quotations by the GRPUC management and insurance agent. The current EMC coverage will be bound through January 2014.

Motion by Lenius to accept a quotation from the League of Minnesota Cities Insurance Trust to provide the 2014 Worker's Compensation Insurance in the amount of \$71,097.00. Motion seconded by Zabinski and upon roll call the following voted in favor thereof: Welliver, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Accounting and Finance:

Finance Manager Betts reviewed the November 2013 Operations Report with the Commission.

Motion by Zabinski to authorize the write-off of uncollectible accounts in the amount of \$116.02, as presented. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Electric Department:

Superintendent of Electric Distribution Goodell reviewed the November 2013 Operations Report with the Commission.

Motion by Hodgson to authorize the advertisement for bids for the 2014 Vegetation Control Contract #16 (NE Quadrant). Motion seconded by Lenius and upon roll call the following voted in favor thereof: Welliver, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Wastewater Treatment Facility Operations:

Wastewater Treatment Department Manager Mattson reviewed the November 2013 Operations Report with the Commission.

Motion by Zabinski to award the contract for Contract A: Sludge Placement-2014 in the amount of \$76,140.00 and Contract B: Leachate/Collection/ Transport/Discharge-2014 in the amount of \$201,110.00, to the sole bidder, John Radtke Trucking. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Motion by Hodgson to accepted a quotation from Hunt Electric Corporation in the amount of \$62,100.00 for the installation and labor to upgrade the 480V Secondary Treatment Plant Motor Control Center. Motion seconded by Lenius and upon roll call the following voted in favor thereof: Welliver, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

Water/Wastewater Collection:

Water/Wastewater Collection/Safety Manager Doyle reviewed the November 2013 Operations Report with the Commission.

Safety Training Procedures and Updates:

Water/Wastewater Collection/Safety Manager Doyle reviewed the safety initiatives for the month. There were no incidents reported in December. The experience modification rating for worker's compensation insurance dropped from 1.30 in 2013 to .98 for 2014. A Wellness Day/Safety Recognition Luncheon is being planned for the employees on January 20, 2014.

GRPUC Discussion/Correspondence:

Minnesota Rural Water Association (MRWA) "Active Shooter-How to Respond", October 30, 2013, Proctor, MN – Anthony Ward, Dennis Doyle.

Minnesota Department of Revenue "Basic Sales and Use Tax", November 6, 2013, Grand Rapids, MN – Linda George.

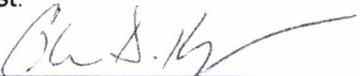
Claims for Payment:

Motion by Zabinski to authorize the verified claims for payment in the amount of \$1,829,957.42 (\$1,403,818.11 computer checks and \$426,139.31 manual checks) per attached lists. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

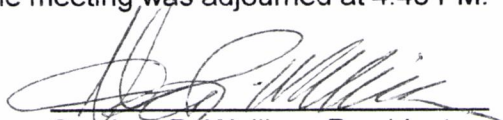
The next regular Commission meeting is Wednesday, January 15, 2014 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street

Upon a motion duly made and seconded, the meeting was adjourned at 4:45 PM.

Attest:



Glen D. Hodgson, Secretary



Stephen R. Welliver, President

GRAND RAPIDS
PUBLIC UTILITIES COMMISSION
ACCOUNTS PAYABLE
NOVEMBER 2013

NAME	AMOUNT	NAME	AMOUNT
AE2S	5,591.90	North American Salt Co	4,567.07
Acheson Tire	422.69	North Central Laboratories	292.43
American Public Power	7,943.64	Northeast Technical Services	10,080.47
AmeriPride Services	227.62	Northern Business Products	1,435.76
Arrow Embroidery	28.86	Northern Dewatering Inc	3,739.56
Border States Electric	5,803.67	Pace Analytical	404.18
James Bocinsky	94.99	Personnel Dynamics	3,266.10
Bunes Septic Service	676.00	Pitney Bowes	182.61
Burggrafs Ace Hardware	1,028.38	Plackner Tree Care Inc	2,479.51
Busy Bees Quality Cleaning	1,964.36	PMC Engineering	641.95
Call Net	995.00	Public Utilities Commission	4,104.58
Casper Construction	7,827.31	Radtke Trucking	12,150.39
Citi Lights	3,727.00	Ram Utilities	36,071.55
City of Grand Rapids	318,601.42	Rapids Printing	471.03
Clement Communications	907.50	Rapids Process Equipment	148.50
Cole Hardware	450.48	Resco	1,468.70
Cogsdale	70.00	River Road Market	1,204.44
Dakota Supply Group	534.98	Sandstroms	836.12
Davis Oil	1,396.67	Scheck Industries	2,062.92
Door Service Inc	555.25	Scooters Septic Service	200.00
Dennis Doyle	89.27	Shaw Florists	100.41
Electric Pump	5,095.42	Sim Supply	169.67
Era Laboratories	250.00	Stokes Printing	1,835.74
Express Services Inc	3,862.40	Stuart Irby Co	22,602.54
Fashion to Fit	16.03	Telemetry and Process Controls	4,196.98
Linda George	29.95	Turf & Tree Inc	518.34
Jeremy Goodell	105.00	Viking Electric Supply	614.44
Gopher State One-Call	388.60	Viking Industrial North	907.68
Grainger	1,092.70	Waste Management	941.51
Grand Rapids Newspapers	260.10	WECC	1,086.76
Graybar	1,007.86	Wesco	8,383.37
Harbor Cove	1,023.15	Works Computing	1,762.91
Hawkins Inc	8,235.46	WP & RS Mars Co	2,364.43
Hope Health	35.53	Xerox	1,271.05
HVAC Services	661.70	Xylem	487.04
Industrial Fluid Tech	1,410.16	Zee Medical	40.61
Itasca Computer Resources	5,813.08	Ziegler Power Systems	4,379.22
Itasca County Farm Service	1,086.58		
Itasca County Treasurer	2,140.05	Energy Star Rebates:	
Itasca Utilities Inc	14,718.60	Bernie Bolster	50.00
KOZY	588.00	Gene & Betty Shank	50.00
L & M Supply	1,465.37		
Lano, O'toole, Bengston	2,805.00	Total	1,403,818.11
Locators & Supplies Inc	535.53		
MRM Management	154.63		
Marco	995.54		
Mavo Systems	1,502.81		
Steve Mattson	35.03		
McGrann Shea Carnival, Straughn	155.00		
Minnesota Diversified Industries	4,030.24		
Minnesota Power	8,577.32		
Minnesota Power	814,898.92		
Mobile Predictive Services	375.00		
NAPA Auto Parts	27.33		
Neo Solutions	23,932.46		

* * * GRAND RAPIDS PUBLIC UTILITIES * * *
ACCOUNTS PAYABLE CHECK REGISTER 11/30/2013
WELLS FARGO BANK

CHECK NO	CHECK DATE	VEN NO	VENDOR	Check Amount
MANUAL CHECKS				
2449	11/01/2013	1613	DELTA DENTAL OF MINNESOTA	3,326.00
2450	11/01/2013	1612	SELECTACCOUNT	2,393.38
2451	11/01/2013	700	MINNESOTA DEPT OF REVENUE	3,785.41
2452	11/01/2013	1232	WELLS FARGO BANK	22,608.82
2453	11/01/2013	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	12,311.59
2454	11/01/2013	1734	ING INSTITUTIONAL PLAN SERVICES LLC	6,723.03
2455	11/05/2013	1612	SELECTACCOUNT	366.67
2456	11/01/2013	1611	SELECTACCOUNT	500.00
2457	11/14/2013	1734	ING INSTITUTIONAL PLAN SERVICES LLC	3,092.99
2458	11/15/2013	700	MINNESOTA DEPT OF REVENUE	3,511.33
2459	11/15/2013	1232	WELLS FARGO BANK	21,056.11
2460	11/15/2013	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	11,840.53
2461	11/15/2013	1734	ING INSTITUTIONAL PLAN SERVICES LLC	6,461.55
2462	11/06/2013	1611	SELECTACCOUNT	624.00
2463	11/20/2013	890	MINNESOTA DEPARTMENT OF REVENUE	60,030.00
2464	11/20/2013	890	MINNESOTA DEPARTMENT OF REVENUE	880.78
2465	11/15/2013	1611	SELECTACCOUNT	160.00
2466	11/19/2013	1612	SELECTACCOUNT	2,478.80
2467	11/29/2013	67	BLUE CROSS BLUE SHIELD	53,777.91
2468	11/29/2013	700	MINNESOTA DEPT OF REVENUE	4,189.51
2469	11/29/2013	1232	WELLS FARGO BANK	24,510.89
2470	11/29/2013	1734	ING INSTITUTIONAL PLAN SERVICES LLC	6,902.15
2471	11/29/2013	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	12,893.52
64040	11/01/2013		MAKI, SARAH	10.54
64041	11/01/2013	570	U S POST OFFICE	750.53
64044	11/01/2013		SHROUT, ELIZABETH	166.17
64045	11/06/2013		BUNES, LISA MAY	145.43
64046	11/06/2013		PETNORTH	253.54
64047	11/07/2013	1835	VERIZON WIRELESS	239.20
64048	11/07/2013	1572	MINNESOTA ENERGY RESOURCES CORP	16.91
64049	11/08/2013	570	U S POST OFFICE	659.33
64050	11/08/2013		BELLANGER, AUTUMN R	21.34
64051	11/12/2013	936	US BANK N.A.	20,121.88
64052	11/14/2013		CENTRAL SQUARE MALL	58.41
64057	11/15/2013	570	U S POST OFFICE	560.77
64058	11/19/2013		UPTOWN INC	43.74
64059	11/09/2013	921	UNITED PARCEL SERVICE	114.17
64060	11/20/2013	604	ANTHONY WARD - PETTY CASH	249.70
64061	11/20/2013	835	UNITED STATES POSTAL SERVICE	2,000.00
64167	11/22/2013	1232	WELLS FARGO BANK	5,000.00
64168	11/22/2013	234	HAMMERLUND CONSTRUCTION	397,079.51 *
64169	11/25/2013		MATISON, KRISTA	18.88
64171	11/25/2013	1585	STANDARD INSURANCE COMPANY	937.99
64172	11/16/2013	921	UNITED PARCEL SERVICE	31.00
64173	11/16/2013	1572	MINNESOTA ENERGY RESOURCES CORP	16.91
64174	11/26/2013		SALMINEN, HILDA	335.80

*** GRAND RAPIDS PUBLIC UTILITIES ***
ACCOUNTS PAYABLE CHECK REGISTER 11/30/2013
WELLS FARGO BANK

CHECK NO	CHECK DATE	VEN NO	V E N D O R	Check Amount
64175	11/27/2013	100	CITY OF GRAND RAPIDS	45,223.90
64176	11/25/2013	1218	CITY OF LAPRAIRIE	11,665.01
64177	11/25/2013	570	U S POST OFFICE	739.86
64179	11/30/2013	100	CITY OF GRAND RAPIDS	72,333.33
Manual checks to be approved				426,139.31
Manual checks previously approved @ 11/20/13				397,079.51
Total				823,218.82

CITY OF GRAND RAPIDS HUMAN RIGHTS COMMISSION

CALL TO ORDER: Pursuant to due notice and call thereof a regular meeting of the Grand Rapids Human Rights Commission was held in Conference Room 2B of City Hall, Grand Rapids, Minnesota, on Wednesday, January 8, 2014 at 4:00 p.m.

CALL OF ROLL: On a Call of Roll, the following members were present: Commissioners: Freeman, Dowell, LaPlant, Nichols, Noyce, Sanderson, Weidendorf, and Hall. Absent: Commissioner: Learmont.

Staff Present: Lynn DeGrio, Kimberly Johnson-Gibeau

CALL TO ORDER: The meeting was called to order at 4:00 p.m.

ADDITIONS: Oral History of Homelessness Exhibit
Children's Mental Health

MOTION BY COMMISSIONER NOYCE, SECOND BY COMMISSIONER HALL TO APPROVE THE AGENDA WITH NOTED ADDITIONS. Motion passed by unanimous vote.

CORRESPONDENCE: None.

APPROVAL OF MINUTES: November 27, 2013 meeting

MOTION BY COMMISSIONER HALL, SECOND BY COMMISSIONER NICHOLS TO APPROVE THE MINUTES OF NOVEMBER 27, 2013 AS PRESENTED. Motion passed by unanimous vote.

FINANCIALS: Noted that plaques for the Flag Installation on September 12, 2013 were paid, \$500, from the 2013 budget.

CIRCLE OF HEALING UPDATE:

Commissioner LaPlant discussed exhibit "Why Treaties Matter," which will be moved to the Itasca County area for a period of one to two years.

OLD BUSINESS:

Bukata Hayes: Mr. Hayes will speak on Growing Diversity in Rural Minnesota on January 28, 2014 at the local library from 12PM – 2PM. Commissioner Freeman will prepare a flyer for the afternoon event at the library. Commissioner Dowell will set up refreshments.

NEW BUSINESS:

2014 Dues for League of MN Human Rights Commission:

MOTION BY COMMISSIONER SANDERSON, SECOND BY COMMISSIONER DOWELL TO APPROVE PAYMENT OF 2014 DUES FOR LEAGUE OF MN CITIES HUMAN RIGHTS COMMISSION. Motion passed by unanimous vote.

LMHRC Annual Meeting – Saturday, February 23, 2014

The meeting will take place in Richfield, MN and is open to Commissioners. No action required.

Oral History of Homelessness

Commissioner Sanderson states that the interactive homelessness exhibit will open March 7, 2014 from 5PM to 7PM. The Commission will be able to do several events during the month at MacRostie, in conjunction with the exhibit.

Children's Mental Health

A 5K fundraiser for Children's Mental Health has made funds available for education. A request has been made to the Commission to assist in recommending speakers, programs, etc. to help educate the community on mental health issues. Commission members will take this under consideration.

Reports on calls & inquiries: None

Pending Complaints: None

Other: The Commission acknowledges the 80th birthday of Commissioner Jackie Dowell. Happy Birthday Jackie!

There being no further business, the meeting adjourned at 4:45 pm.

Respectfully submitted, Kimberly Johnson-Gibeau, City Clerk

A special meeting of the Grand Rapids Public Utilities Commission was held on November 7, 2013 at 3:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street, Grand Rapids, MN.

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

Others Present: General Manager Ward, Finance Manager Betts, Superintendent of Electric Distribution Goodell, Wastewater Treatment Department Manager Mattson, Water/Wastewater Collection/Safety Manager Doyle, Administrative/HR Assistant Flannigan, Instrumentation Control Technician Virden, Attorney Bengtson.

President Welliver acknowledged the posting of the special meeting date, time and purpose. The purpose of the meeting was stated as:

- Presentation and review of Advanced Metering Infrastructure/Automated Meter Reading (AMI/AMR) Feasibility Study by JDI Contracts, Inc.
- Consider request from the Grand Rapids Arts and Cultural Commission (GRACC) to allow local artists the opportunity to decorate selected Grand Rapids Public Utilities Commission (GRPUC) electrical switch gear and transformer cabinets.
- Consider appointment of a management representative and acknowledgement of the Union representative to the Arrowhead Procure Insurance Pool, and acknowledge receipt of the proposed new membership agreement and bylaw changes.
- Review and discuss the Draft 2014 Budget.

The Commission viewed a presentation of the AMI/AMR Feasibility Study prepared for the GRPUC by Mr. Roger Hoyum of JDI Contracts, Inc. Discussion followed on the costs and benefits of automated metering systems, as well as installation and implementation timelines. Management staff was directed to complete the following items:

- Research the legal bidding requirements of the AMI/AMR project to determine if the work completed to date meets the requirements.
- The AMI/AMR project team was directed by the Commission to continue work necessary for implementation of an AMI/AMR system.

General Manager Ward presented a request from Mr. Brian Carlson of the GRACC asking that local artists be allowed the opportunity to decorate selected GRPUC electrical switch gear and transformer cabinets. General Manager Ward recommended the following be taken into consideration should the GRPUC favorably consider the request:

- The GRACC must approve all art work before application.
- The GRACC will select the cabinets and the GRPUC will consider approving the selected cabinets.
- The GRACC must also obtain the approval of the resident or business owner when the cabinet is located adjacent to the residence or business.

- The artist may not paint over information/instruction and location labels located on the cabinets. The GRPUC, in some cases, may be able to furnish replacement labels for relocation on the cabinets. Stainless steel cabinets cannot be painted.
- A determination will need to be made of who will be responsible for maintaining the artwork, and who will be responsible to repaint the cabinet if the artwork is not maintained or replaced.
- Cabinets for street lights and semaphore control gear (usually silver in color) are the property of the State of Minnesota or the City of Grand Rapids.

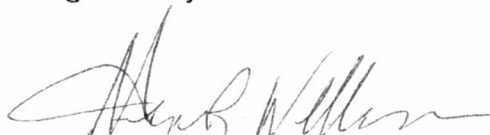
Management staff was directed to reply to Mr. Carlson and inform him the Commission would reconsider the request from the GRACC upon receiving a complete plan for the art work project.

Motion by Zabinski to re-appoint Christine Flannigan as management representative to the Arrowhead Procure Insurance Pool, and acknowledge receipt of the proposed new membership agreement and bylaw changes. A delegate form was not received from AFSCME Local 3456 for acknowledgement of the Union representative. Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, Zabinski and Lenius; Against: None, whereby the motion was declared duly passed and adopted.

General Manager Ward reviewed the Draft 2014 Operations Budget with the Commission. The Department Managers reviewed their respective Draft 2014 Capital Budgets. Management staff was directed to complete the following items:

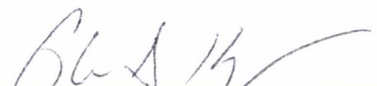
- Develop the actual versus budget report for the period January-September 2013.
- Review the Minnesota Power wholesale cost projects, which should be available in December. Based on wholesale cost projections, consider electric rate adjustments effective for July consumption.
- Continue review of the revenue requirements for the water and waste water departments and consider rate adjustments effective for January consumption.
- Consider "bundling" roof repair projects with the City.
- Evaluate engineering services for future projects at the Wastewater Treatment Facility.
- Obtain estimates for demolition of the old Wastewater Treatment Facility. Continue to consider options for demolition/reuse of the buildings and sale of the property.
- Review electric department overhead to underground conversion costs and insure the City understands the cost impact on the Utility.

Upon a motion duly made and seconded, the meeting was adjourned at 4:35 PM.



 Stephen R. Welliver, President

Attest:



 Glen D. Hodgson, Secretary

CITY OF GRAND RAPIDS ARTS AND CULTURE COMMISSION
RIVERVIEW ROOM – GRAND RAPIDS AREA LIBRARY
REGULAR MEETING, TUESDAY, JANUARY 7, 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 the Riverview Room at the Grand Rapids Area Library, 140 NE 2nd Street, Grand Rapids, Minnesota, on Tuesday, January 7, 2014, at 3:15 pm

CALL OF ROLL: On a Call of Roll, the following members were present: Kathy Dodge, Lois Bendix, Ashley Kolka, Karen Walker, David Marty

Commissioner Absent: Brian Carlson, Carissa Grosland, Todd Driscoll

Staff Present: Amy Dettmer, and Michele Palkki

Visitors/Artists: Sam Evans and Carol Morrill

CALL TO ORDER: Pursuant to due notice and call thereof, the regular meeting of the Grand Rapids Arts and Culture Commission was called to order by Chairperson Dodge at 3:20 pm.

Visitors: Sam Evans and Carol Morrill, representing Itasca Community Chorus, wanted to meet with the Commission to update them on a concert at the Reif on May 18 called War and Peace. This will be a collaboration, including the Middle School Chorus Department. Mr. Evans will be conducting interviews with area veterans that represent all the wars from World War II to the most current.

Mr. Evans reported that they will be applying for an IRRRB Grant and if they receive this grant, the Itasca County Historical Society and Itasca County Television (ICTV) will provide both advertising and interviews with those that will be performing. The City of Grand Rapids gave a letter of endorsement to include with their grant request.

APPROVAL OF MINUTES: December 3, 2013

Motion by Commissioner Marty, second by Commissioner Bendix to approve the minutes of the Regular Meeting of December 3, 2013. Motion passed by unanimous vote.

Old Business

Artist Update

Commissioner Bendix reported that 2 applications were received for the upcoming openings at Central School beginning in February.

Lory Worthing paints in acrylics, watercolor and oils in both realistic and impressionistic matter. She is a member of MacRostie Art Center. Lory teaches watercolor painting for children and loves doing demonstrations. She would make a very nice fit for Central School.

Aaron Squadroni focuses on realistic graphite drawings of mining related subject matter. Aaron is also trained as an architect and worked on a number of public artworks. Aron would also fit in as an artist in residence at Central School.

The Grand Rapids Arts Commission recommends the acceptance of both artists, Lory Worthing and Aaron Squadroni for the period of February through April in Central School.

Request for Proposal

The final changes were put together along with the Commission's suggestions. Commissioner Dodge reported there were a few more additions and will make the final copy ready for the upcoming Council Meeting, January 14, 2014. The deadline for items to be considered at the upcoming January 14th Council Meeting need to be in by Wednesday, January 8th.

APPROVAL OF RFP

Motion by Commissioner Marty, second by Commissioner Kolka to approve the amended request for proposal as presented. Motion passed by unanimous vote.

Commissioner Dodge will meet with staff Wednesday morning to make the final changes as presented and meet with the City Administrator for approval. Commissioner Dodge will represent the Arts and Culture Commission at the January 14, 2014 Council Meeting, Ms. Dodge will be able to make a short presentation and be available for any questions.

If approved by City Council on January 14th the RFP will then be sent to the recommended individuals Commission Marty provided. The Commission will also be able to make available to those they believe may be interested in submitting a proposal. The RFP will also be posted to the City Website and bulletin board.

New Business

It was discussed to invite the outgoing Artists in Residence to come to the next regular meeting of the Arts and Culture Commission February 4. Commissioner Bendix will make contact with the 2 artists and invite them to the meeting.

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, February 4, 2014 at 3:15 pm at the Grand Rapids Area Library.



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0190 **Version:** 1 **Name:**

Type: Department Head Report **Status:** Department Head Report

File created: 2/5/2014 **In control:** City Council

On agenda: 2/10/2014 **Final action:**

Title: Department Head Report - Fire Department

Sponsors:

Indexes:

Code sections:

Attachments: [2013 Annual Report1](#)

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

Background Information:

[Enter Background Information Here]

Staff Recommendation:

[Enter Recommendation Here]

Requested City Council Action

Fire Department Report

Grand Rapids Fire Department

2013 Year End Report



Honor, Pride, Tradition, and Integrity

Engine #114 is a combination Rescue/Pumper truck that was manufactured in Pennsylvania by KME, Inc. and delivered to the department and put into service in December of 2013. This truck replaces two of the department's older vehicles: Tanker #112 which was sold to the Cherry Twp Fire Department in 2012; and Rescue #114 which was sold to the Coleraine Fire Department in 2013. Establishing the truck committee, developing specifications, awarding the bids, and receiving the finished product, the entire Engine #114 project took three years to complete.

We are proud to display our newest truck in the fleet, and we are humbled in knowing that we are privileged to have such contemporary equipment to work with.



FIRE DEPARTMENT

Phone: 218.326.7639

FAX: 218.326.7655

E-mail: grfire@grandrapidsmn.org

Address: 420 North Pokegama Avenue
Grand Rapids, Minnesota 55744



The following pages contain the **2013 Annual Report** for the Grand Rapids Fire Department.

The Grand Rapids Fire Department responded to 174 emergency calls in 2013; 26 fewer calls than the previous year, and the same number of calls we had in 2008. There were 86 other calls for service made to the department including: responses to carbon monoxide alarms, requests for burning permits, and other services provided that do not necessarily require the turnout of the entire department.

There was one minor citizen fire related injury and zero fire fatalities in our jurisdiction in 2013. The number of fires in fixed structures in 2013 remains constant; however, the estimated \$610,000 in fire loss in 2013 is an increase of \$100,000 from 2012, and more than double that of 2011. Smoke detectors that are either not present or not working in residential occupancies continue to be problematic. The department frequently finds this life-threatening hazard upon our arrival despite the concentrated efforts of our Prevention and Education Program within our jurisdiction.

Several staffing additions took place in early 2013 with the hiring of firefighters Jeff Ingle – who was previously with the department but moved out of the area and has since returned; Tony Clifton (who maintains our portion of the city's website at www.cityofgrandrapidsmn.com); Nathan Morlan (our city's Fire Inspector/Building Official); and Chad Troumbly. The department is anticipating several upcoming retirements, and we will most likely begin the process of establishing an eligibility list sometime in early 2014.

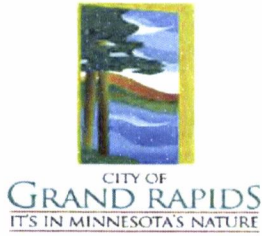
The department had several projects come to fruition in 2013, most notably was the delivery of a new Rescue/Pumper from KME Manufacturing, Inc. This \$621,000 acquisition took 3-years to complete, but it will prove to be a very versatile and efficient piece of equipment used to deliver our service for many years to come. Other important projects completed were: the replacement of firefighter's gear lockers; upgrades to the plumbing fixtures, apparatus bay lighting and thermostat controls of the fire hall; the tribute to 9-11 project in the front foyer area of the fire hall; and the fire hall key fob entry system - allowing for better access control to our building, ultimately creating greater security of our tax payer's assets.

One other project in 2013 of special note was our department's involvement in the Feasibility Study for Shared or Cooperative Fire and Emergency Services Study that was provided by Emergency Services Consulting International, and independent third party firm. This study, which was mostly funded by a grant by through the State Fire Marshal's Office, provided a comprehensive analysis to enhance the way emergency services can be delivered along the Hwy 169 corridor from Grand Rapids to Virginia. Regardless of the actions taken in the future from this study, the assessment of our department and the recommendations for both short-term and long-term consideration will allow for our department to follow a process of continuous quality improvement in a non-ending cycle of self-evaluation.

The Grand Rapids Fire Department is very committed to the safety of our citizens, but the safety of our personnel remains our top priority. In 2013 we experienced one minor injury to a firefighter while operating at a working fire in an industrial setting that involved the rescue of two trapped occupants. This minor injury was the first reported case in over three years; a remarkable feat given the challenging and dangerous conditions that our firefighters are constantly working in. The safe return of our members from any call or training session is of the utmost importance to each of us, and I am proud of our member's attitude toward safety, and of the safety culture that exists within our department.

Respectfully,

Steven R. Flaherty, Fire Chief



FIRE DEPARTMENT

Phone: 218.326.7639

FAX: 218.326.7655

E-mail: grfire@grandrapidsmn.org

Address: 420 North Pokegama Avenue
Grand Rapids, Minnesota 55744



2013 Year End Report

The Following is the year end report for the position of 1st Assistant Chief:

As 2013 draws to a close, it is once again, my pleasure to have served the citizens of the Grand Rapids Area, and the Grand Rapids Fire Department.

The responsibilities of the First Assistant Chief are those of assisting the Chief and filling in during the absence of the Chief.

The department truck committee finished the rescue/pumper project this year and the department took delivery of the new apparatus this December. The departments worked hard at getting the truck into service; and are already seeing the benefit of the new apparatus.

The department continued to work on the ongoing improvements to our station with becoming more energy efficient. We finished the overhead light project, new thermostats throughout, and automatic flush lavatories.

I look forward to 2014 and the challenges ahead.

Respectfully Submitted

Bryan Zuehlke 1st Assistant Chief



FIRE DEPARTMENT

Phone: 218.326.7639
FAX: 218.326.7655
E-mail: grfire@grandrapidsmn.org
Address: 420 North Pokegama Avenue
Grand Rapids, Minnesota 55744



2013 Annual Report

The following is the 2013 annual report for the position of 2nd Assistant Chief:

The year 2013 was my first full year as the 2nd Assistant Chief. It took some time to get comfortable with the position but with the help of staff it was made easy. As the year progressed I was also able to learn some things for other positions so that I could give a hand to other officers.

There were some projects that had already been started in 2012 and they were finished during the 2013 year. The remaining energy efficient lights were replaced in the fire hall and the second half of the lockers also replaced. The painting of the walls behind the lockers was completed. We now have all our members moved into the same area of the hall. Only the trainees and chaplain remain in the other bay of the hall.

The toilets in all the bathrooms were replaced this year with more energy efficient models. The new toilets all have the automatic flush features on them and use less water. This was a very nice update to the bathrooms as we were starting to have issues of toilets breaking and water leaks.

We were able to replace all the rear tires on two of our trucks. We were having trouble with the wear of the tires on the trucks. We replaced the tires with a more aggressive tread design that matches our other trucks. These tires should help us with some the areas that we respond to.

The committee finished the project of the new truck during 2013. The building process started in April and the finished product was delivered to our fire station on December 5, 2013. The truck was purchased from Kovatch Mobile Equipment Corp. (KME) in Nesquehoning, PA. KME was very easy to work with as was our sales representative, Phil Isaacson of Great Plains Fire. The truck design has allowed us to put all our equipment on the truck in an organized manner, and we still have room for more items. The truck has been a great addition to our department.

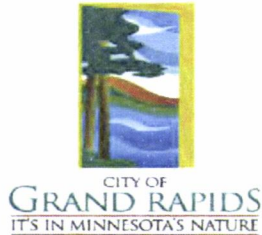
The old truck, that was replaced, was sold to the City of Coleraine. They purchased our old rescue truck. This truck was delivered to them on December 5, 2013. They received the truck and items that had been on the truck, but removed over the years as our needs changed. This should be a very nice addition to their department.

The members of our department continue to work and train to protect the citizens of our fire district. The department works hard to maintain the appearance of our fire station and the equipment that we use. Our maintenance personnel, Rob Rima and Tom Foss, have done a great job maintaining our building and the apparatus. The work of these two and the members of the department, make sure we are ready when we are called upon to do our job.

This department has accomplished some big things throughout the years. What makes this amazing is the fact that all the members have full time jobs with different schedules. Their dedication to the department and the citizens in our fire district is second to none. I want to thank the members for their continued dedication, hard work, and professionalism that makes our community a safe place to live.

Respectfully,

Michael A. Liebel
2nd Assistant Chief
Grand Rapids Fire Department



GRAND RAPIDS FIRE DEPARTMENT

Captain/Training Officer

Phone: 218.326.7639

FAX: 218.326.7655

E-mail: grfire@grandrapidsmn.org

Address: 420 North Pokegama Avenue
Grand Rapids, Minnesota 55744



2013 Year End Report

John R. Linder
Captain/Training Officer
Grand Rapids Fire Department

Looking back in the documentation from 2013, the members of the Grand Rapids Fire Department completed approximately 2000 hours of in house trainings. We had an average of 23 members in attendance per training session. We've had 1 member complete the Fire Fighter 1&2 Certification process and numerous members take advantage of outside trainings by going to state and sectional schools and position workshops throughout the state.

Outside trainers that the Grand Rapids Fire Department hosted in 2013 included Marlyn Halverson with the confined space prop, Chris Johnson with blood borne pathogens/confined space/right to know, Ed Nordskog with arson and fire investigation, Scott Carriveau with Fire Ground Scene Size-up and radio operations, Harlow Thompson and Mike Aultman with MN DNR on Urban Interface/Wildland Firefighting, Rich Gasaway with Fire leadership, Meds 1 with back boarding/ambulance overview, Joel Kilvang with the Cloquet Area Mobile Fire Training Tower, Todd Clarey with Multi Rea Monitor review and Ed Douberly with MN Power/Rapids Energy Coal Fire training. All expert trainings were well received by the Grand Rapids Fire Department membership.

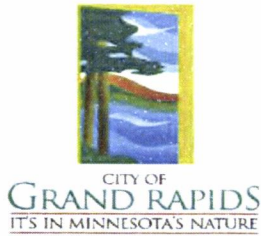
The last 12 months as the Captain/Training Officer have flown by. I've truly enjoyed working with each member of the Grand Rapids Fire Department and I'm looking forward to providing the best training for our department.

As for the upcoming 2014 trainings, I've reviewed all the ideas the department put on paper. I have a training schedule prepared for this year with a mix of department trainings, outside trainers brought in, cooperative trainings with our mutual aid departments, and trainings that the membership of the Grand Rapids Department have requested. I'm looking forward to continuing to challenge the Grand Rapids Fire Department and fire fighters with even higher-end training. I will be pushing the membership both physically and mentally in hopes to better prepare our department to continue the top notch service we provide to our customers.

Lastly, I'd like to thank the membership for your continued support and open mindedness with the current training I've conducted in 2013 and with the schedule I have planned for 2014.

John R. Linder

Fire Captain/Training Officer
Grand Rapids Fire Department



FIRE DEPARTMENT

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Safety Officer Annual Report

2013 was another good year for safety on the Grand Rapids Fire Department. With only one minor report of injury being filed for the year, this shows the department's dedication to safety by all the members of the department working under extreme and stressful situations.

2014 will bring changes to the department, with the possibility of 5 people retiring within the year. I'm sure the challenges will be met for the commitment towards zero injury for the year, this includes responding to and from the call, as well as on scene. It takes everyone within our membership to accomplish our safety goal of zero injury.

In closing, here are some reminders to our firefighters: The calls we respond to are not always "routine"; always use your personal protective equipment; never let your guard down; watch for the change in conditions and always keep alert; and last but not least, "BE SAFE" so we can accomplish our motto of "Everyone Goes Home".

Respectfully,

Dave Gibeau
Safety Officer



**GRAND RAPIDS FIRE
DEPARTMENT**
Fire Prevention & Education

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January 13, 2013

Greetings to you from the Fire Prevention and Education sector of the Grand Rapids Fire Department. This year we have had a great time teaching the public about fire safety. The year involved many activities for prevention and education. Some of the activities we did included;

- The Minnesota Home Builders Association annual show at the IRA Arena
- Children's First
- Many visits to the fire station by the public.
- Open House for Fire Prevention Week
- National Night Out
- E.D.I.T.H. Trailer traveled to many different locations in the state, from Babbitt to Nevis.
- Delivered Pizza in conjunction with Domino's Pizza, checking smoke detectors.
- Builders workshop at The Home Depot for children
- Talked with seniors about fire safety in their home
- Assisted Itasca County Dare Spaghetti Feed
- Visited Elementary Schools Forest Lake, Southwest and St. Josephs.

Over all estimation of the amount of people educated adult and children is about 2500-3000.

The goal of fire prevention and education is to get out and meet with the public any time there is a request. This year we have also installed smoke detectors and CO detectors in homes all over our service area. Some have been requested, others we found incidentally on other types of calls. It is very rewarding to us as a fire department to be able to continue providing this service.

Fire Prevention and Education received two considerable donations this year, one from ServPro Cleaning and the other from Wal-Mart Community Foundation. Without donations from the entire community the fire prevention and education of the public would not be what it is. With that being said, I want to thank all of our local businesses and private donators for the continued support. You are the ones that make this program possible, along with the generous support of the City of Grand Rapids, we do have a shining star of a program and look forward to continuing the growth of this program for years to come.

In closing, I would like to thank the entire department for being as involved as they are with this community education. Without your help we would not have been able to educate and make our message heard. Also to the hard work of Tony Clifton, who has set up the web page showcasing fire prevention and education for the City of Grand Rapids. And lastly those members that went above and beyond to assist me at moment's notice with tours, I want you to know that all your hard work is appreciated.

Respectively Submitted,

Adam Kortekaas,
GRFD Fire Prevention and Education Coordinator



FIRE DEPARTMENT

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2013 Year end report for the Grand Rapids Chemical Assessment Team

In the year 2013, the Grand Rapids Chemical Assessment Team did respond to 1 state dispatched call within our response jurisdiction. During the year, we responded to several in-jurisdiction calls, 19 of which were natural gas or LPG leaks, 6 gas/oil spill, 19 CO Detections, 3 Carbon monoxide incident, 3 toxic/hazardous condition, 2 chemical hazard (no spill or leak) 11 Vehicle accidents with general clean-up and 1 Hazmat release investigation and one meth lab investigation in Grand Rapids, MN.

During the year, we conducted approximately 585 hours of Hazardous Materials training. In addition to our quarterly training, we had members attend training for specialized equipment, and exercises and seminars throughout the state. The list below gives all the training completed throughout the year of 2013:

January – We had all 30 members complete their annual Hazmat Physicals. We also had 3 members attend a meeting with MP&L to go over setting up a Hazmat scenario for the upcoming summer of 2013.

February – We had 3 members attend the TAC meeting at Camp Ripley, these meeting are quarterly and are designed to keep all the Hazmat teams up to date with the latest technology and information going on around the state and world.

March – We had Dave Gibeau, Jim Gibeau and Tom Foss attend a Hazmat Training down at Texas A&M University. The training they received was a NFPA 472 course that went over Hazmat Materials Transportation Specialist. This was a 50-hour course for each member and comes very valuable to our Hazmat Team. These types of trainings that are offered around our county helps us be that much better at what we do.

12 members attended Pipeline Awareness Training at the Timber Lake Lodge in Grand Rapids, MN. This was a 3-hour course put on by local pipeline companies and operators designed to help better educate the first responders on how to deal with pipeline emergencies.

April – We did inventory on our truck and trailer and did some reorganizing of equipment.

May – 5 members attended the Coldzone Conference at the Crown Plaza Hotel in Brooklyn Center, MN. They received 28 hours of training over the course of the conference. 2 members attended the Team Advisory Committee Meeting at Camp Ripley MN.

18 members attended Hazmat Training in-house going over truck and trailer equipment, this training allowed members to get themselves more familiar with our equipment.

June – Was a busy month wrapping up the budget for the Hazmat Team for the fiscal year.

We did a Hazmat Drill with MP&L with Cohasset Fire, Homeland Security, 55th CST, Itasca County Emergency Management, Meds-1 and Ham Radio users group. The hazmat scenario was a bag house fire located at MP&L with a radioactive source is involved in the fire with a release. This scenario was set up in an industrial setting to train with all agency involved on how to deal with these types of incidents.

We also had training put on by Kipp Sanders from Ready Response Company; we had six members attend this training that was put on at the Grand Rapids Fire Hall. The 16-hour training went over Risk Based Hazmat Response Practice & Decontamination Principals.

July – We worked on receiving state bids on purchasing some new technology equipment for the truck and trailer, that the Hazmat team relies on heavily to be able to do there job well.

August – 2 members attended the Team Advisory Committee Meeting at Camp Ripley. Training was provided by Homeland Security and the 55th CST. We also purchased a new projector for the training room at the fire hall; this helps the Hazmat team with training.

September – Worked on grant application that would provide the team to pay for equipment, training and drills. The grant request was for \$10,000 dollar grant from Homeland Security.

October – We did some in-house training and then toured the Ferrellgas facility to get the membership more familiar with what they have on-site and their emergency procedures.

November HazMat Officer Shawn Graeber attended a meeting with MP&L on pre-planning a HazMat scenario with MP&L and Cohasset Fire Dept. This HazMat scenario is set to take place in the spring or summer of 2014.

3 members attended the M – Step Training Conference at the Hennepin Technical College in Brooklyn Park MN. Jeremiah Puelston attended the Tac Meeting at Camp Ripley. We also had Hazmat training in-house and went over new monitors that we purchased with grant money.

December Was a busy month with CO calls and people getting ready for the holidays and New Year. We also worked on getting physical and respiratory testing lined up for the membership.

Calls for the year included: a chlorine leak at the water treatment plant in Bigfork, MN in April 2013; a meth lab in Grand Rapids, MN in May of 2013.

Lastly I would like to thank the Grand Rapids Fire Department and HazMat Team, for all of their support and willingness to train in every facet of our job, making our communities a safer place to live.

Sincerely,

Shawn Graeber, Hazardous Materials Officer



FIRE DEPARTMENT INSPECTIONS

Nathan Morlan Fire Inspector

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2013 Fire Inspector Annual Report

The year 2013 has come and gone as my first year in the position of Building/ Fire Inspector. The year was busy with new construction inspections and fire inspections of existing buildings.

I began the position in November of 2012 and spent the remainder of the year getting familiar with the position and the operation of the Community Development and Fire Department. Most inspections performed in 2012 were building department inspections which mesh with fire inspections in many ways. Thank you to Travis for helping with this process and sharing his knowledge of combining the two positions.

January:

I passed the exam for Fire Inspector I certification and plan to take the Fire Inspector II exam in early 2014. I also attended the 57th Annual Institute for Building/Fire Officials, which is a requirement to maintain building official and fire inspector certifications. The institute is an excellent opportunity to gain technical knowledge and network with other officials from around the state. I started fire inspections on 13 large retail stores, follow up inspections and full compliance from all occupancies was completed through the remainder of the year.

February:

I attended the Upper Great Plains Region III Institute for building/ fire officials taking classes on fire alarm systems, inspection testing and maintenance of fire sprinkler systems, and fire pumps. I also attended one full day class for Department of Human Services Fire Code Requirements presented by the State Fire Marshal Division. The Department of Human Services training is required for us as a local jurisdiction to perform inspections on home daycare/ foster care and daycare/ chemical dependency centers.

March:

Most of March I spent customizing our forms and inspections reports in Image Trend. This included adding Grand Rapids Fire Department letterhead and changing the design of the forms.

The Building Department was reviewed by Department of Labor and Industry personnel for delegation of state building projects. This process is required by the state building code division in order for them to feel comfortable with our level of technical knowledge to inspect more complex projects such as healthcare facilities and schools or any building owned by the state. Travis and I were interviewed separately and tested on our technical knowledge in both the building and fire codes. As a result of the review we have been given inspections for several state projects.

April:

I attended the MN State Fire Marshal Conference and received certificates of attendance in fire prevention and inspection, fire department access and water supplies, LP gas installations, and fire department response to sprinkler protected buildings.

May:

Attended "When Disaster Strikes" presented by International Code Council. This class trained us how to respond as code officials and estimate building damage created by natural disaster or acts of terrorism.

June- November:

Most of my time during the construction season is used up out in the field performing building inspections. This includes structural, fire resistance, fire protection and life safety code requirements that not only protect the end user of the buildings in our community but also us as responding firefighters. Some examples of construction projects completed in 2013 include; Lakewood Heights Apartment Complex building #2, Dollar Tree, Maurice's, Rockin Round the Clock Daycare Remodel, DC Manufacturing, Burger King Remodel, and Chery Berry. There are also several construction projects underway including Friesen Assisted Living, Majestic Pines Assisted Living, 1st Ave Condominiums (Old St Joseph's Church Site). A tank removal permit was issued for Cub Foods to remove there fuel tanks and dispensers.

December:

I spent the last month of the year cleaning up the property locations and occupancies in Image Trend. Inspections completed in 2013 have the building information updated and are entered in the schedule for the next 3-year inspection. I created a list of all A-2 (restaurant occupancies), entered the general building information in Image Trend and scheduled inspections starting in January.

In summary, we take a proactive approach to code enforcement including new construction and fire code maintenance inspections. This past year was productive and we will continue making progress toward a fire safe community in 2014. In 2013, I performed 62 fire code maintenance inspections, which include general fire inspections, complaints, daycare/ foster care licensing, fuel tank removal, and kitchen hood cleaning. Several hours are spent with each inspection writing reports and communicating with the property owners to achieve fire code compliance. There were also 596 building permits issued and 1200 inspections completed which include water supply hydro tests, sprinkler system testing, alarm system testing, means of egress compliance and fire resistant rated assemblies.

I have enjoyed this year as the Fire Inspector and I look forward to serving the community of Grand Rapids for years to come. Thank you all for the support in my adjustment to this position and being a member of GRFD.

Respectfully submitted,

Nathan Morlan
Building/Fire Inspector



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2013 Mechanical Maintenance Year End Report

The following report list some of the projects and repairs performed on fire department vehicles and fire hall. This is in addition to the checks performed monthly.

- We completed our yearly pump tests and inspections, making any necessary repairs. Once again no major repairs needed.
- We completed the upgrade to our truck bay lighting project.
- We completed our locker replacement project.
- We completed our yearly ground ladder and aerial ladder testing and inspections, again with no issues.
- We upgraded our plumbing fixtures with water miser fixtures and electronic flush valves.
- We took delivery of our new Rescue/Pumper and presented our outgoing rescue truck to Coleraine.

I would like to take this opportunity to say thank you to Chuck and Randy at Public Works for their help and support, as well as all of Public Works staff who are always willing to help me. The staff at City Hall for their help and guidance. And finally to the membership of the department for all of their continued support. Thank you.

Respectfully submitted,

Rob Rima
Mechanical Maintenance Engineer

Fire Department Officers



Steve Flaherty

Fire Chief

Bryan Zuehlke

1st Asst. Chief

Mike Liebel

2nd Asst. Chief



John Linder

Captain

Dave Gibeau

Safety Officer

Adam Kortekaas

Prevention / Education

Shawn Graeber

HazMat Officer

Firefighters



Josh Adler

Bruce Baird

Dave Calliguri

Tony Clifton



Travis Cole

Tom Foss

Karl Gaalaas



Jim Gibeau

Mark Greiner

Jason Hoerler

Firefighters



Andy Horton

Jeff Ingle

Chad Keech



Bob Kuschel

Dustin Lane

Lee Longoria



Rick Luoma

Amanda MacDonell

Don Mingo

Firefighters



Nathan Morlan

A.J. Morse

Dave Protelsch



Jeremiah Puelston

Rob Rima

Chad Troumbly



Primary Action Taken Report (Summary)
 From 01/01/13 To 12/31/13
 Report Printed On: 01/18/2014

Type of Action Taken	Count	Percent %
GRAND RAPIDS FIRE DEPARTMENT		
Assist animal	3	1.15%
Assistance, other	2	0.77%
Cancelled en route	17	6.54%
Control traffic	3	1.15%
Establish fire lines (wildfire)	1	0.38%
Establish safe area	2	0.77%
Extinguishment by fire service personnel	30	11.54%
Extricate, disentangle	6	2.31%
Fire control or extinguishment, other	1	0.38%
Hazardous materials leak control & containment	3	1.15%
Hazardous materials spill control and confinement	11	4.23%
HazMat detection, monitoring, sampling, & analysis	24	9.23%
Information, investigation & enforcement, other	64	24.62%
Investigate	54	20.77%
Investigate fire out on arrival	4	1.54%
Provide apparatus	3	1.15%
Provide equipment	5	1.92%
Provide manpower	1	0.38%
Provide water	1	0.38%
Rescue, remove from harm	2	0.77%
Restore fire alarm system	3	1.15%
Standby	11	4.23%
Systems and services, other	1	0.38%
Ventilate	8	3.08%
Not Recorded	0	0.00%
Total Incident Count: 260		

Search Criteria

Dates From 01/01/2013 To 12/31/2013 (mm/dd/yyyy)
Service GRAND RAPIDS FIRE DEPARTMENT
Staff All
Apparatus All
Station All
Alarm Type All
Zone/District All



Report Description

Incident Type Report (Summary)
 From 01/01/13 To 12/31/13
 Report Printed On: 01/18/2014

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
Fire						
Fire, other (100)	1	0.38%	\$0.00	\$0.00	\$0.00	0.00%
Building fire (111)	15	5.77%	\$417,593.00	\$148,140.00	\$565,733.00	92.66%
Fires in structure other than in a building (112)	2	0.77%	\$800.00	\$800.00	\$1,600.00	0.26%
Cooking fire, confined to container (113)	2	0.77%	\$0.00	\$15.00	\$15.00	0.00%
Chimney or flue fire, confined to chimney or flue (114)	3	1.15%	\$0.00	\$0.00	\$0.00	0.00%
Fire in mobile home used as fixed residence (121)	2	0.77%	\$500.00	\$0.00	\$500.00	0.08%
Passenger vehicle fire (131)	5	1.92%	\$40,100.00	\$1,100.00	\$41,200.00	6.75%
Camper or recreational vehicle (RV) fire (137)	1	0.38%	\$0.00	\$0.00	\$0.00	0.00%
Off-road vehicle or heavy equipment fire (138)	2	0.77%	\$1,000.00	\$0.00	\$1,000.00	0.16%
Natural vegetation fire, other (140)	1	0.38%	\$0.00	\$0.00	\$0.00	0.00%
Brush or brush-and-grass mixture fire (142)	2	0.77%	\$0.00	\$0.00	\$0.00	0.00%
Grass fire (143)	4	1.54%	\$0.00	\$0.00	\$0.00	0.00%
Outside rubbish, trash or waste fire (151)	2	0.77%	\$0.00	\$0.00	\$0.00	0.00%
Dumpster or other outside trash receptacle fire (154)	2	0.77%	\$500.00	\$0.00	\$500.00	0.08%
Outside storage fire (161)	1	0.38%	\$0.00	\$0.00	\$0.00	0.00%
	45	17.29%	\$460,493.00	\$150,055.00	\$610,548.00	99.99%
Overpressure Rupture, Explosion, Overheat(no fire)						
Excessive heat, scorch burns with no ignition (251)	1	0.38%	\$0.00	\$0.00	\$0.00	0.00%
	1	0.38%	\$0.00	\$0.00	\$0.00	0.00%
Rescue & Emergency Medical Service Incident						
Extrication, rescue, other (350)	1	0.38%	\$0.00	\$0.00	\$0.00	0.00%
Extrication of victim(s) from vehicle (352)	8	3.08%	\$0.00	\$0.00	\$0.00	0.00%
Removal of victim(s) from stalled elevator (353)	2	0.77%	\$0.00	\$0.00	\$0.00	0.00%
	11	4.23%	\$0.00	\$0.00	\$0.00	0.00%
Hazardous Condition (No Fire)						
Hazardous condition, other (400)	1	0.38%	\$0.00	\$0.00	\$0.00	0.00%
Combustible/flammable gas/liquid condition, other (410)	2	0.77%	\$0.00	\$0.00	\$0.00	0.00%
Gasoline or other flammable liquid spill (411)	2	0.77%	\$0.00	\$0.00	\$0.00	0.00%
Gas leak (natural gas or LPG) (412)	21	8.08%	\$0.00	\$0.00	\$0.00	0.00%
Oil or other combustible liquid spill (413)	4	1.54%	\$0.00	\$0.00	\$0.00	0.00%
Chemical hazard (no spill or leak) (421)	1	0.38%	\$0.00	\$0.00	\$0.00	0.00%
Chemical spill or leak (422)	1	0.38%	\$0.00	\$0.00	\$0.00	0.00%
Carbon monoxide incident (424)	6	2.31%	\$0.00	\$0.00	\$0.00	0.00%
Overheated motor (442)	2	0.77%	\$0.00	\$0.00	\$0.00	0.00%
Power line down (444)	4	1.54%	\$0.00	\$0.00	\$0.00	0.00%
Wiring, shorted electrical equipment (445)	1	0.38%	\$0.00	\$0.00	\$0.00	0.00%
Vehicle accident, general cleanup (463)	6	2.31%	\$0.00	\$0.00	\$0.00	0.00%
	51	19.61%	\$0.00	\$0.00	\$0.00	0.00%
Service Call						
Water or steam leak (522)	1	0.38%	\$0.00	\$0.00	\$0.00	0.00%
Smoke or odor removal (531)	11	4.23%	\$0.00	\$10.00	\$10.00	0.00%
Animal rescue (542)	2	0.77%	\$0.00	\$0.00	\$0.00	0.00%
Police matter (552)	1	0.38%	\$0.00	\$0.00	\$0.00	0.00%
Public service (553)	2	0.77%	\$0.00	\$0.00	\$0.00	0.00%
Unauthorized burning (561)	1	0.38%	\$0.00	\$0.00	\$0.00	0.00%
Over assignment, standby, moveup (571)	11	4.23%	\$0.00	\$0.00	\$0.00	0.00%

	29	11.14%	\$0.00	\$10.00	\$10.00	0.00%
Good Intent Call						
Good intent call, other (600)	2	0.77%	\$0.00	\$0.00	\$0.00	0.00%
Dispatched and cancelled en route (611)	17	6.54%	\$0.00	\$0.00	\$0.00	0.00%
No incident found on arrival at dispatch address (622)	2	0.77%	\$0.00	\$0.00	\$0.00	0.00%
Authorized controlled burning (631)	54	20.77%	\$0.00	\$0.00	\$0.00	0.00%
Steam, other gas mistaken for smoke, other (650)	1	0.38%	\$0.00	\$0.00	\$0.00	0.00%
Smoke scare, odor of smoke (651)	3	1.15%	\$0.00	\$0.00	\$0.00	0.00%
HazMat release investigation w/no HazMat (671)	2	0.77%	\$0.00	\$0.00	\$0.00	0.00%
	81	31.15%	\$0.00	\$0.00	\$0.00	0.00%
False Alarm & False Call						
False alarm or false call, other (700)	2	0.77%	\$0.00	\$0.00	\$0.00	0.00%
Central station, malicious false alarm (714)	1	0.38%	\$0.00	\$0.00	\$0.00	0.00%
Bomb scare - no bomb (721)	1	0.38%	\$0.00	\$0.00	\$0.00	0.00%
Alarm system sounded due to malfunction (735)	1	0.38%	\$0.00	\$0.00	\$0.00	0.00%
Sprinkler activation, no fire - unintentional (741)	1	0.38%	\$0.00	\$0.00	\$0.00	0.00%
Alarm system activation, no fire - unintentional (745)	18	6.92%	\$0.00	\$0.00	\$0.00	0.00%
Carbon monoxide detector activation, no CO (746)	18	6.92%	\$0.00	\$0.00	\$0.00	0.00%
	42	16.13%	\$0.00	\$0.00	\$0.00	0.00%
Total Incident Count:	260		Total Est. Loss:	\$610,558.00		

Search Criteria

Dates From 01/01/2013 To 12/31/2013 (mm/dd/yyyy)
Service GRAND RAPIDS FIRE DEPARTMENT
Staff All
Apparatus All
Station All
Alarm Type All
Zone/District All

Average Response Time by Type of Situation/Zone Report
GRAND RAPIDS FIRE DEPARTMENT
 From 01/01/13 To 12/31/13
 Report Printed On: 01/24/2014

Arbo Township			
Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Dispatched and cancelled en route (611)	1	12:00	00:25:00.00
Outside rubbish, trash or waste fire (151)	1	20:00	00:36:00.00
Total	2		
Blackberry Township			
Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Grass fire (143)	1	10:00	01:100:00.00
Grass fire (143)	1	17:00	01:93:00.00
Power line down (444)	1	09:00	01:79:00.00
Smoke scare, odor of smoke (651)	1	17:00	01:67:00.00
Vehicle accident, general cleanup (463)	1	09:00	01:79:00.00
Total	5		
City of Bigfork			
Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Building fire (111)	1	40:00	02:144:00.00
Chemical spill or leak (422)	1	75:00	05:330:00.00
Total	2		
City of Bovey			
Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Off-road vehicle or heavy equipment fire (138)	1	12:00	00:57:00.00
Total	1		
City of Cohasset			
Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Building fire (111)	1	10:00	01:102:00.00
Total	1		
City of Coleraine			
Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Extrication of victim(s) from vehicle (352)	1	10:00	00:30:00.00
Total	1		
City of Deer River			
Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Building fire (111)	1	23:00	03:193:00.00
Building fire (111)	1	32:00	03:230:00.00
Total	2		
City of Goodland			
Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Building fire (111)	1	30:00	02:160:00.00
Total	1		
City of Grand Rapids			
Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Alarm system activation, no fire - unintentional (745)	1	02:00	00:14:00.00
Alarm system activation, no fire - unintentional (745)	1	02:00	00:22:00.00
Alarm system activation, no fire - unintentional (745)	1	04:00	00:29:00.00
Alarm system activation, no fire - unintentional (745)	1	05:00	00:37:00.00
Alarm system activation, no fire - unintentional (745)	1	06:00	01:65:00.00

Alarm system activation, no fire - unintentional (745)	1	07:00	00:17:00.00
Alarm system activation, no fire - unintentional (745)	1	08:00	00:26:00.00
Alarm system activation, no fire - unintentional (745)	1	08:00	00:27:00.00
Alarm system activation, no fire - unintentional (745)	1	10:00	00:40:00.00
Alarm system activation, no fire - unintentional (745)	1	11:00	00:39:00.00
Alarm system activation, no fire - unintentional (745)	1	11:00	00:50:00.00
Alarm system activation, no fire - unintentional (745)	1	12:00	00:37:00.00
Alarm system activation, no fire - unintentional (745)	1	12:00	01:72:00.00
Alarm system activation, no fire - unintentional (745)	1	15:00	00:30:00.00
Alarm system activation, no fire - unintentional (745)	1	15:00	00:48:00.00
Alarm system activation, no fire - unintentional (745)	1	16:00	01:62:00.00
Alarm system sounded due to malfunction (735)	1	10:00	00:35:00.00
Animal rescue (542)	1	05:00	00:42:00.00
Animal rescue (542)	1	08:00	00:12:00.00
Arcing, shorted electrical equipment (445)	1	05:00	01:90:00.00
Authorized controlled burning (631)	1	00:00	00:05:00.00
Authorized controlled burning (631)	2	02:00	00:25:00.00
Authorized controlled burning (631)	6	05:00	00:20:00.00
Authorized controlled burning (631)	6	05:00	00:25:00.00
Authorized controlled burning (631)	1	05:00	00:30:00.00
Authorized controlled burning (631)	3	10:00	00:25:00.00
Authorized controlled burning (631)	15	10:00	00:30:00.00
Authorized controlled burning (631)	1	15:00	00:20:00.00
Authorized controlled burning (631)	1	15:00	00:25:00.00
Authorized controlled burning (631)	10	15:00	00:30:00.00
Authorized controlled burning (631)	1	15:00	00:35:00.00
Authorized controlled burning (631)	1	15:00	00:50:00.00
Authorized controlled burning (631)	1	19:00	00:50:00.00
Authorized controlled burning (631)	2	20:00	00:30:00.00
Authorized controlled burning (631)	1	25:00	00:45:00.00
Bomb scare - no bomb (721)	1	04:00	01:78:00.00
Brush or brush-and-grass mixture fire (142)	1	07:00	00:27:00.00
Building fire (111)	1	04:02	00:52:00.00
Building fire (111)	1	05:00	02:152:00.00

Building fire (111)	1	05:00	03:214:00.00
Building fire (111)	1	07:00	03:231:00.00
Building fire (111)	1	10:00	03:237:00.00
Building fire (111)	1	13:00	01:110:00.00
Carbon monoxide detector activation, no CO (746)	1	02:00	00:28:00.00
Carbon monoxide detector activation, no CO (746)	1	07:00	00:30:00.00
Carbon monoxide detector activation, no CO (746)	1	09:00	00:39:00.00
Carbon monoxide detector activation, no CO (746)	1	10:00	00:20:00.00
Carbon monoxide detector activation, no CO (746)	1	10:00	00:30:00.00
Carbon monoxide detector activation, no CO (746)	1	10:00	00:33:00.00
Carbon monoxide detector activation, no CO (746)	1	10:00	00:41:00.00
Carbon monoxide detector activation, no CO (746)	1	13:00	00:30:00.00
Carbon monoxide detector activation, no CO (746)	1	14:00	00:30:00.00
Carbon monoxide detector activation, no CO (746)	1	15:00	00:19:00.00
Carbon monoxide detector activation, no CO (746)	1	15:00	00:32:00.00
Carbon monoxide detector activation, no CO (746)	1	15:00	00:38:00.00
Carbon monoxide detector activation, no CO (746)	1	15:00	00:45:00.00
Carbon monoxide detector activation, no CO (746)	1	17:00	00:32:00.00
Carbon monoxide detector activation, no CO (746)	1	18:00	00:32:00.00
Carbon monoxide incident (424)	1	07:00	00:31:00.00
Carbon monoxide incident (424)	1	09:00	00:42:00.00
Carbon monoxide incident (424)	1	10:00	00:40:00.00
Carbon monoxide incident (424)	1	11:00	02:146:00.00
Carbon monoxide incident (424)	1	15:00	02:120:00.00
Carbon monoxide incident (424)	1	19:00	01:65:00.00
Central station, malicious false alarm (714)	1	07:00	00:16:00.00
Chemical hazard (no spill or leak) (421)	1	13:00	01:107:00.00
Combustible/flammable gas/liquid condition, other (410)	1	03:00	00:47:00.00
Combustible/flammable gas/liquid condition, other (410)	1	06:00	00:31:00.00
Cooking fire, confined to container (113)	1	05:00	00:56:00.00
Cooking fire, confined to container (113)	1	07:00	00:52:00.00
Cover assignment, standby, moveup (571)	11	00:00	08:480:00.00
Dispatched and cancelled en route (611)	1	03:00	00:16:00.00
Dispatched and cancelled en route (611)	1	05:00	00:19:00.00

Dispatched and cancelled en route (611)	1	06:00	00:06:00.00
Dispatched and cancelled en route (611)	1	06:00	00:09:00.00
Dispatched and cancelled en route (611)	1	06:00	00:18:00.00
Dispatched and cancelled en route (611)	1	07:00	00:07:00.00
Dispatched and cancelled en route (611)	1	07:00	00:11:00.00
Dispatched and cancelled en route (611)	1	09:00	00:28:00.00
Dispatched and cancelled en route (611)	1	09:00	00:29:00.00
Dispatched and cancelled en route (611)	1	13:00	00:22:00.00
Dumpster or other outside trash receptacle fire (154)	1	04:00	00:45:00.00
Dumpster or other outside trash receptacle fire (154)	1	05:00	00:34:00.00
Excessive heat, scorch burns with no ignition (251)	1	00:00	00:56:00.00
Extrication of victim(s) from vehicle (352)	1	03:00	00:36:00.00
Extrication of victim(s) from vehicle (352)	1	04:00	00:55:00.00
Extrication of victim(s) from vehicle (352)	1	08:00	00:53:00.00
Extrication of victim(s) from vehicle (352)	1	10:00	01:67:00.00
False alarm or false call, other (700)	1	07:00	00:37:00.00
Fire in mobile home used as fixed residence (121)	1	07:00	00:50:00.00
Fire, other (100)	1	05:00	00:25:00.00
Fires in structure other than in a building (112)	1	11:00	00:32:00.00
Fires in structure other than in a building (112)	1	13:00	00:34:00.00
Gas leak (natural gas or LPG) (412)	1	02:00	00:48:00.00
Gas leak (natural gas or LPG) (412)	1	04:00	00:39:00.00
Gas leak (natural gas or LPG) (412)	1	05:00	00:34:00.00
Gas leak (natural gas or LPG) (412)	1	05:00	00:35:00.00
Gas leak (natural gas or LPG) (412)	1	05:00	01:70:00.00
Gas leak (natural gas or LPG) (412)	1	06:00	00:49:00.00
Gas leak (natural gas or LPG) (412)	1	06:00	00:51:00.00
Gas leak (natural gas or LPG) (412)	1	07:00	00:42:00.00
Gas leak (natural gas or LPG) (412)	1	07:00	00:54:00.00
Gas leak (natural gas or LPG) (412)	1	07:00	05:330:00.00
Gas leak (natural gas or LPG) (412)	1	08:00	00:37:00.00
Gas leak (natural gas or LPG) (412)	1	09:00	00:39:00.00
Gas leak (natural gas or LPG) (412)	1	09:00	01:81:00.00

(412)			
Gas leak (natural gas or LPG)	1	11:00	00:46:00.00
(412)			
Gas leak (natural gas or LPG)	1	13:00	00:43:00.00
(412)			
Gas leak (natural gas or LPG)	1	16:00	01:77:00.00
(412)			
Gasoline or other flammable liquid spill (411)	1	06:00	00:48:00.00
Gasoline or other flammable liquid spill (411)	1	08:00	00:58:00.00
Good intent call, other (600)	1	02:00	00:45:00.00
Good intent call, other (600)	1	08:00	00:33:00.00
Hazardous condition, other (400)	1	06:00	00:41:00.00
HazMat release investigation w/no HazMat (671)	1	09:00	00:52:00.00
HazMat release investigation w/no HazMat (671)	1	10:00	00:20:00.00
Natural vegetation fire, other (140)	1	12:00	00:59:00.00
No incident found on arrival at dispatch address (622)	1	08:00	00:47:00.00
Oil or other combustible liquid spill (413)	1	07:00	01:60:00.00
Oil or other combustible liquid spill (413)	1	07:00	01:62:00.00
Oil or other combustible liquid spill (413)	1	10:00	00:33:00.00
Oil or other combustible liquid spill (413)	1	14:00	02:150:00.00
Outside rubbish, trash or waste fire (151)	1	08:00	00:50:00.00
Outside storage fire (161)	1	20:00	05:349:00.00
Overheated motor (442)	1	13:00	00:42:00.00
Passenger vehicle fire (131)	1	03:00	00:52:00.00
Passenger vehicle fire (131)	1	05:00	00:27:00.00
Passenger vehicle fire (131)	1	05:00	00:47:00.00
Passenger vehicle fire (131)	1	08:00	01:68:00.00
Passenger vehicle fire (131)	1	10:00	01:72:00.00
Police matter (552)	1	10:00	00:40:00.00
Power line down (444)	1	04:00	01:80:00.00
Power line down (444)	1	07:00	01:71:00.00
Public service (553)	1	05:00	02:145:00.00
Public service (553)	1	10:00	00:41:00.00
Removal of victim(s) from stalled elevator (353)	1	05:00	00:30:00.00
Removal of victim(s) from stalled elevator (353)	1	13:00	00:51:00.00
Smoke or odor removal (531)	1	05:00	00:37:00.00
Smoke or odor removal (531)	1	05:00	01:80:00.00
Smoke or odor removal (531)	1	06:00	00:48:00.00
Smoke or odor removal (531)	1	06:00	01:84:00.00
Smoke or odor removal (531)	1	07:00	00:30:00.00
Smoke or odor removal (531)	1	07:00	00:34:00.00
Smoke or odor removal (531)	1	07:00	01:87:00.00
Smoke or odor removal (531)	1	10:00	00:25:00.00
Smoke or odor removal (531)	1	10:00	00:37:00.00
Smoke or odor removal (531)	1	10:00	00:43:00.00
Smoke or odor removal (531)	1	12:00	00:26:00.00
Smoke scare, odor of smoke (651)	1	06:00	00:28:00.00

Sprinkler activation, no fire - unintentional (741)	1	03:00	00:22:00.00
Steam, other gas mistaken for smoke, other (650)	1	03:00	00:43:00.00
Vehicle accident, general cleanup (463)	1	04:00	01:106:00.00
Vehicle accident, general cleanup (463)	1	08:00	00:30:00.00
Vehicle accident, general cleanup (463)	1	10:00	01:64:00.00
Water or steam leak (522)	1	03:00	01:77:00.00

Total	202		
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City of Hill City			
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Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Building fire (111)	1	30:00	03:190:00.00
Grass fire (143)	1	10:00	03:210:00.00

Total	2		
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City of LaPrairie			
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Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Alarm system activation, no fire - unintentional (745)	1	00:00	01:70:00.00
Alarm system activation, no fire - unintentional (745)	1	05:00	00:49:00.00
Chimney or flue fire, confined to chimney or flue (114)	1	08:00	00:58:00.00
Fire in mobile home used as fixed residence (121)	1	07:00	01:72:00.00
Gas leak (natural gas or LPG) (412)	1	14:00	00:47:00.00
Unauthorized burning (561)	1	08:00	01:84:00.00

Total	6		
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City of Warba			
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Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Extrication of victim(s) from vehicle (352)	1	26:00	01:87:00.00

Total	1		
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Harris Township			
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Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Building fire (111)	1	07:00	02:125:00.00
Building fire (111)	1	14:00	01:87:00.00
Carbon monoxide detector activation, no CO (746)	1	15:00	00:55:00.00
Carbon monoxide detector activation, no CO (746)	1	16:00	00:51:00.00
Dispatched and cancelled en route (611)	2	03:00	00:03:00.00
Dispatched and cancelled en route (611)	1	06:00	00:19:00.00
Dispatched and cancelled en route (611)	1	09:00	00:19:00.00
Extrication of victim(s) from vehicle (352)	1	14:00	01:94:00.00
Extrication, rescue, other (350)	1	04:00	00:50:00.00
False alarm or false call, other (700)	1	20:00	01:70:00.00
Gas leak (natural gas or LPG) (412)	1	09:00	00:39:00.00
Gas leak (natural gas or LPG) (412)	1	13:00	00:38:00.00
Gas leak (natural gas or LPG) (412)	1	14:00	00:54:00.00

Grass fire (143)	1	10:00	02:122:00.00
Power line down (444)	1	16:00	01:113:00.00
Vehicle accident, general cleanup (463)	1	09:00	00:55:00.00

Total 17

Splithand Township

Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Chimney or flue fire, confined to chimney or flue (114)	1	22:00	02:129:00.00
Dispatched and cancelled en route (611)	1	12:00	00:23:00.00
Extrication of victim(s) from vehicle (352)	1	23:00	01:85:00.00

Total 3

Trout Lake Township

Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Gas leak (natural gas or LPG) (412)	1	11:00	01:71:00.00

Total 1

Unorganized Township 54-26

Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Building fire (111)	1	23:00	03:193:00.00
Carbon monoxide detector activation, no CO (746)	1	40:00	01:90:00.00
Dispatched and cancelled en route (611)	1	17:00	00:38:00.00
Overheated motor (442)	1	20:00	01:71:00.00
Smoke scare, odor of smoke (651)	1	19:00	00:55:00.00

Total 5

Unorganized Township 56-26

Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Camper or recreational vehicle (RV) fire (137)	1	10:00	01:81:00.00

Total 1

Unorganized Township 57-26

Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Vehicle accident, general cleanup (463)	1	20:00	01:85:00.00

Total 1

Wabana Township

Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Brush or brush-and-grass mixture fire (142)	1	13:00	00:47:00.00
No incident found on arrival at dispatch address (622)	1	19:00	01:64:00.00

Total 2

Unit Response Time Analysis
From 01/01/13 To 12/31/13
Report Printed On: 01/18/2014

GRAND RAPIDS FIRE DEPARTMENT		
Call Times	Number of Calls	Percentage
Under 5 Minutes	71	27.31%
6-10 Minutes	103	39.62%
Greater Than 10 Minutes	86	33.08%

Search Criteria

Dates From 01/01/2013 To 12/31/2013 (mm/dd/yyyy)
Service GRAND RAPIDS FIRE DEPARTMENT
Staff All
Apparatus All
Station All
Alarm Type All
Zone/District All

Average Turnout per Incident
 From 01/01/13 To 12/31/13
 Report Printed On: 01/18/2014

	Total Number of Incidents	Total Number of Responding Personnel	Average Turnout per Incident
GRAND RAPIDS FIRE DEPARTMENT	173	2991	17
Total	173	2991	17

Search Criteria

Dates From 01/01/2013 To 12/31/2013 (mm/dd/yyyy)
Service GRAND RAPIDS FIRE DEPARTMENT
Staff All
Apparatus All
Station All
Alarm Type Rescue - Station 1, Rescue - Station 2, Rescue - All, Fire - Station 1, Fire - Station 2, Fire - All Stations, Single Station, All Call Sign, Multiple Station, Rescue - Station 3
Zone/District All

Mutual Aid Given/Received (Summary) Report
GRAND RAPIDS FIRE DEPARTMENT
 From 01/01/13 To 12/31/13
 Report Printed On: 01/24/2014

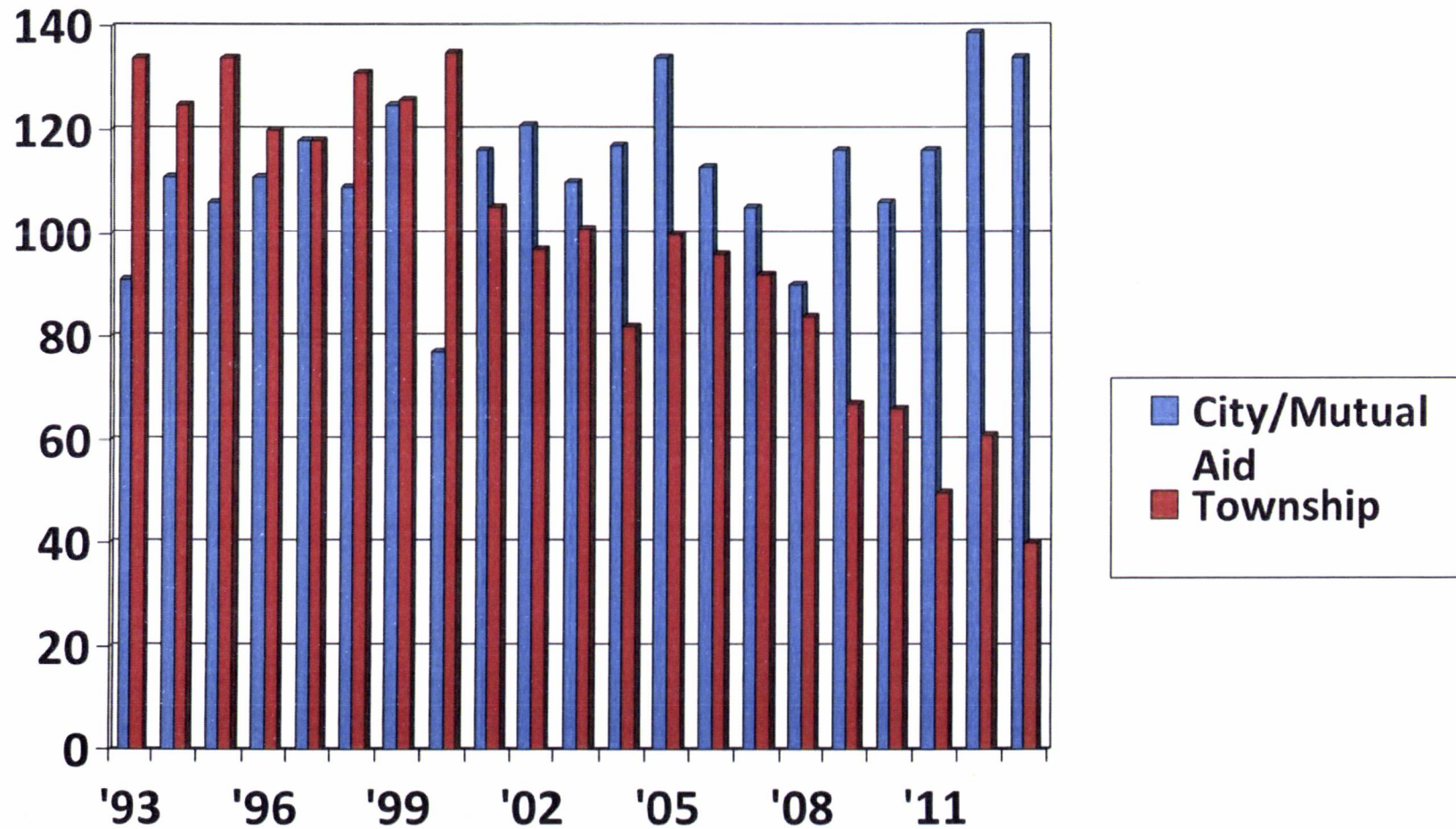
Given	Incidents	FT Paid Empl.	FT Unpaid Empl.	PT Paid and PT Unpaid Empl.	PT Paid Empl.	PT Unpaid Empl.	Career	Volunteer	Engines	Aerial	Other
*NA	9	0	0	0	78	0	78	0	15	0	63
BIGFORK VOL	1	0	0	0	22	0	22	0	0	0	22
BOVEY	1	0	0	0	22	0	22	0	0	0	22
COHASSET	2	0	0	0	41	1	41	1	0	0	42
COLERAINE	1	0	0	0	13	0	13	0	0	0	13
DEER RIVER	2	0	0	0	39	0	39	0	0	6	33
GOODLAND	1	0	0	0	20	0	20	0	0	0	20
HILL CITY	2	0	0	0	47	0	47	0	5	0	42
WARBA-FEELEY-SAGO	1	0	0	0	22	0	22	0	0	0	22
Total	20	0	0	0	304	1	304	1	20	6	279

Received	Incidents	FT Paid Empl.	FT Unpaid Empl.	PT Paid and PT Unpaid Empl.	PT Paid Empl.	PT Unpaid Empl.	Career	Volunteer	Engines	Aerial	Other
BOVEY	1	0	0	0	14	1	14	1	5	4	6
COHASSET	6	0	0	0	118	4	118	4	29	9	84
COLERAINE	2	0	0	0	40	2	40	2	10	6	26
Total	9	0	0	0	172	7	172	5	44	19	116

Search Criteria

Dates: From 01/01/2013 To 12/31/2013 (mm/dd/yyyy)
 Service: GRAND RAPIDS FIRE DEPARTMENT

20-Year Comparison of City to Township Fire Calls



2013 Grand Rapids Fire Department

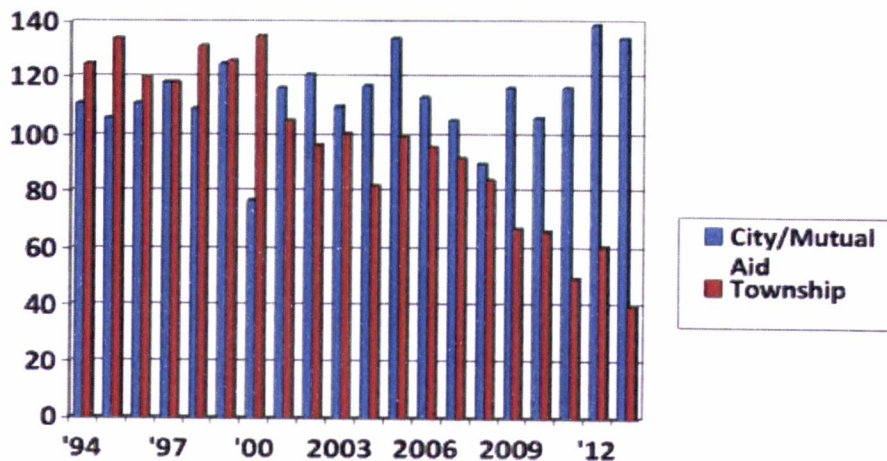
Personnel and Occupations

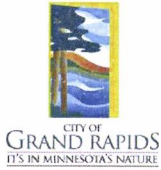
Adler, Josh	Firefighter	UPM Blandin Paper Co.
Baird, Bruce	Firefighter	Hawkinson Redi-Mix
Calliguri, Dave	Firefighter	I.S.D 318
Clifton, Anthony	Firefighter	City of Grand Rapids
Cole, Travis	Firefighter	City of Grand Rapids
Flaherty, Steve	Chief	Advanced Minnesota
Foss, Thomas	Firefighter	UPM Blandin Paper Co.
Gaalaas, Karl	Firefighter	Meds-1
Gibeau, Dave	Safety	UPM Blandin Paper Co.
Gibeau, Jim	Firefighter	Minnesota Power
Graeber, Shawn	Hazmat	Ferrellgas
Greiner, Mark	Firefighter	Itasca County Sheriff
Hoerler, Jason	Firefighter	Lake Country Power
Ingle, Jeff	Firefighter	UPM Blandin Paper Co.
Horton, Andy	Firefighter	UPM Blandin Paper Co.
Keech, Chad	Firefighter	Northern MN Utilities
Kortekaas, Adam	Prevention/Ed	Meds-1
Kuschel, Bob	Firefighter	United Parcel Service
Lane, Dustin	Firefighter	Hibbing Taconite Co.
Liebel, Mike	2 nd Asst Chief	Itasca County Sheriff
Linder, John	Captain	Itasca County Sheriff
Longoria, Lee	Firefighter	Northern MN Utilities
Luoma, Rick	Firefighter	UPM Blandin Paper Co.
MacDonell, Amanda	Firefighter	Itasca County
Mingo, Don	Chaplain	Grace Bible Chapel
Morlan, Nathan	Firefighter/Inspector	City of Grand Rapids
Morse, A.J.	Firefighter	Itasca County Sheriff
Protelsch, David	Firefighter	Midwest Safety, Inc. LLC
Puelston, Jeremiah	Firefighter	Five Star Pest Control
Rima, Rob	Maintenance	Self Employed
Troumbly, Chad	Firefighter	UPM Blandin Paper, Co
Zuehlke, Bryan	1 st Asst Chief	Minnesota Power

Grand Rapids Fire Department 20 Year Comparison of City to Township Calls

<u>Year</u>	<u>City/Mutual Aid</u>	<u>Townships</u>	<u>Total</u>
1994	111	125	236
1995	106	134	240
1996	111	120	231
1997	118	118	236
1998	109	131	240
1999	125	126	251
2000	77	135	212
2001	116	105	221
2002	121	97	218
2003	110	101	211
2004	117	82	199
2005	134	100	234
2006	113	96	209
2007	105	92	197
2008	90	84	174
2009	116	67	183
2010	106	66	172
2011	116	50	166
2012	139	61	200
2013	140	34	174

20-Year Comparison of City to Township Fire Calls





CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0191 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Fire
File created: 2/5/2014 **In control:** City Council
On agenda: 2/10/2014 **Final action:**
Title: Allow the Fire Department to purchase an SCBA unit.

Sponsors:

Indexes:

Code sections:

Attachments: [Emergency Response Solution Quote](#)
[Grand Forks Fire Equipment Quote](#)

Date	Ver.	Action By	Action	Result
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Allow the Fire Department to purchase an SCBA unit.

Background Information:

The fire department has budgeted for the maintaining and the replacement of certain personal protective equipment, specifically self-contained breathing apparatus, which many of the components has a shelf life.

Two quotes were received for an MSA Firehawk SCBA that is compatible with our current equipment: One from Emergency Response Solutions for \$4,034.96; the other from Grand Forks Fire Equipment in the amount of \$4,070.00. The Fire Department is requesting that we award the purchase of one MSA Firehawk SCBA unit to the low quote from Emergency Response Solutions.

Staff Recommendation:

Allow the Fire Department to purchase an SCBA unit from Emergency Response Solutions with funds coming out of the Fire Department Operating budget.

Requested City Council Action

Consider allowing the Grand Rapids Fire Department to purchase one MSA Firehawk self-contained breathing apparatus unit from Emergency Response Solutions in the amount of \$4,034.96 plus any applicable tax and shipping.

EMERGENCY RESPONSE SOLUTIONS

"Response is our Middle Name"

PREPARED FOR: GRAND RAPIDS FIRE DEPARTMENT

QUANTITY:	DESCRIPTION:	UNIT PRICE:	TOTAL:
1	MSA FIREHAWK M7 AIR MASK, 2216, CONFIGURED CARRIER D DOUBLE PULL W/CHEST STRAP LUMBAR PAD RESCUE BELT ASSY. 1 SWIVELING CYLINDER 3 CARBON (2216 PSIG) REGULATOR TYPE B CBRN, SOLID. COV. Q.C. SLIDE EMERGENCY BREATHING SUPPORT 2 EXTENDAIRE W/DUAL QUICK CO FACEPIECE TYPE C UE HYCAR MEDIUM NOSECUP 1 U. E. MEDIUM HEAD HARNESS 4 SPEED ON W/NECKSTRAP COMMUNICATIONS A NONE GAUGE/INTEGRATED PASS OPTION B CONTROL MD. W/O THERMISTOR HEADS_UP_DISPLAY OPTION A M7 HUD CASE 0 NONE	\$4,034.96	\$4,034.96
		TOTAL:	\$ 4,034.96
	ALL RETURNS ARE SUBJECT TO EMERGENCY RESPONSE SOLUTIONS RETURN POLICY - SPECIAL ORDER ITEMS CAN NOT BE CANCELLED OR RETURNED		

Quote Expires: 2-7-2013

Date of Quotation: 1-30-2013

*Taxes, if Applicable, and Shipping Charges are Not Included Unless Otherwise Noted *

We appreciate the opportunity to earn your Business!

Emergency Response Solutions, LLC
21371 Heidelberg ST NE, Linwood, MN 55092
Phone 612-840-4010



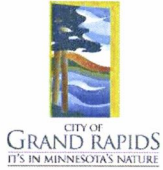
Quotation

TO Rob Rima
 Grand Rapids Fire Department
 420 N Pokegama Ave
 Grand Rapids MN 55744

Salesperson	Job	Date	Quote
Dennis	MSA M7 Airpack	1/31/14	

Qty	Description	Unit Price	Line Total
1	MSA Firehawk M7 SCBA NFPA 2007 Specs *Swiveling Lumbar Pad, Double Pull Harness with Chest Strap *Speed On Head Harness with Neck Strap *Integrated PASS with Thermal Alarm *External HUD Heads Up Display *Ultra Elite Face Piece *Voice Amp *Push to Connect or Slide to Connect Option *2216 PSI, 30 Minute Carbon Cylinder *Meets 2007 NFPA performance standards	\$4,070.00	\$4,070.00
1	As Above Less Air Cylinder	\$3,465.00	\$3,465.00
*****	Includes a free face piece lens upgrade to 2013 specs when the lens becomes available from MSA.		
		Subtotal	
		Sales Tax	N/A
		Total	

Thank you for your business!



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0186 **Version:** 1 **Name:** Mutual Aid Agreement-Cemetery Sexton
Type: Agenda Item **Status:** Public Works
File created: 2/4/2014 **In control:** City Council
On agenda: 2/10/2014 **Final action:**
Title: Consider approving Amendment Number One to the Mutual Aid Agreement for the City of Grand Rapids Public Works Department and the City of Cohasset Public Works Department.
Sponsors:
Indexes:
Code sections:
Attachments: [2014 2-10 Amendment Number One](#)

Date	Ver.	Action By	Action	Result
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Consider approving Amendment Number One to the Mutual Aid Agreement for the City of Grand Rapids Public Works Department and the City of Cohasset Public Works Department.

Background Information:

On November 10th, 2011, the City of Grand Rapids and the City of Cohasset entered into a Mutual Aid Agreement between their Public Works Departments. This proposed amendment, Amendment Number One, will spell out the duties of the Cemetery Sexton, whereas the City of Grand Rapids will provide Cemetery Sexton Services for the City of Cohasset at the Wildwood Cemetery. Area cities and townships have been meeting to discuss common issues as well as potential opportunities for sharing and collaboration. The issue of cemetery services came up and the City of Grand Rapids and the City of Cohasset discussed the possibility of sharing services and if it could work for both entities. Amendment Number One to the Mutual Aid Agreement was written with input from both city's staff and their respective City Attorneys approved the language.

Staff Recommendation:

The City of Grand Rapids Public Works Department Director recommends the approval of the Amendment to the Mutual Aid Agreement.

Requested City Council Action:

Approve Amendment Number One to the Mutual Aid Agreement for the City of Grand Rapids Public Works Department and the City of Cohasset Public Works Department and authorize the Mayor and City Clerks signatures.

**AMENDMENT NUMBER 1
TO
MUTUAL AID AGREEMENT FOR THE CITY OF GRAND RAPIDS PUBLIC WORKS
DEPARTMENT AND THE CITY OF COHASSET PUBLIC WORKS DEPARTMENT**

THIS AMENDMENT is entered into this ____ day of _____, 2014, by the City of Grand Rapids (“Grand Rapids”) and City of Cohasset (“Cohasset”), neighboring municipal corporations organized and existing under the laws of the State of Minnesota.

PURPOSE

The City of Cohasset has a need for part-time cemetery sexton services and the City of Grand Rapids has the ability to provide cemetery sexton services. Whereas both parties have previously executed a mutual aid agreement, dated, November 10, 2011.

SERVICES

The services shall include but not be limited to the following:

1. Sexton shall be available to the public to identify available cemetery plots for sale.
2. Coordinate disinterments, interments, and re-interments.
3. Be responsible for paperwork communications with funeral homes or families concerned.
4. Process necessary paper work to transfer titles on plots.
5. Communicate with Cohasset Public Works to schedule burials.
6. Be assessable for day to day cemetery management tasks.

Services not provided:

1. Grand Rapids shall not be responsible for digging of graves, mowing, trimming and other grounds maintenance.

FEES

Fees for cemetery sexton services shall be \$37.93/hours through December 31, 2014. Fees for services shall be invoiced to the Cohasset on a monthly basis. Any unpaid invoice over 30 days of receipt shall earn interest at a rate of 1.5% per month.

DURATION

This amendment shall be in effective from date of execution by both parties through December 31, 2014. Any party may withdraw from this amendment upon thirty (30) days written notice to the other party or parties to the agreement.

EXECUTION

Each party hereto has read, agreed to and executed this Amendment Number 1 on the date indicated.

CITY OF GRAND RAPIDS

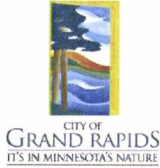
CITY OF COHASSET

By: _____
Its: Mayor

By: _____
Its: Mayor

By: _____
Its: City Clerk

By: _____
Its: _____



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0187 **Version:** 1 **Name:** Retirement of Fire Chief Steve Flaherty from the Grand Rapids Fire Department.
Type: Agenda Item **Status:** Administration Department
File created: 2/4/2014 **In control:** City Council
On agenda: 2/10/2014 **Final action:**
Title: Retirement of Fire Chief Steve Flaherty from the Grand Rapids Fire Department.
Sponsors:
Indexes:
Code sections:
Attachments: [Flaherty Retirement Letter](#)

Date	Ver.	Action By	Action	Result
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Retirement of Fire Chief Steve Flaherty from the Grand Rapids Fire Department.

Background Information:

Steve Flaherty has submitted his official notice of retirement from the Grand Rapids Fire Department effective March 31, 2014. Since becoming a Firefighter 21 years ago on February 18, 1993, Steve has served in the capacity of Firefighter, Haz-Mat Officer, Fire Captain, 1st Assistant Fire Chief, and as of January 1, 2008 has served as Fire Chief.

In his retirement letter, Steve stated that he would like to express his sincere appreciation to the citizens of Grand Rapids, our City's administration, Council, and the many City employees he's worked with for allowing him the humble opportunity to serve you as a member of the Grand Rapids Fire Department for more than 21 years. He goes on to say *"It has been an honor and a tremendous privilege to belong to such a fine organization, one that continues to offer me countless opportunities that I would never have encountered had I not joined back on February 18, 1993. I will fondly reflect on the many experience I've had and I will cherish the relationships that I've made throughout my career."*

Staff Recommendation:

City Administrator Tom Pagel and Human Resources Director Lynn DeGrio are recommending accepting Steve's notice of retirement effective March 31, 2014 and wish him well as he begins his new position with the State of Minnesota as the Executive Director for the MN Board of Fire Training and Education.

Requested City Council Action

Consider accepting the retirement of Steve Flaherty from the Grand Rapids Fire Department effective March 31, 2014 and authorize staff to begin the process of filling the vacancy.



FIRE DEPARTMENT

Phone: 218.326.7639 .

FAX: 218.326.7655

E-mail: grfire@grandrapidsmn.org

Address: 420 North Pokegama Avenue
Grand Rapids, Minnesota 55744



February 4, 2014

To: Tom Pagel, City Administrator

Cc: Lynn DeGrio, Human Resources Director

Cc: Mark Greiner, GRFD Relief Association President

Dear Tom,

Please accept this letter of my intent to retire from the Grand Rapids Fire Department, effective March 31, 2014. Although this retirement date is a bit sooner than what I had anticipated, the fact that I have recently accepted a full-time position with the State of Minnesota as the Executive Director for the MN Board of Fire Training and Education will change a lot of things for me and my family. This new job opportunity is based in St. Paul and will ultimately require a permanent move to the metro area; therefore, my ability to maintain eligibility status on the fire department will no longer be possible.

I would like to express my sincere appreciation to the citizens of the Grand Rapids, our city's administration, council, and the many city employees I've worked with for allowing me the humble opportunity to serve you as a member of the Grand Rapids Fire Department for more than 21 years. It has been an honor and a tremendous privilege to belong to such a fine organization, one that continues to offer me countless opportunities that I would have never encountered had I not joined back on February 18, 1993. I will fondly reflect on the many experiences I've had, and I will cherish the relationships that I've made throughout my career.

Respectfully,

Steve Flaherty



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0207 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Verified Claims
File created: 2/6/2014 **In control:** City Council
On agenda: 2/10/2014 **Final action:**
Title: Consider approving the verified claims for the period January 21, 2014 to February 3, 2014 in the total amount of \$430,879.97.
Sponsors:
Indexes:
Code sections:
Attachments: [02/10/2014 Bill List.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the verified claims for the period January 21, 2014 to February 3, 2014 in the total amount of \$430,879.97.

Requested City Council Action

Consider approving the verified claims for the period January 21, 2014 to February 3, 2014 in the total amount of \$430,879.97.

CITY OF GRAND RAPIDS COUNCIL BILL LIST - FEBRUARY 10, 2014

DATE: 02/06/2014
 TIME: 10:38:43
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 02/10/2014

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
CITY WIDE		
0312109	CLAFTON SALES - CLAFTON SKATE	497.22
1415377	NORTHERN BUSINESS PRODUCTS INC	658.00
1920240	CHAD B STERLE	9,200.00
TOTAL CITY WIDE		10,355.22
SPECIAL PROJECTS-BUDGETED		
0920050	ITASCA COUNTY HISTORICAL	10,869.00
TOTAL SPECIAL PROJECTS-BUDGETED		10,869.00
ADMINISTRATION		
0300200	CDW GOVERNMENT INC	115.78
1301168	MARKETPLACE FOODS	15.96
1309146	MACROSTIE ART CENTER	150.00
1415377	NORTHERN BUSINESS PRODUCTS INC	37.99
1506265	NORTHERN OFFICE OUTFITTER INC	394.20
1618585	PROTECTIVE SERVICES, INC	1,539.06
1920240	CHAD B STERLE	1,470.00
TOTAL ADMINISTRATION		3,722.99
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE LINEN & APPAREL	25.56
0315455	COLE HARDWARE INC	7.98
0920060	ITASCA COUNTY TREASURER	1,435.94
1415479	NORTHERN DRUG SCREENING INC	18.00
1909450	SILVERTIP GRAPHICS SIGNS	95.50
1909510	SIM SUPPLY INC	73.19
2018680	TRU NORTH ELECTRIC LLC	321.05
TOTAL BUILDING MAINTENANCE-CITY HALL		1,977.22
COMMUNITY DEVELOPMENT		
0301685	CARQUEST AUTO PARTS	4.64
0718060	GRAND RAPIDS NEWSPAPERS INC	34.50
0920060	ITASCA COUNTY TREASURER	3.08
TOTAL COMMUNITY DEVELOPMENT		42.22
ENGINEERING		

CITY OF GRAND RAPIDS COUNCIL BILL LIST - FEBRUARY 10, 2014

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CITY OF GRAND RAPIDS
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INVOICES DUE ON/BEFORE 02/10/2014

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
ENGINEERING		
0519650	ESRI INC	25,500.00
1415377	NORTHERN BUSINESS PRODUCTS INC	87.30
1920240	CHAD B STERLE	1,080.00
	TOTAL ENGINEERING	26,667.30
FINANCE		
0300200	CDW GOVERNMENT INC	248.61
0315455	COLE HARDWARE INC	109.99
0718060	GRAND RAPIDS NEWSPAPERS INC	302.90
1415377	NORTHERN BUSINESS PRODUCTS INC	249.00
	TOTAL FINANCE	910.50
FIRE		
0121721	AUTO VALUE - GRAND RAPIDS	56.17
0221650	BURGGRAF'S ACE HARDWARE INC	316.30
0401804	DAVIS OIL	156.71
0513235	EMERGENCY RESPONSE SOLUTIONS	155.18
0920060	ITASCA COUNTY TREASURER	3.08
1200500	L&M SUPPLY	-111.17
1309118	MINNESOTA CHAPTER I.A.A.I.	25.00
1401650	NARDINI FIRE EQUIPMENT CO. INC	38.61
1920555	STOKES PRINTING COMPANY	63.27
2300600	W.P. & R.S. MARS COMPANY	112.67
	TOTAL FIRE	815.82
PUBLIC WORKS		
0100046	ASV, INC.	196.94
0121721	AUTO VALUE - GRAND RAPIDS	126.77
0205535	BENTZ OIL COMPANY INC	243.34
0221525	BUNES SEPTIC SERVICE INC	337.50
0301685	CARQUEST AUTO PARTS	324.73
0305520	CENTRAL PARTS WAREHOUSE	461.15
0315455	COLE HARDWARE INC	15.99
0501650	EARL F ANDERSEN	394.66
0514802	ENVIROTECH SERVICES INC	10,550.54
0601690	FASTENAL COMPANY	14.89
0801836	HAWKINSON SAND & GRAVEL	698.40
0920060	ITASCA COUNTY TREASURER	41.49
1301015	MACQUEEN EQUIPMENT INC	185.14
1301213	DAN MARTIN	470.87

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/10/2014

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
PUBLIC WORKS		
1415005	NORTH AMERICAN SALT COMPANY	7,710.11
1415030	NAPA SUPPLY OF GRAND RAPIDS	36.95
1415479	NORTHERN DRUG SCREENING INC	54.00
1415640	NORTRAX EQUIPMENT COMPANY	949.36
1421155	NUCH'S IN THE CORNER	361.57
1615650	PORTABLE JOHN	304.00
1621125	PUBLIC UTILITIES COMMISSION	1,578.92
2015600	TOPIARY ART WORK	916.70
2300765	W.W. WALLWORK INC	1,005.66
	TOTAL PUBLIC WORKS	26,979.68
FLEET MAINTENANCE		
0121721	AUTO VALUE - GRAND RAPIDS	89.99
0301685	CARQUEST AUTO PARTS	202.09
0315455	COLE HARDWARE INC	80.95
0920060	ITASCA COUNTY TREASURER	3.08
1415030	NAPA SUPPLY OF GRAND RAPIDS	142.80
1415484	NORTHERN LIGHTS TRUCK	103.52
1605740	PETROCHOICE-ANDERSON LUBRICANT	556.90
1801615	RAPIDS WELDING SUPPLY INC	66.80
1909450	SILVERTIP GRAPHICS SIGNS	95.50
	TOTAL FLEET MAINTENANCE	1,341.63
POLICE		
0103325	ACHESON TIRE COMPANY INC	507.08
0301685	CARQUEST AUTO PARTS	478.26
0312750	CLUSIAU SALES	157.05
0409501	DIMICH LAW OFFICE	5,250.00
0809115	HIBBING COMMUNITY COLLEGE A	4,000.00
0920060	ITASCA COUNTY TREASURER	60.35
1200500	L&M SUPPLY	128.97
1205810	LEXIPOL LLC	2,800.00
1801570	RAPIDS AUTO WASH	49.50
2000400	T J TOWING	464.50
	TOTAL POLICE	13,895.71
RECREATION		
1309315	MINNESOTA REC & PARK ASSOC	264.00
	TOTAL RECREATION	264.00

CITY OF GRAND RAPIDS COUNCIL BILL LIST - FEBRUARY 10, 2014

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/10/2014

VENDOR #	NAME	AMOUNT DUE
CENTRAL SCHOOL		
0315455	COLE HARDWARE INC	8.98
0609457	FILTHY CLEAN INC	1,300.00
1401650	NARDINI FIRE EQUIPMENT CO. INC	381.19
1801555	RAPID PEST CONTROL INC	57.50
1801614	RAPID SUPPLY INC	114.31
	TOTAL	1,861.98
AIRPORT		
0701650	GARTNER REFRIGERATION CO	-0.01
0920060	ITASCA COUNTY TREASURER	3.08
1920240	CHAD B STERLE	1,330.00
	TOTAL	1,333.07
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	12.92
0114200	ANDERSON GLASS	906.20
0114300	ANGEL OF HOPE	206.63
0205153	BECKER ARENA PRODUCTS INC	485.49
0221650	BURGGRAF'S ACE HARDWARE INC	21.95
0312109	CLAFTON SALES - CLAFTON SKATE	270.00
0315455	COLE HARDWARE INC	90.13
0501656	THE EARTHGRAINS COMPANY INC	169.70
0605670	FERRELLGAS	646.47
0701650	GARTNER REFRIGERATION CO	223.65
0718035	GRAND RAPIDS GIRLS FASTPITCH	250.13
0718060	GRAND RAPIDS NEWSPAPERS INC	350.00
0920060	ITASCA COUNTY TREASURER	5.40
1103125	KC BEVCO LLC	402.50
1105640	KERNEL CONCESSION SUPPLY	555.20
1200500	L&M SUPPLY	104.49
1301168	MARKETPLACE FOODS	15.72
1309332	MN STATE RETIREMENT SYSTEM	1,119.38
1415479	NORTHERN DRUG SCREENING INC	36.00
1415655	NORVEND INC	160.00
1421155	NUCH'S IN THE CORNER	8.00
1605611	PEPSI-COLA	3,072.11
1801610	RAPIDS PLUMBING & HEATING INC	222.00
1901500	SAMMY'S PIZZA	490.75
1901535	SANDSTROM COMPANY INC	4,961.97
1905150	SECURITY ACCESS CONTROL	295.00

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/10/2014

VENDOR #	NAME	AMOUNT DUE
CIVIC CENTER		
GENERAL ADMINISTRATION		
1909510	SIM SUPPLY INC	391.19
1920555	STOKES PRINTING COMPANY	39.99
2000150	T/C LIGHTING SUPPLIES &	215.54
2116600	UPPER LAKE FOODS INC	768.75
2209421	VIKING ELECTRIC SUPPLY INC	159.40
TOTAL GENERAL ADMINISTRATION		16,656.66
STATE HAZ-MAT RESPONSE TEAM		
0121721	AUTO VALUE - GRAND RAPIDS	219.25
0513235	EMERGENCY RESPONSE SOLUTIONS	560.93
TOTAL		780.18
CEMETERY		
0103325	ACHESON TIRE COMPANY INC	155.00
0221650	BURGGRAF'S ACE HARDWARE INC	120.26
0920060	ITASCA COUNTY TREASURER	3.08
1415590	NORTHWEST GAS	2,495.24
1618564	PRO-BUILD NORTH LLC	131.38
TOTAL		2,904.96
DOMESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE LINEN & APPAREL	12.67
0120100	AT REST PET CREMATION INC	1,400.00
TOTAL		1,412.67
GENERAL CAPITAL IMPRV PROJECTS		
2014 BLDG IMPROVEMENTS		
0401500	DAMBERG.SCOTT.GERZINA.WAGNER	753.80
TOTAL 2014 BLDG IMPROVEMENTS		753.80
PIR-PERMANENT IMPRV REVOLV FND		
2012-12 MIDDLE-MURPHY ROUTES		
0718060	GRAND RAPIDS NEWSPAPERS INC	109.00

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CITY OF GRAND RAPIDS
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INVOICES DUE ON/BEFORE 02/10/2014

VENDOR #	NAME	AMOUNT DUE

PIR-PERMANENT IMPRV	REVOLV FND	
	2012-12 MIDDLE-MURPHY ROUTES	
	TOTAL 2012-12 MIDDLE-MURPHY ROUTES	109.00
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$ 123,653.61
CHECKS ISSUED-PRIOR	APPROVAL	
	PRIOR APPROVAL	
0114210	D. ANDERSON - CHANGE FUND	6,000.00
0114213	STEVE ANDERSON	90.00
0201354	B. BAIRD-PETTY CASH FUND	13.82
0201750	EVERETT BAUMGARNER	50.00
0205225	ANTHONY BEER	50.00
0218359	MARTY BRINK	50.00
0218755	CHARLES BRUEMMER	50.00
0300048	CN CONSTRUCTION INC	1,000.00
0301650	JEFF CARLSON	120.00
0305506	CENTRAL BUILDERS	1,000.00
0305530	CENTURYLINK INC	253.18
0312104	TONY CLAFTON	207.20
0315454	TRAVIS COLE	100.88
0315470	JAMES COLUMBUS	50.00
0405305	LYNN DEGRIO	40.00
0405447	DELTA DENTAL OF MINNESOTA	2,313.15
0405506	JAMES DENNY/PETTY CASH	1,000.00
0409655	TIMOTHY DIRKES	40.00
0504610	RON EDMINSTER	88.48
0615845	RAY FOX	50.00
0717996	GRAND ITASCA CLINIC	137.02
0718015	GRAND RAPIDS CITY PAYROLL	202,292.84
0718070	GRAND RAPIDS STATE BANK	198.89
0718550	AURIMY GROOM	245.60
0815545	LARRY HOOPMAN	50.00
0900060	ICTV	37,573.10
0920055	ITASCA COUNTY RECORDER	46.00
1115230	KEVIN KOETZ	50.00
1201402	LAKE COUNTRY POWER	53.16
1205090	LEAGUE OF MINNESOTA CITIES	40.00
1209516	LINCOLN NATIONAL LIFE	868.83
1221520	SHERRIE LUNDQUIST	50.00
1301250	ROBERT MATTEI	32.77
1301262	BRIAN MATTSON	16.00
1303028	MARK MCDONOUGH	16,500.00
1303352	MICHAEL J. MCINERNEY	50.00
1309113	MINNESOTA DEPT OF AGRICULTURE	15.00
1309199	MINNESOTA ENERGY RESOURCES	14,462.66
1309304	MN DEPT OF PUBLIC SAFETY	100.00
1309332	MN STATE RETIREMENT SYSTEM	2,444.00

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/10/2014

VENDOR #	NAME	AMOUNT DUE

CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
1309335	MINNESOTA REVENUE	3,381.83
1309338	MN STATE TREAS/BLDG INSPECTOR	3,002.62
1315295	CHAD MOEN	90.00
1315630	ASHLEY MORAN	80.00
1315650	ANDY MORGAN	16.00
1315654	NATHAN MORLAN	56.00
1315665	KELLY MORRIS	50.00
1325445	RANDY MYHRER	50.00
1405435	JEREMY NELSON	40.00
1502645	GARY O'BRIEN	40.00
1503151	OCCUPATION DEVELOPMENT CENTER	11.00
1516220	OPERATING ENGINEERS LOCAL #49	3,196.00
1518550	MATTHEW O'ROURKE	40.00
1520720	KEVIN OTT	40.00
1621130	P.U.C.	7,525.89
1815540	CORY RONDEAU	40.00
1901820	WILLIAM SAW	40.00
1909500	TONY SIMONSON	50.00
1913344	HEATH SMITH	16.00
2000100	TASC	30.60
2114360	UNITED PARCEL SERVICE	153.09
2301700	WASTE MANAGEMENT	1,384.75
2309452	JEFF ERIK WILSON	50.00
2309538	ALLEN WINDT	50.00

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF \$ 307,226.36

TOTAL ALL DEPARTMENTS 430,879.97



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0202 **Version:** 1 **Name:** nduct a public hearing to inform residents and receive comment on the City of Grand Rapids' submission of a full application to the Department of Employment and Economic Development for Small Cities Development Program (SCDP) funds for 6 commercial and 16

Type: Public Hearing **Status:** Public Hearing

File created: 2/6/2014 **In control:** City Council

On agenda: 2/10/2014 **Final action:**

Title: Conduct a public hearing to inform residents and receive comment on the City of Grand Rapids' submission of a full application to the Department of Employment and Economic Development for Small Cities Development Program (SCDP) funds for 6 commercial and 16-27 residential unit (both rental and owner occupied) rehabilitation projects in Grand Rapids.

Sponsors:

Indexes:

Code sections:

Attachments: [2014 SCDP Grant App Public Hearing](#)

Date	Ver.	Action By	Action	Result
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Conduct a public hearing to inform residents and receive comment on the City of Grand Rapids' submission of a full application to the Department of Employment and Economic Development for Small Cities Development Program (SCDP) funds for 6 commercial and 16-27 residential unit (both rental and owner occupied) rehabilitation projects in Grand Rapids.

Background Information:

On November 12th of last year the City Council authorized the submission of a pre-application to the Department of Employment and Economic Development (DEED) for a grant under the Small Cities Development Program (SCDP) for commercial and residential rehabilitation projects.

The proposed 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.

Based upon their initial review of pre-applications, the City received a notice from DEED on December 19, 2013 informing the City that we've been invited to submit a full application.

The Grand Rapids Economic Development Authority (GREDA) supports the City's application for these funds. If received, these funds, in combination with the enhanced GREDA Commercial Building Improvement Loan Program, can provide a very attractive funding package that the GREDA believes will assist greatly in the revitalization of the City's business districts.

The full application is due to be submitted by February 27, 2014. Prior to submission of the full application, the City is required to conduct a public hearing to present information about the program activities that would be funded by the SCDP funds, and to hear any public comment on this subject.

Staff will present a brief PowerPoint presentation outlining the full application and the budget.

Requested City Council Action

Conduct a public hearing to inform residents and receive comment on the City of Grand Rapids' submission of a full application to the Department of Employment and Economic Development for Small Cities Development Program (SCDP) funds for 6 commercial and 16-27 residential unit (both rental and owner occupied) rehabilitation projects in Grand Rapids.



**Small Cities Development Program (SCDP)
Comprehensive Grant Application**

Public Hearing

February 10, 2014

GRAND RAPIDS
MINNESOTA

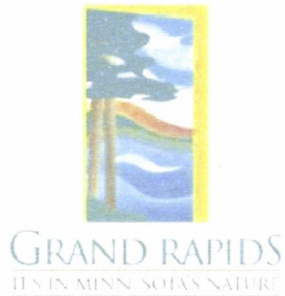


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Background Information



- Small Cities Development Program (SCDP) – is a State administered program which uses allocated HUD Community Development Block Grant funds to help cities and counties with funding for housing, public infrastructure and commercial rehabilitation projects.
 - Projects must meet one of three federal objectives:
 - Benefit people of low and moderate incomes
 - Eliminate slum and blight conditions
 - Eliminate an urgent threat to public health or safety
 - In addition, need, impact and cost effectiveness must be documented and the general public must be involved in the application process.
- The City of Grand Rapids partnered with the Itasca County Housing and Redevelopment Authority (ICHRA) in the November 2013 preparation & submission of a SCDP Comprehensive Grant Application to the Minnesota Department of Employment and Economic Development (DEED)
- In late December, the City was notified that our proposal was one of 36, out of 78 total applications, that was invited to submit a full application seeking funding.



Comprehensive Grant Request Budget/Components



Activity	# of Units	SCDP Cost/Unit	Total SCDP	Total Leveraged Sources	Source of Leveraged Funds	Total Costs
Comm. Rehab.	6	\$32,000	\$192,000	\$210,000	GREDA/ Owner	\$402,000
Admin. @ 12% Commercial Rehab			\$23,040	\$10,000	ICHRA	\$33,040
Residential Owner Occupied Rehab.	12	\$22,400	\$268,800	\$115,200	Owner	\$384,000
Admin. @ 14% Resid. Owner Occup.			\$37,632	\$12,000	ICHRA	\$49,632
Residential Rental Rehab	4 - 15	\$5,400 to \$21,000	\$84,000	\$36,000	Owner	\$120,000
Admin. @ 14% Resid. Rental Rehab.			\$10,080	8,000	ICHRA	\$18,080
Totals:			\$615,552	\$391,200		\$1,006,752



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SCDP Residential Rehab Target Area - 2014

(Owner Occupied and Rental Units)

• Owner Occupied

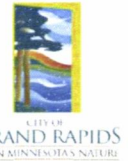
- Avg. Age of Homes - 72 years
- Median Calculated Household Income - \$32,536
- Estimated # of Substandard Homes in Target Area - 68

• Rental

- Avg. Age of Rental Homes in Community - 70 years
- 22% of Homes in Target Area are Rental
- 40% of Rental Units in the Community are Substandard.



530 265 0 530 Feet

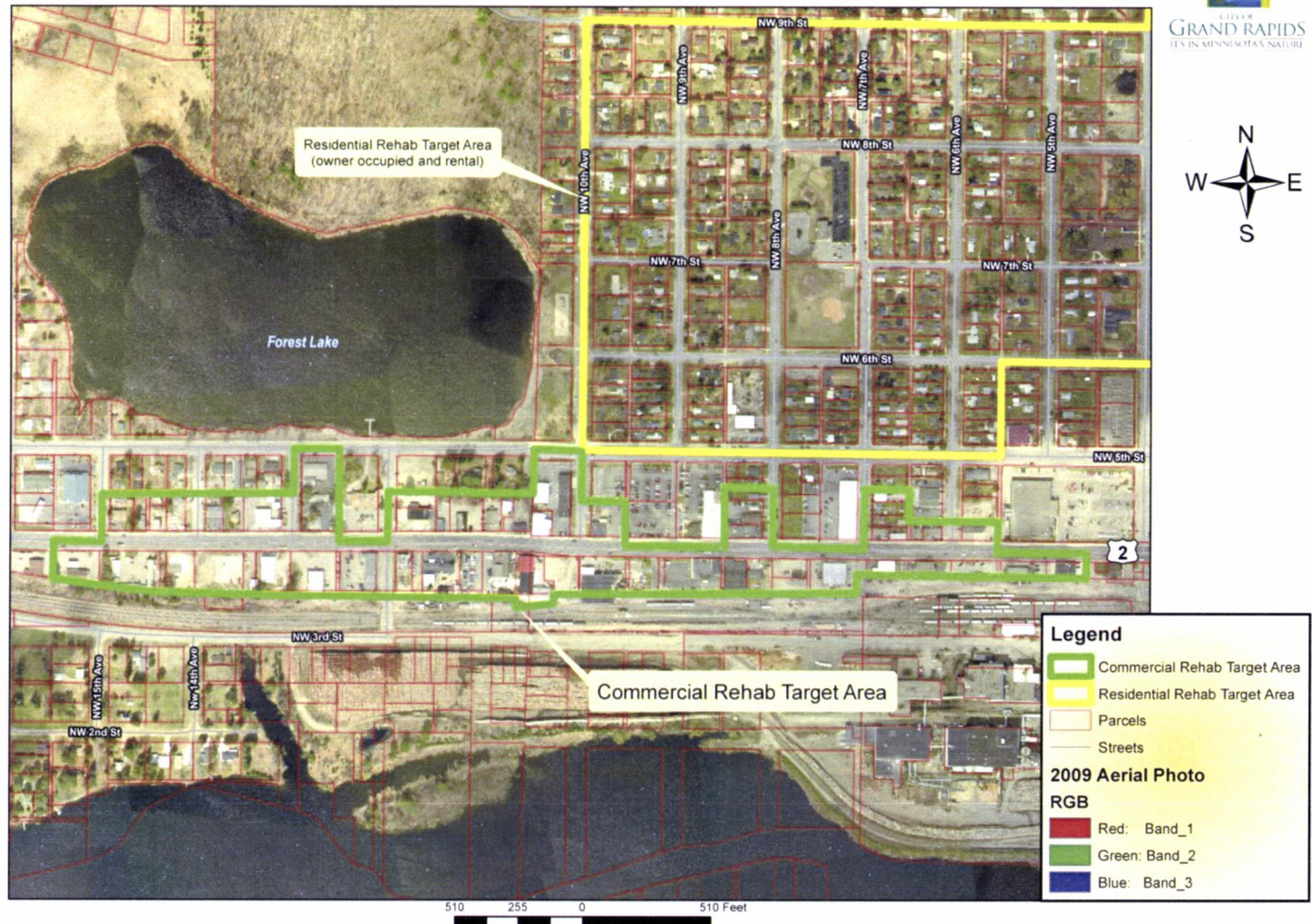


SCDP Commercial Rehab Target Area - 2014

- **Commercial**

- Estimated 65% of 49 Buildings in Target Area are Substandard.

*SCDP Definition of **Substandard** - A unit which needs more repair than would normally be provided in the course of regular maintenance. A substandard commercial unit needs two or more major improvements such as roof replacement, furnace replacement, electrical wiring, plumbing, etc.*





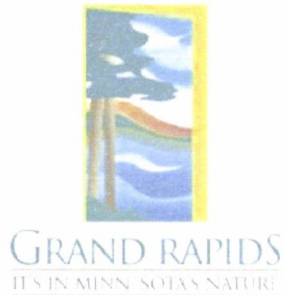
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Comprehensive Grant Request Program Loan Terms



Activity	Max. SCDP Loan	Max. SCDP % of Total Project	Term	Leverage Source
Commercial Rehab.	\$32,000	60%	10 Year Deferred Forgivable	GREDA CBIL Program *
Residential Rehab. - Owner	\$22,400	70%	10 Year Deferred Forgivable	Owner
Residential Rehab. - Rental	\$21,000 SFD \$9,800 Duplex \$5,400 Multi	70%	7 year Deferred Forgivable	Owner

* GREDA has enhanced the terms of their Commercial Building Improvement Loan Program for use with SCDP Commercial Rehab. Projects. They are offering loans of up to \$35,000 per project at 1% interest, amortized over 10 year term.

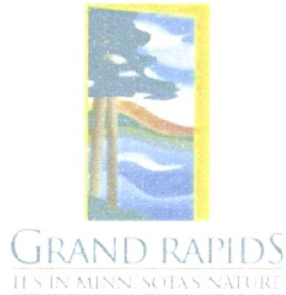


Eligible Improvements



- **Commercial Rehabilitation –**
 - Exterior Repairs/Improvements
 - Code Violation Corrections
 - Handicapped Accessibility Improvements
 - Energy Improvements

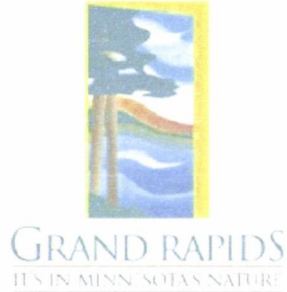
- **Residential Rehabilitation –**
 - Work necessary to address minimum rehabilitation standards (HUD's Section 8 Housing Quality Standards – HQS)
 - Focus of activities should be to correct problems relating to health and safety for occupants and to preserve the affordable housing stock in Grand Rapids.



Past SCDP Performance/Experience



- 2009 – City/GREDA received and successfully implemented SCDP Grant for 6 Commercial Rehabilitation Projects
 - Grand Rapids Marine
 - Glen’s Army – Navy
 - Wayne’s Automotive
 - JB Home Counselors
 - Auto Value Store
 - Nyberg Office Building
- 2011 ICHRA received and successfully implemented SCDP Grant for Rental Property Rehabilitation in Itasca County
 - Rehabilitated 9 units (combination of multi-family and single family)
 - Four more units planned.



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Historic Properties



- While it is doubtful that there are historic buildings within the Target Area, the City intends to address the compliance with Federal regulations governing the protections of historic properties.



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Public Input/Questions



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0200 **Version:** 1 **Name:** Consider approval of a Citizen Participation Plan in connection with the final application for commercial and housing rehab project funding from the Small Cities Development Program.

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

File created: 2/6/2014 **In control:** City Council

On agenda: 2/10/2014 **Final action:**

Title: Consider approval of a Citizen Participation Plan in connection with the final application for commercial and housing rehab project funding from the Small Cities Development Program.

Sponsors:

Indexes:

Code sections:

Attachments: [Citizen Participation Plan-2014 SCDP Application](#)

Date	Ver.	Action By	Action	Result
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Consider approval of a Citizen Participation Plan in connection with the final application for commercial and housing rehab project funding from the Small Cities Development Program.

Background Information:

As was discussed during the public hearing on the SCDP application, the City of Grand Rapids, has been invited to submit a full/final application for 6 commercial and 16-27 residential unit (both rental and owner occupied) rehabilitation projects in Grand Rapids.

The SCDP funds administered by DEED are allocated to the State by HUD. The use of these HUD Community Development Block Grant (CDBG) funds is regulated by the Housing and Community Development Act. This act requires that the applicant (City) adopt a Citizen Participation Plan (attached) to ensure that citizens are encouraged to participate in the planning and implementation of the CDBG funded activities. This form must be submitted with the full application by February 27, 2014.

Staff is seeking authorization for the Mayor's execution and staff's submission of the attached Citizen Participation Plan.

Requested City Council Action

Consider approval of a Citizen Participation Plan in connection with the final application for commercial and housing rehab project funding from the Small Cities Development Program.

Citizen Participation Plan

Pursuant to Section 104(a)(3) of the Housing and Community Development Act of 1974, as amended, this Citizen Participation Plan is hereby adopted to ensure that the citizens of Grand Rapids (hereinafter referred to as the Applicant), particularly persons of low and moderate income residing in slum and blight areas and in areas in which CDBG funds are proposed to be used, are encouraged to participate in the planning and implementation of CDBG-funded activities.

Public Hearing

A public hearing or public hearings will be the primary means of obtaining citizen views and responding to proposals and questions related to community development and housing needs, proposed CDBG activities and past CDBG performance.

Prior to submitting a CDBG application to the State of Minnesota, the Applicant will need to conduct at least one public hearing to identify community development and housing needs, including the needs of very low and low income persons, as well as other needs in the community that might be addressed through the CDBG program. At the hearing, the Applicant must also, at minimum, review the proposed CDBG activities, their benefiting location(s), overall cost and proposed financing, and the implementation schedule. In addition, the past performance of the Applicant in carrying out CDBG responsibilities should be reviewed. A second public hearing midway through project implementation is required.

Formal notice of the public hearing must be provided, which follows the posting/publication requirement(s) of the Applicant. A public notice will also be posted in places frequented by the public, especially low and moderate income persons benefiting from or affected by proposed CDBG activities. As circumstances warrant and as the Applicant determine necessary or appropriate, participation may additionally be specifically solicited from persons of low and moderate income, those benefiting from or affected by CDBG activities and/or representatives of such persons. Hearings will be held at times and in locations convenient to potential and actual beneficiaries and with accommodation for the handicapped. In case of public hearings where a significant number of non-English speaking residents can be reasonably expected to participate, arrangements will be made to have an interpreter present. Citizens must be provided the opportunity to comment upon the original Citizen Participation Plan and on substantial amendments to it, or to the activities for which CDBG funds will be used.

Public Information and Records

Information and records regarding the proposed and past use of CDBG funds will be available at the Grand Rapids City Hall, 420 Pokegama Ave. N., Grand Rapids, MN 55744 during regular office hours. The public will be so informed of this by public notice. Special communication aids can be made available to persons upon request.

Written Comments and Response

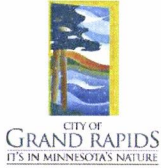
The Applicant will respond to written complaints and grievances, in writing, in a timely manner. When at all possible, such written responses shall be made within fifteen (15) working days.

Applicant

Signature of Chief Elected Official of Applicant

Date

NOTE: EACH JURISDICTION PARTICIPATING IN A JOINT APPLICATION IS REQUIRED TO FOLLOW CITIZEN PARTICIPATION REQUIREMENTS. A SINGLE PLAN CAN BE USED FOR A MULTI-JURISDICTIONAL APPLICATION, BUT CITIZENS FROM ALL JURISDICTIONS MUST BE GIVEN AN OPPORTUNITY TO PARTICIPATE.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0201 **Version:** 1 **Name:** Consider adopting a resolution authorizing the submission of a full application to the Department of Employment and Economic Development for Small Cities Development Program (SCDP) funds for 6 commercial and 16-27 residential unit (both rental and owner o

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

File created: 2/6/2014 **In control:** City Council

On agenda: 2/10/2014 **Final action:**

Title: Consider adopting a resolution authorizing the submission of a full application to the Department of Employment and Economic Development for Small Cities Development Program (SCDP) funds for 6 commercial and 16-27 residential unit (both rental and owner occupied) rehabilitation projects in Grand Rapids.

Sponsors:

Indexes:

Code sections:

Attachments: [Resolution: Authorizing SCDP Grant Request](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution authorizing the submission of a full application to the Department of Employment and Economic Development for Small Cities Development Program (SCDP) funds for 6 commercial and 16-27 residential unit (both rental and owner occupied) rehabilitation projects in Grand Rapids.

Background Information:

Following the public hearing to present information and take public comment on this subject, the Council can authorize the submission of the full application to DEED by passage of the attached draft resolution.

Requested City Council Action

Adopt a resolution authorizing the submission of a full application to the Department of Employment and Economic Development for Small Cities Development Program (SCDP) funds for 6 commercial and 16-27 residential unit (both rental and owner occupied) rehabilitation projects in Grand Rapids.

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

RESOLUTION NO. 14-_____

A RESOLUTION AUTHORIZING THE SUBMISSION OF A FULL APPLICATION TO THE SMALL CITIES DEVELOPMENT PROGRAM (SCDP) FOR THE FUNDING OF SIX COMMERCIAL AND SIXTEEN TO TWENTY-SEVEN RESIDENTIAL (BOTH RENTAL AND OWNER OCCUPIED) REHABILITATION PROJECTS IN THE CITY GRAND RAPIDS

WHEREAS, the City of Grand Rapids submitted a pre-application to the Department of Employment and Economic Development (DEED) seeking funding through the Small Cities Development Program (SCDP) for commercial and residential rehabilitation projects in the City of Grand Rapids; and

WHEREAS, the City of Grand Rapids received notification from DEED on December 19, 2013 that they had been invited to submit an SCDP Full Application for six commercial rehabilitation projects and sixteen to twenty-seven residential (both rental and owner occupied) rehabilitation projects at this time.

BE IT RESOLVED that the City of Grand Rapids act as the legal sponsor for the project contained in the Application to be submitted on February 27, 2014 and that Dale Adams (Mayor) and Tom Pagel (City Administrator) are hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of Grand Rapids.

BE IT FURTHER RESOLVED that the City of Grand Rapids has the legal authority to apply for financial assistance, and the institutional, managerial and financial capability to ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City of Grand Rapids has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the State, the City of Grand Rapids may enter into an agreement with the State of Minnesota for the approved project, and that the City of Grand Rapids certifies that it will comply with all applicable laws and regulations as stated in all contract agreements.

NOW, THEREFORE BE IT RESOLVED that Dale Adams (Mayor) and Tom Pagel (City Administrator), or their successors in office, are hereby authorized to execute such agreements and amendments thereto, as are necessary to implement the project on behalf of the Applicant.

I CERTIFY THAT the above resolution was adopted by the City Council of the City of Grand Rapids on February 10, 2014.

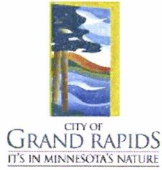
SIGNED:

(First Authorized Official/Title/Date)

(Second Authorized Official/Title/Date)

WITNESSED:

(Signature/Title/Date)



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	14-0196	Version:	1	Name:	Consider authorizing the submission of a letter to DEED providing support for the Small Cities Development Program (SCDP) application and certifying the target area for commercial rehabilitation projects meets the Program's standards for a blighted area.
Type:	Agenda Item	Status:			Public Hearing
File created:	2/6/2014	In control:			City Council
On agenda:	2/10/2014	Final action:			
Title:	Consider authorizing the submission of a letter to DEED providing support for the Small Cities Development Program (SCDP) application and certifying the target area for commercial rehabilitation projects meets the Program's standards for a blighted area.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Slum-Blight Letter from Mayor-w/map				

Date	Ver.	Action By	Action	Result
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Consider authorizing the submission of a letter to DEED providing support for the Small Cities Development Program (SCDP) application and certifying the target area for commercial rehabilitation projects meets the Program's standards for a blighted area.

Background Information:

The standards for the SCDP require that the buildings with the target area identified for commercial rehabilitation projects are evaluated/surveyed, and that it be determined that at least 25% meet the criteria for a substandard building.

Community Development Department staff recently performed that evaluation and verified that the 25% threshold is met in the target area.

The attached draft letter speaks to the City's support for the SCDP application, the number of buildings in the target area, and the number of substandard buildings. This letter is a required attachment to the full application which must be submitted by February 27, 2014.

Staff is seeking authorization for the Mayor's execution and submittal of the attached draft letter to Mr. Patrick Armon, DEED.

Requested City Council Action

Authorize the submission of a letter to DEED providing support for the Small Cities Development Program (SCDP) application and certifying the target area for commercial rehabilitation projects meets the Program's standards for a blighted area.



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ADMINISTRATION DEPARTMENT

420 NORTH POKEGAMA AVENUE, GRAND RAPIDS, MINNESOTA 55744-2662

February 10, 2014

Mr. Patrick Armon
MN Department of Employment and Economic Development
1st National Bank Building
332 Minnesota Street, Suite E200
St. Paul, MN. 55101-1351

Dear Mr.Armon,

This letter serves to provide support for the Small Cities Development Program (SCDP) application for the city of Grand Rapids, and certifying that the target area for commercial rehabilitation projects in Grand Rapids meets the standard for a blighted, as defined by Minnesota Statutes 469.002, subd.11.

The commercial rehabilitation activity, proposed to be undertaken through this application, meets the federal objective of removing slum and blighted conditions, as well as to alleviate conditions that contribute to the expansion and continuation of slum and blighted areas.

Staff from the City of Grand Rapids Community Development department recently performed inspections and windshield surveys, which document that the conditions in the project area meet the statutory definition of a blighted area.

Those inspections recorded a total of 49 buildings (including commercial, residential, municipal and any other) in the target area. A total of 32 of these buildings qualify as being substandard, or 65%. This exceeds the requirement that at least 25% of the buildings in the target area must be substandard to apply for SCDP funds.

Sincerely,

Dale Adams
Mayor

SCDP Commercial Rehab Target Area - 2014



CITY OF
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Residential Rehab Target Area
(owner occupied and rental)

Commercial Rehab Target Area

Legend

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

2009 Aerial Photo
RGB

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

