



# CITY OF GRAND RAPIDS

## Meeting Agenda Full Detail

### City Council

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Monday, April 8, 2013

5:00 PM

City Hall Council Chambers

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**5:00 PM CALL TO ORDER:** Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council will be held on Monday, April 8, 2013 at 5:00 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

#### CALL OF ROLL

**5:01 PM PRESENTATIONS/PROCLAMATIONS**

[13-0166](#) Proclaim Friday, April 26, 2013 Arbor Day in Grand Rapids

**Attachments:** [Arbor Day Proclamation 2013](#)

**5:05 PM MEETING PROTOCOL POLICY**

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

#### PUBLIC FORUM

#### COUNCIL REPORTS

**5:10 PM APPROVAL OF MINUTES**

[13-0187](#) Approve Council minutes for Monday, March 25, 2013 Worksession and Regular meetings and March 18 and 20, 2013 Special meetings.

**Attachments:** [March 18, 2013 Special Meeting](#)

[March 20, 2013 Special Meeting](#)

[March 25, 2013 Worksession](#)

[March 25, 2013 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. [13-0165](#) Accept a Donation from the Grand Rapids Area Jaycees for the Spring Into Fitness Kid's 1K Run  
**Attachments:** [Jaycees Donation Res - 2013](#)
2. [13-0167](#) Request by the Police Department to adopt a resolution accepting two Philips digital recorders from the Northeast Law Enforcement Administrators Council.  
**Attachments:** [Recorders](#)
3. [13-0168](#) Adopt a resolution allowing the Grand Rapids Police Department to accept a donation of \$150.00 from Rowe Funeral Home/Ken Spangler.  
**Attachments:** [PD Rowe Res](#)
4. [13-0170](#) Hire Temporary Employees for Park & Recreation.
5. [13-0173](#) Approve hiring 2013 Golf Seasonal Employees  
**Attachments:** [Seasonal Employees 2013.pdf](#)
6. [13-0174](#) Approve temporary liquor license for Reif Arts Council for event on April 23, 2013 at the MacRostie Art Center.  
**Attachments:** [Reif Arts Council Temp. Liquor Request](#)
7. [13-0180](#) A resolution awarding a contract to Casper Construction for CP 2012-6, ICC/Glenwood Intersection Improvements.  
**Attachments:** [4-8-13 Resolution CP 2012-6 Award Contract.pdf](#)
8. [13-0181](#) Change Order 1 related to CP 2012-6, ICC/Glenwood Drive Intersection Improvements.  
**Attachments:** [4-8-13 Attachment CP 2012-6 CO1.pdf](#)
9. [13-0184](#) Approve temporary liquor licenses for eight MacRostie Art Center First Friday events in 2013 on specified dates.  
**Attachments:** [MacRostie First Friday Events 2013](#)
10. [13-0185](#) Consider approving a lease agreement with Dustables, Inc. for space in Central School.  
**Attachments:** [Dustables Draft Lease v3.pdf](#)

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

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

**5:14 ACKNOWLEDGE BOARDS & COMMISSIONS  
PM**



11. [13-0188](#) Acknowledge minutes for Boards & Commissions.

**Attachments:** [December 13, 2012 GREDA](#)  
[January 10, 2013 GREDA](#)  
[February 19, 2013 Golf Board](#)  
[January 16, 2013 PUC Regular Meeting](#)  
[February 20, 2013 PUC Regular Meeting](#)  
[February 27, 2013 Human Rights](#)

**5:15 DEPARTMENT HEAD REPORT  
PM**

12. [13-0175](#) Public Works Department Head Report

**Attachments:** [2013 04-08 PW Spring Dept Head Report-N](#)

**5:25 ENGINEERING  
PM**

13. [13-0186](#) A letter of support and financial commitment to TH 169 Multi Use Trail, Phase 3.

**Attachments:** [trail location maps EX 1 032013.pdf](#)  
[4-9-13 GetFitLetter](#)

**5:30 FINANCE DEPARTMENT  
PM**

14. [13-0178](#) Consider adopting a resolution awarding the sale of General Obligation Improvement Refunding Bonds, Series 2013A, in the approximate amount of \$1,545,000, fixing their form and specification, directing their execution and delivery, providing for their payment, providing for the escrowing and investment of a portion of the proceeds, and for the redemption of bonds refunded.

**Attachments:** [Grand Rapids GO Imp Refunding 201313A Award Resol.pdf](#)  
[Grand Rapids GO Imp Refunding 2013A Cross Escrow Agrmt \(2005A\).pdf](#)

**5:35 GOLF COURSE  
PM**

15. [13-0176](#) Golf Course Fundraiser

**5:40 ADMINISTRATION DEPARTMENT  
PM**

16. [13-0179](#) Accept the resignation of Marcia Anderson from the position of Library Director.

**Attachments:** [Marcia Anderson resignation letter](#)

**5:45 VERIFIED CLAIMS  
PM**

17. [13-0177](#) Consider approving the verified claims for the period March 19, 2013 to April 1, 2013 in the total amount of \$301,626.95.

**Attachments:** [04/08/2013 BILL LILST.pdf](#)

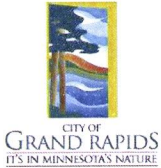
**5:50 ADJOURNMENT  
PM**

*NEXT REGULAR MEETING IS SCHEDULED FOR APRIL 22, 2013, 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 #:** 13-0166      **Version:** 1      **Name:** Arbor Day  
**Type:** Agenda Item      **Status:** PRESENTATIONS/PROCLAMATIONS  
**File created:** 3/26/2013      **In control:** City Council  
**On agenda:** 4/8/2013      **Final action:**  
**Title:** Proclaim Friday, April 26, 2013 Arbor Day in Grand Rapids  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Arbor Day Proclamation 2013](#)

Date	Ver.	Action By	Action	Result
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*Title*

Proclaim Friday, April 26, 2013 Arbor Day in Grand Rapids

*Body*

**Background Information:**

As part of our Tree City USA designation an Arbor Day Proclamation and a celebrated activity must be held. By following this policy, the City of Grand Rapids has been awarded the National Tree City USA designation since 1988.

We will work with our Public Works department and conduct a tree planting ceremony at one of our City Parks on April 26th.

**Staff Recommendation:**

Pass a motion proclaiming Friday, April 26, 2013, Arbor Day in the City of Grand Rapids as part of our Tree City USA designation.

**Requested City Council Action**

Consider passing a motion proclaiming Friday, April 26, 2013, Arbor Day in the City of Grand Rapids as part of our Tree City USA designation.



# Proclamation

## Arbor Day – Friday, April 26, 2013

WHEREAS, IN 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the nation and the world, and

WHEREAS, tree can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

WHEREAS, trees are a renewal resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal, and

WHEREAS, Grand Rapids has been recognized in the past as a Tree City USA by the National Arbor Day Foundation and desires to continue its tree-planting ways.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Grand Rapids, Minnesota, to proclaim Friday, April 26, 2013, as ARBOR DAY in the City of Grand Rapids, Minnesota, and to urge all citizens to support efforts to protect our trees and woodlands and to support our city's urban forestry program, and

BE IT FURTHER RESOLVED, that all citizens are urged to plant trees to gladden the hearts and promote the well-being of present and future generations.

IN WITNESS WHEREOF, I have hereto subscribed my name and the seal of the City of Grand Rapids, Minnesota, this 8<sup>th</sup> day of April Two thousand and thirteen.

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Dale Adams, Mayor  
City of Grand Rapids



CITY OF  
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# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 13-0187      **Version:** 1      **Name:** Council Minutes  
**Type:** Agenda Item      **Status:** Approval of Minutes  
**File created:** 4/4/2013      **In control:** Administration  
**On agenda:** 4/8/2013      **Final action:**  
**Title:** Approve Council minutes for Monday, March 25, 2013 Worksession and Regular meetings and March 18 and 20, 2013 Special meetings.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [March 18, 2013 Special Meeting](#)  
[March 20, 2013 Special Meeting](#)  
[March 25, 2013 Worksession](#)  
[March 25, 2013 Regular Meeting](#)

Date	Ver.	Action By	Action	Result
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**Title**  
Approve Council minutes for Monday, March 25, 2013 Worksession and Regular meetings and March 18 and 20, 2013 Special meetings.



# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council

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Monday, March 18, 2013

4:00 PM

Conference Room 2B

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**CALL TO ORDER:** Pursuant to due notice and call thereof a Special Meeting of the Grand Rapids City Council was held on Monday, March 18, 2013 at 4:00 p.m. in Conference Room 2B, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

### CALL OF ROLL

**Present** 4 -

Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Mayor Dale Adams

*Others present: City Administrator Tom Pagel, City Attorney Chad Sterle, City Clerk Kimberly Johnson-Gibeau.*

1.

Conduct interviews for City Council vacancy.

*City Council interviewed Mr. Brian Carlson, Mr. Bill Zeige, Ms. Faye Crane and Mr. Robert Drake for the vacant Council position. All candidates acknowledged eligibility to hold office.*

**No Vote Action**

### ADJOURNMENT

*There being no further business, the meeting adjourned at 6:25 PM.*

*Respectfully submitted: Kimberly Johnson-Gibeau, City Clerk*





# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council

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Wednesday, March 20, 2013

4:00 PM

Conference Room 2B

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**CALL TO ORDER:** Pursuant to due notice and call thereof a Special Meeting of the Grand Rapids City Council was held on Monday, March 20, 2013 at 4:00 p.m. in Conference Room 2B, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

### CALL OF ROLL

**Present** 4 -

Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Mayor Dale Adams

*Others present: City Administrator Tom Pagel, City Attorney Chad Sterle, City Clerk Kimberly Johnson-Gibeau.*

1. Continue interviews for City Council vacancy.

*City Council interviewed Mr. Dan Erkkila, Mr. Anthony McInerney, Ms. Barb Sanderson, Ms. Julie Fedje-Johnston and Ms. June Johnson (via telephone). Each of the applicants acknowledge their eligibility to hold office.*

**No vote action**

2. Consider appointment of new City Council member.

*The Council discusses beginning the process for narrowing the applicants. Each Council member will indicate on paper their top two selections. These will be read aloud and placed in the permanent record. Each selection will include the name of the Council member making the selection.*

**No vote action**

*Council members submit the following selections for consideration:*

*Councilor Chandler selects Bill Zeige and Julie Fedje-Johnston*

*Councilor Zabinski selects Barb Sanderson and Julie Fedje-Johnston*

*Mayor Adams selects Barb Sanderson and Bill Zeige*

*Councilor Christy selects Barb Sanderson and Dan Erkkila*

**Motion by Councilor Ed Zabinski, second by Councilor Dale Christy to move Bill Zeige, Barb Sanderson, Julie Fedje-Johnston and Dan Erkkila forward in the selection process and eliminate Brian Carlson, Faye Crane, Robert Drake, Anthony McInerney and June Johnson from the process. The motion passed by the following roll call vote:**

**Aye** 4 -

Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Mayor Dale Adams

*Continued discussion on remaining candidates. Council members submit the following selections for consideration:*

*Councilor Chandler selects Julie Fedje-Johnston*

*Councilor Zabinski selects Julie Fedje-Johnston  
Mayor Adams selects Barb Sanderson  
Councilor Christy selects Barb Sanderson.*

**A motion was made by Councilor Zabinski, seconded by Councilor Chandler to move Julie Fedje-Johnston and Barb Sanderson forward in the selection process and eliminate Bill Zeige and Dan Erkkila. The motion carried by the following vote.**

**Aye 4 -**

Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Mayor Dale Adams

*Continued discussion on remaining candidates. Council members submit the following selections for consideration:*

*Councilor Chandler selects Julie Fedje-Johnston  
Councilor Zabinski selects Barb Sanderson  
Mayor Adams selects Barb Sanderson  
Councilor Christy selects Julie Fedje-Johnston*

**A motion was made by Councilor Chandler, seconded by Councilor Christy to appoint Julie Fedje-Johnston to the vacant position of City Councilor, term to expire December 21, 2014. The motion failed by the following roll call vote.**

**Nay 4 -**

Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Mayor Dale Adams

**A motion was made by Councilor Zabinski, seconded by Councilor Christy, to appoint Barb Sanderson to the vacant position of City Councilor, term to expire December 31, 2014. The motion carried by the following vote.**

**Aye 4 -**

Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Mayor Dale Adams

## **ADJOURNMENT**

*City Clerk will make contact with all other candidates to advise them of Council decision. Mayor Adams will contact Ms. Sanderson and she will be sworn in prior to the Council work session on Monday, March 25, 2013.*

**A motion was made by Councilor Dale Christy, seconded by Mayor Dale Adams, to adjourn the meeting at 7:35 PM. The motion passed by unanimous vote.**

**Respectfully submitted: Kimberly Johnson-Gibeau, City Clerk**



# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council Work Session

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Monday, March 25, 2013

4:00 PM

Conference Room 2A

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**CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council was held on Monday, March 25, 2013 at 4:00 p.m. 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 Barb Sanderson

### Discussion Items

#### Oath of Office - Barb Sanderson

*Mayor Adams conducts the swearing in of Councilor Barb Sanderson.*

1. Discuss filling Council representative vacancies on City Boards & Commissions.  
*Discussed availability of Council members to serve on Boards and Commissions left open by Councilor McInerney. Councilor Chandler agrees to serve on the Board of Appeal and Equalization. Councilor Sanderson agrees to serve on the Airport Advisory Board and the Park/Rec/Civic Center Advisory Board.*

#### Other business as noted:

*Chief Denny discusses ATV use inside the city limits. This item will be researched in greater detail and brought to a Policy & Ordinance Review meeting for further consideration. Updated information regarding deer hunting within the city limits and changes to map for firearms.*

*Remove item #3 of Consent was inadvertently placed on the agenda and should be removed.*

### ADJOURN

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

*Respectfully submitted: Kimberly Johnson-Gibeau, City Clerk*





# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council

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Monday, March 25, 2013

5:00 PM

City Hall Council Chambers

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### AMENDED

**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, March 25, 2013 at 5:00 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, and Mayor Dale Adams

#### PRESENTATIONS/PROCLAMATIONS

#### MEETING PROTOCOL POLICY

**5:03 PM PUBLIC FORUM**

**5:08 PM COUNCIL REPORTS**

**5:12 PM APPROVAL OF MINUTES**

Approve Council minutes for Monday, March 11, 2013 regular meeting.

A motion was made by Councilor Ed Zabinski, seconded by Councilor Joe Chandler, to approve Council minutes for March 11, 2013 as presented. The motion PASSED by unanimous vote.

**5:13 PM CONSENT AGENDA**

1. Consider approving Aaron Rodenberg, Jace Luoma and Paul Rosier for the PW 2013 part-time spring/summer maintenance staff.

**Approved by consent roll call**

2. Correction to pay for Building Official.

**Approved by consent roll call**

3.

Renewal of agreement between Hill's Pet Nutrition Inc. and the City of Grand Rapids Animal Control Shelter

**Postponed**

4.

Request by the Police Department to apply for a 2013 Enbridge Safe Community Grant.

**Approved by consent roll call**

5.

A resolution approving plans & specifications and ordering the advertisement of bids for CP 2012-3, 4th Avenue NE Reconstruction and CP 2013-1, 7th Avenue NW Reconstruction.

**Adopted Resolution 13-23 by consent roll call**

6.

Approve Stipulation and Order Agreement with Harley and Ellen Edvenson.

**Approved by consent roll call**

7.

Adopt a resolution in support of Hill Annex Mine State Park

**Adopted Resolution 13-24 by consent roll call**

8.

Accept Grand Rapids EDA Annual Report for the year 2012.

**Approved by consent roll call**

9.

An agreement with Enbridge related to CP 2012-6, ICC Intersection Improvements.

**Approved by consent roll call**

10.

Consider approving low quote from TruNorth in the amount of \$4,650 to replace the skylights in Central School.

**Approved by consent roll call**

10a.

Appoint Councilor Joe Chandler to the Board of Appeal & Equalization and appoint Councilor Sanderson to the Airport Advisory Board and the Park/Rec/Civic Center Board.

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

A motion was made by Councilor Christy, seconded by Councilor Chandler, to approve the Consent Agenda as amended. The motion carried by the following vote

**Aye** 5 -

Councilor Barb Sanderson, Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Mayor Dale Adams

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

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

**5:16 DEPARTMENT HEAD REPORT  
PM**

11. Community Development Department Head Report

**Received and Filed**

**5:30 FIRE DEPARTMENT  
PM**

12. Allow the Hazmat Team to Purchase Gas Monitoring System

**A motion was made by Councilor Chandler, seconded by Councilor Zabinski, to authorize the Hazmat Team to purchase gas monitoring system. The motion carried by the following vote.**

**Aye** 5 -

Councilor Barb Sanderson, Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Mayor Dale Adams

**5:35 VERIFIED CLAIMS  
PM**

13. Consider approving the verified claims for the period March 5, 2013 to March 18, 2013 in the total amount of \$1,837,960.45, of which \$531,352.50 are bond payments.

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

**Aye** 5 -

Councilor Barb Sanderson, Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Mayor Dale Adams

**Update on Local Option Sales Tax**

*Shawn Gillen, former City Administrator, provides update and information on the possible implementation of a local option sales tax.*



**5:40**    **Recess meeting for Public Hearing scheduled at 6:00 PM**  
**PM**

**6:00**    **PUBLIC HEARINGS**  
**PM**

14.                    Conduct a Public Hearing to consider the adoption of an Ordinance that would amend multiple sections of Article V *Subdivisions* of Chapter 30 *Land Development Regulations*.

*Community Development Director Rob Mattei presents background information and answers questions for Council.*

**A motion was made by Councilor Ed Zabinski, seconded by Councilor Dale Christy, that this Public Hearing be Opened. The motion PASSED by unanimous vote.**

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

**A motion was made by Councilor Joe Chandler, seconded by Councilor Dale Christy, that this Public Hearing be Closed. The motion PASSED by unanimous vote.**

**6:30**    **Reconvene regular meeting.**  
**PM**

15.                    Consider the recommendation of the Planning Commission regarding the adoption of an ordinance, amending multiple sections of Article V *Subdivisions*, Chapter 30 *Land Development Regulations* of the Municipal Code.

**A motion was made by Councilor Zabinski, seconded by Councilor Sanderson, to adopt Ordinance 13-03-05, subject to revision deleting specific section 30-392, subparagraph 2. The motion carried by the following vote.**

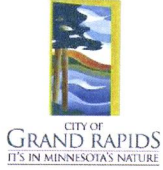
**Aye**    5 -

Councilor Barb Sanderson, Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Mayor Dale Adams

**6:45**    **ADJOURNMENT**  
**PM**

*There being no further business, the meeting adjourned at 6:22 PM.*

*Respectfully submitted: Kimberly Johnson-Gibeau, City Clerk*



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 13-0165      **Version:** 1      **Name:** Donation Approval  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 3/26/2013      **In control:** City Council  
**On agenda:** 4/8/2013      **Final action:**  
**Title:** Accept a Donation from the Grand Rapids Area Jaycees for the Spring Into Fitness Kid's 1K Run  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Jaycees Donation Res - 2013](#)

Date	Ver.	Action By	Action	Result
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*Title*

Accept a Donation from the Grand Rapids Area Jaycees for the Spring Into Fitness Kid's 1K Run

*Body*

**Background Information:**

The Grand Rapids Area Jaycees has agreed to sponsor the free Kid's 1K race as part of the Park and Recreation department's annual Spring Into Fitness Run and Walk. Each kid will receive a free t-shirt for participating in the event. The Jaycee's are donating \$500 to cover the cost of the shirts.

**Staff Recommendation:**

Approve a resolution accepting a donation from the Grand Rapids Area Jaycees to sponsor the Spring Into Fitness Kid's 1K race.

**Requested City Council Action:**

Consider approving a resolution accepting a donation from the Grand Rapids Area Jaycees to sponsor the Spring Into Fitness Kid's 1K race.

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

RESOLUTION NO. 13-

A RESOLUTION ACCEPTING A \$500 DONATION FROM THE GRAND RAPIDS JAYCEES TO THE GRAND RAPIDS RECREATION DEPARTMENT TO HELP PAY FOR THE YOUTH T-SHIRTS FOR THE SPRING INTO FITNESS EVENT ON APRIL 12, 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:

- The Grand Rapids Jaycees have donated \$500 to the Grand Rapids Recreation Department to be used to help purchase youth t-shirts for the Spring Into Fitness Event on April 12, 2013.

Adopted this 8<sup>th</sup> day of April, 2013

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Dale C. Adams, Mayor

Attest:

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Kimberly Johnson-Gibeau, City Clerk

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



CITY OF  
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# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0167      **Version:** 1      **Name:** Acceptance of two Philips digital recorders  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 3/27/2013      **In control:** Police  
**On agenda:** 4/8/2013      **Final action:**  
**Title:** Request by the Police Department to adopt a resolution accepting two Philips digital recorders from the Northeast Law Enforcement Administrators Council.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Recorders](#)

Date	Ver.	Action By	Action	Result
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*Title*

Request by the Police Department to adopt a resolution accepting two Philips digital recorders from the Northeast Law Enforcement Administrators Council.

*Body*

**Background Information:**

The Grand Rapids Police Department as a member of the Northeast Law Enforcement Administrators Council (NLEAC) is apart of a collaborative \$1,500,000.00 Methamphetamine Federal Initiative Grant. Part of the funds from this grant are to be used to purchase equipment for all member agencies of the NLEAC group.

The Grand Rapids Police Department has been granted two Philips digital recorders at an approximate retail value of \$780.00. The two recorders are as follows:

1. Philips - LFH9600      Serial Number 317994
2. Philips - LFH9600      Serial Number 317802

**Requested City Council Action**

Consider adopting a resolution accepting two Philips digital recorders from the Northeast Law Enforcement Administrators Council.



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

RESOLUTION NO. 13-

A RESOLUTION ACCEPTING TWO PHILIPS DIGITAL RECORDERS FROM THE  
NORTHEAST LAW ENFORCEMENT ADMINISTRATORS COUNCIL (NLEAC) TO THE  
GRAND RAPIDS POLICE DEPARTMENT AS PART OF THE METHAMPHETAMINE  
FEDERAL INITIATIVE GRANT

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

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

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

- The Northeast Law Enforcement Administrators Council (NLEAC) has donated two Philips digital recorders at an approximate value of \$780.00 to the Grand Rapids Police Department as part of the Methamphetamine Federal Initiative Grant.

Adopted this 8th day of April, 2013

\_\_\_\_\_  
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  
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# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0168      **Version:** 1      **Name:** Adopt a resolution allowing the Grand Rapids Police Department to accept a donation of \$150.00 from Rowe Funeral Home/Ken Spangler

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

**File created:** 3/27/2013      **In control:** Police

**On agenda:** 4/8/2013      **Final action:**

**Title:** Adopt a resolution allowing the Grand Rapids Police Department to accept a donation of \$150.00 from Rowe Funeral Home/Ken Spangler.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [PD Rowe Res](#)

Date	Ver.	Action By	Action	Result
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### *Title*

Adopt a resolution allowing the Grand Rapids Police Department to accept a donation of \$150.00 from Rowe Funeral Home/Ken Spangler.

### *Body*

#### **Background Information:**

On an annual basis, the Grand Rapids Police Department conducts a Citizens Academy. The Citizens Academy is designed to be an interactive relationship between our officers and our citizens. As a result of this program, the police department has been able to build many positive community relationships and at a very minimal cost to the department.

2013 Citizen Academy Participant Ken Spangler, Director of Rowe Funeral Home would like to make a donate of \$150.00 dollars to the program. Mr. Spangler appreciates the opportunity to be part of the program and would like to help in keeping our department costs down.

#### **Requested City Council Action**

Consider adopting a resolution allowing the Grand Rapids Police Department to accept a donation of \$150.00 from Rowe Funeral Home/Ken Spangler in support of the Grand Rapids Citizens Academy.

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

RESOLUTION NO. 13-

A RESOLUTION ACCEPTING A \$150 DONATION FROM ROWE FUNERAL HOME/KEN SPANGLER FOR THE GRAND RAPIDS POLICE DEPARTMENT CITIZENS ACADEMY PROGRAM

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

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

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

- Rowe Funeral Home/Ken Spangler has donated \$150 to the Grand Rapids Police Department Citizens Academy Program.

Adopted this 8th day of April, 2013

\_\_\_\_\_  
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 #:** 13-0170      **Version:** 1      **Name:** Temp. Park/Rec Employees  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 3/27/2013      **In control:** Civic Center, Parks & Recreation  
**On agenda:** 4/8/2013      **Final action:**  
**Title:** Hire Temporary Employees for Park & Recreation.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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*Title*

Hire Temporary Employees for Park & Recreation.

*Body*

**Background Information:**

The following individuals will be hired with the Grand Rapids Park and Recreation Department and are part of the Recreation Department Budget.

Cassidy Simonson	Various Part Time Positions	Hourly Range: \$7.25 to \$10.00 per hour
Kaitlyn Calliguri	Various Part Time Positions	Hourly Range: \$7.25 to \$10.00 per hour
Rebekah Morris	Various Part Time Positions	Hourly Range: \$7.25 to \$10.00 per hour
Rachel Zubke	Various Part Time Positions	Hourly Range: \$7.25 to \$10.00 per hour
Staci Sjostrand	Various Part Time Positions	Hourly Range: \$7.25 to \$10.00 per hour
Anna Yurrick	Various Part Time Positions	Hourly Range: \$7.25 to \$10.00 per hour

**Staff Recommendation:**

Approve the hiring of the part time employees listed above with the Grand Rapids Park and Recreation Department.

**Requested City Council Action**

Consider approving the hiring of the part time employees listed above with the Grand Rapids Park and Recreation Department





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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0173      **Version:** 1      **Name:** 2013 Golf Seasonal Employees  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 3/30/2013      **In control:** Golf Course  
**On agenda:** 4/8/2013      **Final action:**  
**Title:** Approve hiring 2013 Golf Seasonal Employees

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Seasonal Employees 2013.pdf](#)

Date	Ver.	Action By	Action	Result
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*Title*

Approve hiring 2013 Golf Seasonal Employees

*Body*

**Background Information:**

The golf staff requests that the City Council ratify the hiring of the following persons for seasonal employment at pokegama golf course. Employment to begin no sooner than April 9, 2013 and end no later than October 31, 2013. See attachment for names, position, and 2013 hourly wage.

**Requested City Council Action**

Consider ratifying the employment of those named in the attachment for seasonal employment at Pokegama Golf Course. Employment to begin no sooner than April 9, 2013 and end no later than October 31, 2013.

2013 Pokegama Golf Course Seasonal Employees		
Name	Position	hourly wage
O'Gorman Andrew	Cashier	\$ 7.75
Huson, Shari	Cashier	\$ 9.25
Huson, Darward	Outdoor Services (ODS)	\$ 8.75
Skelly, Kirk	Cashier	\$ 9.25
Fowler, Austin	Cashier	\$ 7.75
Olson, Jaime	Cashier	\$ 7.50
Alleman, Tyler	Maintenance	\$ 7.50
Ross, Haley	Cashier	\$ 7.50
DelGreco, Danielle	Cashier/ODS	\$ 7.75
Kromy, Mikayla	Cashier	\$ 8.00
Carnes, Sharon	Maintenance	\$ 7.75
Pierzina, Brandon	Maintenance	\$ 7.50
Laakso, Marty	Maintenance	\$ 7.50
Liebe, Ellen	Cashier	\$ 8.25
Cahill, Laura	Cashier	\$ 8.00
Sarkela, Eric	Maintenance	\$ 7.25
Carnes, Bill	Maintenance	\$ 7.25
Kromy, Brett	Outdoor Services (ODS)	\$ 7.25
Hain, McKinley	Outdoor Services (ODS)	\$ 7.25



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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 13-0174      **Version:** 1      **Name:** Temp. Liquor License  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 4/2/2013      **In control:** Administration  
**On agenda:** 4/8/2013      **Final action:**  
**Title:** Approve temporary liquor license for Reif Arts Council for event on April 23, 2013 at the MacRostie Art Center.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Reif Arts Council Temp. Liquor Request](#)

Date	Ver.	Action By	Action	Result
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**Title**

Approve temporary liquor license for Reif Arts Council for event on April 23, 2013 at the MacRostie Art Center.



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

Name of organization Reif Arts Council		Date organized 1/31/1981	Tax exempt number 31338
Address 720 NW Conifer Drive		City Grand Rapids	State Minnesota
		Zip Code 55744	
Name of person making application David Marty, Reif Center President		Business phone (218) 327-5780	Home phone (218) 259-8215
Date(s) of event 4/23/2013	Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name X David Marty, Reif Center President		City Grand Rapids	State Minnesota
		Zip 55744	

Location where permit will be used. If an outdoor area, describe.  
**MacRostie Art Center**  
 405 1st Ave NW, Grand Rapids, MN 55744

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

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

**APPROVAL**

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

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

Signature City Clerk or County Official \_\_\_\_\_ Approved Director Alcohol and Gambling Enforcement \_\_\_\_\_

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



-----  
CITY OF GRAND RAPIDS  
\*\*\* CUSTOMER RECEIPT \*\*\*  
DATE: 04/02/13 TIME: 10:03:32

DESCRIPTION	PAY CD	AMOUNT
LIQUOR	2	20.00
REIF-TEMP LQR	28536	

TOTAL AMOUNT DUE	20.00
AMOUNT TENDERED	20.00
CHANGE DUE	.00

TRANS #: 3 CASHIER CODE: LLP  
BATCH #: C130402 REGISTER ID: 1  
-----



CITY OF  
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IT'S IN MINNESOTA'S NATURE

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 13-0180      **Version:** 2      **Name:** CP 2012-6 Award Contract  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 4/4/2013      **In control:** Engineering  
**On agenda:** 4/8/2013      **Final action:**  
**Title:** A resolution awarding a contract to Casper Construction for CP 2012-6, ICC/Glenwood Intersection Improvements.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [4-8-13 Resolution CP 2012-6 Award Contract.pdf](#)

Date	Ver.	Action By	Action	Result
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*Title*

A resolution awarding a contract to Casper Construction for CP 2012-6, ICC/Glenwood Intersection Improvements.

*Body*

**Background Information:**

The City received two bids for CP 2012-6, ICC/Glenwood Intersection Improvements. Casper Construction was the low responsible bidder. Their bid was \$837,865. Hammerlund Construction's bid was \$870,999.99.

**Staff Recommendation:**

City staff is recommending the attached resolution awarding a bid to Casper Construction for CP 2012-6, ICC/Glenwood Intersection Improvements.

**Requested City Council Action**

Consider a resolution awarding a bid to Casper Construction for CP 2012-6, ICC/Glenwood Intersection Improvements.

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

RESOLUTION NO. 13-\_\_

**A RESOLUTION ACCEPTING BID FOR  
ICC/GLENWOOD DRIVE INTERSECTION IMPROVEMENTS  
CITY PROJECT 2012-6**

WHEREAS, pursuant to an advertisement for the Riverfront Energy Center project, which includes the construction of a clubhouse and associated appurtenances. Bids were received, opened, and tabulated according to law, and the following bids were received complying with the advertisement:

Bidder	Base Bid
Casper Construction	\$837,865.00
Hammerlund Construction	\$870,999.99

WHEREAS, the City Engineer is recommending the Base Bid be awarded to Casper Construction;

WHEREAS, it appears that Contractor is a responsible bidder, and;

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

The Mayor and Administrator are hereby authorized and directed to enter into a contract with Casper Construction in the name of the City of Grand Rapids for Grand Rapids Project 2012-6, for a total contract amount of \$837,865.00 and in accordance to the plans and specifications therefore approved by the City Council and on file in the Office of the City Clerk.

Adopted by the Council this 8<sup>th</sup> day of April, 2013.

\_\_\_\_\_  
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: \_\_\_\_\_; whereby the resolution was declared duly passed and adopted.



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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

---

**File #:** 13-0181      **Version:** 1      **Name:** CP 2012-6 CO 1  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 4/4/2013      **In control:** Engineering  
**On agenda:** 4/8/2013      **Final action:**  
**Title:** Change Order 1 related to CP 2012-6, ICC/Glenwood Drive Intersection Improvements.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [4-8-13 Attachment CP 2012-6 CO1.pdf](#)

Date	Ver.	Action By	Action	Result
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*Title*

Change Order 1 related to CP 2012-6, ICC/Glenwood Drive Intersection Improvements.

*Body*

**Background Information:**

In order to meet the funding budget for this project, plantings and rain gardens needed to be eliminated. The total construction cost deduct is \$28,436.15. The change order is attached for reference.

**Staff Recommendation:**

City staff is recommending the approval of Change Order 1.

**Requested City Council Action**

Consider approval of Change Order 1 related to CP 2012-6, ICC/Glenwood Drive Intersection Improvements.



STATE AID FOR LOCAL TRANSPORTATION  
CHANGE ORDER

Nov 2007

City/County of City of Grand Rapids

Change Order No. 1

FEDERAL PROJECT NO.	STATE PROJECT NO. SAP 031-685-001	LOCAL PROJECT NO. 2012-6	CONTRACT NO. 121161
CONTRACTOR NAME AND ADDRESS Casper Construction PO Box 480 Grand Rapids, MN 55744		LOCATION OF WORK	
		TOTAL CHANGE ORDER AMOUNT (\$28,436.15)	

In accordance with the terms of this Contract, you are hereby authorized and instructed to perform the work as altered by the following provisions.

After the project was advertised and bids were opened, the total project cost came in higher than originally planned. The project was reviewed to determine if any items could be removed to lower the total project cost. Several items were determined as "non-critical" to the success of the project and this change order includes the removal of these items.

The landscaping in the center of the roundabout, the plantings along the edge of the trail and the rain gardens north of the roundabout are being removed from the project, and these items are included in the change order.

Additionally, 3 price adjustments are needed for items that are remaining in the project. Due to the removal of the landscaping items, the Contractor has requested an adjustment to the erosion control blanket, the silt fence and mobilization unit prices to cover these losses. The unit price increases are necessary to cover indirect expenses related to these items.

**COST BREAKDOWN**

Item No.	Item	Unit	Unit Price	Quantity	Amount
2021.501	MOBILIZATION	LS	\$4,000.00	1	\$4,000.00
2105.501	COMMON EXCAVATION	C Y	(\$5.80)	866	(\$5,022.80)
2105.602	BOULDER	EACH	(\$200.00)	13	(\$2,600.00)
2105.607	FILL SPECIAL	C Y	(\$34.00)	106	(\$3,604.00)
2502.541	6" PERF PVC PIPE DRAIN	L F	(\$33.00)	132	(\$4,356.00)
2502.601	RAIN GARDEN - TYPE B	LS	(\$6,800.00)	1	(\$6,800.00)
2502.601	RAIN GARDEN - TYPE A	LS	(\$6,300.00)	1	(\$6,300.00)
2571.501	CONIFEROUS TREE 6' HT B&B	TREE	(\$300.00)	8	(\$2,400.00)
2571.501	CONIFEROUS TREE 10' HT B&B	TREE	(\$850.00)	3	(\$2,550.00)
2571.505	DECIDUOUS SHRUB NO 5 CONT	SHRB	(\$40.00)	37	(\$1,480.00)
2573.502	SILT FENCE, TYPE MACHINE SLICED	L F	\$0.15	1026	\$153.90
2575.523	EROSION CONTROL BLANKETS CATEGORY 2	S Y	\$0.25	10091	\$2,522.75
<b>Change Order No. 1 Total:</b>					<b>(\$28,436.15)</b>

\* Funding category is required for federal projects.

**CHANGE IN CONTRACT TIME (check one)**

Due to this change the Contract Time:

- a.  Is Increased by \_\_\_ Working Days    b.  Is Not Changed  
 Is Decreased by \_\_\_ Working Days  
 Is Increased by \_\_\_ Calendar Days    c.  May be revised if work affected the controlling  
 Is Decreased by \_\_\_ Calendar Days    operation

Approved By Project Engineer: Tom Pagel	Approved By Contractor: Casper Construction
Signed _____	Signed _____
Date: _____ Phone: (218) 326-7601	Date: _____ Phone: (218) 326-9637

Original to Project Engineer; Copy to Contractor

Once contract has been fully executed, forward a copy to DSAE for funding review:

<b>The State of Minnesota is not a participant in this contract; signing by the District State Aid Engineer is for FUNDING PURPOSES ONLY. Reviewed for compliance with State and Federal Aid Rules/Policy. Eligibility does not guarantee funds will be available.</b>			
This project is eligible for:	_____ Federal Funding	_____ State Aid Funding	_____ Local funds
District State Aid Engineer:	_____		Date: _____



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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 13-0184      **Version:** 1      **Name:** MacRostie First Friday events  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 4/4/2013      **In control:** Administration  
**On agenda:** 4/8/2013      **Final action:**  
**Title:** Approve temporary liquor licenses for eight MacRostie Art Center First Friday events in 2013 on specified dates.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [MacRostie First Friday Events 2013](#)

Date	Ver.	Action By	Action	Result
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**Title**

Approve temporary liquor licenses for eight MacRostie Art Center First Friday events in 2013 on specified dates.

**Body**

The MacRostie Art Center is requesting Council approval for temporary liquor licenses for the following dates as part of the First Friday events in 2013: May 3rd, June 7th, July 5th, August 2nd, September 6th, October 4th, November 1st and December 6th. The applications and fees have been submitted for each requested date.

**Requested Council Action**

Approve temporary liquor licenses for eight MacRostie Art Center First Friday events in 2013 on specified dates.





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

Name of organization: MacRostie Art Center  
 Date organized: Jan 1, 1971  
 Tax exempt number: 23-7105948  
 Address: 405 NW 1st Avenue  
 City: Grand Rapids  
 State: Minnesota  
 Zip Code: 55744  
 Name of person making application: Katie Marshall  
 Business phone: 218-326-2697  
 Home phone: 218-326-2046  
 Date(s) of event: May 3, 2013  
 Type of organization:  Club  Charitable  Religious  Other non-profit

	Organization officer's name	City	State	Zip
X	Katherine Sedore	Grand Rapids	Minnesota	55744
X	Carmen Haugen	Grand Rapids	Minnesota	55744
X	Katie Tierney	Grand Rapids	Minnesota	55744
X	Amanda Lamppa	Grand Rapids	Minnesota	55744
Add New Officer				

Location where permit will be used. If an outdoor area, describe.  
 Permit will be used for First Friday reception in the gallery at MacRostie Art Center, 405 NW 1st Avenue, Grand Rapids, MN 55744

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

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.  
 Coverage under General Liability policy with United Fire Group at \$1,000,000.

**APPROVAL**

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

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

\_\_\_\_\_  
 Signature City Clerk or County Official

\_\_\_\_\_  
 Approved Director Alcohol and Gambling Enforcement

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





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

Name of organization		Date organized	Tax exempt number	
MacRostie Art Center		Jan 1, 1971	23-7105948	
Address		City	State	Zip Code
405 NW 1st Avenue		Grand Rapids	Minnesota	55744
Name of person making application		Business phone	Home phone	
Katie Marshall		218-326-2697	218-326-2046	
Date(s) of event		Type of organization		
June 7, 2013		<input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name		City	State	Zip
<input checked="" type="checkbox"/>	Katherine Sedore	Grand Rapids	Minnesota	55744
<input checked="" type="checkbox"/>	Carmen Haugen	Grand Rapids	Minnesota	55744
<input checked="" type="checkbox"/>	Katie Tierney	Grand Rapids	Minnesota	55744
<input checked="" type="checkbox"/>	Amanda Lamppa	Grand Rapids	Minnesota	55744
<input type="button" value="Add New Officer"/>				

Location where permit will be used. If an outdoor area, describe.  
 Permit will be used for First Friday reception in the gallery at MacRostie Art Center, 405 NW 1st Avenue, Grand Rapids, MN 55744

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

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.  
 Coverage under General Liability policy with United Fire Group at \$1,000,000.

**APPROVAL**

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

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

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

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



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

Name of organization: MacRostie Art Center  
 Date organized: Jan 1, 1971  
 Tax exempt number: 23-7105948  
 Address: 405 NW 1st Avenue  
 City: Grand Rapids  
 State: Minnesota  
 Zip Code: 55744  
 Name of person making application: Katie Marshall  
 Business phone: 218-326-2697  
 Home phone: 218-326-2046  
 Date(s) of event: July 5, 2013  
 Type of organization:  Club  Charitable  Religious  Other non-profit

	Organization officer's name	City	State	Zip
X	Katherine Sedore	Grand Rapids	Minnesota	55744
X	Carmen Haugen	Grand Rapids	Minnesota	55744
X	Katie Tierney	Grand Rapids	Minnesota	55744
X	Amanda Lamppa	Grand Rapids	Minnesota	55744
Add New Officer				

Location where permit will be used. If an outdoor area, describe.  
 Permit will be used for First Friday reception in the gallery at MacRostie Art Center, 405 NW 1st Avenue, Grand Rapids, MN 55744

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

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.  
 Coverage under General Liability policy with United Fire Group at \$1,000,000.

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

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

\_\_\_\_\_  
 Signature City Clerk or County Official

\_\_\_\_\_  
 Approved Director Alcohol and Gambling Enforcement

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





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

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

Name of organization	Date organized	Tax exempt number	
MacRostie Art Center	Jan 1, 1971	23-7105948	
Address	City	State	Zip Code
405 NW 1st Avenue	Grand Rapids	Minnesota	55744
Name of person making application	Business phone	Home phone	
Katie Marshall	218-326-2697	218-326-2046	
Date(s) of event	Type of organization		
August 2, 2013	<input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		

	Organization officer's name	City	State	Zip
X	Katherine Sedore	Grand Rapids	Minnesota	55744
X	Carmen Haugen	Grand Rapids	Minnesota	55744
X	Katie Tierney	Grand Rapids	Minnesota	55744
X	Amanda Lamma	Grand Rapids	Minnesota	55744
Add New Officer				

Location where permit will be used. If an outdoor area, describe.  
 Permit will be used for First Friday reception in the gallery at MacRostie Art Center, 405 NW 1st Avenue, Grand Rapids, MN 55744

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

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.  
 Coverage under General Liability policy with United Fire Group at \$1,000,000.

**APPROVAL**

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

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

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

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



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

Name of organization: MacRostie Art Center  
 Date organized: Jan 1, 1971  
 Tax exempt number: 23-7105948  
 Address: 405 NW 1st Avenue  
 City: Grand Rapids  
 State: Minnesota  
 Zip Code: 55744  
 Name of person making application: Katie Marshall  
 Business phone: 218-326-2697  
 Home phone: 218-326-2046  
 Date(s) of event: September 6, 2013  
 Type of organization:  Club  Charitable  Religious  Other non-profit

	Organization officer's name	City	State	Zip
X	Katherine Sedore	Grand Rapids	Minnesota	55744
X	Carmen Haugen	Grand Rapids	Minnesota	55744
X	Katie Tierney	Grand Rapids	Minnesota	55744
X	Amanda Lamppa	Grand Rapids	Minnesota	55744
Add New Officer				

Location where permit will be used. If an outdoor area, describe.  
 Permit will be used for First Friday reception in the gallery at MacRostie Art Center, 405 NW 1st Avenue, Grand Rapids, MN 55744

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

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.  
 Coverage under General Liability policy with United Fire Group at \$1,000,000.

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

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

Signature City Clerk or County Official \_\_\_\_\_ Approved Director Alcohol and Gambling Enforcement \_\_\_\_\_

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





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

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

Name of organization MacRostie Art Center		Date organized Jan 1, 1971	Tax exempt number 23-7105948
Address 405 NW 1st Avenue		City Grand Rapids	State Minnesota
		Zip Code 55744	
Name of person making application Katie Marshall		Business phone 218-326-2697	Home phone 218-326-2046
Date(s) of event October 4, 2013		Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit	

	Organization officer's name	City	State	Zip
X	Katherine Sedore	Grand Rapids	Minnesota	55744
X	Carmen Haugen	Grand Rapids	Minnesota	55744
X	Katie Tierney	Grand Rapids	Minnesota	55744
X	Amanda Lamppa	Grand Rapids	Minnesota	55744
Add New Officer				

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

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

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

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

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

Name of organization: MacRostie Art Center  
 Date organized: Jan 1, 1971  
 Tax exempt number: 23-7105948  
 Address: 405 NW 1st Avenue  
 City: Grand Rapids  
 State: Minnesota  
 Zip Code: 55744  
 Name of person making application: Katie Marshall  
 Business phone: 218-326-2697  
 Home phone: 218-326-2046  
 Date(s) of event: November 1, 2013  
 Type of organization:  Club  Charitable  Religious  Other non-profit

	Organization officer's name	City	State	Zip
X	Katherine Sedore	Grand Rapids	Minnesota	55744
X	Carmen Haugen	Grand Rapids	Minnesota	55744
X	Katie Tierney	Grand Rapids	Minnesota	55744
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City/County \_\_\_\_\_ Date Approved \_\_\_\_\_  
 City Fee Amount \_\_\_\_\_ Permit Date \_\_\_\_\_  
 Date Fee Paid \_\_\_\_\_

Signature City Clerk or County Official \_\_\_\_\_

Approved Director Alcohol and Gambling Enforcement \_\_\_\_\_

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Address 405 NW 1st Avenue	City Grand Rapids	State Minnesota	Zip Code 55744
Name of person making application Katie Marshall		Business phone 218-326-2697	Home phone 218-326-2046
Date(s) of event December 6, 2013	Type of organization <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		

	Organization officer's name	City	State	Zip
X	Katherine Sedore	Grand Rapids	Minnesota	55744
X	Carmen Haugen	Grand Rapids	Minnesota	55744
X	Katie Tierney	Grand Rapids	Minnesota	55744
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City/County	Date Approved
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Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

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UNITED FIRE & CASUALTY COMPANY  
 PO Box 73909, Cedar Rapids, IA 52407

POLICY NUMBER: 60392970

ACCOUNT NUMBER: 3000186336 (2) COMMERCIAL GENERAL LIABILITY  
 DIRECT BILL - 150 COMMERCIAL GENERAL LIABILITY COVERAGE PART

ISSUE DATE 03-11-2013 JE1 REPLACEMENT OF 0105 60392970 DECLARATIONS RENEWAL EXTENSION

NAMED MACROSTIE ART CENTER INSURED AND MAILING 405 NW 1ST AVE ADDRESS GRAND RAPIDS MN 55744-2617	AGENCY & CODE 220014 GREATER INS SERVICE 407 S POKEGAMA AVENUE GRAND RAPIDS MN 55744
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POLICY 12:01 A.M. Standard time FROM: 04-15-2013 TO: 04-15-2014  
 PERIOD: at your mailing address shown above. And for successive policy periods as stated below.

We will provide the insurance described in this policy in return for the premium and compliance with all applicable policy provisions. If we elect to continue this insurance, we will renew this policy if you pay the required renewal premium for each successive policy period, subject to our premiums, rules and forms then in effect. You must pay us prior to the end of the current policy period or else this policy will terminate after any statutorily required notices are mailed to you. An insufficient funds check is not considered payment.

**LIMITS OF INSURANCE**

GENERAL AGGREGATE LIMIT (Other than Products-Completed Operations)	\$ 2,000,000
PRODUCTS-COMPLETED OPERATIONS AGGREGATE LIMIT	\$ 2,000,000
PERSONAL AND ADVERTISING INJURY LIMIT (Any one person or organization)	\$ 1,000,000
EACH OCCURRENCE LIMIT	\$ 1,000,000
DAMAGE TO PREMISES RENTED TO YOU LIMIT (Any one premises)	\$ 100,000
MEDICAL EXPENSE LIMIT (Any one person)	\$ 5,000

**RETROACTIVE DATE** (CG 00 02 Only) Coverage A of this insurance does not apply to "bodily injury" or "property damage" which occurs before the Retroactive Date, if any, shown here. (enter date or "None" if no Retroactive Date applies)  
 NONE

**BUSINESS DESCRIPTION** ART CENTER  
**FORM OF BUSINESS:** \_\_\_ Individual \_\_\_ Joint Venture \_\_\_ Partnership  Corporation \_\_\_ Other

Classifications and Locations of All Premises You Own, Rent or Occupy	Codes	Premium Basis	Rates		Advance Premiums	
			Pr/CO	All Other	Pr/CO	All Other
MN LOC# 01 405 NW 1ST AVE GRAND RAPIDS, MN 55744  ART GALLERIES NON-PROFIT	10066S)	164,561	0.109	0.354	18	58
MN LOC# 02 OLD CENTRAL SCHOOL GROUNDS GRAND RAPIDS, MN 55744  JULY 14TH ART EVENT	48558T)	1				

CONTINUED ON CG7004

**PREMIUM BASIS DEFINITIONS**

a) Area per 1000 sq ft	c) Total Cost per \$1000	g) Gallons per 1000	m) Admissions per 1000	p) Payroll per \$1000	s) Gross Sales per \$1000	t) Defined Above	u) Units per unit
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Premium Charge Forms	Advance Premium	Premium Charge Forms	Advance Premium
	SEE UW7002		

Other Forms SEE UW7002  
 Amend Reason

PREMIUM FOR THIS COVERAGE PART \$ 400 MP  
 Endorsement Adjustment Premium \$

This Declarations Page supersedes and replaces any preceding declarations page bearing the same policy number for this policy period.  (COUNTERSIGNED BY AUTHORIZED REPRESENTATIVE)

CG 70 01 02 05

INSURED COPY

\*25006780\*





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CITY OF GRAND RAPIDS  
\*\*\* CUSTOMER RECEIPT \*\*\*  
DATE: 03/28/13 TIME: 11:31:41

DESCRIPTION	PAY CD	AMOUNT
LIQUOR	2	160.00
MACROSTIE 8 TEMP LQR	19167	

TOTAL AMOUNT DUE	160.00
AMOUNT TENDERED	160.00
CHANGE DUE	.00

TRANS #: 7 CASHIER CODE: LMF  
BATCH #: C130328 REGISTER ID: 1  
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# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 13-0185      **Version:** 1      **Name:**  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 4/4/2013      **In control:** Community Development  
**On agenda:** 4/8/2013      **Final action:**  
**Title:** Consider approving a lease agreement with Dustables, Inc. for space in Central School.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Dustables Draft Lease v3.pdf](#)

Date	Ver.	Action By	Action	Result
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### *Title*

Consider approving a lease agreement with Dustables, Inc. for space in Central School.

### *Body*

#### **Background Information:**

Staff has negotiated the attached lease terms with Tom and Becky Markwardt, dba Dustables, a retail business which sells arts, crafts, and gift items.

The terms included within this lease and future leases follow a revised format developed by staff with assistance from the City Attorney, and differ from recent leases in the following areas:

1. The new lease terms do not include property taxes within the rental rate. The tenant will be responsible for the property taxes.
2. The new lease has a rental term of one year, not three years.

The lease rate of \$11.65 per square foot is comparable to the lease rate provided to VisitGR on the same floor, less the estimated property taxes, which were included in that lease.

While this lease rate will not recover our full operating cost, the shortened term will allow us to re-negotiate rates, as economic conditions improve and as businesses have hopefully established themselves. This lease rate will also get us closer to a consistent lease rate structure within the building.

#### **Requested City Council Action**

Consider approving a lease agreement with Dustables, Inc. for space in Central School.

## **LEASE AGREEMENT**

This Lease Agreement, by and between the City of Grand Rapids, Minnesota hereinafter referred to as "Lessor" and Dustables, Inc., a sole proprietorship hereinafter referred to as "Lessee", entered into this **8th** day of **April, 2013**.

### **ARTICLE 1 - LEASED PREMISES**

1.1 In consideration of and subject to the mutual covenants, condition and obligations of this Lease Agreement to be kept and performed, the Lessor does hereby lease and demise to Lessee the premises identified in Exhibit "A" attached hereto, comprising approximately 860 square feet together with the right to use in common with other lessees of the Central School their invitees, customer and employees, the elevators, stairways, halls, toilets and sanitary facilities, and all other general common facilities contained in the Central School, as well as the sidewalks, delivery areas, and appurtenances thereto, to be used by Lessee for the purposes generally described in Exhibit "B" attached hereto, in the Central School, Grand Rapids, Minnesota.

This Lease Agreement will also include one parking pass for the Lessee's use in the Central School lot at no additional cost to the Lessee. The Lessee will be provided one parking pass that must be displayed conspicuously by the Lessee. The Lessee will be able to park in any location within the parking lot of Central School. There will not be a designated parking spot. If the lot is full, the Lessee will utilize off street parking. This pass only applies to the Central School lot. If the pass is lost, stolen or needs to be replaced for any reason, there will be a \$25 plus tax replacement fee.

### **ARTICLE 2 - TERM**

2.1 The Term of this Lease Agreement shall commence on **January 1, 2013** and shall continue through **December 31, 2013** unless earlier terminated in accordance with the provisions of this Lease Agreement.

### **ARTICLE 3 - RENT**



3.1 Lessee shall pay to Lessor as rent for the leased premises the sums hereinafter provided in this Article 3.

The term "operating costs for the Central School Building" as used in this Article 3 shall exclude all costs related to the exterior grounds except signs promoting tenants but shall otherwise include all those direct costs of operation and maintenance to be incurred by Lessor, including by way of illustration but not limitation, (1) all utility charges (sewer, water, electricity, heat, garbage collection, elevator service) except telephone and other communications equipment; (2) maintenance, insurance, repairs, parts and supplies, equipment and tools, and electrical maps, tubes, starters and ballasts; (3) the annual costs for a custodian and/or manager; and (4) promotion costs; and (5) a capital reserve equal to 5% of the total projected operation costs, excluding the capital reserve. The term "operating costs for the Central School Building" shall not include the original capital investment or associated debt service.

The term "rented square footage in the Central School Building" as used in the Article 3 shall exclude common areas, exterior grounds and space not rented.

3.2 Calendar year **2013** base rent shall be in the amount of **\$11.65** per square foot annually, payable in equal monthly installments beginning on the **1<sup>ST</sup>** day of **May, 2013** and continuing on the first day of each month thereafter through **December 31, 2013**. Additionally, tenant is solely responsible for paying any, and all, property taxes associated with the rental space.

3.3 Lessee shall pay as additional rent a late charge in the amount of 1.5% of the monthly rental payment in the event that the monthly rental payment is received after the fifth day of the month due. This late charge shall be exclusive of any other remedy which Lessor may have for Lessee's failure to timely pay rent.

3.4 At the commencement of the term of this Lease Agreement, Lessee shall furnish to Lessor a surety bond, letter of credit or cash deposit in an amount equivalent to one month's rent, to assure compliance with the provisions of this Lease Agreement. If Lessee fails to comply with the provisions of this Lease Agreement, Lessor shall be entitled, without further notice to Lessee, to call upon said surety bond, letter of credit or cash deposit to satisfy Lessee's obligation hereunder. Lessor's right to call upon the surety bond, letter of credit or cash deposit shall be exclusive of any other remedy which Lessor may have for Lessee's failure to comply with the provisions of this Lease Agreement. The surety bond or letter of credit furnished by Lessee shall be maintained in effect for the term of this Lease Agreement and during any period of holding over. If Lessee furnishes a cash



deposit pursuant to this Paragraph, said cash deposit shall be held by Lessor for the term of this Lease Agreement unless earlier called upon by Lessor to satisfy Lessee's obligations hereunder. Said cash deposit shall be invested by Lessor and any interest earned shall be paid annually to Lessee.

3.5 Rental payments shall be made to the order of the City of Grand Rapids and mailed or delivered to: **City Finance Director, 420 N. Pokegama Avenue, Grand Rapids, MN 55744.**

3.6 Lessee shall timely pay when due any personal property or real property tax on the leasehold estate.

#### **ARTICLE 4 - IMPROVEMENTS**

4.1 In taking possession of the leased premises, Lessee acknowledges that same were on the date of occupancy in good, clean and tenable condition, subject only to the repairs or improvements which Lessor has agreed to make at Lessor's expense and which are set forth on Exhibit "C" attached hereto, if there are any.

4.2 Lessee agrees to make at its own expense all alterations and improvements to the leased premises except as otherwise indicated to be the obligation of Lessor under this Lease Agreement. All such improvements and alterations made by Lessee shall be undertaken only upon advance approval of Lessor, shall be made under the supervision, direction and control of Lessor's architect, shall be made in good and workmanlike manner according to the terms, conditions and requirements set by Lessor and its architect, and shall be in keeping with the historical character of the building. All alterations and improvements performed on the leased premises by Lessee shall be performed by competent contractors and subcontractors approved by Lessor, which approval shall not unreasonably be withheld. Lessee shall pay for all architectural, engineering and other services and all costs incurred by Lessor in connection with Lessee's improvement or alteration of the leased premises, including the work, if any, of Lessor's engineer, architect and other agents connected therewith. Prior to undertaking any alterations or improvements to the leased premises, Lessee shall obtain and deliver to Lessor a valid waiver and release of mechanic's liens by each party who will furnish labor, materials or services to the lease premises.

4.3 At the expiration or termination of the term of this Lease Agreement, all improvements and alterations made to the leased premises by Lessee shall remain with the leased premises and shall be the property of Lessor. Lessee shall, at its expense, remove Lessee's goods and effects, including trade fixtures, machinery, and equipment, and quit and deliver up the leased premises to Lessor, peaceably and quietly in as good order and condition as same were in on the original date of occupancy, reasonable wear and tear excepted. Any property left in the leased premises at the expiration or termination of this term of this lease shall be deemed to have been abandoned and shall become the property of Lessor to be disposed of as Lessor deems expedient, with all costs of cleanup and disposal of goods abandoned at the leased premises to be paid by Lessee. Lessee shall not permit any mechanic's or materialmen's liens to stand against the leased premises or against the Central School and Lessor may require appropriate assurances by way of bond, deposit or other reasonable procedure to protect against such liens and may, should such liens arise out of Lessee's acts hereunder, pay and discharge same and such amounts shall become due and payable to Lessor from Lessee with interest at the rate of eight percent (8%), or such greater amount as shall then be permitted by law, per annum.

#### **ARTICLE 5 - MAINTENANCE, REPAIRS**

5.1 Lessee shall at all times be responsible for maintaining at its own expense the leased premises in a clean, orderly and safety condition, except as hereinafter provided. Lessee shall be responsible, at its own expense, to clean and maintain all trade fixtures, machinery and equipment furnished by Lessee within the leased premises. Lessee shall be responsible to deposit normal office waste and rubbish at a location at the Central School as designated by Lessor.

5.2 Lessee shall be responsible to perform all repairs the need for which is caused by Lessee's use of the premises except that Lessor shall be responsible to perform major repairs of a structural nature. Lessor shall be responsible to arrange for removal of waste and rubbish from the location designated as the deposit location for lessees. All costs incurred by Lessor pursuant to the obligations of this Paragraph shall be included within "operating costs".



5.3 Lessor shall provide custodian services for the common areas of Central School. Costs incurred by Lessor in providing such custodian services shall be included within "operating costs".

#### **ARTICLE 6 - UTILITIES**

6.1 Lessor shall furnish such heat, water, sewer, electricity, elevator services, central air conditioning and garbage removal in and about the leased premises as shall be necessary, in Lessor's judgment, for comfortable occupancy of the leased premises, under normal business conditions. Lessor's obligation to provide electricity to the leased premises shall include only electricity for standard building lighting and office use. Any electricity supplied to the leased premises for extraordinary purposes, such as kitchen equipment, refrigeration equipment and air conditioning units, shall be paid by the Lessee upon Lessor's billing of same.

It is understood and agreed that Lessee shall be responsible to pay to Lessor, as additional rent, the cost of separately-metered-electricity supplied to the leased premises. Lessee shall also be responsible for the construction of insulation of a separate electrical meter when required.

6.2 Lessee shall conserve heat, water and electricity and shall not neglect or misuse water, fixtures, electrical lights, or other equipment or facilities furnished in conjunction with Lessor's provisions of utilities pursuant to this Article.

6.3 In the event energy use restrictions are established by Federal or State authorities or that an energy supply emergency is declared by Federal or State authorities, Lessor may reduce the quantity or quality of any utilities or other services to be provided under this Article as may be necessary to comply with directives and regulations promulgated by said authorities.

6.4 Lessor shall be responsible to provide light, heat and other utility services to the common areas of the Central School as, in Lessor's discretion, is appropriate. The cost of providing such heat, lighting and other utilities shall be included within "operating costs".

## **ARTICLE 7 - BUILDING USE, REGULATIONS, SECURITY**

7.1 Lessee shall use the leased premises only for the purpose of purposes generally described in Exhibit "B". Lessee shall keep the leased premises in a clean, orderly and safe condition and shall not permit any hazardous or dangerous activity thereon or any activity which will increase insurance risks or premiums on the leased premises. Lessee shall at all times comply with all statutes, ordinances, codes, and regulations of any governmental authority concerning the use and maintenance of the leased premises and the Central School. Lessee shall not overload the floors in the leased premises.

7.2 Lessee shall use the leased premises and the common areas of the Central School in accordance with such reasonable rules and regulations as may from time to time be promulgated by Lessor or the Central School Commission for the general safety, comfort and convenience of Lessor and Lessees of the Central School and their invitees and Lessee shall cause its clients, employees and invitees to abide by such rules and regulations. The Lessor will allow the Lessee to utilize up to 12 square feet of floor space in the common areas adjacent to the Lessee's business for display purposes only. Storage of equipment, recycling, or anything deemed not to be display items, is prohibited. The items placed in this space must not be affixed permanently to the floor or wall in any way. The usage of a table, shelf, or rack is acceptable. The Lessee will adhere to all fire and building access codes.

If the Lessee wishes to use more than 12 square feet of floor space, a written letter to the Lessor with the Lessee's intent is required. The Lessee cannot proceed with their plans until the Lessor has granted the request in writing.

The Lessee is required to supply the Lessor with documentation from the Lessee's insurance company that the Lessee's property is covered while in the common areas of Central School.

7.3 Lessee shall keep the leased premises open to the public during such days and hours of operation of the Central School as may from time to time be determined by Lessor.



7.4 Lessee shall be responsible for securing the leased premises by locking doors and windows providing direct access to the leased premises. Lessor covenants that other Lessees within the Central School will have similar responsibilities to those required of Lessee under this Paragraph.

7.5 Lessee shall pay to Lessor on demand for any damage done to the Central School or the leased premises, including broke glass, caused by Lessee, Lessee's agents or employees, or Lessee's invitees.

7.6 Lessee shall not conduct or permit to be conducted on the leased premises any business or permit any act which is contrary to or in violation of the laws, ordinances or regulations of any governmental unit, federal, state or local.

#### **ARTICLE 8 - COMMON AREAS, EXTERNAL GROUNDS**

8.1 Lessee's use of the common areas and external grounds of Central School shall be in compliance with rules and regulations which may be promulgated from time by Lessor.

8.2 Lessee shall place nothing in the common areas of the Central School, including displays, advertising, merchandise, or other items of any sort whatsoever, without the advance written approval of the Central School Commission.

8.3 Lessee shall place no signs which will be visible outside the leased premises, including no signs which may be visible through a window and no signs which may be visible within the common areas of the Central School or from the external grounds of the Central School or beyond, without the advance written approval of Lessor. Lessor shall provide signs, of a number, style and quality as deemed appropriate in Lessor's exclusive judgment, to be placed on the external grounds of the Central School, which signs will identify the lessees within Central School. Cost incurred by Lessor in providing said signs shall be included within "operating costs". Signs within the interior common areas of Central School shall be approved in advance by Lessor and, if provided by Lessor, the expense thereof shall be included within "operating costs".

#### **ARTICLE 9 - INSURANCE**

9.1 Lessor shall maintain general liability, fire and extended coverage insurance on the Central School, including common areas and exterior grounds, and Lessor's fixtures and equipment and Lessor shall cause Lessee to be named as an additional insured. Lessee shall insure its own personal property on the premises as it sees fit. All personal property placed upon or in the leased premises or common areas or external grounds shall be at the risk of Lessee or the owner of the personal property and Lessor shall not be liable to Lessee or any other party for any damage or destruction of said personal property arising from any cause whatsoever. Lessee shall maintain at its own cost and expenses general liability insurance required herein. All insurance coverage is subject to approval of the City and shall be maintained by Lessee at all times this Agreement is in effect. Lessee further agrees that to protect themselves as well as the City of Grand Rapids under the indemnity Contract set forth above, the Lessee shall at all times during the term of the Agreement have and keep in force insurance protection as specified by Minn. Stat. Cpt. 466.04, subd. 1 as may be modified from time to time by the State Legislature and Lessee shall name Lessor as an additional insured on said policy. Throughout the term of this Lease Agreement, Lessee shall provide Lessor with evidence that Lessee has obtained the insurance required by this Article and that Lessor is an additional insured under said policies of insurance. All costs incurred by Lessor in maintaining insurance coverage pursuant to this Article shall be included within "operating costs".

9.2 Notwithstanding anything in this Lease Agreement to the contrary, Lessor shall not be liable to Lessee and Lessee shall not be liable to Lessor for any damage to or destruction of the Central School Building by fire or other perils or for any claim or cause of action arising out of any death, injury or damage to property in, on or about the leased premises or the common areas or exterior grounds of Central School. Lessor and Lessee shall furnish to each other appropriate written consents from their respective insurers to this waiver of liability provision.

#### **ARTICLE 10 - LESSOR ACCESS**

10.1 Lessor, its agents and employees shall have the right to enter the leased premises upon reasonable advance notice for the purpose of inspection, cleaning, repairing, altering or improving the premises, or to exhibit the premises to prospective tenants. Lessor's reserved rights hereunder shall include, without limitation, free, unhampered and unobstructed access to the airways, equipment ducts, stairways, access panels and all utilities and services to the Central School. There



shall be no diminution of rent and no liability on the part of Lessor by reason of any inconvenience, annoyance or injury to business caused by Lessor's reasonable exercise of rights reserved by Lessor in this Article.

#### **ARTICLE 11 - FIRE OR OTHER CASUALTY: CONDEMNATION**

11.1 If during the term of this Lease the leased premises shall be damaged or destroyed by fire or other casualties so that the premises shall thereby be rendered unfit for use or occupation, Lessor shall have the option to either (a) repair such damage with all reasonable diligence and restore the premises to substantially the condition immediately prior to such event, and until such premises have been duly repaired and restored the rent herein reserved, or a just and proportionate part thereof according to the nature and extent of the injury which has been sustained shall be abated, or (b) Lessor may terminate this lease and end the term hereof, and in case of such termination and cancellation the rent shall be paid to the date of such fire or other casualty and all other further obligations on the part of either party hereto shall cease. Lessor is required to notify Lessee of whether it will repair or terminate within thirty (30) days of the date of such damage or destruction. Provided, however, that in the event the premises are not so restored within one hundred eighty (180) days after the occurrence, Lessee may, at its option, terminate this lease.

11.2 Lessee shall be entitled in any full or partial taking by eminent domain to take that portion of the net award representing payment for Lessee's leasehold interest, trade fixtures, moving expenses or business interruption. All amounts paid pursuant to an agreement with a condemning authority in connection with any taking shall be deemed to constitute an award on account of such taking. Lessee agrees that this Lease shall control rights of Lessor and Lessee in any such award, and any contrary provision of any present or future law is hereby waived. If any taking shall result in Lessee being deprived of space in excess of 5 percent of the space then leased to Lessee, Lessee shall have the right on thirty (30) days advance written notice, to terminate the obligations hereunder effective as of such taking. If Lessee continues occupancy following a partial taking, rent will be adjusted on a pro-rata basis for the remainder of the lease term.

#### **ARTICLE 12 - QUIET POSSESSION**



12.1 Lessor hereby warrants and covenants that it has full authority to execute this Lease Agreement and further agrees that Lessee, upon paying rent and performing the covenants and conditions of this Lease Agreement, shall quietly have, hold and enjoy the leased premises during the term hereof.

#### **ARTICLE 13 - NOTICE**

13.1 Any notice, demand, request or other communication which may or shall be given or served by Lessor or Lessee pursuant to this Lease Agreement shall be deemed to have been given or served on the date the same is deposited in the United States mail, registered or certified, postage prepaid and addressed as follows:

To Lessee:

Tom and Becky Markwardt  
Dustables, Inc.  
1419 Fraser Drive  
Grand Rapids, MN 55744

To: Lessor

City Administrator  
City Hall  
420 N. Pokegama Avenue  
Grand Rapids, MN 55744

#### **ARTICLE 14 - ASSIGNMENT, SUBLETTING**

14.1 Lessee agrees that neither the leased premises nor any part thereof shall be sublet nor shall this Lease Agreement be assigned by Lessee without prior written consent of Lessor, which consent shall not be unreasonably withheld. If Lessor does give consent, such consent shall not release Lessee from its obligation hereunder, unless a release is specifically given by Lessor.

#### **ARTICLE 15 - NO PARTNERSHIP**

15.1 Nothing contained in this Lease Agreement shall be deemed or construed to create a partnership or joint venture of or between Lessor and Lessee or to create any other relationship between the parties hereto other than that of Lessor and Lessee.

#### **ARTICLE 16 - DEFAULT BY LESSEE**

16.1 Lessor and Lessee agree that this Lease Agreement is made upon the condition that if the Lessee shall neglect or fail to keep, observe and perform any of the covenants and agreements contained in this Lease Agreement which are to be kept, observed or performed by Lessee, so as to be in default, or if the leasehold interest of Lessee shall be taken by execution or other legal process of law, or if Lessee shall petition to be or be declared to be bankrupt or insolvent according to law, or if Lessee shall vacate said premises or abandon the same for a period of 45 days during the term of this Lease Agreement, then and in any of said cases the Lessor may, at its option, immediately or at any time thereafter without further notice or demand, enter into and upon the leased premises, or any part thereof, in the name of the whole, and take absolute possession of the same without such re-entry working a forfeiture of the rents to be paid and the covenants to be performed by Lessee for the full term of this Lease Agreement, and may, at Lessor's election, lease or sublet the leased premises, or any part thereof, on such terms and conditions and for such rents and for such time as the Lessor may elect, and after crediting the rent actually collected by Lessor from such reletting, collect the balance of rent owed pursuant to this Lease Agreement from Lessee, charging Lessee such reasonable expenses as the Lessor may expand in putting the premises in tenable condition and collecting said rentals from Lessee, including reasonable attorney's fees.

Alternatively, Lessor may at its election and upon written notice to Lessee declare this Lease Agreement forfeited and void under the condition set forth above, and Lessor may re-enter and take full and absolute possession of said premises as the owner thereof, free from any right or claim of Lessee or any person or persons claiming through or under Lessee, and such election and re-entry shall be and constitute an absolute bar to any right to enter by Lessee. The commencement by Lessor of any action to recover possession of the leased premises or any part thereof shall not be deemed an election by Lessor to treat this Lease Agreement as void and terminated, without the written notice above specified.

In the event of termination or re-entry by Lessor for default by Lessee, Lessor shall make every reasonable effort to re-rent, lease or sublet the premises. Lessor, at its option, may make such alterations, repairs, replacements and/or decorations to the leased premises as Lessor, in its sole judgment, considers advisable and necessary for the purpose of reletting the premises; and the making of such alterations, repairs, replacements and/or decorations shall not operate to be construed to release Lessee for liability hereunder as aforesaid.

**ARTICLE 17 - DEFAULT BY LESSOR, LESSEE**

17.1 Lessor shall not be deemed to be in default under this Lease Agreement until Lessee shall have given Lessor written notice specifying the nature of the default and Lessor shall have not cured such default within ten (10) days after receipt of such notice, or within such reasonable time thereafter as may be necessary to cure such default where such default is of a character as to reasonably require more than ten (10) days to cure.

17.2 Except with respect to the payment of rent, for which no notice of default shall be necessary, Lessee shall not be deemed to be in default under this Lease Agreement until Lessor shall have given Lessee written notice specifying the nature of default and Lessee shall have not cured such default within ten (10) days after receipt of such notice or within such reasonable time thereafter as may be necessary to cure such default where such default is of a character as to reasonably require more than ten (10) days to cure.

**ARTICLE 18 - WAIVER, MODIFICATION, ENTIRE AGREEMENT**

18.1 No waiver of any condition, covenant, right of option of this Lease Agreement by the Lessor shall be deemed to imply or constitute a further waiver of any like condition or covenant of said Lease Agreement.

18.2 No amendment or modification of this Lease Agreement shall be valid or binding unless expressed in writing and executed by duly authorized representatives of the parties hereto in the same manner as the execution of this Lease Agreement. The City Council shall consider the recommendation of the Central School Commission in determining whether to approve any amendment or modification of this Lease Agreement.

18.3 Neither Lessor nor any agent or employee of Lessor has made any representations or promises with respect to the leased premises or the Central School except as herein expressly set forth, and no rights, privileges, easements or licenses are acquired by Lessee except as herein expressly set forth.



**ARTICLE 19 - WINDOW TREATMENT**

19.1 Lessee, at its expense, may install shades, drapes or window coverings and, if installed, Lessee shall maintain said window coverings in an attractive and safe condition, provided however, in the sole judgment of Lessor said window coverings are in harmony with the exterior and interior appearance of Central School and will create no safety or fire hazard.

**ARTICLE 20 - PARKING**

20.1 Lessor has established public parking facilities on the grounds of Central School. Lessee warrants that it will enforce regulations providing that its employees will not park their private vehicles in said public parking area during time when said employees are working at the leased premises (except on a short-term basis for emergencies or for deliveries).

**DISCRIMINATION PROHIBITED:** The Landlord shall not discriminate based upon race, color, creed, religion, national origin, sex, marital status, age, handicap, or disability, familial status or recipients of public assistance; and shall comply with all nondiscrimination requirements of Federal, State and local law.

**IN WITNESS WHEREOF,** the parties have hereunto set their hands on the date first written above.

LESSOR:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

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

LESSEE:

\_\_\_\_\_

BY: \_\_\_\_\_

BY: \_\_\_\_\_

Its \_\_\_\_\_

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

## Exhibit A – Location in the Building

Dustables, Inc. is located on the Second Floor in the Northwest Corner Room (Suite 209) consisting of a total of 860 sq. ft.

## Exhibit B – Use of Space

Dustables is a retail shop which sells arts, crafts and gift items.



Exhibit C – Improvements

None



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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 13-0188      **Version:** 1      **Name:** Board & Commission minutes  
**Type:** Minutes      **Status:** Approved  
**File created:** 4/4/2013      **In control:** Administration  
**On agenda:** 4/8/2013      **Final action:**  
**Title:** Acknowledge minutes for Boards & Commissions.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [December 13, 2012 GREDA](#)  
[January 10, 2013 GREDA](#)  
[February 19, 2013 Golf Board](#)  
[January 16, 2013 PUC Regular Meeting](#)  
[February 20, 2013 PUC Regular Meeting](#)  
[February 27, 2013 Human Rights](#)

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

**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR MEETING  
THURSDAY, DECEMBER 13, 2012  
4:00 P.M.**

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

**CALL TO ORDER:** Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Thursday, December 13, 2012 at 4:00 p.m. in Conference Room 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

**CALL OF ROLL:** On a Call of Roll the following members were present: Commissioners: Sholom Blake, Mike Przytarski, Ed Zabinski, Michael Stefan, Chris Lynch. Absent: Cheryl Gullickson, Gary McInerney.

Staff present: Rob Mattei

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

- Update from Mark Zimmerman, President IEDC
- Approve claim in the amount of \$187.50 to the MPCA

**APPROVAL OF MINUTES:**

**MOTION BY COMMISSIONER STEFAN, SECOND BY COMMISSIONER BLAKE TO APPROVE THE MINUTES OF THE NOVEMBER 8, 2012 REGULAR MEETING AND THE NOVEMBER 29, 2012 SPECIAL MEETING. The following voted in favor thereof: Lynch, Blake, Stefan, Przytarski, Zabinski. Opposed: None, passed unanimously.**

**APPROVAL OF CLAIMS:**

**MOTION BY COMMISSIONER BLAKE, SECOND BY COMMISSIONER LYNCH TO APPROVE CLAIMS IN THE AMOUNT OF \$120,241.12.**

Bonner Design	\$125.00	Casper Construction	\$109,265.48
Kennedy & Graven	\$2,106.65	Kootasca	\$2,288.99
Old School Pastries & Gift	\$710.00	SEH-RCM	\$5,745.00

**The following voted in favor thereof: Przytarski, Stefan, Zabinski, Blake, Lynch. Opposed: None, passed unanimously.**

2013 Work Plan Development.

President Zabinski reviewed the 2013 goal ranking matrix with the Commissioners. The Commissioners decided to remove item number five, support construction of Grand Rapids Recycling Center, from the list. Mr. Mattei suggested the Commissioners determine what role they will take for the 2013 work plan items.



**MOTION BY COMMISSIONER LYNCH, SECOND BY COMMISSIONER PRZYTARSKI TO APPROVE THE 2013 GREDA WORK PLAN. The following roll call vote was taken: Yea: Przytarski, Lynch, Blake, Stefan, Zabinski. Nay: None, passed unanimously.**

Update:

Mark Zimmerman, President IEDC- IEDC would like the GREDA to nominate someone for a seat on their board. President Zabinski suggested the Commissioners contact him with any nominations and he will meet with Mr. Mattei to discuss the nominations. Mr. Zimmerman stated JML will be conducting their final walk thru at the old Ainsworth site on December 14, 2012.

Approve payment to the MPCA in the amount of \$187.50.

**MOTION BY COMMISSIONER BLAKE, SECOND BY COMMISSIONER LYNCH TO APPROVE PAYMENT TO THE MPCA IN THE AMOUNT OF \$187.50. The following voted in favor thereof: Stefan, Blake, Zabinski, Przytarski, Lynch. Opposed: None, passed unanimously.**

There being no further business the meeting adjourned at 4:45 p.m.

The next scheduled meeting is Thursday, January 10, 2013 at 4:00 p.m. unless otherwise noticed.

Respectfully submitted:

\_\_\_\_\_  
Aurimy Groom, Recorder

**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY  
REGULAR MEETING  
THURSDAY, JANUARY 10, 2013  
4:00 P.M.  
GRAND RAPIDS CITY HALL – CONFERENCE ROOM 2A  
420 NORTH POKEGAMA AVE., GRAND RAPIDS, MINNESOTA**

**CALL TO ORDER:** Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Thursday, January 10, 2013 at 4:00 p.m. in Conference Room 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

**CALL OF ROLL:** On a Call of Roll the following members were present: Commissioners: Sholom Blake, Gary McInerney, Cheryl Gullickson, Ed Zabinski, Michael Stefan. Absent: Mike Przytarski, Chris Lynch.

Staff present: Rob Mattei

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

- Consider approval of a proposal from the U of M for a Market Area Profile.
- Approve payment to Kootasca in the amount of \$817.89.
- Approve payment to Grand Rapids Area Library in the amount of \$747.34.
- Approve payment to Grand Rapids Newspapers Inc in the amount of \$141.70.

**APPROVAL OF MINUTES:**

**MOTION BY COMMISSIONER MCINERNEY, SECOND BY COMMISSIONER BLAKE TO APPROVE THE MINUTES OF THE DECEMBER 13, 2012 REGULAR MEETING.** The following voted in favor thereof: Blake, McInerney, Stefan, Gullickson, Zabinski. Opposed: None, passed unanimously.

**APPROVAL OF CLAIMS:**

**MOTION BY COMMISSIONER BLAKE, SECOND BY COMMISSIONER GULLICKSON TO APPROVE CLAIMS IN THE AMOUNT OF \$9,053.94.**

Grand Rapids Area Library	\$747.34	Kennedy & Graven	\$95.00
Kootasca	\$1,614.10	MPCA	\$187.50
SEH-RCM	\$6,410.00		

**The following voted in favor thereof: Gullickson, Stefan, Zabinski, McInerney, Blake. Opposed: None, passed unanimously.**

Review and consider adoption of the 2013 GREDA Work Plan.

The Commissioners quickly reviewed the 2013 Work Plan.

**MOTION BY COMMISSIONER MCINERNEY, SECOND BY COMMISSIONER BLAKE TO ADOPT THE 2013 GREDA WORK PLAN.** The following roll call vote was taken: Yea: Blake, Gullickson, Stefan, McInerney, Zabinski. Nay: None, passed unanimously.



Review Business Assistance Application submitted by Innovative Developers LLP, and the associated Business Assistance Review Worksheet prepared by staff, for a \$5.5 million dollar project involving the development of two 18 unit market rate rental apartment buildings on the former site of the St. Joseph's school, church and rectory, and consider an advisory recommendation to the City Council to either deny or approve the request.

Community Development Director Mattei reviewed the business assistance worksheet with the Commissioners.

**MOTION BY COMMISSIONER MCINERNEY, SECOND BY COMMISSIONER BLAKE TO FORWARD A RECOMMENDATION TO THE CITY COUNCIL TO APPROVE A BUSINESS ASSISTANCE APPLICATION SUBMITTED BY INNOVATIVE DEVELOPERS LLP. The following roll call vote was taken: Yea: McInerney, Stefan, Gullickson, Blake, Zabinski. Nay: None, passed unanimously.**

Consider approval of a proposal from the U of M for a market area profile.

The Chamber of Commerce, Visit Grand Rapids and IEDC have agreed to help fund the market area profile. The cost to GREDA will be \$1,000.00.

**MOTION BY COMMISSIONER BLAKE, SECOND BY COMMISSIONER STEFAN TO APPROVE A PROPOSAL FROM THE U OF M FOR A MARKET AREA PROFILE IN THE AMOUNT OF \$3,500.00. The following roll call vote was taken: Yea: Blake, Gullickson, Stefan, McInerney, Zabinski. Nay: None, passed unanimously.**

Approve payment to the Grand Rapids Area Library in the amount of \$747.34.

**MOTION BY COMMISSIONER BLAKE, SECOND BY COMMISSIONER GULLICKSON TO APPROVE PAYMENT TO THE GRAND RAPIDS AREA LIBRARY IN THE AMOUNT OF \$747.34. The following voted in favor thereof: Blake, Zabinski, Gullickson, Stefan, McInerney. Opposed: None, passed unanimously.**

Approve payment to Kootasca in the amount of \$817.89.

**MOTION BY COMMISSIONER STEFAN, SECOND BY COMMISSIONER MCINERNEY TO APPROVE PAYMENT TO KOOTASCA IN THE AMOUNT OF \$817.89. The following voted in favor thereof: McInerney, Stefan, Gullickson, Zabinski, Blake. Opposed: None, passed unanimously.**

Approve payment to Grand Rapids Newspapers in the amount of \$141.70.

**MOTION BY COMMISSIONER GULLICKSON, SECOND BY COMMISSIONER BLAKE TO APPROVE PAYMENT TO GRAND RAPIDS NEWSPAPERS IN THE AMOUNT OF \$141.70. The following voted in favor thereof: Blake, Zabinski, Gullickson, Stefan, McInerney. Opposed: None, passed unanimously.**



There being no further business the meeting adjourned at 4:40 p.m.

The next scheduled meeting is Thursday, January 24, 2013 at 4:00 p.m. unless otherwise noticed.

Respectfully submitted:

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Aurimy Groom, Recorder

GRAND RAPIDS GOLF COURSE BOARD  
REGULAR MONTHLY MEETING  
February 19, 2013  
7:30 AM

Present: Pat Pollard, Jeff Ericson, Larry O'Brien, Kelly Hain, Steve Forneris

Absent: None

Staff: Bob Cahill – Director of Golf

- I. Pat Pollard called the meeting to order.
- II. Jeff Ericson made a motion to accept the minutes of the January 15, 2013 Board meeting. Steve Forneris seconded the motion. The motion passed.
- III. Consideration of monthly bills: Steve  
Forneris made a motion to approve the bill list. Jeff Ericson seconded the motion. The motion passed. Steve Forneris made a motion to approve one extra bill to Golf Minnesota for \$195.00. Kelly Hain seconded the motion. The motion passed.

LEAGUE OF MN CITIES INS TRUST	4,944.85
BLUE CROSS & BLUE SHIELD OF MN	1,316.50
ROBERT CAHILL	40.00
CITY OF COHASSET	787.70
DELTA DENTAL OF MINNESOTA	111.20
FILTHY CLEAN INC	272.53
FORE RESERVATIONS INC	1,168.75
CITY OF GRAND RAPIDS	792.53
GRAND RAPIDS CITY PAYROLL	7,457.50
GRAND RAPIDS STATE BANK	74.21
ITASCA COUNTY SHERIFFS DEPT	10.00
MGCSA	130.00
MINNESOTA PUBLIC GOLF ASSOC	75.00
MINNESOTA SALES & USE TAX	204.17
NEXTERA COMMUNICATIONS LLC	4.31
PIONEER MUTUAL LIFE INS CO	4.10
P.U.C.	2,552.02
TDS Metrocom	228.60
VERIZON WIRELESS	34.27

TOTAL ALL VENDORS: 20,208.24

IV. Visitors: None

V. Grounds Superintendent: No Report

VI. Concessions: No report.

VII. Director of Golf: Bob Cahill reported. On course bathrooms were discussed. Debbie Vergin and committee continue to make progress towards a fund raising event to be held May 18<sup>th</sup>. Availability of range balls in the later evening hours and easy access to range balls was again discussed. A new ball box will be purchased which should make access easier and will greatly approve the general appearance. Beginning this June, the clubhouse will remain open longer for the summer months, which will make range balls accessible into the evening hours. Bob thanked Kelly Hain and Pat Pollard for their time spent on the Golf Board. Their term limits have been reached this February and the Council will likely replace them if acceptable candidates are received.

VIII. Old Business: None

IX. New Business: Kelly Hain made a motion to recommend to the Council approval of a 4-year lease for GPS units for the 50 golf carts. This lease would be from "To The Green" GPS Technologies Inc. Jeff Ericson seconded the motion. The motion passed.

X. Correspondence and Open Discussion: None.

XI. Adjourn: Steve Forneris made a motion to adjourn the meeting. Jeff Ericson seconded the motion. The motion passed.

Respectfully Submitted,

Larry O'Brien  
Recording Secretary



A regular meeting of the Grand Rapids Public Utilities Commission was held on January 16, 2013 at 2:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4<sup>th</sup> Street.

Members Present: President Welliver, Secretary Hodgson, Commissioner Adams, Commissioner Johnson, Commissioner Chandler.

Members Absent: None.

Others Present: General Manager Ward, Finance Manager Betts, Wastewater Treatment Facility Manager Ackerman, Water/Wastewater Collection/Safety Manager Doyle, Administrative/HR Assistant Flannigan, Attorney Bengtson, Roger Hoyum of JDI Contracts, Inc.

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

Motion by Chandler to approve the minutes of the December 12, 2012 special meeting and the December 12, 2012 regular meeting, noting a correction by Commissioner Hodgson to the December 12, 2012 regular meeting Commission Member Reports to read as follows: "Commissioner Hodgson and Wastewater Treatment Facility Manager Ackerman met with the Iron Range Engineering students...". Motion seconded by Johnson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

Finance Manager Betts reviewed the December 2012 City Treasurer's Report and Investment Activity Report with the Commission.

Motion by Adams to approve the City Treasurer's Report and Investment Activity Report for December 2012. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

President Welliver acknowledged public forum. None present.

Commission Member Reports: Commissioner Adams expressed appreciation to the Public Utilities Commission and staff for the work they have done in support of Hockey Day Minnesota. Commissioner Adams also reported on the recent City reorganizational meeting, and announced he will be moving on at the end of his term on the Commission. City Council member Ed Zabinski has been appointed to fill that position, effective March 1, 2013. Commissioner Adams thanked the Public Utilities staff for their work during the six years he has served on the Commission

President Welliver formally presented Finance Manager Betts with the Certificate of Achievement for Excellence in Financial Reporting from the Government Finance Officers Association (GFOA) for the Comprehensive Annual Financial Report for the fiscal year ended December 31, 2011. Finance Manager Betts thanked the accounting staff, Linda George and Jean Key, for their work in that department. Commissioner



Adams noted this is the fourteenth year in a row that the GRPUC has been awarded this certificate.

President Welliver noted that item 7. on the agenda, a presentation by the Iron Range engineering students, will be moved to 4:00 PM.

Administration:

General Manager Ward and Finance Manager Betts reviewed the 2013 Budget as presented. General Manager Ward requested the operating and capital expenditure portion of the 2013 Budget be approved at this time. Staff will continue to work and the revenue portion of the budget until the completion of the electric rate study, and present the revenue portion of the budget for adoption to the Commission in March.

Motion by Hodgson to approve the capital and operating expenditure portion of the 2013 Budget as presented. Motion seconded by Johnson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

General Manager Ward reported the Personnel Committee met recently to review the remuneration for non-represented employees for the year 2013. Performance reviews for all non-represented employees have been completed. President Welliver stated at the request of the Personnel Committee, he and Commissioner Hodgson had completed the performance review of the General Manager for the last two years and recommend the same salary adjustment and benefits be provided retroactively for 2010-2012 to the General Manager as provided the other non-represented employees.

Motion by Chandler to approve a 2% annual salary adjustment and a 1% lump sum payment, not added to base, and providing the same benefit package as provided the represented employees in collective bargaining agreement to the non-represented employees retroactive to January 1, 2013, and retroactively for the General Manager as recommended by President Welliver, resulting in the following 2013 annual salaries as presented: General Manager - \$93,210.37, Finance Manager - \$78,679.54, Water/Wastewater Collection Safety Manager - \$76,702.20, WWTP Operations Manager - \$78,698.63, Administrative/HR Assistant - \$60,225.86. Motion seconded by Johnson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

General Manager Ward reviewed the mandatory updates to the GRPUC Personnel Policies, 13.0 Appendix A, Schedule for Benefits and Reimbursements, to parallel to the collective bargaining agreement and the 2013 FICA tax rate and maximum annual earnings.

Motion by Johnson to adopt the updates to the GRPUC Personnel Policies, 13.0 Appendix A, Schedule for Benefits and Reimbursements, as presented. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

Accounting and Finance:

Finance Manager Betts reviewed the December 2012 Operations Report with the Commission.

Motion by Adams to authorize the write-off of uncollectible accounts in the amount of \$398.82. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted

Electric Department:

Engineering Consultant Hoyum reviewed the December 2012 Operations Report with the Commission.

Motion by Johnson to award the 2013 Vegetation Control Contract #15 (NW Quadrant) to Plackner Tree Care, Inc. for the low bid of \$51,727.50. Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

Wastewater Treatment Facility Operations:

Manager Ackerman reviewed the December 2012 Operations Report with the Commission.

Water/Wastewater Collection/Safety:

Water/Wastewater Collection/Safety Manager Doyle reviewed the December 2012 Operations Report with the Commission.

Safety Training Procedures and Updates:

Water/Wastewater Collection/Safety Manager Doyle reviewed the safety initiatives for the month. There are currently no lost time or restricted work hours to report.

GRPUC Discussion/Correspondence: No items.

Change Orders: No items.

Claims for Payment:

Motion by Hodgson to approve a claim for payment in the amount of \$735.79 from Northern Business Products for various office supplies. Motion seconded by Adams and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams and Chandler; Against: None; Abstained: Johnson, whereby the motion was declared duly passed and adopted.

Motion by Johnson to authorize the verified claims for payment in the amount of



\$2,647,842.92 (\$1,586,203.92 computer checks and \$1,061,639.00 manual checks) per attached lists. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Adams, Johnson and Chandler; Against: None, whereby the motion was declared duly passed and adopted.

The Commission took a five minute recess to allow the Iron Range Engineering students time to set up for their presentation.

A PowerPoint presentation of the Grand Rapids Wastewater Treatment Hydro Turbine Generation Final Technical Report was given by three of the four Iron Range Engineering College students who prepared the report. The Final Technical Report was the result of a five month study by the students on the feasibility of producing electricity from the Grand Rapids Wastewater Treatment Facility (GRWTF) effluent outfall pipe. The students expressed thanks to Andy Lillesve, Project Mentor at Iron Range Engineering. A copy of the Iron Range Engineering students Grand Rapids Wastewater Treatment Hydro Turbine Generation Final Technical Report is available for review at the Grand Rapids PW/PU Service Center. Commissioner Hodgson presented Forrest Semmler, Jeffrey Lange, and Jeremy Goodell with scholarship awards in the amount of \$200.00 each, in appreciation of their time and effort put into the report. Tom Newville, who was not able to attend the presentation, will also be presented with a scholarship award.

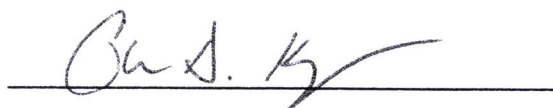
The next regular Commission meeting is Wednesday, February 13, 2013 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4<sup>th</sup> Street.

Upon a motion duly made and seconded, the meeting was adjourned at 4:00 PM.



Stephen R. Welliver, President

Attest:



Glen D. Hodgson, Secretary

GRAND RAPIDS  
PUBLIC UTILITIES COMMISSION  
ACCOUNTS PAYABLE  
DECEMBER 2012

NAME	AMOUNT	NAME	AMOUNT
Jim Ackerman	108.23	Kaman Industrial Technologies	338.25
AE2S	712.00	Kootasca	2,330.00
Alcola Solutions	39,409.62	KOZY	1,570.00
American Payment Centers	142.00	L & M Supply	31.90
American Public Power Assoc	81.70	Lano, O'toole, Bengston	2,244.00
AmeriPride Services	94.30	Latvala Lumber Co	80.70
Aramark Uniform Services	290.35	Minnesota Dept of Health	300.00
Autumn Creek Consulting	1,628.00	Minnesota Municipal Utilities	880.00
BLR	438.00	Minnesota Office of Ent Tech	36.00
Baker Tilly Virchow Krause	2,000.00	Minnesota Power	1,013,684.24
Braun Intertec	647.00	The Motor Shop	45.31
Bunes Septic Service	160.00	Nelson Roofing	89.78
Burggrafs Ace Hardware	1,294.15	Neo Solutions	43,389.46
Busy Bees Quality Cleaning	1,964.36	Nextera	800.56
Call Net	995.00	North Central Laboratories	391.44
Casper Construction	706.25	Northeast Technical Services	4,427.10
Citi Lites	224.00	Nord Auto Parts	3.20
City of Grand Rapids	243,096.56	Northern Drug Screening	38.00
Cole Hardware	652.48	Novaspect	960.00
Conney Safety	185.43	Pace Analytical	3,102.81
Davis Oil	823.83	Personnel Dymannmics	148.59
Diversified Inspection	1,560.00	Pitney Bowes	2,860.21
Dennis Doyle	93.24	Polydyne Inc	48,121.32
Earl F Anderson -Safety Signs	120.77	Public Utilities Commission	4,688.09
Energy Management Solutions	7,576.70	Pulbic Utilities Commission	6,358.34
Era Laboratories	250.00	R K Hillman	234.00
Express Services Inc	3,592.28	Radtke Trucking	14,307.56
Farwest Line Specialties	486.17	Railroad Mangement Co	132.87
Ferguson Enterprises	317.72	Rapids Process Equipment	5,568.00
Figgins Truck & Trailer Repair	348.75	Rapids Hydraulic & Machine	115.83
Jim Foss	89.99	Red Rock Radio	1,100.00
Gopher State One-Call	137.70	Resco Electric Supply	723.51
Grainger	212.18	River Road Market	1,998.46
Grand Itasca Clinic & Hospital	124.00	Dave Roy	94.99
Grand Rapids Herald Review	143.20	Sandstroms	715.45
Grand Rapids Tire & Auto	528.60	Sawmill Inn	26.50
Graybar	1,572.23	Scheck	26,927.35
Great Northern Services	2,823.75	Scooters	300.00
HD Waterworks	3,075.79	S E H	4,125.00
HVAC Services	467.00	State Industrial Products	397.39
Harris Computer Systems	325.65	Stokes	1,362.55
Hawkins Inc	4,869.17	Stuart Irby Co	1,999.16
Herc-U-Lift	107.44	Thelen Heating & Roofing	1,415.50
HotHouse Design & Post	550.00	Treasure Bay Printing	915.92
Iron Range Engineering	800.00	United States Post Office- GR	100.00
Itasca Computer Resources	7,083.66	University of Minnesota	552.80
Itasca County Courthouse	13,323.12	Viking Electric Supply	961.18
Itasca County Environmental	31.00	Waste Management	1,804.72
Itasca County Farm Service	2,072.62	Wells Fargo	300.00
Itasca County Treasurer	2,021.68	Wenck	6,222.69
Itron	604.43	Wesco	2,156.71
JDI Contracts Inc	8,240.62	WP & RS Mars	1,035.58
Johnson Killen & Seiler	37.00	Xerox	489.91
KLM Engineering	11,000.00		

GRAND RAPIDS  
PUBLIC UTILITIES COMMISSION  
ACCOUNTS PAYABLE  
DECEMBER 2012

NAME	AMOUNT
Xylem	1,778.00
Zee Medical	1,133.27
Energy Star Rebates: Randy Longmore	50.00
Total	<u>1,586,203.92</u>
Northern Business Products	735.79



\*\*\* GRAND RAPIDS PUBLIC UTILITIES \*\*\*  
ACCOUNTS PAYABLE CHECK REGISTER 12/31/2012  
WELLS FARGO BANK

CHECK NO	CHECK DATE	VEN NO	V E N D O R	Check Amount
MANUAL CHECKS				
2240	12/01/2012	1762	WELLS FARGO CORPORATE TRUST	16,155.00
2241	12/01/2012	1762	WELLS FARGO CORPORATE TRUST	90,770.00
2242	12/04/2012	700	MINNESOTA DEPT OF REVENUE	652.17
2243	12/04/2012	1232	WELLS FARGO BANK	5,446.89
2244	12/04/2012	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	3,396.34
2245	12/04/2012	1734	ING INSTITUTIONAL PLAN SERVICES LLC	1,509.48
2246	12/02/2012	1613	DELTA DENTAL OF MINNESOTA	3,650.00
2247	12/05/2012	1611	SELECTACCOUNT	423.34
2248	12/14/2012	700	MINNESOTA DEPT OF REVENUE	3,575.17
2249	12/14/2012	1232	WELLS FARGO BANK	19,642.29
2250	12/14/2012	1734	ING INSTITUTIONAL PLAN SERVICES LLC	6,467.59
2251	12/14/2012	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	11,782.48
2252	12/18/2012	890	MINNESOTA DEPARTMENT OF REVENUE	55,683.00
2253	12/17/2012	1612	SELECTACCOUNT	2,161.71
2254	12/28/2012	700	MINNESOTA DEPT OF REVENUE	3,454.89
2255	12/28/2012	1232	WELLS FARGO BANK	19,040.09
2256	12/28/2012	1734	ING INSTITUTIONAL PLAN SERVICES LLC	6,415.02
2257	12/28/2012	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	11,559.09
2258	12/18/2012	1611	SELECTACCOUNT	253.83
2259	12/28/2012	1612	SELECTACCOUNT	2,161.71
2260	12/31/2012	67	BLUE CROSS BLUE SHIELD	50,906.15
2261	12/01/2012	1762	WELLS FARGO CORPORATE TRUST	99,435.00
62318	12/03/2012		TOTAL TRANQUILITY SALON & SPA	127.21
62319	12/03/2012		KAASA, DEVON J	7.55
62320	12/03/2012		PARSON, HELLEN M	75.87
62321	12/04/2012	1573	MN BUREAU OF CRIMINAL APPREHENSION	15.00
62322	12/04/2012	921	UNITED PARCEL SERVICE	95.35
62323	12/06/2012	1835	VERIZON WIRELESS	239.33
62324	12/07/2012	570	U S POST OFFICE	639.65
62325	12/07/2012		SCHLAGEL, JUSTIN R	48.94
62326	12/10/2012		LOUGEE, BRADLEY	5.35
62327	12/14/2012	100	CITY OF GRAND RAPIDS	109,536.00
62328	12/14/2012		LAPOINTE UTILITIES	52.72
62449	12/14/2012	92	CASPER CONSTRUCTION INC	43,813.57 *
62450	12/14/2012	576	UTILITY SYSTEMS OF AMERICA	24,805.53 *
62451	12/14/2012	328	LEAGUE OF MINNESOTA CITIES	95,561.00 *
62455	12/17/2012	1751	LAKE STATES CONSTRUCTION INC	32,410.25 *
62456	12/17/2012	921	UNITED PARCEL SERVICE	60.40
62457	12/17/2012	1572	MINNESOTA ENERGY RESOURCES CORP	15.76
62458	12/18/2012	1872	NEXGEN UTILITY MANAGEMENT	38,180.00 *
62459	12/19/2012		ACHESON TRAILER COURT	26.56
62460	12/19/2012	570	U S POST OFFICE	551.81
62461	12/20/2012		UMLAUF, BRENTON J	17.69
62462	12/21/2012	367	MINNESOTA DEPT OF HEALTH	5,022.00
62467	12/27/2012	570	U S POST OFFICE	724.66
62468	12/31/2012	100	CITY OF GRAND RAPIDS	68,583.33

\* \* \* GRAND RAPIDS PUBLIC UTILITIES \* \* \*  
ACCOUNTS PAYABLE CHECK REGISTER 12/31/2012  
WELLS FARGO BANK

CHECK NO	CHECK DATE	VEN NO	V E N D O R	Check Amount
62469	12/28/2012	65	BLANDIN PAPER COMPANY	46,654.66
62470	12/28/2012	65	BLANDIN PAPER COMPANY	355,243.51
62471	12/28/2012		LANDER, AGNES	15.96
62472	12/28/2012	100	CITY OF GRAND RAPIDS	617.24
62473	12/31/2012	1218	CITY OF LAPRAIRIE	16,227.21
62474	12/31/2012	1218	CITY OF LAPRAIRIE	104.71
62475	12/31/2012	1572	MINNESOTA ENERGY RESOURCES CORP	33.48
62476	12/31/2012	100	CITY OF GRAND RAPIDS	41,198.05
62477	12/31/2012		ELIASON, WANDA M	3.34
62478	12/31/2012	1607	SELECTACCOUNT	155.50
62479	12/31/2012	1585	STANDARD INSURANCE COMPANY	950.40
62480	12/31/2012	921	UNITED PARCEL SERVICE	48.52
Manual Checks Previously Approved				234,770.35 *
Manual Checks To Be Approved				<u>1,061,639.00</u>
Total				<u>1,296,409.35</u>

A regular meeting of the Grand Rapids Public Utilities Commission was held on February 20, 2013 at 2:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4<sup>th</sup> Street.

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

Members Absent: None.

Others Present: General Manager Ward, Finance Manager Betts, Wastewater Treatment Facility Manager Ackerman, Water/Wastewater Collection/Safety Manager Doyle, Administrative/HR Assistant Flannigan, Attorney Bengtson, Roger Hoyum of JDI Contracts, Inc.

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

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

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

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

President Welliver acknowledged public forum. None present.

Commission Member Reports: No items.

Administration:

General Manager Ward reviewed the inclining block rate methodology and proposed Multi-Family User Class Water Rate Schedules and with the Commission.

Motion by Chandler to adopt the Multi-Family User Class Water Rate Schedules as presented, effective May 1, 2013. Motion seconded by Johnson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Johnson, Chandler and Zabinski; Against: None, whereby the motion was declared duly passed and adopted.

Commissioner Zabinski requested water conservation information be mailed out to customers with the notice of the change in water rates.



Accounting and Finance:

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

Motion by Zabinski to authorize the write-off of uncollectible accounts in the amount of \$299.94. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Johnson, Chandler and Zabinski; Against: None, whereby the motion was declared duly passed and adopted

Electric Department:

Engineering Consultant Hoyum reviewed the January 2013 Operations Report with the Commission. Consultant Hoyum reported preparations for the 2013 Golf Course Road Overhead to Underground Conversion Project have begun and, in order to secure stock in a timely manner, four quotes were received and reviewed for the underground cable required for the project.

Motion by Hodgson to authorize the purchase of 25,000 feet of 500 MCM underground cable from Irby Electrical Distributors for the low quote in the amount \$128,575.00. Motion seconded by Chandler and upon roll call the following voted in favor thereof: Welliver, Hodgson, Johnson, Chandler and Zabinski; Against: None, whereby the motion was declared duly passed and adopted.

Wastewater Treatment Facility Operations:

Manager Ackerman reviewed the January 2013 Operations Report with the Commission.

Water/Wastewater Collection/Safety:

Water/Wastewater Collection/Safety Manager Doyle reviewed the January 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 are currently no lost time or restricted work hours to report. "Right to Know" training is being completed company-wide this month.

GRPUC Discussion/Correspondence:

Play or Pay Under the Affordable Care Act: Short-Term Obligations and Long-Term Strategy Webinar, December 6, 2012, Grand Rapids, MN – Anthony Ward, Christine Flannigan, Linda George.

APPA Webinar-Electric Utility 101: Generation, January 15, 2013, Grand Rapids, MN – Anthony Ward, Tyanne Betts, Christine Flannigan, Ellen Greene.

MPCA 39th Annual Collection System Operators Conference, January 23-25, 2013, Brooklyn Park, MN – James Bocinsky, Doug Green.

University of Minnesota 2012-2013 Erosion and Stormwater Management, January 28, 2013, Minneapolis, MN – James Ackerman.

Minnesota LTAP Work Zone Traffic Control Seminar 2013, February 5, 2013, Grand Rapids, MN – Roger McLean, John Hachey, Rodney Ruder, Jason Blanchard, Mike Bader, Joe Riley, Dennis Doyle, Rick Fox, James Bocinsky, Doug Gustafson.

Upper Midwest Metering Association 2013 Winter Meeting, February 6-8, 2013, Cohasset, MN – Dennis Doyle, Dave Virden, Roger McLean, Jason Blanchard.

Change Orders: No items.

Claims for Payment:

Motion by Chandler to approve a claim for payment in the amount of \$3,860.90 from Northern Business Products for various office supplies. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Chandler, and Zabinski; Against: None; Abstained: Johnson, whereby the motion was declared duly passed and adopted.

Motion by Zabinski to authorize the verified claims for payment in the amount of \$1,915,649.08 (\$1,340,216.88 computer checks and \$575,432.20 manual checks) per attached lists. Motion seconded by Hodgson and upon roll call the following voted in favor thereof: Welliver, Hodgson, Johnson, Chandler and Zabinski; Against: None, whereby the motion was declared duly passed and adopted.

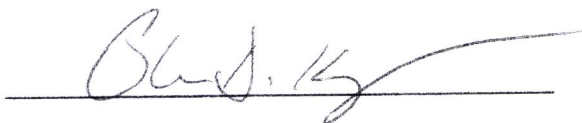
The next regular Commission meeting is Wednesday, March 13, 2013 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4<sup>th</sup> Street.

Upon a motion duly made and seconded, the meeting was adjourned at 5:30 P.M.



Stephen R. Welliver, President

Attest:



Glen D. Hodgson, Secretary



GRAND RAPIDS  
PUBLIC UTILITIES COMMISSION  
ACCOUNTS PAYABLE  
JANUARY 2013

NAME	AMOUNT	NAME	AMOUNT
Jim Ackerman	125.43	Minnesota Office of Ent Tech	36.00
Alcola Solutions	57,621.44	Minnesota Pollution Ctrl Agency	15,733.59
American Public Power	169.60	Minnesota Power	1,010,471.14
AmeriPride Services	121.63	Minnesota Power	500.00
Aramark Uniform Services	55.99	Minnesota Power	3,193.35
Arrowhead Procure Ins Pool	460.00	Neo Solutions	53,656.89
Autumn Creek Consulting	1,873.30	Nextera	820.63
Badger State Inpection LLC	3,900.00	Nord Auto Parts	32.03
Barnum Gate Services Inc	696.50	North American Salt Company	2,284.89
Bunes Septic Service	160.00	North Central Laboratories	1,060.32
Burggrafs Ace Hardware	75.77	Northeast Technical Services	787.50
Busy Bees Quality Cleaning	2,041.31	Northern Drug Screening	18.00
Call Net	995.00	Northern Minnesota Builders Assc	250.00
Carquest	12.31	Northland Off Rd & 4WD	344.75
Casper Construction	1,535.75	Pace Analytical	318.15
Citi Lites	84.00	Pipeline Supply	1,476.95
City of Grand Rapids	6,511.13	Polydyne Inc	47,538.43
Clement Communications	907.50	Plackner Tree Care Inc	1,282.50
Cole Hardware	1,335.97	Public Utilities Commission	6,697.38
Davis Oil	853.00	R K Hillman	234.00
Deer River Hired Hands Inc	8.00	Radtke Trucking	12,736.53
Dennis Doyle	103.96	Rapids Process Equipment	18,817.77
Duluth Paper & Specialties	348.20	Red Rock Radio	880.00
Energy Management Solutions	2,767.95	River Road Market	1,814.23
Express Services Inc	3,058.20	Sandstroms	101.34
FKC Co, Ltd	17,436.54	Sawmill Inn	601.50
Ferguson Enterprises	519.97	Scheck	1,244.29
Figgins Truck & Trailer Repair	1,258.16	S E H	1,313.20
Gopher State One-Call	35.00	Sears	443.51
Grainger	1,185.70	Simplex Grinnell	4,557.99
Grand Rapids Herald Review	60.00	Star Tribune	98.80
Grand Rapids Newspapers	17.25	State Industrial Products	210.39
Graybar	606.17	Stokes	32.58
Great Northern Services	440.37	Strategic Insights Inc	721.41
Hach Company	506.37	Team Marinucci	127.18
Hawkins Inc	4,515.38	Titan Energy Systems	1,128.52
Holiday Station	398.20	Treasure Bay Printing	1,308.88
Industrial Fluid Tech	202.96	Utilities Plus Services	741.25
Itasca Computer Resources	2,084.76	Viking Electric Supply	256.53
Itasca County Treasurer	2,303.04	Viking Industrial Center	253.13
JDI Contracts Inc	8,250.00	Waste Management	1,799.12
Johnson Killen & Seiler	277.50	Wells Fargo	281.96
Kaman Industrial Technologies	442.25	Wenck	96.50
KOZY	816.00	Wesco	2,150.65
L & M Supply	203.04	Wisconsin Energy Conservation	2,044.11
Lano, O'toole, Bengston	1,003.00	WP & RS Mars	593.63
Latvala Lumber Co	31.55	Xerox	121.28
Anne Lewis	900.00	Zee Medical Service	160.62
Locators & Supplies	349.51		
Lorman Education Services	381.94	Energy Star Rebates:	
McGrann Shea Carnival	2,287.66	Theresa Dufner	50.00
Minnesota Dept of Public Safety	100.00	Adeline Sorlie	10.00
Minnesota Energy Resources	16.47	Judy Plumley	80.00
Minnesota Municipal Utilities	6,012.75	Linda Porten	50.00



GRAND RAPIDS  
PUBLIC UTILITIES COMMISSION  
ACCOUNTS PAYABLE  
JANUARY 2013

NAME	AMOUNT	NAME	AMOUNT
Ron L'Amie	30.00		
Richard White	80.00		
Diane Keeney	80.00		
Total	<u>1,340,216.88</u>		
Northern Business Products	3,860.90		
	1,344,077.78		

\*\*\* GRAND RAPIDS PUBLIC UTILITIES \*\*\*  
ACCOUNTS PAYABLE CHECK REGISTER 1/31/2013  
WELLS FARGO BANK

CHECK NO	CHECK DATE	VEN NO	V E N D O R	Check Amount
MANUAL CHECKS				
2262	1/02/2013	1613	DELTA DENTAL OF MINNESOTA	3,650.00
2263	1/04/2013	1611	SELECTACCOUNT	126.33
2264	1/07/2013	1611	SELECTACCOUNT	1,251.70
2265	1/11/2013	700	MINNESOTA DEPT OF REVENUE	4,696.63
2266	1/11/2013	1232	WELLS FARGO BANK	27,893.94
2267	1/11/2013	1734	ING INSTITUTIONAL PLAN SERVICES LLC	12,582.17
2268	1/11/2013	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	15,215.46
2269	1/18/2013	890	MINNESOTA DEPARTMENT OF REVENUE	61,885.00
2270	1/14/2013	1611	SELECTACCOUNT	38.99
2271	1/15/2013	1612	SELECTACCOUNT	2,546.86
2272	1/10/2013	1612	SELECTACCOUNT	103,750.00
2273	1/23/2013	700	MINNESOTA DEPT OF REVENUE	496.27
2274	1/23/2013	1734	ING INSTITUTIONAL PLAN SERVICES LLC	524.98
2275	1/23/2013	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	1,181.20
2276	1/25/2013	700	MINNESOTA DEPT OF REVENUE	3,873.53
2277	1/25/2013	1232	WELLS FARGO BANK	23,163.43
2278	1/25/2013	1734	ING INSTITUTIONAL PLAN SERVICES LLC	6,880.91
2279	1/25/2013	458	PUBLIC EMPLOYEES RETIREMENT ASSOCIATION	12,679.24
2280	1/31/2013	67	BLUE CROSS BLUE SHIELD	52,083.41
2281	1/26/2013	1611	SELECTACCOUNT	300.88
2282	1/23/2013	1232	WELLS FARGO BANK	3,323.78
2283	1/26/2013	1612	SELECTACCOUNT	2,546.70
62481	1/02/2013	570	U S POST OFFICE	725.15
62482	1/04/2013	1773	WELLS FARGO ADVISORS	100,000.00
62483	1/04/2013		BURGER KING	1,439.33
62484	1/09/2013	1835	VERIZON WIRELESS	239.35
62485	1/09/2013	570	U S POST OFFICE	190.00
62486	1/09/2013	570	U S POST OFFICE	637.62
62487	1/10/2013	604	ANTHONY WARD - PETTY CASH	214.75
62491	1/16/2013	457	POSTAGE BY PHONE SYSTEM	2,000.00
62492	1/16/2013		CLEVELAND, RODNEY	27.35
62494	1/17/2013	1572	MINNESOTA ENERGY RESOURCES CORP	14.26
62495	1/17/2013	1350	EMC INSURANCE COMPANIES	92,839.03
62497	1/17/2013	921	UNITED PARCEL SERVICE	38.20
62607	1/18/2013	898	BOCINSKY, JAMES	476.99
62608	1/18/2013	570	U S POST OFFICE	550.72
62609	1/18/2013	1199	GREEN, DOUG	531.02
62614	1/25/2013	570	U S POST OFFICE	723.30
62615	1/28/2013		KINDRED HOUSE COMPANY	31.46
62618	1/28/2013	898	BOCINSKY, JAMES	146.36
62619	1/30/2013	12	ACKERMAN, JAMES	444.03
62620	1/30/2013	1572	MINNESOTA ENERGY RESOURCES CORP	352.04
62621	1/31/2013	100	CITY OF GRAND RAPIDS	41,684.29
62622	1/31/2013	1218	CITY OF LAPRAIRIE	11,836.93
62623	1/31/2013	1218	CITY OF LAPRAIRIE	104.27
62625	1/31/2013	100	CITY OF GRAND RAPIDS	72,333.37
Manual Checks Previously Approved				92,839.03 *
Manual Checks to be Approved				575,432.20
Total				668,271.23

CITY OF GRAND RAPIDS HUMAN RIGHTS COMMISSION  
CONFERENCE ROOM 2A – 420 NORTH POKEGAMA AVENUE  
WEDNESDAY, FEBRUARY 27, 2013 – 4:00 P.M.

**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 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota, on Wednesday, February 27, 2013 at 4:00 p.m.

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

Staff Present: Lynn DeGrio, Kimberly Johnson-Gibeau

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

**SETTING OF REGULAR AGENDA:** Additions to regular agenda:

- Update on essay contest

**APPROVAL OF MINUTES:** **January 30, 2013 regular meeting**

**MOTION BY COMMISSIONER SANDERSON, SECOND BY COMMISSIONER DOWELL TO APPROVE THE MINUTES OF JANUARY 30, 2013 AS PRESENTED. Motion passed by unanimous vote.**

Correspondence:

- Meeting notice for League of MN Human Rights Commission. Information distributed and this meeting will be posted.
- There is a film showing at MacRostie Art Center for Islamic Art Presentation March 6, 2013 at 7:00 PM.

Discuss purchase of racism books:

Commissioner Freeman is requesting purchase of 25 books “To Be Free” for ETS, Upword Bound and other programs. Ms. DeGrio will place order.

**MOTION BY COMMISSIONER SANDERSON, SECOND BY COMMISSIONER HALL TO AUTHORIZE THE PURCHASE OF 25 COPIES OF “TO BE FREE” FOR USE IN AREA PROGRAMMING. The motion passed by unanimous vote.**

Update on essay contest:

The essay information was passed to staff at RJEMS. No submissions have been received. Will attempt to get out to public with more lead time in future years.

Acknowledge resignation of Commissioner Hendrickson:

Discussion acknowledging resignation of Commissioner Hendrickson and information provided on newly appointed members.



Discussion of Gay Rights:

Discussed strong support for equal rights for all, free speech and the difference between expressing a point of view and committing acts of discrimination.

Role of Commission:

The Commission believes they covered much of this issue in the previous item, though noted that there should be a definite focus on the Minnesota Human Rights Act.

Other:

- Ethics training for law enforcement on April 9<sup>th</sup> & 10<sup>th</sup>. Commissioners are welcome to attend either session.
- Discussed having open comment session at next meeting with new members for clarity of Commission responsibilities.
- Staff will prepare information packets.

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

Respectfully submitted, Kimberly Johnson-Gibeau, City Clerk



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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 13-0175      **Version:** 1      **Name:** PW SPRING DEPT HEAD REPORT  
**Type:** Department Head Report      **Status:** Department Head Report  
**File created:** 4/3/2013      **In control:** Public Works  
**On agenda:** 4/8/2013      **Final action:**  
**Title:** Public Works Department Head Report

**Sponsors:**

**Indexes:**

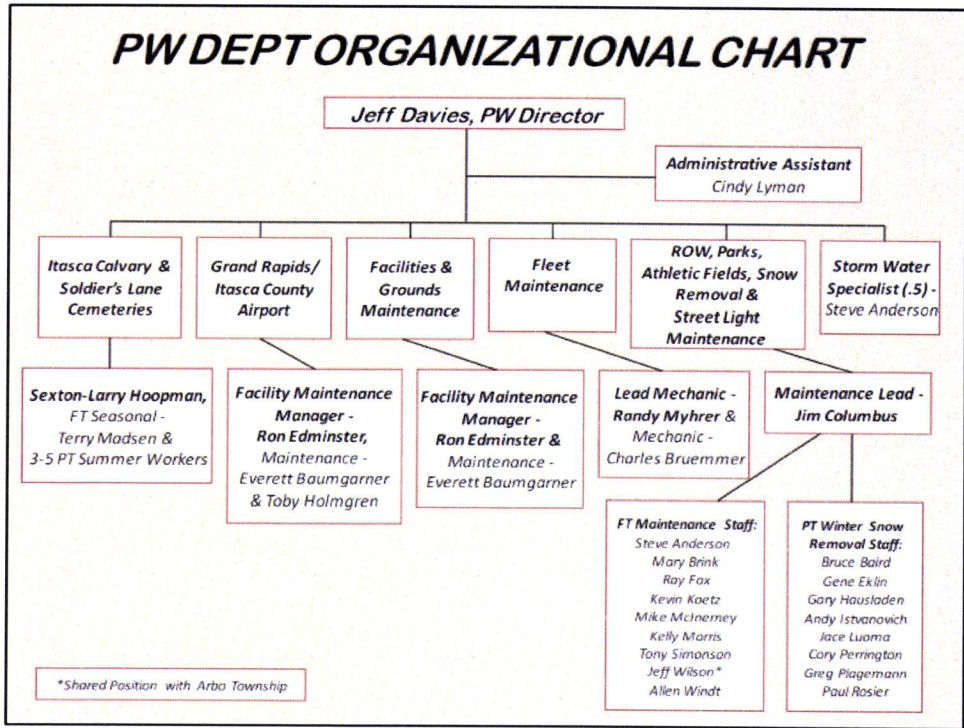
**Code sections:**

**Attachments:** [2013 04-08 PW Spring Dept Head Report-N](#)

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

*Title*

Public Works Department Head Report



PW Employees and Organizational Chart







Pavement Temperature Gauge

### Pounds of Ice Melted Per Pound of Salt

Pavement Temp. °F	One Pound of Salt (NaCl) melts	Melt Times
30	46.3 lbs of ice	5 min.
25	14.4 lbs of ice	10 min.
20	8.6 lbs of ice	20 min.
15	6.3 lbs of ice	1 hour
10	4.9 lbs of ice	Dry salt is ineffective and will blow away before it melts anything.
5	4.1 lbs of ice	
0	3.7 lbs of ice	
-6	3.2 lbs of ice	

It is not cost-efficient to apply salt (sodium chloride) at pavement temperatures less than 15° F

#### Deicing Products Used:

Straight Salt

Salt Treated with Magnesium-Chloride

Liquid Magnesium-Chloride

Straight Sand



**Deicing Application Rate Guidelines**  
 2<sup>nd</sup> of pavement (typical two-lane road)

These rates are not fixed values, but rather the middle of a range to be selected and adjusted by an agency according to its local conditions and experience

Pavement Temp. (°F) and Trend (↑↓)	Weather Condition	Maintenance Actions	Lbs/ two-lane mile			
			Salt Pretreated/ Pretreated With Salt Brine	Salt Pretreated/ Pretreated With Other Blends	Dry Salt*	Winter Sand (abrasives)
>30° ↑	Snow	Plow, treat intersections only	80	70	100*	Not recommended
	Frz. rain	Apply chemical	80 - 160	70 - 140	100 - 200*	Not recommended
30° ↓	Snow	Plow & apply chemical	80 - 160	70 - 140	100 - 200*	Not recommended
	Frz. rain	Apply chemical	150 - 200	130 - 180	180 - 240*	Not recommended
25 - 30° ↑	Snow	Plow & apply chemical	120 - 160	100 - 140	150 - 200*	Not recommended
	Frz. rain	Apply chemical	150 - 200	130 - 180	180 - 240*	Not recommended
25 - 30° ↓	Snow	Plow & apply chemical	120 - 160	100 - 140	150 - 200*	Not recommended
	Frz. rain	Apply chemical	160 - 240	140 - 210	200 - 300*	400
20 - 25° ↑	Snow or frz. rain	Plow & apply chemical	160 - 240	140 - 210	200 - 300*	400
	Snow	Plow & apply chemical	200 - 280	175 - 250	250 - 350*	Not recommended
20 - 25° ↓	Frz. rain	Apply chemical	240 - 320	210 - 280	300 - 400*	400
	Snow	Plow & apply chemical	200 - 280	175 - 250	250 - 350*	Not recommended
15 - 20° ↑	Frz. rain	Apply chemical	240 - 320	210 - 280	300 - 400*	400
	Snow or frz. rain	Plow & apply chemical	240 - 320	210 - 280	300 - 400*	500 for frz. rain
10 to 15° ↑↓	Snow	Plow, treat with blends sand hazardous areas	Not recommended	300 - 400	Not recommended	500 - 750 spot treat as needed
< 0°	Snow	Plow, treat with blends sand hazardous areas	Not recommended	400 - 600**	Not recommended	500 - 750 spot treat as needed

\*Dry salt is not recommended. It is likely to blow off the road before it melts ice.  
 \*\*A blend of 6 - 8 gal/ton MgCl<sub>2</sub> or CaCl<sub>2</sub> added to NaCl can melt ice as low as 10°

Deicing Application Rate Guidelines



City Street During Winter Rainstorm



City Street During Winter Rainstorm – Public Works Opened Drainage Channel





2013 Snow Plowing - Widening Roads and Improving Drainage



2013 Snow Plowing - Widening Roads and Improving Drainage



2013 Snow Removal on City Streets

1996 Ford L8000 Dump Truck – Smaller Truckload Compared to the 2010/2012 Mack Trucks





2013 Snow Removal on City Streets

PW 2010 Mack Tandem Axle Multipurpose Dump Truck  
2.5X Load Capacity Compared to Ford L8000

PW Utilizes Two Mack Tandem Axle Multipurpose Dump Trucks – Each with 2.5X Load Capacity



### 2013 Snow Removal on City Streets

PW 2010 Mack Tandem Axle Multipurpose Dump Truck  
2.5X Load Capacity Compared to Ford L8000





2013 Snow Removal – Truck Loaded to Capacity

PW 2010 Mack Tandem Axle Multipurpose Dump Truck  
2.5X Load Capacity Compared to Ford L8000





CBD Sidewalk – Hwy 2 and 1<sup>st</sup> Ave NE

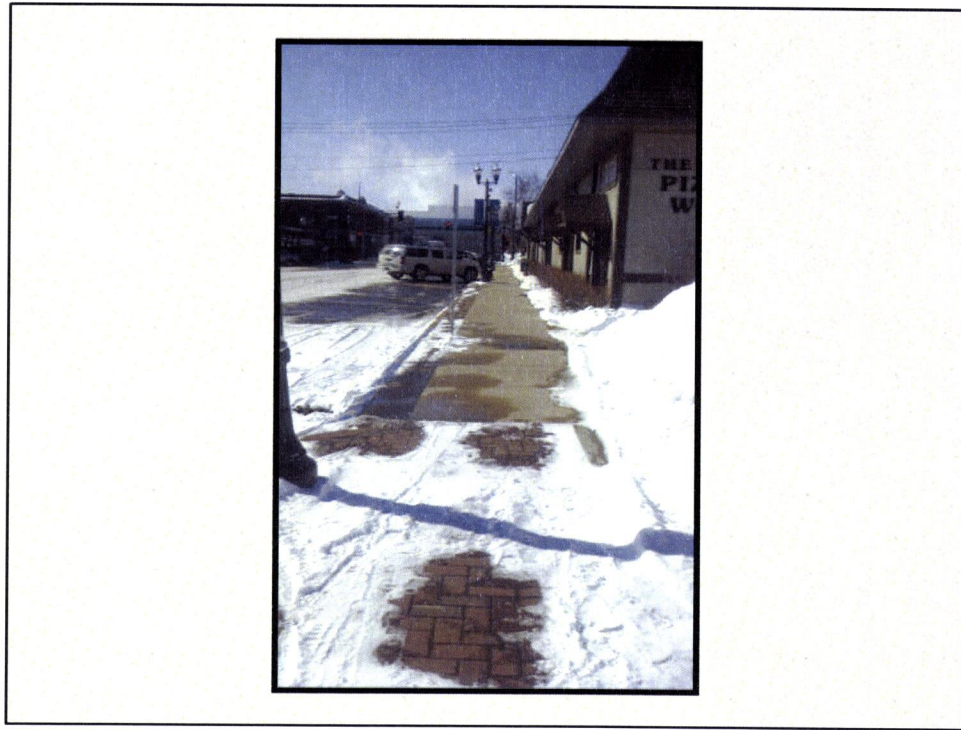


CBD Sidewalk – North Side of 3<sup>rd</sup> St NW



CBD Sidewalk – South Side of 3<sup>rd</sup> St NE, East of Pokegama Ave N





CBD Sidewalk – North Side of 3<sup>rd</sup> St NE, East of Pokegama Ave N



GR-Itasca County Airport – Cleared Runway



GR-Itasca County Airport – Drifted Snow the Next Day After Runway Plowing





GR-Itasca County Airport – Clearing Off Lights on Runways



GR Itasca County Airport – Clearing Off Runway and Around Lights With Snowblower



Alley Washout





Alley Washed Out onto Sidewalk



Alley Washout Plugs Stormwater Utility Catchbasin



City Street Sweeping – Spring Sweeping Began April 3rd

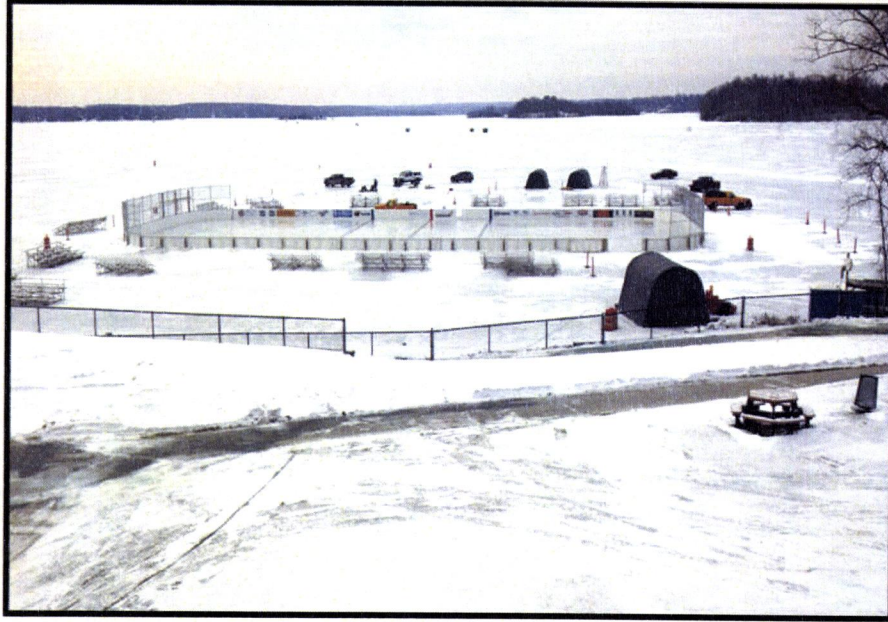




Stormwater Utility Catchbasin with Debris from Area Construction Project.

Our Stormwater Utility Requires Permits to Inspect Projects for Erosion Control to Eliminate this Problem.

***MN HOCKEY DAY 2013***



Community Event - MN Hockey Day Rink at Pokegama Lake at the Golf Course

**JUNE 19<sup>th</sup> RAINSTORM  
& JULY 2<sup>nd</sup> WINDSTORM  
REIMBURSEMENTS**

**Public Works Reimbursements:**

General Fund-FEMA	\$5,753	Public Works Initial Rainstorm Response 6-19-12
General Fund-FEMA	\$20,048	Restoration of Washed Out Alleys/Streets 6-19-12
2013-CIP-Road-FEMA	\$72,543	Damage to 15th St SW/Fraser Project Area 6-19-12

**MNHSEM**

Reimbursement*	\$216,512	Tree Damage from Windstorm on 7-2-12
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**Cemetery**

**Reimbursement:**

Insurance Proceeds:	\$50,000	Payment for Windstorm Damage on 7-2-12
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\*MN Homeland Security Emergency Management Reimbursement

Reimbursements for Rainstorm and Windstorm Events in 2012





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0186      **Version:** 1      **Name:** CP 2012-7 Get Fit Grant  
**Type:** Agenda Item      **Status:** Engineering  
**File created:** 4/4/2013      **In control:** Engineering  
**On agenda:** 4/8/2013      **Final action:**  
**Title:** A letter of support and financial commitment to TH 169 Multi Use Trail, Phase 3.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [trail location maps EX 1 032013.pdf](#)  
[4-9-13 GetFitLetter](#)

Date	Ver.	Action By	Action	Result
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### *Title*

A letter of support and financial commitment to TH 169 Multi Use Trail, Phase 3.

### *Body*

#### **Background Information:**

The City of Grand Rapids has been pursuing grant funding sources to assist in the construction of the TH 169 Multi Use Trail, Phase 3. The location of the project is identified on the attached drawing. To date, the City has been unsuccessful. GetFit has an opportunity to apply for a grant for infrastructure through Blue Cross/Blue Shield. They would like to submit the TH 169 Multi Use Trail, Phase 3, as a potential project to be funded. In the past the City has committed \$ 86,644 as the local participating contribution to the project. The attached proposed letter would commit up to \$80,000 towards the project.

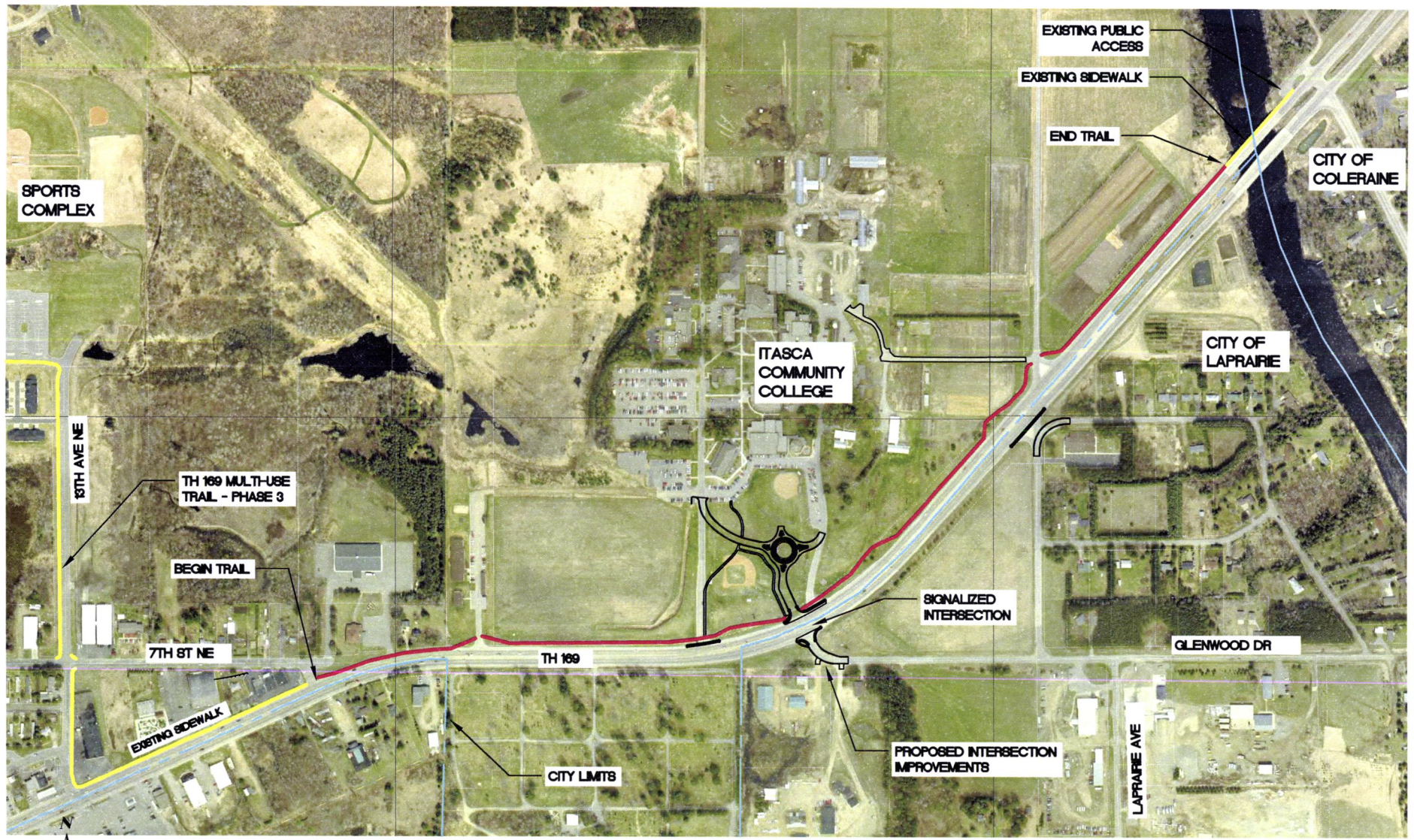
#### **Staff Recommendation:**

City staff is recommending the attached letter supporting GetFits submittal of a grant to Blue Cross/Blue Shield for the TH 169 Multi Use Trail, Phase 3 and financial commitment of up to \$80,000 for the design and construction of the trail.

#### **Requested City Council Action**

Consider a letter of support for GetFits submittal of a grant to Blue Cross/Blue Shield for the TH 169 Multi Use Trail, Phase 3 and financial commitment of up to \$80,000 for the design and construction of the trail.





FILE NO. ITACC 116514 DATE: 3/20/13	<b>TH 169 MULTI-USE TRAIL          PHASE 3 - MAP (C.P. 2012-7)          GRAND RAPIDS, MINNESOTA</b>	<b>EXHIBIT          NO. 1</b>
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April 9, 2013

(Mr./Ms.)  
(Street Address)  
(City, ZIP)

Re: Letter of Support and Financial Commitment to CP 2012-7, TH 169 Multi-Use Trail, Phase 3

Dear Sir/Madam:

The City of Grand Rapids fully supports the Blue Cross/Blue Shield for the construction of the TH 169 Multi-Use Trail, Phase 3, which would connect the cities of LaPrairie, Coleraine, and Grand Rapids. The proposed trail is part of the City of Grand Rapids Comprehensive Plan and supports the City's goal of becoming a walkable community.

If GetFit Itasca is awarded the grant for construction of the TH 169 Multi-Use Trail, the City of Grand Rapids will commit up to \$80,000 towards the design and construction of the trail.

The City is excited about this funding opportunity and looks forward to partnering with GetFit Itasca on this wonderful trail expansion opportunity.

Please contact our City Administrator, Tom Pagel, if you have any questions regarding the City's support.

Regards,

Dale Adams  
Mayor





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0178      **Version:** 1      **Name:** Bond Sale for 2013A Refunding Bonds  
**Type:** Agenda Item      **Status:** Finance  
**File created:** 4/3/2013      **In control:** Finance  
**On agenda:** 4/8/2013      **Final action:**  
**Title:** Consider adopting a resolution awarding the sale of General Obligation Improvement Refunding Bonds, Series 2013A, in the approximate amount of \$1,545,000, fixing their form and specification, directing their execution and delivery, providing for their payment, providing for the escrowing and investment of a portion of the proceeds, and for the redemption of bonds refunded.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Grand Rapids GO Imp Refunding 201313A Award Resol.pdf](#)  
[Grand Rapids GO Imp Refunding 2013A Cross Escrow Agrmt \(2005A\).pdf](#)

Date	Ver.	Action By	Action	Result
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*Title*

Consider adopting a resolution awarding the sale of General Obligation Improvement Refunding Bonds, Series 2013A, in the approximate amount of \$1,545,000, fixing their form and specification, directing their execution and delivery, providing for their payment, providing for the escrowing and investment of a portion of the proceeds, and for the redemption of bonds refunded.

*Body*

**Background Information:**

The bid opening for the sale of the \$1,545,000 General Obligation Improvement Refunding Bonds, Series 2013A will occur on Monday, April 8, 2013 in the office of Springsted Incorporated in St. Paul.

Representatives of the City and Springsted will review the results of the competitive bidding for the sale of the bonds. A recommendation will be brought to the City Council for their consideration at 5 p.m.

Mr. Paul, Steinman, Vice President at Springsted, will be at the City Council meeting to present the results of the bid opening.

**Requested City Council Action**

Consider adopting a resolution awarding the sale of General Obligation Improvement Refunding Bonds, Series 2013A, in the approximate amount of \$1,545,000, fixing their form and specification, directing their execution and delivery, providing for their payment, providing for the escrowing and investment of a portion of the proceeds, and for the redemption of bonds refunded.

\$1,545,000  
 Grand Rapids, Minnesota  
 General Obligation Improvement Refunding Bonds, Series 2013A  
 Moody's Rating : A1

Tic Bid

BID	TIC	NIC	Par	Tot Int
Country Club Bank	1.0040147%	1.0044451%	\$1,545,000.00	\$66,883.07
UMB Bank N.A.	1.0256174%	1.0250637%	\$1,545,000.00	\$68,256.00
Robert W. Baird & Co., Inc	1.0920487%	1.1211959%	\$1,545,000.00	\$74,657.17
United Bankers' Bank	1.1069051%	1.1250727%	\$1,545,000.00	\$74,915.31
BOSC, Inc.	1.1212775%	1.1502361%	\$1,545,000.00	\$76,590.87
Piper Jaffray	1.1374815%	1.1663143%	\$1,545,000.00	\$77,661.47
FTN Financial Capital Markets	1.2123425%	1.2403985%	\$1,545,000.00	\$82,594.52
Raymond James & Associates, Inc.	1.2808259%	1.3078904%	\$1,545,000.00	\$87,088.61

**The winner is: Country Club Bank**

Maturity	Coupon	Reoffering Yield	Reoffering Price
2/01/2014	0.30%	0.30%	100.00%
2/01/2015	0.40%	0.40%	100.00%
2/01/2016	0.50%	0.50%	100.00%
2/01/2017	0.60%	0.60%	100.00%
2/01/2018	0.70%	0.70%	100.00%
2/01/2019	0.90%	0.90%	100.00%
2/01/2020	1.15%	1.15%	100.00%
2/01/2021	1.35%	1.35%	100.00%

Detailed Winner's Information

Dated Date: 5/08/2013  
 Delivery Date: 5/08/2013  
 First Coupon Date: 2/01/2014  
 Bid: \$1,538,989.95  
 Total Interest: \$66,883.07

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

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Grand Rapids, Minnesota, was duly held in the City Hall in said City on Monday, April 8, 2013, commencing at 5:00 P.M.

The following members were present:

and the following were absent:

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

The Mayor announced that the next order of business was consideration of the proposals which had been received for the purchase of the City's General Obligation Improvement Refunding Bonds, Series 2013A, to be issued in the original aggregate principal amount of \$\_\_\_\_\_.

The City Administrator presented a tabulation of the proposals which had been received in the manner specified in the Terms of Proposal for the Bonds. The proposals were as set forth in EXHIBIT A attached.

After due consideration of the proposals, Member \_\_\_\_\_ then introduced the following resolution and moved its adoption:



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

**A RESOLUTION AWARDING THE SALE OF GENERAL OBLIGATION IMPROVEMENT REFUNDING BONDS, SERIES 2013A, IN THE ORIGINAL AGGREGATE PRINCIPAL AMOUNT OF \$\_\_\_\_\_; FIXING THEIR FORM AND SPECIFICATIONS; DIRECTING THEIR EXECUTION AND DELIVERY; PROVIDING FOR THEIR PAYMENT; PROVIDING FOR THE ESCROWING AND INVESTMENT OF A PORTION OF THE PROCEEDS THEREOF; AND PROVIDING FOR THE REDEMPTION OF BONDS REFUNDED THEREBY**

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

Section 1. Findings; Sale of Bonds.

1.01. Authorization of Sale of Bonds. Pursuant to a resolution adopted by the City Council of the City on April 17, 2013, the City Council gave preliminary approval to the issuance of the City's General Obligation Improvement Refunding Bonds, Series 2013A (the "Bonds"), in the proposed aggregate principal amount of \$1,540,000, pursuant to Minnesota Statutes, Chapters 429 and 475, as amended, specifically Section 475.67, subdivisions 3 and 13 (collectively, the "Act"). The Bonds are being issued refund the certain outstanding obligations of the City (together, the "Prior Bonds"), as follows:

(a) the outstanding maturities of the General Obligation Improvement and Refunding Bonds, Series 2004A (the "Series 2004A Bonds"), dated as of November 1, 2004, issued by the City in the original aggregate principal amount of \$3,705,000, of which \$1,400,000 in principal amount is currently outstanding and will be called for redemption on June 15, 2013; and

(b) the 2015 through 2021 maturities of the General Obligation Improvement Bonds, Series 2005A (the "Series 2005A Bonds"), dated as of September 1, 2005, issued by the City in the original aggregate principal amount of \$3,450,000, of which \$1,550,000 in principal amount will be called for redemption on February 1, 2014.

Proceeds of the Series 2004A Bonds were used to (i) finance various assessable public improvements in the City; (ii) redeem and prepay the City's outstanding General Obligation Improvement Bonds, Series 1995A (the "Series 1995A Bonds"), which financed various assessable public improvements in the City; and (iii) redeem and prepay the City's outstanding General Obligation Improvement Bonds, Series 1997A (the "Series 1997A Bonds"), which financed various assessable public improvements in the City. Proceeds of the Series 2005A Bonds were used to finance various assessable public improvements in the City.

1.02. Award to the Purchaser and Interest Rates. The proposal of \_\_\_\_\_ (the "Purchaser") to purchase the Bonds of the City is determined to be a reasonable offer and is accepted, the proposal being to purchase the Bonds at a price of \$\_\_\_\_\_ (par amount of \$\_\_\_\_\_, [plus original issue premium of \$\_\_\_\_\_,] [less original issue discount of \$\_\_\_\_\_,] less an underwriter's discount of \$\_\_\_\_\_), plus accrued interest to date of delivery, if any, for Bonds bearing interest as follows:

<u>Year</u>	<u>Interest Rate</u>	<u>Year</u>	<u>Interest Rate</u>
2014	%	2018	%
2015		2019	
2016		2020	
2017		2021	

True interest cost: \_\_\_\_\_%

1.03. Purchase Contract. The sum of \$ \_\_\_\_\_, being the amount proposed by the Purchaser in excess of \$ \_\_\_\_\_, shall be credited to the Debt Service Fund hereinafter created, the Current Refunding Fund hereinafter created, or the Escrow Fund hereinafter created, unless the funds are determined to be deposited in another fund by action of the Finance Director of the City in consultation with the City's financial advisor. The Finance Director is directed to deposit the good faith check or deposit of the Purchaser, pending completion of the sale of the Bonds, and to return the good faith deposits of the unsuccessful proposers. The Mayor and City Administrator are directed to execute a contract with the Purchaser on behalf of the City.

1.04. Terms and Principal Amount of Bonds. The City will forthwith issue and sell the Bonds pursuant to the Act in the original aggregate principal amount of \$ \_\_\_\_\_, originally dated May 8, 2013, in the denomination of \$5,000 each or any integral multiple thereof, numbered No. R-1, upward, bearing interest as above set forth, and maturing serially on February 1 in the years and amounts as follows:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2014	\$	2018	\$
2015		2019	
2016		2020	
2017		2021	

(a) \$ \_\_\_\_\_ in principal amount of the Bonds (the "Series 2004A Refunding Bonds") maturing in the amounts and on the dates set forth below are being used to achieve the current refunding of the Series 2004A Bonds:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2014	\$	2018	\$
2015		2019	
2016		2020	
2017		2021	

(b) The remainder of the Bonds in the principal amount of \$ \_\_\_\_\_ (the "Series 2005A Refunding Bonds") maturing in the amounts and on the dates set forth below are being used to achieve the advance crossover refunding of the Series 2005A Bonds:

<u>Year</u>	<u>Amount</u>	<u>Year</u>	<u>Amount</u>
2014	\$	2018	\$
2015		2019	
2016		2020	
2017		2021	

1.05. Optional Redemption. The Bonds are not subject to optional redemption prior to maturity.

[1.06. Mandatory Redemption; Term Bonds. To be completed if Term Bonds are requested by the Purchaser.]

Section 2. Registration and Payment.

2.01. Registered Form. The Bonds will be issued only in fully registered form. The interest thereon and, upon surrender of each Bond, the principal amount thereof, is payable by check or draft issued by the Registrar described herein.

2.02. Dates; Interest Payment Dates. Each Bond will be dated as of the last interest payment date preceding the date of authentication to which interest on the Bond has been paid or made available for payment, unless (i) the date of authentication is an interest payment date to which interest has been paid or made available for payment, in which case the Bond will be dated as of the date of authentication, or (ii) the date of authentication is prior to the first interest payment date, in which case the Bond will be dated as of the date of original issue. The interest on the Bonds is payable on February 1 and August 1 of each year, commencing February 1, 2014, to the registered owners of record as of the close of business on the fifteenth day of the immediately preceding month, whether or not that day is a business day.

2.03. Registration. The City will appoint a bond registrar, transfer agent, authenticating agent and paying agent (the "Registrar"). The effect of registration and the rights and duties of the City and the Registrar with respect thereto are as follows:

(a) Register. The Registrar must keep at its principal corporate trust office a bond register in which the Registrar provides for the registration of ownership of Bonds and the registration of transfers and exchanges of Bonds entitled to be registered, transferred or exchanged.

(b) Transfer of Bonds. Upon surrender for transfer of a Bond duly endorsed by the registered owner thereof or accompanied by a written instrument of transfer, in form satisfactory to the Registrar, duly executed by the registered owner thereof or by an attorney duly authorized by the registered owner in writing, the Registrar will authenticate and deliver, in the name of the designated transferee or transferees, one or more new Bonds of a like aggregate principal amount and maturity, as requested by the transferor. The Registrar may, however, close the books for registration of any transfer after the fifteenth day of the month preceding each interest payment date and until that interest payment date.

(c) Exchange of Bonds. When Bonds are surrendered by the registered owner for exchange the Registrar will authenticate and deliver one or more new Bonds of a like aggregate principal amount and maturity as requested by the registered owner or the owner's attorney in writing.

(d) Cancellation. Bonds surrendered upon transfer or exchange will be promptly cancelled by the Registrar and thereafter disposed of as directed by the City.



(e) Improper or Unauthorized Transfer. When a Bond is presented to the Registrar for transfer, the Registrar may refuse to transfer the Bond until the Registrar is satisfied that the endorsement on the Bond or separate instrument of transfer is valid and genuine and that the requested transfer is legally authorized. The Registrar will incur no liability for the refusal, in good faith, to make transfers which it, in its judgment, deems improper or unauthorized.

(f) Persons Deemed Owners. The City and the Registrar may treat the person in whose name a Bond is registered in the bond register as the absolute owner of the Bond, whether the Bond is overdue or not, for the purpose of receiving payment of, or on account of, the principal of and interest on the Bond and for all other purposes, and payments so made to a registered owner or upon the owner's order will be valid and effectual to satisfy and discharge the liability upon the Bond to the extent of the sum or sums so paid.

(g) Taxes, Fees and Charges. The Registrar may impose a charge upon the owner thereof for a transfer or exchange of Bonds sufficient to reimburse the Registrar for any tax, fee or other governmental charge required to be paid with respect to the transfer or exchange.

(h) Mutilated, Lost, Stolen or Destroyed Bonds. If a Bond becomes mutilated or is destroyed, stolen or lost, the Registrar will deliver a new Bond of like amount, number, maturity date and tenor in exchange and substitution for and upon cancellation of the mutilated Bond or in lieu of and in substitution for any Bond destroyed, stolen or lost, upon the payment of the reasonable expenses and charges of the Registrar in connection therewith; and, in the case of a Bond destroyed, stolen or lost, upon filing with the Registrar of evidence satisfactory to it that the Bond was destroyed, stolen or lost, and of the ownership thereof, and upon furnishing to the Registrar an appropriate bond or indemnity in form, substance and amount satisfactory to it and as provided by law, in which both the City and the Registrar must be named as obligees. Bonds so surrendered to the Registrar will be cancelled by the Registrar and evidence of such cancellation must be given to the City. If the mutilated, destroyed, stolen or lost Bond has already matured or been called for redemption in accordance with its terms it is not necessary to issue a new Bond prior to payment.

2.04. Appointment of Initial Registrar. The City appoints Wells Fargo Bank, National Association, Minneapolis, Minnesota, as the initial Registrar. The Mayor and the City Administrator are authorized to execute and deliver, on behalf of the City, a contract with the Registrar. Upon merger or consolidation of the Registrar with another corporation, if the resulting corporation is a bank or trust company authorized by law to conduct such business, the resulting corporation is authorized to act as successor Registrar. The City agrees to pay the reasonable and customary charges of the Registrar for the services performed. The City reserves the right to remove the Registrar upon 30 days' notice and upon the appointment of a successor Registrar, in which event the predecessor Registrar must deliver all cash and Bonds in its possession to the successor Registrar and must deliver the bond register to the successor Registrar. On or before each principal or interest due date, without further order of this City Council, the Finance Director must transmit to the Registrar moneys sufficient for the payment of all principal and interest then due.

2.05. Execution, Authentication and Delivery. The Bonds will be prepared under the direction of the City Administrator and executed on behalf of the City by the signatures of the Mayor and the City Administrator, provided that those signatures may be printed, engraved or lithographed facsimiles of the originals. If an officer whose signature or a facsimile of whose signature appears on the Bonds ceases to be such officer before the delivery of a Bond, that signature or facsimile will nevertheless be valid and sufficient for all purposes, the same as if the officer had remained in office until delivery. Notwithstanding such execution, a Bond will not be valid or obligatory for any purpose or entitled to any security or benefit under

this resolution unless and until a certificate of authentication on the Bond has been duly executed by the manual signature of an authorized representative of the Registrar. Certificates of authentication on different Bonds need not be signed by the same representative. The executed certificate of authentication on a Bond is conclusive evidence that it has been authenticated and delivered under this resolution. When the Bonds have been so prepared, executed and authenticated, the City Administrator will deliver the same to the Purchaser upon payment of the purchase price in accordance with the contract of sale heretofore made and executed, and the Purchaser is not obligated to see to the application of the purchase price.

2.06. Temporary Bonds. The City may elect to deliver in lieu of printed definitive Bonds one or more typewritten temporary Bonds in substantially the form set forth in EXHIBIT B attached hereto, with such changes as may be necessary to reflect more than one maturity in a single temporary bond. Upon the execution and delivery of definitive Bonds the temporary Bonds will be exchanged therefor and cancelled.

Section 3. Form of Bond.

3.01. Execution of the Bonds. The Bonds will be printed or typewritten in substantially the form attached hereto as EXHIBIT B.

3.02. Approving Legal Opinion. The City Administrator is authorized and directed to obtain a copy of the proposed approving legal opinion of Kennedy & Graven, Chartered, Minneapolis, Minnesota, which is to be complete except as to dating thereof and cause the opinion to be printed on or accompany each Bond.

Section 4. Bonds; Security; Covenants; Escrow.

4.01. Debt Service Fund. For the convenience and proper administration of the moneys to be borrowed and repaid on the Bonds, and to provide adequate and specific security for the Purchaser and holders from time to time of the Bonds, there is hereby created a special fund to be designated the General Obligation Improvement Refunding Bonds, Series 2013A Debt Service Fund (the "Debt Service Fund") to be administered and maintained by the Finance Director as a bookkeeping account separate and apart from all other funds maintained in the official financial records of the City. The Debt Service Fund will be maintained in the manner herein specified until all of the Prior Bonds have been paid and until all of the Bonds and the interest thereon have been fully paid.

To the Debt Service Fund there is hereby pledged and irrevocably appropriated and there will be credited: (i) proceeds of ad valorem taxes hereinafter levied for the payment of the Series 2004A Refunding Bonds and special assessments levied for the improvements financed or refinanced with the proceeds of the Series 2004A Bonds pursuant to a levy made in the resolution authorizing the issuance and sale of the Series 2004A Bonds (the "Series 2004A Bonds Resolution"); (ii) proceeds of ad valorem taxes hereinafter levied for the payment of the Series 2005A Refunding Bonds; (iii) after February 1, 2014 (the "Series 2005A Bonds Redemption Date"), special assessments and ad valorem taxes collected for the payment of the Series 2005A Bonds pursuant to levies made in the resolution authorizing the issuance and sale of the Series 2005A Bonds (the "Series 2005A Bonds Resolution"), which levies will not be cancelled except as permitted by Section 475.61, subdivision 3 of the Act; (iv) with respect to the Series 2005A Refunding Bonds, any balance remitted to the City upon the termination of the Escrow Agreement (as defined herein); (v) all investment earnings on funds in the Debt Service Fund; (vi) any amount over the minimum purchase price paid by the Purchaser, to the extent designated for deposit in the Debt Service Fund in accordance with Section 1.03 hereof; and (vii) any and all other moneys which are properly available and appropriated by the City Council to the Debt Service Fund. The amount of any surplus remaining in the Debt Service Fund when the Bonds and interest thereon are paid will be used as provided in Section 475.61, subdivision 4 of the Act.



4.02. Current Refunding Fund. Proceeds of the Series 2004A Refunding Bonds, less the appropriations made in Section 4.01 hereof and less costs of issuance of \$\_\_\_\_\_, will be deposited in a separate fund (the "Current Refunding Fund") to be used solely to redeem and prepay the Series 2004A Bonds. Any balance remaining in the Current Refunding Fund after the redemption of the Series 2004A Bonds shall be deposited in the Debt Service Fund.

4.03. Escrow Fund. A portion of the proceeds of the Bonds in the amount of \$\_\_\_\_\_ will be deposited in a separate fund (the "Escrow Fund") maintained by Wells Fargo Bank, National Association, in Minneapolis, Minnesota, acting as escrow agent (the "Escrow Agent"). Such funds will be received by the Escrow Agent and applied to fund the Escrow Fund or to pay costs of issuing the Bonds. Proceeds of the Series 2005A Refunding Bonds not used to pay costs of issuance on the Bonds are hereby irrevocably pledged and appropriated to the Escrow Fund, together with all investment earnings thereon. The Escrow Fund will be invested in securities maturing or callable at the option of the holder on such dates and bearing interest at such rates as will be required to provide sufficient funds, together with any cash or other funds retained in the Escrow Fund to (i) pay when due the interest to accrue on the Series 2005A Refunding Bonds to and including the Series 2005A Bonds Redemption Date; and (ii) pay on the Series 2005A Bonds Redemption Date the principal amount of the Series 2005A Bonds then outstanding. The Escrow Fund will be irrevocably appropriated to the payment of the principal of and interest on the Series 2005A Bonds until the proceeds of the Series 2005A Refunding Bonds therein are applied to prepayment of the Series 2005A Bonds. The moneys in the Escrow Fund will be used solely for the purposes herein set forth and for no other purpose, except that any surplus in the Escrow Fund may be remitted to the City, all in accordance with the Escrow Agreement by and between the City and the Escrow Agent. Any moneys remitted to the City upon termination of the Escrow Agreement will be deposited in Debt Service Fund, as described in Section 4.01 hereof.

4.04. Prior Debt Service Funds. The debt service fund heretofore established for the Series 2004A Bonds pursuant to the Series 2004A Bonds Resolution is hereby terminated, and all monies therein shall be transferred to the Debt Service Fund herein created. The debt service fund heretofore established for the Series 2005A Bonds pursuant to the Series 2005A Bonds Resolution shall be terminated on February 1, 2015, following the redemption of the Series 2005A Bonds, and all monies therein shall be transferred to the Debt Service Fund herein created.

4.05. General Obligation Pledge. For the prompt and full payment of the principal and interest on the Bonds, as the same respectively become due, the full faith, credit and taxing powers of the City will be and are hereby irrevocably pledged. If the balance in the Escrow Fund or Debt Service Fund is ever insufficient to pay all principal and interest then due on the Bonds and any other bonds payable therefrom, the deficiency will be promptly paid out of monies in the general fund of the City which are available for such purpose, and such general fund may be reimbursed with or without interest from the Escrow Fund or Debt Service Fund when a sufficient balance is available therein.

4.06. Pledge of Tax Levies.

(a) To provide moneys for payment of the principal and interest on the Series 2004A Refunding Bonds and for the payment of the principal and interest on the Series 2005A Refunding Bonds maturing after the Series 2005A Bonds Redemption Date, there is hereby levied a direct annual irrevocable ad valorem tax upon all of the taxable property in the City which will be spread upon the tax rolls and collected with and as part of other general taxes of the City. Such taxes will be credited to the Debt Service Fund above provided and will be in the years and in the amounts attached hereto as EXHIBIT C.



(b) The tax levies are such that if collected in full they, together with estimated collections of investment earnings (and until the Series 2005A Bonds Redemption Date, all amounts in the Escrow Fund), special assessments, and other revenues herein pledged for the payment of the Bonds, will produce at least five percent in excess of the amount needed to meet when due the principal and interest payments on the Bonds. The tax levies will be irrevocable so long as any of the Bonds are outstanding and unpaid, provided that the City reserves the right to reduce the levies in the manner and to the extent permitted by Section 475.61, subdivision 3 of the Act.

4.07. Cancellation of Prior Levies after Series 2004A Bonds Redemption Date and Series 2005A Bonds Redemption Date. Following the payment in full of all outstanding principal of and interest on the Series 2004A Bonds on the Series 2004A Bonds Redemption Date and the Series 2005A Bonds on the Series 2005A Bonds Redemption Date, the Finance Director is hereby directed to certify such fact to and request the County Auditor/Treasurer of Itasca County, Minnesota, to cancel any and all tax levies for taxes payable in 2014 and thereafter made by the Series 2004A Bonds Resolution and any and all tax levies for taxes payable in 2015 and thereafter made by the Series 2005A Bonds Resolution.

4.08. Prior Resolution Pledges. The pledges and covenants of the City made by the Series 2004A Bonds Resolution and the Series 2005A Bonds Resolution (together, the "Prior Resolutions") relating to the Improvements financed and refinanced with the proceeds of the Prior Bonds and the levy and collection of special assessments against property benefited by the improvements are restated and confirmed in all respects. The provisions of the Prior Resolutions are hereby supplemented to the extent necessary to give full effect to the provisions hereof.

4.09. Filing of Resolution. The City Administrator is authorized and directed to file a certified copy of this resolution with the County Auditor/Treasurer and to obtain the certificate required by Section 475.63 of the Act.

#### Section 5. Refunding; Findings; Redemption of Prior Bonds.

5.01. Purpose of Refunding. The Prior Bonds consist of the City's Series 2004A Bonds and Series 2005A Bonds. The 2014 through 2021 maturities of the Series 2004A Bonds will be called for redemption on June 15, 2013, in the principal amount of \$1,400,000. The 2015 through 2025 maturities of the Series 2005A Bonds will be called for redemption on February 1, 2014, in the amount of \$1,550,000. It is hereby found and determined that based upon information presently available from the City's financial advisor, the issuance of the Bonds, a portion of which will be used to redeem and prepay the Prior Bonds, is consistent with covenants made with the holders of the Prior Bonds.

5.02. Findings. It is hereby found and determined that based upon information presently available from the City's financial advisors, the issuance of the Bonds will result in a reduction of debt service cost to the City on the Series 2005A Bonds such that the present value of such debt service or interest cost savings (the "Reduction") is at least 3.00% of the debt service on the Series 2005A Bonds. The Reduction, after the inclusion of all authorized expenses of refunding in the computation of the effective interest rate on the Bonds, is adequate to authorize the issuance of the Bonds as provided by Section 475.67, subdivisions 12 and 13 of the Act.

5.03. Securities to Fund Escrow Fund. Securities purchased, if any, from the moneys in the Escrow Fund will be limited to securities specified in Section 475.67, subdivision 8 of the Act. Springsted Incorporated and/or Wells Fargo Bank, National Association, as agent for the City, is hereby authorized and directed to purchase for and on behalf of the City and in its name, appropriate securities to fund the Escrow Fund. Upon the issuance and delivery of the Bonds, the securities so purchased will be deposited with the

Escrow Agent and held pursuant to the terms of the Escrow Agreement (as defined herein) and this resolution.

5.05. Notices of Redemption. The Series 2004A Bonds maturing on February 1, 2014, and thereafter will be redeemed and prepaid on the Series 2004A Bonds Redemption Date in accordance with their terms and in accordance with the terms and conditions set forth in the form of Notice of Call for Redemption attached hereto as EXHIBIT D-1, which terms and conditions are hereby approved and incorporated herein by reference. The Series 2005A Bonds maturing on February 1, 2015, and thereafter will be redeemed and prepaid on the Series 2005A Bonds Redemption Date in accordance with their terms and in accordance with the terms and conditions set forth in the form of Notice of Call for Redemption attached hereto as EXHIBIT D-2, which terms and conditions are hereby approved and incorporated herein by reference. The registrars for the Prior Bonds are authorized and directed to send a copy of the respective Notice of Call for Redemption to each registered holder of the Prior Bonds.

5.06. Escrow Agreement. On or prior to the delivery of the Bonds, the Mayor and the City Administrator are hereby authorized and directed to execute on behalf of the City an escrow agreement (the "Escrow Agreement") with the Escrow Agent in substantially the form now on file with the City Administrator. All essential terms and conditions of the Escrow Agreement including payment by the City of reasonable charges for the services of the Escrow Agent, are hereby approved and adopted and made a part of this resolution, and the City covenants that it will promptly enforce all provisions thereof in the event of default thereunder by the Escrow Agent.

Section 6. Authentication of Transcript.

6.01. City Proceedings and Records. The officers of the City are authorized and directed to prepare and furnish to the Purchaser and to the attorneys approving the Bonds, certified copies of proceedings and records of the City relating to the Bonds and to the financial condition and affairs of the City, and such other certificates, affidavits and transcripts as may be required to show the facts within their knowledge or as shown by the books and records in their custody and under their control, relating to the validity and marketability of the Bonds, and such instruments, including any heretofore furnished, may be deemed representations of the City as to the facts stated therein.

6.02. Certification as to Official Statement. The Mayor, City Administrator, and Finance Director are hereby authorized and directed to certify that they have examined the Official Statement prepared and circulated in connection with the issuance and sale of the Bonds and that to the best of their knowledge and belief the Official Statement is a complete and accurate representation of the facts and representations made therein as of the date of the Official Statement.

6.03. Other Certificates. The Mayor, City Administrator, and Finance Director are hereby authorized and directed to furnish to the Purchaser at the closing such certificates as are required as a condition of sale. Unless litigation shall have been commenced and be pending questioning the Bonds or the organization of the City or incumbency of its officers, at the closing the Mayor, City Administrator, and Finance Director shall also execute and deliver to the Purchaser a suitable certificate as to absence of material litigation, and the Finance Director shall also execute and deliver a certificate as to payment for and delivery of the Bonds.

Section 7. Tax Covenants.

7.01. Tax-Exempt Bonds. The City covenants and agrees with the holders from time to time of the Bonds that it will not take or permit to be taken by any of its officers, employees or agents any action which would cause the interest on the Bonds to become subject to taxation under the Internal Revenue Code



of 1986, as amended (the "Code"), and the Treasury Regulations promulgated thereunder, in effect at the time of such actions, and that it will take or cause its officers, employees or agents to take, all affirmative action within its power that may be necessary to ensure that such interest will not become subject to taxation under the Code and applicable Treasury Regulations, as presently existing or as hereafter amended and made applicable to the Bonds.

7.02. Rebate. The City will comply with requirements necessary under the Code to establish and maintain the exclusion from gross income of the interest on the Bonds under Section 103 of the Code, including without limitation requirements relating to temporary periods for investments, limitations on amounts invested at a yield greater than the yield on the Bonds, and the rebate of excess investment earnings to the United States.

With respect to the Series 2004A Refunding Bonds, for purposes of qualifying for the small issuer exception to the federal arbitrage rebate requirements, the City finds, determines and declares that:

- (a) each of the Series 2004A Bonds was issued as part of an issue which was treated as meeting the rebate requirements by reason of the exception for governmental units issuing \$5,000,000 or less of bonds;
- (b) the average maturity of the Series 2004A Refunding Bonds does not exceed the remaining average maturity of the Series 2004A Bonds; and
- (c) no maturity of the Series 2004A Refunding Bonds has a maturity date which is later than the date which is 30 years after the date the Series 1995A Bonds, Series 1997A Bonds, and Series 2004A Bonds were issued.

7.03. Not Private Activity Bonds. The City further covenants not to use the proceeds of the Bonds or to cause or permit them or any of them to be used, in such a manner as to cause the Bonds to be "private activity bonds" within the meaning of Sections 103 and 141 through 150 of the Code.

7.04. Qualified Tax-Exempt Obligations. In order to qualify the Bonds as "qualified tax-exempt obligations" within the meaning of Section 265(b)(3) of the Code, the City makes the following factual statements and representations:

- (a) the Bonds are not "private activity bonds" as defined in Section 141 of the Code;
- (b) the City hereby designates the Bonds as "qualified tax-exempt obligations" for purposes of Section 265(b)(3) of the Code;
- (c) the reasonably anticipated amount of tax-exempt obligations (other than private activity bonds which are not qualified 501(c)(3) bonds) which will be issued by the City (and all subordinate entities of the City) during calendar year 2013 will not exceed \$10,000,000; and
- (d) not more than \$10,000,000 of obligations issued by the City during calendar year 2013 have been designated for purposes of Section 265(b)(3) of the Code.

7.05. Procedural Requirements. The City will use its best efforts to comply with any federal procedural requirements which may apply in order to effectuate the designations made by this section.



Section 8. Book-Entry System; Limited Obligation of City.

8.01. The Depository Trust Company. The Bonds will be initially issued in the form of a separate single typewritten or printed fully registered Bond for each of the maturities set forth in Section 1.04 hereof. Upon initial issuance, the ownership of each such Bond will be registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee for The Depository Trust Company, New York, New York, and its successors and assigns ("DTC"). Except as provided in this section, all of the outstanding Bonds will be registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee of DTC.

8.02. Participants. With respect to Bonds registered in the registration books kept by the Registrar in the name of Cede & Co., as nominee of DTC, the City, the Registrar and the Paying Agent will have no responsibility or obligation to any broker dealers, banks and other financial institutions from time to time for which DTC holds Bonds as securities depository (the "Participants") or to any other person on behalf of which a Participant holds an interest in the Bonds, including but not limited to any responsibility or obligation with respect to (i) the accuracy of the records of DTC, Cede & Co. or any Participant with respect to any ownership interest in the Bonds, (ii) the delivery to any Participant or any other person (other than a registered owner of Bonds, as shown by the registration books kept by the Registrar), of any notice with respect to the Bonds, including any notice of redemption, or (iii) the payment to any Participant or any other person, other than a registered owner of Bonds, of any amount with respect to principal of, premium, if any, or interest on the Bonds. The City, the Registrar and the Paying Agent may treat and consider the person in whose name each Bond is registered in the registration books kept by the Registrar as the holder and absolute owner of such Bond for the purpose of payment of principal, premium and interest with respect to such Bond, for the purpose of registering transfers with respect to such Bonds, and for all other purposes. The Paying Agent will pay all principal of, premium, if any, and interest on the Bonds only to or on the order of the respective registered owners, as shown in the registration books kept by the Registrar, and all such payments will be valid and effectual to fully satisfy and discharge the City's obligations with respect to payment of principal of, premium, if any, or interest on the Bonds to the extent of the sum or sums so paid. No person other than a registered owner of Bonds, as shown in the registration books kept by the Registrar, will receive a certificated Bond evidencing the obligation of this resolution. Upon delivery by DTC to the City Administrator of a written notice to the effect that DTC has determined to substitute a new nominee in place of Cede & Co., the words "Cede & Co." will refer to such new nominee of DTC; and upon receipt of such a notice, the City Administrator will promptly deliver a copy of the same to the Registrar and Paying Agent.

8.03. Representation Letter. The City has heretofore executed and delivered to DTC a Blanket Issuer Letter of Representations (the "Representation Letter") which shall govern payment of principal of, premium, if any, and interest on the Bonds and notices with respect to the Bonds. Any Paying Agent or Registrar subsequently appointed by the City with respect to the Bonds will agree to take all action necessary for all representations of the City in the Representation Letter with respect to the Registrar and Paying Agent, respectively, to be complied with at all times.

8.04. Transfers Outside Book-Entry System. In the event the City, by resolution of the City Council, determines that it is in the best interests of the persons having beneficial interests in the Bonds that they be able to obtain Bond certificates, the City will notify DTC, whereupon DTC will notify the Participants, of the availability through DTC of Bond certificates. In such event the City will issue, transfer and exchange Bond certificates as requested by DTC and any other registered owners in accordance with the provisions of this Resolution. DTC may determine to discontinue providing its services with respect to the Bonds at any time by giving notice to the City and discharging its responsibilities with respect thereto under applicable law. In such event, if no successor securities depository is appointed, the City will issue and the Registrar will authenticate Bond certificates in accordance with this resolution and the provisions hereof will apply to the transfer, exchange and method of payment thereof.

8.05. Payments to Cede & Co. Notwithstanding any other provision of this resolution to the contrary, so long as a Bond is registered in the name of Cede & Co., as nominee of DTC, payments with respect to principal of, premium, if any, and interest on the Bond and notices with respect to the Bond will be made and given, respectively in the manner provided in DTC's Operational Arrangements, as set forth in the Representation Letter.

Section 9. Continuing Disclosure.

9.01. Execution of Continuing Disclosure Certificate. "Continuing Disclosure Certificate" means that certain Continuing Disclosure Certificate executed by the Mayor and City Administrator and dated the date of issuance and delivery of the Bonds, as originally executed and as it may be amended from time to time in accordance with the terms thereof.

9.02. City Compliance with Provisions of Continuing Disclosure Certificate. The City hereby covenants and agrees that it will comply with and carry out all of the provisions of the Continuing Disclosure Certificate. Notwithstanding any other provision of this resolution, failure of the City to comply with the Continuing Disclosure Certificate is not to be considered an event of default with respect to the Bonds; however, any Bondholder may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the City to comply with its obligations under this section.

Section 10. Defeasance. When all Bonds and all interest thereon have been discharged as provided in this section, all pledges, covenants and other rights granted by this resolution to the holders of the Bonds will cease, except that the pledge of the full faith and credit of the City for the prompt and full payment of the principal of and interest on the Bonds will remain in full force and effect. The City may discharge all Bonds which are due on any date by depositing with the Registrar on or before that date a sum sufficient for the payment thereof in full. If any Bond should not be paid when due, it may nevertheless be discharged by depositing with the Registrar a sum sufficient for the payment thereof in full with interest accrued to the date of such deposit.

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

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

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.



**EXHIBIT A**  
**PROPOSALS**

**EXHIBIT B**  
**FORM OF BOND**

No. R- \_\_\_\_\_ UNITED STATES OF AMERICA \$ \_\_\_\_\_  
STATE OF MINNESOTA  
COUNTY OF ITASCA  
CITY OF GRAND RAPIDS

GENERAL OBLIGATION IMPROVEMENT REFUNDING BOND  
SERIES 2013A

<u>Rate</u>	<u>Maturity</u>	<u>Date of Original Issue</u>	<u>CUSIP</u>
____%	February 1, 20__	May 8, 2013	

Registered Owner: Cede & Co.

The City of Grand Rapids, Minnesota, a duly organized and existing municipal corporation in Itasca County, Minnesota (the "City"), acknowledges itself to be indebted and for value received promises to pay to the Registered Owner specified above or registered assigns, the principal sum of \$ \_\_\_\_\_ on the maturity date specified above, with interest thereon from the date hereof at the annual rate specified above, payable February 1 and August 1 in each year, commencing February 1, 2014, to the person in whose name this Bond is registered at the close of business on the fifteenth day (whether or not a business day) of the immediately preceding month. The interest hereon and, upon presentation and surrender hereof, the principal hereof are payable in lawful money of the United States of America by check or draft by Wells Fargo Bank, National Association, Minneapolis, Minnesota, as Registrar, Paying Agent, Transfer Agent and Authenticating Agent, or its designated successor under the Resolution described herein. For the prompt and full payment of such principal and interest as the same respectively become due, the full faith and credit and taxing powers of the City have been and are hereby irrevocably pledged.

The Bonds are not subject to optional redemption prior to maturity.

This Bond is one of an issue in the aggregate principal amount of \$ \_\_\_\_\_ all of like original issue date and tenor, except as to number, maturity date, and interest rate, all issued pursuant to a resolution adopted by the City Council on April 8, 2013 (the "Resolution"), for the purpose of providing money to redeem and prepay on June 15, 2013 (the "Series 2004A Bonds Redemption Date") certain outstanding obligations of the City and to refund in advance of maturity on February 1, 2014 (the "Series 2005A Bonds Redemption Date") certain general obligation bonds of the City, pursuant to and in full conformity with the Constitution and laws of the State of Minnesota, including Minnesota Statutes, Chapters 429 and 475, as amended, specifically Section 475.67, subdivisions 3 and 13. Principal hereof and interest hereon are payable from special assessments and ad valorem taxes, and a portion of the interest hereon is payable until the Series 2005A Bonds Redemption Date out of an escrow fund held by an escrow agent and a debt service fund, as set forth in the Resolution to which reference is made for a full statement of rights and powers thereby conferred. The full faith and credit of the City are irrevocably pledged for payment of this Bond and the City Council has obligated itself to levy additional ad valorem taxes on all taxable property in the City in the event of any deficiency in ad valorem taxes and special assessments pledged, which taxes may be levied

without limitation as to rate or amount. The Bonds of this series are issued only as fully registered Bonds in denominations of \$5,000 or any integral multiple thereof of single maturities.

The City Council has designated the issue of Bonds of which this Bond forms a part as "qualified tax-exempt obligations" within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended (the "Code") relating to disallowance of interest expense for financial institutions and within the \$10 million limit allowed by the Code for the calendar year of issue.

As provided in the Resolution and subject to certain limitations set forth therein, this Bond is transferable upon the books of the City at the principal office of the Registrar, by the registered owner hereof in person or by the owner's attorney duly authorized in writing, upon surrender hereof together with a written instrument of transfer satisfactory to the Registrar, duly executed by the registered owner or the owner's attorney; and may also be surrendered in exchange for Bonds of other authorized denominations. Upon such transfer or exchange the City will cause a new Bond or Bonds to be issued in the name of the transferee or registered owner, of the same aggregate principal amount, bearing interest at the same rate and maturing on the same date, subject to reimbursement for any tax, fee or governmental charge required to be paid with respect to such transfer or exchange.

The City and the Registrar may deem and treat the person in whose name this Bond is registered as the absolute owner hereof, whether this Bond is overdue or not, for the purpose of receiving payment and for all other purposes, and neither the City nor the Registrar will be affected by any notice to the contrary.

IT IS HEREBY CERTIFIED, RECITED, COVENANTED AND AGREED that all acts, conditions and things required by the Constitution and laws of the State of Minnesota to be done, to exist, to happen and to be performed preliminary to and in the issuance of this Bond in order to make it a valid and binding general obligation of the City in accordance with its terms, have been done, do exist, have happened and have been performed as so required, and that the issuance of this Bond does not cause the indebtedness of the City to exceed any constitutional or statutory limitation of indebtedness.

This Bond is not valid or obligatory for any purpose or entitled to any security or benefit under the Resolution until the Certificate of Authentication hereon has been executed by the Registrar by manual signature of one of its authorized representatives.

IN WITNESS WHEREOF, the City of Grand Rapids, Itasca County, Minnesota, by its City Council, has caused this Bond to be executed on its behalf by the facsimile or manual signatures of the Mayor and City Administrator and has caused this Bond to be dated as of the date set forth below.

Dated: May 8, 2013

**CITY OF GRAND RAPIDS, MINNESOTA**

\_\_\_\_\_  
(Facsimile)  
Mayor

\_\_\_\_\_  
(Facsimile)  
City Administrator



**CERTIFICATE OF AUTHENTICATION**

This is one of the Bonds delivered pursuant to the Resolution mentioned within.

**WELLS FARGO BANK, NATIONAL ASSOCIATION**

By \_\_\_\_\_  
Its Authorized Officer

**ABBREVIATIONS**

The following abbreviations, when used in the inscription on the face of this Bond, will be construed as though they were written out in full according to applicable laws or regulations:

TEN COM -- as tenants in common

UNIF GIFT MIN ACT  
\_\_\_\_\_ Custodian \_\_\_\_\_

TEN ENT -- as tenants by entireties

(Cust) \_\_\_\_\_ (Minor)  
under Uniform Gifts or Transfers to Minors  
Act, State of \_\_\_\_\_

JT TEN -- as joint tenants with right of survivorship and not as tenants in common

Additional abbreviations may also be used though not in the above list.

**ASSIGNMENT**

For value received, the undersigned hereby sells, assigns and transfers unto \_\_\_\_\_ the within Bond and all rights thereunder, and does hereby irrevocably constitute and appoint \_\_\_\_\_ attorney to transfer the said Bond on the books kept for registration of the within Bond, with full power of substitution in the premises.

Dated: \_\_\_\_\_

Notice: The assignor's signature to this assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or any change whatever.

Signature Guaranteed:

\_\_\_\_\_

NOTICE: Signature(s) must be guaranteed by a financial institution that is a member of the Securities Transfer Agent Medallion Program ("STAMP"), the Stock Exchange Medallion Program ("SEMP"), the New York Stock Exchange, Inc. Medallion Signatures Program ("MSP") or other such "signature guarantee program" as may be determined by the Registrar in addition to, or in substitution for, STAMP, SEMP or MSP, all in accordance with the Securities Exchange Act of 1934, as amended.

The Registrar will not effect transfer of this Bond unless the information concerning the assignee requested below is provided.

Name and Address: \_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
(Include information for all joint owners if this Bond is held by joint account.)

Please insert social security or other identifying number of assignee

\_\_\_\_\_

\_\_\_\_\_  
**PROVISIONS AS TO REGISTRATION**

The ownership of the principal of and interest on the within Bond has been registered on the books of the Registrar in the name of the person last noted below.

<u>Date of Registration</u>	<u>Registered Owner</u>	<u>Signature of Officer of Registrar</u>
_____	Cede & Co. Federal ID #13-2555119	_____

**EXHIBIT C**  
**TAX LEVY SCHEDULES**

**Tax Levy Schedule for Series 2004A Refunding Bonds**

YEAR *	TAX LEVY
--------	----------

*\* Year tax levy collected.*

**Tax Levy Schedule for Series 2005A Refunding Bonds**

YEAR *	TAX LEVY
--------	----------

*\* Year tax levy collected.*



**EXHIBIT D-1**

**NOTICE OF CALL FOR REDEMPTION FOR  
SERIES 2004A BONDS**

\$3,705,000  
CITY OF GRAND RAPIDS, MINNESOTA  
GENERAL OBLIGATION IMPROVEMENT AND REFUNDING BONDS  
SERIES 2004A

NOTICE IS HEREBY GIVEN that, by order of the City Council of the City of Grand Rapids, Itasca County, Minnesota (the "City"), there have been called for redemption and prepayment on

June 15, 2013

all outstanding bonds of the City designated as General Obligation Improvement and Refunding Bonds, Series 2004A, dated as of November 1, 2004, having stated maturity dates of February 1 in the years 2014 through 2021, both inclusive, totaling \$1,400,000 in principal amount, and with the following CUSIP numbers:

<u>Year of Maturity</u>	<u>Amount</u>	<u>CUSIP Number</u>
2014	\$235,000	386334 B70
2015	170,000	386334 B88
2016	170,000	386334 B96
2017	170,000	386334 C20
2018	170,000	386334 C38
2019	170,000	386334 C46
2020	170,000	386334 C53
2021	145,000	386334 C61

The bonds are being called at a price of par plus accrued interest to June 15, 2013, on which date all interest on said bonds will cease to accrue. Holders of the bonds hereby called for redemption are requested to present their bonds for payment at the main office of U.S. Bank National Association, Saint Paul, Minnesota, on or before June 15, 2013, at the following address:

If by mail:

U.S. Bank National Association  
Corporate Trust Operations, 3<sup>rd</sup> Floor  
P.O. Box 64111  
St. Paul, MN 55164-0111

If by hand or overnight:

U.S. Bank National Association  
60 Livingston Avenue  
EP-MN-WS3C  
Bond Drop Window, 1<sup>st</sup> Floor  
St. Paul, MN 55107

**Important Notice:** In compliance with the Economic Growth and Tax Relief Reconciliation Act of 2003, the City is required to withhold a specified percentage of the principal amount of the redemption price payable to the holder of any Bonds subject to redemption and prepayment on the Redemption Date, unless the City is provided with the Social Security Number or Federal Employer Identification Number

of the holder, properly certified. Submission of a fully executed Request for Taxpayer Identification Number and Certification, Form W-9 (Rev. December 2011), will satisfy the requirements of this paragraph.

Additional information may be obtained from:

U.S. Bank National Association  
Corporate Trust Division  
Bondholder Services (800) 525-8574

Dated: \_\_\_\_\_.

BY ORDER OF THE CITY COUNCIL

By /s/ Kimberly Johnson-Gibeau  
City Clerk  
City of Grand Rapids, Minnesota

EXHIBIT D-2

NOTICE OF CALL FOR REDEMPTION FOR  
SERIES 2005A BONDS

\$3,450,000  
CITY OF GRAND RAPIDS, MINNESOTA  
GENERAL OBLIGATION IMPROVEMENT BONDS  
SERIES 2005A

NOTICE IS HEREBY GIVEN that, by order of the City Council of the City of Grand Rapids, Itasca County, Minnesota (the "City"), there have been called for redemption and prepayment on

February 1, 2014

all outstanding bonds of the City designated as General Obligation Improvement Bonds, Series 2005A, dated as of September 1, 2005, having stated maturity dates of February 1 in the years 2015 through 2021, both inclusive, totaling \$1,550,000 in principal amount, and with the following CUSIP numbers:

<u>Year of Maturity</u>	<u>Amount</u>	<u>CUSIP Number</u>
2015	\$230,000	386334 D78
2016	230,000	386334 D86
2017	230,000	386334 D94
2018	220,000	386334 E28
2019	215,000	386334 E36
2021	425,000	386334 E51

The bonds are being called at a price of par plus accrued interest to February 1, 2014, on which date all interest on said bonds will cease to accrue. Holders of the bonds hereby called for redemption are requested to present their bonds for payment at the main office of U.S. Bank National Association, in the City of Saint Paul, Minnesota, on or before February 1, 2014, at the following address:

If by mail:

U.S. Bank National Association  
Corporate Trust Operations, 3<sup>rd</sup> Floor  
P.O. Box 64111  
St. Paul, MN 55164-0111

If by hand or overnight:

U.S. Bank National Association  
60 Livingston Avenue  
EP-MN-WS3C  
Bond Drop Window, 1<sup>st</sup> Floor  
St. Paul, MN 55107

Important Notice: In compliance with the Economic Growth and Tax Relief Reconciliation Act of 2003, the City is required to withhold a specified percentage of the principal amount of the redemption price payable to the holder of any Bonds subject to redemption and prepayment on the Redemption Date, unless the City is provided with the Social Security Number or Federal Employer Identification Number of the holder, properly certified. Submission of a fully executed Request for Taxpayer Identification Number and Certification, Form W-9 (Rev. December 2011), will satisfy the requirements of this paragraph.



Additional information may be obtained from:

U.S. Bank National Association  
Corporate Trust Division  
Bondholder Services (800) 525-8574

Dated: \_\_\_\_\_.

BY ORDER OF THE CITY COUNCIL

By /s/ Kimberly Johnson-Gibeau  
City Clerk  
City of Grand Rapids, Minnesota

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

I, the undersigned, being the duly qualified and acting City Clerk of the City of Grand Rapids, Minnesota (the "City"), do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City Council of the City held on April 8, 2013, with the original minutes on file in my office and the extract is a full, true and correct copy of the minutes insofar as they relate to the issuance and sale of the City's General Obligation Improvement Refunding Bonds, Series 2013A, in the original aggregate principal amount of \$\_\_\_\_\_.

WITNESS My hand officially as such City Clerk and the corporate seal of the City this \_\_\_\_ day of \_\_\_\_\_, 2013.

(SEAL)

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

STATE OF MINNESOTA  
COUNTY OF ITASCA

CERTIFICATE OF COUNTY AUDITOR/  
TREASURER AS TO TAX LEVY AND  
REGISTRATION

I, the undersigned County Auditor/Treasurer of Itasca County, Minnesota, hereby certify that a certified copy of a resolution adopted by the governing body of the City of Grand Rapids, Minnesota (the "City"), on April 8, 2013, levying taxes for the payment of the City's General Obligation Improvement Refunding Bonds, Series 2013A, issued in the original aggregate principal amount of \$\_\_\_\_\_, dated May 8, 2013, has been filed in my office and said bonds have been entered on the register of obligations in my office and that such tax has been levied as required by law.

WITNESS My hand and official seal this \_\_\_\_ day of \_\_\_\_\_, 2013.

\_\_\_\_\_  
County Auditor/Treasurer  
Itasca County, Minnesota

(SEAL)

By \_\_\_\_\_  
Deputy



## CROSSOVER REFUNDING ESCROW AGREEMENT

Relating to:

**\$3,450,000**

**City of Grand Rapids, Minnesota  
General Obligation Improvement Bonds  
Series 2005A**

THIS CROSSOVER REFUNDING ESCROW AGREEMENT, dated May 8, 2013 (the "Agreement"), is made pursuant to Minnesota Statutes, Section 475.67, subdivision 13 (the "Act") and executed by and between the City of Grand Rapids, Itasca County, Minnesota (the "City"), and Wells Fargo Bank, National Association, Minneapolis, Minnesota, a national banking corporation (the "Escrow Agent"):

WITNESSETH: That the parties hereto recite and, in consideration of the mutual covenants contained herein, covenant and agree as follows:

1. The City previously issued its General Obligation Improvement Bonds, Series 2005A (the "Refunded Bonds"), dated as of September 1, 2005, in the original aggregate principal amount of \$3,450,000, which are currently outstanding in the aggregate principal amount of \$1,785,000, of which \$1,550,000 in principal amount is subject to redemption on or after February 1, 2014. Pursuant to a resolution adopted by the City Council of the City on April 8, 2013 (the "Resolution"), the City has provided for the issuance of its General Obligation Improvement Refunding Bonds, Series 2013A (the "Bonds"), in the original aggregate principal amount of \$\_\_\_\_\_. The portion of the Bonds used to achieve the crossover refunding of the Refunded Bonds is referred to herein as the "Refunding Bonds." On the date hereof, a portion of the proceeds of the Refunding Bonds will be placed in escrow to be used to redeem and prepay the 2015 through 2021 maturities of the Refunded Bonds on February 1, 2014 (the "Redemption Date") and pay the interest due on the Refunding Bonds through the Redemption Date.

2. The City, in accordance with the Resolution, issued and sold the Bonds in the principal amount of \$\_\_\_\_\_, and has received proceeds of the Bonds in the amount of \$\_\_\_\_\_ (par amount of the Bonds of \$\_\_\_\_\_, [plus original issue premium of \$\_\_\_\_\_,] [less original issue discount of \$\_\_\_\_\_,] less underwriter's discount of \$\_\_\_\_\_). The City has deposited proceeds of the Bonds in the amount of \$\_\_\_\_\_ to the Escrow Fund (as defined herein), to be allocated as follows: (i) the amount of \$\_\_\_\_\_ shall be invested in securities which are general obligations of the United States, securities whose principal and interest payments are guaranteed by the United States (the "Federal Securities"), as described in the schedule which is attached hereto, marked EXHIBIT A and made a part hereof; (ii) the amount of \$\_\_\_\_\_ shall be an initial cash deposit in the Escrow Fund; and (iii) the amount of \$\_\_\_\_\_ shall be applied by the Escrow Agent to payment of costs of issuance as specified in paragraph 3 hereof. The purchased securities and initial cash deposit will be irrevocably deposited with the Escrow Agent on the date of this Agreement. It is understood and agreed that the dates and amounts of payments of principal and interest due on the securities so deposited are as indicated in EXHIBIT B, and that the principal and interest payments due on such securities together with the initial cash deposit are such as to provide the funds required to pay the interest payable on the Refunding Bonds to the date on which any of the Refunded Bonds have been directed to be prepaid, as stated in the Resolution, and to pay the redemption price of the Refunded Bonds on such date.

3. The Escrow Agent acknowledges receipt of the securities described in paragraph 2 hereof and agrees that it will hold such securities in a special escrow account (the "Escrow Fund") created by the Resolution in the name of the City, and will collect and receive on behalf of the City all payments of principal

of and interest on such securities and will remit from the Escrow Fund (i) to the paying agent (the "Paying Agent") for the Refunding Bonds the funds required to pay the interest due on the Refunding Bonds through the Redemption Date; and (ii) to the paying agent for the Refunded Bonds the funds needed for the redemption and prepayment of the outstanding principal amount of the Refunded Bonds on the Redemption Date. After provision for payment of all remaining Refunded Bonds, the Escrow Agent will remit any remaining funds in the Escrow Fund to the City. Of the amounts deposited with the Escrow Agent, the sum of \$ \_\_\_\_\_ shall be used by the Escrow Agent for the payment and disbursement of the costs of issuance of the Bonds and payments to the City as set forth in EXHIBIT C attached hereto.

4. In order to ensure continuing compliance with the Internal Revenue Code of 1986, as amended, and regulations promulgated thereunder (collectively, the "Code"), the Escrow Agent agrees that it will not reinvest any cash received in payment of the principal of and interest on the Federal Securities held in the Escrow Fund. This prohibition on reinvestment shall continue unless and until an opinion is received by the Escrow Agent from nationally recognized bond counsel that reinvestments, as specified in said opinion, may be made in a manner consistent with the Code. Reinvestment, if any, of amounts in the Escrow Fund made pursuant to this paragraph may be made only in direct obligations of the United States of America which mature prior to the next date on which either principal of or interest on the Refunded Bonds is payable.

5. The Escrow Agent expressly waives any lien upon or claim against the moneys and investments in the Escrow Fund.

6. If at any time it shall appear to the Escrow Agent that the money in the Escrow Fund allocable for such use hereunder will not be sufficient to make any interest payment due to the holders of any of the Refunding Bonds, or principal payment due to the holders of any of the Refunded Bonds, the Escrow Agent shall immediately notify the City. The City thereupon shall forthwith deposit in the Escrow Fund from funds on hand and legally available to it such additional funds as may be required to meet fully the amount to become due and payable. The City acknowledges its obligation to levy ad valorem taxes on all taxable property in the City to the extent required to produce moneys necessary for this purpose. The City and the Escrow Agent acknowledge receipt of a verification report from \_\_\_\_\_, certified public accountants, of even date herewith, to the effect that such cash and securities are sufficient to comply with the requirements of the Act.

7. The City will not repeal or amend the Resolution which calls the Refunded Bonds for redemption on the Redemption Date. The Escrow Agent shall cause the Notice of Call for Redemption attached hereto as EXHIBIT D to be mailed not less than 60 days prior to the Redemption Date of the Refunded Bonds to the paying agent for the Refunded Bonds for the purpose of giving notice not less than 30 days prior to the Redemption Date to the registered owners of the Refunded Bonds to be redeemed, at their addresses appearing in the bond register and also to the bank at which the principal of and interest on the Refunded Bonds are then payable.

8. Within 30 days of December 31, 2013, and each December 31 thereafter until termination of the Escrow Fund, the Escrow Agent shall submit to the City a report covering all money it shall have received and all payments it shall have made or caused to be made hereunder during the preceding twelve months. Such report shall also list all obligations held in the Escrow Fund and the amount of money on hand in the Escrow Fund on the last day of December of each year.

9. It is recognized and agreed that title to the Federal Securities and cash, if any, held in the Escrow Fund from time to time shall remain vested in the City but subject always to the prior charge and lien thereon of this Agreement and the use thereof required to be made by this Agreement. The Escrow Agent shall hold all such money and obligations in a special trust fund and account separate and wholly segregated from all other funds and securities of the Escrow Agent, and shall never commingle such money or securities



with other money or securities; provided, however, that nothing herein contained shall be construed to require the Escrow Agent to keep the identical moneys, or any part thereof, received for the Escrow Fund on hand, but moneys of an equal amount (except to the extent such are represented by investments permitted under this Agreement) shall always be maintained on hand as funds held by the Escrow Agent as trustee, belonging to the City, and a special account shall at all times be maintained on the books of the Escrow Agent, together with such investments. In the event of the Escrow Agent's failure to account for any money or obligations held by it in the Escrow Fund, such money and obligations shall be and remain the property of the City, and if for any reason such money or obligations cannot be identified, all other assets of the Escrow Agent shall be impressed with a trust for the amount thereof, and the City shall be entitled to a preferred claim upon such assets. It is understood and agreed that the responsibility of the Escrow Agent under this Agreement is limited to the safekeeping and segregation of the funds and securities deposited with it in the Escrow Fund, and the collection of and accounting for the principal and interest payable with respect thereto.

10. This Agreement is made by the City for the benefit of the holders of the Refunded Bonds, and is not revocable by the City, and the investments and other funds deposited in the Escrow Fund and all income therefrom have been irrevocably appropriated for the payment of the callable principal amount of the Refunded Bonds on the Redemption Date and the interest on the Refunding Bonds to the Redemption Date in accordance with this Agreement.

11. This Agreement shall be binding upon and shall inure to the benefit of the City and the Escrow Agent and their respective successors and assigns. In addition, this Agreement shall constitute a third-party beneficiary contract for the benefit of the holders of the Refunded Bonds and said third-party beneficiaries shall be entitled to enforce performance and observance by the City and the Escrow Agent of the respective agreements and covenants herein contained as fully and completely as if said third-party beneficiaries were parties hereto. Any bank into which the Escrow Agent may be merged or with which it may be consolidated or any bank resulting from any merger or consolidation to which it shall be a party or any bank to which it may sell or transfer all or substantially all of its corporate trust business shall, if the City approves, be the successor agent without the execution of any document or the performance of any further act.

12. The Escrow Agent hereby certifies that it is a financial institution whose deposits are insured by the Federal Deposit Insurance Corporation and whose capital and surplus is not less than \$500,000.

13. The Escrow Agent may at any time resign and be discharged of its obligations hereunder by giving to the City Administrator written notice of such resignation not less than 60 days before the date when the same is to take effect, provided that the Escrow Agent shall return to the City the pro rata portion of its fee which is allocable to the period of time commencing on the effective date of such resignation. Such resignation shall take effect upon the date specified in the notice, or upon the appointment and qualification of a successor prior to that date. In the event of such resignation, a successor shall promptly be appointed by the City, and the City Administrator shall immediately give written notice thereof to the predecessor escrow agent and publish the notice in the manner described in this paragraph 13. If, in a proper case, no appointment of a successor agent is made within 45 days after the receipt by the City of notice of such resignation, the Escrow Agent or the holder of any Refunded Bond may apply to any court of competent jurisdiction to appoint a successor escrow agent, which appointment may be made by the Court after such notice, if any, as the Court may prescribe. Any successor escrow agent appointed hereunder shall execute, acknowledge and deliver to its predecessor escrow agent and to the City a written acceptance of such appointment, and shall thereupon without any further act, deed or conveyance become fully vested with all moneys, properties, duties and obligations of its predecessor, but the predecessor shall nevertheless pay over, transfer, assign and deliver all moneys, securities or other property held by it to the successor escrow agent, shall execute, acknowledge and deliver such instruments of conveyance and do such other things as may reasonably be required to vest and confirm more fully and certainly in the successor escrow agent all right,



title and interest in and to any property held by it hereunder. Any bank into which the Escrow Agent may be merged or with which it may be consolidated or any bank resulting from any merger or consolidation to which it shall be a party or any bank to which it may sell or transfer all or substantially all of its corporate trust business shall, if the City approves, be the successor escrow agent without the execution of any document or the performance of any further act.

14. The Escrow Agent acknowledges receipt of the sum of \$\_\_\_\_\_ as its full compensation for its services to be performed under this Agreement.

15. The duties and obligations of the Escrow Agent shall be as prescribed by the provisions of this Agreement and the Escrow Agent shall not be liable hereunder except for failure to perform its duties and obligations as specifically set forth herein or to act in good faith in the performance thereof and no implied duties or obligations shall be incurred by the Escrow Agent other than those specified herein.

16. Any notice, authorization, request or demand required or permitted to be given in accordance with the terms of this Agreement shall be in writing and sent by registered or certified mail addressed:

If to the City:                   City of Grand Rapids  
  420 North Pokegama Avenue  
  Grand Rapids, MN 55744  
  Attention: City Administrator

If to the Escrow Agent: Wells Fargo Bank, National Association  
  MAC N9311-115  
  625 Marquette Avenue, Eleventh Floor  
  Minneapolis, MN 55479  
  Attention: Corporate Trust and Escrow Services

17. The exhibits which are a part of this Agreement are as follows:

EXHIBIT A   Federal Securities  
EXHIBIT B   Principal and Interest Payments on Federal Securities  
EXHIBIT C   Costs of Issuance  
EXHIBIT D   Notice of Call for Redemption

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

IN WITNESS WHEREOF the parties hereto have caused this Crossover Refunding Escrow Agreement to be duly executed by their duly authorized officers, in counterparts, each of which is deemed to be an original agreement, as of the date and year first written above.

**CITY OF GRAND RAPIDS, MINNESOTA**

By \_\_\_\_\_  
Its Mayor

(SEAL)

By \_\_\_\_\_  
Its City Administrator

(Signature page of the City to the Crossover Refunding Escrow Agreement)

Execution page of the Escrow Agent to the Crossover Refunding Escrow Agreement, dated as of the date and year first written above.

**WELLS FARGO BANK, NATIONAL  
ASSOCIATION**

By \_\_\_\_\_  
Its Vice President

(Signature page of the Escrow Agent to the Crossover Refunding Escrow Agreement)



**EXHIBIT A**  
**FEDERAL SECURITIES**

**EXHIBIT B**  
**PRINCIPAL AND INTEREST PAYMENTS ON FEDERAL SECURITIES**

**EXHIBIT C**  
**COSTS OF ISSUANCE**

Financial Advisor  
Bond Counsel  
Rating Agency  
CPA/Verification Report  
Escrow Agent  
Paying Agent  
Itasca County

TOTAL



**EXHIBIT D**

**NOTICE OF CALL FOR REDEMPTION**

\$3,450,000  
CITY OF GRAND RAPIDS, MINNESOTA  
GENERAL OBLIGATION IMPROVEMENT BONDS  
SERIES 2005A

NOTICE IS HEREBY GIVEN that, by order of the City Council of the City of Grand Rapids, Itasca County, Minnesota (the "City"), there have been called for redemption and prepayment on

February 1, 2014

all outstanding bonds of the City designated as General Obligation Improvement Bonds, Series 2005A, dated as of September 1, 2005, having stated maturity dates of February 1 in the years 2015 through 2021, both inclusive, totaling \$1,550,000 in principal amount, and with the following CUSIP numbers:

<u>Year of Maturity</u>	<u>Amount</u>	<u>CUSIP Number</u>
2015	\$230,000	386334 D78
2016	230,000	386334 D86
2017	230,000	386334 D94
2018	220,000	386334 E28
2019	215,000	386334 E36
2021	425,000	386334 E51

The bonds are being called at a price of par plus accrued interest to February 1, 2014, on which date all interest on said bonds will cease to accrue. Holders of the bonds hereby called for redemption are requested to present their bonds for payment at the main office of U.S. Bank National Association, in the City of Saint Paul, Minnesota, on or before February 1, 2014, at the following address:

If by mail:

U.S. Bank National Association  
Corporate Trust Operations, 3<sup>rd</sup> Floor  
P.O. Box 64111  
St. Paul, MN 55164-0111

If by hand or overnight:

U.S. Bank National Association  
60 Livingston Avenue  
EP-MN-WS3C  
Bond Drop Window, 1<sup>st</sup> Floor  
St. Paul, MN 55107

**Important Notice:** In compliance with the Economic Growth and Tax Relief Reconciliation Act of 2003, the City is required to withhold a specified percentage of the principal amount of the redemption price payable to the holder of any Bonds subject to redemption and prepayment on the Redemption Date, unless the City is provided with the Social Security Number or Federal Employer Identification Number of the holder, properly certified. Submission of a fully executed Request for Taxpayer Identification Number and Certification, Form W-9 (Rev. December 2011), will satisfy the requirements of this paragraph.

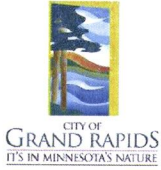
Additional information may be obtained from:

U.S. Bank National Association  
Corporate Trust Division  
Bondholder Services (800) 525-8574

Dated: \_\_\_\_\_.

BY ORDER OF THE CITY COUNCIL

By /s/ Kimberly Johnson-Gibeau  
City Clerk  
City of Grand Rapids, Minnesota



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0176      **Version:** 1      **Name:** Golf Course Fundraiser  
**Type:** Agenda Item      **Status:** Golf Course  
**File created:** 4/3/2013      **In control:** Golf Course  
**On agenda:** 4/8/2013      **Final action:**  
**Title:** Golf Course Fundraiser

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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Title

Golf Course Fundraiser

Body

Background Information:

The Pokegama Golf Board and Golf Staff request authorization to conduct fundraising efforts for the purpose of raising approximately \$30,000 to go toward the construction of a new oncourse restroom facility. The Golf Board has approved up to \$30,000 in matching money to be coupled with the fundraising efforts to reach the estimated \$60,000 cost of the project. The new remote Women's and Men's restrooms will replace the current "outhouse" type facilities we currently have in place with modern accessible facilities that include flush toilets , electricity, hot and cold water sinks, and bathroom mirrors.

The current facilities are 25 years old. The new facilities will be a significant improvement that will add to the quality of the overall recreational experience at Pokegama Golf Course.

Fundraising efforts will include hole sponsorships at \$250.00 per sponsorship, and a \$100.00 per person entry fee for a May 18, 2013 fundraising golf event that will include silent and live auction items. We are also asking for authorization to seek grant funding from Minnesota Power and The Blandin Foundation.

Golf Director Bob Cahill and fundraising co-chair Debbie Vergin will be collecting funds to be deposited into a separate specified account with the City finance department.

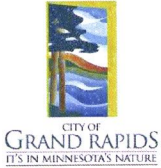
Staff Recommendation:

[Enter Recommendation Here]

Requested City Council Action

Consider authorizing the Pokegama Golf Board and city staff to conduct fundraising efforts as described above for the purpose of partial funding of modern remote oncourse restroom facilities at Pokegama Golf Course. Solicitation of funds will come form individuals, businesses, and foundations. The golf course is not seeking funds from the City of Grand Rapids general fund or from any other City of Grand Rapids fund.





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0179      **Version:** 1      **Name:** Accept the resignation of Marcia Anderson from the position of Library Director.  
**Type:** Agenda Item      **Status:** Administration Department  
**File created:** 4/4/2013      **In control:** Administration  
**On agenda:** 4/8/2013      **Final action:**  
**Title:** Accept the resignation of Marcia Anderson from the position of Library Director.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Marcia Anderson resignation letter](#)

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

### *Title*

Accept the resignation of Marcia Anderson from the position of Library Director.

### *Body*

#### **Background Information:**

Library Director Marcia Anderson has given her notice of resignation effective May 2, 2013, as she has accepted a position with the Sante Fe, New Mexico Public Library to manage their downtown library. Ms. Anderson was hired on November 15, 2005 as a Reference Librarian. In April 2006 Marcia was promoted to Assistant Library Director, and in April 2008 was promoted once again to the position of Library Director, which she currently holds. In the years that Marcia has been with the City of Grand Rapids, she has done great things to serve the community.

The Library Board would like to appoint the Assistant Library Director, Amy Dettmer, to serve as Interim Library Director until the position is filled.

#### **Requested City Council Action**

1) Accept the resignation of Marcia Anderson from the position of Library Director and allow the Library Board along with the Human Resources Director to begin the process of filling the vacancy; and 2) appoint Assistant Library Director Amy Dettmer to the position of Interim Library Director at a rate of \$57,000 effective May 3, 2013 until the position is filled.

April 2, 2013

Library Board of Trustees  
Tom Pagel  
City Council

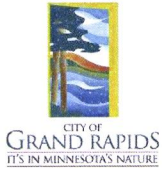
It is with mixed regret and excitement that I submit my resignation as Director of Library Services. I have accepted an offer from the Santa Fe, New Mexico Public Library to manage their downtown library. My last day will be Thursday, May 2nd.

I have enjoyed the last 5 years as Director, and the previous 2.5 years as Assistant Director and Reference Librarian. We have been doing some great things to serve the community, and much more is in the works. As the Library Board and staff prepare to begin the process of engaging the community in developing a new strategic plan for 2014 and beyond, I am confident that the Library is in good hands and will continue to do great things. I am sure whoever the Board chooses to replace me will have just as much fun!

Thank You!

A handwritten signature in cursive script, appearing to read "Marcia Anderson".

Marcia Anderson



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 13-0177      **Version:** 1      **Name:** VERIFIED CLAIMS  
**Type:** Agenda Item      **Status:** Verified Claims  
**File created:** 4/3/2013      **In control:** Finance  
**On agenda:** 4/8/2013      **Final action:**  
**Title:** Consider approving the verified claims for the period March 19, 2013 to April 1, 2013 in the total amount of \$301,626.95.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [04/08/2013 BILL LILST.pdf](#)

Date	Ver.	Action By	Action	Result
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*Title*

Consider approving the verified claims for the period March 19, 2013 to April 1, 2013 in the total amount of \$301,626.95.

**Requested City Council Action**

Consider approving the verified claims for the period March 19, 2013 to April 1, 2013 in the total amount of \$301,626.95.



CITY OF GRAND RAPIDS COUNCIL BILL LIST - APRIL 8, 2013

DATE: 04/03/2013  
 TIME: 09:40:16  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 04/08/2013

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
CITY WIDE		
1301890	MAXIMUM SOLUTIONS INC	1,215.05
	TOTAL CITY WIDE	1,215.05
ADMINISTRATION		
0300200	CDW GOVERNMENT INC	330.89
1920240	STERLE LAW OFFICE	1,560.00
	TOTAL ADMINISTRATION	1,890.89
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE LINEN & APPAREL	24.83
0114200	ANDERSON GLASS	115.97
0315455	COLE HARDWARE INC	105.77
	TOTAL BUILDING MAINTENANCE-CITY HALL	246.57
COMMUNITY DEVELOPMENT		
0300200	CDW GOVERNMENT INC	120.77
1309133	MINNESOTA BUILDING PERMIT	100.00
	TOTAL COMMUNITY DEVELOPMENT	220.77
COUNCIL/COMMISSION/BOARDS		
2018225	TREASURE BAY PRINTING INC	34.20
	TOTAL COUNCIL/COMMISSION/BOARDS	34.20
ENGINEERING		
0300200	CDW GOVERNMENT INC	330.89
1920240	STERLE LAW OFFICE	357.50
	TOTAL ENGINEERING	688.39
FIRE		
0121721	AUTO VALUE - GRAND RAPIDS	-2.64
1105235	K.E.E.P.R.S. INC	785.79
1309180	MN STATE FIRE CHIEFS ASSOC	80.00
1920240	STERLE LAW OFFICE	130.00
	TOTAL FIRE	993.15

CITY OF GRAND RAPIDS COUNCIL BILL LIST - APRIL 8, 2013

DATE: 04/03/2013  
 TIME: 09:40:16  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 04/08/2013

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
INFORMATION TECHNOLOGY		
0300200	CDW GOVERNMENT INC	330.88
TOTAL INFORMATION TECHNOLOGY		330.88
PUBLIC WORKS		
0103325	ACHESON TIRE COMPANY INC	35.00
0121721	AUTO VALUE - GRAND RAPIDS	65.49
0205535	BENTZ OIL COMPANY INC	520.69
0300200	CDW GOVERNMENT INC	266.79
0301655	CARGILL INCORPORATED	4,078.59
0301685	CARQUEST AUTO PARTS	101.42
0315455	COLE HARDWARE INC	85.27
0401804	DAVIS OIL	2,179.29
0601690	FASTENAL COMPANY	128.19
0718010	CITY OF GRAND RAPIDS	80.21
0914704	INTELLIGENT PRODUCTS INC	79.14
1415030	NORD AUTO PARTS	55.44
1415535	NORTHLAND MACHINES	47.54
1415640	NORTRAX EQUIPMENT COMPANY	365.33
1421155	NUCH'S IN THE CORNER	136.75
1503150	OCCUPATIONAL DEVELOPMENT CTR	840.00
1615650	PORTABLE JOHN	342.00
1621125	PUBLIC UTILITIES COMMISSION	111.52
2305453	WESCO RECEIVABLE CORP	2,064.64
TOTAL PUBLIC WORKS		11,583.30
FLEET MAINTENANCE		
0121721	AUTO VALUE - GRAND RAPIDS	614.25
0121725	AUTOMOTIVE ELECTRIC SERVICE	205.49
0301685	CARQUEST AUTO PARTS	102.82
0315455	COLE HARDWARE INC	23.94
1201850	LAWSON PRODUCTS INC	955.77
1415030	NORD AUTO PARTS	82.08
1415640	NORTRAX EQUIPMENT COMPANY	637.41
2300600	W.P. & R.S. MARS COMPANY	194.74
2301906	WAYNE'S AUTOMOTIVE	88.70
TOTAL FLEET MAINTENANCE		2,905.20
POLICE		
0103325	ACHESON TIRE COMPANY INC	932.72
0300200	CDW GOVERNMENT INC	165.44

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 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 04/08/2013

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
POLICE		
0301685	CARQUEST AUTO PARTS	11.51
0409501	DIMICH LAW OFFICE	5,250.00
1301168	MARKETPLACE FOODS	8.78
1415377	NORTHERN BUSINESS PRODUCTS INC	70.32
1605665	PERSONNEL DYNAMICS LLC	702.00
1801609	RAPIDS TOWING	1,400.00
1920240	STERLE LAW OFFICE	390.00
2114345	UNIFORMS UNLIMITED	1,114.81
	TOTAL POLICE	10,045.58
RECREATION		
0300200	CDW GOVERNMENT INC	165.44
0715600	GOPHER SPORTS	399.88
1301890	MAXIMUM SOLUTIONS INC	1,215.05
1401060	NATIONAL ARBOR DAY FOUNDATION	15.00
1920555	STOKES PRINTING COMPANY	4.91
	TOTAL RECREATION	1,800.28
CENTRAL SCHOOL		
0113233	AMERIPRIDE LINEN & APPAREL	94.01
0221650	BURGGRAF'S ACE HARDWARE INC	12.78
0315455	COLE HARDWARE INC	2.90
0609457	FILTHY CLEAN INC	1,251.56
1015331	JOHNSON LOCK & SAFE INC	132.41
1909510	SIM SUPPLY INC	41.93
2018680	TRU NORTH ELECTRIC LLC	1,436.42
	TOTAL	2,972.01
AIRPORT		
0315455	COLE HARDWARE INC	17.09
0415550	DOOR SERVICE INC	100.00
0504825	EDWARDS OIL INC	1,209.78
	TOTAL	1,326.87
CIVIC CENTER GENERAL ADMINISTRATION		



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INVOICES DUE ON/BEFORE 04/08/2013

VENDOR #	NAME	AMOUNT DUE
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	122.67
0114200	ANDERSON GLASS	2,028.06
0221650	BURGGRAF'S ACE HARDWARE INC	8.09
0315455	COLE HARDWARE INC	38.97
0501656	THE EARTHGRAINS COMPANY INC	38.60
0605670	FERRELLGAS	51.63
0618353	KEVIN FRIESEN	800.00
1205725	LET'S PLAY HOCKEY/SOFTBALL	776.32
1301168	MARKETPLACE FOODS	35.95
1301890	MAXIMUM SOLUTIONS INC	1,215.06
1415655	NORVEND INC	40.00
1421155	NUCH'S IN THE CORNER	25.00
1605611	PEPSI-COLA	209.60
1801550	RAPID GARAGE DOOR	102.50
1901500	SAMMY'S PIZZA	226.00
1901535	SANDSTROM COMPANY INC	369.82
1905150	SECURITY ACCESS CONTROL	57.71
1908099	SHARP GUY SHARPENING	430.00
1909510	SIM SUPPLY INC	117.93
1920240	STERLE LAW OFFICE	65.00
1920555	STOKES PRINTING COMPANY	16.02
TOTAL GENERAL ADMINISTRATION		6,774.93
POLICE DESIGNATED FORFEITURES		
0315508	COMPUTER ENTERPRISES	1,006.71
TOTAL		1,006.71
CEMETERY		
0221650	BURGGRAF'S ACE HARDWARE INC	31.49
0401804	DAVIS OIL	1,304.69
1415590	NORTHWEST GAS	668.56
TOTAL		2,004.74
DOMESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE LINEN & APPAREL	12.31
1415048	NORTH COUNTRY VET CLINIC	47.15
1605720	PET EDGE	1,265.98

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INVOICES DUE ON/BEFORE 04/08/2013

VENDOR #	NAME	AMOUNT DUE
-----		
DOMESTIC ANIMAL CONTROL FAC		
	TOTAL	1,325.44
PARK ACQUISITION & DEVELOPMENT		
	PARK IMPROVEMENTS	
0718004	GRAHA	3,725.00
	TOTAL PARK IMPROVEMENTS	3,725.00
CAPITAL EQPT REPLACEMENT FUND		
	CAPITAL OUTLAY-FIRE DEPT	
1401650	NARDINI FIRE EQUIPMENT CO. INC	174.00
	TOTAL CAPITAL OUTLAY-FIRE DEPT	174.00
AIRPORT CAPITAL IMPRV PROJECTS		
	2011 LAND ACQUISITION	
1920240	STERLE LAW OFFICE	1,820.00
	TOTAL 2011 LAND ACQUISITION	1,820.00
STORM WATER UTILITY		
0401804	DAVIS OIL	1,726.54
0801535	HAMMERLUND CONSTRUCTION INC	1,260.00
1421155	NUCH'S IN THE CORNER	68.49
1503150	OCCUPATIONAL DEVELOPMENT CTR	3,390.00
1621125	PUBLIC UTILITIES COMMISSION	2,200.00
	TOTAL	8,645.03
	TOTAL UN-PAID TO BE APPROVED	61,728.99
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0114210	D. ANDERSON - CHANGE FUND	1,260.00
0212751	BLUE CROSS BLUE SHIELD	82.50
0301650	JEFF CARLSON	80.00
0305530	CENTURYLINK INC	54.38
0312104	TONY CLAFTON	40.00
0405305	LYNN DEGRIO	307.79
0405447	DELTA DENTAL OF MINNESOTA	2,308.35
0504610	RON EDMINSTER	154.25

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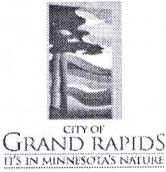
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INVOICES DUE ON/BEFORE 04/08/2013

VENDOR #	NAME	AMOUNT DUE
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0605191	FIDELITY SECURITY LIFE INS CO	40.78
0709455	SHAWN GILLEN	80.00
0709456	SHAWN J GILLEN	1,225.00
0718015	GRAND RAPIDS CITY PAYROLL	207,721.31
0718070	GRAND RAPIDS STATE BANK	152.93
1101645	LASHA KARELS	40.00
1201402	LAKE COUNTRY POWER	54.76
1209516	LINCOLN NATIONAL LIFE	743.26
1309079	S.MILLER - PETTY CASH FUND	12.35
1309199	MINNESOTA ENERGY RESOURCES	8,426.45
1309292	MN PEACE OFFICER STANDARDS	630.00
1309335	MINNESOTA SALES & USE TAX	1,982.00
1309338	MN STATE TREAS/BLDG INSPECTOR	928.47
1415035	NORTH COUNTRY BUSINESS PROD	4,203.45
1503151	OCCUPATION DEVELOPMENT CENTER	20.75
1601305	THOMAS J. PAGEL	223.40
1601750	PAUL BUNYAN COMMUNICATIONS	290.85
1606225	LAURA PFEIFER	26.41
1609557	PIONEER MUTUAL LIFE INS CO	350.14
1621130	P.U.C.	7,213.09
1621225	JEREMIAH PUELSTON	719.33
1903557	TROY SCOTT	80.00
2015555	TOONSTRA PSYCHOLOGICAL SERVICE	26.73
2114360	UNITED PARCEL SERVICE	164.78
2309452	JEFF ERIK WILSON	40.00
2405650	XEROX CORPORATION	114.45
T000878	EMILY ZAHN	100.00
TOTAL PRIOR APPROVAL		239,897.96
TOTAL ALL DEPARTMENTS		301,626.95



7a.



# CITY OF GRAND RAPIDS

## Legislative Master

File Number: 13-0194

<b>File ID:</b> 13-0194	<b>Type:</b> Agenda Item	<b>Status:</b> Consent Agenda
<b>Version:</b> 1	<b>Reference:</b>	<b>In Control:</b> Engineering
<b>File Name:</b> CP 2012-6 Use Agreements		<b>File Created:</b> 04/08/2013
<b>Title:</b> Use Agreements between the City, U of M, and MNSCU related to CP 2012-6, ICC/Glenwood Drive Intersection Improvements		<b>Final Action:</b>

**Notes:**

**Sponsors:**

**Enactment Date:**

**Attachments:** 4-8-13 Final U-1507 Temporary Construction Agreement - U City.pdf, 4-8-13 Final U-1508 Temporary Construction Agreement -MnSCU City U consent.pdf, 4-8-13 Final U-1509 Grand Rapids Intersection License Agreement.pdf

**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:
1	City Council	04/08/2013					

### Text of Legislative File 13-0194

Use Agreements between the City, U of M, and MNSCU related to CP 2012-6, ICC/Glenwood Drive Intersection Improvements

**Background Information:**

With the ICC/Glenwood Drive Intersection Improvement Project it is necessary to construct improvements on property owned by the U of M and/or in some cases leased by MNSCU. The attached Use Agreements formalize the permission.

**Staff Recommendation:**

City staff is recommending the approval of the attached Use Agreements between the City, U of M, and MNSCU.

**Requested City Council Action**

Consider approval of the attached Use Agreements between the City, U of M, and MNSCU.



# CITY OF GRAND RAPIDS

## Legislative Master

File Number: 13-0191

<b>File ID:</b> 13-0191	<b>Type:</b> Agenda Item	<b>Status:</b> Consent Agenda
<b>Version:</b> 1	<b>Reference:</b>	<b>In Control:</b> Engineering
		<b>File Created:</b> 04/05/2013
<b>File Name:</b>		<b>Final Action:</b>

**Title:** Obtain quotes to furnish and install access control security systems at the fire hall and police department.

**Notes:**

**Sponsors:**

**Enactment Date:**

**Attachments:**

**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:
1	City Council	04/08/2013					

### Text of Legislative File 13-0191

Obtain quotes to furnish and install access control security systems at the fire hall and police department.

**Background Information:**

There is a growing need to further secure the fire hall and police department. The fire hall is simply secured by traditional keys and the police department is secured through code access. By installing an access control security system on both facilities we will know who entered the building and at what time.

**Staff Recommendation:**

City staff is recommending that we obtain quotes to furnish and install access control security systems at the fire hall and police department.

**Requested City Council Action**

Consider authorizing the solicitation of quotes to furnish and install access control security systems at the fire hall and police department.



# CITY OF GRAND RAPIDS

## Legislative Master

File Number: 13-0193

<b>File ID:</b> 13-0193	<b>Type:</b> Agenda Item	<b>Status:</b> Engineering
<b>Version:</b> 1	<b>Reference:</b>	<b>In Control:</b> Engineering
		<b>File Created:</b> 04/05/2013
<b>File Name:</b> Street improvement district		<b>Final Action:</b>

**Title:** A resolution supporting the HF745/SF607 which would allow cities to establish street improvement districts.

**Notes:**

**Sponsors:** \_\_\_\_\_ **Enactment Date:** \_\_\_\_\_

**Attachments:** 4-8-13 Attachment street imp dist fact sheet.pdf, 4-8-13 samplemayorletter\_streetimprovedist.pdf, 4-8-13 sampleres\_streetimprovedist.pdf **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:
1	City Council	04/08/2013					

### Text of Legislative File 13-0193

A resolution supporting the HF745/SF607 which would allow cities to establish street improvement districts.

**Background Information:**

HF 745 <<http://www.house.leg.state.mn.us/bills/billnum.asp?Billnumber=hf745>> (Erhardt <<http://www.house.leg.state.mn.us/members/members.asp?id=10167>>, DFL-Edina) and SF 607 <<http://www.senate.leg.state.mn.us/bills/billinf.php?billnum=sf607>> (Carlson <[http://www.senate.leg.state.mn.us/members/member\\_bio.php?mem\\_id=1140](http://www.senate.leg.state.mn.us/members/member_bio.php?mem_id=1140)>, DFL-Eagan), is legislation that would allow cities to create street improvement districts. This authority would allow cities to collect fees from property owners within a district to fund municipal street maintenance, construction, reconstruction, and facility upgrades. If enacted, this legislation would provide cities with an additional tool to build and maintain city streets. Some key points to the legislation follows:

- This is enabling legislation. No city would be required to create a municipal street improvement district.



- The street improvement district authority legislation is modeled after Minn. Stat. 435.44, which allows cities to establish sidewalk improvement districts.
- This authority would provide a funding mechanism that is fair. It establishes a clear relationship between who pays fees and where projects occur, but stops short of the benefit test that sometimes makes special assessments vulnerable to legal challenges. It also does not prohibit cities from collecting fees from tax exempt properties within a district.
- This tool allows cities to perform maintenance and reconstruction on schedule. Timely maintenance is essential to preserving streets and thereby protecting taxpayer investments.
- This tool would allow property owners to fund expensive projects by paying relatively small fees over time. The tool could be used to mitigate or eliminate the need for special assessments.

The City Engineers Association of Minnesota is requesting that cities write letters of support and pass resolutions supporting HF745/SF607. A draft letter and resolution are attached for reference along with a fact sheet.

**Staff Recommendation:**

City staff is recommending a letter of support and resolution for HF745/SF607.

**Requested City Council Action**

Consider a letter of support and resolution for HF745/SF607.



# CITY OF GRAND RAPIDS

## Legislative Master

**File Number: 13-0195**

<b>File ID:</b> 13-0195	<b>Type:</b> Agenda Item	<b>Status:</b> Passed
<b>Version:</b> 1	<b>Reference:</b>	<b>In Control:</b> Administration
<b>File Name:</b>		<b>File Created:</b> 04/08/2013
		<b>Final Action:</b> 04/08/2013

**Title:** Authorize Steve Welliver to perform brokers estimate of value relative to parcel numbers 91-420-1510 and 91-420-1520.

**Notes:**

**Sponsors:**

**Enactment Date:**

**Attachments:**

**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:
1	City Council	04/08/2013	Approved				Pass
	<b>Action Text:</b> A motion was made that this Agenda Item be Approved by consent roll call						
	Aye: 5 Councilor Barb Sanderson, Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Mayor Dale Adams						

### Text of Legislative File 13-0195

Authorize Steve Welliver to perform brokers estimate of value relative to parcel numbers 91-420-1510 and 91-420-1520.