

Public



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council

Monday, March 11, 2013

5:00 PM

City Hall Council Chambers

5:00 PM CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council will be held on Monday, March 11, 2013 at 5:00 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

PRESENTATIONS

[13-0140](#) Grand Rapids Players presents "The Man of La Mancha."

MEETING PROTOCOL POLICY

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

5:02 PM PUBLIC FORUM

5:07 PM COUNCIL REPORTS

5:10 PM APPROVAL OF MINUTES

[13-0133](#) Approve Council minutes for Friday, February 22, 2013 Special Meeting and Monday, February 25, 2013 Worksession and Regular Meetings.

Attachments: [February 22, 2013 Special Meeting](#)
[February 25, 2013 Worksession](#)
[February 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. [13-0119](#) Seasonal Golf Course Employee

2. [13-0120](#) Void lost Accounts Payable checks #111276 & #104968, issue new checks and waiving bond requirements for checks issued to Derek Rolle in the amount of \$60.00 and check issued to David Krings in the amount of \$541.00.
3. [13-0124](#) Consider entering into agreement with Zixcorp to acquire one additional software license.
4. [13-0125](#) Consider adopting a resolution approving transferring approximately \$169,971 from the Permanent Improvement Revolving Fund to the Capital Project Fund 2010 Infrastructure Bonds and closing the Fund as of December 31, 2012.
Attachments: [Close fund 471 & transfer \\$169,971 from 501 to 471.pdf](#)
5. [13-0129](#) Approve Consumption and Display permit for Itasca Curling Club.
Attachments: [Itasca Curling Club - Consumption & Display Permit](#)
6. [13-0132](#) Authorize publishing ordinances 13-02-03 and 13-02-04 in summary form.
7. [13-0136](#) Proposed addition to Pay Schedule for Part-time, Season, & Temporary Employees.

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

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
PM** ACKNOWLEDGE BOARDS & COMMISSIONS

8. [13-0135](#) Acknowledge minutes for Boards and Commissions.
Attachments: [January 16, 2013 PUC Minutes](#)
[January 30, 2013 Human Rights Commission](#)

**5:15
PM** DEPARTMENT HEAD REPORT

9. [13-0130](#) Department Head Report - Police
Attachments: [Microsoft PowerPoint - Grand Rapids Police Department 2013 Annual Report Fi](#)

**5:30
PM** COMMUNITY DEVELOPMENT

10. [13-0122](#) Consider approving Itasca County classification of tax-forfeited land.
Attachments: [Non-Conservation Parcels-2013](#)
[Conservation Parcels-2013](#)

**5:35 FINANCE DEPARTMENT
PM**

11. [13-0123](#) Consider adopting a Resolution Providing for the Issuance and Sale of the City's General Obligation Improvement Refunding Bonds, Series 2013A, in the Proposed Aggregate Principal Amount of \$1,540,000.
Attachments: [Recommendations - 2013A.pdf](#)
[Grand Rapids GO Imp Ref 2013A Authorizing Resolution.pdf](#)

**5:40 FIRE DEPARTMENT
PM**

12. [13-0137](#) Allow for the Purchase of a 2013 Rescue/Pumper Truck
Attachments: [Truck%20Committee%20Recommendations\(1\)](#)

**5:45 INFORMATION TECHNOLOGY
PM**

13. [13-0126](#) Consider authorizing the IT Department to purchase three network switches.
14. [13-0127](#) Consider entering into agreement with Great Northern Services Inc.
Attachments: [GNS Proposal 2013-000-06 City of Grand Rapids Support Agreement.pdf](#)

**5:55 ADMINISTRATION DEPARTMENT
PM**

15. [13-0134](#) Completion of Introductory Period for Building Official, Travis Cole.

**6:00 VERIFIED CLAIMS
PM**

16. [13-0128](#) Consider approving the verified claims for the period February 19, 2013 to March 4, 2013 in the total amount of \$370,716.01.
Attachments: [03/11/2013 BILL LIST.pdf](#)

**6:05 ADJOURNMENT
PM**

NEXT REGULAR MEETING IS SCHEDULED FOR march 25, 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
IT'S IN MINNESOTA'S NATURE

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 13-0140 **Version:** 1 **Name:**
Type: Agenda Item **Status:** PRESENTATIONS/PROCLAMATIONS
File created: 3/8/2013 **In control:** Administration
On agenda: 3/11/2013 **Final action:**
Title: Grand Rapids Players presents "The Man of La Mancha."

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Title

Grand Rapids Players presents "The Man of La Mancha."



CITY OF
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CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 13-0133 **Version:** 1 **Name:** Council Minutes
Type: Agenda Item **Status:** Approval of Minutes
File created: 3/7/2013 **In control:** Administration
On agenda: 3/11/2013 **Final action:**
Title: Approve Council minutes for Friday, February 22, 2013 Special Meeting and Monday, February 25, 2013 Worksession and Regular Meetings.
Sponsors:
Indexes:
Code sections:
Attachments: [February 22, 2013 Special Meeting](#)
[February 25, 2013 Worksession](#)
[February 25, 2013 Regular Meeting](#)

Date	Ver.	Action By	Action	Result
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Title

Approve Council minutes for Friday, February 22, 2013 Special Meeting and Monday, February 25, 2013 Worksession and Regular Meetings.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Friday, February 22, 2013

8:30 AM

Conference Room 2B

CALL TO ORDER: Pursuant to due notice and call thereof a **Special Meeting of the Grand Rapids City Council** was held on Friday, February 22, 2013 at 8:30 a.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: Human Resources Director, Lynn DeGrio; City Attorney, Chad Sterle; Police Chief, Jim Denny; press representative, Lisa Rosemore.

1.

Conduct interviews for City Administrator position finalists.

Attorney Sterle discusses interview process and question guideline. For the record, this was an open application process and no candidates were recruited.

The Council conducted interviews with candidates Rodney Otterness and Thomas Pagel.

Following interviews, the Council discussed moving forward to negotiate terms of employment with Mr. Pagel.

Referred to the City Council due back on 2/25/2013

The Council also discussed vacancy left by the death of Councilor Gary McInerney and the process for filling said vacancy. Staff will post notice in the Herald Review seeking applications by community residents interested in applying for open Council seat. Interviews for candidates will be scheduled for the week of March 18th.

ADJOURNMENT

There being no further business, the meeting adjourned at 12:15 PM.

Respectfully submitted: Kimberly Johnson-Gibeau, City Clerk

Adjourn



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Monday, February 25, 2013

Conference Room 2A

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council was held on Monday, February 25, 2013 at 4:03 pm in Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

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

Present 4 - Mayor Dale Adams, Councilor Dale Christy, Councilor Ed Zabinski, and Councilor Joe Chandler

Discussion Items

Discuss filling Council vacancy.

Council discussed the idea of appointment versus special election. Due to time and cost, the Council feels the application and appointment process would be more realistic. Advertisement will be published March 3, 2013 through March 10, 2013, closing application acceptance on March 13, 2013. Special meeting on March 20th to conduct interviews of Council applicants.

Other

1. Review of proposed employment contract with Thomas Pagel for position of City Administrator. Modifications are discussed and will be noted in any action taken by Council at the regular meeting.
2. Review of vacancies on Boards & Commissions.

ADJOURN

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

Respectfully submitted: Kimberly Johnson-Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, February 25, 2013

5:00 PM

City Hall Council Chambers

5:00 PM CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council was held on Monday, February 25, 2013 at 5:09 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Mayor Adams acknowledges the passing of Councilor Gary McInerney, offering condolences to his family and noting his gifts to Council.

Present 4 -

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

MEETING PROTOCOL POLICY

PUBLIC FORUM

Katie Marshall, 326 NE 6th Street, MacRostie Arts Center, speaks in support of the Arts & Cultural Commission.

COUNCIL REPORTS

Mayor Adams notes receipt of letter for Certificate of Achievement received by the City of Grand Rapids regarding City financing. Polar Plunge on March 16th to raise funds for Special Olympics.

Councilor Zabinski provides review of recent PUC meeting.

5:00 PM APPROVAL OF MINUTES

Approve Council minutes for Monday, February 11, 2013 Worksession & Regular Meeting.

A motion was made by Councilor Dale Christy, seconded by Councilor Ed Zabinski, to approve Council minutes for February 11, 2013, worksession and regular meetings. The motion PASSED by unanimous vote.

5:01 PM CONSENT AGENDA

1. A natural gas franchise agreement with the City of Cohasset

Adopted Ordinance 13-02-03 by consent roll call

2. Consider approving a Facility Rental Contract for Central School and authorize the City Administrator or his Designee to sign the Contract.
Approved by consent roll call
3. Approve temporary liquor license for Second Harvest North Central Food Bank event scheduled for March 22, 2013 at MacRostie Art Center.
Approved by consent roll call
4. NW Gas Natural Gas Rate Approval
Adopted Resolution 13-16 by consent roll call
5. Request by the Police Department to approve and sign an agreement with the City of Deer River for the use of the City of Grand Rapids Animal Control Facility.
Approved by consent roll call
6. Approve the General Liability insurance coverage through the League of Minnesota Cities Insurance Trust for the 2013 plan year and authorize payment of the insurance premium including the agent fee
Approved by consent roll call
7. Proposed change to the Pay Schedule for Parttime, Seasonal, & Temporary Employees.
Approved by consent roll call
8. Consider adopting a resolution accepting a \$250,000 grant from the Iron Range Resources and Rehabilitation Board for CP 2012-6 ICC/Glenwood Intersection Improvements.
Adopted Resolution 13-17 by consent roll call
9. A resolution approving plans and ordering the advertisement for bids on CP 2012-6, ICC/Glenwood Intersection Improvements.
Adopted Resolution 13-18 by consent roll call
10. Adopt City Ordinance establishing an Arts and Cultural Commission.
Adopted Ordinance 13-02-04 by consent roll call
11. Adopt a resolution declaring a vacancy on the City Council and intent to fill said vacancy, and authorize staff to advertise for applicants.
Adopted Resolution 13-19 by consent roll call
12. Accept the resignation of Brenda Hendrickson from the Human Rights Commission and authorize filling the vacancy.

Approved by consent roll call

Approval of the Consent Agenda

A motion was made by Councilor Zabinski, seconded by Councilor Chandler, to approve the Consent agenda as presented. The motion carried by the following vote

Aye 4 -

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

Excused 1 -

Gary McInerney

5:05 PM SETTING OF REGULAR AGENDA

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

5:06 PM ACKNOWLEDGE BOARDS & COMMISSIONS

13. Acknowledge minutes for Boards & Commisisions.

Acknowledge Boards and Commissions

5:07 PM DEPARTMENT HEAD REPORT

14. Engineering Department Head Report

Received and Filed

5:20 PM GOLF COURSE

15. Golf Course GPS Lease

A motion was made by Councilor Chandler, seconded by Councilor Christy, to approve GPS Lease with the Golf Course. The motion carried by the following vote.

Aye 4 -

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

Excused 1 -

Gary McInerney

**5:25 INFORMATION TECHNOLOGY
PM**

16. Authorize IT Department to purchase replacement computers for 2013.

A motion was made by Councilor Christy, seconded by Councilor Zabinski, to authorize purchase of replacement computers for 2013. The motion carried by the following vote.

Aye 4 -

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

Excused 1 -

Gary McInerney

**5:30 POLICE DEPARTMENT
PM**

17. Authorize the Police Department to apply for and participate in the 2013 Yamaha ATV/SxS Law Loan Program offered by the Yamaha Motor Corporation, U.S.A.

A motion was made by Councilor Joe Chandler, seconded by Councilor Ed Zabinski, to authorize Police Department application and participation in the 2013 Yamaha ATV/SxS Law Loan Program. The motion PASSED by unanimous vote.

Excused 1 -

Gary McInerney

**5:35 ADMINISTRATION DEPARTMENT
PM**

18. Appointments to Boards & Commissions.

A motion was made by Councilor Chandler, seconded by Councilor Christy to make the following appointments to Boards & Commissions:

Appoint Shane McKellep and Julie Fedji-Johnston to Planning Commission, terms to expire March 1, 2017;

Appoint Dan Richter and Ronald Iannelli to Pokegama Golf Board, terms to expire March 1, 2016;

Appoint Doug Learmont and Karen Noyce to Human Rights Commission, terms to expire March 1, 2016;

Appoint Becky LaPlant and Braidy Nichols to Human Rights Commission, terms to expire March 1, 2015;

Appoint Mike Marsh to Police Civil Service Commission, term to expire March 1, 2016;

Appoint Wayne Lenius to the Public Utilities Commission, term to expire March 1, 2016;

Appoint Shelly Steere to Board of Appeal & Equalization, term to expire March 1, 2016;

Appoint Chris Lynch & Sholom Blake to Economic Development Authority, terms to expire March 1, 2019; and

Appoint Kimberly Smith and Melanie DeBay to Park/Rec/Civic Center Advisory Board, terms to expire March 1,2 016.

The motion carried by the following vote.

Aye 4 -

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

Excused 1 -

Gary McInerney

19.

Appointment of City Administrator

A motion was made by Councilor Christy, seconded by Councilor Zabinski, to appoint Mr. Tom Pagel to the position of City Administrator as of March 1, 2013. Current Administrator Shawn Gillen will focus on special projects as of that date until his end employment date on April 16, 2013 including noted modifications of contract and contingent upon Background check of Mr. Pagel. The motion passed by the following roll call vote:

Aye 4 -

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

Excused 1 -

Gary McInerney

**5:50 VERIFIED CLAIMS
PM**

20.

Consider approving the verified claims for the period February 5, 2013 to February 18, 2013 in the total amount of \$666,834.06, of which \$145,000 are investments.

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

Aye 4 -

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

Excused 1 -

Gary McInerney

**6:00 PUBLIC HEARINGS
PM**

Recess at 5:53

21.

A Public Hearing related to CP 2012-3, 4th Avenue NE Reconstruction and CP 2013-1, 7th Avenue NW Reconstruction.

City Engineer Tom Pagel presents background information on project plans and answers Council questions.

Mayor Adams states that this is the time and place for City residents to address the Council with comments or concerns related to the noted topic of this public hearing. Clerk Johnson-Gibeau states that proper notice has been given.

A motion was made by Councilor Ed Zabinski, seconded by Councilor Joe Chandler, to open the public hearing. The motion PASSED by unanimous vote.

Susan Hunter, bookstore at 7th and 5th, speaks against the project. Believes this will cause more confusion as there is not much walking traffic. School buses are an issue as they try to enter traffic. Parking loss is also a concern.

Treon Yost, 319 NE 7th Street, expressed various concerns regarding parking, traffic speed and the narrowing of streets.

Bill Hunter, bookstore owner, concerns regarding buses.

Lauren Lampi, business owner on 4th & 4th, questions beginning and ending of project and what restrictions for traffic during construction. Does have concerns regarding snow and the angle parking.

Engineer Pagel addresses concerns expressed by city residents.

Gene Roth, 617 4th Avenue NE, has concerns regarding the changes but is not against the project.

A motion was made by Councilor Joe Chandler, seconded by Councilor Dale Christy, to close the public hearing. The motion PASSED by unanimous vote.

22.

A resolution ordering CP 2012-3 and CP 2013-1 and the plans and specifications for the project.

order improvements as proposed in feasib. with exception of removing the bumpouts on 7th street.

A motion was made by Councilor Zabinski, seconded by Councilor Christy, to adopt Resolution 13-20 pertaining to CP 2012-3. The motion carried by the following vote.

Aye 4 -

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

Excused 1 -

Gary McInerney

23.

A Supplemental Letter Agreement (SLA) with SEH for engineering design and construction related services.

A motion was made by Councilor Christy, seconded by Councilor Chandler, to approve supplemental letter with SEH. The motion carried by the following vote.

Aye 4 -

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

Excused 1 -

Gary McInerney

**7:00 ADJOURNMENT
PM**

There being no further business, the meeting adjourned at 7:08 pm.

Respectfully submitted: Kimberly Johnson-Gibeau, City Clerk



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Legislation Details (With Text)

File #: 13-0119 **Version:** 1 **Name:** Seasonal Golf Course Employee
Type: Agenda Item **Status:** Consent Agenda
File created: 3/4/2013 **In control:** Golf Course
On agenda: 3/11/2013 **Final action:**
Title: Seasonal Golf Course Employee

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Title

Seasonal Golf Course Employees

Body

Background Information:

The golf staff requests the council approval of seasonal employees Cody Alleman. Cody has been a valuable employee and will be starting his 8th season at PGC. We have expanded his job duties and he will now be considered a maintenance supervisor overseeing the maintenance employees in the absense of our head superintendent that we share with Sugarbrooke golf course. His hourly wage will be \$12.25. Cody will work two to three days per week at the golf course until his duties at the IRA Civic Center are no longer needed. He will then work 40 hour weeks at the golf course through the season.

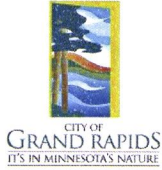
Staff Recommendation:

[Enter Recommendation Here]

Requested City Council Action

Consider approving the season employee hire of Cody Alleman at the hourly wage of \$12.25 to be paid for within the golf course budget.

Employment to begin March 12, 2013 and end no later than Nov 15, 2013.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 13-0120 **Version:** 2 **Name:** LOST ACCOUNTS PAYABLE CHECKS
Type: Agenda Item **Status:** Consent Agenda
File created: 3/4/2013 **In control:** Finance
On agenda: 3/11/2013 **Final action:**
Title: Void lost Accounts Payable checks #111276 & #104968, issue new checks and waiving bond requirements for checks issued to Derek Rolle in the amount of \$60.00 and check issued to David Krings in the amount of \$541.00.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Title

Void lost Accounts Payable checks #111276 & #104968, issue new checks and waiving bond requirements for checks issued to Derek Rolle in the amount of \$60.00 and check issued to David Krings in the amount of \$541.00.

Body

Background Information:

Accounts payable check #111276 issued to Derek Rolle on November 14, 2012 is lost. Derek Rolle has completed an Affidavit of lost check.

Accounts payable check #104968 issued to David Krings on August 9, 2011 is lost. David Krings has completed an Affidavit of lost check.

Requested City Council Action

Consider voiding Accounts Payable checks #111276 & #104968, issuing new checks and waiving bond requirements for checks issued to Derek Rolle in the amount of \$60.00 and David Krings in the amount of \$541.00.



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Legislation Details (With Text)

File #: 13-0124 **Version:** 1 **Name:** Consider entering into agreement with Zixcorp to acquire one additional software license.

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

File created: 3/5/2013 **In control:** Information Technology

On agenda: 3/11/2013 **Final action:**

Title: Consider entering into agreement with Zixcorp to acquire one additional software license.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Title

Consider entering into agreement with Zixcorp to acquire one additional software license.

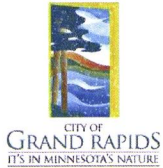
Body

Background Information:

The City's Finance Department has identified the need for one additional license for Zixmail email encryption software. This is a budgeted item.

Requested City Council Action

Consider entering into an agreement with Zixcorp for the purchase of one additional license for Zixmail software at a cost or \$16.67 plus applicable taxes and fees and authorize the Mayor to sign the necessary documents.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 13-0125 **Version:** 1 **Name:** Close Fund 471 and Transfer \$169,970 from PIR to 471
Type: Agenda Item **Status:** Consent Agenda
File created: 3/5/2013 **In control:** Finance
On agenda: 3/11/2013 **Final action:**
Title: Consider adopting a resolution approving transferring approximately \$169,971 from the Permanent Improvement Revolving Fund to the Capital Project Fund 2010 Infrastructure Bonds and closing the Fund as of December 31, 2012.
Sponsors:
Indexes:
Code sections:
Attachments: [Close fund 471 & transfer \\$169,971 from 501 to 471.pdf](#)

Date	Ver.	Action By	Action	Result
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Title

Consider adopting a resolution approving transferring approximately \$169,971 from the Permanent Improvement Revolving Fund to the Capital Project Fund 2010 Infrastructure Bonds and closing the Fund as of December 31, 2012.

Body

Background Information:

In 2010 the City issued General Obligation Bonds for CP 2003-06 Railroad Crossing Improvement Project and 2004-2B Multi Use Trail. After the issuance of the bonds, it was decided to add additional decorative lights at the intersection of 3rd Street NE and 1st Avenue NE and to also make a major modification at the railroad crossing on 7th Avenue NE which was necessary to create a quiet zone through the City. Consequently, we are requesting a \$169,971 transfer from the Permanent Improvement Revolving Fund to the Capital Project Fund 2010 Infrastructure Bonds Fund as of December 31, 2012. Since both of these projects are complete, we are requesting the fund be closed as of December 31, 2012.

Requested City Council Action

Consider adopting a resolution approving transferring approximately \$169,971 from the Permanent Improvement Revolving Fund to the Capital Project Fund 2010 Infrastructure Bonds and closing the Fund as of December 31, 2012.

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

RESOLUTION NO. 13-

A RESOLUTION AUTHORIZING AN OPERATING TRANSFER FROM THE CAPITAL PROJECTS FUND-PERMANENT IMPROVEMENT REVOLVING FUND (501) TO THE CAPITAL PROJECTS FUND- 2010 INFRASTRUCTURE BONDS (471) IN THE AMOUNT OF \$169,971 AND CLOSE THE FUND AS OF DECEMBER 31, 2012

WHEREAS, in 2010, the City issued General Obligation Bonds for CP 2003-6 Railroad Crossing Improvement Project and 2004-2B for Multi Use Trail, and

WHEREAS, after the issuance of the bonds, it was decided to add additional decorative lights as the intersection of 3rd Street NE and 1st Avenue NE and to also make a major modification at the railroad crossing on 7th Avenue NE which was necessary to create a quiet zone through the City, and

WHEREAS, these additional costs totaled approximately \$169,971,

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, authorize the transfer of \$169,971 from the Permanent Improvement Revolving Fund (501) to the 2010 Infrastructure Bonds (471) to eliminate the deficit, and to close the fund as of December 31, 2012.

Adopted this 11th day of March, 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: None, whereby the resolution was declared duly passed and adopted.



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Legislation Details (With Text)

File #: 13-0129 **Version:** 1 **Name:** Consumption & Display Permit
Type: Agenda Item **Status:** Consent Agenda
File created: 3/6/2013 **In control:** Administration
On agenda: 3/11/2013 **Final action:**
Title: Approve Consumption and Display permit for Itasca Curling Club.
Sponsors:
Indexes:
Code sections:
Attachments: [Itasca Curling Club - Consumption & Display Permit](#)

Date	Ver.	Action By	Action	Result
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Title

Approve Consumption and Display permit for Itasca Curling Club.



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



RENEWAL OF CONSUMPTION & DISPLAY PERMIT

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

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

6914	PRIVATE
Itasca Curling Club Inc. Itasca Curling Club *PO Box 863 Grand Rapids, MN 55744	

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

Worker's Comp Ins. Co. N/A Policy No. _____ Policy Period _____
 City/County where permit Approved: Grand Rapids Itasca County MN
 Permit Name: Itasca Curling Club, Inc
 Trade Name: 902 Hale Lake Pointe Road
 Location Address: Grand Rapids MN 55744
 City, State, ZIP Code: 218 - 999 - 5093
 Business Phone: _____

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

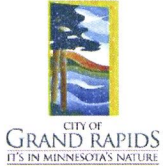
Applicants's signature on this renewal confirms the following: Failure to report any of the following will result in fines.

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

Applicants Signature [Signature] Treasurer Date 3-6-13
 (Signature certifies all above information to be correct and permit has been approved by city/county.)

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

Amount Received _____



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 13-0132 **Version:** 1 **Name:** Publishing ordinances in summary form
Type: Agenda Item **Status:** Consent Agenda
File created: 3/7/2013 **In control:** Administration
On agenda: 3/11/2013 **Final action:**
Title: Authorize publishing ordinances 13-02-03 and 13-02-04 in summary form.

Sponsors:

Indexes:

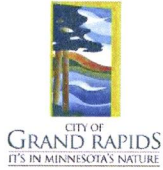
Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Title

Authorize publishing ordinances 13-02-03 and 13-02-04 in summary form.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 13-0136 **Version:** 1 **Name:** Proposed addition to Pay Schedule for Part-time, Season, & Temporary Employees.
Type: Agenda Item **Status:** Consent Agenda
File created: 3/7/2013 **In control:** Administration
On agenda: 3/11/2013 **Final action:**
Title: Proposed addition to Pay Schedule for Part-time, Season, & Temporary Employees.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Title

Proposed addition to Pay Schedule for Part-time, Season, & Temporary Employees.

Body

Background Information:

Bob Cahill, Director of Golf, has requested to create a position of Assistant Golf Professional at the Pokegama Golf Course for the 2013 Golf Season. This seasonal position would supervise pro shop personnel and direct the daily operations of the pro shop. This position would also serve in the capacity of shift supervisor for approximately 30 hours per week, which would provide coverage for the closing shift.

Other job duties would be to act as the on-site supervisor when the Director of Golf is not on duty, oversee and/or collect fees, clean the, completing daily reports, will be responsible for cash drawer and bank deposits, assist in sales, ordering and inventory of merchandise and equipment rental, and assist all tournament directors in the organization of the individual events and assist to help make the events a success.

Staff Recommendation:

This position would be seasonal with a pay range of \$11.00 to \$13.00 per hour depending on qualifications and longevity.

Requested City Council Action

Consider adding the position of Assistant Golf Professional to the Pay Schedule for Part-time, Seasonal, & Temporary Employees under Grade 5 and authorize the Director of Golf to fill the position for the 2013 golf season.



CITY OF GRAND RAPIDS

Legislative Master

File Number: 13-0121

File ID: 13-0121	Type: Agenda Item	Status: Consent Agenda
Version: 2	Reference:	In Control: Civic Center, Parks & Recreation
File Name: Bolin & Hickerson Hire and Morrisey Rehire		File Created: 03/05/2013
Title: Hire Temporary Employees for Park & Recreation.		Final Action:

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:
2	City Council	03/11/2013					

Text of Legislative File 13-0121

Hire Temporary Employees for Park & Recreation.

Background Information:

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

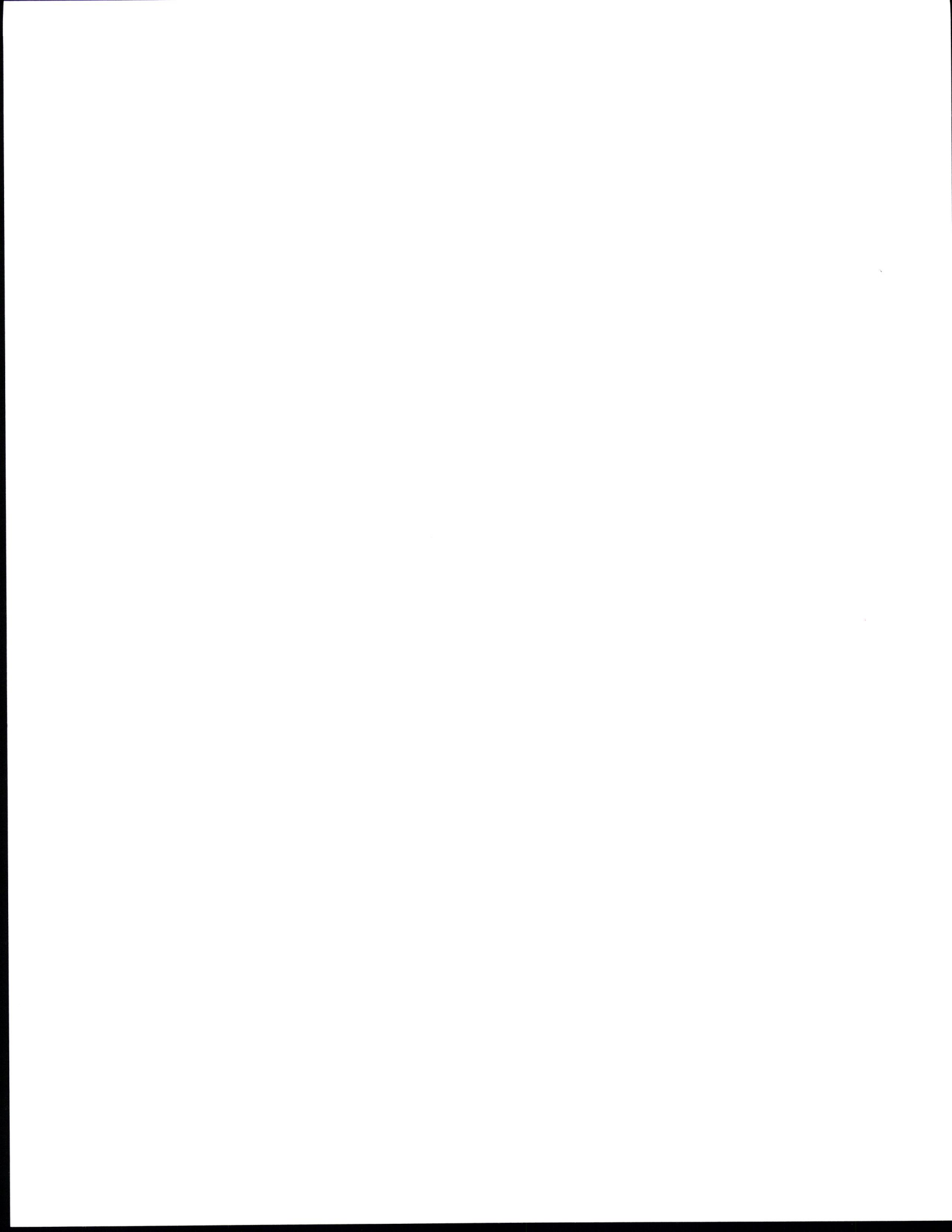
- Megan Morrissey Various Part Time Positions Hourly Range: \$7.25 to \$10.00 per hour
- Jordin Bolin Various Part Time Positions Hourly Range: \$7.25 to \$10.00 per hour
- Noa Hickerson Sub. swimming lesson Instr. Hourly Range \$7.50 to \$9.00 per hour

Staff Recommendation:

Consider approving 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 #: 13-0135 **Version:** 1 **Name:** Board & Commission Minutes
Type: Minutes **Status:** Approved
File created: 3/7/2013 **In control:** Administration
On agenda: 3/11/2013 **Final action:**
Title: Acknowledge minutes for Boards and Commissions.
Sponsors:
Indexes:
Code sections:
Attachments: [January 16, 2013 PUC Minutes](#)
[January 30, 2013 Human Rights Commission](#)

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

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 4th 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.

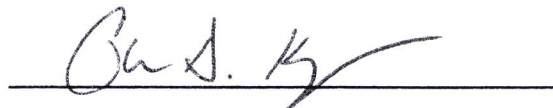
The next regular Commission meeting is Wednesday, February 13, 2013 at 4:00 PM in the conference room of the Public Works/Public Utilities Service Center at 500 SE 4th Street.

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 Dymanmics	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	Public 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>

CITY OF GRAND RAPIDS HUMAN RIGHTS COMMISSION
CONFERENCE ROOM 2A – 420 NORTH POKEGAMA AVENUE
WEDNESDAY, JANUARY 30, 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, January 30, 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, Hendrickson, Weidendorf and Sanderson. Absent: Commissioner: Hall.

Staff Present: Lynn DeGrio, Kimberly Johnson-Gibeau

CALL TO ORDER: The meeting was called to order by Chair Freeman at 4:05 p.m.

PRESENTATION: Marcia Anderson, Grand Rapids Area Library Director, discusses Muslim Journeys Bookshelf collection and plans for community events to promote education and awareness. Ms. Anderson also noted another grant opportunity for programs and collections specific to Native American families.

Commissioner Learmont departed the meeting at 4:27 PM.

SETTING OF REGULAR AGENDA: Additions to regular agenda:

- Information packet: LMC Human Rights Commission
- Community training

APPROVAL OF MINUTES: November 28, 2012 regular meeting

MOTION BY COMMISSIONER SANDERSON, SECOND BY COMMISSIONER WEIDENDORF TO APPROVE THE MINUTES OF NOVEMBER 28, 2012 AS PRESENTED. Motion passed by unanimous vote.

Financials: Reviewed preliminary financials.

Correspondence:

- LMC packet was received with various information including annual essay contest and proposed changes to by-laws. City Clerk will contact middle school staff for assistance with essay on a local level. Also included is the invoice for yearly dues for LMC membership.

MOTION BY COMMISSIONER DOWELL, SECOND BY COMMISSIONER WEIDENDORF TO APPROVE PAYMENT FOR LEAGUE OF MINNESOTA CITIES HUMAN RIGHTS COMMISSION MEMBERSHIP DUES IN THE AMOUNT OF \$100. Motion passed by unanimous vote.

Discuss referendum on marriage amendment.

Commissioner Dowell has drafted a letter from the Commission to the City Council referencing local businesses that openly supported the marriage amendment. After further discussion, it is determined that Commissioners wishing to make a statement to the City Council should do so as individuals. Commissioner Sanderson will work on a request for the City Council to make a public statement in support of the Human Rights Commission and rights for all individuals.

Commissioner Hendrickson departed the meeting at 4:52 PM.

Continue discussion on work plan.

Ms. DeGrio has discussed training options and plans with Police Chief, Jim Denny regarding law enforcement personnel. Diversity training can be opened up to all staff, not just law enforcement. Also noted is the need for training regarding open meeting law following new appointments to Commission.

Vacancy on Human Rights Commission.

There is currently a vacancy for an unexpired term and there are two current terms expiring in March 2013. Commissioners Noyce and Learmont both indicate interest in reappointment. These requests will be submitted in written format to the City Council in February. Becky LaPlant has submitted an application of interest and this will also be submitted for consideration.

Appointment of Secretary/Treasurer.

Following the resignation of Andy Mundt, the position of Secretary/Treasurer has remained unfilled. Commissioner Weidendorf volunteers.

MOTION BY COMMISSIONER SANDERSON, SECOND BY COMMISSIONER NOYCE TO APPOINT MELISSA WEIDENDORF TO THE POSITION OF SECRETARY/TREASURER. The motion passed by unanimous vote.

There being no further business, the meeting adjourned at 5:25 pm.

Respectfully submitted, Kimberly Johnson-Gibeau, City Clerk



CITY OF
GRAND RAPIDS
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CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 13-0130 **Version:** 1 **Name:** Department Head Report - Police
Type: Agenda Item **Status:** Department Head Report
File created: 3/6/2013 **In control:** Police
On agenda: 3/11/2013 **Final action:**
Title: Department Head Report - Police

Sponsors:

Indexes:

Code sections:

Attachments: [Microsoft PowerPoint - Grand Rapids Police Department 2013 Annual Report Final](#)

Date	Ver.	Action By	Action	Result
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Title

Department Head Report

Grand Rapids Police Department 2012 Annual Report



Help Us Help You



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

GRAND RAPIDS POLICE DEPARTMENT

420 NORTH LORICAMA AVENUE, GRAND RAPIDS, MINNESOTA 55704-2002

March 11, 2013

Dear Mayor Adams, City Council members, City Administrator and Citizens of Grand Rapids,

On behalf of all members of the Grand Rapids Police Department I am pleased to present the 2012 Annual Report. This Report is a summary of the police department activity during 2012 and an overview of police department operations. The Report also contains information on crime reported to the police department for the same year.

The men and women of the Grand Rapids Police Department responded to a total of 14,788 calls for service in 2012 compared to 14,278 in 2011, which represents an approximate 3.5% increase in calls for service. These numbers reflect calls in which officers were dispatched to crimes or were dispatched to provide service and it also includes self-initiated activity.

Your police department is an outstanding example of the best in law enforcement. Our philosophy of hard work, honesty, and treating people fairly continues to guide us in how we interact with the public. We promote a community-oriented and problem solving philosophy, and continue to provide services that form partnerships within the community.

There is no doubt that one important key to the success of our department in keeping the community safe is the continued support we receive from you, Mayor Dale Adams, City Council Members Joe Chandler, Ed Zabinski, Dale Christy, the late Gary McInerney, City Administrator Shawn Gillen, and the entire community. I would additionally like to acknowledge all members of the Grand Rapids Police Department for the hard work, dedication and commitment to combating crime and preserving the good quality of life that all can appreciate here in Grand Rapids.

Sincerely,



Jim Denny
Chief of Police



Grand Rapids Police Department
Mission Statement

“The mission of the Grand Rapids Police Department is to enhance the quality of life throughout the City of Grand Rapids by working cooperatively with all of our citizens to preserve the peace, enforce the law, reduce the perception of fear and provide a safe caring environment.”

GRAND RAPIDS
POLICE DEPARTMENT

Police Department Primary Services

Under the leadership of the Chief of Police, Grand Rapids Police Officers are responsible for the delivery of a full range of police services to achieve the effective protection of lives and property in our community. Those services include crime prevention, criminal apprehension, enforcing laws and ordinances, providing emergency life-saving response, and maintaining effective community relations.

GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

Police Department Civil Service Commission

The Grand Rapids Police Department operates under the guidance of the Police Civil Service Commission.

The Police Civil Service Commission is a statutory supported commission whose basis of authority is authorized by Chapter 419 of the Minnesota State Statutes. The Commission has absolute control and supervision over the employment, promotion, discharge and suspension of all officers and employees of the Grand Rapids Police Department. The Commission shall, from time to time, update rules to promote efficiency in the Police Department service to carry out the purposes of the Civil Service Commission as addressed in Chapter 419.

The Commission has sole authority during the employment process to make recommendations to the City Council, but does not hire personnel, nor does it establish wages.

Values Statement

Protecting Life and Property

We believe that our fundamental purpose is to protect and preserve the lives and property of those who live, work and visit in our community.

Ethics and Integrity

We believe that ethics and integrity are the foundation blocks of public trust and confidence, and that all meaningful relationships are built on these values.

Excellence and Quality in the Delivery of Services

We believe that service to the public is our reason for being, and strive to deliver quality services in a highly professional and responsible manner.

Respect for the Individual

We believe that every individual deserves respect and dignity and are ever aware of this value in our dealings with each other and the public we serve.

Open and Honest Communication

We believe that open and honest communication is essential for an informed citizenry and to foster a positive and supportive working environment for employees.

Cooperation and Teamwork

We believe that the public is best served when employees work cooperatively as a team.

Professionalism

We believe that continuous improvement is the mark of professionalism and are committed to applying this principle to the services we provide and to the development of our employees.

Positive Relations with the Community

We recognize our interdependent relationship with the community we serve and are continually sensitive to changing community needs.

Chief of Police
Jim Denny



Assistant Chief Steve Schaar



Sgt. Heath Smith



Sgt. Brent Bradley



Sgt. Bill Giese



Sgt. Jeff Carlson



Sgt. Robert Stein



Officer Michelle Norris



Officer Gary O'Brien



Officer Kevin Ott



Officer Matt O'Rourke



Inv. Brian Mattson



Inv. Andy Morgan



Records Mary Corwin



Officer Troy Scott



Officer Shawn Mahaney



Officer Jeremy Nelson



Officer Tim Dirkes



SRO Ashley Moran



SRO Bill Saw



CAO Jackie Heinrich

Police Reserves

- Volunteer organization comprised of 15 volunteer members. This organization is supervised by Sergeant Brent Bradley. In 2012 this organization volunteered approximately **600 hours** assisting the police department with various community events.
- Police Reserve members
 - Juan Lazo 28 years of service
 - Vince Rittmiller 23 years of service
 - Jeffrey Roerick 05 years of service
 - Jeff Lyman 04 years of service
 - Rob Larson 04 years of service
 - Malissa Bahar 03 years of service
 - Cindy Schiller 03 years of service
 - Trisha Pliska 03 years of service
 - Chris Rima-Carlson 02 Years of Service
 - **6 Current Vacant Positions**



Scheduling

Patrol

- 4 Crews of Three
- 84 Hour Pay Periods
- 12 Hour Shifts
 - 5 on, 5 off, 2 on, 2 off
 - 5 off, 5 on, 2 off, 2 on

Investigations

- 2 Investigators
- 1 Admin. Sergeant
- 84 Hour Pay Periods
- 8 & 9 Hour Shifts (M-F)
 - 3 Eight Hour Days
 - 2 Nine Hour Days

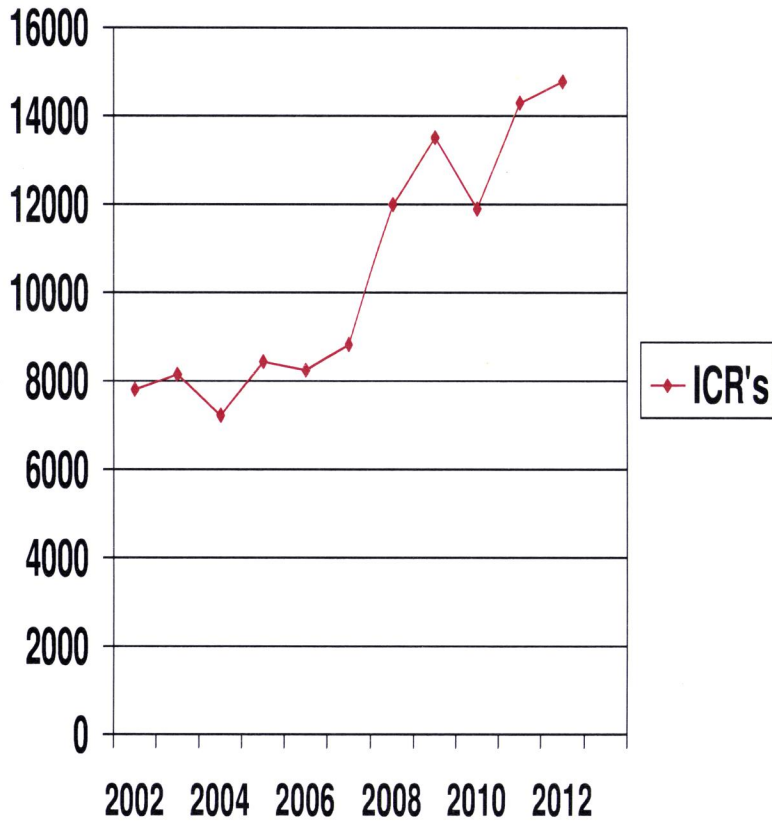
Schools

- 2 School Resource Officers
- 80 Hour Pay Periods
- 8 Hour Shifts M-F
 - During School Year

Cerical

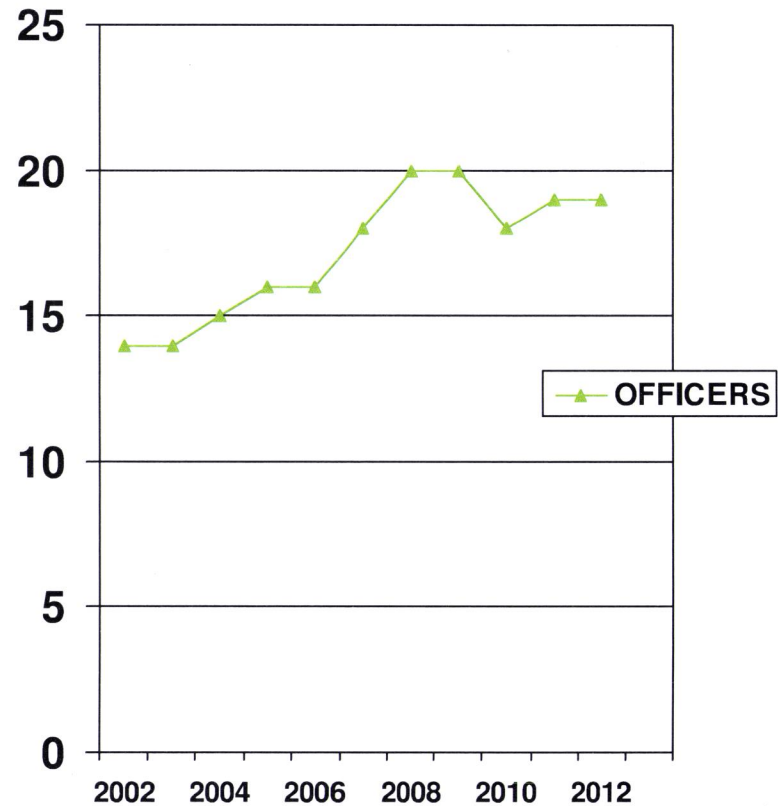
- 1 Records Personnel
- 1 CAO
- 80 Hour Pay Periods
- 8 Hour Shifts M-F

Decade Comparison



The Police Department has seen a 90% increase of complaints over the last 10 years.

2002 – 7,796 Complaints
2012 – 14,788 Complaints



The Police Department has seen a 36% increase in patrol officers over the last 10 years.

2002 – 14 Officers
2012 – 19 Officers

Calls for Service Comparison

	Population	Calls for Service	Number of sworn officers	Calls per officer per year	Calls per day
Grand Rapids	11,000	14,278	19	751	39
Alexandria	12,415	13,815	20	690	37
Bemidji	13,749	22,577	29	778	61
Crookston	8,192	5,181	15	345	14
Fairmont	10,104	11,932	18	662	32
Hibbing	16,237	16,148	31	520	44
Thief River Falls	8,498	8,829	15	588	24
Little Falls	8,067	6,713	13	516	18
Virigina	8,713	12,310	16	769	33
Cloquet	12,124	8,236	19	433	22
St. Peter	10,946	8,165	14	583	22
Average	10,913	11,653	19	603	31

Department Activity from February 11th – 17th 2012

• Traffic Calls	103	• Warrants	04
• DWI's	01	• POR Checks	01
• Snowmobile	02	• Fire Calls	01
• Accident Calls	07	• Sex Assault	01
• Public Assists	21	• Medicals	03
• Child Neglect	01	• Domestics	08
• Harassment	04	• Fraud / Theft	01
• Juvenile / child	05	• Property Damage	02
• Probation Violation	03	• Minor Consume	03
• Alarms	03	• Mental Health Issues	08
• Intoxicated Adult	03	• Animal	01
• Disorderly Conduct	03	• Trespass	01
• Terroristic Threats	01	• 10-72	03
• Assaults	01	• Thefts	04

Total calls for service for date range for the department was 311

Officer Activity from February 11th-17th 2012

- **Sgt Bill Giese (4 Work Days)**

- 15 - Traffic Stops
- 03 – Accidents
- 01- Mental Health Issue
- 02- Domestic Argument
- 01- Child Custody
- 01- Medical
- 02- Prowler
- 10- Public Assist
- 02- K-9 Training
- 01- Warrant Arrest
- 01- Terroristic Threat
- 01- Property Damage
- 04- Thefts
- 01- Probation Violation

- **Total calls for service 45**

- **Officer Matt O'Rourke (3 Work Days)**

- 28- Traffic Stops
- 02- DWI's
- 03- Public Assists
- 01- Accident Report
- 01- Dog Call
- 01- Mentally Health Issue
- 02- Alarm Calls
- 01- Snowmobile Call
- 03– Suspicious Persons
- 03- Spot Checks
- 01- Minor Consume Violation
- 01- Disorderly Conduct Call

- **Total calls for service 47**

Department Activity from August 13th – 19th 2012

• Traffic Calls	149	• Warrants	02
• DWI's	06	• Juv Runaway	04
• Accident Calls	12	• Fire Calls	05
• Public Assists	28	• Sex Assault	04
• Drugs	01	• Medicals	03
• Harassment	04	• Domestic	08
• Juvenile / child	04	• Fraud / Theft	26
• Probation Violation	02	• Property Damage	02
• Alarms	09	• Minor Consume	02
• Drunk People	03	• Mental Health Issues	04
• Disorderly Conduct	08	• Animal	23
• Search Warrant	02	• Suspicious activity	10
• Assaults	02	• Natural Deaths	02
• Bar Calls	01	• Ordinances	05
• Burglary	02	• Assist other agency	06

Total calls for service for date range for the department was 339

Officer Activity from August 13th -19th 2012

- **Sgt Bill Giese (2 Work Days)**

- 05 - Traffic Stops
- 01 – Accident
- 01- Fire Alarm
- 01- Mental Health Issue
- 01- Natural Death
- 01- Intrusion Alarm
- 03- Zoning Violations
- 03- Public Assists
- 02- Suspicious Activity
- 01- K-9 Training
- 01- Burglary

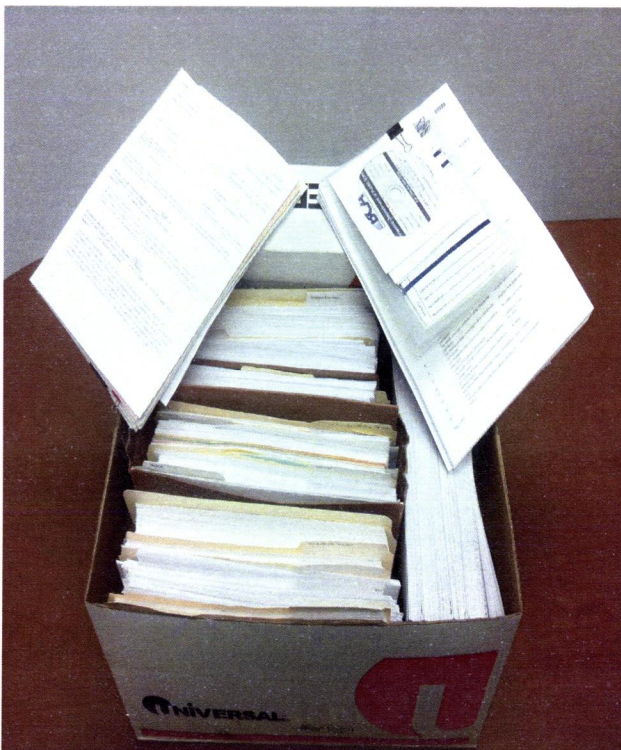
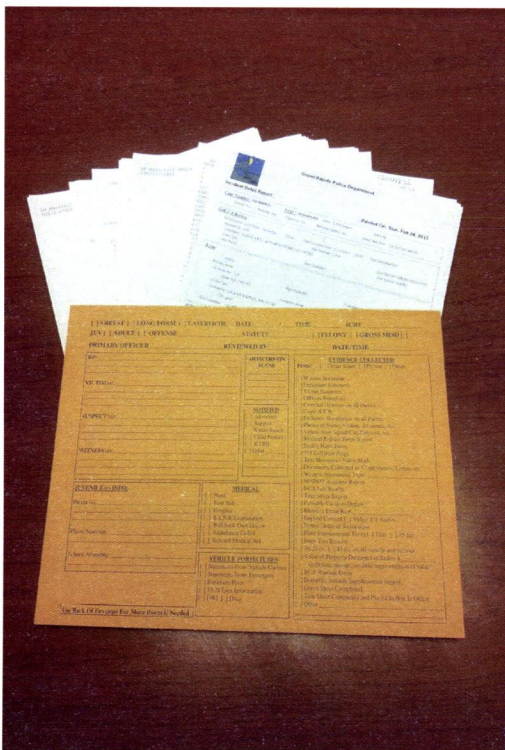
- **Total calls for service 20**

- **Officer Matt O'Rourke (3 Work Days)**

- 18- Traffic stops
- 3- DWI's
- 5- Public Assists
- 3- Accident Report
- 3- Dog Call
- 1- Alarm Calls
- 1- Suspicious Persons
- 1- Probation Violation
- 1- Disorderly Conduct Call
- 1- Domestic / OFP
- 3- Thefts
- 1- Damage to Property Call

- **Total calls for service 41**

Case Files

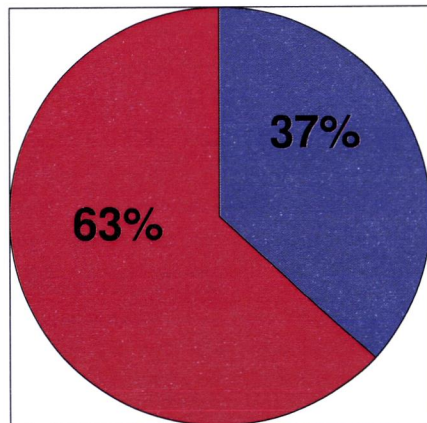


Response Type Data

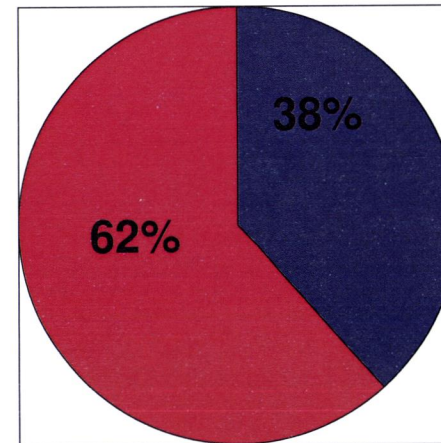
Type of Call	2010	2011	2012
Murder / Attempted	0	0	2
Sexual Assaults	43	66	52
Robbery	1	0	0
Assaults	370	339	397
Burglary	40	31	38
Auto Theft	10	17	20
Forgery/Counterfeiting	29	25	14
Thefts	386	558	521
Vandalism	275	246	194
Narcotics	205	249	158
DWI	159	171	199
Disorderly Conduct	240	265	248
Total	1,758	1,967	1,843

Traffic Enforcement

Type of Call	2010	2011	2012
Total Traffic Stops	2769	7012	7234
Traffic Citations	1174	2588	2764
Traffic Warning	1595	4424	4470



2011



2012

Traffic Education Program

Verizon 3G 1:58 PM 61%

admin.trafficed.net/Report_ActivityReport.aspx

Report | Activity Report

Traffic Education Program

Report | Activity Report

[Home](#)

Date Between and Program

REPORTS

- [Activity Report](#)
- [Citations Completed](#)
- [Citations Expired](#)

Description	#	\$
New Citations Added	204	\$22,740
Citations Completed	77	\$8,620
Citations Expired	68	\$7,630

CITATION MANAGEMENT

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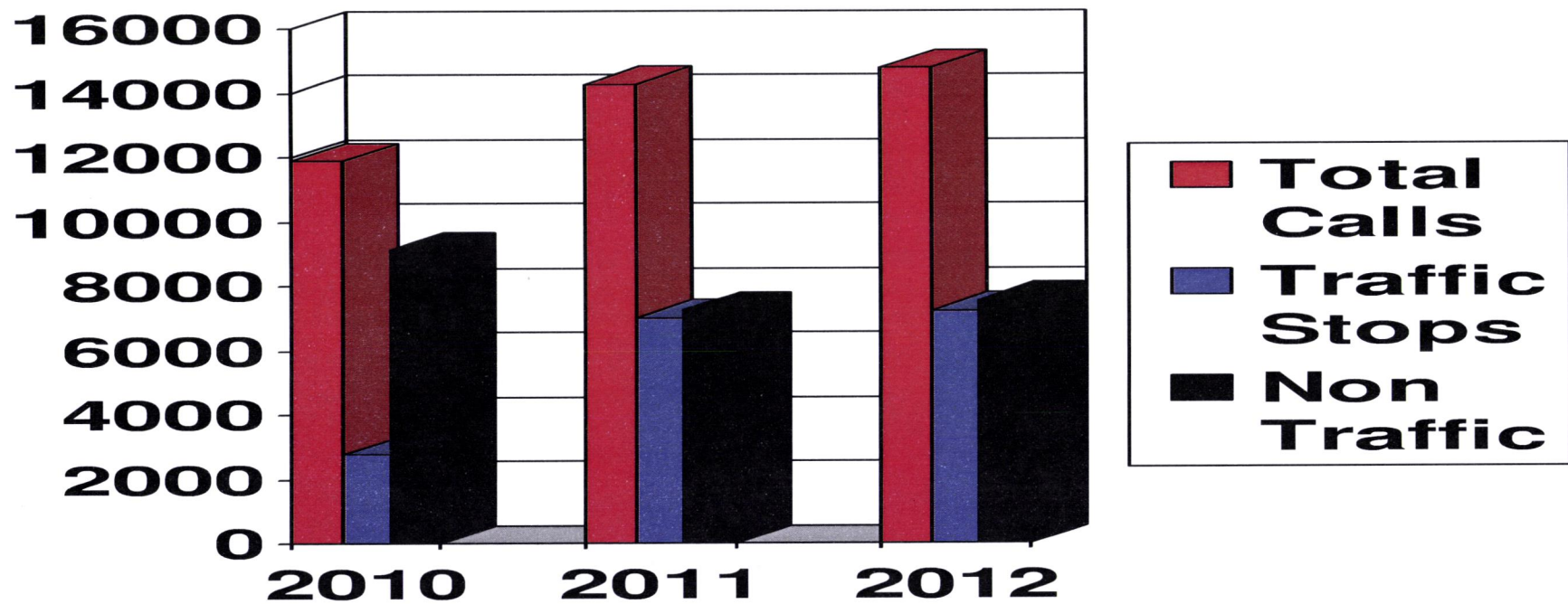
USER MANAGEMENT

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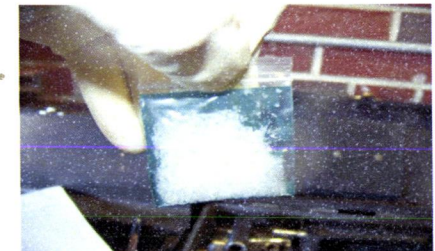
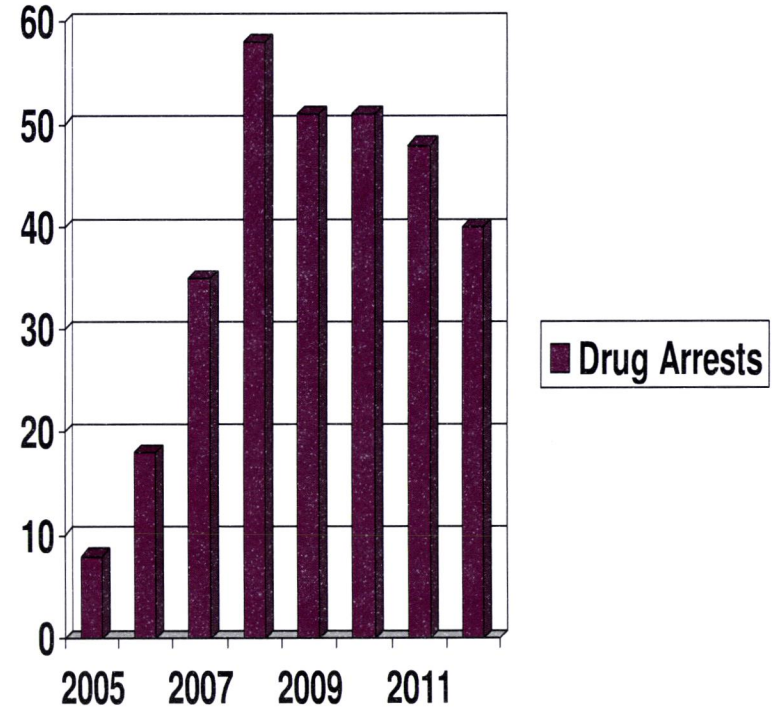
For Technical Assistance call [\(651\) 385-8100](tel:651-385-8100) © Copyright 2013 Financial Crimes Services, LLC

What Do these Numbers Mean?

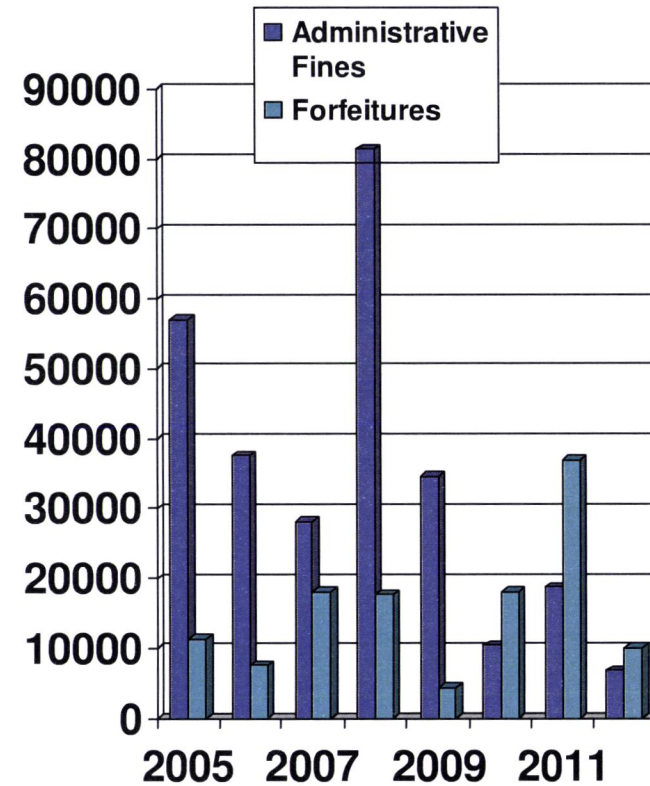
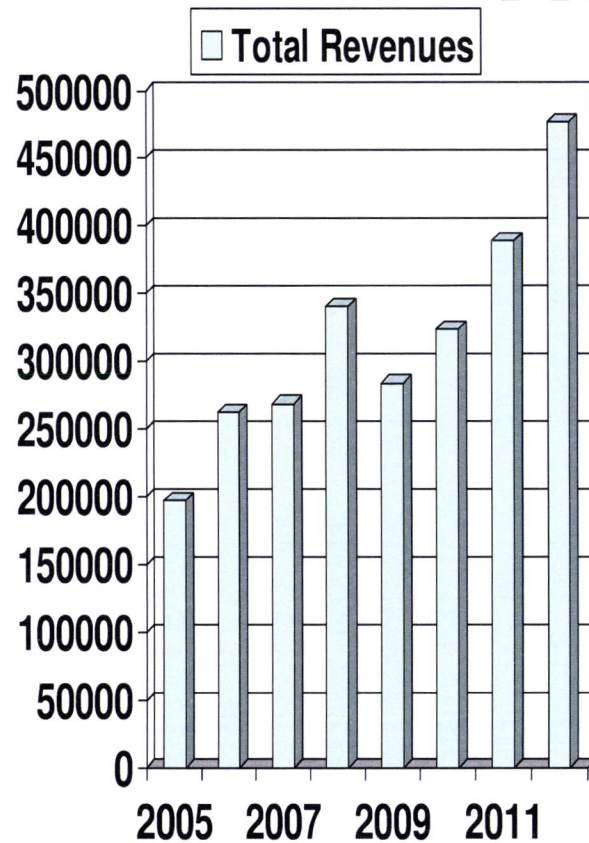


Drug Statistics

	2009	2010	2011	2012
Drug Related Arrests Gross Misd./Felony	51	51	48	40
Drug Related Citations Misdemeanors	28	34	39	55
Drug Purchases	38	26	34	15
Search Warrants	20	32	31	22
Thefts of Prescription Medications	20	19	23	27
Drug Information	11	43	74	85
Total	168	205	249	244



Revenues



-Total revenues for 2012 was \$477,600 up from 2011

-Total administration citation revenue for 2012 was \$6,740 down from 2011.

-Total revenue from forfeitures in 2012 was \$9,967 down from 2011.

-Parking revenues for 2012 was \$8,185 down from 2011.

Animal Control Facility



**215 Animals were brought into the Animal Control Facility in 2012.
The break down of the animals are as follows:**

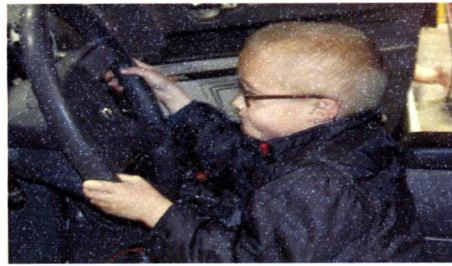
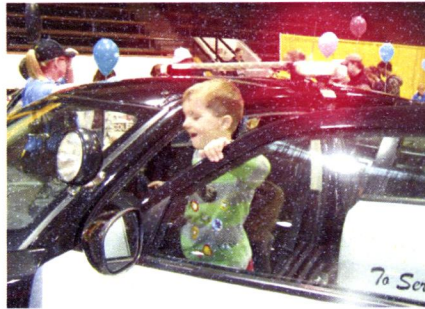
-105	<i>Dogs returned to their owners</i>	
-60	<i>Dogs were adopted out to new owners by the Community Assistance Officer</i>	
-02	<i>Dogs were euthanized</i>	
-00	<i>Dogs deceased</i>	
-01	<i>Cats returned to their owners</i>	
-41	<i>Cats were adopted out to new owners by the Community Assistance Officer</i>	
-06	<i>Cats were euthanized</i>	
Grand Rapids	Total Number of Animals	107
Itasca County	Total Number of Animals	75
Cohasset	Total Number of Animals	14 (20 Calls for service + miscellaneous patrol)
Bovey	Total Number of Animals	08
Coleraine	Total Number of Animals	11

Public Education

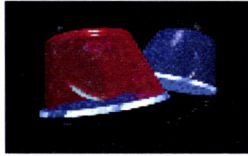
	2012
Child Safety Seat Checks	33
Safety Demonstrations	41
Crime Prevention Programs	10
Community Meetings	11
Total	95



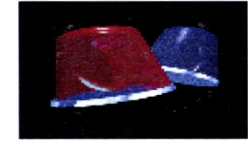
The Community and It's Police Department



- National Night Out
- Children's First Expo
- D.A.R.E.
- Citizen's Academy
- Civic Group Presentations
- Shop With a Cop
- Fishing for Phil
- Winter Fest (Elementary Schools)
- Polar Plunge (Special Olympics)
- Torch Run (Special Olympics)
- Squad Car & Department Tours (Boys & Girl Scouts)
- Post Prom

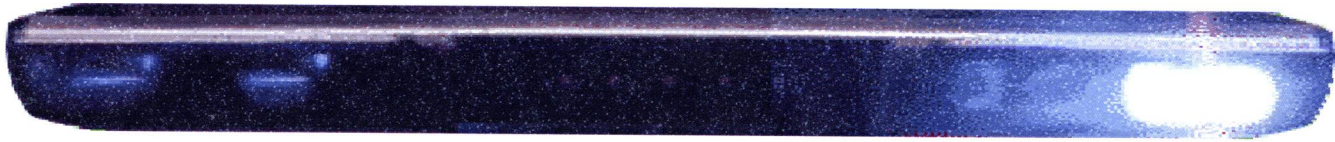
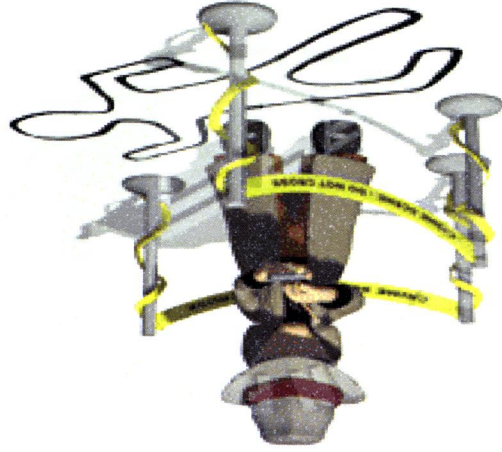


Department Performance Goals



- **GOAL 1:** Increase citizen safety and the perception of safety.
- **Goal 2:** Improve community trust, interaction, involvement, and accountability.
- **Goal 3:** Enhance roadway safety.
- **Goal 4:** Maximize operational efficiency and effectiveness.
- **Goal 5:** Provide a work environment that attracts and retains a diverse cadre of quality personnel, rewards excellence, and enhances the skills of and opportunities for all personnel (to be the law enforcement employer of choice).

Questions ?





CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 13-0122 **Version:** 1 **Name:** Consider approving Itasca County classification of tax-forfeited land.
Type: Agenda Item **Status:** Community Development
File created: 3/5/2013 **In control:** Community Development
On agenda: 3/11/2013 **Final action:**
Title: Consider approving Itasca County classification of tax-forfeited land.
Sponsors:
Indexes:
Code sections:
Attachments: [Non-Conservation Parcels-2013](#)
[Conservation Parcels-2013](#)

Date	Ver.	Action By	Action	Result
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Title

Consider approving Itasca County classification of tax-forfeited land.

Body

Background Information:

Itasca County has recently either classified or re-classified the tax-forfeited status of seven undeveloped parcels within the city. They are as follows (see attached maps for parcel locations):

- 91-575-0220 as Non-Conservation
- 91-575-0230 as Non-Conservation
- 91-575-0240 as Non-Conservation
- 91-561-0275 as Non-Conservation
- 91-034-4406 as Conservation
- 91-650-3810 as Conservation
- 91-650-3820 as Conservation

The Non-Conservation classification would allow the County to sell the parcels, as opposed to a Conservation classification, in which they would be retained.

Itasca County has requested the City's approval, of the current classifications, within the attached forms to be executed by the Mayor and City Clerk.

Requested City Council Action

Pass a motion approving Itasca County's tax-forfeited classification of Non-Conservation for Parcel No.'s: 91-575-0220, 91-575-0230, 91-575-0240, and 91-561-0275, and tax-forfeited classification of Conservation for Parcel No.'s: 91-034-4406, 91-650-3810, and 91-650-3820, and authorize the Mayor's execution of the attached approval forms.



Colt St

NW 20th Ave

Norway St

NW 7th St

#91-561-0275

NW 20th Ave

NW 5th St

W US Hwy 2

NW 6th St

Key Dr

GRAND RAPIDS CITY
2013 Classification: **Non-Conservation**

<u>DESCRIPTION</u>	<u>SEC.</u>	<u>TWP</u>	<u>RGE</u>	
LOT 14, BLK 2; Huntley Addition	19	55	25	<input type="checkbox"/> APPROVED
				<input type="checkbox"/> NOT APPROVED

PARCEL ID # **91-561-0275**

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

The classification or reclassification and sale of lands described above lying within the boundaries of **GRAND RAPIDS CITY** in said County and State is hereby approved or disapproved as indicated above.

Dated this _____ day of _____, 2013

Attest: _____
Clerk, **GRAND RAPIDS CITY**

Chairperson, **GRAND RAPIDS CITY**



#91-575-0220

NW 6th St

Elida Dr

#91-575-0240

#91-575-2030

NW 17th Ave

GRAND RAPIDS CITY
2013 Classification: **Non-Conservation**

<u>DESCRIPTION</u>	<u>SEC.</u>	<u>TWP</u>	<u>RGE</u>	
LOT 2, BLK 2; Interlachen Park I Add	17	55	25	<input type="checkbox"/> APPROVED
				<input type="checkbox"/> NOT APPROVED

PARCEL ID # **91-575-0220**

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

The classification or reclassification and sale of lands described above lying within the boundaries of **GRAND RAPIDS CITY** in said County and State is hereby approved or disapproved as indicated above.

Dated this _____ day of _____, 2013

Attest: _____
Clerk, **GRAND RAPIDS CITY**

Chairperson, **GRAND RAPIDS CITY**

GRAND RAPIDS CITY
2013 Classification: **Non-Conservation**

<u>DESCRIPTION</u>	<u>SEC.</u>	<u>TWP</u>	<u>RGE</u>	
LOT 4, BLK 2; Interlachen Park I Add	17	55	25	<input type="checkbox"/> APPROVED
				<input type="checkbox"/> NOT APPROVED

PARCEL ID # **91-575-0240**

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

The classification or reclassification and sale of lands described above lying within the boundaries of **GRAND RAPIDS CITY** in said County and State is hereby approved or disapproved as indicated above.

Dated this _____ day of _____, 2013

Attest: _____
Clerk, **GRAND RAPIDS CITY**

Chairperson, **GRAND RAPIDS CITY**



#91-650-3810

#91-650-3820

Oakland Park

SE 4th St

River Rd

SE 11th Ave

SE 14th Ave

SE 5th St

SE 5th St

SE 11th Ave

SE 12th Ave

GRAND RAPIDS CITY

2013 Classification: **Conservation**

LEGAL

DESCRIPTION:

SEC. TWP RGE

22 55 25

ALL OF 12TH AVE SE LYG N OF A LINE DRAWN PARA TO & 80' N OF N LINE OF 3RD ST SE; OAKLAND ADD TO GRAND RAPIDS

APPROVED

PARCEL ID # **91-650-3810**

NOT APPROVED

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

The classification or reclassification of lands described above lying within the boundaries of the **GRAND RAPIDS CITY** in said County and State is hereby approved or disapproved as indicated above.

Dated this _____ day of _____, 2013

Attest: _____
Clerk, **GRAND RAPIDS CITY**

Chairperson, **GRAND RAPIDS CITY**

GRAND RAPIDS CITY

2013 Classification: **Conservation**

LEGAL

DESCRIPTION:

SEC. TWP RGE
22 55 25

ALL OF 13TH AVE SE LYG N OF A LINE DRAWN PARA TO & 65' N OF N LINE OF 3RD ST SE; OAKLAND ADD TO GRAND RAPIDS

APPROVED

PARCEL ID # **91-650-3820**

NOT APPROVED

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

The classification or reclassification of lands described above lying within the boundaries of the **GRAND RAPIDS CITY** in said County and State is hereby approved or disapproved as indicated above.

Dated this _____ day of _____, 2013

Attest: _____
Clerk, **GRAND RAPIDS CITY**

Chairperson, **GRAND RAPIDS CITY**



#91-034-4406

Davis Rd

Morris Rd

Davis Rd

GRAND RAPIDS CITY

2013 Classification: **Conservation**

LEGAL

DESCRIPTION:

SEC. TWP RGE
34 55 25

SE SE LESS N 280' & LESS S 330' & LESS PT LYG N OF S 330' & S OF N 488' & E OF W 590' & LESS E 1040' OF S 208' OF N 488'

PARCEL ID # 91-034-4406

APPROVED

NOT APPROVED

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

The classification or reclassification of lands described above lying within the boundaries of the **GRAND RAPIDS CITY** in said County and State is hereby approved or disapproved as indicated above.

Dated this _____ day of _____, 2013

Attest: _____
Clerk, **GRAND RAPIDS CITY**

Chairperson, **GRAND RAPIDS CITY**



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	13-0123	Version:	1	Name:	Set Sale for \$1,540,000 Series 2013A
Type:	Agenda Item	Status:		Status:	Finance
File created:	3/5/2013	In control:		In control:	Finance
On agenda:	3/11/2013	Final action:		Final action:	
Title:	Consider adopting a Resolution Providing for the Issuance and Sale of the City's General Obligation Improvement Refunding Bonds, Series 2013A, in the Proposed Aggregate Principal Amount of \$1,540,000.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Recommendations - 2013A.pdf Grand Rapids GO Imp Ref 2013A Authorizing Resolution.pdf				

Date	Ver.	Action By	Action	Result
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Title

Consider adopting a Resolution Providing for the Issuance and Sale of the City's General Obligation Improvement Refunding Bonds, Series 2013A, in the Proposed Aggregate Principal Amount of \$1,540,000.

Body

Background Information:

In 2004, the City issued General Obligation Improvement and Refunding Bonds, Series 2004A in the amount of \$3,705,000 to finance infrastructure projects and redeem General Obligation Improvement Bonds 1995A and 1997A. In 2005, the City issued General Obligation Improvement Bonds, Series 2005A in the amount of \$3,450,000 to finance various infrastructure projects.

Attached please find Recommendations for Issuance of Bonds from Springsted, Inc. to refund these two bond issues. The 2004A would be a Current Refunding and the 2005A would be a "Crossover" Advance Refunding. The 2005A is called a crossover refunding since the 2005A bonds are not callable until February 1, 2014. The proceeds from the 2005A Refunding Portion are placed in an escrow account with a major bank and invested in government securities. These investments and their earnings are structured to pay interest on the 2005A Refunding Portion to and including February 1, 2014, at which time the escrow account will prepay the principal due February 1, 2015 through 2021 of the Prior 2005A Bonds. The City will continue to pay the originally scheduled debt service payment on the Prior 2005A Bonds through the February 1, 2014 call date. After the call date, the debt service will cross over and the City will begin making debt service payments on the 2005A Refunding Portion.

The Net Present Value Cashflow Savings over the life of the bonds would be approximately \$1,732,074. The two bond funds combined have a cash total of \$1,492,000 that can be contributed to the transaction to reduce the amount of the bond. This cash total is due to the significant amount of prepayments that have been made. The Net Present Value Benefit would be approximately \$244,667. It is anticipated that the true interest cost on the sale would be approximately 1.26%

The Recommendations include, but are not limited to the following:

- *Set the sale date for April 8, 2013 at 10:30 am with consideration by the City Council at 5 p.m. that same day.
- *The Bonds are being sold through a competitive bidding process.
- *The Bonds will be general obligations of the City, secured by its full faith and credit and taxing power.
- *This issue will require a rating application to Moody's Investor Services.

Requested City Council Action

Consider adopting a Resolution Providing for the Issuance and Sale of the City's General Obligation Improvement Refunding Bonds, Series 2013A, in the Proposed Aggregate Principal Amount of \$1,540,000.

City of Grand Rapids, Minnesota

Recommendations for Issuance of Bonds

\$1,540,000 General Obligation Improvement Refunding Bonds, Series 2013A

The Council has under consideration the issuance of bonds to refund two outstanding issues of the City. This document provides information relative to the proposed issuance.

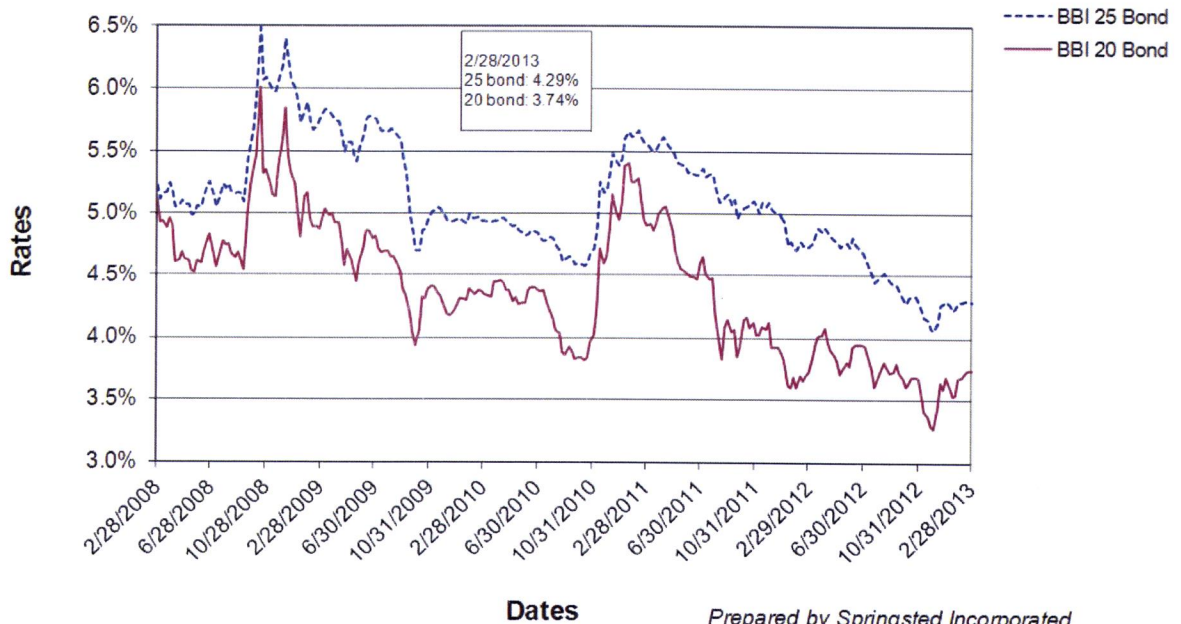
KEY EVENTS: The following summary schedule includes the timing of some of the key events that will occur relative to the bond issuance.

March 11, 2013	Council sets sale date and terms
Week of April 1, 2013	Rating conference conducted and receipt of rating
April 8, 2013, 10:30 a.m.	Competitive bids are received
April 8, 2013, 5:00 p.m.	Council considers award of Bonds
May 8, 2013	Proceeds are received

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

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

BBI 25-bond (Revenue) and 20-bond (G.O.) Rates for 5 Years Ending 2/28/2013



Prepared by Springsted Incorporated

POST ISSUANCE COMPLIANCE:

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

Federal arbitrage requirements include a wide range of implications that have been taken into account as your issue has been structured. Post-issuance compliance responsibilities for your tax-exempt issue include both rebate and yield restriction provisions of the IRS Code. In very general terms the arbitrage requirements control the earnings on unexpended bond proceeds, including investment earnings, moneys held for debt service payments (which are considered to be proceeds under the IRS regulations), and/or reserves. There is a "small issuer" exemption from rebate for a municipality that issues \$5 million or less in a calendar year. As the City does not anticipate issuing more than \$5 million in 2013, the Bonds will be exempt from rebate. However, yield restriction provisions pertaining to the debt service fund and any unspent proceeds after three years will still apply. With issues having special assessments pledged as a source of repayment, such as the Bonds, additional diligence should be exercised in monitoring the debt service fund due to the potential accumulation of assessment prepayments, which could cause the fund to become non-bona fide.

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

The City currently contracts with Springsted to provide these post-issuance compliance services. An amendment to that contract adding this issue will be provided to City staff.

SCHEDULES ATTACHED:

Schedules attached include a preliminary feasibility summary, estimated debt service requirements for the Bonds as a whole and by refunded issue, and estimated savings schedules given the current interest rate environment.

SUPPLEMENTAL INFORMATION AND BOND RECORD:

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

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

RISKS/SPECIAL CONSIDERATIONS:

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

SALE TERMS AND MARKETING:

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

Prepayment Provisions: Based on the short duration of the bonds, and to avoid possible negative pricing impacts, the bonds will not be subject to redemption prior to their stated maturities.

Bank Qualification: The City does not expect to issue more than \$10 million in tax-exempt obligations that count against the \$10 million limit for 2013; therefore, the Bonds are designated as bank qualified.

\$1,045,000 2004A Refunding Portion

Description of Purpose

PURPOSE: Proceeds of the 2004A Refunding Portion, together with prepaid assessments and available cash on hand in the amount of \$415,000, will be used to refund the February 1, 2014 through February 1, 2016 maturities of the City's General Obligation Improvement and Refunding Bonds, Series 2004A (the "Prior 2004A Bonds"). The maturities to be refunded are currently outstanding in the aggregate principal amount of \$1,400,000. The purpose of the refunding is to achieve interest cost savings.

The Prior 2004A Bonds were originally issued to (i) finance various improvement projects within the City, (the "Improvement Portion") and (ii) refund the City's General Obligation Improvement Bonds, Series 1997A (the "1997A Refunding Portion").

AUTHORITY: The 2004A Refunding Portion is being issued pursuant to Minnesota Statutes, Chapters 429 and 475.

SECURITY AND SOURCE OF PAYMENT: The 2004A Refunding Portion is a general obligation of the City, secured by its full faith and credit and taxing power. In addition, the City will pledge special assessments against benefited properties.

On May 8, 2013, the call date, the City will use the proceeds of the 2004A Refunding Portion to redeem the remaining principal due on the Prior 2004A Bonds. Beginning with the February 1, 2014 principal and interest payment, the City will begin to make debt service payments on the 2004A Refunding Portion realizing the interest cost savings.

The City levied for the February 1, 2014 payment on the Prior 2004A Bonds in 2012 for collection in 2013. This levy will be applied to the new February 1, 2014 payment of the 2004A Refunding Portion. Each year's collection of taxes and assessments will be used to pay the August 1 interest payment due in the collection year and the February 1 principal and interest payment due in the following year.

STRUCTURING SUMMARY: Per discussion with City staff, the 2004A Refunding Portion has been structured with a term matching that of the Prior 2004A Bonds to provide for approximately even annual savings.

Based on current interest rate estimates, the refunding is projected to result in the City realizing savings as summarized in the table below. These estimates are net of all costs associated with the refunding. Actual results will be determined by market conditions at the time of the sale.

	Future Value Savings	Present Value Savings
1997A Refunding	(1,425)	(1,396)
Improvement	136,589	113,082
Total	\$135,163	\$111,686

\$495,000 2005A Refunding Portion

Description of Purpose

PURPOSE: Proceeds of the 2005A Refunding Portion, together with prepaid assessments and available cash on hand in the amount of \$1,077,000, will be used to refund the February 1, 2015 through February 1, 2021 maturities of the City's General Obligation Improvement Bonds, Series 2005A (the "Prior 2005A Bonds"). The maturities to be refunded are currently outstanding in the aggregate principal amount of \$1,550,000. The 2014 maturity is not callable and will not be refunded. The purpose of the refunding is to achieve interest cost savings.

The Prior 2005A Bonds were originally issued to finance various improvement projects throughout the City.

AUTHORITY: The 2005A Refunding Portion is being issued pursuant to Minnesota Statutes, Chapters 429 and 475.

SECURITY AND SOURCE OF PAYMENT: The 2005A Refunding Portion is a general obligation of the City, secured by its full faith and credit and taxing power. In addition, the City will pledge special assessments against benefited properties.

The 2005A Refunding Portion will be paid from ad valorem tax levies and special assessments. The City will make their first levy for the 2005A Refunding Portion in 2013 for collection in 2014. Each year's collection of taxes, assessments and revenues will be used to make the August 1 interest payment due in the collection year and the February 1 principal and interest payment due in the following year. Until the collect 2014 levy, the City will continue to levy to make payments on the Prior 2005A Bonds as described below.

The issuance of the 2005A Refunding Portion is being conducted as a "crossover" advance refunding in which the proceeds of the 2005A Refunding Portion are placed in an escrow account with a major bank and invested in government securities. These investments and their earnings are structured to pay interest on the 2005A Refunding Portion to and including February 1, 2014 (the call date of the Prior 2005A Bonds), at which time the escrow account will prepay the principal due February 1, 2015 through 2021 of the Prior 2005A Bonds. The City will continue to pay the originally scheduled debt service payments on the Prior 2005A Bonds through the February 1, 2014 call date. After the call date, the debt service will cross over and the City will begin making debt service payments on the 2005A Refunding Portion, taking advantage of the lower interest rates.

STRUCTURING SUMMARY: Per discussion with City staff, the 2005A Refunding Portion has been structured with a term matching that of the Prior 2005A Bonds to provide for approximately even annual savings.

Based on current interest rate estimates, the refunding is projected to result in the City realizing an average cash flow savings of approximately \$181,510 per year. This results in future value savings of approximately \$194,050, with a net present value benefit to the City of approximately \$132,980. These estimates are net of all costs associated with the refunding.

\$1,540,000
Grand Rapids, Minnesota
 General Obligation Improvement Refunding Bonds, Series 2013
 Current and Crossover Refunding of Series 2004A, 2005A

Preliminary Feasibility Summary

Dated 05/08/2013 | Delivered 05/08/2013

	Series 2013 Ref 2004A (97A)	Series 2013 Ref 2004A (Imp)	Series 2013 Ref 2005A	Issue Summary
Sources Of Funds				
Par Amount of Bonds.....	\$70,000.00	\$975,000.00	\$495,000.00	\$1,540,000.00
Planned Issuer Equity contribution.....	-	415,000.00	1,077,000.00	1,492,000.00
Total Sources.....	\$70,000.00	\$1,390,000.00	\$1,572,000.00	\$3,032,000.00
Uses Of Funds				
Deposit to Crossover Escrow Fund.....	65,591.09	1,348,519.38	1,551,746.01	2,965,856.48
Costs of Issuance.....	2,272.73	31,655.84	16,071.43	50,000.00
Total Underwriter's Discount (0.750%).....	525.00	7,312.50	3,712.50	11,550.00
Rounding Amount.....	1,611.18	2,512.28	470.06	4,593.52
Total Uses.....	\$70,000.00	\$1,390,000.00	\$1,572,000.00	\$3,032,000.00
Flow of Funds Detail				
State and Local Government Series (SLGS) rates for.....			2/28/2013	2/28/2013
Date of OMP Candidates.....				
Primary Purpose Fund Solution Method.....	Gross Funded	Gross Funded	Net Funded	Net Funded
Total Cost of Investments.....	\$65,591.09	\$1,348,519.38	\$1,551,746.01	\$2,965,856.48
Interest Earnings @ 0.131%.....	-	-	1,486.70	1,486.70
Total Draw s.....	\$65,591.09	\$1,348,519.38	\$1,553,232.71	\$2,967,343.18
PV Analysis Summary (Net to Net)				
Net PV Cashflow Savings @ 1.057%(Bond Yield).....	(3,007.32)	525,570.14	1,209,511.19	1,732,074.02
Total Cash contribution.....	-	(415,000.00)	(1,077,000.00)	(1,492,000.00)
Contingency or Rounding Amount.....	1,611.18	2,512.28	470.06	4,593.52
Net Present Value Benefit.....	\$(1,396.14)	\$113,082.42	\$132,981.25	\$244,667.54
Net PV Benefit / \$2,950,000 Refunded Principal.....	(2.148%)	8.471%	8.579%	8.294%
Net PV Benefit / \$1,540,000 Refunding Principal.....	(1.994%)	11.598%	26.865%	15.888%
Bond Statistics				
Average Life.....	0.731 Years	3.884 Years	4.064 Years	3.799 Years
Average Coupon.....	0.4500098%	1.0804858%	1.0387229%	1.0606137%
Net Interest Cost (NIC).....	1.4766257%	1.2735658%	1.2232752%	1.2580477%
Bond Yield for Arbitrage Purposes.....	1.0570310%	1.0570310%	1.0570310%	1.0570310%
True Interest Cost (TIC).....	1.4852445%	1.2763020%	1.2256143%	1.2607271%
All Inclusive Cost (AIC).....	6.1243472%	2.1659848%	2.0717444%	2.1694382%

\$70,000
Grand Rapids, Minnesota
 General Obligation Improvement Refunding Bonds, Series 2013
 Current Refunding of Series 2004A (97A)

Debt Service Comparison

Date	Total P+I	Net New D/S	Old Net D/S	Savings
02/01/2014	70,230.13	70,230.13	67,193.76	(3,036.37)
Total	\$70,230.13	\$70,230.13	\$67,193.76	(3,036.37)

PV Analysis Summary (Net to Net)

Net FV Cashflow Savings.....	(3,036.37)
Gross PV Debt Service Savings.....	(3,007.32)
Net PV Cashflow Savings @ 1.057%(Bond Yield).....	(3,007.32)
Contingency or Rounding Amount.....	1,611.18
Net Future Value Benefit.....	\$(1,425.19)
Net Present Value Loss.....	\$(1,396.14)
Net PV Loss / \$2,182.68 PV Refunded Interest.....	(63.965%)
Net PV Loss / \$66,683.98 PV Refunded Debt Service.....	(2.094%)
Net PV Loss / \$65,000 Refunded Principal.....	(2.148%)
Net PV Loss / \$70,000 Refunding Principal.....	(1.994%)

Refunding Bond Information

Refunding Dated Date.....	5/08/2013
Refunding Delivery Date.....	5/08/2013

\$70,000
Grand Rapids, Minnesota
 General Obligation Improvement Refunding Bonds, Series 2013
 Current Refunding of Series 2004A (97A)

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
02/01/2014	70,000.00	0.450%	230.13	70,230.13
Total	\$70,000.00	-	\$230.13	\$70,230.13

Yield Statistics

Bond Year Dollars.....	\$51.14
Average Life.....	0.731 Years
Average Coupon.....	0.450098%
Net Interest Cost (NIC).....	1.4766257%
True Interest Cost (TIC).....	1.4852445%
Bond Yield for Arbitrage Purposes.....	1.0570310%
All Inclusive Cost (AIC).....	6.1243472%

IRS Form 8038

Net Interest Cost.....	0.450098%
Weighted Average Maturity.....	0.731 Years

\$975,000

Grand Rapids, Minnesota
General Obligation Improvement Refunding Bonds, Series 2013
Current Refunding of Series 2004A (Improvements)

Debt Service Comparison

Date	Total P+I	Net New D/S	Old Net D/S	Savings
02/01/2014	151,273.65	151,273.65	220,175.00	68,901.35
02/01/2015	147,935.00	147,935.00	214,437.50	66,502.50
02/01/2016	142,165.00	142,165.00	208,487.50	66,322.50
02/01/2017	136,287.50	136,287.50	202,367.50	66,080.00
02/01/2018	125,247.50	125,247.50	196,077.50	70,830.00
02/01/2019	119,047.50	119,047.50	189,617.50	70,570.00
02/01/2020	112,725.00	112,725.00	182,817.50	70,092.50
02/01/2021	81,240.00	81,240.00	151,017.50	69,777.50
Total	\$1,015,921.15	\$1,015,921.15	\$1,564,997.50	\$549,076.35

PV Analysis Summary (Net to Net)

Net FV Cashflow Savings.....	549,076.35
Gross PV Debt Service Savings.....	525,570.14
Net PV Cashflow Savings @ 1.057%(Bond Yield).....	525,570.14
Total Cash contribution.....	(415,000.00)
Contingency or Rounding Amount.....	2,512.28
Net Future Value Benefit.....	\$136,588.63
Net Present Value Benefit.....	\$113,082.42
Net PV Benefit / \$223,289.59 PV Refunded Interest.....	50.644%
Net PV Benefit / \$1,501,301.82 PV Refunded Debt Service.....	7.532%
Net PV Benefit / \$1,335,000 Refunded Principal.....	8.471%
Net PV Benefit / \$975,000 Refunding Principal.....	11.598%

Refunding Bond Information

Refunding Dated Date.....	5/08/2013
Refunding Delivery Date.....	5/08/2013



\$975,000
Grand Rapids, Minnesota
 General Obligation Improvement Refunding Bonds, Series 2013
 Current Refunding of Series 2004A (Improvements)

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% Overlevy	Assessment Income	Net Levy
02/01/2014	145,000.00	0.450%	6,273.65	151,273.65	158,837.33	-	158,837.33
02/01/2015	140,000.00	0.550%	7,935.00	147,935.00	155,331.75	70,041.43	85,290.32
02/01/2016	135,000.00	0.650%	7,165.00	142,165.00	149,273.25	67,260.01	82,013.24
02/01/2017	130,000.00	0.800%	6,287.50	136,287.50	143,101.88	64,478.57	78,623.31
02/01/2018	120,000.00	1.000%	5,247.50	125,247.50	131,509.88	61,697.15	69,812.73
02/01/2019	115,000.00	1.150%	4,047.50	119,047.50	124,999.88	58,915.71	66,084.17
02/01/2020	110,000.00	1.350%	2,725.00	112,725.00	118,361.25	56,134.29	62,226.96
02/01/2021	80,000.00	1.550%	1,240.00	81,240.00	85,302.00	53,352.84	31,949.16
Total	\$975,000.00	-	\$40,921.15	\$1,015,921.15	\$1,066,717.21	\$431,880.00	\$634,837.21

Yield Statistics

Bond Year Dollars.....	\$3,787.29
Average Life.....	3.884 Years
Average Coupon.....	1.0804858%
Net Interest Cost (NIC).....	1.2735658%
True Interest Cost (TIC).....	1.2763020%
Bond Yield for Arbitrage Purposes.....	1.0570310%
All Inclusive Cost (AIC).....	2.1659848%
 IRS Form 8038	
Net Interest Cost.....	1.0804858%
Weighted Average Maturity.....	3.884 Years

\$495,000

Grand Rapids, Minnesota

General Obligation Improvement Refunding Bonds, Series 2013
Crossover Refunding of Series 2005A

Debt Service Comparison

Date	Total P+I	Escrow	Existing D/S	Net New D/S	Old Net D/S	Savings
02/01/2014	3,232.71	(1,553,232.71)	1,852,682.50	302,682.50	302,682.50	-
02/01/2015	109,425.00	-	-	109,425.00	288,870.00	179,445.00
02/01/2016	98,847.50	-	-	98,847.50	280,245.00	181,397.50
02/01/2017	88,230.00	-	-	88,230.00	271,620.00	183,390.00
02/01/2018	72,550.00	-	-	72,550.00	252,995.00	180,445.00
02/01/2019	56,850.00	-	-	56,850.00	239,745.00	182,895.00
02/01/2020	51,217.50	-	-	51,217.50	231,575.00	180,357.50
02/01/2021	35,542.50	-	-	35,542.50	218,190.00	182,647.50
Total	\$515,895.21	(1,553,232.71)	\$1,852,682.50	\$815,345.00	\$2,085,922.50	\$1,270,577.50

PV Analysis Summary (Net to Net)

Net FV Cashflow Savings.....	1,270,577.50
Gross PV Debt Service Savings.....	1,209,511.19
Net PV Cashflow Savings @ 1.057%(Bond Yield).....	1,209,511.19
Total Cash contribution.....	(1,077,000.00)
Contingency or Rounding Amount.....	470.06
Net Future Value Benefit.....	\$194,047.56
Net Present Value Benefit.....	\$132,981.25
Net PV Benefit / \$224,905.37 PV Refunded Interest.....	59.128%
Net PV Benefit / \$1,700,880.31 PV Refunded Debt Service.....	7.818%
Net PV Benefit / \$1,550,000 Refunded Principal.....	8.579%
Net PV Benefit / \$495,000 Refunding Principal.....	26.865%

Refunding Bond Information

Refunding Dated Date.....	5/08/2013
Refunding Delivery Date.....	5/08/2013

\$495,000

Grand Rapids, Minnesota

General Obligation Improvement Refunding Bonds, Series 2013

Crossover Refunding of Series 2005A

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I
02/01/2014	-	-	3,232.71	3,232.71
02/01/2015	105,000.00	0.550%	4,425.00	109,425.00
02/01/2016	95,000.00	0.650%	3,847.50	98,847.50
02/01/2017	85,000.00	0.800%	3,230.00	88,230.00
02/01/2018	70,000.00	1.000%	2,550.00	72,550.00
02/01/2019	55,000.00	1.150%	1,850.00	56,850.00
02/01/2020	50,000.00	1.350%	1,217.50	51,217.50
02/01/2021	35,000.00	1.550%	542.50	35,542.50
Total	\$495,000.00	-	\$20,895.21	\$515,895.21

Yield Statistics

Bond Year Dollars.....	\$2,011.63
Average Life.....	4.064 Years
Average Coupon.....	1.0387229%
Net Interest Cost (NIC).....	1.2232752%
True Interest Cost (TIC).....	1.2256143%
Bond Yield for Arbitrage Purposes.....	1.0570310%
All Inclusive Cost (AIC).....	2.0717444%

IRS Form 8038

Net Interest Cost.....	1.0387229%
Weighted Average Maturity.....	4.064 Years

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

Pursuant to due call and notice thereof a regular meeting of the City Council of the City of Grand Rapids, Itasca County, Minnesota, was held at the City Hall in said City on Monday, March 11, 2013, commencing at 5:00 P.M.

The following members of the Council were present:

and the following were absent:

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

RESOLUTION NO. _____

**RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE
OF THE CITY'S GENERAL OBLIGATION IMPROVEMENT
REFUNDING BONDS, SERIES 2013A, IN THE PROPOSED
AGGREGATE PRINCIPAL AMOUNT OF \$1,540,000**

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

1. Authorization.

(a) Pursuant to Minnesota Statutes, Chapters 429 and 475, as amended (collectively, the "Act"), the City issued its General Obligation Improvement and Refunding Bonds, Series 2004A (the "Series 2004A Bonds"), dated as of November 1, 2004, in the original aggregate principal amount of \$3,705,000, in order 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.

(b) Pursuant to the Act, the City issued its General Obligation Improvement Bonds, Series 2005A (the "Series 2005A Bonds"), dated as of September 1, 2005, in the original aggregate principal amount of \$3,450,000, in order to finance various assessable public improvements in the City.

(c) The City is authorized by Section 475.67, subdivision 3, of the Act to issue and sell its general obligation bonds to refund obligations and the interest thereon before the due date of the obligations, if consistent with covenants made with the holders thereof, when determined by the City Council to be necessary or desirable for the reduction of debt service costs to the City or for the extension or adjustment of maturities in relation to the resources available for their payment.

(d) Section 475.67, subdivision 4 of the Act permits the sale of refunding obligations during the six-month period prior to the date on which the obligations to be refunded may be called for redemption.

(e) The City is authorized by Section 475.67, subdivision 13, of the Act to issue and sell its general obligation bonds to refund outstanding bonds when determined by the City Council to be necessary and desirable.

(f) The City Council finds it necessary and expedient to the sound financial management of the affairs of the City that the City issue its General Obligation Improvement Refunding Bonds, Series 2013A (the "Bonds"), in the proposed original aggregate principal amount of \$1,540,000, to (i) redeem and prepay the outstanding Series 2004A Bonds on May 8, 2013, in the aggregate principal amount of \$1,400,000; and (ii) refund in advance of maturity the 2015 through 2021 maturities of the Series 2005A Bonds on February 1, 2014, in the aggregate principal amount of \$1,550,000.

(g) The City is authorized by Section 475.60, subdivision 2(9), of the Act to negotiate the sale of the Bonds, it being determined that the City has retained an independent financial advisor in connection with such sale. The actions of the City staff and the City's financial advisor in negotiating the sale of the Bonds are ratified and confirmed in all aspects.

2. Sale of Bonds. In order to redeem and prepay the outstanding Series 2004A Bonds and refund in advance of maturity and at their redemption date the Series 2005A Bonds, the City will therefore issue and sell Bonds in the amount of \$1,528,450. To provide in part the additional interest required to market the Bonds at this time, additional Bonds will be issued in the amount of \$11,550. The excess of the purchase price of the Bonds over the sum of \$1,528,450 will be credited to the debt service fund for the Bonds for the purpose of paying interest first coming due on the additional Bonds, deposited in a current refunding fund for the purpose of refunding the Series 2004A Bonds, or deposited in an escrow fund for the purpose of refunding the Series 2005A Bonds. The Bonds will be issued, sold and delivered in accordance with the terms of the Terms of Proposal attached hereto as EXHIBIT A (the "Terms of Proposal").

3. Authority of Financial Advisor. Springsted Incorporated is authorized and directed to negotiate the Bonds in accordance with the Terms of Proposal. The City Council will meet at 5:00 P.M. on Monday, April 8, 2013, to consider proposals on the Bonds and take other appropriate action with respect to the Bonds.

4. Authority of Bond Counsel. The law firm of Kennedy & Graven, Chartered, as bond counsel for the City, is authorized to act as bond counsel and to assist in the preparation and review of necessary documents, certificates and instruments relating to the Bonds. The officers, employees and agents of the City are hereby authorized to assist Kennedy & Graven, Chartered in the preparation of such documents, certificates, and instruments.

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

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

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

and the following voted against:

whereupon the resolution was declared duly passed and adopted.

EXHIBIT A
TERMS OF PROPOSAL

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

TERMS OF PROPOSAL

\$1,540,000*

CITY OF GRAND RAPIDS, MINNESOTA

GENERAL OBLIGATION IMPROVEMENT REFUNDING BONDS, SERIES 2013A

(BOOK ENTRY ONLY)

Proposals for the Bonds and the Good Faith Deposit ("Deposit") will be received on Monday, April 8, 2013, until 10:30 A.M., Central Time, at the offices of Springsted Incorporated, 380 Jackson Street, Suite 300, Saint Paul, Minnesota, after which time proposals will be opened and tabulated. Consideration for award of the Bonds will be by the City Council at 5:00 P.M., Central Time, of the same day.

SUBMISSION OF PROPOSALS

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

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

OR

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

If any provisions of this Terms of Proposal conflict with information provided by PARITY[®], this Terms of Proposal shall control. Further information about PARITY[®], including any fee charged, may be obtained from:

* Preliminary; subject to change.

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

DETAILS OF THE BONDS

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

The Bonds will mature February 1 in the years and amounts* as follows:

2014	\$215,000	2016	\$230,000	2018	\$190,000	2020	\$160,000
2015	\$245,000	2017	\$215,000	2019	\$170,000	2021	\$115,000

* *The City reserves the right, after proposals are opened and prior to award, to increase or reduce the principal amount of the Bonds or the maturity amounts offered for sale. Any such increase or reduction will be made in multiples of \$5,000 in any of the maturities. In the event the principal amount of the Bonds is increased or reduced, any premium offered or any discount taken by the successful bidder will be increased or reduced by a percentage equal to the percentage by which the principal amount of the Bonds is increased or reduced.*

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

BOOK ENTRY SYSTEM

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

DIRECT PLACEMENT OPTION

Notwithstanding any other provisions of this Official Statement, including the Terms of Proposal, any proposer electing to purchase the Bonds for their own account and not for resale to investors may provide a proposal to purchase the Bonds. In such case, the proposer must provide an investor letter in which, among other matters, the proposer will represent that it is purchasing the Bonds for its own account and not for sale to others and may at their option (i) cancel and assume the cost of any CUSIP numbers already assigned to the Bonds and decline to have them printed on the Bonds; (ii) request that the Bonds be issued in physical form instead of book entry form through DTC as securities depository, in which event the City will serve as registrar; and (iii) waive the City's covenant to file continuing disclosure for the Bonds

with the Electronic Municipal Market Access system and negotiate alternative disclosure provisions, but in no event shall such provisions be more exacting than the continuing disclosure undertaking described herein. In the event the proposer makes the elections described above, provisions of the offering will be modified to effect, and only to effect, that election as described in summary form above.

REGISTRAR

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

OPTIONAL REDEMPTION

The Bonds will not be subject to payment in advance of their respective stated maturity dates.

SECURITY AND PURPOSE

The Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes. In addition, the City will pledge special assessments against benefited properties. The proceeds will be used to refund (i) the February 1, 2014 through February 1, 2021 maturities of the City's General Obligation Improvement and Refunding Bonds, Series 2004A, dated November 1, 2004; and (ii) the February 1, 2015 through February 1, 2021 maturities of the City's General Obligation Improvement Bonds, Series 2005A, dated September 1, 2005.

BIDDING PARAMETERS

Proposals shall be for not less than \$1,528,450 plus accrued interest, if any, on the total principal amount of the Bonds. Rates shall be in integral multiples of 5/100 or 1/8 of 1%. Rates are not required to be in level or ascending order; however, the rate for any maturity cannot be more than 1% lower than the highest rate of any of the preceding maturities. Bonds of the same maturity shall bear a single rate from the date of the Bonds to the date of maturity. No conditional proposals will be accepted.

GOOD FAITH DEPOSIT

Proposals, regardless of method of submission, shall be accompanied by a Deposit in the amount of \$15,400, in the form of a certified or cashier's check, a wire transfer, or Financial Surety Bond and delivered to Springsted Incorporated prior to the time proposals will be opened. Each bidder shall be solely responsible for the timely delivery of their Deposit whether by check, wire transfer or Financial Surety Bond. Neither the City nor Springsted Incorporated have any liability for delays in the transmission of the Deposit.

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

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

Wells Fargo Bank, N.A., San Francisco, CA 94104
ABA #121000248

for credit to Springsted Incorporated, Account #635-5007954
Ref: Grand Rapids, MN Series 2013A Good Faith Deposit

Contemporaneously with such wire transfer, the bidder shall send an e-mail to bond_services@springsted.com, including the following information; (i) indication that a wire

transfer has been made, (ii) the amount of the wire transfer, (iii) the issue to which it applies, and (iv) the return wire instructions if such bidder is not awarded the Bonds.

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

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

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

AWARD

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

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

BOND INSURANCE AT PURCHASER'S OPTION

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

CUSIP NUMBERS

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

SETTLEMENT

On or about May 8, 2013, the Bonds will be delivered without cost to the purchaser through DTC in New York, New York. Delivery will be subject to receipt by the purchaser of an approving legal opinion of Kennedy & Graven, Chartered of Minneapolis, Minnesota, and of customary closing papers, including a no-litigation certificate. On the date of settlement, payment for the Bonds shall be made in federal, or equivalent, funds that shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Unless compliance with the terms of payment for the Bonds has been made impossible by action of the City, or its agents, the purchaser shall be liable to the City for any loss suffered by the City by reason of the purchaser's non-compliance with said terms for payment.

CONTINUING DISCLOSURE

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

OFFICIAL STATEMENT

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

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

Dated March 11, 2013

BY ORDER OF THE CITY COUNCIL

/s/ Kimberly Johnson-Gibeau
City Clerk

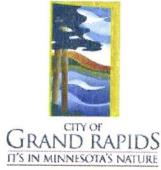
STATE OF MINNESOTA)
)
COUNTY OF ITASCA)
)
CITY OF GRAND RAPIDS)

I, the undersigned, being the duly qualified and acting City Clerk of the City of Grand Rapids, Minnesota (the "City"), hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the City Council of the City held on Monday, March 11, 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 approximately the City's General Obligation Improvement Refunding Bonds, Series 2013A, in the proposed aggregate principal amount of \$1,540,000.

WITNESS My hand as City Clerk and the corporate seal of the City this ____ day of _____, 2013.

City Clerk
City of Grand Rapids, Minnesota

(SEAL)



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 13-0137 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Fire
File created: 3/7/2013 **In control:** Fire
On agenda: 3/11/2013 **Final action:**
Title: Allow for the Purchase of a 2013 Rescue/Pumper Truck

Sponsors:

Indexes:

Code sections:

Attachments: [Truck%20Committee%20Recommendations\(1\)](#)

Date	Ver.	Action By	Action	Result
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Title

Allow for the Purchase of a 2013 Rescue/Pumper Truck

Body

Background Information:

According to the 2012 C.I.P., the Fire Department is due to replace their existing Tanker (#112) and Rescue Truck (#114) with a Rescue/Pumper Truck. At the December 19, 2011 City Council Meeting, the Fire Department was authorized to develop specifications and solicit bids for the purchase of a Rescue/Pumper. A portion of the money that is budgeted for the Rescue/Pumper Truck was to come from the re-sale or trade-in of Tanker #112 and Rescue #114. Tanker #112 was sold to Cherry Fire Department in 2012 for \$15,000, and the Coleraine Fire Department has committed to purchasing Rescue #114 for \$50,000, giving the department an estimated \$622,000 budgeted for the Rescue Pumper Truck.

After nearly two years of developing specifications for the Rescue/Pumper - and working with several vendors to develop the specifications - a bid opening took place on December 12, 2012. Two vendors, Great Plains Fire and Pierce Manufacturing, provided bids but neither bid met the specifications set forth by the truck committee. Specifications were again published and another bid opening was held on February 27, 2013. The same two vendors submitted bids and after the truck committee's technical review of these bids, it was discovered that the bid from Pierce Mfg. again did not meet specifications while the bid from Great Plains Fire did meet the committee's desires.

The proposed prices of the Rescue/Pumper Truck from the vendor does not include loose equipment required by either NFPA or OSHA standards such as hose, adapters, nozzles and appliances, and air packs, etc. The truck committee has determined that purchasing the required loose equipment items from multiple vendors is a more cost effective method than having the truck manufacturer solely provide these items for us; therefore, the committee is recommending that the loose equipment be purchased from the following vendors: Great Plains Fire - \$1,195; Jefferson Fire - \$8,796.80; Heiman Fire - \$1,357.14; Metro Fire - \$720.81; Nardini Fire Equipment - \$151.42, for a total cost of \$12,221.17. Sales tax is not applicable for these items. Proposed pricing of the truck from Great Plains Fire does include out-of-state travel for truck committee members during selected periods of truck construction.

The Truck Committee is proposing that we purchase the Rescue/Pumper Truck from Great Plains Fire, Inc. at a cost of \$608,731.00. Great Plains Fire, Inc. offers a 100% pre-payment option that will save the city up to an additional \$18,238.00, bringing the purchase price of the Rescue/Pumper Truck, complete with all required loose equipment, to a total of \$602,714.17.

Staff Recommendation:

Approve the purchase of a 2013 Rescue/Pumper Truck from Great Plains Fire, Inc. and associated loose equipment.

Requested City Council Action

Consider allowing for the purchase and payment of a 2013 KME Rescue/Pumper from Great Plains Fire, Inc. for \$590,493.00, which includes a %100 pre-pay option, allowing for the associated out-of-state travel for truck committee members at various times during the build-out, and allow for the purchase of the required loose equipment for \$12,221.17 from the aforementioned vendors for a total project cost of \$602,714.17, plus any applicable shipping.

Truck Committee Recommendations:

Budget available (includes the sale of Tanker #112 and Rescue #114): \$622,270.00

KME bid received for 2013 Rescue/Pumper via Great Plains Fire - \$607,917.00

With the loose equipment through vendors listed below:

Great Plains Fire (see page 2) \$ 1,195.00

Jefferson Fire (see page 3) \$ 8,796.80

Heiman Fire (see page 3) \$1,357.14

Metro Fire (see page 4) \$ 720.81

Nardini Fire Equipment (see page 5) \$ 151.42

Total for required loose equipment **\$12,221.17**

Add-on of Painted American flag grille \$814.00

Total truck cost with equipment \$620,952.17

****100% Prepay options (from page 6)** - \$ 18,238.00

TOTAL COST **\$602,714.17**

Great Plains Fire Equipment

(2) 2.5" Double Female swivel adapters (safety yellow).....	\$25.00 each ...	\$50.00
(2) 2.5" Double Male adapters (safety yellow).....	\$15.00 each..	\$30.00
(1) 2.5" Female to 1.5 Male Reducer (safety yellow).....		\$17.00
(1) 1.5" Double Female swivel adapter (safety yellow).....		\$19.00
(1) 1.5" Double Male adapter (safety yellow).....		\$11.00
(1) 1.5" Female to 1" Male Reducer (safety yellow).....		\$16.00
(2) 2.5" Male Mounting Plates.....	\$14.00 each.....	\$28.00
(1) 1.5" Male Mounting Plate.....		\$11.00
(1) Set South Park Spanner Wrenches W/Mounting Bracket.....		\$55.00
(1) Set of 4 Combination Spanner/Stortz Wrenches W/Mounting Bracket		\$113.00
(1) Junkins Stokes Basket.....		\$845.00

Total for Great Plains Fire Equipment

\$1,195.00

Jefferson Fire Equipment

(10) 5" x 100' Large Diameter Hose.....	\$545.00.....	\$5450.00
(8) 1.75" x 50' Attack Hose.....	\$221.00.....	\$1768.00
(8) 3" x 50' Supply/Attack Hose.....	\$183.60.....	\$1468.80
(1) 5 Pak 28" Collapsible Cones.....		\$110.00
<u>Total for Jefferson Fire Equipment</u>		<u>\$8,796.80</u>

Heiman Fire Equipment, Inc.

(2) FTS 200 TFT Nozzles _____	\$678.57....	\$1357.14
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<u>Total for Heiman Fire, Inc</u>		<u>\$1,357.14</u>
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Metro Fire Equipment

(1) 2.5" Kocheck Hydrant Ball Valve.....	\$179.71
(1) W. S. Darley Ratcheting Hydrant Wrench.....	\$261.33
(1) Hydrant Adapter 4.5" long handle x 5" Storz Safety Yellow.....	\$137.12
(1) Hydrant Adapter 4.156 x8 long handle x 5" Storz Safety Yellow.....	\$142.65

Total for Metro Fire

\$720.81

Nardini Fire Equipment

(1) 2.5 gallon pressurized water extinguisher w/ mounting bracket.....\$151.42

Total for Nardini Fire Equipment

\$151.42

Great Plains Fire Pre-pay Options

100% pre-pay	\$18,238.00
90% pre-pay	\$16,414.00
75% pre-pay	\$13,678.00
50% pre-pay	\$9119.00
25% pre-pay	\$4559.00

Dealer and Manufacturer List:

<u>Manufacturer</u>	<u>Date Contacted</u>	<u>Sales Person</u>	<u>Result</u>
Alexis	1/21/2011	Dianne	Nothing
Custom	1/21/2011	Wayde	Meeting
Central States	1/21/2011	Dutch/Matt	Meeting
Ferrara Fire	1/21/2011	Jason	Brochures
KME	2/2/2011	Phil	Meetings/Bid
Pierce	1/21/2011	Gib	Meetings/Bid
Seagrave	1/21/2011	Dennis	Nothing
Sutphen	1/21/2011	Matt	Meeting
4 Guys	2/1/2011	Rick	Nothing
E-One	2/15/2011	Nic	Meeting

The above people were contacted on the dates listed. Actual contact was made with the person, meaning no voice mail or any messages needed to be left. Sales person was given a description of the type of truck we would be looking for, with specific items. Such items were water tank size, pump size and brand, options like foam systems, light tower, generator, engine size and brand, were talked about.

Best attempts were made by the truck committee at any opportunity to emphasize that this truck would be open to all bidders.





CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 13-0126 **Version:** 1 **Name:** Consider authorizing the IT Department to purchase three network switches.
Type: Agenda Item **Status:** Information Technology
File created: 3/5/2013 **In control:** Information Technology
On agenda: 3/11/2013 **Final action:**
Title: Consider authorizing the IT Department to purchase three network switches.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Title

Consider authorizing the IT Department to purchase three network switches.

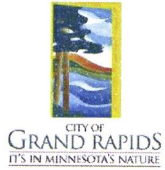
Body

Background Information:

With some of our core network switching infrastructure running at 8+ years old, we would like to replace some of this equipment before a catastrophic failure. This equipment is at the heart of our network and any one switch failure could potentially cause widespread outages. We have acquired competitive quotes and were able to secure excellent pricing on this equipment. This is a budgeted item in the Capital Improvement Plan.

Requested City Council Action

Consider authorizing the IT Department to purchase three network switches, maintenance agreements and associated hardware at a cost of \$8,857 plus applicable taxes and fees.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 13-0127 **Version:** 1 **Name:** Consider entering into agreement with Great Northern Services Inc.
Type: Agenda Item **Status:** Information Technology
File created: 3/5/2013 **In control:** Information Technology
On agenda: 3/11/2013 **Final action:**
Title: Consider entering into agreement with Great Northern Services Inc.
Sponsors:
Indexes:
Code sections:
Attachments: [GNS Proposal 2013-000-06 City of Grand Rapids Support Agreement.pdf](#)

Date	Ver.	Action By	Action	Result
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Title

Consider entering into agreement with Great Northern Services Inc.

Body

Background Information:

From time to time the IT Department has the need to hire a qualified network engineer to consult on network projects. In the past, the City has worked with Great Northern Services out of Duluth. We have found them to be a highly qualified and professional company. The attached agreement does not guarantee them work but rather outlines expectations and cost structures if we do find the need for consulting.

Requested City Council Action

Consider allowing the IT Department to enter into an agreement for service with Great Northern Services Inc and authorize the Mayor to sign the necessary documents.

394 Lake Ave S, Suite 320A
Duluth, MN 55802
www.GNSconsulting.com



Office: (218) 722-8231
Fax: (218) 623-6192
Info@GNSconsulting.com

December 4, 2012

Erik Scott
City of Grand Rapids
420 North Pokegama Ave.
Grand Rapids, MN 55744

2013 Support Proposal # 2013-000-06

Dear Erik :

We are providing you with Great Northern Services, Inc.'s 2013 professional services, consulting and support rates for your reference and acceptance. Also, the following areas are addressed: service expectations, payment terms, expenses, and additional terms.

Discounting levels for your organization's support contract will be based on previous experience with your organization including but not limited to: volume of services, value of services, diversity of services, length of service, value proposition, referrals, and loyalty. The support rates provided will show both the discounted rates that will apply upon your acceptance of this proposal and the non-contract rates that will apply if you choose not to accept this proposal.

The "Acceptance of Proposal" section follows where an authorized signature and Purchase Order are required for any work to begin in 2013. Verbal Orders will not be accepted. This proposal is valid for 30 Calendar days. The rates stated below DO NOT apply to projects/proposals that have been:

- Submitted and awaiting approval/acceptance (note that all quotations/proposals are valid for thirty (30) calendar days following the date of submittal).
- Any projects that have been previously accepted and are currently in-progress.
- Specifically negated on a long term contract basis or per project basis.

Thank you for the opportunity of providing you with this proposal. If you should have any questions regarding this document, feel free to contact me via phone, 218-590-3534; or email, GaryH@GNSconsulting.com. We hope to build a quality relationship with you that will continue far into the future!

Sincerely,

A handwritten signature in black ink, appearing to read "Gary Hopp".

Gary Hopp
Account Representative



2013 Professional Services and Support Rates

January 1, 2013 through December 31, 2013

Professional Service Descriptions	Hourly Non-Contract Support Rate	Hourly Contract Rate with a 20% Discount Applied
Enterprise Consultants - Certified Professionals with 20+ years of field experience in large Heterogeneous Environments.	\$215	\$ 172.00
Senior Certified Consultants - Certified Professionals with 10+ years of field experience across Multiple Platforms.	\$195	\$ 156.00
Certified Consultants - Certified Professionals with 5+ years of field experience in Multiple Networks, Applications, or Operating Systems.	\$175	\$ 140.00
Certified Professionals - Certified Professionals with 2+ years of field experience in Network Support, Applications, or Operating Systems.	\$160	\$ 128.00
Network Technicians - Professionals with less than 2 years of field experience in Network Support, Applications, or Operating Systems.	\$120	\$ 96.00
Support Specialists - Project, Remote, Testing, Documentation, Applications, and Operating Systems support.	\$70	\$ 56.00

On Call Services

On-Call services are available to our clients. Normal hourly services rates apply once the service professional is called on duty by the client. If we fail to meet our response time guarantees during any 15-day billing cycle, we will credit the customer's account with an amount equal to the billing cycle's On-Call retainer fee.

Tier 1 On-Call services include: 7x24x365 one-hour guaranteed response time for telephone and remote support, two-hour guaranteed response time for on-site support within 60 miles of Duluth.
Tier 1 On-Call services are \$400 per week or \$1,200 per month.

Tier 2 On-Call services include: 7x24x365 two-hour guaranteed response time for telephone and remote support, next-day guaranteed response time for on-site support.
Tier 2 On-Call services are \$300 per week or \$900 per month.

Tier 4 On-Call services include: 7x24x365 four-hour guaranteed response time for telephone and remote support, next-business day guaranteed response time for on-site support.
Tier 4 On-Call services are \$200 per week or \$600 per month.



Professional Services & Support Expectations

The purpose of this contract is to provide technology assistance and support for the client on a requested hourly basis. Requests, by an authorized employee of the client, can be made verbally or in a written format. All requests will be handled on a first come first serve basis with non-guaranteed response times. Every effort will be made to respond to non-guaranteed requests in an efficient and timely manner. For guaranteed response times, a client can request On-call Support Services.

City of Grand Rapids :

- Understands that actual costs may vary due to the complexities and variables of this service and support agreement.
- To provide a single point of contact to act as the client's project manager during the course of this service and support agreement.
- Understands that Great Northern Services, Inc. may utilize anyone from our staff during this agreement, with one individual acting as the Project Manager, to maximize the client's benefit of using our services and help minimize the total service and support costs to the client. Great Northern Services, Inc. will assign the most appropriate individual to each task.
- To assist Great Northern Services, Inc. in defining roles, priorities and specific task items.
- To provide Great Northern Services, Inc. with the recommended hardware, software, network access, and facilities to allow for successful completion of all tasks defined by the client.
- Understands Great Northern Services, Inc. does not sell or supply hardware or software used to fulfill these services outlined in this proposal.
- Understands that Great Northern Services, Inc. and its employees and/or sub-contractors will treat all client information as company confidential.
- Understands that the services outlined in this proposal are provided subject to availability and project scheduling.
- Understands that all Great Northern Services, Inc. employees and/or sub-contractors will follow the Great Northern Services, Inc. code of ethics, consulting standards and practices, and standards of conduct.

Great Northern Services, Inc.:

- To provide the appropriate personnel for services and support as requested. For instance, an Enterprise Consultant would not replace hard drives, fix monitors, etc.
- To provide services and support remotely and on-site in a timely fashion to meet the client's business needs and requirements.
- Work closely with your organization to control costs. This shall include but is not limited to: software requirements, hardware requirements and service requirements.



Contractual Agreement

This Independent Contractor Agreement ("Agreement") is made by and between Great Northern Services, Inc., a Minnesota corporation, ("GNS"), and City of Grand Rapids ("CLIENT"). By signing this agreement, the client agrees to the payment and additional terms stated herein.

1. **SERVICES.** GNS agrees to perform only the professional services and support tasks requested and authorized by the CLIENT.
2. **TERM.** GNS's work on this Agreement will begin on the date of contract acceptance and shall continue until December 31, 2013.
3. **TERMS OF PAYMENT.** Invoices will be based on actual time and expenses including but not limited to the following: hours worked, travel time, applicable meal and incidental per diem expenses, and any other expenses incurred.
 - a. **RATES.** CLIENT agrees to pay GNS for services at the rates listed above in the Professional Services and Support Rates for any services performed.
 - i. For all on-site services, there shall be a one-hour minimum charge. If the services rendered exceeds one hour in duration, the CLIENT will be charged in .10 hour (six-minute) increments following the one-hour minimum.
 - ii. All remote and telephone support will be billed in 0.10 hour (six-minute) increments after a 0.10 hour (six-minute) minimum charge. This includes but is not limited to: consulting, technical services, email, discussions, questions/answers, research and/or documentation.
 - iii. There shall be a one-hour minimum charge for any remote or telephone support beyond Great Northern Services, Inc.'s normal business hours (Monday through Friday, 8am to 5pm, Central Standard Time).
 - iv. If services rendered exceeds one hour in duration, your account will be charged in 0.10 hour (six-minute) increments following the one-hour minimum. This includes but is not limited to: consulting, technical services, email, discussions, questions/answers, research and/or documentation.
 - b. **EXPENSES.** CLIENT will reimburse GNS for reasonable out-of-pocket travel expenses, including transportation, lodging, mileage, and meals incurred by GNS in performing the services described in this Agreement. GNS shall obtain CLIENT's prior authorization before incurring any individual expense or cost in excess of two hundred fifty dollars (\$250.00).
 - i. Travel regardless of location, shall be billed in 0.10 (six-minute) increments with a 0.10 hour (six-minute) minimum charge. Travel time shall be billed at 50% of the professional's rate per hour. The only exception to billable travel is when any individual Great Northern Services, Inc. professional provides at least 5-consecutive 8-hour days of service at the Client site. Under this circumstance, no travel time will be charged.
 - ii. Mileage charges will not be applied if travel time charges are applicable. All other mileage will be billed at current IRS standard mileage rates.
 - iii. Meals and Incidentals: Billed at current GSA per diem rates for the appropriate city.
 - iv. Hotel/Motel Expenses: Actual amount billed with documentation included.
 - v. Air Travel: Amount based on actual "Coach Class" rates billed with documentation included.
 - vi. Car Rental: Amount based on actual "Mid-Sized" rates billed with documentation included.
 - c. **PAYMENT OF INVOICES.** Invoices will be submitted to the CLIENT bi-monthly. All undisputed invoices shall be paid by the CLIENT within fifteen (15) days of the date of the invoice (NET/15). If the invoice has an error, then the parties shall work together to resolve such error. Payments not made within such period of time shall be subject to monthly late



charges equal to one and one-half percent (1.5%) or annual charges equal eighteen percent (18%) of the overdue amount. On unpaid invoices exceeding thirty calendar days of the term, GNS may suspend all services (scheduled and/or non-scheduled) on seven (7) days' written notice until overdue amounts are paid in full. CLIENT agrees that it shall be liable for all collection costs, including reasonable attorney fees, incurred by GNS in collecting overdue amounts. The parties agree that the records for the services and the invoicing may be subject to audit by either party for quality assurance and for accuracy upon reasonable notice to the other party.

4. TERMINATION.

- a. **Termination Without Cause.** Either Party may terminate this Agreement without cause at any time upon 60 days' prior written notice to the other Party, or at any time by mutual agreement of the parties.
- b. **Termination With Cause.** This Agreement may be terminated by either Party upon written notice to the other in the event the other Party breaches this Agreement and fails to cure the breach within 10 days of having been notified of the breach.
- c. **Immediate Termination.** Notwithstanding the foregoing provisions of this Article, this Agreement may be terminated immediately upon written notice by either Party to the other Party upon the occurrence of any of the following events:
 - i. any court or governmental agency determines that this Agreement violates any law or regulation;
 - ii. any change in ownership or control of either Party (including but not limited to either Party merging or consolidating with or being acquired by a third party), excepting corporate reorganizations;
 - iii. the filing by or on behalf of either Party of any voluntary or involuntary petition in bankruptcy, dissolution or liquidation;
 - iv. the assignment of 50% or more of the assets of either Party for the benefit of its creditors;
 - v. the cancellation or termination of either Party's general or professional liability insurance;
 - vi. any intentional misrepresentation of material facts or material circumstances by one Party to the other.
- d. **Effect of Termination.** Nothing contained in this Article shall affect or impair any rights or obligations arising prior to or at the time the termination of this Agreement.

Following the date of termination, each Party shall remain liable for any obligations or liabilities arising from its performance of (or its failure to perform) its obligations and duties under this Agreement prior to the date of termination.

5. **INDEPENDENT CONTRACTOR STATUS.** The parties agree that GNS shall perform its duties under this agreement as an independent contractor. Personnel employed or retained by GNS who perform duties related to this Agreement shall remain under the supervision, management, and control of the GNS. In order to assist it in carrying out its duties and responsibilities pursuant to this agreement, GNS may subcontract with, or otherwise engage in the services of, one or more third parties.
6. **LIMITED PROFESSIONAL SERVICES WARRANTY.** GNS warrants that its professional services will be performed in a work-person like and professional manner by appropriately qualified personnel. GNS further warrants and represents that all services shall be performed in accordance with any applicable federal, state and local laws and regulations. GNS makes no warranty of any kind, whether express or implied, with regard to any third party products, third party content, or any software, equipment, or hardware obtained from third parties. GNS makes no representation or warranty that the operations of the Project will be error free or uninterrupted in all circumstances.



7. **PROFESSIONAL PERFORMANCE.** The performance of all Great Northern Services, Inc. professionals is highly subjective, but ultimately determined by the client. If the client determines the performance of their assigned service professional(s) is less than expected, the client must request a replacement professional(s) in writing. Great Northern Services, Inc. will then provide the client with another qualified professional within two business days. If the client is not satisfied with the performance or billing rate of the replacement professional, the client can request in writing termination of the existing service contract at the end of the next business day or the client can request in writing their request to renegotiate the existing contract.
8. **INDEMNIFICATION.** Each party agrees to indemnify and hold harmless the other party for any and all claims, causes of action, and damages, including reasonable attorney fees and costs, arising from or related to the performance of their respective duties described in this Agreement.
9. **LIMITATION ON LIABILITY.** In no event shall either party be liable for any lost profits, lost savings or other incidental or consequential damages, even if it has been advised of the possibility of such damages. CLIENT hereby agrees that, to the fullest extent permitted by law, the total liability of GNS to CLIENT for any claim or loss arising out of the subject matter of this Agreement, whether such liability shall arise by reason of negligence, breach of contract, breach of warranty or any other cause, will be limited to the actual amount of the fees paid for services under this Agreement.
10. **NON-ASSUMPTION OF LIABILITIES AND RISK.** GNS shall not, by entering into and performing this Agreement, assume, become liable for, or guarantee any of the existing or future obligations, liabilities, or debts of CLIENT. CLIENT shall not, by entering into and performing this Agreement, assume, become liable for, or guarantee any of the existing or future obligations, liabilities, or debts of GNS that are unrelated to its professional services and not included in this Agreement.
11. **COOPERATION.** Each Party agrees to cooperate with and assist the other Party with any claims, complaints, or investigations arising out of or in connection with the services provided under this Agreement. In addition, neither Party will voluntarily aid, assist or cooperate with any claims or plaintiffs or their attorneys or agents in claims or lawsuits against the other Party relating to this Agreement. Nothing in this Agreement shall be construed to prevent either Party from testifying at an administrative hearing, deposition or in court in response to a lawful subpoena in any litigation or proceeding involving the other Party.
12. **ASSIGNMENT.** The parties shall not assign or transfer any rights or obligations under this Agreement without the prior written approval of the other party.
13. **CONFIDENTIALITY.** The parties agree to hold each other's proprietary or confidential information in strict confidence. Each party agrees to take all reasonable steps to insure that proprietary or confidential information of either party is not disclosed or distributed by its employees, agents, or consultants in violation of the provision of this Agreement. Each party acknowledges that any use or disclosure of the other party's proprietary or confidential information, other than as specifically provided for in this Agreement, may result in irreparable injury and damage to the non-using or non-disclosing party. Accordingly, each party hereby agrees that in the event of use or disclosure by the other party, other than as specifically provided for in this Agreement, the non-using or non-disclosing party may be entitled to equitable relief from a court of competent jurisdiction, in addition to any remedies at law. The Confidentiality provision of this Agreement will endure in perpetuity.
14. **NON-SOLICITATION.** The CLIENT agrees not to hire or solicit (nor attempt to hire or solicit), either directly or indirectly, through associates or third parties, any employee of GNS for a period of two (2) years from the date of completion of work under this Agreement. In the event of a breach, or threatened breach, of this provision, GNS shall be entitled to obtain equitable relief from a court of competent jurisdiction, in addition to any remedies at law.
15. **FORCE MAJEURE.** Except with regard to payment obligations, GNS shall be excused from overruns or delays in performing or from failing to perform its obligations under this agreement to



the extent the delays or failures result from causes beyond the reasonable control of GNS, including, but not limited to: hardware supplied by the CLIENT that is not on the software vendors hardware compatibility list, incomplete delivery of hardware or software supplied by other third parties, incomplete or incorrect equipment or software installation and/or setup when not performed by GNS, CLIENT changes in project scope or specifications, compatibility of hardware or software not specifically recommended by GNS, failures or defects in equipment malfunctions or manufacturer(s) software, default of subcontractors or suppliers, , default of third party vendors, acts of God or of the public enemy, U.S. or foreign government actions, labor shortages or strikes, communications or utility interruption or failure, fire, flood, epidemic, and freight cargos. However, to be excused from delay or failure to perform, the party must act diligently to remedy the cause of the delay or failure.

16. **BINDING EFFECT:** The covenants and conditions contained in the Agreement shall apply to and bind the parties and the heirs, legal representatives, successors and permitted assigns of the parties.
17. **WAIVER:** The failure of either party to enforce any provisions of this Agreement shall not be deemed a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.
18. **SEVERABILITY:** If any part or parts of this Agreement shall be held unenforceable for any reason, the remainder of this Agreement shall continue in full force and effect. If any provision of this Agreement is deemed invalid or unenforceable by any court of competent jurisdiction, and if limiting such provision would make the provision valid, then such provision shall be deemed to be construed as so limited.
19. **RESERVATION OF RIGHTS.** A delay or failure in enforcing any right or remedy afforded hereunder or by law shall not prejudice or operate to waive that right or remedy or any other right or remedy, including any remedy for a future breach of this Agreement, whether of a like or different character.
20. **NOTICES.** Every notice and demand required or permitted under the terms of this Agreement shall be in writing and shall be sent by certified mail, return receipt requested, or by other means of delivery requiring a signed receipt, to the other party's registered address. All notices shall be effective upon receipt. A party may change its address by giving written notice to the other party in accordance with this Article.
21. **ENTIRE AGREEMENT:** This Agreement constitutes the entire agreement between the parties and supersedes any prior understanding or representation of any kind preceding the date of this Agreement. There are no other promises, conditions, understandings or other agreements, whether oral or written, relating to the subject matter of this Agreement. This Agreement may be modified in writing and must be signed by both GNS and CLIENT.
22. **GOVERNING LAW.** This Agreement shall be governed and construed in accordance with the laws of the State of Minnesota.
23. **COUNTERPARTS.** This Agreement may be executed in two or more counterparts, each of which shall be considered an original hereof but which together shall constitute one agreement.



Acceptance of 2013 Professional Services and Support Rates

Note: This must be completed and submitted to Great Northern Services, Inc. before any work commences.

2013-000-06
Support Project Number

Printed Client Representative Name

Title

Signature

Date

Purchase Order or Authorization Number
(If you are using a purchase order, please send a copy to Great Northern Services, Inc.)

Submitted by:

GNS Representative Signature

December 4, 2012
Date



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 13-0134 **Version:** 1 **Name:** Completion of Introductory Period for Building Official, Travis Cole.
Type: Agenda Item **Status:** Administration Department
File created: 3/7/2013 **In control:** Administration
On agenda: 3/11/2013 **Final action:**
Title: Completion of Introductory Period for Building Official, Travis Cole.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Title

Completion of Introductory Period for Building Official, Travis Cole.

Body

Background Information:

Travis Cole, Building Official, was hired on September 11, 2012. An *End of Introductory Period Employee Progress Review* was completed by Community Development Director Rob Mattei on March 4, 2013. Through that evaluation, it was determined that Mr. Cole either met or exceeded requirements in all areas during this period and is doing an excellent job.

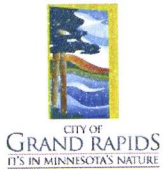
Pursuant to the City's Personnel Policy, *Upon successful completion of the introductory period of service, an employee is granted permanent status in that position.* Community Development Director Rob Mattei has found Travis' approach toward customers a perfect balance of professionalism, friendliness, timeliness, respect, and fairness. Travis seeks to find, whenever possible, solutions to problems that do not compromise the intent and integrity of the rules he is tasked to enforce. Mr. Mattei, in accordance with the Policy, has recommended to the Council he be granted permanent status.

Based upon the evaluation of Mr. Cole's performance, and in accordance with Section 4.9.7 of the Personnel Policy, it is further recommended he be granted a 4% salary increase effective March 11, 2013, the last day of the introductory period, bringing his adjusted annual salary to \$59,226.99.

Staff Recommendation:

Requested City Council Action

Consider granting permanent status to Travis Cole in his position as Building Official, and increase his salary by 4%, which would be effective March 11, 2013.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 13-0128 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Verified Claims
File created: 3/6/2013 **In control:** Finance
On agenda: 3/11/2013 **Final action:**
Title: Consider approving the verified claims for the period February 19, 2013 to March 4, 2013 in the total amount of \$370,716.01.
Sponsors:
Indexes:
Code sections:
Attachments: [03/11/2013 BILL LIST.pdf](#)

Date	Ver.	Action By	Action	Result
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Title

Consider approving the verified claims for the period February 19, 2013 to March 4, 2013 in the total amount of \$370,716.01.

Body

Requested City Council Action

Consider approving the verified claims for the period February 19, 2013 to March 4, 2013 in the total amount of \$370,716.01.

CITY COUNCIL BILL LIST - MARCH 11, 2013

DATE: 03/06/2013
 TIME: 11:33:58
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 03/11/2013

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
CITY WIDE		
0315508	COMPUTER ENTERPRISES	53.43
1415377	NORTHERN BUSINESS PRODUCTS INC	703.24
TOTAL CITY WIDE		756.67
ADMINISTRATION		
1321525	MUNICIPAL CODE CORPORATION LLC	1,015.32
1415377	NORTHERN BUSINESS PRODUCTS INC	32.68
1920240	STERLE LAW OFFICE	3,055.00
TOTAL ADMINISTRATION		4,103.00
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE LINEN & APPAREL	24.83
0221650	BURGGRAF'S ACE HARDWARE INC	5.32
0315455	COLE HARDWARE INC	108.72
1801555	RAPID PEST CONTROL INC	64.12
1909510	SIM SUPPLY INC	144.52
2018680	TRU NORTH ELECTRIC LLC	104.30
TOTAL BUILDING MAINTENANCE-CITY HALL		451.81
COMMUNITY DEVELOPMENT		
0914717	INT'L CODE COUNCIL	210.00
1309332	MN STATE RETIREMENT SYSTEM	938.78
1415377	NORTHERN BUSINESS PRODUCTS INC	48.55
1920240	STERLE LAW OFFICE	125.00
TOTAL COMMUNITY DEVELOPMENT		1,322.33
COUNCIL/COMMISSION/BOARDS		
0118625	ARROW EMBROIDERY	139.68
1920240	STERLE LAW OFFICE	455.00
TOTAL COUNCIL/COMMISSION/BOARDS		594.68
ENGINEERING		
1920240	STERLE LAW OFFICE	552.50
TOTAL ENGINEERING		552.50

CITY COUNCIL BILL LIST - MARCH 11, 2013

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CITY OF GRAND RAPIDS
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INVOICES DUE ON/BEFORE 03/11/2013

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
FINANCE		
1920240	STERLE LAW OFFICE	138.75
	TOTAL FINANCE	138.75
FIRE		
0121721	AUTO VALUE - GRAND RAPIDS	0.00
0221650	BURGGRAF'S ACE HARDWARE INC	104.27
0401804	DAVIS OIL	265.58
0513231	EMERGENCY APPARATUS	1,595.54
0701650	GARTNER REFRIGERATION CO	130.53
0718060	GRAND RAPIDS NEWSPAPERS INC	729.20
1305199	METRO FIRE	153.48
1920240	STERLE LAW OFFICE	292.50
2300600	W.P. & R.S. MARS COMPANY	67.31
	TOTAL FIRE	3,338.41
INFORMATION TECHNOLOGY		
0122225	AVENET WEB SOLUTIONS	700.00
	TOTAL INFORMATION TECHNOLOGY	700.00
PUBLIC WORKS		
0100046	ASV, INC.	34.51
0121721	AUTO VALUE - GRAND RAPIDS	272.60
0121725	AUTOMOTIVE ELECTRIC SERVICE	173.00
0205535	BENTZ OIL COMPANY INC	593.97
0301655	CARGILL INCORPORATED	4,057.98
0301685	CARQUEST AUTO PARTS	143.87
0305510	CENTRAL LANDSCAPE SUPPLY	1,022.80
0315455	COLE HARDWARE INC	71.82
0401804	DAVIS OIL	2,792.18
0501650	EARL F ANDERSEN	363.75
1100530	KAMAN IND TECHNOLOGIES CORP	224.85
1200500	L&M SUPPLY	71.54
1301015	MACQUEEN EQUIPMENT INC	2,256.69
1301025	MAKI BODY & GLASS	182.40
1415640	NORTRAX EQUIPMENT COMPANY	2,511.67
1421700	NUSS TRUCK GROUP INC	100.28
1609559	PIONEER RIM & WHEEL COMPANY	87.00
1615650	PORTABLE JOHN	342.00
1621125	PUBLIC UTILITIES COMMISSION	1,740.67
2209421	VIKING ELECTRIC SUPPLY INC	41.87

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 03/11/2013

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
PUBLIC WORKS		
TOTAL PUBLIC WORKS		17,085.45
FLEET MAINTENANCE		
0103325	ACHESON TIRE COMPANY INC	30.00
0121721	AUTO VALUE - GRAND RAPIDS	5.12
0301685	CARQUEST AUTO PARTS	1,307.09
0315455	COLE HARDWARE INC	3.20
1415030	NORD AUTO PARTS	116.47
1415484	NORTHERN LIGHTS TRUCK	30.19
2000400	T J TOWING	930.14
TOTAL FLEET MAINTENANCE		2,422.21
POLICE		
0121721	AUTO VALUE - GRAND RAPIDS	4.37
0301685	CARQUEST AUTO PARTS	404.89
0312750	CLUSIAU SALES	63.10
0315455	COLE HARDWARE INC	105.74
0409501	DIMICH LAW OFFICE	5,250.00
0718010	CITY OF GRAND RAPIDS	152.40
1415377	NORTHERN BUSINESS PRODUCTS INC	14.24
1801609	RAPIDS TOWING	500.00
1920240	STERLE LAW OFFICE	1,490.00
2000400	T J TOWING	210.00
2001657	TASER INTERNATIONAL INC	411.95
TOTAL POLICE		8,606.69
RECREATION		
1920240	STERLE LAW OFFICE	780.00
TOTAL RECREATION		780.00
CENTRAL SCHOOL		
0113233	AMERIPRIDE LINEN & APPAREL	94.01
0315455	COLE HARDWARE INC	7.59
0609457	FILTHY CLEAN INC	1,476.00
0718010	CITY OF GRAND RAPIDS	600.00
1301067	MANGSETH PAINTING INC	10,530.00
1909510	SIM SUPPLY INC	39.83

CITY COUNCIL BILL LIST - MARCH 11, 2013

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 03/11/2013

VENDOR #	NAME	AMOUNT DUE
CENTRAL SCHOOL		
	TOTAL	12,747.43
AIRPORT		
0315455	COLE HARDWARE INC	6.29
0504825	EDWARDS OIL INC	614.51
	TOTAL	620.80
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	27.15
0116605	APPERTS INC	367.39
0221650	BURGGRAF'S ACE HARDWARE INC	17.08
0315455	COLE HARDWARE INC	28.85
0501656	THE EARTHGRAINS COMPANY INC	20.30
1103125	KC BEVCO LLC	304.47
1301168	MARKETPLACE FOODS	78.91
1415377	NORTHERN BUSINESS PRODUCTS INC	160.68
1421155	NUCH'S IN THE CORNER	19.02
1605611	PEPSI-COLA	702.10
1901500	SAMMY'S PIZZA	302.50
1901535	SANDSTROM COMPANY INC	1,910.36
1909450	SILVERTIP GRAPHICS SIGNS	561.09
1909510	SIM SUPPLY INC	257.59
	TOTAL GENERAL ADMINISTRATION	4,757.49
RECREATION PROGRAMS		
T000610	DANIEL RITTER	50.00
	TOTAL	50.00
STATE HAZ-MAT RESPONSE TEAM		
1415480	NORTHERN HEALTH & FITNESS PLUS	4,750.00
	TOTAL	4,750.00

CITY COUNCIL BILL LIST - MARCH 11, 2013

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 03/11/2013

VENDOR #	NAME	AMOUNT DUE

DOMESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE LINEN & APPAREL	12.31
TOTAL		12.31
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-POLICE		
0205725	BETZ EXTINGUISHER COMPANY	39.00
0701480	GALLS, AN ARAMARK COMPANY LLC	181.50
TOTAL CAPITAL OUTLAY-POLICE		220.50
AIRPORT CAPITAL IMPRV PROJECTS		
2011 LAND ACQUISITION		
1920240	STERLE LAW OFFICE	1,852.50
TOTAL 2011 LAND ACQUISITION		1,852.50
STORM WATER UTILITY		
0401804	DAVIS OIL	414.66
0801535	HAMMERLUND CONSTRUCTION INC	3,307.50
1621125	PUBLIC UTILITIES COMMISSION	2,309.37
TOTAL		6,031.53
TOTAL UN-PAID TO BE APPROVED		71,895.06
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0114210	D. ANDERSON - CHANGE FUND	4,720.00
0114217	MARCIA ANDERSON	44.75
0212750	BLUE CROSS & BLUE SHIELD OF MN	35,924.50
0212751	BLUE CROSS BLUE SHIELD	82.50
0301650	JEFF CARLSON	40.00
0305530	CENTURYLINK INC	54.38
0312104	TONY CLAFTON	40.00
0315454	TRAVIS COLE	444.22
0405447	DELTA DENTAL OF MINNESOTA	2,436.25
0405505	JAMES DENNY	44.00
0409655	TIMOTHY DIRKES	40.00
0504610	RON EDMINSTER	152.55
0605191	FIDELITY SECURITY LIFE INS CO	40.78
0709456	SHAWN J GILLEN	1,225.00
0717996	GRAND ITASCA CLINIC	238.70

CITY COUNCIL BILL LIST - MARCH 11, 2013

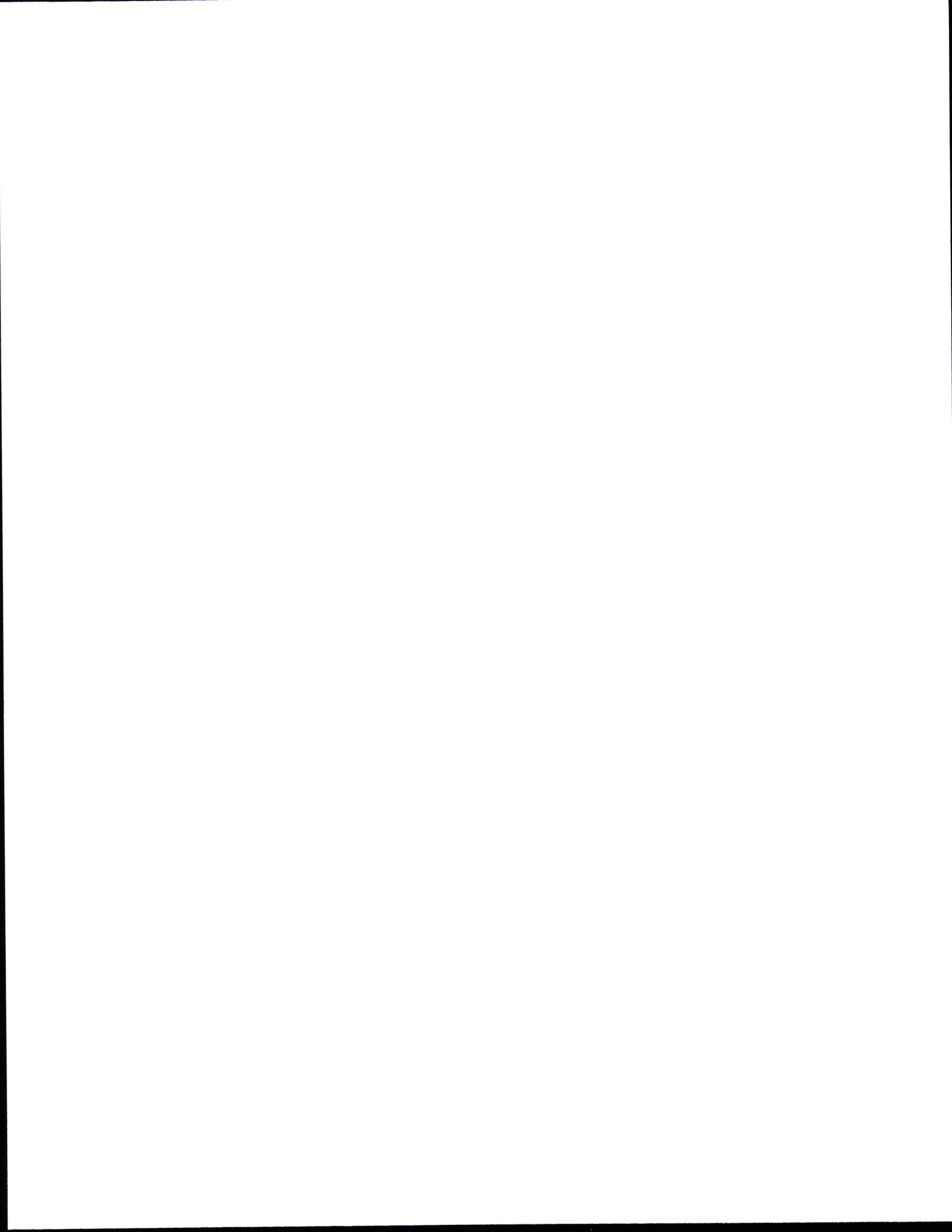
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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 03/11/2013

VENDOR #	NAME	AMOUNT DUE
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0718015	GRAND RAPIDS CITY PAYROLL	202,566.32
0718070	GRAND RAPIDS STATE BANK	341.79
0815464	SARA HOLUM	80.00
1015323	KIM JOHNSON-GIBEAU	45.80
1101645	LASHA KARELS	40.00
1201402	LAKE COUNTRY POWER	56.03
1205090	LEAGUE OF MINNESOTA CITIES	40.00
1209516	LINCOLN NATIONAL LIFE	846.76
1301016	MADDEN'S DUTCH ROOM &	40.72
1301320	SHAWN MAHANEY	40.00
1309079	S.MILLER - PETTY CASH FUND	11.00
1309150	MN CHIEFS OF POLICE ASSOC.	755.00
1309199	MINNESOTA ENERGY RESOURCES	14,542.65
1309274	MN MUNICIPAL UTILITIES ASSOC	496.00
1309332	MN STATE RETIREMENT SYSTEM	1,091.20
1315654	NATHAN MORLAN	394.01
1405550	NEOPOST USA INC	1,000.00
1415530	NORTHLAND COUNSELING CENTER	20.24
1503151	OCCUPATION DEVELOPMENT CENTER	22.00
1520720	KEVIN OTT	40.00
1601750	PAUL BUNYAN COMMUNICATIONS	290.95
1609557	PIONEER MUTUAL LIFE INS CO	253.79
1621130	P.U.C.	7,281.64
1901820	WILLIAM SAW	40.00
1913344	HEATH SMITH	40.00
2000100	TASC	30.60
2015555	TOONSTRA PSYCHOLOGICAL SERVICE	1,050.00
2114360	UNITED PARCEL SERVICE	148.89
2209705	VISIT GRAND RAPIDS	20,015.77
2301700	WASTE MANAGEMENT	1,272.16
T000105	UNDEFINED	250.00
T000874	SUSAN WILL	150.00
	TOTAL PRIOR APPROVAL	298,820.95
	TOTAL ALL DEPARTMENTS	370,716.01



Old School Pastries & Gift Shoppe

(218) 999-9399

www.oldschoolpastries.com

Located in the historical "Old Central School"

Box lunches to go, eat-in, or delivery to downtown locations!



Ciabatta, Croissant Sandwiches & Wraps Box Lunch

Creamy Chicken Salad - Herb roasted chicken breast mixed with salad dressing, celery, seasonings, lettuce and tomato served on choice of croissant or tortilla wrap. \$5.99 (croissant add additional .50 cents)

Herb Chicken - Herb roasted chicken breast, provolone cheese, tomato, lettuce, onion and mayo served on a croissant. \$6.99

Turkey & Swiss – Hand-carved roasted turkey, Swiss cheese, lettuce, tomato and cranberry mayo served on choice of croissant or tortilla wrap. \$6.99 (croissant add additional .50 cents)

Crab salad - Fresh crab flakes mixed within a peppercorn sauce with lettuce and tomato served on choice of croissant or tortilla wrap. \$5.99 (croissant add additional .50 cents)

Hand-carved Ham & Cheese – Hand carved pit ham, choice of cheese lettuce, tomato and mayo served on choice of croissant or tortilla wrap. \$6.99 (croissant add additional .50 cents)

Italian - Genoa salami, ham, provolone, lettuce, tomato and Italian vinaigrette served on choice of croissant or tortilla wrap. \$6.99 (croissant add additional .50 cents)

BLT – Classic combo of bacon, lettuce, tomato and mayo served on choice of croissant or tortilla wrap. \$5.99.... (croissant add additional .50 cents)

Roasted Chicken Wrap – Pan roasted chicken breast, lettuce, tomato and cucumber served with sweet ginger vinaigrette. \$5.99

Complete box lunch includes choice of our signature sandwiches or wraps, served with of one of the assorted salads and kettle chips OR a cup of our soup of the day.

Side Salads – Pasta salad, potato salad, broccoli salad, or coleslaw

Our menu changes frequently so please check the website or our chalkboards to see our daily specials.

We serve gourmet coffee & espresso from Alakef Coffee Roasters, and variety of teas. Our retail store features specialty products from artisan producers locally and around Minnesota.

Let us cater your lunches, meetings and special occasions... large or small. Desserts, cookies, and bars can be ordered in party trays, gift boxes, and thank you gifts.

