



# CITY OF GRAND RAPIDS

## Meeting Agenda Full Detail City Council

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Monday, February 11, 2013

5:00 PM

City Hall Council Chambers

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

### CALL OF ROLL

### MEETING PROTOCOL POLICY

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

### PUBLIC FORUM

### COUNCIL REPORTS

**5:08 PM** **APPROVAL OF MINUTES**

**13-0058** Approve Council minutes for Monday, January 28, 2013 Worksession and Regular meetings.

**Attachments:** [January 28, 2013 Worksession](#)  
[January 28, 2013 Regular Meeting](#)

**5:10 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. **13-0057** Approve temporary liquor license for Itasca Curling Club event scheduled for March 21 through 23, 2013 at 902 Hale Lake Pointe, Grand Rapids.

**Attachments:** [Itasca Curling Club - Temp. Lig. Request](#)

2. **13-0059** Consider adopting a resolution approving a \$27,000 transfer from the General Fund to the Domestic Animal Control Facility Fund and a \$19,322 transfer from the Capital Equipment Replacement Fund to the General Fund as of December 31, 2012.

**Attachments:** [2012 Operating Transfer DACF and Radio Depreciation.pdf](#)

3. [13-0060](#) Consider approving a resolution adopting the 2013-2017 Amended Capital Improvement Plan.  
**Attachments:** [2013-2017 CIP Recap.pdf](#)  
[Resolution-2013-2017 Capital Improvement Plan.pdf](#)
4. [13-0061](#) Consider adopting a resolution accepting a \$5,000 grant from the Blandin Foundation for collaboration efforts.  
**Attachments:** [Resolution-\\$5,000 Grant Blandin Foundation-Collaboration.pdf](#)  
[\\$5,000 Blandin Grant-Collaboration.pdf](#)
5. [13-0062](#) Consider adopting a resolution forgiving delinquent special assessments on PIN 91-570-0550 totaling \$2,599 from years 1966-1975.  
**Attachments:** [Resolution-Tax Forfeit Property Assessments.pdf](#)  
[GRHRA Land Acquisition Proposal.pdf](#)
6. [13-0066](#) Consider the disposal / donation of (5) obsolete portable radios from the Grand Rapids Police Department.
7. [13-0068](#) Entering into rental agreements with area businesses for advertising at the IRA Civic Center.  
**Attachments:** [Essentia Health-2013-partial sign.doc](#)  
[Performance Chiropractic-2013-partial sign.doc](#)
8. [13-0069](#) A GIS Service Agreement between the City of Grand Rapids and the City of Deer River  
**Attachments:** [2-11-13 Attachment Deer River GIS.pdf](#)
9. [13-0070](#) Consent to Construct Roadway Improvements  
**Attachments:** [2-11-13 Attachment CP 2012-6 ICC Agreement.pdf](#)
10. [13-0072](#) Authorize the Police Department to accept the low bid quote for the construction of office walls within the Police Department.  
**Attachments:** [Clifton](#)  
[Hammerlund](#)
11. [13-0075](#) Consider adopting a resolution closing Fund 346 Debt Service Fund-Special Assessment Improvement Bonds-2003A and transferring the remaining balance of approximately \$70,892 to Fund 360 Debt Service Fund-Special Assessment Improvement and Refunding Bonds-2011B as of December 31, 2012.  
**Attachments:** [Resolution Closing Fund 346 & Transfer to 360 \\$70,892.pdf](#)
12. [13-0077](#) Consider adopting a resolution closing Fund 308 Tax Abatement and transfer remaining funds of approximately \$1,557 to the General Fund as of December 31, 2012.

13. [13-0078](#) Consider accepting low quote from Tru North for electrical work on the second floor at Central School in the amount of \$3,068.72 and low quote from Mangseth Painting for painting the first floor southeast room in the amount of \$1,440.

14. [13-0079](#) Approve Central School lease with Visit Grand Rapids.

**Attachments:** [VGR Lease](#)

**5:12 SETTING OF REGULAR AGENDA  
PM**

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

**5:13 ACKNOWLEDGE BOARDS & COMMISSIONS  
PM**

15. [13-0080](#) Acknowledge minutes for Boards & Commissions.

**Attachments:** [August 7, 2012 Police Civil Service](#)  
[December 20, 2012 Central School](#)  
[November 28, 2012 Human Rights](#)

**5:14 DEPARTMENT HEAD REPORT  
PM**

16. [13-0081](#) Department Head Report (Fire)

**Attachments:** [Fire 2012 Annual Report](#)

**5:25 COMMUNITY DEVELOPMENT  
PM**

17. [13-0063](#) Consider adoption of a resolution issuing an order to raze or remove structures upon property located at: 505 N.W. Seventh Avenue, Grand Rapids, Minnesota.

**Attachments:** [505 NW 7th Ave.-Area Map](#)  
[Structure Photos-505 NW 7th.Ave](#)  
[Resolution to Raze Structure-505 NW 7th Ave.](#)

**5:30 ENGINEERING  
PM**

18. [13-0071](#) An Encroachment Agreement between the City and Great Lakes Gas Transmission Company.

**Attachments:** [2-11-13 Attachment CP 2012-6 ICC Great Lakes Agreement.pdf](#)

19. [13-0073](#) A cooperative construction agreement between the State, Itasca County, City of Grand Rapids, and City of LaPrairie

**Attachments:** [2-11-13 Attachment CP 2012-6 State Signal Agreement.pdf](#)

**5:40 FINANCE DEPARTMENT  
PM**

20. [13-0065](#) Consider amending the Investment Policy to increase non-local investments from 20% to 45% and investments between five years and ten from 25% to 40% as of the January 1 current year investment portfolio.

**Attachments:** [Investment Policy Proposed Amendments.pdf](#)

21. [13-0067](#) Consider amending the Central School Commission Ordinance.

**Attachments:** [Chapter 61 - By Laws Redraft.pdf](#)

**5:50 POLICE DEPARTMENT  
PM**

22. [13-0056](#) Request by the Police Department to purchase (1) Chevrolet Tahoe police vehicle from Grand Rapids GM.

**Attachments:** [0830\\_001.pdf](#)

[0831\\_001.pdf](#)

[0832\\_001.pdf](#)

**5:55 VERIFIED CLAIMS  
PM**

23. [13-0074](#) Consider approving the verified claims for the period January 19, 2013 to February 4, 2013 in the total amount of \$391,212.37.

**Attachments:** [02/11/2013 BILL LIST.pdf](#)

**6:00 ADJOURNMENT  
PM**

*NEXT REGULAR MEETING IS SCHEDULED FOR FEBRUARY 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: Shawn Gillen, City Administrator*



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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 13-0058      **Version:** 1      **Name:** Council Minutes  
**Type:** Agenda Item      **Status:** Approval of Minutes  
**File created:** 1/31/2013      **In control:** Administration  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** Approve Council minutes for Monday, January 28, 2013 Worksession and Regular meetings.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [January 28, 2013 Worksession](#)  
[January 28, 2013 Regular Meeting](#)

Date	Ver.	Action By	Action	Result
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Title  
Approve Council minutes for Monday, January 28, 2013 Worksession and Regular meetings.



# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council Work Session

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Monday, January 28, 2013

4:00 PM

City Hall Conference Room 2A

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**CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council was held on Monday, January 28, 2013 at 4:00 p.m. in Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.**

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

**Present** 5 - Mayor Dale Adams, Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Councilor Gary McInerney

Discuss process for filling City Administrator vacancy.

*Attorney Chad Sterle provides Council with process for filling the position for City Administrator. The City's employment policy allows for the posting of this position internally. Attorney Sterle recommends the development of a Search Committee consisting of staff, legal counsel and members of Council. There will be an internal and external posting, dates to be determined. Salary range is discussed and will be based on the 2012 Compensation Study.*

*Staff will schedule a closed meeting to complete performance review for Shawn Gillen on Monday, February 11, 2013.*

### **ADJOURN**

*Discuss addition to Consent as 6a and item #9 on Regular moved to Consent as 6b.*

**There being no further business, the meeting adjourned at 4:42 PM.**

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



# CITY OF GRAND RAPIDS

## Minutes - Final - Draft City Council

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Monday, January 28, 2013

5:00 PM

City Hall Council Chambers

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**5:00 PM CALL TO ORDER:** Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council was held on Monday, January 28, 2013 at 5:00 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

### CALL OF ROLL

Present 5 -

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

**5:02 PM PRESENTATIONS/PROCLAMATIONS**

### MEETING PROTOCOL POLICY

**5:05 PM PUBLIC FORUM**

**5:10 PM COUNCIL REPORTS**

*Council acknowledges City staff on their participation in a successful Hockey Day Minnesota and appreciation extended to the local media for coverage.*

*Mayor Adams notes the upcoming Special Olympics Polar Bear Plunge at Sugar Lake Lodge and participation from the Grand Rapids Police Department.*

*Mayor Adams states that the appointments for Council members to various Boards, Commissions and special interest groups is effective January 2013 and not in March as previously indicated.*

**5:15 PM APPROVAL OF MINUTES**

Approve Council minutes for Monday, January 14, 2013 Special and Regular meetings.

**A motion was made by Councilor Gary McInerney, seconded by Councilor Ed Zabinski, to approve Council minutes as presented. The motion PASSED by unanimous vote.**

**5:16 PM CONSENT AGENDA**

- 1. Request by the Grand Rapids Police Department to sell forfeited and impounded vehicles at the MSAA (Mid-State Auto Auction) in New York Mills, MN starting on January 29, 2013 and end on February 22, 2013.

**Approved by consent roll call**

- 2. A GIS Service Agreement with the City of Cohasset

**Approved by consent roll call**

- 3. Consider approving the five year Extension of the Itasca County Contract for Municipal Services which allows City Hall to be connected to their emergency generator.

**Approved by consent roll call**

- 4. Entering into rental agreements with area businesses for advertising at the IRA Civic Center.

**Approved by consent roll call**

- 5. Hire Temporary Employees for Park & Recreation.

**Approved by consent roll call**

- 6. Consider the adoption of an ordinance renaming city streets: County Road 443 ("A") and County Road 906 ("B").

**Adopted Ordinance 13-1-1 by consent roll call**

- 6a. Consider accepting quotes from Mangseth Painting in the amount of \$14,390 for painting at Central School.

**Approved by consent roll call**

- 6b. A resolution accepting the feasibility report and calling for a public hearing on CP 2012-3 & 2013-1

**Adopted Resolution 13-6 by consent roll call**

**Approval of the Consent Agenda**

**A motion was made by Councilor Christy, seconded by Councilor Zabinski, to approve the consent agenda, including the addition of #6a. and moving item #9 from the regular agenda to #6b. The motion carried by the following vote**

**Aye 5 -**

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



**5:18 SETTING OF REGULAR AGENDA  
PM**

A motion was made by Councilor Ed Zabinski, seconded by Councilor Gary McInerney, to approve the regular agenda as amended. The motion PASSED by unanimous vote.

**5:19 ACKNOWLEDGE BOARDS & COMMISSIONS  
PM**

7. Acknowledge minutes for Boards & Commissions

**Acknowledge Boards and Commissions**

**5:20 DEPARTMENT HEAD REPORT  
PM**

8. Department Head Report - Jerry Culliton, HRA

**Received and Filed**

**5:25 ENGINEERING  
PM**

**5:30 ADMINISTRATION DEPARTMENT  
PM**

10. Appointment of Jeffrey McCartney and Chad Troumbly to Firefighter Trainee positions.

**A motion was made by Councilor Christy, seconded by Councilor McInerney, to appoint fire fighter trainees as recommended. The motion carried by the following vote.**

**Aye 5 -**

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

11. Appointment of Tom Foss to the position of Janitorial Maintenance with the Grand Rapids Fire Department.

**A motion was made by Councilor Chandler, seconded by Councilor Zabinski, to appoint Tom Foss to Janitorial Maintenance for the Fire Department. The motion carried by the following vote.**

**Aye 5 -**

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

12. Accept the resignation of Shawn Gillen from the position of City Administrator.

A motion was made by Councilor Dale Christy, seconded by Councilor Gary McInerney to accept the resignation of Shawn Gillen from the position of City Administrator, authorize staff to move forward in the process for filling the position and commission a Search Committee consisting of Mayor Adams, Councilor Christy, Administrator Gillen, Human Resources Director Lynn DeGrio, Chief of Police Jim Denny and City Attorney Chad Sterle. Furthermore, the City Council will allow for a five-day internal posting for any internal candidate interested in applying to begin February 5, 2013 and continuing until February 10, 2013; and external posting on three websites deemed appropriate by the Council, beginning February 5, 2013 through February 19, 2013. Following the application process and interviews, the Search Committee will make a recommendation to the City Council for filling the vacancy. The motion passed by the following roll call vote

Aye 5 -

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

#### 6:35 VERIFIED CLAIMS

PM

15. Consider approving the verified claims for the period January 8, 2013 to January 18, 2013 in the total amount of \$2,607,665.82, of which \$2,467,772.92 are debt service payments.

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

Aye 5 -

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

#### 6:00 PUBLIC HEARINGS

PM

13. Conduct a public hearing to consider the vacation of a platted alley and a public use easement within the plat of Town of Grand Rapids.

*Community Development Director Rob Mattei provides background information regarding vacation requested by Blandin Paper Company.*

**Mayor Adams states that if anyone wishes to address the Council regarding this issue, this is the time and place. Clerk notes all required notices have been sent. Mr. Mattei acknowledges correspondence received.**

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

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

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

**6:30 COMMUNITY DEVELOPMENT  
PM**

14. Consider the adoption of a resolution either approving or denying the vacation of a platted alley and a public use easement within the plat of Town of Grand Rapids.

**A motion was made by Councilor Christy, seconded by Councilor McInerney to adopt Resolution 13-7, approving vacation of platted alley and public use easement within the plat of Town of Grand Rapids. The motion carried by the following vote.**

**Aye 4 -**

Councilor Gary McInerney, Councilor Dale Christy, Councilor Ed Zabinski, and Mayor Dale Adams

**Nay 1 -**

Councilor Joe Chandler

**6:36 ADJOURNMENT  
PM**

**There being no further business, the meeting adjourned at 6:20 PM.**

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 13-0057      **Version:** 1      **Name:** Temporary Liquor License  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 1/29/2013      **In control:** Administration  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** Approve temporary liquor license for Itasca Curling Club event scheduled for March 21 through 23, 2013 at 902 Hale Lake Pointe, Grand Rapids.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Itasca Curling Club - Temp. Liq. Request](#)

Date	Ver.	Action By	Action	Result
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**Title**  
Approve temporary liquor license for Itasca Curling Club event scheduled for March 21 through 23, 2013 at 902 Hale Lake Pointe, Grand Rapids.



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

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

Name of organization <i>Itasca Curling Club</i>		Date organized <i>2-7-1968</i>	Tax exempt number <i>23-7236242</i>	
Address <i>920 Hale Lake Point Road</i>		City <i>Grand Rapids</i>	State <i>Minnesota</i>	Zip Code <i>55744</i>
Name of person making application <i>Nancy Sura</i>		Business phone <i>322-4691</i>	Home phone <i>999-CURL</i>	
Date(s) of event <i>March 21-23, 2013</i>		Type of organization <input checked="" type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name <i>Chris Schmidt</i>		City <i>Grand Rapids</i>	State <i>Minnesota</i>	Zip <i>55744</i>
<input checked="" type="checkbox"/> Add New Officer				

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

*920 Hale Lake Point Road*

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

*N/A*

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

*Attached*

**APPROVAL**

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

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

Signature City Clerk or County Official

Approved Director Alcohol and Gambling Enforcement

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



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# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0059      **Version:** 1      **Name:** Resolution-Operating transfer for DACF & radio depreciation  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/4/2013      **In control:** Finance  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** Consider adopting a resolution approving a \$27,000 transfer from the General Fund to the Domestic Animal Control Facility Fund and a \$19,322 transfer from the Capital Equipment Replacement Fund to the General Fund as of December 31, 2012.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [2012 Operating Transfer DACF and Radio Depreciation.pdf](#)

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

Consider adopting a resolution approving a \$27,000 transfer from the General Fund to the Domestic Animal Control Facility Fund and a \$19,322 transfer from the Capital Equipment Replacement Fund to the General Fund as of December 31, 2012.

### *Body*

#### **Background Information:**

The City Council adopted the 2012 budget on December 19, 2011. That budget included an operating transfer in the amount of \$27,000 from the General Fund to the Domestic Control Facility Fund and a transfer from the Capital Equipment Replacement Fund to the General Fund for the radio depreciation that is paid to Itasca County for the Police and Fire Departments in the amount of \$19,322.

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

Consider adopting a resolution approving a \$27,000 transfer from the General Fund to the Domestic Animal Control Facility Fund and a \$19,322 transfer from the Capital Equipment Replacement Fund to the General Fund as of December 31, 2012.

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

RESOLUTION NO. 13-

A RESOLUTION AUTHORIZING THE FOLLOWING BUDGETED OPERATING TRANSFER FROM THE GENERAL FUND TO THE DOMESTIC ANIMAL CONTROL FACILITY IN THE AMOUNT OF \$27,000 AND A TRANSFER FROM THE CAPITAL EQUIPMENT REPLACEMENT FUND TO THE GENERAL FUND IN THE AMOUNT OF \$19,322 AS OF DECEMBER 31, 2012

WHEREAS, on December 19, 2011, the Grand Rapids City Council approved the 2012 budget which included the following transfers:

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, authorizes the following budgeted operating transfers as of December 31, 2012:

\$27,000	from the General Fund to the Domestic Animal Control Facility
\$19,322	from the Capital Equipment Replacement Fund to the General Fund for radio depreciation for the Fire and Police Departments

Adopted this 11<sup>th</sup> day of February, 2013.

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Dale Adams, Mayor

Attest:

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Kim Johnson-Gibeau, City Clerk

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0060      **Version:** 1      **Name:** 2013-2017 Amended Capital Improvement Plan  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/4/2013      **In control:** Finance  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** Consider approving a resolution adopting the 2013-2017 Amended Capital Improvement Plan.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [2013-2017 CIP Recap.pdf](#)  
[Resolution-2013-2017 Capital Improvement Plan.pdf](#)

Date	Ver.	Action By	Action	Result
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*Title*

Consider approving a resolution adopting the 2013-2017 Amended Capital Improvement Plan.

*Body*

**Background Information:**

During the 2013 budget process, all departments were required to prepare capital request worksheets for proposed capital purchases for 2013-2017. All of the approved requests have been compiled and included in an Amended Capital Improvement Plan (CIP) by year. The CIP recap pages are attached for your review. After it is approved, it will be printed and you will receive a copy.

The capital purchases approved for 2013 by the City Council are:

- \*\$48,500 for Airport projects
- \*\$ 9,000 for core network switches for the Information Technology Department
- \*\$35,000 for a Police replacement vehicle

The infrastructure projects approved for 2013 are:

- \*2010-2 City Wide Overlays
- \*2011-5 Golf Course Improvements
- \*2012-3 4th Avenue NE
- \*2012-4A Remer-DeSchepper Overlays
- \*2012-6 ICC/Glenwood Signal (no City funds required)
- \*2013-1 7th Avenue NW Reconstruction

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

The City will be issuing General Obligation Street Reconstruction Bonds in the spring which can be done without meeting the 20% requirement for special assessments or having a referendum. This will require a separate Reconstruction Capital Improvement Plan and a Public Hearing before the City can issue the bonds.

**Requested City Council Action**

Consider approving a resolution adopting the 2013-2017 Amended Capital Improvement Plan.



City of Grand Rapids, Minnesota  
*Amended Capital Improvement Plan*  
 2013 thru 2017

**PROJECTS BY CATEGORY**

Category	Project#	Priority	2013	2014	2015	2016	2017	Total
<b>Airport Improvements</b>								
8 & 10 T Hangar Ramp Replacement	2013/AP-1	2	250,000					250,000
Conventional Tractor with Fiall Mower	2013/AP-2	2	86,008					86,008
Crack Sealing Taxiway A	2014/AP-1	1		90,000				90,000
General Aviation Ramp Replacement	2014/AP-2	2		250,000				250,000
AP74 Truck Replacement	2014/AP-3	2		200,000				200,000
Airport Master Plan/eALP	2015/AP-1	2			250,000			250,000
Airport Zoning Update	2016/AP-1	2				50,000		50,000
RWY 16/34 - Extension Justification	2016/AP-2	3				15,000		15,000
RWY 16/34 - 1,500 Ft. Extension - Design	2016/AP-3	3				350,000		350,000
RWY 5/23 Slurry Seal	2017/AP-1	2					300,000	300,000
Land ACQ. - So. Boundary Tract 56	2017/AP-2	3					120,000	120,000
<b>Airport Improvements Total</b>			<b>336,008</b>	<b>540,000</b>	<b>250,000</b>	<b>415,000</b>	<b>420,000</b>	<b>1,961,008</b>
<b>Buildings</b>								
Golf Course On-Course Restrooms	2013/GC-4	2	50,000					50,000
City Hall Bathroom Fixtures	2014/CH-1	2		10,000				10,000
Admin & Finance Carpet Replacement	2014/CH-2	2		12,000				12,000
Fire Hall Doors	2014/FD-2	2		40,000				40,000
Fire Hall Roof Replacement	2014/FD-3	1		40,000				40,000
Civic Center Roof Replacement	2014/P&R-3	2		150,000				150,000
Council Chambers Carpet Replacement	2015/CH-1	2			12,000			12,000
Police Impound Building	2017/PD-1	4					145,000	145,000
<b>Buildings Total</b>			<b>50,000</b>	<b>252,000</b>	<b>12,000</b>		<b>145,000</b>	<b>459,000</b>
<b>Equipment</b>								
Golf Course 4000 D Rough Mower	2013/GC-1	3	28,000					28,000
Golf Course Outfront Range Ball Picker	2013/GC-2	3	4,000					4,000
Golf Course Greens Reels	2013/GC-3	3	3,600					3,600
Golf Course Token Range Ball Dispenser	2013/GC-5	3	6,000					6,000
Golf Course Utility Cart	2013/GC-6	3	5,500					5,500
Replace core network switches	2013/IT-1	2	9,000	5,000	5,000			19,000
Police Vehicle Replacement Plan	2013/PD-1	2	35,000	64,000	64,000	64,000	65,000	292,000
Street Sweeper	2013/SWU-1	2	180,000					180,000
Cemetery Mower Replacement	2014/CEM-1	2		4,500				4,500
Brush Truck Replacement	2014/FD-1	2		65,000				65,000
Golf Course Greensmower	2014/GC-1	3		14,500				14,500

Category	Project#	Priority	2013	2014	2015	2016	2017	Total
Golf Course Tee Mower	2014/GC-2	2		16,000				16,000
Replace two virtual server host computers	2014/IT-3	2		14,000				14,000
Playground Revitalization	2014/P&R-1	2		50,000	35,000			85,000
Dehumidification Replacement	2014/P&R-2	1		75,000				75,000
Police Remote Pole Cameras	2014/PD-2	3		70,000				70,000
PW Pickup Truck Replacement	2014/PW-1	3		35,000				35,000
PW Turf Lawnmower Replacement	2014/PW-2	2		18,000				18,000
City Entrance Signs (4)	2014/PW-3	2		30,000	15,000	20,000		65,000
Golf Course Fairway Mower	2015/GC-1	3			21,000			21,000
Replace self check computer	2015/LIB-1	3			15,000			15,000
Refrigeration System Replacement	2015/P&R-1	4			1,100,000			1,100,000
Police Taser Replacement	2015/PD-1	3			26,000			26,000
Police In-Car Video Replacement	2015/PD-2	2			50,000			50,000
Police In-Car Computer Maint Contr	2015/PD-3	3			48,000			48,000
Golf Course Fairway Mower	2016/GC-1	3				21,000		21,000
Replace the City email server	2016/AT-2	2				10,000		10,000
PW Backhoe Replacement	2016/PW-1	2				200,000		200,000
PW Dump Truck Replacement	2016/PW-2	2				345,000		345,000
PW Flail Mower Tractor	2016/PW-3	3				55,000		55,000
PW Turf Lawnmower Replacement	2016/PW-4	3				75,000		75,000
PW Pickup Replacement W/Plow #2	2016/PW-5	3				50,000		50,000
PW Pickup Replacement W/Plow #1	2016/PW-6	3				50,000		50,000
<b>Equipment Total</b>			<b>271,100</b>	<b>461,000</b>	<b>1,379,000</b>	<b>890,000</b>	<b>65,000</b>	<b>3,066,100</b>

### Reconstruction

4th Ave NE (TH 2 - 7th St)	2013/2012-3	2	910,340					910,340
7th Avenue NW Reconstruction	2013/2013-1	1	664,582					664,582
14th Street to Ridgewood Road - Phase 1	2014/2001-14	1		920,112				920,112
Crystal Lake Blvd 1st Ave NW - 12th St NE	2014/2011-2	2		1,482,848				1,482,848
10th Ave NE (5th St - 7th St)	2015/2011-1	2			859,168			859,168
7th St and 11th Avenue NE	2015/2011-3	2			1,145,111			1,145,111
5th Ave NE (TH 2 to 5th St)	2016/2007-5	2				456,462		456,462
4th Ave NW (9th - 13th)	2016/2009-1	2				2,633,264		2,633,264
6th St NE (2nd Ave - 5th Ave)	2016/2012-1	2				1,684,947		1,684,947
9th St NE (3rd Ave NE to Reynolds)	2016/2012-2	2				525,000		525,000
2nd Avenue NE (6th to 8th)	2016/2014-2	1				1,087,500		1,087,500
3rd Ave NE (5th - 8th)	2017/2010-1	2					995,108	995,108
NW Street Reconstruction	2017/2016-1	1					2,652,750	2,652,750
<b>Reconstruction Total</b>			<b>1,574,922</b>	<b>2,402,960</b>	<b>2,004,279</b>	<b>6,387,173</b>	<b>3,647,858</b>	<b>16,017,192</b>

### Rural Street

Remer-DeSchepper Overlays-Rural	2013/2012-4A	2	1,011,556					1,011,556
City Wide Overlays-Rural	2014/2013-2	1		195,000				195,000
Elida Drive Extension	2015/2012-5	2			897,130			897,130
City Wide Overlays-Rural	2015/2014-3	1			487,500			487,500
<b>Rural Street Total</b>			<b>1,011,556</b>	<b>195,000</b>	<b>1,384,630</b>			<b>2,591,186</b>

Category	Project#	Priority	2013	2014	2015	2016	2017	Total
<b>Trails</b>								
Mississippi Riverfront Bridge	2015/2010-5	1			2,091,285			2,091,285
<b>Trails Total</b>						2,091,285		2,091,285
<b>Urban Street</b>								
City Wide Overlays-Urban	2013/2010-2	1	622,496					622,496
Golf Course Road Improvements	2013/2011-5	2	214,500					214,500
ICC/Glenwood Signal	2013/2012-6	1	892,939					892,939
City Wide Overlays-Urban	2014/2011-4A	1		530,000				530,000
21st St SW (3rd Ave to Horseshoe Lk Rd)	2015/2003-18	2			1,552,829			1,552,829
City Wide Overlays-Urban	2015/2012-4	2			861,450			861,450
City Wide Overlay-Urban	2015/2013-2B	1			383,500			383,500
City Wide Overlays-Urban	2016/2014-3B	1				470,000		470,000
2nd Ave SE (10th St - 11th St)	2017/2002-4	2					322,408	322,408
5th Street North Overlay	2017/2016-2	3					1,000,000	1,000,000
<b>Urban Street Total</b>			1,729,935	530,000	2,797,779	470,000	1,322,408	6,850,122
<b>GRAND TOTAL</b>			4,973,521	4,380,960	9,918,973	8,162,173	5,800,266	33,035,893

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**FUNDING SOURCE SUMMARY**

<b>Source</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>Total</b>
Airport Capital Fund Balance	43,883					43,883
Assessments	480,653	252,233	1,249,120	472,900	829,008	3,283,914
CIP Fund	92,500	594,500	1,367,500	106,000	231,000	2,391,500
Equipment Certificates				775,000		775,000
FAA	75,000	486,000	225,000	391,000	378,000	1,555,000
Federal Other			1,673,028		500,000	2,173,028
GO Bonds	1,217,231	630,000	2,025,269	351,000		4,123,500
GO Reconstruction Bonds	1,255,859	2,045,972	1,536,430	4,554,978	2,655,570	12,048,809
Golf Course Enterprise Fund	97,100	30,500	21,000	21,000		169,600
GR Public Utilities-Sanitary	132,134		71,004	638,800	114,800	956,538
GR Public Utilities-Water Main	174,826	42,000	113,712	505,400	402,880	1,238,818
Itasca County	298,500	27,000	12,500	12,000	21,000	371,000
Library			15,000			15,000
MSA					250,000	250,000
MSAS-Bonding			800,000			800,000
Park Land Dedication		50,000				50,000
ST/MN-Airport	120,125					120,125
ST/MN-DNR			118,257			118,257
ST/MN-IRR	292,939		300,000			592,939
State Bonding	350,000					350,000
Storm Water Utility	342,771	257,755	391,153	334,095	218,208	1,543,982
Township Fire Contract-Depreciation		65,000				65,000
<b>GRAND TOTAL</b>	<b>4,973,521</b>	<b>4,380,960</b>	<b>9,918,973</b>	<b>8,162,173</b>	<b>5,600,266</b>	<b>33,035,893</b>

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**Airport Projects and Funding Sources**

Department	Project#	Priority	2013	2014	2015	2016	2017	Total
<b>Airport</b>								
8 & 10 T Hangar Ramp Replacement	2013/AP-1	2	250,000					250,000
<i>Airport Capital Fund Balance</i>			33,000					33,000
<i>CIP Fund</i>			39,750					39,750
<i>FAA</i>			75,000					75,000
<i>Itasca County</i>			39,750					39,750
<i>ST/MN-Airport</i>			62,500					62,500
Conventional Tractor with Flail Mower	2013/AP-2	2	86,008					86,008
<i>Airport Capital Fund Balance</i>			10,883					10,883
<i>CIP Fund</i>			8,750					8,750
<i>Itasca County</i>			8,750					8,750
<i>ST/MN-Airport</i>			57,625					57,625
Crack Sealing Taxiway A	2014/AP-1	1		90,000				90,000
<i>CIP Fund</i>				4,500				4,500
<i>FAA</i>				81,000				81,000
<i>Itasca County</i>				4,500				4,500
General Aviation Ramp Replacement	2014/AP-2	2		250,000				250,000
<i>CIP Fund</i>				12,500				12,500
<i>FAA</i>				225,000				225,000
<i>Itasca County</i>				12,500				12,500
AP74 Truck Replacement	2014/AP-3	2		200,000				200,000
<i>CIP Fund</i>				10,000				10,000
<i>FAA</i>				180,000				180,000
<i>Itasca County</i>				10,000				10,000
Airport Master Plan/eALP	2015/AP-1	2			250,000			250,000
<i>CIP Fund</i>					12,500			12,500
<i>FAA</i>					225,000			225,000
<i>Itasca County</i>					12,500			12,500
Airport Zoning Update	2016/AP-1	2				50,000		50,000
<i>CIP Fund</i>						2,500		2,500
<i>FAA</i>						45,000		45,000
<i>Itasca County</i>						2,500		2,500
RWY 16/334 - Extension Justification	2016/AP-2	3				15,000		15,000
<i>CIP Fund</i>						750		750
<i>FAA</i>						13,500		13,500
<i>Itasca County</i>						750		750
RWY 16/34 - 1,500 Ft. Extension - Design	2016/AP-3	3				350,000		350,000
<i>CIP Fund</i>						8,750		8,750
<i>FAA</i>						332,500		332,500
<i>Itasca County</i>						8,750		8,750
RWY 5/23 Slurry Seal	2017/AP-1	2					300,000	300,000
<i>CIP Fund</i>							15,000	15,000
<i>FAA</i>							270,000	270,000
<i>Itasca County</i>							15,000	15,000

Department	Project#	Priority	2013	2014	2015	2016	2017	Total
Land ACQ. - So. Boundary Tract 56	2017/AP-2	3					120,000	120,000
<i>CIR Fund</i>							6,000	6,000
<i>FAA</i>							108,000	108,000
<i>Itasca County</i>							6,000	6,000
<b>Airport Total</b>			336,008	540,000	250,000	415,000	420,000	1,961,008
<b>GRAND TOTAL</b>			336,008	540,000	250,000	415,000	420,000	1,961,008

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**Building Projects and Funding Sources**

Department	Project#	Priority	2013	2014	2015	2016	2017	Total
<b>Building Maintenance</b>								
City Hall Bathroom Fixtures <i>CIP Fund</i>	2014/CH-1	2		10,000 10,000				10,000 10,000
Admin & Finance Carpet Replacement <i>CIP Fund</i>	2014/CH-2	2		12,000 12,000				12,000 12,000
Council Chambers Carpet Replacement <i>CIP Fund</i>	2015/CH-1	2			12,000 12,000			12,000 12,000
<b>Building Maintenance Total</b>				22,000	12,000			34,000
<b>Fire</b>								
Fire Hall Doors <i>CIP Fund</i>	2014/FD-2	2		40,000 40,000				40,000 40,000
Fire Hall Roof Replacement <i>CIP Fund</i>	2014/FD-3	1		40,000 40,000				40,000 40,000
<b>Fire Total</b>				80,000				80,000
<b>Golf Course</b>								
Golf Course On-Course Restrooms <i>Golf Course Enterprise Fund</i>	2013/GC-4	2	50,000 50,000					50,000 50,000
<b>Golf Course Total</b>			50,000					50,000
<b>Parks and Recreation</b>								
Civic Center Roof Replacement <i>CIP Fund</i>	2014/P&R-3	2		150,000 150,000				150,000 150,000
<b>Parks and Recreation Total</b>				150,000				150,000
<b>Police</b>								
Police Impound Building <i>CIP Fund</i>	2017/PD-1	4					145,000 145,000	145,000 145,000
<b>Police Total</b>							145,000	145,000
<b>GRAND TOTAL</b>			50,000	252,000	12,000		145,000	459,000

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**Equipment Projects and Funding Sources**

Department	Project#	Priority	2013	2014	2015	2016	2017	Total
<b>Cemetery</b>								
Cemetery Mower Replacement <i>CIP Fund</i>	2014/CEM-1	2		4,500 4,500				4,500 4,500
<b>Cemetery Total</b>				4,500				4,500
<b>Fire</b>								
Brush Truck Replacement <i>Township Fire Contract-Depreciation</i>	2014/FD-1	2		65,000 65,000				65,000 65,000
<b>Fire Total</b>				65,000				65,000
<b>Golf Course</b>								
Golf Course 4000 D Rough Mower <i>Golf Course Enterprise Fund</i>	2013/GC-1	3	28,000 28,000					28,000 28,000
Golf Course Outfront Range Ball Picker <i>Golf Course Enterprise Fund</i>	2013/GC-2	3	4,000 4,000					4,000 4,000
Golf Course Greens Reels <i>Golf Course Enterprise Fund</i>	2013/GC-3	3	3,600 3,600					3,600 3,600
Golf Course Token Range Ball Dispenser <i>Golf Course Enterprise Fund</i>	2013/GC-5	3	6,000 6,000					6,000 6,000
Golf Course Utility Cart <i>Golf Course Enterprise Fund</i>	2013/GC-6	3	5,500 5,500					5,500 5,500
Golf Course Greensmower <i>Golf Course Enterprise Fund</i>	2014/GC-1	3		14,500 14,500				14,500 14,500
Golf Course Tee Mower <i>Golf Course Enterprise Fund</i>	2014/GC-2	2		16,000 16,000				16,000 16,000
Golf Course Fairway Mower <i>Golf Course Enterprise Fund</i>	2015/GC-1	3			21,000 21,000			21,000 21,000
Golf Course Fairway Mower <i>Golf Course Enterprise Fund</i>	2016/GC-1	3				21,000 21,000		21,000 21,000
<b>Golf Course Total</b>			47,100	30,500	21,000	21,000		119,600
<b>Library</b>								
Replace self check computer <i>Library</i>	2015/LIB-1	3			15,000 15,000			15,000 15,000
<b>Library Total</b>					15,000			15,000
<b>Management Information</b>								
Replace core network switches	2013/IT-1	2	9,000	5,000	5,000			19,000



Department	Project#	Priority	2013	2014	2015	2016	2017	Total
<i>CIP Fund</i>			9,000	5,000	5,000			19,000
Replace two virtual server host computers <i>CIP Fund</i>	2014/IT-3	2		14,000 14,000				14,000 14,000
Replace the City email server <i>CIP Fund</i>	2016/IT-2	2				10,000 10,000		10,000 10,000
<b>Management Information Total</b>			9,000	19,000	5,000	10,000		43,000
<b>Parks and Recreation</b>								
Playground Revitalization <i>CIP Fund</i> <i>Park Land Dedication</i>	2014/P&R-1	2		50,000 50,000	35,000 35,000			85,000 35,000 50,000
Dehumidification Replacement <i>CIP Fund</i>	2014/P&R-2	1		75,000 75,000				75,000 75,000
Refrigeration System Replacement <i>CIP Fund</i>	2015/P&R-1	4			1,100,000 1,100,000			1,100,000 1,100,000
<b>Parks and Recreation Total</b>				125,000	1,135,000			1,260,000
<b>Police</b>								
Police Vehicle Replacement Plan <i>CIP Fund</i>	2013/PD-1	2	35,000 35,000	64,000 64,000	64,000 64,000	64,000 64,000	65,000 65,000	292,000 292,000
Police Remote Pole Cameras <i>CIP Fund</i>	2014/PD-2	3		70,000 70,000				70,000 70,000
Police Taser Replacement <i>CIP Fund</i>	2015/PD-1	3			26,000 26,000			26,000 26,000
Police In-Car Video Replacement <i>CIP Fund</i>	2015/PD-2	2			50,000 50,000			50,000 50,000
Police In-Car Computer Maint Contr <i>CIP Fund</i>	2015/PD-3	3			48,000 48,000			48,000 48,000
<b>Police Total</b>			35,000	134,000	188,000	64,000	65,000	486,000
<b>Public Works</b>								
PW Pickup Truck Replacement <i>CIP Fund</i>	2014/PW-1	3		35,000 35,000				35,000 35,000
PW Turf Lawnmower Replacement <i>CIP Fund</i>	2014/PW-2	2		18,000 18,000				18,000 18,000
City Entrance Signs (4) <i>CIP Fund</i>	2014/PW-3	2		30,000 30,000	15,000 15,000	20,000 20,000		65,000 65,000
PW Backhoe Replacement <i>Equipment Certificates</i>	2016/PW-1	2				200,000 200,000		200,000 200,000
PW Dump Truck Replacement <i>Equipment Certificates</i>	2016/PW-2	2				345,000 345,000		345,000 345,000
PW Flail Mower Tractor <i>Equipment Certificates</i>	2016/PW-3	3				55,000 55,000		55,000 55,000
PW Turf Lawnmower Replacement <i>Equipment Certificates</i>	2016/PW-4	3				75,000 75,000		75,000 75,000
PW Pickup Replacement W/Plow #2 <i>Equipment Certificates</i>	2016/PW-5	3				50,000 50,000		50,000 50,000
PW Pickup Replacement W/Plow #1	2016/PW-6	3				50,000		50,000

Department	Project#	Priority	2013	2014	2015	2016	2017	Total
<i>Equipment Certificates</i>						50,000		50,000
<b>Public Works Total</b>				83,000	15,000	795,000		893,000
<b>Storm Water Utility</b>								
Street Sweeper	2013/SWU-1	2	180,000					180,000
<i>Storm Water Utility</i>			180,000					180,000
<b>Storm Water Utility Total</b>			180,000					180,000
<b>GRAND TOTAL</b>			271,100	461,000	1,379,000	890,000	65,000	3,066,100

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**Infrastructure Projects and Funding Sources**

Department	Project#	Priority	2013	2014	2015	2016	2017	Total
<b>Engineering</b>								
City Wide Overlays-Urban	2013/2010-2	1	622,496					622,496
<i>Assessments</i>			124,500					124,500
<i>GO Bonds</i>			467,996					467,996
<i>Storm Water Utility</i>			30,000					30,000
Golf Course Road Improvements	2013/2011-5	2	214,500					214,500
<i>GO Reconstruction Bonds</i>			214,500					214,500
4th Ave NE (TH 2 - 7th St)	2013/2012-3	2	910,340					910,340
<i>Assessments</i>			75,361					75,361
<i>GO Reconstruction Bonds</i>			666,851					666,851
<i>GR Public Utilities-Sanitary</i>			55,995					55,995
<i>GR Public Utilities-Water Main</i>			68,448					68,448
<i>Storm Water Utility</i>			43,685					43,685
Remor-DeSchepper Overlays-Rural	2013/2012-4A	2	1,011,556					1,011,556
<i>Assessments</i>			218,446					218,446
<i>GO Bonds</i>			749,235					749,235
<i>Storm Water Utility</i>			43,875					43,875
ICC/Glenwood Signal	2013/2012-6	1	892,939					892,939
<i>Itasca County</i>			250,000					250,000
<i>ST/MN-IRR</i>			292,939					292,939
<i>State Bonding</i>			350,000					350,000
7th Avenue NW Reconstruction	2013/2013-1	1	664,582					664,582
<i>Assessments</i>			62,346					62,346
<i>GO Reconstruction Bonds</i>			374,508					374,508
<i>GR Public Utilities-Sanitary</i>			76,139					76,139
<i>GR Public Utilities-Water Main</i>			106,378					106,378
<i>Storm Water Utility</i>			45,211					45,211
14th Street to Ridgewood Road - Phase 1	2014/2001-14	1		920,112				920,112
<i>GO Reconstruction Bonds</i>				871,446				871,446
<i>Storm Water Utility</i>				48,666				48,666
Crystal Lake Blvd 1st Ave NW - 12th St NE	2014/2011-2	2		1,482,848				1,482,848
<i>Assessments</i>				112,233				112,233
<i>GO Reconstruction Bonds</i>				1,174,526				1,174,526
<i>GR Public Utilities-Water Main</i>				42,000				42,000
<i>Storm Water Utility</i>				154,089				154,089
City Wide Overlays-Urban	2014/2011-4A	1		530,000				530,000
<i>Assessments</i>				100,000				100,000
<i>GO Bonds</i>				400,000				400,000
<i>Storm Water Utility</i>				30,000				30,000
City Wide Overlays-Rural	2014/2013-2	1		195,000				195,000
<i>Assessments</i>				40,000				40,000
<i>GO Bonds</i>				130,000				130,000
<i>Storm Water Utility</i>				25,000				25,000
21st St SW (3rd Ave to Horseshoe Lk Rd)	2015/2003-18	2			1,552,829			1,552,829
<i>Assessments</i>					389,498			389,498

Department	Project#	Priority	2013	2014	2015	2016	2017	Total
<i>GO Bonds</i>					683,333			683,333
<i>MSAS-Bonding</i>					500,000			500,000
Mississippi Riverfront Bridge	2015/2010-5	1			2,091,285			2,091,285
<i>Federal Other</i>					1,673,028			1,673,028
<i>ST/MN-DNR</i>					118,257			118,257
<i>ST/MN-IRR</i>					300,000			300,000
10th Ave NE (5th St - 7th St)	2015/2011-1	2			859,168			859,168
<i>Assessments</i>					67,507			67,507
<i>GO Reconstruction Bonds</i>					573,128			573,128
<i>GR Public Utilities-Sanitary</i>					71,004			71,004
<i>GR Public Utilities-Water Main</i>					113,712			113,712
<i>Storm Water Utility</i>					33,817			33,817
7th St and 11th Avenue NE	2015/2011-3	2			1,145,111			1,145,111
<i>Assessments</i>					71,883			71,883
<i>GO Reconstruction Bonds</i>					963,302			963,302
<i>Storm Water Utility</i>					109,946			109,946
City Wide Overlays-Urban	2015/2012-4	2			861,450			861,450
<i>Assessments</i>					194,500			194,500
<i>GO Bonds</i>					469,560			469,560
<i>Storm Water Utility</i>					197,390			197,390
Eilda Drive Extension	2015/2012-5	2			897,130			897,130
<i>Assessments</i>					353,254			353,254
<i>GO Bonds</i>					243,876			243,876
<i>MSAS-Bonding</i>					300,000			300,000
City Wide Overlay-Urban	2015/2013-2B	1			383,500			383,500
<i>Assessments</i>					75,000			75,000
<i>GO Bonds</i>					283,500			283,500
<i>Storm Water Utility</i>					25,000			25,000
City Wide Overlays-Rural	2015/2014-3	1			487,500			487,500
<i>Assessments</i>					97,500			97,500
<i>GO Bonds</i>					365,000			365,000
<i>Storm Water Utility</i>					25,000			25,000
5th Ave NE (TH 2 to 5th St)	2016/2007-5	2				456,462		456,462
<i>Assessments</i>						94,000		94,000
<i>GO Reconstruction Bonds</i>						291,292		291,292
<i>GR Public Utilities-Sanitary</i>						36,000		36,000
<i>Storm Water Utility</i>						35,170		35,170
4th Ave NW (9th - 13th)	2016/2009-1	2				2,633,264		2,633,264
<i>Assessments</i>						98,800		98,800
<i>GO Reconstruction Bonds</i>						2,008,787		2,008,787
<i>GR Public Utilities-Sanitary</i>						273,500		273,500
<i>GR Public Utilities-Water Main</i>						125,800		125,800
<i>Storm Water Utility</i>						128,377		128,377
6th St NE (2nd Ave - 5th Ave)	2016/2012-1	2				1,684,947		1,684,947
<i>Assessments</i>						56,100		56,100
<i>GO Reconstruction Bonds</i>						1,231,399		1,231,399
<i>GR Public Utilities-Sanitary</i>						150,300		150,300
<i>GR Public Utilities-Water Main</i>						176,600		176,600
<i>Storm Water Utility</i>						70,548		70,548
9th St NE (3rd Ave NE to Reynolds)	2016/2012-2	2				525,000		525,000
<i>Assessments</i>						20,000		20,000
<i>GO Reconstruction Bonds</i>						384,000		384,000
<i>GR Public Utilities-Sanitary</i>						36,000		36,000
<i>GR Public Utilities-Water Main</i>						60,000		60,000
<i>Storm Water Utility</i>						25,000		25,000
2nd Avenue NE (6th to 8th)	2016/2014-2	1				1,087,500		1,087,500

Department	Project#	Priority	2013	2014	2015	2016	2017	Total
Assessments						110,000		110,000
GO Reconstruction Bonds						641,500		641,500
GR Public Utilities-Sanitary						143,000		143,000
GR Public Utilities-Water Main						143,000		143,000
Storm Water Utility						50,000		50,000
City Wide Overlays-Urban	2016/2014-3B	1				470,000		470,000
Assessments						94,000		94,000
GO Bonds						351,000		351,000
Storm Water Utility						25,000		25,000
2nd Ave SE (10th St - 11th St)	2017/2002-4	2					322,408	322,408
Assessments							322,408	322,408
3rd Ave NE (5th - 8th)	2017/2010-1	2					995,108	995,108
Assessments							76,600	76,600
GO Reconstruction Bonds							574,500	574,500
GR Public Utilities-Water Main							245,800	245,800
Storm Water Utility							98,208	98,208
NW Street Reconstruction	2017/2016-1	1					2,652,750	2,652,750
Assessments							180,000	180,000
GO Reconstruction Bonds							2,081,070	2,081,070
GR Public Utilities-Sanitary							114,600	114,600
GR Public Utilities-Water Main							157,080	157,080
Storm Water Utility							120,000	120,000
5th Street North Overlay	2017/2016-2	3					1,000,000	1,000,000
Assessments							250,000	250,000
Federal Other							500,000	500,000
MSA							250,000	250,000
<b>Engineering Total</b>			<b>4,316,413</b>	<b>3,127,960</b>	<b>8,277,973</b>	<b>6,857,173</b>	<b>4,970,266</b>	<b>27,549,785</b>
<b>GRAND TOTAL</b>			<b>4,316,413</b>	<b>3,127,960</b>	<b>8,277,973</b>	<b>6,857,173</b>	<b>4,970,266</b>	<b>27,549,785</b>

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

RESOLUTION NO. 13-  
ADOPTING AN AMENDED CAPITAL IMPROVEMENT PLAN

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

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

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

1. The 2013-1017 Amended Plan is hereby in all respects approved.
2. The staff of the City is hereby authorized to do all other things and take all other actions as may be necessary or appropriate to carry out the Amended Plan in accordance with any applicable laws and regulations, provided that before any bonds are issued to finance capital improvements described in the Amended Plan, staff will schedule a subsequent public hearing before the Council regarding such bonds in accordance with the Act.

Adopted this 11<sup>th</sup> day of February, 2013.

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Dale Adams, Mayor

Attest:

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Kim Johnson-Gibeau, City Clerk

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0061      **Version:** 1      **Name:** Blandin Grant-2013 Collaboration Grant  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/4/2013      **In control:** Finance  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** Consider adopting a resolution accepting a \$5,000 grant from the Blandin Foundation for collaboration efforts.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Resolution-\\$5,000 Grant Blandin Foundation-Collaboration.pdf](#)  
[\\$5,000 Blandin Grant-Collaboration.pdf](#)

Date	Ver.	Action By	Action	Result
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*Title*

Consider adopting a resolution accepting a \$5,000 grant from the Blandin Foundation for collaboration efforts.

*Body*

**Background Information:**

In 2012, the City received a \$6,000 grant from the Blandin Foundation for collaboration and alignment efforts for five local municipalities in the Itasca County area. At the last Council meeting, the Council approved applying for an additional grant to continue the work started under the first grant. The Blandin Foundation sent notification that they approved an additional \$5,000 to assist with the collaboration and alignment efforts that have been started with the first grant.

**Requested City Council Action**

Consider adopting a resolution accepting a \$5,000 grant from the Blandin Foundation for collaboration efforts.

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

RESOLUTION NO. 13-

A RESOLUTION ACCEPTING A \$5,000 GRANT FROM THE BLANDIN FOUNDATION  
TO SUPPORT COLLABORATION AND ALIGNMENT EFFORTS FOR MUNICIPALITIES  
IN THE ITASCA COUNTY AREA

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

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

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

- \$5,000 from the Blandin Foundation to support collaboration and alignment efforts for municipalities in the Itasca County area.

Adopted this 11th day of February 2013

\_\_\_\_\_  
Dale C. Adams, Mayor

Attest:

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

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





January 28, 2013

Shawn Gillen  
City of Grand Rapids  
Grand Rapids City Hall  
Grand Rapids MN 55744

RECEIVED

JAN 30 2013

CITY OF GRAND RAPIDS  
ADMINISTRATION

Re: Award of Grant G-2013-01667

Dear Shawn:

I am pleased to inform you that a grant of \$5,000 has been approved by the Blandin Foundation to the City of Grand Rapids to assist with collaboration and alignment efforts for five local municipalities in the Itasca County area

Please review the enclosed Grant Agreement for the terms and/or conditions of this grant. If you agree, please sign and return one copy of the Grant Agreement to our office and keep the other copy for your files. If you have questions about any part of this agreement, feel free to contact me or anyone else on our grants team at 218-326-0523.

You will notice that the date of September 2, 2013, is inserted in the Grant Agreement for you to submit a brief report about the outcomes of this grant. Please let me know if this date is reasonable given other commitments you may have at that time. In addition to our interest in your work, reporting is increasingly important for the Foundation's annual audit and we appreciate your help with this portion of fulfilling the conditions of the grant.

On behalf of the Board of Trustees of the Blandin Foundation, I would like to congratulate you on receiving this award. We are pleased to be a part of this effort and look forward to hearing from you as progress is made towards achieving your goals. Again, if you have any questions after reviewing the Grant Agreement, please feel free to call me.

Sincerely,

Linda Gibeau  
Program Officer

c: File

## Blandin Foundation Grant Agreement

This Agreement, made and executed this 28<sup>th</sup> day of January 2013, by and between the Blandin Foundation (hereinafter referred to as "Foundation"), and the City of Grand Rapids (hereinafter referred to as "Grantee").

The Foundation agrees to make the following grant, and Grantee agrees to accept such grant, in accordance with the terms and provisions hereinafter set forth:

- The grant award of **\$5,000** for grant number **G-2013-01667** shall be used solely for the purposes described in the grant application for **support for five local municipalities with collaboration and alignment efforts in the Itasca County area**. Funds shall be expended in the manner and over the period of time described in the grant application.
- The Grantee will repay to the Foundation any portion of the amount granted which is not used by Grantee for the purposes specified in the Grant Agreement.
- We will evaluate this project on the basis of the goals and/or outcomes that are outlined in your proposal. Upon completion of the project, please submit a brief report (1-2 pages) including what was accomplished with the grant, what you learned and a summary of how funds were expended. This report will be due:  
**September 2, 2013**

Failure to fulfill reporting requirements may affect Grantee's ability to seek future funding from the Foundation.

- Funds will be released to the Grantee within approximately two weeks of receipt of this signed grant agreement. Grant payments are made the second and fourth Thursdays of each month.
- The Grantee will maintain records of grant expenditures, as well as reports to the Foundation regarding the grant, for seven years after completion or termination of the grant. The Grantee will make records of grant expenditures available to the Foundation at reasonable times and upon request.
- To help the public gain awareness, both of this project and the Blandin Foundation's work, we request that you recognize the Foundation's contribution, where appropriate, on signage, brochures or publicity you generate about your project.

In Witness whereof, the parties have executed this Grant Agreement in duplicate as of the day and year first above written.

### FOUNDATION:

Blandin Foundation  
100 North Pokegama Avenue  
Grand Rapids, MN 55744

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

*Linda Gibeau*  
Linda Gibeau  
Program Officer

**Grantee:**

\_\_\_\_\_  
Agency Name

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

\_\_\_\_\_  
Title

\_\_\_\_\_  
In order to expedite the processing of grant funds and to conform with the internal auditing controls of your organization, would you please designate the person responsible for processing grant funds. All grant payments will be forwarded to his/her attention:

**Name:** \_\_\_\_\_

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

**Mailing Address:** \_\_\_\_\_

**Telephone:** (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_

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



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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	13-0062	<b>Version:</b>	1	<b>Name:</b>	Tax-forfeited Property Special Assessments
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Consent Agenda
<b>File created:</b>	2/4/2013	<b>In control:</b>		<b>In control:</b>	Finance
<b>On agenda:</b>	2/11/2013	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Consider adopting a resolution forgiving delinquent special assessments on PIN 91-570-0550 totaling \$2,599 from years 1966-1975.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">Resolution-Tax Forfeit Property Assessments.pdf</a> <a href="#">GRHRA Land Acquisition Proposal.pdf</a>				

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

Consider adopting a resolution forgiving delinquent special assessments on PIN 91-570-0550 totaling \$2,599 from years 1966-1975.

### *Body*

#### **Background Information:**

The Itasca County Habitat for Humanity (ICHH) is proposing to partner with the Grand Rapids Housing & Redevelopment Authority (GRHRA) on the acquisition of four vacant, tax-forfeited lots within the Grand Rapids City limits that will be used by ICHH for affordable housing.

ICHH has identified four tax-forfeited lots that have already been placed on the public land sale and have not sold. The GRHRA is willing to act as the conduit that will enable ICHH to purchase the lots for a substantially reduced price. Upon approval by the County Board and transfer of the property, the GRHRA will then sell the property to ICHH for the construction of four new affordable family homes.

Three of the four parcels have special assessments on them. ICHH is proposing to purchase two of three parcels for the amount of the special assessments. The third parcel has four assessments totaling approximately \$3,500, however, three of the assessments totaling \$2,599 are from 1966-1975, and any bonds have been paid off. ICHH is proposing to pay \$910, which is the current 2002 assessment. They are requesting that the City forgive the assessments from 1966-1975.

ICHH would like to purchase the fourth parcel for \$1. They will need to request a variance to build on this lot, since it is currently not buildable. One of the parcels has been tax forfeit since 2008, and the other three lots have been tax forfeit since 1996.

ICHH built 34 homes in nine communities in Itasca County and Habitat homeowners have paid \$172,053 in property taxes, of which \$82,292 were to the City of Grand Rapids.

All special assessments will be paid to the County at the time of the transaction and will then be paid to the City. Total purchase price for the four lots will be \$10,286.

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

Consider adopting a resolution forgiving delinquent special assessments on PIN 91-570-0550 totaling \$2,599 from years

1966-1975.

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

RESOLUTION NO. 13-  
A RESOLUTION FORGIVING DELINQUENT SPECIAL ASSESSMENTS ON PROPERTY  
IDENTIFICATION NUMBER 91-570-0550 FOR PROJECT 1973-1 SANITARY SEWER  
FOR \$589.86, 1975-1 CURB AND GUTTER FOR \$1,901.64, AND 1966 WATERMAIN RE-  
ASSESSMENT FOR \$107.27

WHEREAS, the Itasca County Habitat for Humanity (ICHH) is proposing to partner with the Grand Rapids Housing and Redevelopment Authority (GRHRA) on the acquisition of four vacant, tax-forfeited lots within the Grand Rapids city limits that will be used by the ICHH for affordable housing, and

WHEREAS, ICHH has identified four-tax-forfeited lots that have already been placed on the public land sale and have not sold, and

WHEREAS, the GRHRA is willing to act as the conduit that will enable ICHH to purchase the lots for a substantially reduced price, and

WHEREAS, upon approval by the County Board and transfer of the property, the GRHRA will then sell the property to ICHH for the construction of four new affordable family homes, and

WHEREAS, three of the four parcels have special assessments on them and ICHH is proposing to purchase two of three parcels for the amount of the special assessments, and

WHEREAS, the third parcel has four assessments totaling approximately \$3,500, however, three of the assessments totaling \$2,599 are from 1966-1975, and any bonds have been paid off, and

WHEREAS, ICHH is proposing to pay \$910, which is the current 2002 assessment, and they are requesting the City forgive the assessments from 1966-1975,

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, forgive the delinquent special assessments on Property Identification Number 91-570-0550 in the following amounts:

- \$1,901.64 1975-1 Curb and Gutter
- \$ 589.86 1973-1 Sanitary Sewer
- \$ 107.27 1966 Watermain Re-assessment

Adopted this 11th day of February, 2013.

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Dale Adams, Mayor

Attest:

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Kim Johnson-Gibeau, City Clerk

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

**Grand Rapids HRA  
Land Acquisition Proposal**  
Prepared by: Itasca County Habitat for Humanity  
December 11, 2012

**Request:**

Itasca County Habitat for Humanity (ICHFH) is proposing to partner with the Grand Rapids HRA (GRHRA) on the acquisition of four vacant, tax-forfeited lots within the Grand Rapids city limits that will be used by ICHFH for low-income housing.

**Background:**

ICHFH Board member Rob Mattei and Executive Director Shannon Benolken participated in a statewide conference call that focused on partnerships between Habitat for Humanity affiliates and HRA's across the state. Some of the ways in which they partner are through zero percent loan/grants, Section 8 mortgages and the acquisition of tax-forfeited lots. The North St. Louis County Habitat for Humanity Affiliate has had great success acquiring lots as a result of the partnership with their local HRA's.

**Proposal:**

ICHFH has identified four tax-forfeited lots that have already been placed on the public land sale and have not sold. We are asking the GRHRA to act as the conduit that will enable ICHFH to purchase the lots for a substantially reduced price by sponsoring and submitting an application to the Itasca County Board of Commissioners requesting the transfer of the State Deeds to the GRHRA, an authority specifically granted to HRAs in Minnesota statute. Upon approval by the County Board and transfer of the property, the GRHRA will then sell and transfer the property to ICHFH for the construction of four new homes that will be sold to low-income families with a zero percent interest, 30 year mortgage. The lots and proposed purchase prices are as follows:

PARCEL NUMBER	LOT SIZE	PROPOSED PRICE	NOTES
91-570-0310 Interlachen Park	107' X 120'	\$850.00	Special assessments from 2002 are \$849.85
91-680-140 Riverside Park	50' X 150'	\$8,525.00	2008 fees: \$6,975 for building demo, \$1,155 for legal fees and \$378.22 for assessments
91-570-0550 Interlachen Park	13,740 Sq Ft.	\$910.00	Special Assessments: 2002 - \$908.62 1975 - \$1,901.64 1973 - \$589.86 1966 - \$107.27 ICHFH will ask the City to waive the old assessments
91-720-2180 Wilson & Gillespie	6,877 Sq Ft.	\$1.00	ICHFH will need to request a variance to build a 26'x 45' 2-bdm home. The lot is not buildable

*Total purchase price to be paid to GRHRA for four lots: \$10,286 plus closing costs and legal fees*

**Home Information:**

ICHFH has built 34 homes in nine communities in Itasca County and Habitat homeowners have paid \$172,053 in property taxes (\$82,292 for Grand Rapids). All Habitat Partner Families are 60 percent of HUD Median income and will receive a zero percent, 30 yr. mtg. The average 3 bedroom home sells for \$97,000 which equates to a monthly payment of \$420 (\$270 principle payment plus \$150 escrow for taxes and insurance). All our homes are built to meet or exceed Energy Star standards. Parcel 91-680-1470 was tax forfeited in 2008, the remaining three lots have been tax forfeit since 1996 or before.



### Outline of Process

1. Discuss and seek approval of ICHH proposal from GR HRA (Dec. 19)
2. Prepare agreement covering GR HRA and ICHH roles and commitments, which would generally include:
  - a. GR HRA agreeing to sponsor and submit Application for State Deed and use plan prepared by ICHH to Itasca County Board for consideration.
  - b. If approved by Itasca County Board, GR HRA agrees to purchase parcels at the proposed price of \$10,286.
  - c. ICHH agrees to purchase the lots from GR HRA at their cost and agrees to create affordable housing on them, as planned.
3. At the January meetings of GR HRA and ICHH, formal action to approve the agreement.
4. ICHH prepares the Application for State Deed and the required plan for the properties use.
5. GR HRA signs application and submits it to Itasca County.
6. Assuming Itasca County approves request, GR HRA purchases lots for the proposed prices.
7. Once the State issues the deed, GR HRA in turn sells the property to ICHH and issues a deed .

### Statute Section 282.01, Subd. 1a

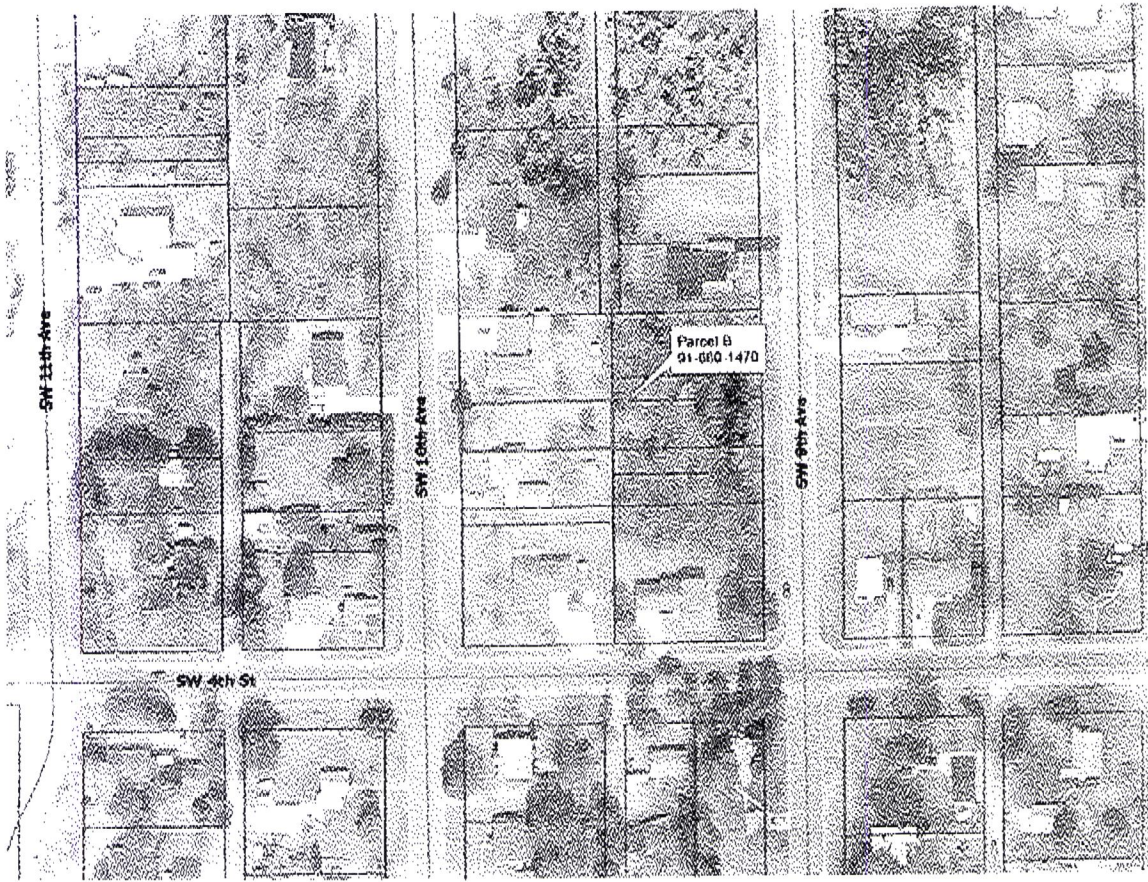
(d) Non-conservation tax-forfeited lands may be sold by the county board to an organized or incorporated governmental subdivision of the state or state agency for less than their market value if:

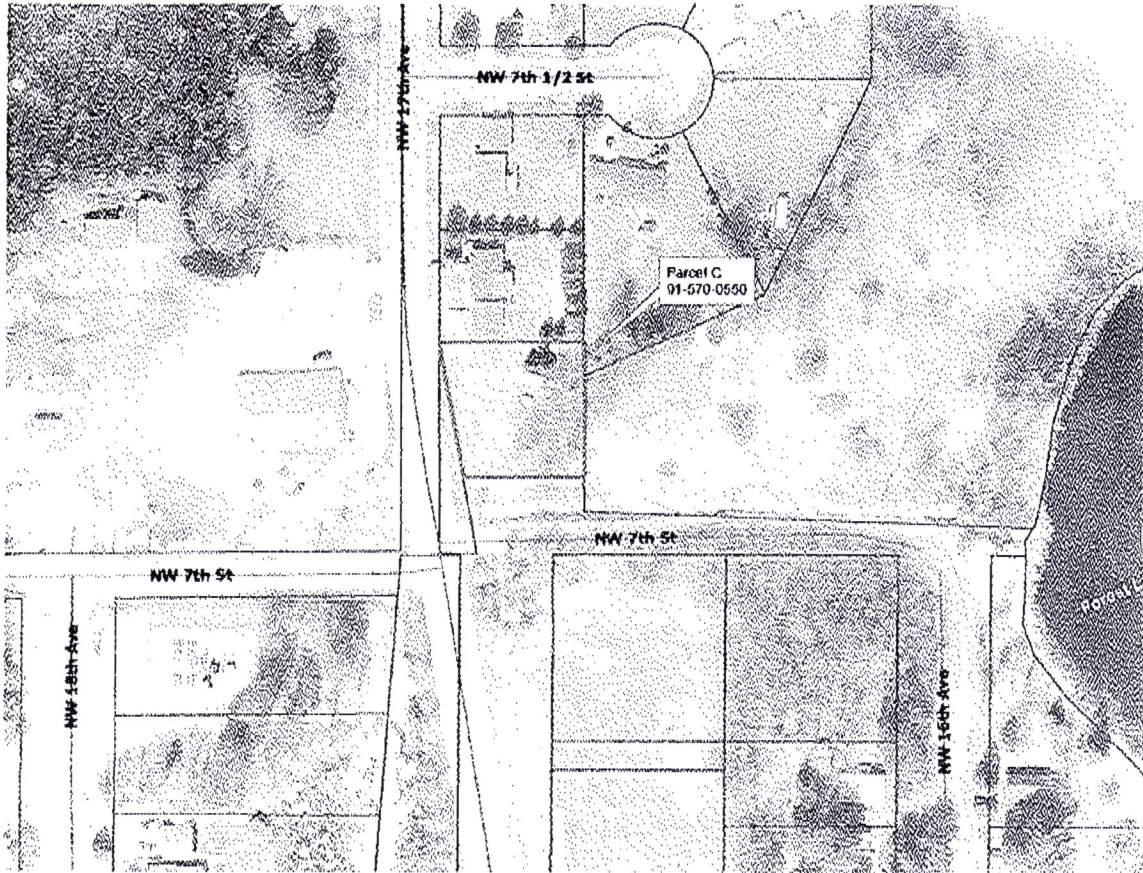
(1) the county board determines that a sale at a reduced price is in the public interest because a reduced price is necessary to provide an incentive to correct the blighted conditions that make the lands undesirable in the open market, or the reduced price will lead to the development of affordable housing; and

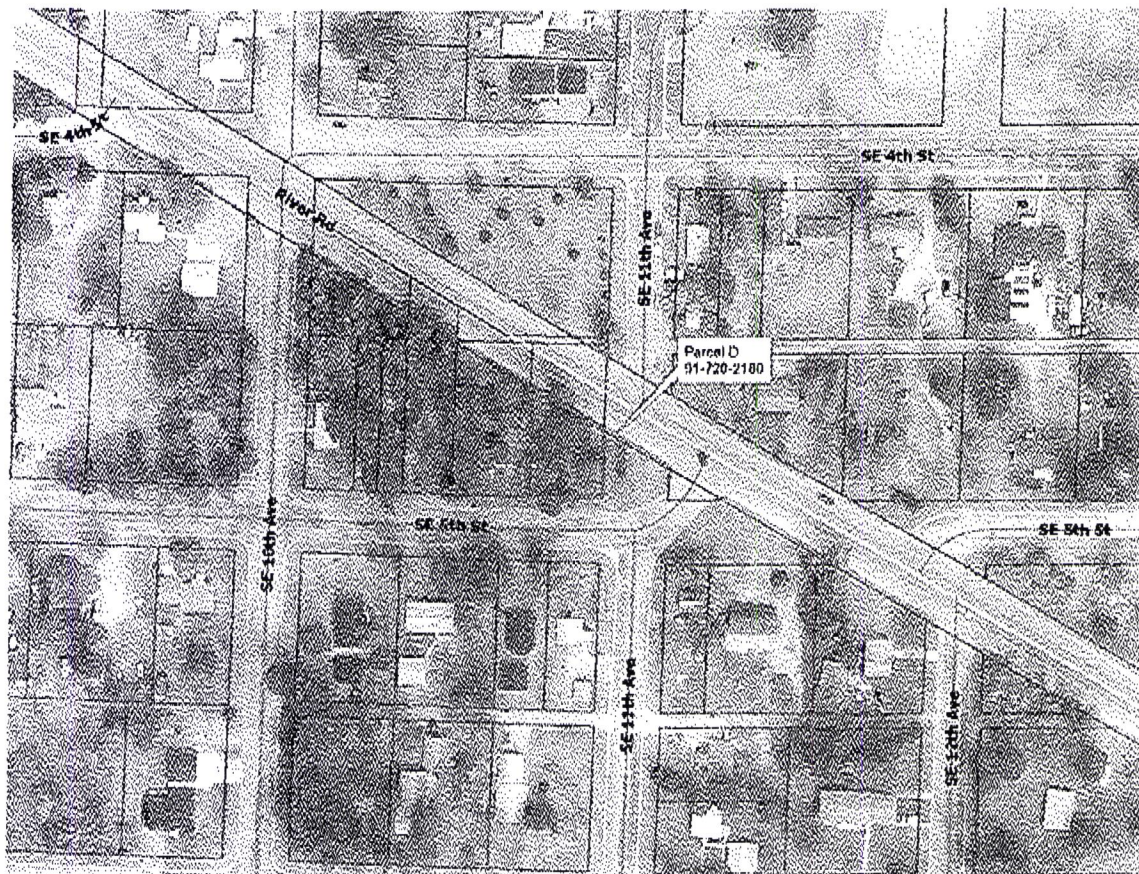
(2) the governmental subdivision or state agency has documented its specific plans for correcting the blighted conditions or developing affordable housing, and the specific law or laws that empower it to acquire real property in furtherance of the plans.

Properties











# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0066      **Version:** 2      **Name:** Donate (5) obsolete portable radios  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/5/2013      **In control:** Police  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** Consider the disposal / donation of (5) obsolete portable radios from the Grand Rapids Police Department.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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Title

Consider the disposal / donation of (5) obsolete portable radios from the Grand Rapids Police Department.

Body

Several years ago we replaced our old radio system with a new 800 mega hertz radio system, making the old radio system obsolete. We kept 5 old radios for our varda alarm system, we replaced the old varda alarm system last year with a new system and no longer need the old portable radios.

Several years ago the Grand Rapids Police Department auctioned off the majority of our old radios and we only generated enough revenue to cover the costs of advertising and staff time.

This year we would like to donate our obsolete used portable radios (5) to the Grand Rapids Speedway Association. The association approached the police department recently asking if we had any old radios that we could donate. They stated the radios would be a great asset to their organization, so they could communicate between each other and be better suited if something were to happen on the race track grounds to get emergency personel there in a timely manner. The radios would be de-programmed and they would have their own frequency programmed into them at their expense, they would not have access to any emergency frequencies.

Requested City Council Action

Consider the disposal / donation of (5) obsolete portable radios to the Grand Rapids Speedway Association.



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0068      **Version:** 1      **Name:** 2013 Adv. Cont.-Essentia Health-Performance Chiro  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/6/2013      **In control:** Civic Center, Parks & Recreation  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** Entering into rental agreements with area businesses for advertising at the IRA Civic Center.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Essentia Health-2013-partial sign.doc](#)  
[Performance Chiropractic-2013-partial sign.doc](#)

Date	Ver.	Action By	Action	Result
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*Title*

Entering into rental agreements with area businesses for advertising at the IRA Civic Center.

*Body*

**Background Information:**

In 1993, the City Council approved the Civic Center advertising policy to generate revenue to offset operating cost. As part of this policy, agreements are renewed at the end of each term. The following is a new agreement:

**Essentia Health**, January 1, 2013 - December 31, 2014 - dashboard - \$800 for 2013 and \$800 for 2014

**Performance Chiropractice**, January 1, 2013 - December 31, 2014 - dashboard - \$700 for 2013 and \$800 for 2014

**Staff Recommendation:**

Pass a motion authorizing appropriate signatures for an advertising rental agreement at the IRA Civic Center.

**Requested City Council Action**

Consider passing a motion authorizing appropriate signatures for an advertising rental agreement at the IRA Civic Center.

## AGREEMENT FOR RENTAL OF WALL LIGHTED SIGN

WHEREAS, the City of Grand Rapids, acting through the IRA Civic Center, Lessor, owns a multi-purpose facility known as the Civic Center; and

WHEREAS, it will be beneficial to certain business to acquire the privilege of using the advertising signs contained on the interior walls and/or dasherboards the IRA Civic Center for a certain period of years; and

WHEREAS, the Lessor desires to lease the available advertising sign to certain Lessees.

NOW, THEREFORE, IT IS HEREBY AGREED by the IRA Civic Center only, Lessor, and Essentia Health that the Lessee shall lease for a period of 2 (two) years, and will be automatically renewed yearly unless cancelled in writing according to paragraph 3 below, and according to the terms set forth herein and upon the following terms and conditions:

1. Signs will be placed on the interior walls and/or dasherboards of the IRA Civic Center only, and Lessor shall have the final decision as to exact location of each sign. The choice of each sign and location shall be on a "FIRST COME, FIRST SERVED" basis. Lessor reserves the right to take into consideration actual placement of signs to insure maximum utilization of all advertising areas on the interior walls and/or dasherboards of the IRA Civic Center.
2. The Lessee shall pay to the Lessor in consideration of the sign and/or dasherboard, the sum of \$800.00 in cash to the Lessor at the commencement of the rental term as set forth below.
3. The Lease term for the advertising space shall be as follows: January 1, 2013 through December 31, 2014. This contract will automatically be renewed by the Lessor and Lessee yearly unless the Lessee provides written notice to the Lessor of their intent not to renew said lease. This written notice must be provided no later than December 1 of the year prior to the Lessee's cancellation. For example, if the lease has been automatically renewed for a third year, which would end December 31, 2014, the Lessee must notify the Lessor in writing no later than December 1, 2013 for cancellation effective December 31, 2013.
4. Lessee shall have the first right to rent the advertising signs to Lessee for successive years. Although the signed contract is due within 30 days, lessee will be invoiced and payment in full is due January 31, 2013. The Lessor reserves the right to sell sign space if the payment is not received by January 31, 2013.
5. The Advertising logo and design to be used on the signs shall be provided by the Lessee and subject to approval by the Lessor. The Lessor will not unreasonably withhold its approval of any design submitted by Lessee; however, Lessor reserves the right to set standards for the substance and appearance of any advertising to be placed in the IRA Civic Center pursuant to this Agreement.
6. The expense of setup and art work of the sign shall be borne by the Lessee.



- 7. This agreement shall not be changed unless done so in writing by the Lessee.
- 8. The Lessee's advertising space cannot be sublet or resold.
- 9. All signs and materials are the property of the Lessor.
- 10. All maintenance of the signs will be the responsibility of the IRA Civic Center.
- 11. Lease rates and terms are \$800.00 for 2013, and \$800 for 2014 for a total of \$1,600.00 for a 4 x 5 interior wall sign and/or dasherboard advertisement.
- 12. Corporate Compliance. Each party has in place a compliance program ("Program"), the goal of which is to ensure that all federal, state and local laws and regulations are followed. Each party's Program includes a commitment to uphold a high standard of ethical and legal business practices to prevent misconduct. Through the implementation of this Agreement, each party acknowledges its commitment to corporate compliance and agrees to conduct all transactions which occur pursuant this Agreement in accordance with all applicable laws, rules and regulation and with the underlying philosophy and objectives of each party's Program. By signing this Agreement, Lessor represents and warrants that it is not, and has not been, excluded from participation in any federally and/or state funded health care programs, including Medicare and Medicaid. In the event that Lessor is excluded from participation in any federally and/or state funded health care programs during the term of this Agreement, Lessor agrees to notify Essentia Health within five (5) business days or less of the exclusion.

BY: Kristi Schmidt, VP  
 Lessee Essentia Health

DATE: 11/2/13

Kim Weiss 12/27/12  
 CITY OF GRAND RAPIDS (Lessor)

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

DATE: \_\_\_\_\_

\_\_\_\_\_  
 City Clerk/Administrator

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2012.

## AGREEMENT FOR RENTAL OF WALL LIGHTED SIGN

WHEREAS, the City of Grand Rapids, acting through the IRA Civic Center, Lessor, owns a multi-purpose facility known as the Civic Center; and


WHEREAS, it will be beneficial to certain business to acquire the privilege of using the advertising signs contained on the interior walls and/or dasherboards the IRA Civic Center for a certain period of years; and

WHEREAS, the Lessor desires to lease the available advertising sign to certain Lessees.

NOW, THEREFORE, IT IS HEREBY AGREED by the IRA Civic Center only, Lessor, and **Performance Chiropractic** that the Lessee shall lease for a period of 2 (two) years, and will be automatically renewed yearly unless cancelled in writing according to paragraph 3 below, and according to the terms set forth herein and upon the following terms and conditions:

1. Signs will be placed on the interior walls and/or dasherboards of the IRA Civic Center only, and Lessor shall have the final decision as to exact location of each sign. The choice of each sign and location shall be on a "FIRST COME, FIRST SERVED" basis. Lessor reserves the right to take into consideration actual placement of signs to insure maximum utilization of all advertising areas on the interior walls and/or dasherboards of the IRA Civic Center.
2. The Lessee shall pay to the Lessor in consideration of the sign and/or dasherboard, the sum of \$700.00 in cash to the Lessor at the commencement of the rental term as set forth below.
3. The Lease term for the advertising space shall be as follows: January 1, 2013 through December 31, 2014. This contract will automatically be renewed by the Lessor and Lessee yearly unless the Lessee provides written notice to the Lessor of their intent not to renew said lease. This written notice must be provided no later than December 1 of the year prior to the Lessee's cancellation. For example, if the lease has been automatically renewed for a third year, which would end December 31, 2014, the Lessee must notify the Lessor in writing no later than December 1, 2013 for cancellation effective December 31, 2013.
4. Lessee shall have the first right to rent the advertising signs to Lessee for successive years. Although the signed contract is due within 30 days, lessee will be invoiced and payment in full is due January 31, 2013. The Lessor reserves the right to sell sign space if the payment is not received by January 31, 2013.
5. The Advertising logo and design to be used on the signs shall be provided by the Lessee and subject to approval by the Lessor. The Lessor will not unreasonably withhold its approval of any design submitted by Lessee; however, Lessor reserves the right to set standards for the substance and appearance of any advertising to be placed in the IRA Civic Center pursuant to this Agreement.
6. The expense of setup and art work of the sign shall be borne by the Lessee.

7. This agreement shall not be changed unless done so in writing by the Lessee.
8. The Lessee's advertising space cannot be sublet or resold.
9. All signs and materials are the property of the Lessor.
10. All maintenance of the signs will be the responsibility of the IRA Civic Center.
11. Lease rates and terms are \$700.00 for 2013, and \$800 for 2014 for a total of \$1,500.00 for a 4 x 5 interior wall sign and/or dasherboard advertisement.

BY:   
Lessee

DATE: 2/25/13

CITY OF GRAND RAPIDS (Lessor)

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

DATE: \_\_\_\_\_

\_\_\_\_\_  
City Clerk/Administrator

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2013.



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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 13-0069      **Version:** 1      **Name:** GIS Service Agreement with Deer River  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/6/2013      **In control:** Engineering  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** A GIS Service Agreement between the City of Grand Rapids and the City of Deer River

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [2-11-13 Attachment Deer River GIS.pdf](#)

Date	Ver.	Action By	Action	Result
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*Title*

A GIS Service Agreement between the City of Grand Rapids and the City of Deer River

*Body*

**Background Information:**

The City operates its GIS system on an ESRI ELA program. This program allows the City to collaborate and host other cities and townships GIS data. The City of Deer River desires to have the City of Grand Rapids host its data. The attached three year agreement will generate approximately \$1,259 annually. These funds will assist in cover the cost of the ELA program.

**Staff Recommendation:**

City staff is recommending the attached GIS Service agreement between the City of Grand Rapids and the City of Deer River.

**Requested City Council Action**

Consider approval of the attached GIS Service agreement between the City of Grand Rapids and the City of Deer River.

GIS SERVICE AGREEMENT

GIS SERVICE AGREEMENT between the City of Grand Rapids, hereinafter referred to as "Grand Rapids" and City of Deer River, hereinafter referred to as "the Member."

WHEREAS, Grand Rapids and the Member have a mutual interest in the advancement of Geographic Information Systems, hereinafter referred to as "GIS" and the Member agrees to cost participate with Grand Rapids to store and make available GIS data to the Member via the internet.

WHEREAS, Grand Rapids and the Member view this collaboration as a means to reduce the cost of GIS technology of each participant to make available GIS data to staff and the public; and

WHEREAS, the collaboration efforts by this agreement will further the GIS technological advancement objectives of each participating member.

NOW, THEREFORE, the parties hereto agree as follows:

1. STATEMENT OF WORK. Grand Rapids agrees to use its best efforts to make available GIS data from the Member to a website or websites for purposes of staff or public viewing or the modification of data. The Member may at anytime contact or request a meeting with Grand Rapids to make changes to a website or website(s) after the initial design and implementation of the Member's GIS data. Grand Rapids will provide the member with training and technical assistance to employees for guidance through the website(s) processes and functionality. The Member may at anytime provide Grand Rapids with additional GIS data to be appended to existing GIS data. However, at the time of delivery the data must be formatted in accordance with existing GIS data. Grand Rapids will not be held liable for any inaccuracies or corrupted data provided by third party consultants. Any requests for changes to website(s) outside the description of the "Statement of work" or that require additional software programming beyond current software configuration are subject to an additional fee at rate in accordance with the City of Grand Rapids fee schedule. This GIS Agreement does not include the collection of GIS information
2. THE COLLABORATION. The purpose of the collaboration is to address the need of GIS technology for both organizations. The benefit of GIS technology of both entities is essential to assist in the efficiency of everyday workflow processes. Both organizations acknowledge that the cost of effectively maintaining GIS infrastructure would better suit both organizations by cost sharing of software and hardware needed to maintain GIS data.
3. SUPERVISION. Website(s) and GIS data will be maintained by Grand Rapids Staff. In the event the Member would like to request a change or report a problem they may contact:

Michael LeClaire  
GIS Manager  
City of Grand Rapids  
420 N Pokegama Ave  
Grand Rapids MN 55744  
218-326-7618  
[mleclaire@ci.grand-rapids.mn.us](mailto:mleclaire@ci.grand-rapids.mn.us)

4. PERIOD OF PARTICIPATION. This GIS Agreement shall be for the three year period beginning January 1<sup>st</sup>, 2013 through December 31<sup>st</sup> 2015 and shall be subject to renewal only by mutual agreement of the parties six months from the termination date.
5. FEES. The Member, as its share of the Collaboration expenses, will pay to Grand Rapids each year during the three year term the sum of explained fees below:

**ESRI Small Government ELA (ELA):** This program from ESRI is offered to small local governments and allows access unlimited amounts of ArcGIS software throughout the organization over the span of three years. The ELA plan in which the collaboration qualifies is for governments with a population of up to 25,000. Therefore, participation members shall pay an annual fee of \$1.00 for each resident based on the 2010 census count or the Minnesota State Demographer's projection of the year the Member enters into the GIS Agreement.

**Server Hardware & Server Software (Server):** The Collaboration will require Grand Rapids to upgrade servers to provide internet access to all members, as well as additional software for access and protection of the GIS data. Participation members shall pay \$1.00 for each resident based on the 2010 census count or the Minnesota State Demographer's projection of the year the Member enters into the GIS Agreement. This fee will be spread out over the term of the contract.

**Data//Web Maintenance (Maintenance):** The more data on the server requires additional maintenance to provide and make certain the GIS data is accessible to participating members. The fee will be based on \$0.25 per Megabyte (MB) stored on the server with a maximum fee of \$1,000. The first year will be based on an estimated storage. Each remaining year will be based on the previous year's storage. Upon renewal of the agreement the fee will be based on the last year of the agreements storage.

The fees will be used by Grand Rapids for the direct costs of making changes to websites and enhancing functionality along with continued maintenance to sustain adequate availability to all participating members.

6. PAYMENT. Annual payments shall be made to Grand Rapids by the Member, in full within 30 calendar days of receipt of invoices submitted by Grand Rapids. Invoice for services will be mailed in January of each year.

Annual Payment:

2013

<u>ELA:</u>	<u>929 population * \$1.00 = \$929</u>
<u>Server:</u>	<u>929 population * \$1.00 / 3 yrs = \$309.27</u>
<u>Maintenance</u>	<u>83 MB * \$.25 = \$20.75</u>
<u>Total</u>	<u>\$1,259.42</u>

2014

<u>ELA:</u>	<u>929 population * \$1.00 = \$929</u>
<u>Server:</u>	<u>929 population * \$1.00 / 3 yrs = \$309.27</u>
<u>Maintenance</u>	<u>83 MB * \$.25 = \$20.75*</u>
<u>Total</u>	<u>\$1,259.42*</u>

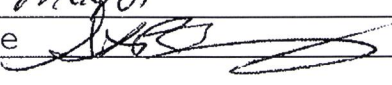
Insert Year 3

<u>ELA:</u>	<u>929 population * \$1.00 = \$929</u>
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<u>Server:</u>	<u>929 population * \$1.00 / 3 yrs = \$309.67</u>
<u>Maintenance</u>	<u>83 MB * \$.25 = \$20.75*</u>
<u>Total</u>	<u>\$1,259.42*</u>

\* Fee subject to change based on MB storage on the server.

7. TERMINATION. The Member may elect not to continue participation in this GIS Agreement upon written notice to Grand Rapids six months prior to the end of any year in accordance of the terms of the agreement. Upon the date of termination all website(s) will become inactive and the GIS data will be returned to the Member in an electronic format. Grand Rapids may terminate the GIS Agreement upon written notice to the Members if conditions preclude continuation of the program and in such case uncommitted fees shall be returned to the Member on a pro rata basis.
8. DATA RIGHTS. The Member is the sole owner of their GIS data. Grand Rapids does not have the right to distribute or sell GIS data of any participating member without authorization of the Member. Each participating member has the right to request GIS at any time. The member is required to list two staff members below that may give Grand Rapids permission to release GIS data to other organizations or person(s).

Name Steven R. Geving  
 Title Mayor  
 Signature 

Name \_\_\_\_\_  
 Title \_\_\_\_\_  
 Signature \_\_\_\_\_

9. LIABILITY. Grand Rapids makes no representation or warranty with regard to the accuracy or completeness of the GIS databases referred to in this agreement and assumes NO liability or responsibility for any associated, direct, indirect, or consequential damages that may result from its use or misuse. Grand Rapids shall not be liable for any indirect, special, incidental, compensatory or consequential damages or any third party claims which may result from the use of the GIS data, even if it has been advised of the possibility of such potential loss or damage.

10. **General Provisions:**

- Scope of Service Order. This Service Order embodies all of the terms binding between Grand Rapids and the Member, and replaces all provisions, representations or proposals not embodied herein.
- Amendment. Any modification to this GIS Agreement shall operate only if in writing and executed by Grand Rapids and the Member.

- Waiver. Any waiver in regard to the performance of this GIS Agreement shall operate only in writing and executed by Grand Rapids and the Member.

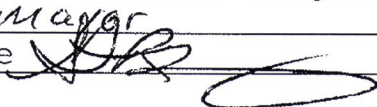
Severability. In the event any provision of this GIS Agreement shall be held invalid and unenforceable, the remaining provisions shall remain binding upon Grand Rapids and the Member.

IN WITNESS WHEREOF, the City of Grand Rapids and the City of Member have caused this GIS Agreement to be duly executed by their respective authorized officers.

City of Grand Rapids

Name \_\_\_\_\_  
Title \_\_\_\_\_  
Signature \_\_\_\_\_

City of Deer River

Name Steven R. Gering  
Title Mayor  
Signature 





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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0070      **Version:** 1      **Name:** CP 2012-6 ICC Agreement to Construct  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/6/2013      **In control:** Engineering  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** Consent to Construct Roadway Improvements

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [2-11-13 Attachment CP 2012-6 ICC Agreement.pdf](#)

Date	Ver.	Action By	Action	Result
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*Title*

Consent to Construct Roadway Improvements

*Body*

**Background Information:**

The attached Consent to Construct Roadway Improvements between the City and Itasca Community College basically allow the City to construct improvements related to CP 2012-6, ICC/Glenwood Intersection Improvements. City Attorney, Chad Sterle has review and approved the attached agreement.

**Staff Recommendation:**

City staff is recommending approval of the attached Consent to Construct Roadway Improvements between the City of Grand Rapids and Itasca Community College.

**Requested City Council Action**

Consider approving the attached Consent to Construct Roadway Improvements between the City of Grand Rapids and Itasca Community College.

CONSENT TO CONSTRUCT ROADWAY IMPROVEMENTS  
ITASCA COMMUNITY COLLEGE

This Consent to Construct Roadway Improvements is being made between the City of Grand Rapids, a municipal corporation, under the laws of the State of Minnesota, (hereafter, "City") and the State of Minnesota, by and through the Board of Trustees of the Minnesota State Colleges and Universities, on behalf of Itasca Community College (hereafter "College").

Whereas, the College maintains a ground lease, as amended, with the University of Minnesota ("University") for the property ("Leased Premises"), and

Whereas, the City has proposed making certain roadway improvements to a portion of the Leased Premises, ("Project") as more particularly described and illustrated in the plans and profile details created by SEH, 21 NE 5<sup>th</sup> St Suite 200, Grand Rapids, Minnesota, dated \_\_\_\_\_ and \_\_\_\_\_

Whereas, the College supports the city's construction of roadway improvements located on the College's Leased Premises, and

NOW THEREFORE, the City seeks the College's consent to construct roadway improvements on the Leased Premises, and the College is willing to grant its consent to the extent of its power and authority to consent, under the following terms and conditions

TERMS

1. The City shall be responsible for the design, bidding, financing, construction and maintenance of the roadways being constructed on the Project area of the Leased Premises.
2. The City shall be solely responsible for obtaining all necessary permits and agreements with any additional parties, such as easement holders, holders in fee, and others that may have interests in the property, prior to the commencement of construction.
3. The City shall adhere to all conditions and requirements of this and any other agreements related to the construction work.
4. The City shall have sufficient insurance and shall be required to certify that its contractor(s) have adequate insurance and payment and performance bonds in sufficient amounts for the work to be completed as planned.
5. The College shall have no responsibility for the work, but shall manage communication with its faculty, staff and student regarding detour routes and closures while work occurs.

CONSENT BY:

City:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0072      **Version:** 1      **Name:** Construction of office walls within the Police Department.  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/6/2013      **In control:** Police  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** Authorize the Police Department to accept the low bid quote for the construction of office walls within the Police Department.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Clifton](#)  
[Hammerlund](#)

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

Authorize the Police Department to accept the low bid quote for the construction of office walls within the Police Department.

### *Body*

#### **Background Information:**

The police department for the past few years has been in need of creating a office environment for our front desk personnel. Currently, our front desk personnel work in an open space setting that allows for several distractions and interruptions through out the work day. The police department would like to enclose this work area by constructing two new walls. By enclosing this work space, we believe that a more suitable work environment will be created limiting the number of distractions and interruptions, allowing the employee to remain focused on his or her work duties.

In 2013 the police department budgeted \$1,000.00 dollars for this project but under estimated the cost of the project by \$3,000.00 dollars. Two competitive bids were sought with the low bid of \$4,000.00 dollars by Clifton Builders. The police department believes that this overage can be absorbed in its 2013 budget with out having to make any adjustments to the current budget.

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

Consider authorizing the police department to accept the low bid from Clifton Builders for the construction of office walls within the police department.

Clafton Builders

January 31, 2013

1932 Glenwood Drive

Grand Rapids, MN 55744

City of Grand Rapids

Police Department

We hereby propose to furnish all the labor and materials necessary to perform the following listed below:

- 1) Construct new office walls as to the discussions with Ron Edminster, to include, framing, drywall, drywall finish and painting.  
NOTE: All primer and paint shall be supplied by the city of Grand Rapids.
- 2) Install one 36" x80" oak solid core door with tempered glass window. Stain and poly door and all trim. Install all working hardware.
- 3) Install carpet baseboard to match existing.  
NOTE: All carpet base board shall be supplied by city of Grand Rapids.
  
- 4) Clean up and dispose of all demolition and debris pertaining to the above mentioned.

All work is to be done in a substantial workmanlike manner to be paid in full upon completion for the sum of FOUR THOUSAND DOLLARS (\$4,000.00)

This price does not include any of the following listed below:

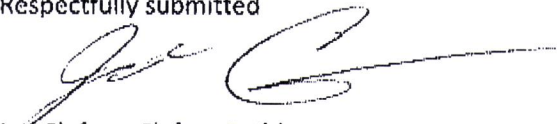
Building permit

Electrical or communication work

Removal of contents of city

Floor coverings, Built- in's or cabinetry

Respectfully submitted



Joe Clafton, Clafton Builders



Attn: Mr. Ron Edminster

PROPOSAL SUBMITTED TO City of Grand Rapids		PHONE 218-326-7601	DATE February 5, 2013
STREET 420 Pokegama Ave North		JOB NAME Remodel Police Dept Office	
CITY, STATE AND ZIP CODE Grand Rapids, MN 55744		JOB LOCATION	
ARCHITECT	DATE OF PLANS	Fax: 218-326-7621	JOB PHONE

We hereby submit specifications and estimates for:

**Remodel Police Dept. Office**

**Price includes:**

**All labor and materials to remodel per scope.**

**Price excludes:**

**We Propose** hereby to furnish material and labor --- complete in accordance with above specifications, for the sum of:

Four Thousand Two Hundred Fifty Dollars \_\_\_\_\_ dollars (\$ 4,250.00 )

Payment to be made as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature

Note: This proposal may be withdrawn by us if not accepted within \_\_\_\_\_ days.

**Acceptance of Proposal** --- The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_

Signature \_\_\_\_\_

Signature \_\_\_\_\_



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0075      **Version:** 1      **Name:** Resolution Closing Fund 346 and Transferring Balance to 361  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/6/2013      **In control:** Finance  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** Consider adopting a resolution closing Fund 346 Debt Service Fund-Special Assessment Improvement Bonds-2003A and transferring the remaining balance of approximately \$70,892 to Fund 360 Debt Service Fund-Special Assessment Improvement and Refunding Bonds-2011B as of December 31, 2012.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [Resolution Closing Fund 346 & Transfer to 360 \\$70,892.pdf](#)

Date	Ver.	Action By	Action	Result
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*Title*  
Consider adopting a resolution closing Fund 346 Debt Service Fund-Special Assessment Improvement Bonds-2003A and transferring the remaining balance of approximately \$70,892 to Fund 360 Debt Service Fund-Special Assessment Improvement and Refunding Bonds-2011B as of December 31, 2012.

*Body*  
**Background Information:**  
In 2011, the City refunded the 2003 Special Assessments Bonds with the the General Obligation Improvement & Refunding Bonds, Series 2011B. The final payment on the 2003 bond was made on February 1, 2012. There is a cash balance remaining of approximately \$70,892 in the original fund. According to the bond documents, any funds remaining in the old Debt Service Fund have to be transferred to the new Debt Service Fund.

**Requested City Council Action**  
Consider adopting a resolution closing Fund 346 Debt Service Fund-Special Assessment Improvement Bonds-2003A and transferring the remaining balance of approximately \$70,892 to Fund 360 Debt Service Fund-Special Assessment Improvement and Refunding Bonds-2011B as of December 31, 2012.

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

RESOLUTION NO. 13-  
A RESOLUTION CLOSING FUND 346 SPECIAL ASSESSMENT IMPROVEMENT BOND  
2003A AND TRANSFERRING THE REMAINING BALANCE OF APPROXIMATELY  
\$70,892 TO FUND 360 SPECIAL ASSESSMENT IMPROVEMENT AND REFUNDING  
BOND 2011B AS OF DECEMBER 31, 2012

WHEREAS, in 2011, the City refunded the 2003 Special Assessment Bonds with the General Obligation Improvement & Refunding Bonds, Series 2011B, and

WHEREAS, the final payment on the 2003 bond was made on February 1, 2012, and

WHEREAS, there is a cash balance remaining of approximately \$70,892 in the original Debt Service Fund, and

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

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, authorizes an operating transfer of approximately \$70,892 from Fund 346 Special Assessment Improvement Bond Fund Series 2003A to Fund 360 Special Assessment Improvement and Refunding Bond Series 2011B as of December 31, 2012 and close Fund 346 as of December 31, 2012.

Adopted this 11<sup>th</sup> day of, February 2013.

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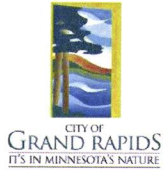
Dale Adams, Mayor

Attest:

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Kim Johnson-Gibeau, City Clerk

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0077      **Version:** 1      **Name:** Close Fund 308 and Transfer Balance to General Fund  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/7/2013      **In control:** Finance  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** Consider adopting a resolution closing Fund 308 Tax Abatement and transfer remaining funds of approximately \$1,557 to the General Fund as of December 31, 2012.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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*Title*

Consider adopting a resolution closing Fund 308 Tax Abatement and transfer remaining funds of approximately \$1,557 to the General Fund as of December 31, 2012.

*Body*

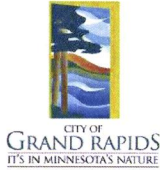
**Background Information:**

In 2004, the City and County granted a Tax Abatement to Oakwood Terrace III Limited Partnership in the amount of \$25,000 for the third phase of the Oakwood Terrace Project. The Tax Abatement and TIF Policy requires a \$5,000 administrative fee payment from the developer with the application that is to be used for legal and financial services required by the City. Any portion which remains unspent, if any, will be returned only if the project is denied approval and will be used to help defray the cost of staff time. The project was approved and the \$25,000 note was paid in full in 2008. There was approximately \$1,113 left unspent and has been earning interest. We are requesting the Council adopt a resolution transferring the remaining balance in that fund of approximately \$1,557 to the General Fund and closing Fund 308 as of December 31, 2012.

**Requested City Council Action**

Consider adopting a resolution closing Fund 308 Tax Abatement and transfer remaining funds of approximately \$1,557 to the General Fund as of December 31, 2012.





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0078      **Version:** 1      **Name:** Central School Electrical & Painting Quotes  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/7/2013      **In control:** Finance  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** Consider accepting low quote from Tru North for electrical work on the second floor at Central School in the amount of \$3,068.72 and low quote from Mangseth Painting for painting the first floor southeast room in the amount of \$1,440.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

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

Consider accepting low quote from Tru North for electrical work on the second floor at Central School in the amount of \$3,068.72 and low quote from Mangseth Painting for painting the first floor southeast room in the amount of \$1,440.

### *Body*

#### **Background Information:**

When the Historical Society moved out, it was discovered that they had made electrical changes to several rooms to accomadate track lighting and motion sensors. In order to restore the electrical service to regular lighting, we need to hire an electrician to do the re-wiring. There are also flourescent lights that need to be hung. We received two quotes, one from Tru North for \$3,068.72 and one from Rapids Electric for \$4,220. We are recommending taking the low quote from Tru North for \$3,068.72.

There is one room on the first floor that was not included with the quote approved at the last Council meeting for painting the second floor. This is the room on the southeast corner of the building. We received two quotes for the painting, one from Mangseth Painting for \$1,440 and one from Filthy Clean for \$1,535. We are recommending taking of the low quote of \$1,440 from Mangseth Painting.

These costs will be paid out of the Central School Fund.

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

Consider accepting low quote from Tru North for electrical work on the second floor at Central School in the amount of \$3,068.72 and low quote from Mangseth Painting for painting the first floor southeast room in the amount of \$1,440.



CITY OF  
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# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0079      **Version:** 1      **Name:** Central School lease with VGR  
**Type:** Agenda Item      **Status:** Consent Agenda  
**File created:** 2/7/2013      **In control:** Administration  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** Approve Central School lease with Visit Grand Rapids.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [VGR Lease](#)

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

Approve Central School lease with Visit Grand Rapids.

**Body**

Attached is a lease for space in the Central School building for Visit Grand Rapids as drafted by Attorney Chad Sterle.

Lease rates are set at \$12.36 per square foot per month. The total rent value is \$13,200 annually.

**Requested Council Action**

Approve Central School lease with Visit Grand Rapids as presented.

## LEASE AGREEMENT

This Lease Agreement, by and between the City of Grand Rapids, Minnesota hereinafter referred to as "Lessor" and Visit Grand Rapids, Inc. a non-profit 501(c)(6) Corporation, hereinafter referred to as "Lessee", entered into this \_\_\_\_ day of \_\_\_\_\_, 2013.

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

1.1 In consideration of and subject to the mutual covenants, condition and obligations of this Lease Agreement to be kept and performed, the Lessor does hereby lease and demise to Lessee the premises identified in Exhibit "A" attached hereto, comprising approximately 1068 square feet together with the right to use in common with other lessees of the Central School their invitees, customer and employees, the elevators, stairways, halls, toilets and sanitary facilities, and all other general common facilities contained in the Central School, as well as the sidewalks, delivery areas, and appurtenances thereto, to be used by Lessee for the purposes generally described in Exhibit "B" attached hereto, in the Central School, Grand Rapids, Minnesota.

### **ARTICLE 2 - TERM**

2.1 The Term of this Lease Agreement shall commence on April 1, 2013 and shall continue through March 31, 2016 unless earlier terminated in accordance with the provisions of this Lease Agreement. The Lessor shall have access to the rental space beginning March 21, 2013 for the purpose of moving and preparing the rental space for their use.

### **ARTICLE 3 - RENT**

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

The term "operating costs for the Central School Building" as used in this Article 3 shall exclude all costs related to the exterior grounds except signs promoting tenants but shall otherwise include all those direct costs of operation and maintenance to be incurred by Lessor, including by way of illustration but not limitation, (1) all utility charges (sewer, water, electricity, heat, garbage collection, elevator service) except telephone and other communications equipment;

(2) maintenance, insurance, repairs, parts and supplies, equipment and tools, and electrical maps, tubes, starters and ballasts; (3) the annual costs for a custodian and/or manager; and (4) promotion costs; and (5) a capital reserve equal to 5% of the total projected operation costs, excluding the capital reserve. The term "operating costs for the Central School Building" shall not include the original capital investment or associated debt service and shall be the sole obligation of Landlord

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

3.2 Calendar year 2013 rent shall be in the amount of \$1,100 (*\$1,034 is the base rent and an additional \$66 per month represents 2012 property taxes and solid waste fee averaged over a twelve month period*). This is inclusive of all rents owed by the Lessee to the Lessor. The rent shall then increase by 2% (two-percent) in calendar year 2014 and 2015, said 2% increase to start on April 1 of 2014 and on April 1 each year thereafter. Rent shall be paid on the first day of each month through March 31, 2016. All property taxes due for the subject property will be the responsibility of the City of Grand Rapids to pay in full during the term of this lease.

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

3.4 At the commencement of the term of this Lease Agreement, Lessee shall furnish to Lessor a surety bond, letter of credit or cash deposit in an amount equivalent to one month's rent, to assure compliance with the provisions of this Lease Agreement. Specifically, if the Lessee satisfactorily rents all space for the full three year term, at the end of said term, the one month's rental deposit shall be returned to Lessee so long as there is no rent due, nor any other reason the Lessor has to hold said deposit under the terms of this lease. If the Lessee does not rent said space continually for the three year term and Lessee's business become defunct the one month's rental deposit will likewise be returned to the Lessee. However, if the Lessee quits the subject property prior to the three year term and establishes a comparable business anywhere else in Itasca County, the one month's rental deposit shall be forfeited to the Lessor. If Lessee fails to comply with the

provisions of this Lease Agreement, Lessor shall be entitled, without further notice to Lessee, to call upon said surety bond, letter of credit or cash deposit to satisfy Lessee's obligation hereunder. Lessor's right to call upon the surety bond, letter of credit or cash deposit shall be exclusive of any other remedy which Lessor may have for Lessee's failure to comply with the provisions of this Lease Agreement. The surety bond or letter of credit furnished by Lessee shall be maintained in effect for the term of this Lease Agreement and during any period of holding over. If Lessee furnishes a cash deposit pursuant to this Paragraph, said cash deposit shall be held by Lessor for the term of this Lease Agreement unless earlier called upon by Lessor to satisfy Lessee's obligations hereunder. Said cash deposit shall be invested by Lessor and any interest earned shall be paid annually to Lessee.

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

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

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

4.2 Lessee agrees to make at its own expense all alterations and improvements to the leased premises except as otherwise indicated to be the obligation of Lessor under this Lease Agreement. All such improvements and alterations made by Lessee shall be undertaken only upon advance approval of Lessor, shall be made under the supervision, direction and control of Lessor's architect, shall be made in good and workmanlike manner according to the terms, conditions and requirements set by Lessor and its architect, and shall be in keeping with the historical character of the building. All alterations and improvements performed on the leased premises by Lessee shall be performed by competent contractors and subcontractors approved by Lessor, which approval shall not unreasonably be withheld. Lessee shall pay for all architectural, engineering and other services

and all costs incurred by Lessor in connection with Lessee's improvement or alteration of the leased premises, including the work, if any, of Lessor's engineer, architect and other agents connected therewith. Prior to undertaking any alterations or improvements to the leased premises, Lessee shall obtain and deliver to Lessor a valid waiver and release of mechanic's liens by each party who will furnish labor, materials or services to the lease premises.

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



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

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

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

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

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

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

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

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

the interior common areas of Central School shall be approved in advance by Lessor and, if provided by Lessor, the expense thereof shall be included within "operating costs".

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

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

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

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

10.1 Lessor, its agents and employees shall have the right to enter the leased premises upon reasonable advance notice for the purpose of inspection, cleaning, repairing, altering or improving the premises, or to exhibit the premises to prospective tenants. Lessor's reserved rights hereunder shall include, without limitation, free, unhampered and unobstructed access to the airways, equipment ducts, stairways, access panels and all utilities and services to the Central School. There shall be no diminution of rent and no liability on the part of Lessor by reason of any inconvenience, annoyance or injury to business caused by Lessor's reasonable exercise of rights reserved by Lessor in this Article.

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

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

11.2 Lessee shall be entitled in any full or partial taking by eminent domain to take that portion of the net award representing payment for Lessee's leasehold interest, trade fixtures, moving expenses or business interruption. All amounts paid pursuant to an agreement with a condemning authority in connection with any taking shall be deemed to constitute an award on account of such taking. Lessee agrees that this Lease shall control rights of Lessor and Lessee in any such award, and any contrary provision of any present or future law is hereby waived. If any taking shall result in Lessee being deprived of space in excess of 5 percent of the space then leased to Lessee, Lessee

shall have the right on thirty (30) days advance written notice, to terminate the obligations hereunder effective as of such taking. If Lessee continues occupancy following a partial taking, rent will be adjusted of a pro-rata basis for the remainder of the lease term.

## **ARTICLE 12- ARBITRATION**

12.1 Any unresolved dispute arising under the terms of this Lease may be submitted to arbitration in accordance with the provisions of the Uniform Arbitration Act of the State of Minnesota, such arbitration to be conducted in Itasca County, Minnesota, by a board of arbitrators composed of three (3) members. Lessor shall appoint one (1) arbitrator, Lessee shall appoint one (1) arbitrator, and those two arbitrators shall select a third arbitrator. The party demanding arbitration will notify the other party in writing, specifying the matter to be submitted to arbitration and the name of the arbitrator selected by the party making such demand. Upon receipt of such written notice, the other party shall have ten (10) days in which to notify the demanding party of its selection of an arbitrator and of any unresolved dispute which such other party desire to also have submitted to the arbitration panel. The two arbitrators so selected shall have ten (10) days in which to select a third arbitrator. In the event the third arbitrator is not selected within ten (10) days, the third arbitrator shall be appointed by the District Court of Itasca County, Minnesota, upon application of any party after at least eight (8) days notice to the other party of such application. Within thirty (30) days after appointment of the third arbitrator, the arbitration panel shall be convened to consider the issue(s) submitted and to render a decision. A decision in which any two of the arbitrators so appointed shall concur shall in all cases be binding and conclusive upon the parties.

Arbitration shall be the exclusive remedy for the settlement of unresolved disputes arising under this Lease Agreement and no action at law or in equity shall be instituted by any party hereto other than to enforce the award of the arbitrators or to take an appeal from same to District Court. Each party shall pay the fees and expenses of the arbitrator appointed by such party and the fees and expenses, if any, of the third arbitrator shall be borne equally by both parties. Provided, however, this Article shall not preclude Lessor from initiating an unlawful detainer action for non-payment of rent.

**ARTICLE 13 - QUIET POSSESSION**

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

**ARTICLE 14 - NOTICE**

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

To Lessee:

Visit Grand Rapids  
Old Central School  
Grand Rapids, MN 55744

To: Lessor

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

**ARTICLE 16 - ASSIGNMENT, SUBLETTING**

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

**ARTICLE 17 - NO PARTNERSHIP**

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

#### **ARTICLE 18 - DEFAULT BY LESSEE**

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

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

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

#### **ARTICLE 19 - DEFAULT BY LESSOR, LESSEE**

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

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

#### **ARTICLE 20 - WAIVER, MODIFICATION, ENTIRE AGREEMENT**

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

20.2 No amendment or modification of this Lease Agreement shall be valid or binding unless expressed in writing and executed by duly authorized representatives of the parties hereto in the same manner as the execution of this Lease Agreement. The City Council shall consider the

recommendation of the Central School Commission in determining whether to approve any amendment or modification of this Lease Agreement.

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

#### **ARTICLE 21 - WINDOW TREATMENT**

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

#### **ARTICLE 22 - PARKING**

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

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

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

LESSOR:

---

Mayor



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

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

LESSEE:

\_\_\_\_\_  
Megan Christianson  
Executive Director

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

Its \_\_\_\_\_

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

## **Exhibit A – Location in the Building**

Visit Grand Rapids is located in two rooms on the second floor in the northeast corner and middle east side of the building, consisting of 1,068 square feet.

## **Exhibit B – Use of Space**

The space leased by Visit Grand Rapids is used for office space for the corporation. Their mission is to do market destination for the Grand Rapids area.

### **Exhibit C – Improvements**

The Lessor will at their sole expense complete the following tasks prior to March 21, 2013:

- \* Repair damaged trim boards.
- \* Purchase and install new lighting fixtures as selected by Lessor, this cost shall not exceed \$1,500.
- \* Paint the adjacent outside common areas.
- \* Paint the office area walls only.

The Lessor and Lessee will share equally in the painting of the ceilings of the rental space prior to March 21, 2013.



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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0080      **Version:** 1      **Name:** Board & Commission Minutes  
**Type:** Minutes      **Status:** Approved  
**File created:** 2/7/2013      **In control:** Administration  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** Acknowledge minutes for Boards & Commissions.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [August 7, 2012 Police Civil Service](#)  
[December 20, 2012 Central School](#)  
[November 28, 2012 Human Rights](#)

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

GRAND RAPIDS CIVIL SERVICE COMMISSION MEETING  
TUESDAY, AUGUST 7, 2012 – 3:00 P.M.  
CONFERENCE ROOM 2B  
CITY HALL – 420 NORTH POKEGAMA AVENUE

**CALL TO ORDER:** Pursuant to due notice and call thereof, a regular meeting of the Grand Rapids Police Civil Service Commission was held in Conference Room 2B of City Hall on Tuesday, August 7, 2012 at 3:00 p.m.

**CALL OF ROLL:** On a Call of Roll the following members were present: Commissioners Dave Wigfield and Jim Martinetto. Absent: Commissioner Wanda Bunes.

Others Present: Police Chief Jim Denny, Lynn DeGrio, Human Resources Director.

**APPROVAL OF MINUTES:**

**MOTION BY COMMISSIONER MARTINETTO, SECOND BY COMMISSIONER WIGFIELD TO APPROVE THE MINUTES OF APRIL 10, 2012 REGULAR MEETING AS PRESENTED. The following voted in favor thereof: Martinetto, Wigfield. Opposed: None, motion passed.**

Discuss changes to Civil Service rules Section 16.

Chief Denny reviews section 16 and recommended language changes. This will require legal review.

**MOTION BY COMMISSIONER MARTINETTO, SECOND BY COMMISSIONER WIGFIELD TO REQUEST CITY ATTORNEY REVIEW AND DRAFT LANGUAGE CHANGES TO CLARIFY AND BE CONSISTENT WITH BARGAINING UNIT CONTRACTS. The following voted in favor thereof: Wigfield, Martinetto. Opposed: None, motion passed.**

The next regularly scheduled meeting will be September 11, 2012 unless otherwise noted.

The meeting was adjourned at 3:25 p.m.

Respectfully submitted: Kimberly Johnson-Gibeau, City Clerk

**CENTRAL SCHOOL COMMISSION  
THURSDAY, JANUARY 17, 2013  
CONFERENCE ROOM 2A, CITY HALL  
GRAND RAPIDS, MINNESOTA  
AT 9:00 A.M.**

**CALL TO ORDER:**

Pursuant to due notice and call thereof, a regular meeting of the Central School Commission was held Thursday, January 13, 2013 at 9:00 a.m., in Conference Room 2A, City Hall, Grand Rapids, Minnesota.

**CALL OF ROLL:**

On a Call of Roll, the following members were present: Commissioners: Melanie Church, Jean Halverson, Dale LaRoque, Robert Drake. Absent: None.

Staff: Shirley Miller, Ron Edminster

**SET AGENDA:** Addition to new business: discuss recruitment efforts for new Commission members.

**MOTION BY COMMISSIONER LAROQUE, SECOND BY COMMISSIONER DRAKE TO APPROVE THE AGENDA AS AMENDED. The motion passed by unanimous vote.**

**APPROVAL OF MINUTES:**

**MOTION BY COMMISSIONER HALVERSON SECOND BY COMMISSIONER CHURCH TO APPROVE THE MINUTES OF DECEMBER 20, 2012 AS PRESENTED. The motion passed by unanimous vote.**

**APPROVE PAYMENT OF BILLS:**

**MOTION BY COMMISSIONER CHURCH SECOND BY COMMISSIONER HALVERSON TO APPROVE PAYMENT OF CLAIMS IN THE AMOUNT OF \$12,841.45 WITH ADDITION OF INVOICES FOR DEER RIVER HIRED HANDS IN THE AMOUNT OF \$8.00 AND JOHNSON LOCK AND SAFE IN THE AMOUNT OF \$108.36 AS PRESENTED:**

Ameripride Linen & Apparel	282.03	Burggraf's Ace Hardware	10.68
Centurylink Inc.	46.64	Filthy Clean	1,251.56
City of Grand Rapids	57.27	Minnesota Energy Resources	1,615.80
Minnesota Sales Use & Tax	1.93	Nardini Fire Equipment Co. Inc.	225.00
Occupational Development Ctr.	69.47	Paul Bunyan Communications	77.20
P.U.C.	1,061.57	SIM Supply	125.33
Smart Hardwood Floors LLC	7,695.00	Waste Management	321.95

**The following voted in favor thereof: Drake, Church, Halverson, LaRoque. Opposed: None; motion passed.**

Building Maintenance Report: Discussed cost of repairs to Historical Society space recently vacated, VGR requests for space updates and who will bear the cost.

Management Report: N/A

Review proposed By-Law changes: Discussed redlined draft of by-laws and suggestions for more changes. Due to State Statute, any board for the Central School will be required to have seven (7) members.

**MOTION BY COMMISSIONER DRAKE, SECOND BY COMMISSIONER CHURCH TO MAKE THE FOLLOWING CHANGES AND FORWARD TO CITY COUNCIL FOR CONSIDERATION:**

**Section 61.05: change to sentence two (2) the word Board will replace Commission.**  
**Section 61.06: (a) strike sentences two and three in their entirety; (b) strike entirely; re-label (c) through (f) as (b) through (e). The motion passed by unanimous vote.**

Manager Position/Job Description: City Administrator Gillen provided update via email and this is distributed to the members and filed with the original agenda packet for this meeting.

Progress on new leases/tenants: This item is covered in the informational email provided by Mr. Gillen. Several businesses have expressed interest in the building, including a restaurant. VGR will be renting on the second floor.

Recruitment for Central School Commission members: Commissioner LaRoque discusses his upcoming term expiration, attempts at finding others to serve and the difficulty to find committed individuals.

There being no further business, the meeting adjourned at 9:38 AM.

Respectfully submitted: Kimberly Johnson-Gibeau, City Clerk



CITY OF GRAND RAPIDS HUMAN RIGHTS COMMISSION  
CONFERENCE ROOM 2B – 420 NORTH POKEGAMA AVENUE  
WEDNESDAY, NOVEMBER 28, 2012 – 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 2B of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota, on Wednesday, November 28, 2012 at 4:00 p.m.

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

Staff Present: Lynn DeGrio, Kimberly Johnson-Gibeau

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

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

- Law Enforcement training
- Programming ideas

**APPROVAL OF MINUTES:** **October 31, 2012 regular meeting**

**MOTION BY COMMISSIONER SANDERSON, SECOND BY COMMISSIONER HALL TO APPROVE THE MINUTES OF OCTOBER 31, 2012 AS PRESENTED.**  
**Motion passed by unanimous vote.**

Correspondence:

Information received from League of Minnesota Human Rights is presented and notice for annual LMHR Meeting is noted.

Diversity Jelly Beans – Update.

Commissioner Sanderson drafted a new card to go with the diversity beans. Commission would like website address added to card.

Law Enforcement Training.

Reviewed past training and discussed building better communication with law enforcement. Staff will meet with Police Chief Denny to work on scheduling options for training in late spring, May 2013.

Discuss marriage amendment referendum.

The Commission notes that there were several businesses that openly supported the proposed marriage amendment. Commissioner Dowell will draft a letter to the Council from the Commission expressing concern.

Programming Ideas.

Commissioner Sanderson will contact Muslim group in twin cities. Commissioner Freeman discusses conference attended on Overcoming Racism and reads an excerpt from a book by Thomas Peacock entitled To Be Free. This would be a nice addition to the program and a good training tool.

**MOTION BY COMMISSIONER WEIDENDORF, SECOND BY COMMISSIONER HALL TO PURCHASE UP TO 60 BOOKS, NOT TO EXCEED \$2000 ENTITLED "TO BE FREE" BY THOMAS PEACOCK FOR EDUCATIONAL PURPOSES. The motion passed by unanimous vote.**

Commissioner Attendance.

Commission member attendance is discussed and the by-laws reviewed. City staff will contact Commissioner Mundt to follow up on his future plans as an active member of the Commission.

There being no further business, the meeting adjourned at 5:15 pm.

Respectfully submitted, Kimberly Johnson-Gibeau, City Clerk



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

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0081      **Version:** 1      **Name:**  
**Type:** Department Head Report      **Status:** Department Head Report  
**File created:** 2/7/2013      **In control:** Fire  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** Department Head Report (Fire)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Fire 2012 Annual Report](#)

Date	Ver.	Action By	Action	Result
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Title  
 Department Head Report (Fire)  
 Body  
 Attached is the Annual report:

# Grand Rapids Fire Department

## 2012 Year End Report



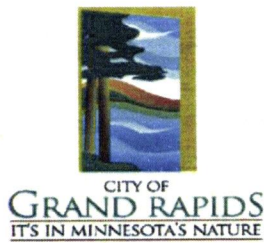
### ***Honor, Pride, Tradition, and Integrity***

The items that adorn the entryway of the Grand Rapids Fire Hall symbolize our approach to the mission of protecting and serving our citizens.

The toll of the bronze bell signifies our call to duty and the conclusion of each call, and it reminds us of those who made the “ultimate sacrifice” to protect others.

The “Eagle and Steel” is intended for public display to honor those who lost their lives in the attacks of 9-11 – especially the 343 FDNY firefighters inside the World Trade Center – and depicts our integrity that we value in being a firefighter.

The photo of our newest truck in the fleet is displayed humbly and with pride, knowing that we are privileged to have such contemporary equipment to work with.



## FIRE DEPARTMENT

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Grand Rapids, Minnesota 55744



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The following pages contain the **2012 Annual Report** for the Grand Rapids Fire Department.

The Grand Rapids Fire Department responded to 200 emergency calls in 2012; 34 more calls than the previous year, and the highest volume of calls since 2006. There were 103 other calls for service made to the department, including: responses to carbon monoxide alarms, requests for burning permits, and other services provided that do not necessarily require the turnout of the entire department.

While our responses were up in 2012, much of the increase can be attributed to the severe weather incidents in June and July. The straight-line winds that impacted our service area in July alone caused nearly two dozen responses for our department in a matter of just a few hours. The localized flooding events that happened in June were cause for our department to respond to several calls for traffic control and to assist in sandbagging efforts throughout the county.

Although there were two citizen injuries and zero fire fatalities in our jurisdiction in 2012, the number of fires in fixed structures remains constant. The 15 fires in fixed structures in 2012 is two less than the year before; however, the estimated \$510,000 in fire loss in 2012 was double that of 2011. Smoke detectors that are either not present or not functioning in residential occupancies continue to be a problematic issue that the department frequently finds in the community despite the concentrated efforts of our Prevention and Education Program.

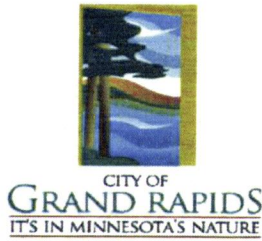
We experienced a lot of personnel changes in the past year in the form of retirements, resignations, and staffing changes. Firefighters Mike McCartney and Tim Adler both retired in late 2012 after serving 20 years with the department; they were excellent firefighters with a lot of experience between them. Tony McNerney and Brian Whitney both resigned after serving 10 years and 7 years respectively, and 1<sup>st</sup> Asst Chief A.J. Morse stepped back to the rank of firefighter in June, creating a substantial amount of change in staffing. The vacancies left in the department prompted us to create an eligibility list for new firefighters who will be coming on-board in early 2013.

The Grand Rapids Fire Department is undoubtedly committed to the safety of our citizens, but the safety of our personnel remains our top priority. I am proud to report that for the second straight year there were no injuries to any of our firefighters. Working safely in hazardous environments under difficult and stressful conditions is not an easy feat, and to do this consistently is a tremendous accomplishment that each firefighter and this city can be proud of. Although our squad is relatively young (our 33 member roster averages just 8 years of experience per member), they are aggressive, they are competent, and they come home safely after each and every call or training exercise. I tip my helmet to the entire squad for their commitment, expertise, their diligent attitude toward safety, and their personal and professional development. I am honored to serve with every one of them!

If you should have any questions or would like more information about the Grand Rapids Fire Department, please feel free to contact me or any of the officers.

Respectfully,

Steven R. Flaherty, Fire Chief



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### 2012 Year End Report

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

As 2012 draws to a close, it is once again, my pleasure to have served the citizens of the Grand Rapids Area, and the Grand Rapids Fire Department.

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

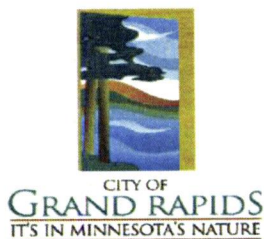
As serving in the position for half the year, I continue to learn the job and assist the 2<sup>nd</sup> assistant in the transition of my old position. Our truck committee is still working on the purchase of new rescue pumper and look forward to having it in service by the fall of 2013.

Our department is going to see a lot of changes coming in 2013, with the hiring of new firefighters. I want to thank Tim Adler and Mike McCartney for the years of service that they dedicated to this department. The membership has been proactive towards the safety of each other and allowed us to achieve zero injuries for the year.

I look forward to 2013 and the challenges ahead.

Respectfully Submitted

Bryan Zuehlke 1<sup>st</sup> Assistant Chief



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### The following is the 2012 annual report for the position of 2<sup>nd</sup> Assistant Chief:

There have been some changes in the officer positions at the fire department within the past year. I have moved from the position of Captain to the position of 2<sup>nd</sup> Assistant Chief. It has taken some time to get used to the new position and the responsibilities that go along with it, but with the help of the maintenance staff the change has gone pretty smooth for me.

When I came into the position this year there were some things that were already in progress as far as change in the fire hall. We have been trying to upgrade the hall and make things more energy efficient by replacing the florescent lights in the building with new energy efficient models. We also put one bank of lights on a motion sensor so the lights are not on all the time but they come on when we make entry into the hall in the middle of the night.

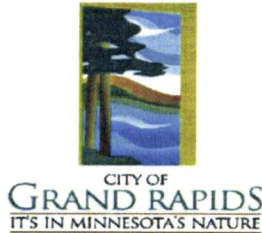
We are currently in the process of replacing the lockers in the fire hall. We have removed some lockers and are painting the walls behind them to prepare for the new ones that are to be installed. The water fountain and ice machine had to be moved so the locker project can be completed. When this project is finished it will move nearly all our members into one area of the hall and really dress up the appearance of the hall.

The roof heating, cooling, and ventilation unit was replaced in the roof of the meeting room area. We were having issues with the unit and felt that the replacement was the best answer to our issues. It should really help us with savings because it is more energy efficient.

The department has also been working on preparing and purchasing a new pumper rescue truck. We have a committee that has been working on the project. They have decided to try and make one truck out of two. This will accomplish a more efficient truck to use that has all the items that we may need and it will give us more room in the fire hall. The new truck will replace two others. Our oldest tanker has been sold this year to assist with the cost of the new truck. The rescue truck that we currently have is for sale and we feel we may have a buyer for it real soon. The new truck should be ordered in 2013 and the rescue truck will be released after delivery of the new truck.

Our department continues to maintain the appearance and protection of the citizens in our fire district. We have faced some challenges but our maintenance personnel, Rob Rima and Jeremiah Puelston, have done a great job maintaining our buildings and apparatus. It is sometimes a very challenging job for them but they make sure we are ready when we are needed. This department has accomplished some big things throughout the years. What makes this amazing is the fact that all the members have full time jobs with different schedules. Their dedication to the department and the citizens in our fire district is second to none. I want to thank the members for their continued dedication, hard work, and professionalism that makes our community a safe place to live.

Respectfully,  
Michael A. Liebel, 2<sup>nd</sup> Asst Chief



## GRAND RAPIDS FIRE DEPARTMENT

### Captain/Training Officer

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### 2012 Year End Report

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

I was appointed the position of Captain/Training Officer in July after 4 years as the Grand Rapids Fire Prevention & Education Officer. My first task after being appointed, I started with some housekeeping of our current schedule. Next, I worked on a plan and developing some basic drills to finish out the 2012 year. I then polled the membership and asked them what their interests were and what skills they had to contribute to our weekly drill nights. Furthermore, I brought in some outside trainers, taking advantage of our training money that we had available for 2012. The feedback from the membership helped me build the 2013 schedule, so I focused on including their interests and skills.

Looking back in the documentation from 2012, the members of the Grand Rapids Fire Department completed approximately 2000 hours of in house trainings. We had an average of 23 members in attendance per training session. We had 2 members complete the Fire Fighter 1 Certification process and several members taking advantage of outside trainings by going to state and sectional schools and position workshops throughout the state.

Outside trainers that the Grand Rapids Fire Department hosted in 2012 included: Tim Zender for a confined space drill with Cohasset Fire; MN State Trooper Jason Engeldinger for emergency vehicle driving and operations; Hands-On Training Topics with NYFD Fire Fighters Mike Dugan and Mike Ciampo; Dr. Richard Gasaway for Situational Awareness; Chris Noeldner with his fire pump operations simulator; and Joel Kvilvang for presenting Incident Safety Officer training.

As for the upcoming 2013 trainings, I'm looking forward to ramping up the training even more. I have a training schedule prepared for the new year with a mix of department trainings, outside trainers being brought in, cooperative trainings with our mutual aid departments, and other trainings that the members of the Grand Rapids Department have requested. I will be pushing the membership both physically and mentally in hopes to better prepare our department to continue the excellent service we provide to our customers.

The last 6 months as the Captain/Training Officer have flown by. I've truly enjoyed working with each member of the Grand Rapids Fire Department and I'm looking forward to providing the best training for our department. Lastly, I'd like to thank the membership for your continued support and open mindedness with the training I've conducted in 2012, and with the schedule that I have planned for 2013.





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### Safety Officer Annual Report

With 2012 behind us, and 200 calls logged, I'm pleased to report that the GRFD had another excellent year for safety. We had zero reports of injury for the year. With training schedules, high stress situations, hazardous conditions to endure, and officers with limited decision making experience before making the call at a scene, this is an accomplishment to achieve the zero injury mark.

Everyone on the department has stepped up their approach to safety. This happens from the time the pager goes off until everyone gets home safely. Congratulations to all the members for make this goal possible! Critiquing after an incident and getting all members involved with what they observed, what we can work on, and what we did well at the scene has been beneficial to our department. It helps the membership grasp the actions that were taken by the department and the support staff.

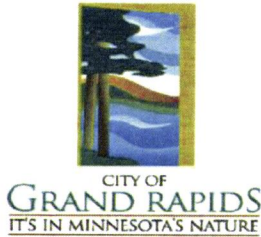
2013 will bring many new challenges to the GRFD. We have 4-5 new firefighter/trainees joining the ranks of our department. With situational awareness training, learning to slow down before making a decision, and keeping radio traffic to a minimum, this will allow us to make better decisions when responding to and while operating at the incident.

Everyone is responsible for safety and I'm proud of the safety record of our department. It takes all its members to be on board to keep this organization as safe as possible. The safety of our members is of the utmost importance. I look forward to serving this department as Safety Officer in 2013.

Thank you to all the members who help and make my job enjoyable with being open and honest on safety topics.

Respectfully,

Dave Gibeau  
Safety Officer



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### **2012 Year End Report**

**Adam Kortekaas**

#### **Fire Prevention & Education Officer**

I've completed my four months as the Grand Rapids Fire Department Fire Prevention & Education Officer. The Fire Prevention & Education Program has been very busy four months. Here are some highlights of the activities the Fire Prevention & Education program has been involved with in 2012:

The Fire Prevention & Education Program continues to produce a monthly Fire Safety Bulletin. The Fire Safety Bulletin has a different theme each month that provides helpful safety tips. The bulletin also contains upcoming Fire Prevention & Education Safety programs and events.

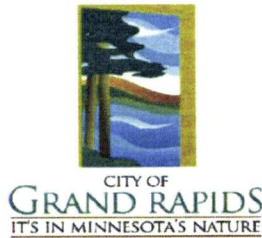
We were very busy again throughout the year with fire hall tours and educational visits. As of December 2012, the GRFD was involved in educating more than 2,000 children and adults, including the estimated 900 kids and adults at the Children's First Day, 300 kids and adults at the Itasca County Fire, 600 guests at the GRFD Open House and 300 Forest Lake Elementary students.

The 2012 Grand Rapids Fire Department Open House was held on Saturday October 13<sup>th</sup> from 11 am to 4 pm. The Open House included fire extinguisher demos, Home Depot Kids Building Projects, Sparky the Fire Dog, kid's bike give away, hot dogs and refreshments, truck rides, Fire Safety House, and Tower #119 display. We also conducted a coloring contest with the local 2<sup>nd</sup> graders. Each school had a winner, and an overall winner was selected for the Grand Prize: a ride to and from school in our fire engine.

The Fire Safety House has been very busy this year. The Grand Rapids Fire Department visited local pre-schools, elementary schools and community events such as: Children's First, Itasca County Fair, National Night Out, and the Grand Rapids Fire Dept Open House. The Fire Safety House was also utilized by the following: US Steel Minntac for their Family Safety Day in Chisholm MN; United Methodist Church; Coleraine Public Schools; Itasca Resource Center/Early Childhood Development; Kmart Safety Day and the Nevis Fire Department.

In conclusion, I'd like to thank the members of the Grand Rapids Fire Department and Auxiliary who helped out with the various Fire Prevention & Education events during 2012. I'd also like to thank the officer group for their support of the ideas and goals I had for the Fire Prevention & Education Program in 2012.

A Proud Tradition of Fire Fighting Through Education.



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### 2012 Year-end report for the Grand Rapids Chemical Assessment Team

The Grand Rapids Chemical Assessment Team didn't respond to any state dispatched calls within our response jurisdiction in 2012, but we responded to several in-jurisdiction calls: 19 natural gas or LPG leaks; 6 gas/oil spill; 15 carbon monoxide detections; 3 carbon monoxide incidents; 3 toxic/hazardous conditions; 1 chemical hazard (no spill or leak); 11 vehicle accidents with general clean-up; and 1 hazmat release investigation.

During the year, we conducted approximately 485 hours of Hazardous Materials training. In addition to our quarterly training, we had members attend training for specialized equipment and exercises or seminars throughout the state. The list below gives all the training completed throughout the year of 2012.

**January** – 4 members conducted Hazmat Refresher Training for the Coleraine Fire Dept.

**February** – 19 members attended the Pipeline Community Awareness Training at the Timberlake Lodge in Grand Rapids, MN

- 4 Members conducted Hazmat Refresher Training for the Nashwauk Fire Dept.

- 3 Members attended a meeting with Bill Kotowski from Thermo Fisher on the RMX & FTIR monitors and received 4hrs of training.

**March** – 1 member completed a Cameo/Marplot Train the Trainer school and 4 attended the Tac Meeting at the Lodge in Brainerd, MN.

**April** – We purchased two new monitors for \$89,360.00 provided by a grant, the First Defender RMX & TruDefender FTI. These are monitors that will detect unknown chemicals and give the Hazmat Team the upper hand when it comes to determining unknown chemicals. We also had 23 members receive 6 hours of training on these monitors and how to properly handle and use them out in the field.

-Three members completed their fit testing.

- We responded to an in jurisdictional hazmat call on 4/23/12 for a 250 gallon tote that fell off of a truck. The chemical spilled was used for lubrication for the railroad company. The spill happened on the round about at 7<sup>th</sup> Ave SE in Grand Rapids, and was contained and directed into a catch pool made with tarps where the product was then collected. A cleaning company arrived and pumped the chemical into 55 gallon drums and transported it out of the area. The chemical did not get into any storm water sewer basin or cause any harm to the environment.

**May** – 5 members attended the Coldzone Conference at the Crown Plaza Hotel in Brooklyn Center, MN. 2 members attended the Team Advisory Committee Meeting in Brooklyn Park.

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

**July** – Was a busy month working on a new RFP and Contract for the HazMat Team.

**August** – 4 members attended the Team Advisory Committee Meeting at Camp Ripley. Training was provided by Homeland Security and the 55<sup>th</sup> CST.

**September** – 8 members attended training at the Grand Rapids Fire Hall for a quarterly HazMat training put on by Minnesota Department of Health. Training was on HazMat Screening.

**October** – 1 member attended a HazMat Drill in Duluth, MN put on by Homeland Security, 55<sup>th</sup> CST, Coast Guard and Duluth HazMat Team. Drill was on Radiation exposure.

**November** HazMat Officer Shawn Graeber attended a meeting with Minnesota Power on pre-planning a HazMat scenario with MP and the Cohasset Fire Dept. This HazMat scenario is set to take place in the spring or summer of 2013.

-1 – Member attended the M-Step Training Conference at the Hennepin Technical College.

-The Grand Rapids HazMat Team was awarded a new contract for an initial two-year term of October 1<sup>st</sup> 2012 through September 30<sup>th</sup> 2014.

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

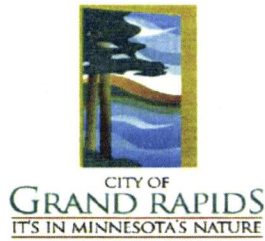
Lastly, we applied for and were rewarded with 2 grants through Homeland Security and Emergency Management back in 2010. We are still working with these grants and with the contractor's compensation that we receive, allowing us to fund the Grand Rapids Chemical Assessment Team at no cost to our city or its taxpayers.

Major purchases this year included the First Defender RMX & TruDefender FTI; these monitors are used to detect unknown chemicals. We also purchased five new 4-gas monitors that we use for CO calls and hazardous conditions. These new monitors that we have purchased throughout the year, help keep our communities and members safe when they are put into action.

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

Sincerely,

Shawn Graeber, Hazardous Materials Officer



## FIRE DEPARTMENT

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### 2012 Mechanical Maintenance Year End Report

The following report lists some of the maintenance activities performed on the fire department vehicles and the fire hall. This report reflects maintenance projects in addition to the monthly truck and equipment checks.

- We completed our yearly pump service and pump testing with no major issues.
- We are near completion of the upgrading of the light fixtures in the apparatus bay area with more energy efficient fixtures and bulbs.
- We completed our yearly ground and aerial ladder inspections and tests, no issues found.
- We have been working with multiple vendors for a new rescue/pumper truck, and at this time we are preparing to award the bid.
- We are in the process of doing prep work for the new gear lockers.

I would like to thank Itasca County's Sentenced to Serve work crew who worked hard to clean and wax our trucks. Thank you to Chuck and Randy and all of the Public Works staff who have - and continue to assist me and to the City Hall staff who helped with the new truck project. Also, thank you to the membership for their continued help, support and patience.

Respectfully submitted,

Rob Rima  
Mechanical Maintenance Engineer

## *Line Command Officers*



*Fire Chief*

*Steve Flaherty*

*1st Asst Chief*

*Bryan Zuehlke*

*2nd Asst Chief*

*Mike Liebel*



*Captain*

*John Linder*

*Safety Officer*

*Dave Gibeau*

## *Support Staff*



*Prevention/Education*

*Fire Inspector*

*Fire Chaplain*

*Adam Kortekaas*

*Travis Cole*

*Don Mingo*



*Hazmat Officer*

*Apparatus Maint.*

*Building Maint.*

*Shawn Graeber*

*Rob Rima*

*Jeremiah Puelston*

# Firefighters



*Josh Adler*

*Tim Adler*

*Bruce Baird*



*Dave Calliguri*

*Tom Foss*

*Jim Gibeau*



*Mark Greiner*

*Jason Hoerler*

*Andy Horton*

*Chad Keech*



# *Firefighters*



*Bob Kuschel*

*Dustin Lane*

*Lee Longoria*



*Rick Luoma*

*Amanda MacDonell*

*Mike McCartney*

*A.J. Morse*



*Tony McInerney*

*Dave Protelsch*

*Brian Whitney*

## 2012 Grand Rapids Fire Department

### Personnel and Occupations

Adler, Josh	Firefighter	UPM Blandin Paper Co.
Adler, Tim	Firefighter	UPM Blandin Paper Co.
Baird, Bruce	Firefighter	Hawkinson Redi-Mix
Calliguri, Dave	Firefighter	I.S.D 318
Cole, Travis	Inspector	City of Grand Rapids
Flaherty, Steve	Chief	Mesabi Range College
Foss, Thomas	Firefighter	UPM Blandin Paper Co.
Gibeau, Dave	Safety	UPM Blandin Paper Co.
Gibeau, Jim	Firefighter	Minnesota Power
Graeber, Shawn	Hazmat	Ferrellgas
Greiner, Mark	Firefighter	Itasca County Sheriff
Hoerler, Jason	Firefighter	Lake Country Power
Horton, Andy	Firefighter	US Steel Keetac
Keech, Chad	Firefighter	Northern MN Utilities
Kortekaas, Adam	Firefighter	Meds-1
Kuschel, Bob	Firefighter	United Parcel Service
Lane, Dustin	Firefighter	Hibbing Taconite Co.
Liebel, Mike	Captain	Itasca County Sheriff
Linder, John	Prevention/Ed	Itasca County Sheriff
Longoria, Lee	Firefighter	Northern MN Utilities
Luoma, Rick	Firefighter	UPM Blandin Paper Co.
MacDonell, Amanda	Firefighter	Faithful Consignment
McCartney, Mike	Firefighter	UPM Blandin Paper Co.
McInerney, Tony	Firefighter	US Steel Minntac
Mingo, Don	Chaplain	Grace Bible Chapel
Morse, A.J.	Asst Chief	Itasca County Sheriff
Protelsch, David	Firefighter	Midwest Safety Consult
Puelston, Jeremiah	Firefighter	Five Star Pest Control
Rima, Rob	Maintenance	Self Employed
Whitney, Brian	Firefighter	US Steel Minntac
Zuehlke, Bryan	Asst Chief	Minnesota Power

# Annual Survey for NFPA®

GRAND RAPIDS FIRE DEPARTMENT

Reporting Between: 01/01/2012 - 12/31/2012

Printed On: 02/06/2013

## Annual Survey - Deaths

is a list of the three incidents with the highest loss of life based on the selected criteria.

Date	Name	Property Use	Deaths
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## Annual Survey - Losses

This is a list of the three incidents with the highest property losses based on the selected criteria.

Date	Name	Property Use	Loss
09/30/2012	Masurka	1 or 2 family dwelling (419)	\$175,000.00
02/26/2012	Wenger	Residential street, road or residential driveway (962)	\$150,000.00
12/17/2012	Bumgarner	1 or 2 family dwelling (419)	\$75,000.00

## Annual Survey - Fixed Property

Property Use	No. of Fires	Civil. Deaths	Civil. Injuries	Est. Loss
1 or 2 family dwelling (419)	8	0	0	\$318,300.00
Residential street, road or residential driveway (962)	1	0	0	\$150,000.00
Livestock, poultry storage (819)	1	0	0	\$30,000.00
Outside or special property, other (900)	2	0	0	\$8,372.00
Outbuilding, protective shelter (926)	1	0	0	\$1,200.00
Ind., utility, defense, agriculture, mining, other (600)	1	0	0	\$1,000.00
Outbuilding or shed (808)	1	0	0	\$1,000.00
<b>Total</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>\$509,872.00</b>

## Annual Survey - Mobile Property

Property Use	No. of Fires	Civil. Deaths	Civil. Injuries	Est. Loss
Vehicle parking area (965)	2	0	0	\$14,000.00
Highway or divided highway (961)	4	0	1	\$9,800.00
1 or 2 family dwelling (419)	1	0	0	\$800.00
Residential street, road or residential driveway (962)	1	0	0	\$350.00
<b>Total</b>	<b>8</b>	<b>0</b>	<b>1</b>	<b>\$24,950.00</b>

## Annual Survey - Other Responses

Incident Type	No. of Responses
False Alarm & False Call (7)	51
Good Intent Call (6)	91
Hazardous Condition (No Fire) (4)	61
Rescue & Emergency Medical Service Incident (3)	13
Service Call (5)	23
Severe Weather & Natural Disaster (8)	11
<b>Total</b>	<b>250</b>

## Annual Survey - Mutual Aid

Mutual Aid	No. of Responses
Mutual Aid	9

## Annual Survey - False Alarm Responses

Incident Type	No. of Fires
Alarm system activation, no fire - unintentional (745)	31
Alarm system sounded due to malfunction (735)	1
Carbon monoxide detector activation, no CO (746)	13
Central station, malicious false alarm (714)	2
Local alarm system, malicious false alarm (715)	2
Smoke detector activation due to malfunction (733)	1
Sprinkler activation due to malfunction (731)	1
<b>Total</b>	<b>51</b>

## Annual Survey - Incendiary and Suspicious Fires

	Number of Incidents	Civilian Deaths	Civilian Injuries	Loss
Fixed Structure Fires	0	0	0	\$0.00
Mobile Fires	0	0	0	\$0.00

### Search Criteria

**Dates** From 01/01/2012 To 12/31/2012 (mm/dd/yyyy)  
**Service** GRAND RAPIDS FIRE DEPARTMENT

Primary Action Taken Report (Summary)  
 From 01/01/12 To 12/31/12  
 Report Printed On: 02/06/2013

Type of Action Taken	Count	Percent %
<b>GRAND RAPIDS FIRE DEPARTMENT</b>		
Assess severe weather or natural disaster damage	13	4.29%
Assistance, other	4	1.32%
Cancelled en route	15	4.95%
Control traffic	7	2.31%
Extinguishment by fire service personnel	31	10.23%
Extricate, disentangle	4	1.32%
Fire control or extinguishment, other	1	0.33%
Fires, rescues & hazardous conditions, other	1	0.33%
Hazardous materials leak control & containment	6	1.98%
Hazardous materials spill control and confinement	8	2.64%
HazMat detection, monitoring, sampling, & analysis	19	6.27%
Identify, analyze hazardous materials	1	0.33%
Information, investigation & enforcement, other	68	22.44%
Investigate	72	23.76%
Investigate fire out on arrival	4	1.32%
Notify other agencies.	1	0.33%
Provide air supply	1	0.33%
Provide equipment	4	1.32%
Provide manpower	6	1.98%
Provide water	5	1.65%
Remove hazard	1	0.33%
Rescue, remove from harm	4	1.32%
Restore fire alarm system	10	3.30%
Restore sprinkler or fire protection system	3	0.99%
Shut down system	1	0.33%
Standby	13	4.29%
Not Recorded	0	0.00%
<b>Total Incident Count: 303</b>		

Search Criteria	
<b>Dates</b>	From 01/01/2012 To 12/31/2012 (mm/dd/yyyy)
<b>Service</b>	GRAND RAPIDS FIRE DEPARTMENT
<b>Staff</b>	All
<b>Apparatus</b>	All
<b>Station</b>	All
<b>Alarm Type</b>	All
<b>Zone/District</b>	All

**Incident Type Report (Summary)**  
**From 01/01/12 To 12/31/12**  
**Report Printed On: 02/06/2013**

Incident Type	Count	% of Incidents	Est. Property Loss	Est. Content Loss	Total Est. Loss	% of Losses
<b>1 Fire</b>						
Fire, other (100)	1	0.33%	\$500.00	\$1,000.00	\$1,500.00	0.21%
Building fire (111)	22	7.26%	\$501,972.00	\$165,132.00	\$667,104.00	94.60%
Fires in structure other than in a building (112)	2	0.66%	\$1,200.00	\$0.00	\$1,200.00	0.17%
Chimney or flue fire, confined to chimney or flue (114)	4	1.32%	\$200.00	\$500.00	\$700.00	0.10%
Passenger vehicle fire (131)	5	1.65%	\$23,500.00	\$1,150.00	\$24,650.00	3.50%
Off-road vehicle or heavy equipment fire (138)	3	0.99%	\$1,450.00	\$500.00	\$1,950.00	0.28%
Forest, woods or wildland fire (141)	1	0.33%	\$0.00	\$0.00	\$0.00	0.00%
Brush or brush-and-grass mixture fire (142)	2	0.66%	\$5,000.00	\$0.00	\$5,000.00	0.71%
Grass fire (143)	10	3.30%	\$0.00	\$0.00	\$0.00	0.00%
Outside rubbish fire, other (150)	1	0.33%	\$0.00	\$0.00	\$0.00	0.00%
Outside storage fire (161)	2	0.66%	\$1,000.00	\$400.00	\$1,400.00	0.20%
	<b>53</b>	<b>17.49%</b>	<b>\$534,822.00</b>	<b>\$168,682.00</b>	<b>\$703,504.00</b>	<b>99.77%</b>
<b>3 Rescue &amp; Emergency Medical Service Incident</b>						
Rescue, EMS incident, other (300)	1	0.33%	\$0.00	\$0.00	\$0.00	0.00%
Motor vehicle accident with no injuries. (324)	1	0.33%	\$0.00	\$0.00	\$0.00	0.00%
Extrication, rescue, other (350)	1	0.33%	\$0.00	\$0.00	\$0.00	0.00%
Extrication of victim(s) from vehicle (352)	7	2.31%	\$0.00	\$0.00	\$0.00	0.00%
Removal of victim(s) from stalled elevator (353)	2	0.66%	\$0.00	\$0.00	\$0.00	0.00%
Ice rescue (362)	1	0.33%	\$0.00	\$0.00	\$0.00	0.00%
	<b>13</b>	<b>4.29%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>4 Hazardous Condition (No Fire)</b>						
Combustible/flammable gas/liquid condition, other (410)	1	0.33%	\$0.00	\$0.00	\$0.00	0.00%
Gasoline or other flammable liquid spill (411)	5	1.65%	\$0.00	\$0.00	\$0.00	0.00%
Gas leak (natural gas or LPG) (412)	19	6.27%	\$0.00	\$0.00	\$0.00	0.00%
Oil or other combustible liquid spill (413)	2	0.66%	\$0.00	\$0.00	\$0.00	0.00%
Chemical hazard (no spill or leak) (421)	1	0.33%	\$0.00	\$0.00	\$0.00	0.00%
Chemical spill or leak (422)	2	0.66%	\$0.00	\$0.00	\$0.00	0.00%
Carbon monoxide incident (424)	2	0.66%	\$0.00	\$0.00	\$0.00	0.00%
Power line down (444)	15	4.95%	\$500.00	\$0.00	\$500.00	0.07%
Arcing, shorted electrical equipment (445)	3	0.99%	\$50.00	\$0.00	\$50.00	0.01%
Vehicle accident, general cleanup (463)	11	3.63%	\$0.00	\$0.00	\$0.00	0.00%
	<b>61</b>	<b>20.13%</b>	<b>\$550.00</b>	<b>\$0.00</b>	<b>\$550.00</b>	<b>0.08%</b>
<b>5 Service Call</b>						
Water problem, other (520)	1	0.33%	\$0.00	\$0.00	\$0.00	0.00%
Smoke or odor removal (531)	4	1.32%	\$1,150.00	\$0.00	\$1,150.00	0.16%
Assist police or other governmental agency (551)	5	1.65%	\$0.00	\$0.00	\$0.00	0.00%
Public service (553)	1	0.33%	\$0.00	\$0.00	\$0.00	0.00%
Cover assignment, standby, moveup (571)	12	3.96%	\$0.00	\$0.00	\$0.00	0.00%
	<b>23</b>	<b>7.59%</b>	<b>\$1,150.00</b>	<b>\$0.00</b>	<b>\$1,150.00</b>	<b>0.16%</b>
<b>6 Good Intent Call</b>						
Good intent call, other (600)	2	0.66%	\$0.00	\$0.00	\$0.00	0.00%
Dispatched and cancelled en route (611)	15	4.95%	\$0.00	\$0.00	\$0.00	0.00%
No incident found on arrival at dispatch address (622)	3	0.99%	\$0.00	\$0.00	\$0.00	0.00%
Authorized controlled burning (631)	64	21.12%	\$0.00	\$0.00	\$0.00	0.00%
Prescribed fire (632)	2	0.66%	\$0.00	\$0.00	\$0.00	0.00%
Smoke scare, odor of smoke (651)	4	1.32%	\$0.00	\$0.00	\$0.00	0.00%
HazMat release investigation w/no HazMat (671)	1	0.33%	\$0.00	\$0.00	\$0.00	0.00%
	<b>91</b>	<b>30.03%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>7 False Alarm &amp; False Call</b>						
Central station, malicious false alarm (714)	2	0.66%	\$0.00	\$0.00	\$0.00	0.00%
Local alarm system, malicious false alarm (715)	2	0.66%	\$0.00	\$0.00	\$0.00	0.00%
Sprinkler activation due to malfunction (731)	1	0.33%	\$0.00	\$0.00	\$0.00	0.00%
Smoke detector activation due to malfunction (733)	1	0.33%	\$0.00	\$0.00	\$0.00	0.00%
Alarm system sounded due to malfunction (735)	1	0.33%	\$0.00	\$0.00	\$0.00	0.00%

Alarm system activation, no fire - unintentional (745)	31	10.23%	\$0.00	\$0.00	\$0.00	0.00%
Carbon monoxide detector activation, no CO (746)	13	4.29%	\$0.00	\$0.00	\$0.00	0.00%
	<b>51</b>	<b>16.83%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>8 Severe Weather &amp; Natural Disaster</b>						
Severe weather or natural disaster, other (800)	1	0.33%	\$0.00	\$0.00	\$0.00	0.00%
Flood assessment (812)	6	1.98%	\$0.00	\$0.00	\$0.00	0.00%
Wind storm, tornado/hurricane assessment (813)	3	0.99%	\$0.00	\$0.00	\$0.00	0.00%
Lightning strike (no fire) (814)	1	0.33%	\$0.00	\$0.00	\$0.00	0.00%
	<b>11</b>	<b>3.63%</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>0.00%</b>
<b>Total Incident Count:</b>	<b>303</b>			<b>Total Est. Loss:</b>	<b>\$705,204.00</b>	

#### Search Criteria

<b>Dates</b>	From 01/01/2012 To 12/31/2012 (mm/dd/yyyy)
<b>Service</b>	GRAND RAPIDS FIRE DEPARTMENT
<b>Staff</b>	All
<b>Apparatus</b>	All
<b>Station</b>	All
<b>Alarm Type</b>	All
<b>Zone/District</b>	All

Residential Alarm Performance  
From 01/01/12 To 12/31/12  
Report Printed On: 02/06/2013

Alarm Performance	Number of Fires	Est.Property Loss	Est.Content Loss	Civil Injuries	Civil Deaths
*NA	298	\$221,522.00	\$74,582.00	1	0
Detector operated	2	\$220,000.00	\$68,000.00	0	0
Fire too small to activate detector	3	\$95,000.00	\$26,100.00	1	0
<b>Grand Total</b>	<b>303</b>	<b>\$536,522.00</b>	<b>\$168,682.00</b>	<b>2</b>	<b>0</b>

**Search Criteria**

Dates: From 01/01/2012 To 12/31/2012 (mm/dd/yyyy)  
Service: GRAND RAPIDS FIRE DEPARTMENT

**Average Response Time by Type of Situation/Zone Report**  
**GRAND RAPIDS FIRE DEPARTMENT**  
**From 01/01/12 To 12/31/12**  
**Report Printed On: 02/06/2013**

<b>Arbo Township</b>				
Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)	
Building fire (111)	1	1:0	3:38:0	
Dispatched and cancelled en route (611)	1	4:0	0:27:0	
Grass fire (143)	2	8:0	1:34:0	
Smoke scare, odor of smoke (651)	1	5:0	0:17:0	
<b>Total</b>	<b>5</b>			

<b>Blackberry Township</b>				
Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)	
Arcing, shorted electrical equipment (445)	1	19:0	0:55:0	
Brush or brush-and-grass mixture fire (142)	1	10:0	2:45:0	
Building fire (111)	3	13:0	1:57:0	
Grass fire (143)	1	19:0	1:5:0	
Motor vehicle accident with no injuries. (324)	1	10:0	1:40:0	
No incident found on arrival at dispatch address (622)	1	15:0	0:55:0	
Power line down (444)	1	10:0	0:46:0	
<b>Total</b>	<b>9</b>			

<b>City of Cohasset</b>				
Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)	
Building fire (111)	4	11:0	2:33:0	
Cover assignment, standby, moveup (571)	1	3:0	0:10:0	
Extrication of victim(s) from vehicle (352)	1	3:0	1:25:0	
Wind storm, tornado/hurricane assessment (813)	1	20:0	0:40:0	
<b>Total</b>	<b>7</b>			

<b>City of Coleraine</b>				
Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)	
Building fire (111)	1	8:0	1:25:0	
<b>Total</b>	<b>1</b>			

<b>City of Deer River</b>				
Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)	
Building fire (111)	4	26:0	2:48:0	
<b>Total</b>	<b>4</b>			

<b>City of Grand Rapids</b>				
Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)	
Alarm system activation, no fire - unintentional (745)	27	7:0	0:31:0	
Alarm system sounded due to malfunction (735)	1	8:0	0:56:0	
Assist police or other governmental agency (551)	4	8:0	0:54:0	
Authorized controlled burning (631)	64	9:0	0:25:0	
Building fire (111)	6	9:0	2:48:0	
Carbon monoxide detector activation, no CO (746)	11	9:0	0:33:0	
Carbon monoxide incident (424)	2	13:0	0:49:0	
Central station, malicious false alarm (714)	2	6:0	0:40:0	
Chemical hazard (no spill or leak) (421)	1	15:0	0:34:0	



Chemical spill or leak (422)	2	9:0	2:38:0
Chimney or flue fire, confined to chimney or flue (114)	1	4:0	1:21:0
Combustible/flammable gas/liquid condition, other (410)	1	7:0	0:19:0
Cover assignment, standby, moveup (571)	11	0:0	8:30:0
Dispatched and cancelled en route (611)	8	6:0	0:13:0
Extrication of victim(s) from vehicle (352)	5	4:0	1:21:0
Extrication, rescue, other (350)	1	11:0	1:17:0
Fires in structure other than in a building (112)	2	10:0	0:39:0
Flood assessment (812)	4	4:0	1:8:0
Gas leak (natural gas or LPG) (412)	17	7:0	0:48:0
Gasoline or other flammable liquid spill (411)	3	6:0	0:38:0
Good intent call, other (600)	2	14:0	1:4:0
Grass fire (143)	2	9:0	0:57:0
HazMat release investigation w/no HazMat (671)	1	5:0	0:34:0
Local alarm system, malicious false alarm (715)	2	10:0	0:41:0
No incident found on arrival at dispatch address (622)	1	5:0	0:20:0
Off-road vehicle or heavy equipment fire (138)	2	8:0	0:30:0
Oil or other combustible liquid spill (413)	2	9:0	0:32:0
Outside rubbish fire, other (150)	1	4:0	0:45:0
Outside storage fire (161)	1	8:0	0:33:0
Passenger vehicle fire (131)	3	8:0	0:54:0
Power line down (444)	12	6:0	0:54:0
Prescribed fire (632)	1	5:0	1:16:0
Removal of victim(s) from stalled elevator (353)	2	6:0	0:38:0
Rescue, EMS incident, other (300)	1	10:0	0:38:0
Smoke or odor removal (531)	4	9:0	1:7:0
Smoke scare, odor of smoke (651)	2	10:0	0:51:0
Vehicle accident, general cleanup (463)	9	9:0	0:46:0
Water problem, other (520)	1	4:0	0:36:0
Wind storm, tornado/hurricane assessment (813)	1	15:0	1:0:0
<b>Total</b>	<b>223</b>		

#### City of Hill City

Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Dispatched and cancelled en route (611)	1	15:0	0:23:0

#### Total

Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
<b>Total</b>	<b>1</b>		

#### City of LaPrairie

Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Alarm system activation, no fire - unintentional (745)	1	10:0	0:43:0
Assist police or other governmental agency (551)	1	11:0	1:51:0
Dispatched and cancelled en route (611)	1	5:0	0:20:0
Fire, other (100)	1	10:0	1:35:0
Gas leak (natural gas or LPG) (412)	2	4:0	0:24:0
Grass fire (143)	1	8:0	0:50:0

Wind storm, tornado/hurricane assessment (813)	1	13:0	0:33:0
<b>Total</b>	<b>8</b>		
<b>City of Warba</b>			
<b>Type of Situation</b>	<b>Number of Incidents</b>	<b>Average Response Time (in min:sec)</b>	<b>Average Total Time (in hr:min:sec)</b>
Building fire (111)	1	20:0	3:15:0
Dispatched and cancelled en route (611)	1	14:0	0:44:0
<b>Total</b>	<b>2</b>		
<b>Feeley/Sago Township</b>			
<b>Type of Situation</b>	<b>Number of Incidents</b>	<b>Average Response Time (in min:sec)</b>	<b>Average Total Time (in hr:min:sec)</b>
Building fire (111)	1	19:0	4:15:0
<b>Total</b>	<b>1</b>		
<b>Harris Township</b>			
<b>Type of Situation</b>	<b>Number of Incidents</b>	<b>Average Response Time (in min:sec)</b>	<b>Average Total Time (in hr:min:sec)</b>
Building fire (111)	1	14:0	2:29:0
Carbon monoxide detector activation, no CO (746)	1	10:0	0:43:0
Chimney or flue fire, confined to chimney or flue (114)	1	17:0	1:54:0
Dispatched and cancelled en route (611)	1	14:0	0:23:0
Extrication of victim(s) from vehicle (352)	1	8:0	2:40:0
Forest, woods or wildland fire (141)	1	8:0	1:16:0
Gasoline or other flammable liquid spill (411)	2	10:0	0:47:0
Grass fire (143)	2	9:0	0:54:0
Lightning strike (no fire) (814)	1	15:0	1:14:0
No incident found on arrival at dispatch address (622)	1	13:0	0:28:0
Off-road vehicle or heavy equipment fire (138)	1	12:0	1:11:0
Passenger vehicle fire (131)	1	9:0	1:21:0
Power line down (444)	1	12:0	0:52:0
Prescribed fire (632)	1	10:0	0:35:0
Public service (553)	1	10:0	0:40:0
Smoke detector activation due to malfunction (733)	1	13:0	0:51:0
Vehicle accident, general cleanup (463)	1	6:0	0:53:0
<b>Total</b>	<b>19</b>		
<b>Spang Township</b>			
<b>Type of Situation</b>	<b>Number of Incidents</b>	<b>Average Response Time (in min:sec)</b>	<b>Average Total Time (in hr:min:sec)</b>
Ice rescue (362)	1	13:0	2:23:0
<b>Total</b>	<b>1</b>		
<b>Splithand Township</b>			
<b>Type of Situation</b>	<b>Number of Incidents</b>	<b>Average Response Time (in min:sec)</b>	<b>Average Total Time (in hr:min:sec)</b>
Arcing, shorted electrical equipment (445)	1	23:0	1:8:0
Dispatched and cancelled en route (611)	1	15:0	0:35:0
Flood assessment (812)	1	29:0	0:57:0
Grass fire (143)	1	6:0	1:36:0
<b>Total</b>	<b>4</b>		
<b>Trout Lake Township</b>			
<b>Type of Situation</b>	<b>Number of Incidents</b>	<b>Average Response Time (in min:sec)</b>	<b>Average Total Time (in hr:min:sec)</b>
Smoke scare, odor of smoke (651)	1	8:0	0:53:0
<b>Total</b>	<b>1</b>		
<b>Unorganized Township 54-26</b>			
<b>Type of Situation</b>	<b>Number of Incidents</b>	<b>Average Response Time (in min:sec)</b>	<b>Average Total Time (in hr:min:sec)</b>
Alarm system activation, no fire - unintentional (745)	2	29:0	1:29:0

Carbon monoxide detector activation, no CO (746)	1	16:0	0:51:0
Outside storage fire (161)	1	14:0	1:19:0
Passenger vehicle fire (131)	1	22:0	1:36:0
Sprinkler activation due to malfunction (731)	1	19:0	1:19:0
Vehicle accident, general cleanup (463)	1	16:0	1:14:0

**Total** 7

**Unorganized Township 56-26**

Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Grass fire (143)	1	22:0	0:55:0

**Total** 1

**Unorganized Township 57-26**

Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Brush or brush-and-grass mixture fire (142)	1	15:0	
Chimney or flue fire, confined to chimney or flue (114)	2	13:0	1:20:0

**Total** 3

**Wabana Township**

Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Alarm system activation, no fire - unintentional (745)	1	30:0	1:17:0
Arcing, shorted electrical equipment (445)	1	10:0	0:54:0
Dispatched and cancelled en route (611)	1	19:0	0:29:0
Power line down (444)	1	15:0	1:24:0

**Total** 4

**Wildwood Township**

Type of Situation	Number of Incidents	Average Response Time (in min:sec)	Average Total Time (in hr:min:sec)
Flood assessment (812)	1	16:0	5:31:0
Severe weather or natural disaster, other (800)	1	15:0	4:15:0

**Total** 2

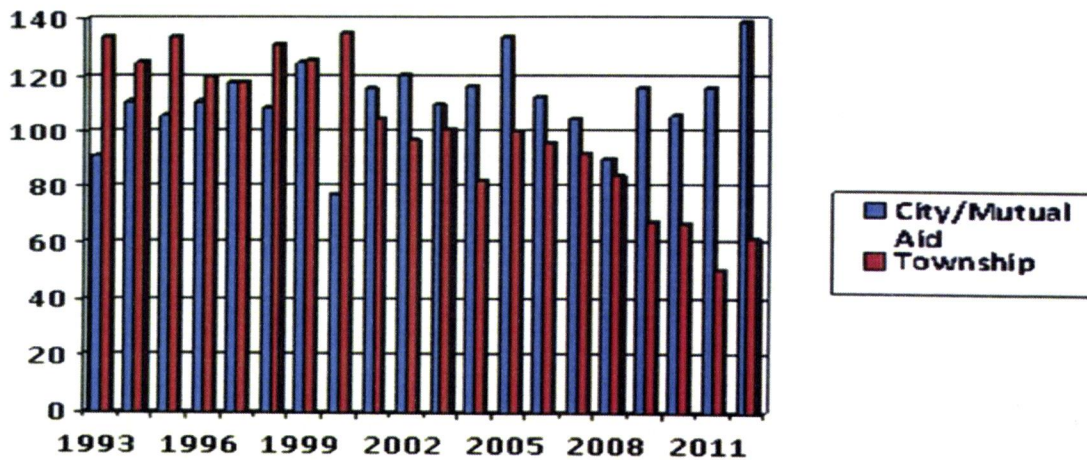
**Search Criteria**

Dates: From 01/01/2012 To 12/31/2012 (mm/dd/yyyy)  
 Service: GRAND RAPIDS FIRE DEPARTMENT

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

<u>Year</u>	<u>City/Mutual Aid</u>	<u>Townships</u>	<u>Total</u>
1993	91	134	225
1994	111	125	236
1995	106	134	240
1996	111	120	231
1997	118	118	236
1998	109	131	240
1999	125	126	251
2000	77	135	212
2001	116	105	221
2002	121	97	218
2003	110	101	211
2004	117	82	199
2005	134	100	234
2006	113	96	209
2007	105	92	197
2008	90	84	174
2009	116	67	183
2010	106	66	172
2011	116	50	166
2012	139	61	200

**20-Year Comparison of City to  
Township Fire Calls**



Unit Response Time Analysis  
 From 01/01/12 To 12/31/12  
 Report Printed On: 02/06/2013

GRAND RAPIDS FIRE DEPARTMENT		
Call Times	Number of Calls	Percentage
Under 5 Minutes	96	31.68%
6-10 Minutes	116	38.28%
	30.03%	
Greater Than 10 Minutes	91	

Search Criteria	
<b>Dates</b>	From 01/01/2012 To 12/31/2012 (mm/dd/yyyy)
<b>Service</b>	GRAND RAPIDS FIRE DEPARTMENT
<b>Staff</b>	All
<b>Apparatus</b>	All
<b>Station</b>	All
<b>Alarm Type</b>	All
<b>Zone/District</b>	All

**Average Turnout per Incident**  
**From 01/01/12 To 12/31/12**  
**Report Printed On: 02/06/2013**

	Total Number of Incidents	Total Number of Responding Personnel	Average Turnout per Incident
<b>GRAND RAPIDS FIRE DEPARTMENT</b>	200	3292	16
<b>Total</b>	<b>200</b>	<b>3292</b>	<b>16</b>

**Search Criteria**

**Dates** From 01/01/2012 To 12/31/2012 (mm/dd/yyyy)  
**Service** GRAND RAPIDS FIRE DEPARTMENT  
**Staff** All  
**Apparatus** All  
**Station** All  
**Alarm Type** Rescue - Station 1,Rescue - Station 2,Rescue - All,Fire - Station 1,Fire - Station 2,Fire - All Stations,Single Station,All Call Sign,Multiple Station,Special Call,Rescue - Station 3  
**Zone/District** All

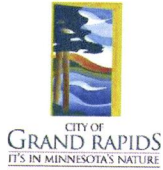
**Mutual Aid Given/Received (Summary) Report**  
**GRAND RAPIDS FIRE DEPARTMENT**  
**From 01/01/12 To 12/31/12**  
**Report Printed On: 02/06/2013**

Given	Incidents	FT Paid Empl.	FT Unpaid Empl.	PT Paid and PT Unpaid Empl.	PT Paid Empl.	PT Unpaid Empl.	Career	Volunteer	Engines	Aerial	Other
*NA	10	0	0	0	114	0	114	0	30	0	84
COHASSET	7	0	0	0	120	1	120	1	6	0	115
COLERAINE	3	0	0	0	56	1	56	1	5	0	52
DEER RIVER	4	0	0	0	67	0	67	0	3	0	64
HILL CITY	3	0	0	0	45	0	45	0	0	0	45
WARBA-FEELEY-SAGO	3	0	0	0	45	0	45	0	0	0	45
<b>Total</b>	<b>30</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>447</b>	<b>2</b>	<b>447</b>	<b>2</b>	<b>44</b>	<b>0</b>	<b>405</b>
Received	Incidents	FT Paid Empl.	FT Unpaid Empl.	PT Paid and PT Unpaid Empl.	PT Paid Empl.	PT Unpaid Empl.	Career	Volunteer	Engines	Aerial	Other
BOVEY	1	0	0	0	21	0	21	0	5	0	16
COHASSET	8	0	0	0	163	3	163	3	41	20	106
COLERAINE	1	0	0	0	21	0	21	0	5	0	16
DEER RIVER	1	0	0	0	21	0	21	0	5	0	16
WARBA-FEELEY-SAGO	1	0	0	0	21	0	21	0	5	0	16
<b>Total</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>247</b>	<b>3</b>	<b>247</b>	<b>3</b>	<b>61</b>	<b>20</b>	<b>170</b>

**Search Criteria**

Dates: From 01/01/2012 To 12/31/2012 (mm/dd/yyyy)

Service: GRAND RAPIDS FIRE DEPARTMENT



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	13-0063	<b>Version:</b>	1	<b>Name:</b>	Consider adoption of a resolution issuing an order to raze or remove structures upon property located at: 505 N.W. Seventh Avenue, Grand Rapids, Minnesota.
<b>Type:</b>	Agenda Item	<b>Status:</b>			Community Development
<b>File created:</b>	2/5/2013	<b>In control:</b>			Community Development
<b>On agenda:</b>	2/11/2013	<b>Final action:</b>			
<b>Title:</b>	Consider adoption of a resolution issuing an order to raze or remove structures upon property located at: 505 N.W. Seventh Avenue, Grand Rapids, Minnesota.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">505 NW 7th Ave.-Area Map</a> <a href="#">Structure Photos-505 NW 7th.Ave</a> <a href="#">Resolution to Raze Structure-505 NW 7th Ave.</a>				

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

Consider adoption of a resolution issuing an order to raze or remove structures upon property located at: 505 N.W. Seventh Avenue, Grand Rapids, Minnesota.

### *Body*

#### **Background Information:**

In response to a complaint received as to the condition of structures located at the above address, Mike Rice (former Building Official) and Travis Cole (Building/Fire Inspector) conducted an onsite inspection, April 5, 2011. As a result of this initial inspection, the owner was formally instructed to either raze or remove the structures at that location or to have the structure brought into compliance. No action was taken. On July 10, 2012, Travis Cole (Interim Building Official) conducted an onsite inspection and the conditions of the structure had further deteriorated. As a result of this inspection, the owner was again formally instructed to either raze or remove the structures at that location or to have the structure brought into compliance. Multiple conversations and a meeting with the property owner took place after the July 10<sup>th</sup> notice to address options the owner could pursue to resolve these issues. All of the options discussed with the homeowner have been abandoned and no work has been done to correct the violations.

The Building Safety Division's inspection summary listed the following existing structure conditions leading to our determination that the structure met the definition of a hazardous structure under the Minnesota State Statute 463.15 to 463.26:

- The building is found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.
- The exterior of the structure has not been maintained in good repair and is not structurally sound so as to pose a threat to the public health, safety and welfare of the public or the occupants of the structure.
- The structural roofing members are deteriorating such that they are not capable of safely supporting the imposed dead and live load.

The City has given the owner of this property notice by certified mail on 4/22/2011 and 7/10/2012 to remove or clean and



repair premises and bring it to a condition where it no longer poses a danger. These notices have been met with no action by the owner.

The next step in rectifying this situation is the adoption of the attached resolution to order the razing of the structure. Within this action, the property owner still has the ability to commence with removal or repair of the building, on their own accord, within 20 days of receiving notice of this order, and if commenced within 20 days, the removal or repair must be complete within 60 days. If no action is taken within these timeframes, the City will move the District Court of Itasca County for summary enforcement of the order and all costs incurred by the City in the demolition would be assessed against the property.

**Requested City Council Action**

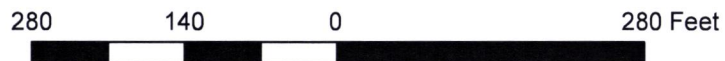
Consider adoption of a resolution issuing an order to raze or remove structures upon property located at: 505 N.W. Seventh Avenue, Grand Rapids, Minnesota.

# 505 N.W. Seventh Avenue





(Hazardous Structure)



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



**Legend**

-  Parcels
- 2009 Aerial Photo**
- RGB**
-  Red: Band\_1
-  Green: Band\_2
-  Blue: Band\_3















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

**GRAND RAPIDS RESOLUTION 13-\_\_\_\_**  
**ORDER TO RAZE OR REMOVE STRUCTURES LOCATED UPON**  
**505 N.W. SEVENTH AVENUE, GRAND RAPIDS, MINNESOTA**

WHEREAS, the City of Grand Rapids is a governing body entitled to order the owner of any hazardous building to raze or remove the building.

WHEREAS, under Minnesota Statute 463.15, a hazardous building or property means any building or property which, because of inadequate maintenance, dilapidation, physical damage, unsanitary conditions, or abandonment constitutes a fire hazard to public safety or health.

WHEREAS, the owner of record of a structure and property legally described as: Lot Nine (9), except the North 10 feet thereof, and all of Lot Ten (10), Block Twelve (12), GRAND RAPIDS SECOND DIVISION, according to the plat thereof on file and of record in the office of the County Recorder, Itasca County, Minnesota (also known as 505 N.W. Seventh Avenue, Grand Rapids, Minnesota), is John Lehtinen. The property contains 1 hazardous building.

WHEREAS, the City finds the buildings upon the premises to be hazardous and to constitute a fire hazard and a hazard to public safety and health, as outlined below:

1. The buildings are found to be dangerous to the life, health, property or safety of the public or the occupants of the structure by not providing minimum safeguards to protect or warn occupants in the event of fire, or because such structure contains unsafe equipment or is so damaged, decayed, dilapidated, structurally unsafe or of such faulty construction or unstable foundation, that partial or complete collapse is possible.
2. The exterior of the structure has not been maintained in good repair and is not structurally sound so as to pose a threat to the public health, safety and welfare of the public or the occupants of the structure.
3. The structural roofing members are deteriorating such that they are not capable of safely supporting the imposed dead and live load.

WHEREAS, the City has given the owner of this property notice by certified mail on 4/22/2011 and 7/10/2012 to clean and repair premises and bring it to a condition where it no longer poses a danger and has met with no action by the owner.

WHEREAS, pursuant to the above-stated facts and in accordance with Minnesota Statutes, Sections 463.15 to 463.26, the Grand Rapids City Council hereby Orders that the owner of record of said hazardous buildings raze or remove the buildings, or within the time allotted, make repairs to the same described above.

WHEREAS, it is further Ordered that unless action is commenced to raze or remove the building within twenty (20) days after service of this Order and completed within sixty (60) days of such service, or unless such repairs are commenced within twenty (20) days after service of this Order and completed within sixty (60) days after service, or answer served upon the City of Grand Rapids in the manner provided for the service of answer in a civil action within twenty (20) days from the date of service of this Order, then the City of Grand Rapids will move the District Court of Itasca County for summary enforcement of this Order.

BE IT RESOLVED that the Council further Orders that if the City is compelled to take any corrective action herein, all necessary costs expended by the City will be assessed against the real estate concerned and collected in accordance with Minnesota Statutes as required by law.

BE IT FURTHER RESOLVED that the owner be served a copy of this Order, and the owner shall have to take the following action:

1. Remove or raze the buildings presently upon the property indicated above.

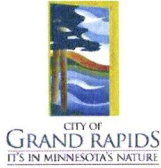
Failure to comply with or answer this Order as required by Minnesota Statute 463.18 will result in the City of Grand Rapids filing a Motion for Summary Enforcement of this Order in the District Court, Itasca County, Minnesota. The owner shall have twenty days from the date of service of this Order to answer specifically and deny such facts contained in this Order if any are in dispute.

Adopted by the Council this 11<sup>th</sup> day of February, 2013.

\_\_\_\_\_  
Dale Adam, Mayor

ATTEST:

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0071      **Version:** 1      **Name:** CP 2012-6 Great Lakes Encroachment Agreement  
**Type:** Agenda Item      **Status:** Engineering  
**File created:** 2/6/2013      **In control:** Engineering  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** An Encroachment Agreement between the City and Great Lakes Gas Transmission Company.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [2-11-13 Attachment CP 2012-6 ICC Great Lakes Agreement.pdf](#)

Date	Ver.	Action By	Action	Result
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*Title*

An Encroachment Agreement between the City and Great Lakes Gas Transmission Company.

*Body*

**Background Information:**

CP 2012-6, ICC/Glenwood Intersection Improvements will require construction of the realigned entrance to ICC/U of M over a pipeline owned by Great Lakes Gas Transmission Company. The attached Encroachment Agreement authorizes the City to construct the street over Great Lakes pipeline. City Attorney, Chad Sterle has reviewed and approved the attached agreement.

**Staff Recommendation:**

City staff is recommending the approval of the attached Encroachment Agreement between the City and Great Lakes Gas Transmission Company.

**Requested City Council Action**

Consider approval of the attached Encroachment Agreement between the City and Great Lakes Gas Transmission Company.



## ENCROACHMENT AGREEMENT

City of Grand Rapids  
420 N. Pokegama Avenue  
Grand Rapids, MN 55744

Date: Jan. 30, 2013

Re: City of Grand Rapids, MN  
Itasca Community College Road Development  
TransCanada Tract # 21-10IT-079  
Sec.15, T.55N., R.25W.  
Itasca County, MN

TransCanada's Pipeline Integrity Group Engineer on behalf of Great Lakes Gas Transmission Company Limited Partnership has completed a review of the proposal for the above captioned project. The results of the review are contained in the Engineering Guidelines dated January 11, 2013 and attached hereto. You, your contractors and/or your agents will be held responsible to adhere to the terms itemized below and in said Engineering Guidelines under which TransCanada's **GREAT LAKES GAS TRANSMISSION COMPANY LIMITED PARTNERSHIP (GREAT LAKES)** issues this Agreement.

- 1 All work must comply with your project as shown in your drawings attached hereto that have been reviewed and approved by our engineering group. Any changes to the design, description, and/or construction must be approved in advance of any construction by TransCanada's Pipeline Integrity Group Engineer.
- 2 GREAT LAKES must have a representative on site at all times when work is being performed over/near its pipelines and/or within its Right of Way and Easement.
- 3 Notice of at least seventy-two (72) hours in advance of construction must be provided. You must contact TransCanada field representative: Name: Gary Lindstrom, Office Phone: 248-205-7533 Cell phone: 218-398-7444. *Please note that voice messages do not constitute 72 hour notice. Person to person contact must be made.*
- 4 Compliance with these terms and those contained in the Engineering Guidelines does not suggest or imply that you, your contractors, consultants or any other associated party is relieved of any responsibility or liability in the event GREAT LAKES pipelines or facilities are damaged in any way before, during or after the construction of the encroachment. GREAT LAKES will hold all parties responsible for costs incurred for any breach of pipeline or facility integrity.
- 5 All rights granted hereunder shall be subject and subordinate to the paramount rights granted to GREAT LAKES to occupy and use all or any portion or portions of its right of way and easement in its operations.
- 6 GREAT LAKES is now and will continue to utilize the land included within said easement for pipeline purposes and in doing so, GREAT LAKES may at any time, or from time to time, enter upon said land, place and transport machinery and equipment thereon, and excavate trenches and ditches thereon; and in such event, GREAT LAKES except for normal backfilling, will not restore the surface, including any improvements constructed pursuant to this approval.

- 7 GREAT LAKES will be indemnified and held harmless against any and all loss, damages, cost or liability, personal injury, claims, actions or judgments that may arise from the exercise of its easement rights or result from the permission herein granted.
- 8 This agreement does not cover any other agency or property owner approvals required.
- 9 Prior to any construction activities within 25 feet of our pipeline facilities all contractors must be provided and have in their possession a copy of this Agreement and the Engineering Guidelines dated January 11, 2013 to ascertain that they are aware of the conditions for crossing.
- 10 **GREAT LAKES requires that each contractor/subcontractor on this project submit State One Call tickets (call 811) in accordance with the applicable One Call system's advance notification requirements for each different phase of the project that involves earth disturbance (grading, excavating, trenching, digging, etc.).**

GREAT LAKES looks forward to working with you to minimize impact resulting from this project and also provide for the safety of the general public and the integrity of our pipelines. Should you have any further questions in regard to this Agreement please contact me at 248-205-7408.

**No work is permitted under the terms of this Encroachment Agreement until the Encroachment Agreement has been countersigned, dated and returned to:  
TransCanada, Attn; Crossings and Encroachments, 5250 Corporate Drive, Troy, MI 48098.**

GREAT LAKES GAS TRANSMISSION COMPANY  
LIMITED PARTNERSHIP  
CROSSINGS AND ENCROACHMENTS

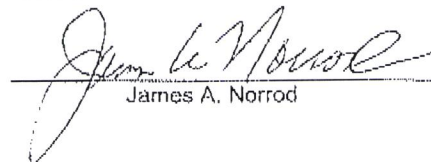
COUNTERSIGNED AND AGREED TO:

By: \_\_\_\_\_  
Mayor, City of Grand Rapids, MN

\_\_\_\_\_  
Printed name/date

By: \_\_\_\_\_  
Clerk, City of Grand Rapids, MN

\_\_\_\_\_  
Printed name/date

  
James A. Norrod

***This permit is not valid unless countersigned by the TransCanada representative on site.***

TransCanada representative: \_\_\_\_\_

Printed Name: \_\_\_\_\_

**Attachments**

cc: Area Manager w/att  
Land Agent w/att  
Field Tech(s) w/att  
GL-LM-001-2012

Itasca Community College  
1851 East Highway 169  
Grand Rapids, MN 55744-3397



January 11, 2013

The crossing application submitted by SEH for the City of Grand Rapids has been reviewed. The City of Grand Rapids plans to construct a new driveway entrance in Itasca County, Minnesota.

Work within the TransCanada right-of-way will be performed in accordance with TransCanada procedures to protect the safety of TransCanada facilities. The following guidelines, although not inclusive, are provided in order to accommodate your request and protect our pipelines and facilities:

1. No ground disturbance shall be made within TransCanada' right of way or within 25 ft., measured at right angles, of our pipeline(s) except in the presence of our company representative.
2. Notice of at least seventy-two (72) hours in advance of construction must be provided. The City of Grand Rapids its contractors or agent must contact the following TransCanada field representatives:

Name: Gary Lindstrom Cell: (218)398-7444

TransCanada will arrange for a representative to be on site when work is occurring on or near the Right of Way area, or within 25' of the pipelines. After hours call 1-800-447-8066.

3. The City of Grand Rapids, or its contractor must hydro-vac or hand expose TransCanada' buried pipeline(s) prior to use of mechanical equipment within 15ft. of the pipeline(s).
4. No sidecutters may be used.
5. No part of powered equipment shall come within three ft of TransCanada' pipelines, or according to applicable State or Federal requirements.
6. No bucket, any attachment or load may be swung over TransCanada' pipeline(s) where there is less that 24" of cover.
7. Buried utilities should be designed to have at least eighteen (18) inches of clearance between their installed position and TransCanada Pipelines(s). As far

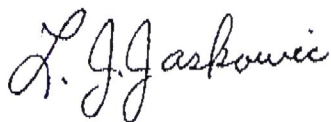
as practicable, all buried utilities are to cross TransCanada' pipeline(s) at right angles.

8. Underground electrical cables must be installed crossing the entire width of the TransCanada' right-of-way using heavy wall conduit or PVC conduit to protect against the possibility of damage or electric shock from probing.

9. The applicable state one-call system must be contacted at 811 in accordance with its advance notification requirements prior to any ground disturbance.

10. Should it be necessary for a TransCanada employee/representative to enter the excavation to inspect its pipeline(s), The excavation at the crossing shall be sloped, permitted safe with trench boxes, or shored in accordance with the requirements of the Occupational Safety and Health Administration.

Respectfully Submitted,

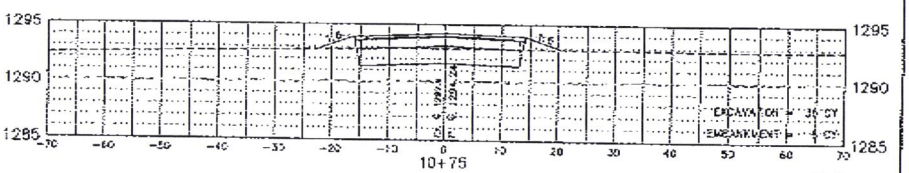
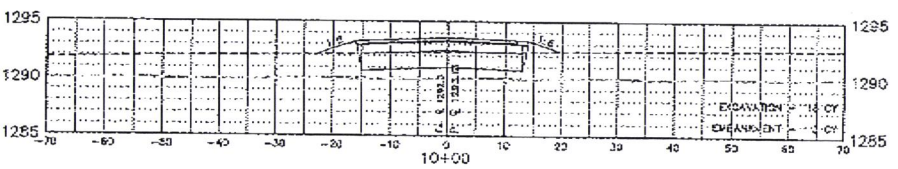
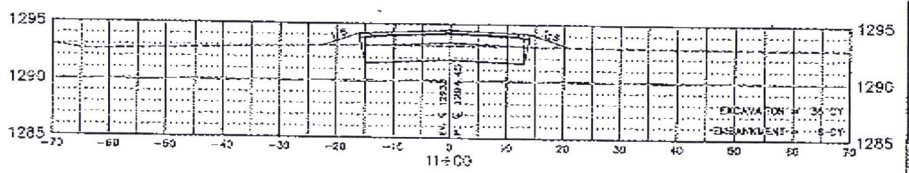
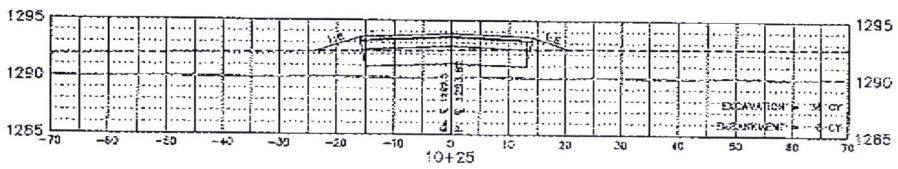
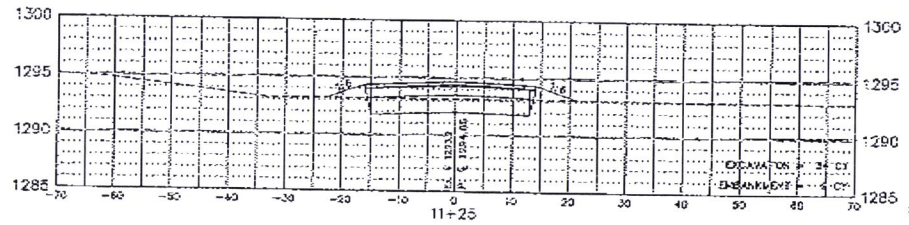
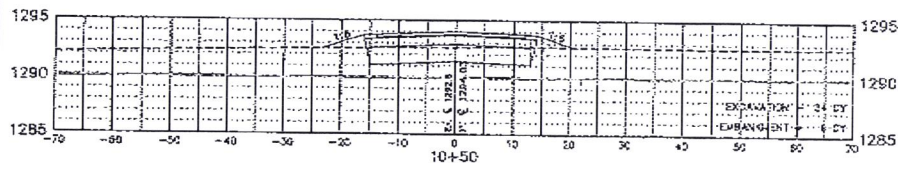
A handwritten signature in black ink that reads "L. J. Jaskowicz". The signature is written in a cursive style with a large initial "L" and "J".

Lawrence Jaskowicz, P.E.  
Senior Engineer  
Pipeline Integrity  
TransCanada US Pipelines  
5250 Corporate Drive ~ Troy, MI 48098  
Phone: 248-205-7550 ~ Fax: 248-205-4750  
[Lawrence.Jaskowicz@TransCanada.com](mailto:Lawrence.Jaskowicz@TransCanada.com)



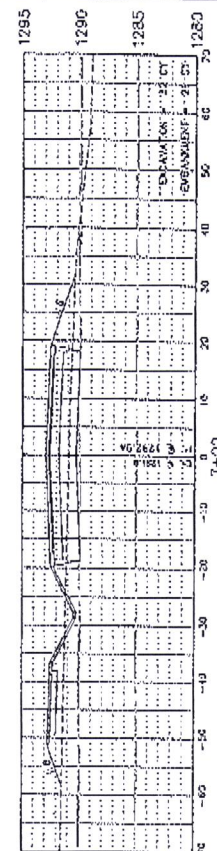
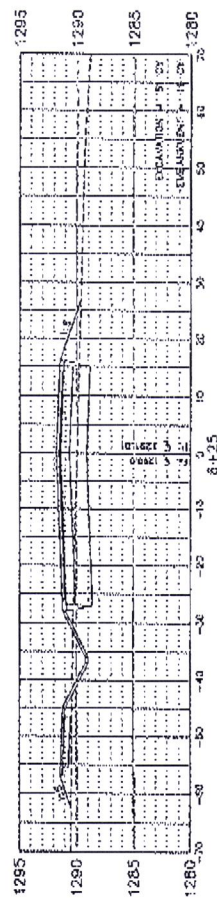
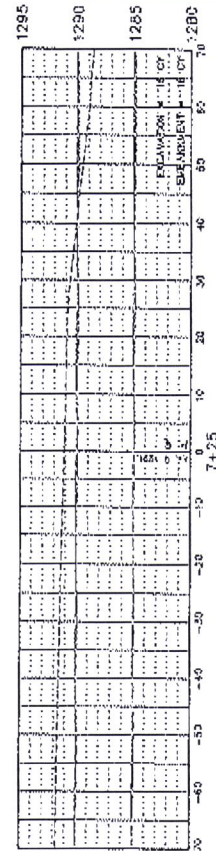
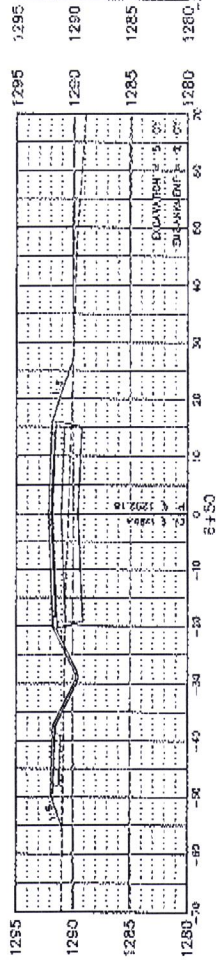
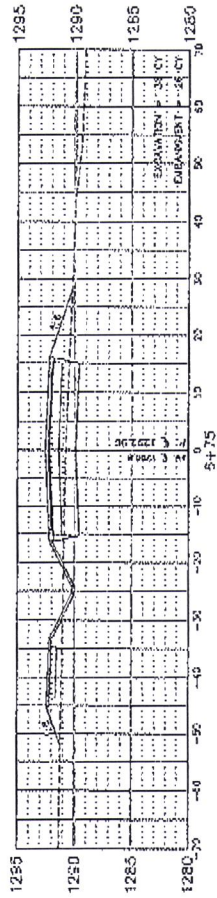


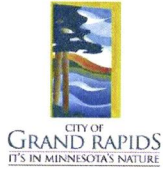
Reviewed by  
 TransCanada  
 Engineering  
 Date: 01/11/13  
 By: L. J. Jaskowiec



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Reviewed By  
 TransCanada  
 Engineering  
 Date: 01/11/13  
 By: L. J. Jaskowiec





# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0073      **Version:** 1      **Name:** CP 2012-6 State Signal Agreement  
**Type:** Agenda Item      **Status:** Engineering  
**File created:** 2/6/2013      **In control:** Engineering  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** A cooperative construction agreement between the State, Itasca County, City of Grand Rapids, and City of LaPrairie  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [2-11-13 Attachment CP 2012-6 State Signal Agreement.pdf](#)

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

A cooperative construction agreement between the State, Itasca County, City of Grand Rapids, and City of LaPrairie  
*Body*

### **Background Information:**

Last fall the City of Grand Rapids entered into a cooperative construction agreement between Itasca County and the City of LaPrairie anticipating that the eventually there would be a four way agreement that would include the State for the construction and ongoing operation and maintenance for the new signal system on TH 169 at the intersection of ICC/Glenwood Drive. The terms in the attached agreement are identical to the original agreement but add the State into the agreement.

### **Staff Recommendation:**

City staff is recommending a resolution authorizing the City to enter into a cooperative construction agreement between the State, Itasca County, City of Grand Rapids, and City of LaPrairie for the construction of a signal system on TH 169 at the intersection of ICC/Glenwood Drive.

### **Requested City Council Action**

Consider approval of a resolution authorizing the City to enter into a cooperative construction agreement between the State, Itasca County, City of Grand Rapids, and City of LaPrairie for the construction of a signal system on TH 169 at the intersection of ICC/Glenwood Drive.

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

<b>State Project Number (S.P.):</b>	<u>3116-138</u>	<b>Amount Receivable-Itasca County</b>
<b>Trunk Highway Number (T.H.):</b>	<u>169= 035</u>	<b><u>\$26,057.00</u></b>
<b>State Aid Number (S.A.P.)</b>	<u>031-685-001</u>	
<b>Grand Rapids Project No.:</b>	<u>2012-6</u>	
<b>Signal System ID</b>	<u>39595</u>	

This Agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State") and Itasca County acting through its Board of Commissioners ("County"), and the City of Grand Rapids acting through its City Council ("Grand Rapids"), and the City of LaPrairie acting through its City Council ("LaPrairie").

**Recitals**

1. Grand Rapids will install a new Traffic Control Signal with Signal Pole Mounted Luminaires, Signal Ahead Flasher and Signing ("Signal System"), on Trunk Highway No. 169 at County State Aid Highway No. 85 (Glenwood Drive)- Higher Ed Drive in the Cities of Grand Rapids and LaPrairie, Itasca County, Minnesota, according to the Grand Rapids-prepared plans, specifications and special provisions designated by Grand Rapids as Grand Rapids Project No. 2012-6 and by the State as State Project No. 3116-138 (T.H. 169= 035)("Project"); and
2. Grand Rapids will install Accessible Pedestrian Signals ("APS") as part of the new Signal System; and
3. The State will furnish a cabinet and controller ("State Furnished Materials"), according to the Project Plans, to operate the Signal System covered under this Agreement; and
4. The County will be responsible for the total cost of the State Furnished Materials covered under this Agreement; and
5. Grand Rapids, LaPrairie and the State will participate in the operation and maintenance of the new Signal System and APS.
6. Minnesota Statutes § 161.20, subdivision 2 authorizes the Commissioner of Transportation to make arrangements with and cooperate with any governmental authority for the purposes of constructing, maintaining and improving the trunk highway system.

**Agreement**

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

- 1.1. **Effective date.** This Agreement will be effective on the date the State obtains all signatures required by Minnesota Statutes § 16C.05, subdivision 2.
- 1.2. **Expiration date.** This Agreement will expire when all obligations have been satisfactorily fulfilled.

- 1.3. *Survival of terms.*** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: 2.4. State Ownership of Improvements; 9. Liability; Worker Compensation Claims; Insurance; 11. State Audits; 12. Government Data Practices; 13. Governing Law; Jurisdiction; Venue; and 15. Force Majeure. The terms and conditions set forth in Article 4. Signal System and APS Operation and Maintenance will survive the expiration of this Agreement, but may be terminated by another Agreement between the parties.
- 1.4. *Plans, Specifications, Special Provisions.*** State-approved Grand Rapids plans, specifications and special provisions designated by Grand Rapids as Grand Rapids Project No. 2012-6 and by the State as State Project No. 3116-138 (T.H. 169=035) are on file in the office of Grand Rapids' Engineer and incorporated into this Agreement by reference. ("Project Plans")

## **2. Right-of-Way Use**

- 2.1. *Limited Right to Occupy.*** The State grants to Grand Rapids (and its contractors and consultants) the right to occupy trunk highway right-of-way as necessary to perform the work described in the Project Plans. This right is limited to the purpose of constructing the project, and administering such construction, and may be revoked by the State at any time, with or without cause. Cause for revoking this right of occupancy includes, but is not limited to, breaching the terms of this or any other agreement (relevant to this project) with the State, failing to provide adequate traffic control or other safety measures, failing to perform the construction properly and in a timely manner, and failing to observe applicable environmental laws or terms of applicable permits. The State will have no liability to Grand Rapids (or its contractors or consultants) for revoking this right of occupancy.
- 2.2. *State Access; Suspension of Work; Remedial Measures.*** The State's District Engineer or assigned representative retains the right to enter and inspect the trunk highway right-of-way (including the construction being performed on such right-of-way) at any time and without notice to Grand Rapids or its contractor. If the State determines (in its sole discretion) that the construction is not being performed in a proper or timely manner, or that environmental laws (or the terms of permits) are not being complied with, or that traffic control or other necessary safety measures are not being properly implemented, then the State may direct Grand Rapids (and its contractor) to take such remedial measures as the State deems necessary. The State may require Grand Rapids (and its contractors and consultants) to suspend their operations until suitable remedial action plans are approved and implemented. The State will have no liability to Grand Rapids (or its contractors or consultants) for exercising its rights under this provision.
- 2.3. *Traffic Control; Worker Safety.*** While Grand Rapids (and its contractors and consultants) are occupying the State right-of-way, they must comply with the approved traffic control plan, and with applicable provisions of the Work Zone Field Handbook (<http://www.dot.state.mn.us/trafficeng/workzone/index.html>). All Grand Rapids, contractor, and consultant personnel occupying the State's right-of-way must be provided with required reflective clothing and hats.
- 2.4. *State Ownership of Improvements.*** The State will retain ownership of its trunk highway right-of-way, including any improvements made to such right-of-way under this Agreement, unless otherwise noted. The warranties and guarantees made by Grand Rapids' contractor with respect to such improvements (if any) will flow to the State. Grand Rapids will assist the State, as necessary, to enforce such warranties and guarantees, and to obtain recovery from Grand Rapids' consultants, and contractor (including its sureties) for non-performance of contract work, for design errors and omissions, and for defects in materials and workmanship. Upon request of the State, Grand Rapids will undertake such actions as are reasonably necessary to transfer or assign contract rights to the State and to permit subrogation by the State with respect to claims against Grand Rapids' consultants and contractors.

### 3. Contract Construction

#### 3.1. *Direction, Supervision and Inspection of Construction*

- A. The contract construction will be under the direction of Grand Rapids and under the supervision of a registered professional engineer; however, the contract construction on the trunk highway right-of-way covered under this Agreement will be open to inspection by the State District Engineer's authorized representatives. Grand Rapids will give the District Engineer at Duluth five days notice of its intention to start the contract construction.
- B. Responsibility for the control of materials for the contract construction will be on Grand Rapids and its contractor and will be carried out according to Specifications No. 1601 through and including No. 1609 in the State's current "Standard Specifications for Construction".

3.2. **Completion of Construction.** Grand Rapids will cause the contract construction to be started and completed according to the time schedule in the construction contract special provisions. The completion date for the contract construction may be extended, by an exchange of letters between the appropriate Grand Rapids official and the State District Engineer's authorized representative, for unavoidable delays encountered in the performance of the contract construction.

3.3. **Plan Changes.** All changes in the Project Plans and all addenda, change orders and supplemental agreements entered into by Grand Rapids and its contractor for contract construction must be approved in writing by the State District Engineer's authorized representative.

3.4. **Compliance with Laws, Ordinances, Regulations.** Grand Rapids will comply and cause its contractor to comply with all Federal, State and Local laws, and all applicable ordinances and regulations. With respect only to that portion of work performed on the State's trunk highway right-of-way, Grand Rapids will not require the contractor to follow local ordinances or to obtain local permits.

### 4. Signal System Operation and Maintenance

Operation and maintenance responsibilities will be as follows for the Signal System and APS on T.H. 169 at C.S.A.H. 85 (Glenwood Dr.)- Higher Ed Dr.:

#### 4.1. *Grand Rapids and LaPrairie Responsibilities*

- A. **Power.** Grand Rapids and LaPrairie will be responsible for the hook-up cost and application to secure an adequate power supply to the service pad or pole and will pay all monthly electrical service expenses necessary to operate the Signal System and signal ahead flasher. Grand Rapids will receive the invoice for the hook-up costs of the power supply and for the monthly electrical costs and will invoice LaPrairie for 50 percent of the costs.
- B. **Minor Signal System Maintenance.** Grand Rapids and LaPrairie will provide for the following, without cost to the State. Grand Rapids will perform the minor Signal System maintenance and will invoice LaPrairie for 50 percent of the costs.
  - i. Maintain the signal pole mounted luminaires and all internal components, including replacing the luminaires and lamps when necessary.
  - ii. Replace the Signal System and signal ahead flasher L.E.D. indications.
  - iii. Clean the Signal System controller cabinet and service cabinet exteriors.
  - iv. Clean the Signal System and signal ahead flasher and luminaire mast arm extensions.
  - v. Paint and maintain the cross street pedestrian crosswalk markings.

#### 4.2. *State Responsibilities*

- A. **Timing and Other Maintenance.** The State will maintain the signing, and perform all other Signal System, APS and signal ahead flasher and signal pole luminaire circuit maintenance without cost to

Grand Rapids and LaPrairie. All Signal System timing will be determined by the State, and no changes will be made without the State's approval.

**4.3. Right of Way Access.** Each party authorizes the other parties to enter upon their respective public right of way to perform the maintenance activities described in this Agreement.

**5. State Furnished Materials; County Cost; Payment**

**5.1. State Furnished Materials.** The State will provide the following State Furnished Materials to operate the Signal System covered under this Agreement. Cabinet & controller (\$26,057.00) for the Signal System on T.H. 169 at C.S.A.H. 85 (Glenwood Dr.)- Higher Ed Dr. The County's cost share is 100 percent.

**5.2. County Cost and Conditions of Payment.** \$26,057.00 is the County's lump sum cost for State Furnished Materials. The County will pay the State the full and complete lump sum amount after the following conditions have been met:

- A. Execution of this Agreement and transmittal to the County.
- B. The County's receipt of a written request from the State for the advancement of funds.

**6. Existing Agreement**

An existing agreement exists between the County, Grand Rapids and LaPrairie, which covers the costs of Improvements and associated design and construction engineering, and operation and maintenance of the new Signal System construction upon, along and adjacent to Trunk Highway No. 169 from the west entrance to Itasca Community College to LaPrairie Avenue; and upon, along and adjacent to the east entrance into the University of Minnesota east entrance off Township Road B. The above mentioned existing Agreement is attached hereto and made a part hereof.

**7. Authorized Representatives**

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

**7.1.** The State's Authorized Representative will be:

Name/Title: Maryanne Kelly-Sonnek, Municipal Agreements Engineer (or successor)  
Address: 395 John Ireland Boulevard, Mailstop 682, St. Paul, MN 55155  
Telephone: (651) 366-4634  
Fax: (651) 366-4769  
E-Mail: maryanne.kellysonnek@state.mn.us

**7.2.** The County's Authorized Representative will be:

Name/Title: Dave Christy, Itasca County Engineer (or successor)  
Address: 123 Northeast 4<sup>th</sup> Street, Grand Rapids, MN 55744-2600  
Telephone: (218) 327-2853  
E-Mail: Dave.Christy@co.itasca.mn.us

**6.3.** Grand Rapids' Authorized Representative will be:

Name/Title: Tom Pagel, City Engineer (or successor)  
Address: 420 North Pokegama Avenue, Grand Rapids, MN 55744  
Telephone: (218) 326-7626  
Fax: (218) 326-7621  
E-Mail: tpagel@ci.grand-rapids.mn.us

**6.4.** LaPrairie's Authorized Representative will be:

Name/Title: Matt Wegwerth, City Engineer (or successor)

Address: 21 NE 5<sup>th</sup> Street, Suite 200, Grand Rapids, MN 55744  
Telephone: (218) 322-4509  
Fax: (888) 908-8166  
E-Mail: mwegwerth@sehinc.com

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

- 8.1. **Assignment.** None of the parties may assign or transfer any rights or obligations under this Agreement without the prior consent of the other parties and a written assignment agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.
- 8.2. **Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.
- 8.3. **Waiver.** If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce it.
- 8.4. **Contract Complete.** This Agreement contains all prior negotiations and agreements between the State and the County, Grand Rapids and LaPrairie. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

**9. Liability; Worker Compensation Claims; Insurance**

- 9.1. Each party is responsible for its own acts, omissions and the results thereof to the extent authorized by law and will not be responsible for the acts and omissions of others and the results thereof. Minnesota Statutes § 3.736 and other applicable law govern liability of the State. Minnesota Statutes Chapter 466 and other applicable law govern liability of the County, Grand Rapids and LaPrairie. Notwithstanding the foregoing, Grand Rapids will indemnify, hold harmless, and defend (to the extent permitted by the Minnesota Attorney General) the State against any claims, causes of actions, damages, costs (including reasonable attorneys fees), and expenses arising in connection with the project covered by this Agreement, regardless of whether such claims are asserted by Grand Rapids' contractor(s) or consultant(s) or by a third party because of an act or omission by Grand Rapids or its contractor(s) or consultant(s).
- 9.2. Each party is responsible for its own employees for any claims arising under the Workers Compensation Act.
- 9.3. Grand Rapids may require its contractor to carry insurance to cover claims for damages asserted against the Grand Rapids' contractor.

**10. Nondiscrimination**

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

**11. State Audits**

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

**12. Government Data Practices**

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



**13. Governing Law; Jurisdiction; Venue**

Minnesota law governs the validity, interpretation and enforcement of this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

**14. Termination by Mutual Agreement**

This Agreement may be terminated by mutual agreement of the parties.

**15. Force Majeure**

None of the parties will be responsible to the other for a failure to perform under this Agreement (or a delay in performance), if such failure or delay is due to a force majeure event. A force majeure event is an event beyond a party's reasonable control, including but not limited to, unusually severe weather, fire, floods, other acts of God, labor disputes, acts of war or terrorism, or public health emergencies

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**ITASCA COUNTY**

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

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

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

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

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

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

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

**DEPARTMENT OF TRANSPORTATION**

Recommended for Approval:

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

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

Approved:

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

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

**COMMISSIONER OF ADMINISTRATION**

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

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

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

**CITY OF GRAND RAPIDS**

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

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

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

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

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

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

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

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

**CITY OF LaPRAIRIE**

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

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

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

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

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

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

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

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

**ITASCA COUNTY**

**RESOLUTION**

IT IS RESOLVED that Itasca County enter into Mn/DOT Agreement No. 02891 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the County to the State of the County's share of the costs of the State Furnished Materials for Traffic Control Signal construction to be performed upon, along and adjacent to Trunk Highway No. 169 at County State Aid Highway No. 85 (Glenwood Drive)- Higher Ed Drive within the corporate City limits of the Cities of Grand Rapids and LaPrairie under State Project No. 3116-138 (T.H. 169= 035).

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

**CERTIFICATION**

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Board of Commissioners of Itasca County at an authorized meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2013, as shown by the minutes of the meeting in my possession.

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2013

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

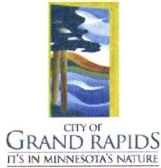
My Commission Expires \_\_\_\_\_

NOTARY STAMP

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

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

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



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

<b>File #:</b>	13-0065	<b>Version:</b>	1	<b>Name:</b>	Investment Policy Revision
<b>Type:</b>	Agenda Item	<b>Status:</b>		<b>Status:</b>	Finance
<b>File created:</b>	2/5/2013	<b>In control:</b>		<b>In control:</b>	Finance
<b>On agenda:</b>	2/11/2013	<b>Final action:</b>		<b>Final action:</b>	
<b>Title:</b>	Consider amending the Investment Policy to increase non-local investments from 20% to 45% and investments between five years and ten from 25% to 40% as of the January 1 current year investment portfolio.				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	<a href="#">Investment Policy Proposed Amendmentspdf</a>				

Date	Ver.	Action By	Action	Result
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*Title*

Consider amending the Investment Policy to increase non-local investments from 20% to 45% and investments between five years and ten from 25% to 40% as of the January 1 current year investment portfolio.

*Body*

**Background Information:**

The City's current Investment Policy says, "The City of Grand Rapids will offer financial institutions and companies within the City of Grand Rapids the opportunity to bid on investments; however, the City of Grand Rapids will seek the best investment yields. Eighty percent of January 1 current year investment portfolio will be invested locally - within the City of Grand Rapids. City Council approval is necessary for non-local investments greater than 20% of January 1 current year investment portfolio."

Since 1991, the City has had 20% of its investments with Smith Barney, now Morgan Stanley Smith Barney, currently earning 1.10% to 5.00%. In 2011, the City invested \$2,000,000 with US Bank Management Agency, earning from .75% to 4.125%. On local accounts, the City is getting between .05% and .35% on money market funds.

In order to maximize the City's investment income, we would like the Council to consider allowing the Finance Department to gradually start increasing the non-local investments to not more than 45%. Based on the cash flow needs, we would work with Grand Rapids State Bank Investments and Morgan Stanley to ladder investments to match the City's funding needs.

We would also like the Council to consider increasing the percentage of investments that can be invested between five and ten years. There are Certificates of Deposits (CD's) that are called step-ups, which are usually 7 to 10 year CD's that may start at 1.50% for three years, then go to 1.75% for 2 years, increase from 2% to 5.50% over the remaining years. They generally have a six month call protection, and are usually called early, but you still have the 1.50% for six months or longer. However, since it is a 7 to 10 year investment, we are limited by the current policy. We would like to the Council to consider increasing that percentage from 25% to 40%. Again, the investment maturity dates would be based on the City's cash flow needs.

This is a City policy and these percentages can be adjusted by the City Council. This was discussed at the Policy and Ordinance Review Committee meeting on January 30, 2013.

We also updated the Authorized and Suitable Investment Item 2 to reflect the increase in the amount insured by the Federal Deposit Insurance Corporation so that amount will change as it is changed by the Federal Reserve.

**Requested City Council Action**

Consider amending the Investment Policy to increase non-local investments from 20% to 45% and investments between five and ten years from 25% to 40% as of the January 1 current year investment portfolio.

# CITY OF GRAND RAPIDS

## INVESTMENT POLICY

### PURPOSE

The purpose of this policy is to establish specific guidelines the City of Grand Rapids will use in the investment of City funds. It will be the responsibility of the Finance Director or City Administrator to invest City funds in order to attain a market rate of return while preserving and protecting the capital of the overall portfolio. Investments will be made, based on statutory constraints, in safe, low risk instruments.

### SCOPE

The Finance Director is responsible for the investing of all funds in the custody of the City, including, but not necessarily limited to, the General Funds, Special Revenue Funds, Debt Service Funds, Capital Project Funds, Golf Course - Enterprise Fund, Agency Funds, and excluding the pension funds.

### PRUDENCE

The standard of prudence to be used by investment officials shall be the "prudent investor", and shall be applied in the context of managing the overall portfolio. Investment officers acting in accordance with this policy and with MN Statute 118A, and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided that reasonable action is taken to control adverse developments and unexpected deviations are reported in a timely manner.

### OBJECTIVE

There are three main objectives of all investment activities that are prioritized as follows:



- A. Safety - Safety of principal is the foremost objective of the City. Each investment transaction shall seek to first insure that capital losses are avoided. The objective will be to mitigate credit risk and interest rate risk.

Credit Risk is the risk of loss due to failure of the security issuer or backer.

Interest Rate Risk is the risk that the market value of securities in the portfolio will fall due to changes in general interest rates.

- B. Liquidity - The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands.
- C. Yield - The investment portfolio of the City of Grand Rapids shall be designed to attain a market-average rate of return through budgetary and economic cycles, taking into consideration the city's investment risk constraints, cash flow characteristics of the portfolio and prudent investment principles.

Subject to requirements of the above objectives, it is the policy of the City of Grand Rapids to offer financial institutions and companies within the City of Grand Rapids the opportunity to bid on investments; however, the City of Grand Rapids will seek the best investment yields. ~~Eighty-Fifty five~~ percent (~~8055~~%) of January 1 current year investment portfolio will be invested locally - *within the City of Grand Rapids*. City Council approval is necessary for nonlocal investments greater than ~~2045~~% of January 1 current year investment portfolio.

#### DELEGATION OF AUTHORITY

Management responsibility for the investment program is hereby delegated from the City Council to the Finance Director, who shall establish procedures for the operation of the investment program, consistent with this investment policy. Such procedures shall include delegation of authority to persons responsible for investment transactions. The Finance Director shall be responsible for all transactions undertaken and shall establish a system of internal controls designed to prevent losses from fraud and employee error.

### CONFLICT OF INTEREST

Any City official (elected or appointed) involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or which could impair his/her ability to make impartial investment decisions.

### AUTHORIZED FINANCIAL INSTITUTE AND DEALER

In accordance with Minnesota Statute 118A.005, the responsibility for conducting investment transactions resides with the City Council of the City of Grand Rapids. Also, the Council shall authorize the City Treasurer or Finance Director to exercise the powers of the Council in designating a depository of the Funds. In selecting depositories, the credit worthiness of the institutions under consideration shall be examined by the Finance Director.

Only approved security broker/dealers selected by creditworthiness shall be utilized (minimum capital requirement \$10,000,000 and at least five years of operation). These may include "primary" dealers or regional dealers that qualify under Securities and Exchange Commission Rule 15c3-1 (uniform net capital rule).

All financial institutions and broker/dealers must supply the following as appropriate:

- audited financial statements
- proof of National Association of Securities Dealers (NASD) certification
- proof of state registration
- completed broker/dealer questionnaire for firms who are not major regional or national firms
- certification of having read the City's investment policy

### BROKER REPRESENTATIONS

Municipalities must obtain from their brokers certain representations regarding future investments. Minnesota Statutes,

Section 118A, Subdivision 6, requires municipalities to provide each broker with information regarding the municipality's investment restrictions. Before engaging in investment transactions with the City of Grand Rapids, the supervising officer at the securities broker/dealer shall submit a certification annually according to MNSS 118A.05. The document will state that the officer has reviewed the investment policies and objectives, as well as applicable state law, and agrees to disclose potential conflicts of interest or risk to public funds that might arise out of business transactions between the firm and the City of Grand Rapids. All financial institutions shall agree to undertake reasonable efforts to preclude imprudent transactions involving the City's funds.

#### AUTHORIZED AND SUITABLE INVESTMENT

Minnesota Statutes, Section 118A, Subdivision 3, lists all permissible investments for municipalities. This list establishes the maximum investment risk permitted for a Minnesota municipality. Even though MN Statutes 118A provides for more instruments to be used for investing purposes, the following is a listing of investments the City will be authorized to invest in:

1. Government Securities: Instruments such as bonds, notes, bills, mortgages and other securities which are direct obligations of the federal government or its agencies, with the principal fully guaranteed by the U.S. Government or its agencies.
2. ~~Certificate of Deposit: A negotiable or nonnegotiable instrument issued by commercial banks and insured up to \$100,000 by the Federal Deposit Insurance Corporation (FDIC).~~ Time Deposits that are fully insured by the Federal Deposit Insurance Corporation or bankers acceptances of United States banks.
3. Repurchase Agreement: An investment which consists of two simultaneous transactions, where an investor purchases securities from a bank or dealer. At the same time, the selling bank or dealer agrees to repurchase the securities at the same price plus interest at some agreed-upon future date. The security purchased is the collateral protecting the investment.
4. Prime Commercial Paper: An investment used by corporations to finance receivables. A short-term (matures in 270 days or less) unsecured promissory note is issued for a maturity specified by the purchaser. Corporations market their paper through dealers who in turn market the paper to investors.

5. Any security which is a general obligation of the State of Minnesota or any of its municipalities.
6. Statewide investment pools which invest in authorized instruments according to MN Statutes 118A.
7. Money market mutual funds which invest in authorized instruments according to MN Statutes 118A.

Interest-bearing deposits in authorized depositories must be fully insured or collateralized.

#### COLLATERALIZATION

Collateralization will be required on two types of investments, Certificates of Deposit and Repurchase Agreements. In order to anticipate market changes and provide a level of security for all funds, the collateralization level will be 110 percent of the market value of principal and accrued interest. When the pledged collateral consists of notes secured by first mortgages, the collateral level will be 140% of the market value of principal and accrual interest. Collateral shall be deposited in the name of the City of Grand Rapids, subject to release by the City's Finance Director. All Certificates of Deposit and Repurchase Agreements purchased by the City shall be held in third party safe keeping by an institution designated as primary agent. The primary agent shall issue a safe keeping receipt to the City listing the specific instrument rate maturity and other pertinent information. All deposits will be insured or collateralized in accordance with Minnesota Statutes Chapter 118A.

#### SAFEKEEPING AND CUSTODY

When investments purchased by the City are held in safekeeping by a broker/dealer, they must provide asset protection of \$500,000 through the Securities Investor Protection Corporation (SIPC) and at least another \$2,000,000 supplemental insurance protection.

#### DIVERSIFICATION

The City will attempt to diversify its investments according to type and maturity. The portfolio, as much as possible, will contain both short-term and long-term investments. The City will attempt to match its investments with anticipated cash

flow requirements. Extended maturities may be utilized to take advantage of higher yields; however, ~~for year 2010~~ no more than 2540% of the total investments should extend beyond five (5) years and in no circumstance should any extend beyond 10 years. This percentage will be evaluated by the City Council on an annual basis.

#### INVESTMENT REPORTING

The Finance Director shall prepare an investment report as least quarterly, including a management summary that provides a clear picture of the status of the current investment portfolio and transactions made over the last quarter.

#### CONCLUSION

The intent of this policy is to ensure the safety of all City funds. The main goal of the City will be to achieve a market rate of return while maintaining the safety of its principal.

Approved by City Council

Date: December 9, 1996

Revised by City Council on 5/11/98 - Diversification - change 5% to 20% of the total investments

Revised by City Council on 12/14/09 - Diversification - increased percentage that can be invested longer than five years to 25% for 2010 with percentage evaluated by City Council on an annual basis.



CITY OF  
GRAND RAPIDS  
ITS IN MINNESOTA'S NATURE

# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0067      **Version:** 1      **Name:** Central School Commission Ordinance Revision  
**Type:** Agenda Item      **Status:** Finance  
**File created:** 2/5/2013      **In control:** Finance  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** Consider amending the Central School Commission Ordinance.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** [Chapter 61 - By Laws Redraft.pdf](#)

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

*Title*

Consider amending the Central School Commission Ordinance.

*Body*

**Background Information:**

There have been several things that have occurred at Central School over the last few years that have made it difficult for the Commission to effectively perform the powers and duties established in the Ordinance. In the last few months, the Council has delegated the authority to negotiate rents for Central School and authorize purchases to the City Administrator. The Commission is recommending that the Ordinance governing Central School Commission be changed to make it an Advisory Board. The powers and duties of the Board would be to monitor the historical and architectural preservation of Central School.

This was discussed at the Policy and Ordinance Review Committee meeting on January 30, 2013.

**Requested City Council Action**

Consider amending the Central School Commission Ordinance.

## Chapter 61

### Grand Rapids Central School ~~Commission~~ Advisory Board

61.01 PURPOSE. Pursuant to Minn. Stat. Chapter 347 (H.F. 2236), there is hereby created a Grand Rapids Central School ~~Commission~~ Advisory Board, which will have the membership, powers and duties as set forth below: (4-23-86)

61.02 MEMBERSHIP. The ~~Commission~~ Board shall be composed of ~~seven (7)~~ five (5) members, at least one (1) of whom shall be a member of the Itasca County Historical Society. ~~One member of the Commission shall be affiliated with a current non-profit tenant of Central School and one member shall be affiliated with a current for-profit tenant of Central School.~~

61.03 APPOINTMENT. The original ~~seven (7)~~ five (5) members of the ~~Commission~~ Board shall be appointed by the Grand Rapids City Council. Subsequent appointments due to vacancies or expired terms shall be pursuant to nomination by the ~~Commission~~ Board, with ratification by the Grand Rapids City Council.

61.04 TERM OF MEMBERSHIP. The term of each member of the ~~Commission~~ Board shall be three (3) years. A member may serve a maximum of three (3) consecutive terms. Each member of the ~~Commission~~ Board shall have one vote.

61.05 MEETINGS. The ~~Commission~~ Board shall meet with such frequency as the ~~Commission~~ Board deems appropriate, but at least quarterly. Meetings of the Commission shall be open to the public.

61.06 POWERS AND DUTIES. (a) The ~~Commission group~~ shall function as ~~the Board of Directors~~ an Advisory Board of Central School. In addition to the powers and duties specifically set forth in this Ordinance, the ~~Commission~~ Board is hereby delegated those powers and duties which accrue to the Lessor or to the ~~Board of Directors~~ Board under the leases between tenants of Central School and the City of Grand Rapids. The ~~Commission's~~ Board's objective in the management of Central School shall be to maximize the participation of community residents and visitors in the events and activities at the Central School, consistent with the historical heritage and cultural theme of the Central School. The powers and duties of the Board will be to monitor the historical and architectural preservation of Central School.

(b) The ~~Commission~~ Board shall have full operational responsibility for the Central School Building, including the following:

~~1. The Commission shall be responsible to safeguard Central School building and to arrange for appropriate ongoing upkeep and maintenance in order to preserve Central School building;~~

~~2. Prior to September 1 of each calendar year, the Commission shall submit to the City Council for approval an annual budget for the Central School operations for the upcoming calendar year;~~

~~3. The Commission shall generate sufficient income through the operation of Central School and its programs and promotions to meet all operating costs of Central School and shall accumulate necessary funds to finance long-term capital expenditures for the maintenance and preservation of Central School, said capital accumulation to be at least equal to the percentage of operating expenses as set forth in the leases for Central School building;~~

~~4. The Commission shall seek tenants for Central School whose use of the facility will be consistent with the historical heritage and cultural theme of the Central School. The Commission may not be empowered to enter into leases for space in Central School nor to vary the terms of leases entered into by the City Council; (4-23-86)~~

51. The ~~Commission- Board~~ shall promote activities and special events at the Central School, and exterior grounds, which complement community events and promotions and which promote the historical heritage and cultural theme of the Central School and work within the budget set forth by the City Council.;

~~6. The Commission shall encourage the development of a Central School Tenants Organization which will give input to the Commission on operational and promotional issues;~~

~~7. The Commission shall develop and approve short and long-term plans and goals for Central School and appropriate strategies to accomplish these goals;~~

~~8. The Commission shall retain a custodian, on an independent contractor basis, who shall be responsible for the maintenance and upkeep of the common areas of the Central School building;~~

~~9. The Commission may have the power, subject to City Council approval, to retain a manager, either as an employee or independent contractor, to promote the activities of and coordinate the operations of the Central School. (4-23-86)~~

(c) The ~~Commission- Board~~ shall ~~adopt by laws which shall designate such officers and committees as the Commission deems appropriate.~~ designate a Chair and Vice-Chair. The by-laws shall provide that each member of the ~~Commission- Board~~ shall be entitled to one vote of equal weight to that of any other member.

(d) The ~~Commission- Board~~ shall keep and preserve accurate minutes of each meeting of the ~~Commission- Board~~ or any committee thereof.

(e) The ~~Commission- Board~~ shall report to the City Council quarterly, or more frequently as the ~~Commission- Board~~ deems appropriate, on the activities of the ~~Commission Board~~.

(f) The ~~Commission- Board~~ shall request, in writing to the City Administrator, staff assistance from the appropriate Departments of the City of Grand Rapids, on an as-needed basis.

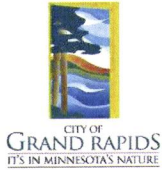


61.07 EXTERIOR GROUNDS. The exterior grounds of Central School shall be maintained as a City Park by the appropriate City Departments. The ~~Commission- Board~~ and the City Parks and Recreation Department shall coordinate plans for events at the exterior grounds. The City Parks and Recreation Department shall have final authority to authorize and schedule usage of the exterior grounds.

61.08 EFFECTIVE DATE. The ordinance becomes effective upon its passage and publication according to law.

Adopted 1-25-84

Amended 4-23-86



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

**File #:** 13-0056      **Version:** 1      **Name:** Purchase a new Chevrolet Tahoe police vehicle  
**Type:** Agenda Item      **Status:** Police  
**File created:** 1/28/2013      **In control:** Police  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** Request by the Police Department to purchase (1) Chevrolet Tahoe police vehicle from Grand Rapids GM.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [0830\\_001.pdf](#)  
[0831\\_001.pdf](#)  
[0832\\_001.pdf](#)

Date	Ver.	Action By	Action	Result
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**Title**  
 Request by the Police Department to purchase (1) Chevrolet Tahoe police vehicle from Grand Rapids GM.

**Body**

**Background Information:**

The Police Department would like to purchase 1 Chevrolet Tahoe from Grand Rapids GM. The police vehicle will be used as part of the police department's patrol fleet and will be assigned to department members. The vehicle was run through a competitive bid process with the suggested award as follows:

2013 Chevrolet Tahoe	Grand Rapids GM	\$28,823.00
----------------------	-----------------	-------------

Other expenses associated with the cost of this vehicle would be title transfer, applicable taxes, and equipment purchasing. The police department currently has \$35,000.00 dollars budgeted for these purchases.

Equipment to be purchased include the following:

Lights, siren / speaker, control box for lights & siren, center console, and interior cages for \$5,413.00.

Stalker radar \$2,637

Computer / + warranty \$3,100.00

Vehicle striping \$600.00

Fire Ext. \$40.00

total \$40,613.00, which is above the \$35,000.00 budgeted.

There is a CIP fund of \$45,000.00 in which the City Council agreed to have the City Administrator award to a department on an as needed basis. We would like to use \$5,800 from this CIP account to cover the total cost of the new police vehicle and associated costs not to exceed \$40,800.00.

**Requested City Council Action**

Consider a request by the Police Department to purchase 1 new Chevrolet Tahoe from Grand Rapids GM for a total cost of \$28,823.00 plus title fees, applicable taxes and equipment purchases not to exceed \$40,800.00.

**Steve Schaar**

**From:** Bob OHara [rwohara01@aol.com]  
**Sent:** Tuesday, January 29, 2013 3:31 PM  
**To:** Steve Schaar  
**Subject:** Tahoe pricing  
Steve

Here is an updated price:

- a. \$28,559.00 (matched thane hawkins spec) the center part of the 40/20/40 seat can be removed.
- X b. \$28,823.00 (includes A95 bucket seats and 9N5 console delete credit) *new price*

They have \$562.00 in bid assistance that we do not get. This is as close as we can go.

Thanks  
Bob

**Prepared For:**  
STEVE SCHAAR  
GRAND RAPIDS POLICE  
GRAND RAPIDS, MN 55744

**Prepared By:**  
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GRAND RAPIDS GM  
HWY 169  
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Phone: (218) 327-2201  
Fax: (218) 365-5340  
Email: rwohara01@aol.com

## 2013 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr 1500 Commercial CK1070

### **SELECTED MODEL & OPTIONS**

#### SELECTED MODEL - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial

<u>Code</u>	<u>Description</u>	<u>VQ2</u>
CK10706	2013 Chevrolet Tahoe 4WD 4dr 1500 Commercial	\$39,501.00

#### SELECTED VEHICLE COLORS - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial

<u>Code</u>	<u>Description</u>
-	Interior: No color has been selected.
-	Exterior 1: No color has been selected.
-	Exterior 2: No color has been selected.

#### SELECTED OPTIONS - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial

##### CATEGORY

<u>Code</u>	<u>Description</u>	<u>VQ2</u>
SUSPENSION PKG		
ZW7	SUSPENSION PACKAGE, PREMIUM SMOOTH RIDE (STD)	\$0.00
EMISSIONS		
FE9	EMISSIONS, FEDERAL REQUIREMENTS	\$0.00
ENGINE		
LMG	ENGINE, VORTEC 5.3L V8 SFI FLEXFUEL with Active Fuel Management, capable of running on unleaded or up to 85% ethanol (with gas - 320 hp [238.6 kW] @ 5400 rpm, 335 lb-ft of torque [452.2 N-m] @ 4000 rpm, with E85 ethanol - 326 hp [243.1 kW] @ 5300 rpm, 348 lb-ft of torque [469.8 N-m] @ 4400 rpm), iron block (STD)	\$0.00
TRANSMISSION		
MYC	TRANSMISSION, 6-SPEED AUTOMATIC, ELECTRONICALLY CONTROLLED with overdrive and tow/haul mode (STD)	\$0.00
AXLE		
GU6	REAR AXLE, 3.42 RATIO (Included and only available with (K5L) Heavy-Duty Trailing Package.)	INC

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

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Customer File:

January 07, 2013 2:08:57 PM

Page 2

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2013 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr 1500 Commercial CK1070

**SELECTED MODEL & OPTIONS**

SELECTED OPTIONS - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial

**CATEGORY**

Code	Description	VQ2
<b>PREFERRED EQUIPMENT GROUP</b>		
1FL	COMMERCIAL PREFERRED EQUIPMENT GROUP Includes Standard Equipment	\$0.00
<b>WHEEL TYPE</b>		
NX7	WHEELS, 4 - 17" X 7" (43.2 CM X 17.8 CM) STEEL	\$0.00
<b>TIRES</b>		
QGI	TIRES, P265/70R17 ALL-SEASON, BLACKWALL (STD)	\$0.00
<b>PAINT SCHEME</b>		
ZY1	SOLID PAINT	\$0.00
<b>PAINT</b>		
41U	BLACK	\$0.00
<b>SEAT TYPE</b>		
AZ3	SEATS, FRONT 40/20/40 SPLIT-BENCH, 3-PASSENGER, DRIVER AND FRONT PASSENGER MANUAL RECLINING, CENTER FOLD-DOWN ARMREST with storage, lockable storage compartments in seat cushion (includes auxiliary power outlet), adjustable outboard head restraints and storage pockets (STD) (With vinyl seats also includes driver manual lumbar control. With vinyl seats requires (19V) Ebony vinyl and (BG9) Black rubberized-vinyl floor covering)	\$0.00
<b>SEAT TRIM</b>		
19C	EBONY, PREMIUM CLOTH SEAT TRIM	\$0.00
<b>RADIO</b>		
US8	AUDIO SYSTEM, AM/FM STEREO WITH MP3 COMPATIBLE CD PLAYER seek-and-scan, digital clock, auto-tone control, Radio Data System (RDS), speed-compensated volume, TheftLock and auxiliary audio input jack (STD)	\$0.00
<b>ADDITIONAL EQUIPMENT</b>		
5W4	IDENTIFIER FOR SPECIAL SERVICE VEHICLE. Utilized to identify a vehicle as a police/fire special service vehicle for marketing, order-build process and emission certification purposes (Must be specified.) *CREDIT*	-\$4,853.50

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## 2013 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr 1500 Commercial CK1070

### SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial

#### CATEGORY

Code	Description	VQ2
ADDITIONAL EQUIPMENT		
K5L	TRAILERING PACKAGE, HEAVY-DUTY includes (KNP) auxiliary external transmission oil cooler and (KC4) engine oil cooler, provides increased trailering capabilities (Includes (GU6) 3.42 ratio rear axle. Required with (JL1) trailer brake controller.)	INC
6J1	IGNITION 100-amp main power supply wiring at instrument panel and trunk cargo area. (Requires (5W4) Identifier for Special Service vehicle.)	INC
KNP	COOLING, AUXILIARY TRANSMISSION OIL COOLER, HEAVY-DUTY AIR-TO-OIL (Included and only available with (K5L) Heavy-Duty Trailering Package.)	INC
KC4	COOLING, EXTERNAL ENGINE OIL COOLER, HEAVY-DUTY AIR-TO-OIL, INTEGRAL TO DRIVER SIDE OF RADIATOR (Included and only available with (K5L) Heavy-Duty Trailering Package.)	INC
K47	AIR CLEANER, HIGH-CAPACITY	INC
NQH	TRANSFER CASE, ACTIVE, 2-SPEED ELECTRONIC AUTOTRAC with rotary controls, includes neutral position for dinghy towing. (Requires 4WD models. Included with (K5L) heavy-duty trailering package.)	INC
---	BATTERY, 660 COLD CRANKING AMPS with 80 amp hour rating (Requires (5W4) Identifier for Special Service vehicle.)	INC
---	KEY, SINGLE, 2-SIDED (Requires (5W4) Identifier for Special Service vehicle.)	INC
---	LUGGAGE RACK, DELETE (Requires (5W4) Identifier for Special Service vehicle.)	INC
7X6	SPOTLAMP, LEFT-HAND (Requires (5W4) Identifier for Special Service vehicle.)	\$391.00
---	WIPERS, FRONT INTERMITTENT WET-ARM with flat blade and pulse washers (Requires (5W4) Identifier for Special Service vehicle.)	INC
UN9	RADIO SUPPRESSION, BRAIDED BRASS STRAPS attached to various body locations (Requires (5W4) Identifier for Special Service vehicle.)	INC
ATD	SEAT DELETE, THIRD ROW PASSENGER (Requires a fleet or government order type.) *CREDIT*	INC

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2013 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr 1500 Commercial CK1070

**SELECTED MODEL & OPTIONS**

SELECTED OPTIONS - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial

**CATEGORY**

<u>Code</u>	<u>Description</u>	<u>VQ2</u>
ADDITIONAL EQUIPMENT		
UT7	GROUND STUDS, AUXILIARY 2 per vehicle in the rear compartment (Requires (5W4) Identifier for Special Service vehicle.)	INC
UE0	ONSTAR, DELETE *CREDIT*	INC
—	SAFETY BELTS, 3-POINT, DRIVER AND FRONT PASSENGER IN ALL SEATING POSITIONS (Requires (5W4) Identifier for Special Service vehicle.)	INC
—	BID ASSISTANCE Authorization code: 111111	-\$6,500.00
SHIP THRU CODES		
VPV	SHIP THRU, PRODUCED IN ARLINGTON ASSEMBLY AND SHIPPED TO KERR INDUSTRIES AND ONTO ARLINGTON ASSEMBLY (MSRP = \$130.00)	INC
SPECIAL EQUIPMENT OPTIONS		
5T5	SEATS, REAR VINYL WITH FRONT CLOTH SEATS Provides vinyl rear seats and cloth front seats (Requires interior trim code (19C) Ebony and RPO (AZ3) front 40/20/40 split-bench with premium cloth seats or RPO (A95) front bucket with premium cloth seats.)	INC
<b>OPTIONS TOTAL</b>		<b>-\$10,962.50</b>

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## 2013 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr 1500 Commercial CK1070

### **STANDARD EQUIPMENT**

#### **STANDARD EQUIPMENT - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial**

##### *ENTERTAINMENT*

- Audio system, AM/FM stereo with MP3 compatible CD player seek-and-scan, digital clock, auto-tone control, Radio Data System (RDS), speed-compensated volume, TheftLock and auxiliary audio input jack
- Audio system feature, 6-speaker system (With (5W4) Identifier for Special Service vehicle, includes 8-speaker system)
- SiriusXM Satellite Radio, delete

##### *EXTERIOR*

- Wheels, 4 - 17" x 7" (43.2 cm x 17.8 cm) steel
- Tires, P265/70R17 all-season, blackwall
- Wheel, 17" (43.2 cm) full-size, steel spare
- Tire carrier, lockable outside spare winch-type mounted under frame at rear
- Tire, spare P265/70R17 all-season blackwall
- Luggage rack side rails, roof-mounted, Black
- Fascia, front color-keyed
- Fascia, rear color-keyed
- Assist steps, Black
- Headlamps, dual halogen composite with automatic exterior lamp control and flash-to-pass feature
- Mirrors, outside heated power-adjustable, manual-folding (Mirror caps are Black.)
- Glass, Solar-Ray deep-tinted (all windows except light-tinted glass on windshield and driver- and front passenger-side glass)
- Wiper, rear intermittent with washer
- Door handles, Black
- Liftgate with liftglass rear door system with rear-window wiper/washer

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

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## 2013 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr 1500 Commercial CK1070

### **STANDARD EQUIPMENT**

#### **STANDARD EQUIPMENT - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial**

##### *INTERIOR*

- Seats, front 40/20/40 split-bench, 3-passenger, driver and front passenger manual reclining, center fold-down armrest with storage, lockable storage compartments in seat cushion (includes auxiliary power outlet), adjustable outboard head restraints and storage pockets (With vinyl seats also includes driver manual lumbar control. With vinyl seats requires (19V) Ebony vinyl and (BG9) Black rubberized-vinyl floor covering)
- Seats, second row 60/40 split-folding bench, 3-passenger with center armrest with 2 cup holders (Vinyl seats included and only available with (AZ3) front 40/20/40 vinyl split-bench seats, SEO (5T5) second and third row vinyl with front cloth seats or (9S1) seats, driver and passenger front, individual seats in vinyl trim.)
- Seat adjuster, driver 6-way power
- Seats, third row 50/50 split-bench, 3-passenger removable, all-belts-to-seat
- Headliner, cloth
- Floor covering, Black rubberized-vinyl
- Steering column, Tilt-Wheel, adjustable with brake/transmission shift interlock
- Steering wheel, vinyl
- Steering wheel controls, mounted cruise controls
- Instrumentation, analog with speedometer, odometer with trip odometer, fuel level, voltmeter, engine temperature, oil pressure and tachometer (With (5W4) Identifier for Special Service vehicles, includes 120 mph speedometer and engine hour meter.)
- Warning tones headlamp on, key-in-ignition, driver and right-front passenger safety belt unfasten and turn signal on
- Windows, power with driver Express-Down and lockout features
- Door locks, power programmable with lockout protection (With (5W4) Identifier for Special Service vehicle, Auto Lockout is disabled on Driver door.)
- Remote vehicle starter prep package includes Remote Keyless Entry (Remote vehicle starter fob available as a Chevy Accessory.)
- Cruise control, electronic with set and resume speed
- Theft-deterrent system, vehicle, PASS-Key III
- Heater, rear auxiliary with rear passenger heating ducts

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## 2013 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr 1500 Commercial CK1070

### **STANDARD EQUIPMENT**

#### **STANDARD EQUIPMENT - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial**

- Air conditioning, tri-zone manual HVAC controls with individual climate settings for driver, right-front passenger and rear seat with rear controls located in floor console with front bucket seats and in the roof console with front bench seat (With 5W4, rear controls located in roof console)
- Air conditioning, rear auxiliary
- Defogger, rear-window electric
- Power outlets, 3 auxiliary, 12-volt includes 2 on the instrument panel and 1 in the cargo area
- Mirror, inside rearview manual day/night
- Visors, driver and front passenger illuminated vanity mirrors, padded with cloth trim, extends on rod
- Assist handles, front passenger and second row outboard
- Lighting, interior with dome light, driver- and passenger-side door switch with delayed entry feature, cargo lights, door handle or Remote Keyless Entry-activated illuminated entry and map lights in front and second seat positions (With (5W4) Identifier for Special Service vehicle, does not include driver- and passenger-side door switch with delayed entry feature.)

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## 2013 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr 1500 Commercial CK1070

### **STANDARD EQUIPMENT**

#### **STANDARD EQUIPMENT - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial**

##### *MECHANICAL*

- Engine, Vortec 5.3L V8 SFI FlexFuel with Active Fuel Management, capable of running on unleaded or up to 85% ethanol (with gas - 320 hp [238.6 kW] @ 5400 rpm, 335 lb-ft of torque [452.2 N-m] @ 4000 rpm, with E85 ethanol - 326 hp [243.1 kW] @ 5300 rpm, 348 lb-ft of torque [469.8 N-m] @ 4400 rpm), iron block
- Transmission, 6-speed automatic, electronically controlled with overdrive and tow/haul mode
- Rear axle, 3.08 ratio (Not available with (K5L) Heavy-Duty Trailering Package.)
- Suspension Package, Premium Smooth Ride
- GVWR, 7300 lbs. (3311 kg) (Standard on 4WD models.)
- 4-wheel drive
- Transfer case, active, single-speed, electronic Autotrac with rotary controls, does not include neutral. Cannot be dinghy towed. (Requires (GU4) 3.08 rear axle ratio. Not available on 2WD models or with (K5L) heavy-duty trailering package.)
- Battery, 660 cold cranking amps with 80 amp hour rating
- Alternator, 160 amps
- Trailering equipment includes trailering hitch platform, 7-wire harness with independent fused trailering circuits mated to a 7-way sealed connector and 2" trailering receiver
- Recovery hooks, front, frame-mounted (Standard on 4WD models. Available on 2WD models.)
- Suspension, front coil-over-shock with stabilizer bar
- Suspension, rear multi-link with coil springs
- Steering, power
- Brakes, 4-wheel antilock, 4-wheel disc, VAC power
- Powertrain grade braking

##### *PACKAGE*

- Fleet Package

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Customer File:

**Prepared For:**  
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GRAND RAPIDS, MN 55744

**Prepared By:**  
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## 2013 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr 1500 Commercial CK1070

### **STANDARD EQUIPMENT**

#### **STANDARD EQUIPMENT - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial**

##### *SAFETY*

- StabiliTrak, stability control system with traction control includes electronic trailer sway control and hill start assist
- Daytime Running Lamps with automatic exterior lamp control
- Air bags, dual-stage frontal, driver and right-front passenger with Passenger Sensing System (right-front passenger air bag status on overhead console) (Always use safety belts and the correct child restraints for your child's age and size. Even in vehicles equipped with air bags and the Passenger Sensing System, children are safer when properly secured in a rear seat in the appropriate infant, child or booster seat. Never place a rear-facing infant restraint in the front seat of any vehicle equipped with an active frontal air bag. See the Owners Manual and child safety seat instructions for more safety information.)
- Air bags, head curtain side-impact, first and second row outboard seating positions with rollover sensor, includes third row seating positions with (AS3) passenger third row bench seat (Head curtain side air bags are designed to help reduce the risk of head and neck injuries to front and rear seat outboard occupants on the near side of certain side-impact collisions. Always use safety belts and the correct child restraints for your child's age and size, even in vehicles equipped with air bags. Children are safer when properly secured in a rear seat in the appropriate infant, child or booster seat. See the Owners Manual and child safety seat instructions for more safety information.)
- Air bags, seat-mounted side-impact, driver and right-front passenger for thorax and pelvic protection (Always use safety belts and the correct child restraints for your child's age and size, even in vehicles equipped with air bags. Children are safer when properly secured in a rear seat in the appropriate infant, child or booster seat. See the Owners Manual and child safety seat instructions for more safety information.)
- OnStar, 6 months of Directions and Connections plan includes, Automatic Crash Response, Emergency Services, Crisis Assist, First Assist, Injury Severity Predictor, Stolen Vehicle Assistance, Stolen Vehicle Slowdown, Remote Ignition Block, Remote Door Unlock, Roadside Assistance, Remote Horn and Lights, Turn-by-Turn Navigation with OnStar eNav, Destination Download (requires navigation radio), OnStar Vehicle Diagnostics, Hands Free Calling and available OnStar RemoteLink mobile app. (Visit onstar.com for details and system limitations.)
- Automatic Crash Response (Deleted when (UE0) OnStar delete is ordered.)
- Stolen Vehicle Assistance (Deleted when (UE0) OnStar delete is ordered.)
- OnStar Turn-by-Turn Navigation (Deleted when (UE0) OnStar delete is ordered.)
- Safety belts, 3-point, driver and right-front passenger
- LATCH system (Lower Anchors and Top tethers for CHildren) for child safety seats
- Tire Pressure Monitoring System air pressure sensors in each tire with pressure display in Driver Information Center (does not apply to spare tire)

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Customer File:

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2013 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr 1500 Commercial CK1070

***STANDARD EQUIPMENT***

STANDARD EQUIPMENT - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial

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# POLAR



# THANE HAWKINS POLAR CHEVROLET

1801 E. County Rd. F, White Bear Lake, MN 55110 (651) 429-7791

Phone: 612.750.1275 Fax: 651.653.5511 Toll-Free: 866.299.8188

January 28, 2013

City of Grand Rapids Police Dept.  
420 North Pokegama Avenue  
Grand Rapids, MN 55744  
Attn: Steve Schaar Assistant Chief

Regarding your request for a State Contract price for a 2013 Chevrolet Tahoe Special Service 4x4 Utility, we have itemized the information you require:

**STATE CONTRACT 35472:**

**ITEM/MODEL:**

UV33 Chevrolet Tahoe CK10706 \$31,344.25

**CONTRACT EQUIPMENT:**

5W4 Special Service enforcement equipment	- (3,752.75)
5.3 liter V8 gas/E85	included
6 spd electronic automatic transmission	included
includes grade braking	
StabiliTrak electronic stability control	included
3.42 open rear axle	included
P265/70R-17 all season tires	included
Auxiliary 12 volt power supply	included
Cruise control/tilt wheel	included
AM/FM Stereo CD radio	included
Air conditioning & heater front & rear	included
Full vinyl floors	included
* Cloth 40/20/40 split bench seat with storage/armrest	included
Power windows/door locks/keyless remote entry	included
Power heated exterior mirrors	included
6 way power driver's seat	included
Vinyl 60/40 rear seat, 3rd row seat delete	included
Front and side airbags, driver and passenger	included
Side Curtain airbags all seat rows	included
Heavy-Duty trailer tow pkg	included
Black composite running boards	included
Daytime running lamps	included

400.00 ADD Bucket Seats

**REVISIONS REQUESTED:**

Post mounted driver's side spotlight	391.00
Delete content theft alarm	8.50

*Specializing in State, county and local municipal sales*

Interior dome & reading lamps  
Standard ext/Ebony int

STD  
N/C

**TOTAL VEHICLE PRICE:**

~~\$27,991.00~~  
\$ 28,391.<sup>00</sup>

**WARRANTY COVERAGE:**

Bumper to Bumper:	3 years/36,000 miles
Powertrain processor & Catalytic convertor	8 years/80,000 miles
Rust-through	6 years/100,000 miles
Powertrain (engine, transmission, drive axles, etc)	5 years/100,000 miles

**APPROXIMATE DELIVERY:**

90 days A.R.O.

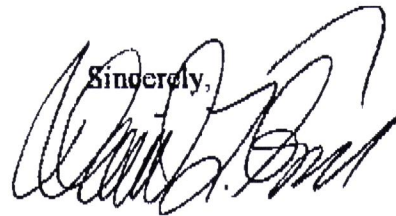
**IF YOU PURCHASE-WE NEED:**

**EXTERIOR COLOR CHOICE**

**PURCHASE ORDER *OR* LETTER OF PURCHASE**

Thank you for your consideration.

Sincerely,



David L. Thomas  
Fleet Sales Manager

*Specializing in State, county and local municipal sales*



**Prepared By:**

Erin Tikkala

Dondelinger GM

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## 2013 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr 1500 Commercial CK1070

### PRICING SUMMARY

#### PRICING SUMMARY - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial

	<u>MSRP</u>
Base Price	\$43,890.00
Total Options:	-\$5,249.00
Vehicle Subtotal	\$38,641.00
Advert/Adjustments	\$0.00
Destination Charge	\$995.00
<b>GRAND TOTAL</b>	<b>\$39,636.00</b>

your price

\$30,600.00

plus t/t and L

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2013 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr 1500 Commercial CK1070

**SELECTED MODEL & OPTIONS**

**SELECTED MODEL - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial**

<u>Code</u>	<u>Description</u>	<u>MSRP</u>
CK10706	2013 Chevrolet Tahoe 4WD 4dr 1500 Commercial	\$43,890.00

**SELECTED VEHICLE COLORS - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial**

<u>Code</u>	<u>Description</u>
-	Interior: Ebony
-	Exterior 1: Black
-	Exterior 2: No color has been selected.

**SELECTED OPTIONS - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial**

**CATEGORY**

<u>Code</u>	<u>Description</u>	<u>MSRP</u>
<b>SUSPENSION PKG</b>		
ZW7	SUSPENSION PACKAGE, PREMIUM SMOOTH RIDE (STD)	\$0.00
<b>EMISSIONS</b>		
FE9	EMISSIONS, FEDERAL REQUIREMENTS	\$0.00
<b>ENGINE</b>		
LMG	ENGINE, VORTEC 5.3L V8 SFI FLEXFUEL with Active Fuel Management, capable of running on unleaded or up to 85% ethanol (with gas - 320 hp [238.6 kW] @ 5400 rpm, 335 lb-ft of torque [452.2 N-m] @ 4000 rpm, with E85 ethanol - 326 hp [243.1 kW] @ 5300 rpm, 348 lb-ft of torque [469.8 N-m] @ 4400 rpm), Iron block (STD)	\$0.00
<b>TRANSMISSION</b>		
MYC	TRANSMISSION, 6-SPEED AUTOMATIC, ELECTRONICALLY CONTROLLED with overdrive and tow/haul mode (STD)	\$0.00
<b>AXLE</b>		
GU6	REAR AXLE, 3.42 RATIO (Included and only available with (K5L) Heavy-Duty Trailing Package.)	INC

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## 2013 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr 1500 Commercial CK1070

### SELECTED MODEL & OPTIONS

#### SELECTED OPTIONS - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial

##### CATEGORY

<u>Code</u>	<u>Description</u>	<u>MSRP</u>
<b>PREFERRED EQUIPMENT GROUP</b>		
1FL	COMMERCIAL PREFERRED EQUIPMENT GROUP Includes Standard Equipment	\$0.00
<b>WHEEL TYPE</b>		
NX7	WHEELS, 4 - 17" X 7" (43.2 CM X 17.8 CM) STEEL	\$0.00
<b>TIRES</b>		
QQ1	TIRES, P265/70R17 ALL-SEASON, BLACKWALL (STD)	\$0.00
<b>PAINT SCHEME</b>		
ZY1	SOLID PAINT	\$0.00
<b>PAINT</b>		
41U	BLACK	\$0.00
<b>SEAT TYPE</b>		
AZ3	SEATS, FRONT 40/20/40 SPLIT-BENCH, 3-PASSENGER, DRIVER AND FRONT PASSENGER MANUAL RECLINING, CENTER FOLD-DOWN ARMREST with storage, lockable storage compartments in seat cushion (Includes auxiliary power outlet), adjustable outboard head restraints and storage pockets (STD) (With vinyl seats also includes driver manual lumbar control. With vinyl seats requires (19V) Ebony vinyl and (BG9) Black rubberized-vinyl floor covering)	\$0.00
<b>SEAT TRIM</b>		
19C	EBONY, PREMIUM CLOTH SEAT TRIM	\$0.00
<b>RADIO</b>		
US8	AUDIO SYSTEM, AM/FM STEREO WITH MP3 COMPATIBLE CD PLAYER seek-and-scan, digital clock, auto-tone control, Radio Data System (RDS), speed-compensated volume, TheftLock and auxiliary audio input jack (STD)	\$0.00
<b>ADDITIONAL EQUIPMENT</b>		
5W4	IDENTIFIER FOR SPECIAL SERVICE VEHICLE. Utilized to identify a vehicle as a police/fire special service vehicle for marketing, order-build process and emission certification purposes (Must be specified.) *CREDIT*	-\$5,710.00

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## 2013 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr 1500 Commercial CK1070

### SELECTED MODEL & OPTIONS

#### SELECTED OPTIONS - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial

#### CATEGORY

<u>Code</u>	<u>Description</u>	<u>MSRP</u>
<b>ADDITIONAL EQUIPMENT</b>		
K5L	TRAILERING PACKAGE, HEAVY-DUTY includes (KNP) auxiliary external transmission oil cooler and (KC4) engine oil cooler, provides increased trailering capabilities (Includes (GU6) 3.42 ratio rear axle. Required with (JL1) trailer brake controller.)	INC
6J1	IGNITION 100-amp main power supply wiring at instrument panel and trunk cargo area. (Requires (5W4) Identifier for Special Service vehicle.)	INC
KNP	COOLING, AUXILIARY TRANSMISSION OIL COOLER, HEAVY-DUTY AIR-TO-OIL (Included and only available with (K5L) Heavy-Duty Trailering Package.)	INC
KC4	COOLING, EXTERNAL ENGINE OIL COOLER, HEAVY-DUTY AIR-TO-OIL, INTEGRAL TO DRIVER SIDE OF RADIATOR (Included and only available with (K5L) Heavy-Duty Trailering Package.)	INC
K47	AIR CLEANER, HIGH-CAPACITY	INC
NQH	TRANSFER CASE, ACTIVE, 2-SPEED ELECTRONIC AUTOTRAC with rotary controls, includes neutral position for dinghy towing. (Requires 4WD models. Included with (K5L) heavy-duty trailering package.)	INC
---	BATTERY, 660 COLD CRANKING AMPS with 80 amp hour rating (Requires (5W4) Identifier for Special Service vehicle.)	INC
---	KEY, SINGLE, 2-SIDED (Requires (5W4) Identifier for Special Service vehicle.)	INC
---	LUGGAGE RACK, DELETE (Requires (5W4) Identifier for Special Service vehicle.)	INC
7X8	SPOTLAMP, LEFT-HAND (Requires (5W4) Identifier for Special Service vehicle.)	\$460.00
---	WIPERS, FRONT INTERMITTENT WET-ARM with flat blade and pulse washers (Requires (5W4) Identifier for Special Service vehicle.)	INC
UN9	RADIO SUPPRESSION, BRAIDED BRASS STRAPS attached to various body locations (Requires (5W4) Identifier for Special Service vehicle.)	INC
ATD	SEAT DELETE, THIRD ROW PASSENGER (Requires a fleet or government order type.) *CREDIT*	INC
UT7	GROUND STUDS, AUXILIARY 2 per vehicle in the rear compartment (Requires (5W4) Identifier for Special Service vehicle.)	INC

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## 2013 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr 1500 Commercial CK1070

### SELECTED MODEL & OPTIONS

#### SELECTED OPTIONS - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial

#### CATEGORY

<u>Code</u>	<u>Description</u>	<u>MSRP</u>
<b>ADDITIONAL EQUIPMENT</b>		
9G8	HEADLAMPS, DAYTIME RUNNING LAMPS AND AUTOMATIC HEADLAMP CONTROL DELETE. Deletes the standard daytime running lamps and automatic headlamp control features from the vehicle for police stealth surveillance (Requires (5W4) Identifier for Special Service vehicle.)	\$1.00
UE0	ONSTAR, DELETE *CREDIT*	INC
—	SAFETY BELTS, 3-POINT, DRIVER AND FRONT PASSENGER IN ALL SEATING POSITIONS (Requires (5W4) Identifier for Special Service vehicle.)	INC
<b>SHIP THRU CODES</b>		
VPV	SHIP THRU, PRODUCED IN ARLINGTON ASSEMBLY AND SHIPPED TO KERR INDUSTRIES AND ONTO ARLINGTON ASSEMBLY (MSRP = \$130.00)	INC
<b>SPECIAL EQUIPMENT OPTIONS</b>		
5T5	SEATS, REAR VINYL WITH FRONT CLOTH SEATS Provides vinyl rear seats and cloth front seats (Requires interior trim code (19C) Ebony and RPO (AZ3) front 40/20/40 split-bench with premium cloth seats or RPO (A95) front bucket with premium cloth seats.)	INC
<b>OPTIONS TOTAL</b>		<b>-\$5,249.00</b>

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## 2013 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr 1500 Commercial CK1070

### STANDARD EQUIPMENT

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#### STANDARD EQUIPMENT - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial

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#### ENTERTAINMENT

- Audio system, AM/FM stereo with MP3 compatible CD player seek-and-scan, digital clock, auto-tone control, Radio Data System (RDS), speed-compensated volume, TheftLock and auxiliary audio input jack
- Audio system feature, 8-speaker system (With (5W4) Identifier for Special Service vehicle, includes 8-speaker system)
- SiriusXM Satellite Radio, delete

#### EXTERIOR

- Wheels, 4 - 17" x 7" (43.2 cm x 17.8 cm) steel
- Tires, P265/70R17 all-season, blackwall
- Wheel, 17" (43.2 cm) full-size, steel spare
- Tire carrier, lockable outside spare winch-type mounted under frame at rear
- Tire, spare P265/70R17 all-season blackwall
- Luggage rack side rails, roof-mounted, Black
- Fascia, front color-keyed
- Fascia, rear color-keyed
- Assist steps, Black
- Headlamps, dual halogen composite with automatic exterior lamp control and flash-to-pass feature
- Mirrors, outside heated power-adjustable, manual-folding (Mirror caps are Black.)
- Glass, Solar-Ray deep-tinted (all windows except light-tinted glass on windshield and driver- and front passenger-side glass)
- Wiper, rear intermittent with washer
- Door handles, Black
- Liftgate with liftglass rear door system with rear-window wiper/washer

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## 2013 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr 1500 Commercial CK1070

### STANDARD EQUIPMENT

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#### STANDARD EQUIPMENT - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial

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##### INTERIOR

- Seats, front 40/20/40 split-bench, 3-passenger, driver and front passenger manual reclining, center fold-down armrest with storage, lockable storage compartments in seat cushion (includes auxiliary power outlet), adjustable outboard head restraints and storage pockets (With vinyl seats also includes driver manual lumbar control. With vinyl seats requires (19V) Ebony vinyl and (BG9) Black rubberized-vinyl floor covering)
- Seats, second row 60/40 split-folding bench, 3-passenger with center armrest with 2 cup holders (Vinyl seats included and only available with (AZ3) front 40/20/40 vinyl split-bench seats, SEO (5T5) second and third row vinyl with front cloth seats or (9S1) seats, driver and passenger front, individual seats in vinyl trim.)
- Seat adjuster, driver 6-way power
- Seats, third row 50/50 split-bench, 3-passenger removable, all-belts-to-seat
- Headliner, cloth
- Floor covering, Black rubberized-vinyl
- Steering column, Tilt-Wheel, adjustable with brake/transmission shift interlock
- Steering wheel, vinyl
- Steering wheel controls, mounted cruise controls
- Instrumentation, analog with speedometer, odometer with trip odometer, fuel level, voltmeter, engine temperature, oil pressure and tachometer (With (5W4) Identifier for Special Service vehicles, includes 120 mph speedometer and engine hour meter.)
- Warning tones headlamp on, key-in-ignition, driver and right-front passenger safety belt unfasten and turn signal on
- Windows, power with driver Express-Down and lockout features
- Door locks, power programmable with lockout protection (With (5W4) Identifier for Special Service vehicle, Auto Lockout is disabled on Driver door.)
- Remote vehicle starter prep package includes Remote Keyless Entry (Remote vehicle starter fob available as a Chevy Accessory.)
- Cruise control, electronic with set and resume speed
- Theft-deterrent system, vehicle, PASS-Key III
- Heater, rear auxiliary with rear passenger heating ducts

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## 2013 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr 1500 Commercial CK1070

### STANDARD EQUIPMENT

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#### STANDARD EQUIPMENT - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial

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- Air conditioning, tri-zone manual HVAC controls with individual climate settings for driver, right-front passenger and rear seat with rear controls located in floor console with front bucket seats and in the roof console with front bench seat (With 5W4, rear controls located in roof console)
- Air conditioning, rear auxiliary
- Defogger, rear-window electric
- Power outlets, 3 auxiliary, 12-volt Includes 2 on the instrument panel and 1 in the cargo area
- Mirror, inside rearview manual day/night
- Visors, driver and front passenger illuminated vanity mirrors, padded with cloth trim, extends on rod
- Assist handles, front passenger and second row outboard
- Lighting, interior with dome light, driver- and passenger-side door switch with delayed entry feature, cargo lights, door handle or Remote Keyless Entry-activated illuminated entry and map lights in front and second seat positions (With (5W4) Identifier for Special Service vehicle, does not include driver- and passenger-side door switch with delayed entry feature.)

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## 2013 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr 1500 Commercial CK1070

### STANDARD EQUIPMENT

---

#### STANDARD EQUIPMENT - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial

---

##### MECHANICAL

- Engine, Vortec 5.3L V8 SFI FlexFuel with Active Fuel Management, capable of running on unleaded or up to 85% ethanol (with gas - 320 hp [238.6 kW] @ 5400 rpm, 335 lb-ft of torque [452.2 N-m] @ 4000 rpm, with E85 ethanol - 326 hp [243.1 kW] @ 5300 rpm, 348 lb-ft of torque [469.8 N-m] @ 4400 rpm), Iron block
- Transmission, 6-speed automatic, electronically controlled with overdrive and tow/haul mode
- Rear axle, 3.08 ratio (Not available with (K5L) Heavy-Duty Trailering Package.)
- Suspension Package, Premium Smooth Ride
- GVWR, 7300 lbs. (3311 kg) (Standard on 4WD models.)
- 4-wheel drive
- Transfer case, active, single-speed, electronic Autotrac with rotary controls, does not include neutral. Cannot be dinghy towed. (Requires (GU4) 3.08 rear axle ratio. Not available on 2WD models or with (K5L) heavy-duty trailering package.)
- Battery, 660 cold cranking amps with 80 amp hour rating
- Alternator, 160 amps
- Trailering equipment includes trailering hitch platform, 7-wire harness with independent fused trailering circuits mated to a 7-way sealed connector and 2" trailering receiver
- Recovery hooks, front, frame-mounted (Standard on 4WD models. Available on 2WD models.)
- Suspension, front coil-over-shock with stabilizer bar
- Suspension, rear multi-link with coil springs
- Steering, power
- Brakes, 4-wheel antilock, 4-wheel disc, VAC power
- Powertrain grade braking

##### PACKAGE

- Fleet Package

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 260, Data updated 1/15/2013  
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Customer File:

January 22, 2013 2:55:49 PM

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**Prepared By:**

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## 2013 Fleet/Non-Retail Chevrolet Tahoe 4WD 4dr 1500 Commercial CK1070

### STANDARD EQUIPMENT

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#### STANDARD EQUIPMENT - 2013 Fleet/Non-Retail CK10706 4WD 4dr 1500 Commercial

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##### SAFETY

- StabiliTrak, stability control system with traction control includes electronic trailer sway control and hill start assist
- Daytime Running Lamps with automatic exterior lamp control
- Air bags, dual-stage frontal, driver and right-front passenger with Passenger Sensing System (right-front passenger air bag status on overhead console) (Always use safety belts and the correct child restraints for your child's age and size. Even in vehicles equipped with air bags and the Passenger Sensing System, children are safer when properly secured in a rear seat in the appropriate infant, child or booster seat. Never place a rear-facing infant restraint in the front seat of any vehicle equipped with an active frontal air bag. See the Owners Manual and child safety seat instructions for more safety information.)
- Air bags, head curtain side-impact, first and second row outboard seating positions with rollover sensor, includes third row seating positions with (AS3) passenger third row bench seat (Head curtain side air bags are designed to help reduce the risk of head and neck injuries to front and rear seat outboard occupants on the near side of certain side-impact collisions. Always use safety belts and the correct child restraints for your child's age and size, even in vehicles equipped with air bags. Children are safer when properly secured in a rear seat in the appropriate infant, child or booster seat. See the Owners Manual and child safety seat instructions for more safety information.)
- Air bags, seat-mounted side-impact, driver and right-front passenger for thorax and pelvic protection (Always use safety belts and the correct child restraints for your child's age and size, even in vehicles equipped with air bags. Children are safer when properly secured in a rear seat in the appropriate infant, child or booster seat. See the Owners Manual and child safety seat instructions for more safety information.)
- OnStar, 6 months of Directions and Connections plan includes, Automatic Crash Response, Emergency Services, Crisis Assist, First Assist, Injury Severity Predictor, Stolen Vehicle Assistance, Stolen Vehicle Slowdown, Remote Ignition Block, Remote Door Unlock, Roadside Assistance, Remote Horn and Lights, Turn-by-Turn Navigation with OnStar eNav, Destination Download (requires navigation radio), OnStar Vehicle Diagnostics, Hands Free Calling and available OnStar RemoteLink mobile app. (Visit onstar.com for details and system limitations.)
- Automatic Crash Response (Deleted when (UE0) OnStar delete is ordered.)
- Stolen Vehicle Assistance (Deleted when (UE0) OnStar delete is ordered.)
- OnStar Turn-by-Turn Navigation (Deleted when (UE0) OnStar delete is ordered.)
- Safety belts, 3-point, driver and right-front passenger
- LATCH system (Lower Anchors and Top tethers for CHildren) for child safety seats
- Tire Pressure Monitoring System air pressure sensors in each tire with pressure display in Driver Information Center (does not apply to spare tire)

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

GM AutoBook, Data Version: 260, Data updated 1/15/2013  
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 Customer File:



# CITY OF GRAND RAPIDS

## Legislation Details (With Text)

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**File #:** 13-0074      **Version:** 1      **Name:** VERIFIED CLAIMS  
**Type:** Agenda Item      **Status:** Verified Claims  
**File created:** 2/6/2013      **In control:** Finance  
**On agenda:** 2/11/2013      **Final action:**  
**Title:** Consider approving the verified claims for the period January 19, 2013 to February 4, 2013 in the total amount of \$391,212.37.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:** [02/11/2013 BILL LIST.pdf](#)

Date	Ver.	Action By	Action	Result
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*Title*

Consider approving the verified claims for the period January 19, 2013 to February 4, 2013 in the total amount of \$391,212.37.

Body

**Requested City Council Action**

Consider approving the verified claims for the period January 19, 2013 to February 4, 2013 in the total amount of \$391,212.37.

COUNCIL BILL LIST - FEBRUARY 11, 2013

DATE: 02/06/2013  
 TIME: 12:38:28  
 ID: AP443000.CGR

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 02/11/2013

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
ADMINISTRATION		
0300200	CDW GOVERNMENT INC	314.81
0718060	GRAND RAPIDS NEWSPAPERS INC	1,213.45
0920060	ITASCA COUNTY TREASURER	1,817.15
1205093	LEAGUE OF MN HUMAN RIGHTS COMM	100.00
1415377	NORTHERN BUSINESS PRODUCTS INC	3,563.29
1415524	NORTHLAND HUMAN RESOURCE ASSOC	60.00
1920240	STERLE LAW OFFICE	2,307.50
TOTAL ADMINISTRATION		9,376.20
BUILDING MAINTENANCE-CITY HALL		
0315455	COLE HARDWARE INC	22.29
1301168	MARKETPLACE FOODS	136.47
1909510	SIM SUPPLY INC	24.80
1920240	STERLE LAW OFFICE	162.50
TOTAL BUILDING MAINTENANCE-CITY HALL		346.06
COMMUNITY DEVELOPMENT		
0718060	GRAND RAPIDS NEWSPAPERS INC	40.25
1415377	NORTHERN BUSINESS PRODUCTS INC	111.59
1920240	STERLE LAW OFFICE	357.50
TOTAL COMMUNITY DEVELOPMENT		509.34
COUNCIL/COMMISSION/BOARDS		
1301168	MARKETPLACE FOODS	64.74
1920240	STERLE LAW OFFICE	747.50
TOTAL COUNCIL/COMMISSION/BOARDS		812.24
ENGINEERING		
1415377	NORTHERN BUSINESS PRODUCTS INC	25.74
1920240	STERLE LAW OFFICE	195.00
TOTAL ENGINEERING		220.74
FINANCE		
0300200	CDW GOVERNMENT INC	691.80
0718060	GRAND RAPIDS NEWSPAPERS INC	302.90
1415377	NORTHERN BUSINESS PRODUCTS INC	41.67

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CITY OF GRAND RAPIDS  
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INVOICES DUE ON/BEFORE 02/11/2013

VENDOR #	NAME	AMOUNT DUE
-----		
GENERAL FUND		
FINANCE		
TOTAL FINANCE		1,036.37
FIRE		
0121721	AUTO VALUE - GRAND RAPIDS	67.81
0221650	BURGGRAF'S ACE HARDWARE INC	82.80
0301700	CASCADE SUBSCRIPTION SERV INC	142.00
0312110	CLAREY'S SAFETY EQUIPMENT INC	24.49
0401804	DAVIS OIL	206.68
1305199	METRO FIRE	658.12
1415030	NORD AUTO PARTS	54.49
1909450	SILVERTIP GRAPHICS SIGNS	194.51
1920240	STERLE LAW OFFICE	552.50
2209421	VIKING ELECTRIC SUPPLY INC	694.38
TOTAL FIRE		2,677.78
PUBLIC WORKS		
0100046	ASV, INC.	1,518.22
0103325	ACHESON TIRE COMPANY INC	68.44
0121721	AUTO VALUE - GRAND RAPIDS	1,101.65
0121725	AUTOMOTIVE ELECTRIC SERVICE	196.75
0301685	CARQUEST AUTO PARTS	65.41
0315455	COLE HARDWARE INC	91.87
0401804	DAVIS OIL	3,020.76
0518366	ERICKSON'S ITASCA LUMBER INC	72.89
0801836	HAWKINSON SAND & GRAVEL	1,380.31
0805093	HEADWATERS IRRIGATION	1,358.98
1415030	NORD AUTO PARTS	21.67
1421155	NUCH'S IN THE CORNER	231.03
1609550	PIONEER ELECTRIC, INC	526.01
1615650	PORTABLE JOHN	2,027.39
1618564	PRO-BUILD NORTH LLC	24.12
1721105	QUALITY REFRIGERATION & HTG	558.95
TOTAL PUBLIC WORKS		12,264.45
FLEET MAINTENANCE		
0103325	ACHESON TIRE COMPANY INC	192.38
0114203	ANDERSON LUBRICANTS INC	482.95
0215900	BOYER FORD TRUCKS INC.	418.64
0301685	CARQUEST AUTO PARTS	138.87
0315455	COLE HARDWARE INC	55.24

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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/11/2013

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
FLEET MAINTENANCE		
1301015	MACQUEEN EQUIPMENT INC	2,096.30
1309725	MITCHELL1	1,608.00
1415536	NORTHLAND HYDRAULIC SERVICE	78.23
1801590	RAPIDS FORD LINCOLN	481.22
1801615	RAPIDS WELDING SUPPLY INC	179.17
TOTAL FLEET MAINTENANCE		5,731.00
POLICE		
0103325	ACHESON TIRE COMPANY INC	540.36
0300047	CMI INC	111.15
0301685	CARQUEST AUTO PARTS	22.42
0312750	CLUSIAU SALES	31.45
0409300	DIGITAL ALLY INC	193.82
0409501	DIMICH LAW OFFICE	5,250.00
0809115	HIBBING COMMUNITY COLLEGE A	3,800.00
1301025	MAKI BODY & GLASS	224.16
1415377	NORTHERN BUSINESS PRODUCTS INC	53.22
1605665	PERSONNEL DYNAMICS LLC	1,564.88
1801609	RAPIDS TOWING	200.00
1805230	REESE RUBBER STAMP COMPANY	24.04
1909650	SIRCHIE FINGER PRINT INC	148.50
2000400	T J TOWING	105.00
TOTAL POLICE		12,269.00
RECREATION		
0701510	GAMETIME	300.32
1920555	STOKES PRINTING COMPANY	31.41
TOTAL RECREATION		331.73
AIRPORT		
0415550	DOOR SERVICE INC	100.00
0504825	EDWARDS OIL INC	614.00
1920240	STERLE LAW OFFICE	774.50
TOTAL		1,488.50
TERMINAL EXPENDITURES		
2005655	TERMINAL VENTURES LLC	2,500.00

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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/11/2013

VENDOR #	NAME	AMOUNT DUE
-----		
AIRPORT		
TERMINAL EXPENDITURES		
	TOTAL TERMINAL EXPENDITURES	2,500.00
CIVIC CENTER		
GENERAL ADMINISTRATION		
0114200	ANDERSON GLASS	182.00
0205153	BECKER ARENA PRODUCTS INC	368.13
0221650	BURGGRAF'S ACE HARDWARE INC	74.77
0315455	COLE HARDWARE INC	150.11
0501656	THE EARTHGRAINS COMPANY INC	34.80
0601690	FASTENAL COMPANY	19.23
0605670	FERRELLGAS	564.30
0718060	GRAND RAPIDS NEWSPAPERS INC	215.00
1105640	KERNEL CONCESSION SUPPLY	669.95
1301168	MARKETPLACE FOODS	2.92
1309495	MINUTEMAN PRESS	74.81
1421155	NUCH'S IN THE CORNER	99.60
1605611	PEPSI-COLA	1,014.39
1800655	R & R SPECIALTIES	34.04
1901500	SAMMY'S PIZZA	252.50
1901535	SANDSTROM COMPANY INC	2,958.18
1909510	SIM SUPPLY INC	298.92
1920555	STOKES PRINTING COMPANY	16.02
2116600	UPPER LAKE FOODS INC	1,109.89
	TOTAL GENERAL ADMINISTRATION	8,139.56
STATE HAZ-MAT RESPONSE TEAM		
0401804	DAVIS OIL	148.20
	TOTAL	148.20
CEMETERY		
1415590	NORTHWEST GAS	1,390.69
	TOTAL	1,390.69
DOMESTIC ANIMAL CONTROL FAC		
0315455	COLE HARDWARE INC	8.72

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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/11/2013

VENDOR #	NAME	AMOUNT DUE
-----		
DOMESTIC ANIMAL CONTROL FAC		
	TOTAL	8.72
PARK ACQUISITION & DEVELOPMENT		
PARK IMPROVEMENTS		
1201730	LATVALA LUMBER COMPANY INC.	192.27
	TOTAL PARK IMPROVEMENTS	192.27
2012 INFRASTRUCTURE BONDS		
2004-3 4TH ST SE & POK TO 6TH		
1309360	MN DEPT OF TRANSPORTATION	151.15
	TOTAL 2004-3 4TH ST SE & POK TO 6TH	151.15
STORM WATER UTILITY		
0401804	DAVIS OIL	2,256.33
	TOTAL	2,256.33
	TOTAL UN-PAID TO BE APPROVED	61,850.33
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0114210	D. ANDERSON - CHANGE FUND	4,280.00
0114217	MARCIA ANDERSON	115.64
0218100	BRENT BRADLEY	40.00
0218755	CHARLES BRUEMMER	14.00
0305530	CENTURYLINK INC	7.85
0308343	CHILDRENS HEALTH CARE	33.42
0315549	COOK AREA HEALTH SERVICES INC	37.71
0321125	CUB FOODS STORE# 9036	50.88
0405305	LYNN DEGRIO	40.00
0405447	DELTA DENTAL OF MINNESOTA	2,462.05
0405537	DENVER CHIROPRACTIC CLINIC	55.05
0504610	RON EDMINSTER	171.76
0519700	ESSENTIA HEALTH	74.20
0605191	FIDELITY SECURITY LIFE INS CO	40.78
0709456	SHAWN J GILLEN	1,225.00
0717989	GRAND PLAZA HOUSING	11,693.14
0717996	GRAND ITASCA CLINIC	486.09
0718015	GRAND RAPIDS CITY PAYROLL	241,454.52
0718070	GRAND RAPIDS STATE BANK	9,083.82



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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 02/11/2013

VENDOR #	NAME	AMOUNT DUE
-----		
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0900060	ICTV	23,305.55
0914718	INTERNATIONAL CODE COUNCIL INC	840.00
0920014	ITASCA CHIROPRACTIC CENTER	12.46
0920055	ITASCA COUNTY RECORDER	20.00
0920059	ITASCA COUNTY SHERIFFS DEPT	10.00
1015337	MICHELLE JOHNSON	123.16
1201402	LAKE COUNTRY POWER	57.66
1209516	LINCOLN NATIONAL LIFE	846.76
1301016	MADDEN'S DUTCH ROOM &	44.09
1305193	MESABA CLINIC	30.40
1309073	SHIRLEY MILLER	89.74
1309079	S.MILLER - PETTY CASH FUND	65.05
1309199	MINNESOTA ENERGY RESOURCES	10,996.11
1315295	CHAD MOEN	40.00
1315654	NATHAN MORLAN	71.76
1325445	RANDY MYHRER	127.00
1415366	NORTHEAST WISCONSIN	175.00
1502645	GARY O'BRIEN	40.00
1503151	OCCUPATION DEVELOPMENT CENTER	11.00
1518550	MATTHEW O'ROURKE	40.00
1520720	KEVIN OTT	40.00
1601700	PASTIES PLUS	121.62
1601750	PAUL BUNYAN COMMUNICATIONS	213.75
1609557	PIONEER MUTUAL LIFE INS CO	257.89
1621130	P.U.C.	7,416.09
2114360	UNITED PARCEL SERVICE	136.91
2209705	VISIT GRAND RAPIDS	11,936.02
2301700	WASTE MANAGEMENT	914.57
2308227	GARY WHEELLOCK, DC	13.54
	TOTAL PRIOR APPROVAL	329,362.04
	TOTAL ALL DEPARTMENTS	391,212.37