



CITY OF GRAND RAPIDS

CITY COUNCIL
CHAMBERS
420 NORTH POKEGAMA
AVE.

Meeting Agenda Full Detail City Council

Monday, October 24, 2011

5:00 PM

City Hall Council Chambers

5:00 **CALL TO ORDER:** Pursuant to due notice and call thereof a Regular Meeting of the
p.m. Grand Rapids City Council will be held on Monday, October 24, 2011 at 5:00 p.m. in
Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

5:02 **PRESENTATIONS/PROCLAMATIONS**
p.m.

Oath of Office - Jeremy William Nelson

11-1862 Proclaim October 2011 Domestic Violence Awareness Month.

Attachments: [Domestic Violence Month](#)

MEETING PROTOCOL POLICY

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

5:04 **PUBLIC FORUM**
p.m.

5:10 **COUNCIL REPORTS**
p.m.

5:12 **APPROVAL OF MINUTES**
p.m.

11-1845 Approve Council minutes for Tuesday, October 11, 2011 Worksession and Regular meetings.

Attachments: [October 11, 2011 Worksession](#)
[October 11, 2011 Regular Meeting](#)

5:13 **CONSENT AGENDA**
p.m.

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. **11-1842** \$1,000 donation from HLB Tautges Redpath, LTD to be used for the Coalition of Greater Minnesota Cities Conference.
 Attachments: [Tautges CGMC Resolution.pdf](#)

2. **11-1844** Resolution Accepting a Donation from Moose Lodge 2023 and a Donation from the Fire Department Auxiliary.
 Attachments: [AuxiliaryMoose Res \(2\)](#)

3. **11-1847** Consider adopting a Resolution Consolidating Certain Improvement Projects.
 Attachments: [Resolution Consolidating Improvement Projects](#)

4. **11-1848** Authorize the Public Works Department to auction the following list of equipment and surplus items on "Do.Bid.com".
 Attachments: [2011 10-24 PW Auction List.pdf](#)

5. **11-1851** Consider authorizing the submittal of a Pre-Application to the Department of Employment and Economic Development for a Comprehensive Grant under the Small Cities Development Program.
 Attachments: [2012 Draft SCDP Pre-application.pdf](#)

6. **11-1852** Consider adopting a resolution authorizing the submission of a request to IRRRB seeking partial funding for site work and utility service extensions in the redevelopment of Block 9, Grand Rapids First Addition through their Public Works Grant program.
 Attachments: [Public Works Grant Resolution.pdf](#)
 [Public Works Grant Application 10-17-11.pdf](#)

7. **11-1853** A grant submittal to the DNR Regional Legacy Trail Grant program for TH 169 Multi-Use Trail, Phase 3.
 Attachments: [10-24-11 DNR Grant.pdf](#)
 [10-24-11 Resolution DNR Grant.pdf](#)

8. **11-1855** Extend golf employees season

9. **11-1856** Work Order 1 and 2, and Supplemental Agreement 1, related to CP 2011-4, Horseshoe-Isleview Reconditioning Project.
 Attachments: [10-24-11 attachment CP 2011-4 wo # 01.pdf](#)
 [10-24-11 attachment CP 2011-4 wo # 02.pdf](#)
 [10-24-11 attachment CP 2011-4 sa # 01.pdf](#)

10. **11-1857** Pokegama Park/Golf Course Dock Quote Authorization

11. **11-1860** Revision to designated firearms zone

Attachments: [Firearms Zone Change 10-24-11](#)

- 11a. **11-1864** Adopt a resolution accepting at grant in the amount of \$7,500 from the Blandin Foundation.

Attachments: [11- - Accept Senior Center Blandin Grant](#)

5:15 SETTING OF REGULAR AGENDA
p.m.

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

ACKNOWLEDGE BOARDS & COMMISSIONS

12. **11-1846** Acknowledge minutes from Boards & Commissions.

Attachments: [July 12, 2011 Police Civil Service](#)
[September 20, 2011 Golf Board](#)
[September 30, 2011 Police Civil Service special meeting](#)
[September 14, 2011 Park-Rec-Civic Center](#)
[September 13, 2011 Airport Board](#)
[September 14, 2011 Library Board](#)
[August 11, 2011 GREDA Minutes](#)
[August 25, 2011 GREDA Minutes](#)
[July 14, 2011 GREDA Minutes](#)
[September 8, 2011 GREDA Minutes](#)
[June 14, 2011 Planning Commission](#)

5:20 INFORMATION TECHNOLOGY
p.m.

13. **11-1861** Consider allowing the IT Department to solicit quotes on the purchase, installation and configuration of a new phone system.

Attachments: [CIP item 2011-IT-2.pdf](#)
[Quote form.pdf](#)

ADMINISTRATION

- 13a. **11-1859** Appointment of _____ to the position of Police Officer.

- 13b. **11-1863** Fill the vacant Recreation Program Coordinator position.

Attachments: [RecProgrammer Position Funding.pdf](#)

5:25 VERIFIED CLAIMS
p.m.

14. **11-1858** Consider approving the verified claims for the period October 4, 2011 to October 17, 2011 in the total amount of \$444,877.95.
Attachments: [10/24/2011 BILL LIST.pdf](#)

Recess regular meeting for public hearing scheduled for 6:00 p.m.

**6:00 PUBLIC HEARINGS
p.m.**

15. **11-1849** Conduct a public hearing to consider the vacation of the platted Kindred Avenue right-of-way, adjacent to Block 51, Town of Grand Rapids.
Attachments: [Stejskal Vacation Background nformation 10-6-11 Meeting](#)
[Correspondence Received](#)
[October 6th 2011 Planning Commission Draft Minutes](#)

6:20 Reconvene regular meeting.
p.m.

16. **11-1850** Consider the adoption of a resolution either approving or denying the vacation of a portion of the platted Kindred Avenue, adjacent to Block 51, Town of Grand Rapids.
Attachments: [\(Draft\) Vacation Resolution- 10-24-11](#)

**6:30 ADJOURNMENT
p.m.**

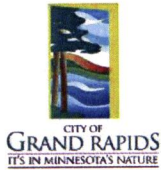
NEXT REGULAR MEETING IS SCHEDULED FOR NOVEMBER 14, 2011, AT 5:00 P.M.

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



Legislation Details (With Text)

File #:	11-1862	Version:	1	Name:	
Type:	Agenda Item	Status:	PRESENTATIONS/PROCLAMATIONS		
File created:	10/20/2011	In control:	Administration		
On agenda:	10/24/2011	Final action:			
Title:	Proclaim October 2011 Domestic Violence Awareness Month.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Domestic Violence Month				

Date	Ver.	Action By	Action	Result
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Title
Proclaim October 2011 Domestic Violence Awareness Month.

PROCLAMATION

DOMESTIC VIOLENCE AWARENESS MONTH

WHEREAS: a home should be a place of stability, comfort, and love, and when domestic violence is present, it shatters these important foundations; and

WHEREAS: domestic violence affects all Minnesotans, occurring in all racial, social, religious, ethnic, geographic, and economic groups; and

WHEREAS: the Minnesota Department of Public Safety Office of Justice Programs reports that more than 68,000 primary victims received services from battered women's shelters and domestic abuse agencies in 2010, and the Minnesota Coalition for Battered Women reported at least fifteen women, seven children, two men, and four family members or friends died in Minnesota as a result of domestic violence in 2010; and

WHEREAS: the dangers presented by domestic violence have been tragically illustrated by at least twenty-two domestic violence homicides thus far in 2011; and

WHEREAS: Domestic Violence Awareness Month is an opportunity to underscore the commitments made by organizations to end violence at home.

NOW THEREFORE, BE IT RESOLVED: that I, Dale Adams, Mayor, does hereby officially proclaim October 2011 as "DOMESTIC VIOLENCE AWARENESS MONTH" in Grand Rapids, Minnesota.

IN WITNESS WHEREOF, I have hereto
subscribed my name and the seal of the City
of Grand Rapids, Minnesota, this 24TH day
of October, Two thousand and eleven.

Dale Adams, Mayor
City of Grand Rapids



Legislation Details (With Text)

File #:	11-1845	Version:	1	Name:	Council Minutes
Type:	Agenda Item	Status:		Approval of Miinutes	
File created:	10/17/2011	In control:		Administration	
On agenda:	10/24/2011	Final action:			
Title:	Approve Council minutes for Tuesday, October 11, 2011 Worksession and Regular meetings.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	October 11, 2011 Worksession				
	October 11, 2011 Regular Meeting				

Date	Ver.	Action By	Action	Result
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Title

Approve Council minutes for Tuesday, October 11, 2011 Worksession and Regular meetings.



CITY OF GRAND RAPIDS

CITY COUNCIL
CHAMBERS
420 NORTH POKEGAMA
AVE.

Minutes - Final - Draft City Council Work Session

Tuesday, October 11, 2011

4:00 PM

Conference Room 2A

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council was held on Tuesday, October 11, 2011 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

Discussion Items

1. Discuss Letter of Intent to Purchase from Cherry Twp

Fire Chief Steve Flaherty discusses request by Cherry Township to purchase a tanker truck from the Grand Rapids Fire Department. The replacement of various fire trucks is in the CIP for 2012. The offer for purchase price is \$15,000.
2. Review regular agenda and other business as noted.

Brief update on depot building. Rob Mattei working with Burlington Northern. GREDA to put together RFP.

ADJOURN

There being no further business, the meeting adjourned at 4:50 p.m.

Respectfully submitted:

Kimberly Johnson-Gibeau, City Clerk



CITY OF GRAND RAPIDS

CITY COUNCIL
CHAMBERS
420 NORTH POKEGAMA
AVE.

Minutes - Final - Draft City Council

Tuesday, October 11, 2011

5:00 PM

City Hall Council Chambers

5:00 p.m. CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council was held on Tuesday, October 11, 2011 at 5:00 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

5:01 p.m. CALL OF ROLL

Present 5 -

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

5:02 p.m. PRESENTATIONS/PROCLAMATIONS

Minnesota Orchestra: Common Chords Week

A quartet from the Minnesota Orchestra performs for the Council. Mayor Adams presents proclamation for Common Chords week.

5:20 p.m. MEETING PROTOCOL POLICY

5:21 p.m. PUBLIC FORUM

5:25 p.m. COUNCIL REPORTS

5:27 p.m. APPROVAL OF MINUTES

Approve Council minutes for Monday, September 26, 2011 worksession and regular meetings.

A motion was made by Councilor Dale Christy, seconded by Councilor Ed Zabinski to approve Council minutes for September 26, 2011 Worksession and Regular Meetings as presented. The motion passed by unanimous vote.

5:28 CONSENT AGENDA
p.m.

A motion was made by Councilor Chandler, seconded by Councilor McInerney, to move item 5 to regular agenda as item 19a, and approve items 1-4, 6-14 on Consent including the following:

Adopted resolution 11-91 - accepting a donation to the Fire Department.

Adopted resolution 11-92 - approving sale of bonds.

Adopted resolution 11-93 - approving IRRRB Public Works Grant application.

Adopted resolution 11-94 - approving first amendment to Contract for Private Development with Lakewood Apartments.

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

1. Adopt a Resolution to Accept a Donation to the Fire Dept

 Adopted Resolution 11-91
2. Lost payroll check #71873 issued to Andrew Horton.
3. Allow for the Elimination of Items from the Fire Department Asset List
4. Extend Current Hazmat Response Contract with State of Minnesota
6. Consider approving a Resolution Providing for the Issuance and Sale of
 approximately \$1,565,000 General Obligation Improvement and Refunding Bonds,
 Series 2011B.
 Adopted Resolution 11-92
7. Work Order 1 related to CP 2010-3, 19th Avenue NW Rail Crossing Improvements.
8. Easements related to CP 2011-4, Horseshoe-Isleview Reconditioning Project.
9. A IRRRB Public Works Grant Application

 Adopted Resolution 11-93
10. Approve hiring of part time temporary employees for the Park & Recreation
 Department.
11. Consider adopting a resolution approving the First Amendment to the Contract for
 Private Development with Lakewood Apartments of Grand Rapids, LLC.
 Adopted Resolution 11-94
12. Authorize publication in summary form for Ordinances 11-08-05 and 11-08-06,
 adopted August 22, 2011.

13. Consider authorizing the submission of a request to IRRRB seeking partial funding for the demolition of structures on Block 9, Grand Rapids First Addition through their Commercial Community Redevelopment Grant program.

14. Approve Letter of Intent to Purchase from Cherry Twp

5:30 SETTING OF REGULAR AGENDA
p.m.

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

5:31 ACKNOWLEDGE BOARDS & COMMISSIONS
p.m.

15. Acknowledge minutes for Boards & Commissions.

Council acknowledged the following minutes for Boards & Commissions.

*Library Board
July 13, 2011, August 10, 2011*

*Human Rights
August 31, 2011*

*HRA
June 15, 2011
July 20, 2011
August 17, 2011*

5:32 DEPARTMENT HEAD REPORT
p.m.

16. Finance Department Head Report.

Received and Filed

5:40 ENGINEERING
p.m.

17. A letter to Itasca County regarding Hammerlund Constructions After the Fact Variance with Itasca County

A motion was made by Councilor Zabinski, seconded by Councilor McInerney not to provide letter to Hammerlund Construction regarding their request to the County for an after-the-fact variance. 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

**5:45 PUBLIC WORKS DEPARTMENT
p.m.**

18. Consider revising the Mutual Aid Agreement between City of Grand Rapids Public Works Department and the City of Cohasset Public Works Department.

A motion was made by Councilor McInerney, seconded by Councilor Christy, to approve the revised Mutual Aid Agreement between City of Grand Rapids Public Works Department and City of Cohasset Public Works 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

19. Consider entering into a Mutual Aid Agreement between City of Grand Rapids Public Works Department and the City of LaPrairie Public Works Department.

A motion was made by Councilor Zabinski, seconded by Councilor McInerney, to approve the Mutual Aid Agreement between City of Grand Rapids Public Works Department and City of LaPrairie Public Works 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

- 19a. Consider approving a resolution accepting the 2011 Office of Community Oriented Policing Services Hiring Program Grant in the amount of \$245,184.00.

A motion was made by Councilor Zabinski, seconded by Councilor McInerney adopting resolution 11-95 - accepting a grant in the amount of \$245,184.00, from Office of Community Oriented Policing Services Hiring Program. 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

**5:55 ADMINISTRATION DEPARTMENT
p.m.**

20. Appointment of Police Officer to the position of Police Sergeant.

A motion was made by Councilor Zabinski, seconded by Councilor McInerney, to appoint Officer Bill Giese to the position of Patrol Sergeant with the Grand Rapids Police 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

21. Authorization to add Police Officer to the Police Department as a result of accepting the 2011 COPS Hiring Program Grant.

A motion was made by Councilor Chandler, seconded by Councilor McInerney to add a Police Officer utilizing the grant accepted by resolution 11-95. 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

22. Appointment of Mr. Jeremy Nelson to the position of Police Officer.

A motion was made by Councilor Christy, seconded by Councilor Zabinski to appoint Mr. Jeremy Nelson to the position of Police Officer with the Grand Rapids Police Department effective October 24, 2011. 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

6:05 VERIFIED CLAIMS p.m.

23. Consider approving the verified claims for the period September 20, 2011 to October 3, 2011 in the total amount of \$1,377,119.27.

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

Aye 5 -

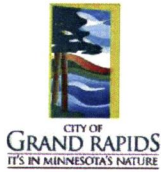
Councilor Gary McInerney, Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Mayor Dale Adams

6:10 ADJOURNMENT p.m.

There being no further business, the meeting adjourned at 6:55 p.m.

Respectfully submitted:

Kimberly Johnson-Gibeau, City Clerk



Legislation Details (With Text)

File #:	11-1842	Version:	1	Name:	HLB Tautges Redpath Donation
Type:	Agenda Item	Status:		Consent Agenda	
File created:	10/11/2011	In control:		Finance	
On agenda:	10/24/2011	Final action:			
Title:	\$1,000 donation from HLB Tautges Redpath, LTD to be used for the Coalition of Greater Minnesota Cities Conference.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Tautges CGMC Resolution.pdf				

Date	Ver.	Action By	Action	Result
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Title
\$1,000 donation from HLB Tautges Redpath, LTD to be used for the Coalition of Greater Minnesota Cities Conference.
Body

Background Information:
HLB Tautges Redpath, LTD has donated \$1,000 to be used for the Coalition of Greater Minnesota Cities Conference.

Requested City Council Action
Consider approving a resolution accepting a \$1,000 donation from HLB Tautges Redpath, LTD to be used for the Coalition of Greater Minnesota Cities Conference.

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

RESOLUTION NO. 11-

A RESOLUTION ACCEPTING A \$1,000 DONATION FROM HLB TAUTGES REDPATH, LTD FOR THE COALITION OF GREATER MINNESOTA CITIES CONFERENCE

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:

- HLB Tautges Redpath, LTD has donated \$1,000 for the Coalition of Greater Minnesota Cities Conference.

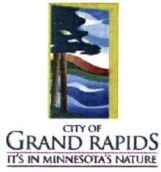
Adopted this 24th day of October, 2011

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.



Legislation Details (With Text)

File #:	11-1844	Version:	1	Name:	Accept a Donation from Grand Rapids Moose Lodge 2023
Type:	Agenda Item	Status:			Consent Agenda
File created:	10/17/2011	In control:			Fire
On agenda:	10/24/2011	Final action:			
Title:	Resolution Accepting a Donation from Moose Lodge 2023 and a Donation from the Fire Department Auxiliary.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	AuxiliaryMoose Res (2)				

Date	Ver.	Action By	Action	Result
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Title
Resolution Accepting a Donation from Moose Lodge 2023 and a Donation from the Fire Department Auxiliary.
Body

Background Information:
The Grand Rapids Loyal Order of the Moose Lodge 2023 has made a donation to the fire department's Fire Prevention and Education Program. The Grand Rapids Fire Department Ladie's Auxiliary has made a donation of \$100.00 to the fire department's Fire Prevention and Education Program.

Requested City Council Action
Consider adopting resolutions to accept a \$100.00 donation from the Grand Rapids Loyal Order of the Moose Grand Rapids Lodge 2023 and a \$100 donation from the Grand Rapids Fire Department Ladies Auxiliary to the Grand Rapids Fire Department's Fire Prevention and Education Program.

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

RESOLUTION NO. 11-

A RESOLUTION ACCEPTING A \$100.00 DONATION FROM THE LOYAL ORDER OF THE MOOSE LODGE 2023 AND A \$100.00 DONATION FROM THE GRAND RAPIDS FIRE DEPARTMENT LADIES AUXILIARY TO THE GRAND RAPIDS FIRE DEPARTMENT TO BE USED FOR THE FIRE DEPARTMENT'S FIRE PREVENTION AND EDUCATION PROGRAM

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

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

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

- The Loyal Order of the Moose Lodge 2023 made a \$100.00 donation to the Grand Rapids Fire Department to be used for the Fire Department's Fire Prevention and Education Program.
- The Grand Rapids Fire Department Ladies Auxiliary made a \$100.00 donation to the Grand Rapids Fire Department to be used for the Fire Department's Fire Prevention and Education Program.

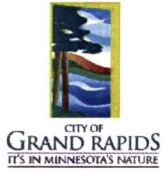
Adopted this 24th day of October, 2011

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.



Legislation Details (With Text)

File #: 11-1847 **Version:** 1 **Name:** Resolution Consolidating Certain Improvement Projects
Type: Agenda Item **Status:** Consent Agenda
File created: 10/17/2011 **In control:** Finance
On agenda: 10/24/2011 **Final action:**
Title: Consider adopting a Resolution Consolidating Certain Improvement Projects.
Sponsors:
Indexes:
Code sections:
Attachments: [Resolution Consolidating Improvement Projects](#)

Date	Ver.	Action By	Action	Result
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Title

Consider adopting a Resolution Consolidating Certain Improvement Projects.

Body

Background Information:

Attached is a resolution that combines CP 2010-3, 19th Avenue NW Rail Crossing Improvement/Closure with CP 2014-1 1st Avenue NE Reconstruction, for bonding purposes. This action is necessary in order to raise the percent assessed versus bonded above the minimum 20% threshold. This is similar to what we did with last year's bonding of CP 2003-6, 3rd Avenue NE Reconstruction, and CP 2004-2B, TH 169 Multi-Use Trail.

Requested City Council Action

Consider adopting a Resolution Consolidating Certain Improvement Projects.

CITY OF GRAND RAPIDS, MINNESOTA

RESOLUTION NO. _____

RESOLUTION CONSOLIDATING
CERTAIN IMPROVEMENT PROJECTS

WHEREAS, the City of Grand Rapids (the “City”) previously instituted proceedings for the following public improvements:

CP 2010-3 (the “First Project”) and CP 2014-1 (the “Second Project”)

WHEREAS, the City Council held an improvement hearing for the First Project on March 14, 2011 and for the Second Project on April 11, 2011; and

WHEREAS, the City Council ordered the improvements described as the First Project and the Second Project immediately following the public hearings therefor; and

WHEREAS, the proceedings for the above projects were instituted on substantially the same dates; and

WHEREAS, the City solicited bids for the construction of the First Project and the Second Project at substantially the same time, and contracts were awarded for the two projects on June 27, 2011, to a single contractor, as if they comprised a single improvement project; and

WHEREAS, the City Council has determined that the various components of the First Project and the Second Project may be more economically completed if consolidated and joined as one project, as authorized under Minnesota Statutes, Section 435.56.

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

1. The Council hereby consolidates and joins the First Project and the Second Project Improvements as a single consolidated project for all purposes under Minnesota Statutes, Section 435.56 and Chapter 429.
2. All proceedings in connection with each component of the above named projects shall be deemed instituted and conducted as one proceeding.
3. The consolidated project is designated as "the 2011 Infrastructure Project".

Approved by the City Council of the City of Grand Rapids this 24th day of October, 2011.

CITY OF GRAND RAPIDS, MINNESOTA

Attest:

Mayor

City Clerk



Legislation Details (With Text)

File #:	11-1848	Version:	1	Name:	Auction PW Eqpt/Surplus Items on Do.Bid.com
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	10/18/2011	In control:		In control:	Public Works
On agenda:	10/24/2011	Final action:		Final action:	
Title:	Authorize the Public Works Department to auction the following list of equipment and surplus items on "Do.Bid.com".				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	2011 10-24 PW Auction List.pdf				

Date	Ver.	Action By	Action	Result
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Title

Authorize the Public Works Department to auction the following list of equipment and surplus items on "Do.Bid.com".

Body

Background Information:

With the recent purchases of new equipment coupled with the use of shared equipment with Cohasset as outlined in our Mutual Aid Agreement, these auctioned items are no longer needed or are obsolete. The City Council authorized the use of Overfoell Auctioneers called "Do-Bid.com" to dispose of surplus equipment. See attachment for the list of equipment and surplus items that Public Works would like to auction.

Requested City Council Action

Consider authorizing the Public Works Department to auction the list of equipment and surplus items on "Do.Bid.com".

PW Equipment and Surplus Items to be auctioned on Do.Bid.com:

Description	Fixed Asset #	Vin/Serial #
Massey Ferguson Flail Mower	101-70-0229	9A349005
3 Axle HE Trailer		
Single Axle Truck Insert Tank		
w/Hydraulic Pump & Spraybar		
8' Plow Wing		
Plate Tamper for JD Backhoe		
Plate Tamper		
Used Spare Tires		
12' Wood Ladder		
Metal Baskets w/Hangers		
Misc Hydraulic Tools		



Legislation Details (With Text)

File #:	11-1851	Version:	1	Name:	
Type:	Agenda Item	Status:		Consent Agenda	
File created:	10/19/2011	In control:		Community Development	
On agenda:	10/24/2011	Final action:			
Title:	Consider authorizing the submittal of a Pre-Application to the Department of Employment and Economic Development for a Comprehensive Grant under the Small Cities Development Program.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	2012 Draft SCDP Pre-application.pdf				

Date	Ver.	Action By	Action	Result
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Title

Consider authorizing the submittal of a Pre-Application to the Department of Employment and Economic Development for a Comprehensive Grant under the Small Cities Development Program.

Body

Background Information:

The Small Cities Development Program (SCDP) Commercial Rehabilitation Grant administered by GREDA over the last two summers has been a great success. It has helped fund the rehabilitation of 6 commercial buildings in the downtown and Hwy. 2 commercial corridor.

GREDA would like to build upon that success and offer additional assistance to our businesses with commercial structures in need of repair and maintenance. This pre-application to DEED for a SCDP Grant is a Comprehensive Grant request collaboratively seeking residential rehabilitation funds for both LaPrairie and Grand Rapids, and also additional commercial rehabilitation funds for Grand Rapids.

KOOTASCA has prepared a draft of the Pre-Application form, which is attached. It requests the following:

LaPrairie & Grand Rapids Residential Rehab.	22 units	\$473,000
Grand Rapids Commercial Rehab.	5 units	\$172,500
Administration		\$96,825
Total Grant Request:		\$742,325

Requested City Council Action

Consider a motion to authorize the submittal of a Pre-Application to the Department of Employment and Economic Development for a Comprehensive Grant under the Small Cities Development Program.

2012 Small Cities Development Program

Pre-Application

**Grantee Name: The City of Grand Rapids
Partnering with the City of LaPrairie**

Administrator(s) Name: KOOTASCA Community Action, Inc.

I. PRE-APPLICATION COVER PAGE

A. Project Name: The Grand Rapids Comprehensive Project

B. Project Summary:

This proposed project would rehabilitate 22 single family, owner occupied homes in the Cities of Grand Rapids and LaPrairie. This project would also rehabilitate 5 commercial properties in the City of Grand Rapids. There have been large numbers of potential residential applicants expressing interest in a residential rehab program which is why the residential component was added to this new application instead of pursuing an application for Commercial Rehab only. All of the SCDP loans would be deferred loans with a ten year term with 10% of the loan being forgiven each year with the loan being totally forgiven on the first day of the eleventh year. The maximum amount of SCDP residential assistance per project would be \$21,500 and for the commercial program it will be \$34,500 of SCDP funds and the commercial owners will match this amount with \$18,000 or 34% of private funds. The residential activity will have a 100% LMI benefit and the commercial activity will meet the slum and blight standards.

C. Funding Amount/Total Project Costs

SCDP Amount Requested:	\$ 742,325
Amount of Other Funds (must include SCDP program income when available):	\$ 138,361
Estimated Total Project Cost:	\$ 880,686

D. Is this Application a Joint Community and/or County Application? [X] Yes [] No
If a Joint Community and/or County Application please list the other communities involved (i.e. target and/or priority areas) and provide the names, addresses and e-mails of each mayor and/or county chairperson.

If this is not a Joint Community/County Application, please explain.

Applicant's (city/county official) Signature (same as Authorized Official listed on the Grant Summary Sheet) / _____
Date

By signing above, the Applicant certifies to the best of their knowledge that the data and information provided in the Application is true and correct.

II. PRE-APPLICATION CONDITIONS

If you answer “Yes” to any of the following three questions below, **the Applicant is not eligible** for SCDP assistance at this time. If you answer ‘No’ to all of the following questions, continue.

- Are there any outstanding Applicant monitoring findings that have not been resolved? ____ Yes X No
 - Are there any outstanding Applicant audit findings that have not been resolved? ____ Yes X No
 - Is the Applicant, or any community named in the application, **not** current on any SCDP reports (if applicable) including Post Closeout Program Income Reports? ____ Yes X No
- =====

III. GENERAL PRE-APPLICATION QUESTIONS

A. Provide a Project Timeline.

According to the application guide we would be notified of the successful funding agreement in June of 2012. The Clearance process would take 45 to 60 days from that point, applications would be taken in July 2012, some of the work would be completed by Fall of 2012, the remainder of the work would be completed in 2013 and the grant would be closed out by December 2013.

B. City/County Comprehensive Plan and/or a Community Needs Plan

The 2003 Grand Rapids Comprehensive Plan in the Economic Development Goals, Objectives, Strategies and Action Steps section under Goal 4 to Develop and Enhance the City’s Business/Industrial Districts states as a strategy to develop funding sources for implementation. The third of the Actions Steps is to be to pursue SCDP funding through DEED for the rehabilitation of downtown commercial properties.

Under Goal 5 Provide Affordable Housing Opportunities, Objective 2 Support the improvement of existing housing conditions, Strategy 3 Support housing development and redevelopment strategies, the Action Steps are:

1. Pursue SCDP funding through DEED for the rehabilitation of owner occupied housing.
2. Work with KOOTASCA in housing rehabilitation.

C. Program/Generated Income

- Do(es) any community(s) listed within this SCDP Application have any SCDP Program or SCDP Generated Income from previous grants? If yes, are the funds being provided as a leverage source within this application?
If no, an explanation must be provided.

IV. FEDERAL OBJECTIVES/GOALS/PROJECT BUDGET

Fed. Obj. Codes*	Activity	# of units/goals	SCDP Cost Per unit	SCDP Cost/ without admin	Total SCDP Admin	SCDP Admin %	Total SCDP Costs	Total Leveraged Resources	Source of Leveraged Funds (Mark (c) if funds are committed**.)	Totals
LMI	Owner Rehab	22	21,500	473,000			473,000	44,569	(c) Other agency programs	517,569
	Owner Rehab Admin	22	3,225		70,950	15.0%	70,950	3,792	(c) Other agency	74,742
S&B	Commercial Rehab	5	34,500	172,500			172,500	90,000	(c) Owner	262,500
	Commercial Rehab Admin	5	5,175		25,875	15.0%	25,875	0		25,875
		0	0					0		
		0	0					0		
			Totals	645,500	96,825		742,325	138,361		880,686

V. ADMINISTRATIVE AGENCY CAPACITY/PERFORMANCE TABLE

The capacity issue for KOOTASCA has been previously addressed with Reed Erickson and he has approved the submission of this Pre-Application.

VI. PRE-APPLICATION ACTIVITY REQUIREMENTS

A. Owner Occupied Housing Rehabilitation

- What is the number/percentage of housing units that have severe housing deficiencies?

Past SCDP awards have shown that just under 9% of applicants have severe housing deficiencies.
- Provide an estimated number of “interested eligible LMI households” in the proposed target area;

The HUD 2000 LMI Census Data for MN Non-entitlement Cities shows that there are 3,658 (49.7%) in the City of Grand Rapids. Past tracking of applications shows that we get 16.3% of the eligible population to apply for the program which in this case would be 596 applicants.

Records from the Energy Assistance Program show that there were 1,389 households that qualified for the program last year and if that same 16.3 percentage were used it would mean that there would be 226 applicants for this proposed program.
- Briefly describe how you came up with the numbers listed above;

See previous question.
- Is any rehabilitation proposed in a flood plain?

No.
- What is the average age of the housing stock in the proposed targeted area(s)?

The median age of a home in Grand Rapids is 51 years old and in LaPrairie it is 38 years old.
- What is the median income of the households in the proposed target area(s)?

The median household income for Grand Rapids is \$28,991 and in LaPrairie it is \$39,375.
- What is the estimated total per unit cost?

\$21,500.
- What is the maximum amount of SCDP assistance per unit?

\$21,500.
- What is the term for SCDP deferred loans?

10 years.

- **Commercial Rehabilitation**

- Are any of the proposed properties in a historic district or a designated historic building?

No.

- Does the proposed rehabilitation include downtown Anchor Buildings or Key Buildings? Describe.

No.

- Provide an estimated number of “interested building owners” within the proposed target area(s);

There are currently 7 interested owners left over on the waiting list from the 2009 program and a number of others which have expressed interest that did not apply for the 2009 program.

- How many total units from interested owners?

There would be approximately 15 total units.

- What is the estimated total per unit cost?

\$53,000.

- What is the maximum amount of SCDP assistance per unit?

This program would provide \$34,500 from SCDP and \$18,000 in matching funds from the building owner for a total project of \$52,500.

- What is the term for SCDP loans?

10 years.

- Describe the financing package. (example, 70% SCDP deferred loans, 30% Owner financing);

This program would provide 66% SCDP funding and 34% owner match. The terms would be a ten year deferred loan with 10% being forgiven for each of the ten years until the entire loan was forgiven on the first day of the eleventh year.

- Were owners made aware that Davis Bacon labor standards will be required which may increase project costs.

Yes.

- Are city or county-owned building(s) intended beneficiaries of commercial rehabilitation assistance? If so, please contact your SCDP Representative for guidance prior to submitting application.

No.

III. SCDP Application Process Questions

- What do you like or dislike about the Pre-Application, Short Application and Full Application format?

The new process has been a positive improvement to require only the necessary information needed for the application.

- Were the time frames for both Applications adequate? Yes.
- Were any questions irrelevant? No. Repetitive? No.
- Should we have asked for other information? If so, what?
- Other

I. Applicant Information (city/county/township)

Authorized Official & Environmental Certifying Officer Information (Mayor or Board Chair whichever is applicable) ----- Name: Rob Mattei Title: Community Development Director Address: 420 Pokegama Ave. N., Grand Rapids, 55744 Phone # 1-218-326-7622 Fax #: 1-218-326-7621 Email: rmattei@ci.grand-rapids.mn.us =====	Applicant Financial Officer Information ----- Name: Shirley Miller Title: Financial Director Address: 420 Pokegama Ave. N., Grand Rapids, 55744 Phone #: 1-218-326-7616 Fax #: 1-218-326-7608 Email: smiller@ci.grand-rapids.mn.us
Federal ID #: 41-6005201 State ID #: 8022490 State Vendor #: Applicant DUNs #: 080240526	

II. Administrator/Implementing Agency Information (Agency(s) overseeing the project)

Administrator/Implementing Agency Information ----- Name: Scott Zahorik Title: Director of Asset/Housing Development Address: 1213 SE 2 nd Ave., Grand Rapids, 55744 Phone #: 1-218-327-6713 Fax #: 1-218-327-6733 Email: scottz@kootasca.org Administrator DUNs #:	Individual Signing SCDP Payment Request Form (This can be Applicant or Program Administrator) ----- Name: Dana Herschbach Title: Asst. Dir. Of Asset/Housing Dev. Address: 12213 SE 2 nd Ave, Grand Rapids, 55744 Phone #: 1-218-327-6703 Fax #: 1-218-327-6733 Email: danah@kootasca.org
Environmental Coordinator ----- Name: Scott Zahorik Title: Director of Asset/Housing Development Address: 1213 SE 2 nd Ave., Grand Rapids, 55744 Phone #: 1-218-327-6713 Fax #: 1-218-327-6733 Email: scottz@kootasca.org	Fair Housing/Equal Opportunity Coordinator ----- Name: Dana Herschbach Title: Asst. Dir. Of Asset/Housing Dev. Address: 12213 SE 2 nd Ave, Grand Rapids, 55744 Phone #: 1-218-327-6703 Fax #: 1-218-327-6733 Email: danah@kootasca.org
Rehabilitation Coordinator ----- Name: Shawn Troumbly Title: Housing and Energy Auditor Address: 1213 SE 2 nd Ave., Grand Rapids, 55744 Phone #: 1-218-327-6728 Fax #: 1-218-327-6733 Email: shawnt@kootasca.org	Labor Standards Coordinator (when applicable) ----- Name: Dana Herschbach Title: Asst. Dir. Of Asset/Housing Dev. Address: 12213 SE 2 nd Ave, Grand Rapids, 55744 Phone #: 1-218-327-6703 Fax #: 1-218-327-6733 Email: danah@kootasca.org

III. Legislative District Information (Provide the following information for the geographical district(s) the SCDP funded activities are taking place in.)

House District: 03A

Congressional District MN8

Filename: 2012_SCDP_Pre-Application (2).doc
Directory: S:\GREDA\SCDP
Template: C:\Documents and Settings\rmattei\Application
Data\Microsoft\Templates\Normal.dotm
Title:
Subject:
Author: Compaqblack
Keywords:
Comments:
Creation Date: 10/12/2011 3:06:00 PM
Change Number: 7
Last Saved On: 10/12/2011 3:47:00 PM
Last Saved By: szahorik
Total Editing Time: 41 Minutes
Last Printed On: 10/19/2011 9:00:00 AM
As of Last Complete Printing
Number of Pages: 9
Number of Words: 1,734 (approx.)
Number of Characters: 9,887 (approx.)



Legislation Details (With Text)

File #:	11-1852	Version:	1	Name:	
Type:	Agenda Item	Status:		Consent Agenda	
File created:	10/19/2011	In control:		Community Development	
On agenda:	10/24/2011	Final action:			
Title:	Consider adopting a resolution authorizing the submission of a request to IRRRB seeking partial funding for site work and utility service extensions in the redevelopment of Block 9, Grand Rapids First Addition through their Public Works Grant program.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Public Works Grant Resolution.pdf Public Works Grant Application 10-17-11.pdf				

Date	Ver.	Action By	Action	Result
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Title

Consider adopting a resolution authorizing the submission of a request to IRRRB seeking partial funding for site work and utility service extensions in the redevelopment of Block 9, Grand Rapids First Addition through their Public Works Grant program.

Body

Background Information:

The IRRRB recently recapitalized their Public Works Grant program for the fiscal year, and are seeking grant applications for eligible projects. As you may recall from a previous request, these IRRRB program funds are designated for public infrastructure and infrastructure serving a development.

The Grand Rapids EDA has been providing assistance to St. Joseph's Catholic Church in achieving the sale and redevelopment of the former site of their Church and School in the 600 block lying between 1st and 2nd Ave. NW, a site that GREDA believes to be critical to the strength of the surrounding downtown business district and residential neighborhoods. A housing developer is currently developing a proposal that would involve a purchase of the site and the new development of 36 market rate apartment housing units in two structures.

In order to meet the deadline for grant submission, the developer has asked that a grant request to IRRRB be submitted at this time, on their behalf, for this developing project.

Unless the circumstances warrant special consideration by the IRRRB, award of these grant funds is limited to a maximum amount of \$350,000. The estimated total cost of site utility extensions, site grading, and entrance reconfiguration is \$179,600. The grant request of \$179,600 matches the total estimate.

This grant is submitted as a second priority for the City of Grand Rapids. Our other request for partial funding of a lift station will take first priority. If a grant request is successful, as a next step, the developer would need to negotiate the purchase of the property and the City and the developer would need to develop an agreement that addresses the City's responsibility for administering the project and the developer's responsibility for matching the grant funding.

Requested City Council Action

Consider adopting a resolution authorizing the submission of a request to IRRRB seeking partial funding for site work and utility service extensions in the redevelopment of Block 9, Grand Rapids First Addition through their Public Works

Grant program.

CITY OF GRAND RAPIDS, MINNESOTA
RESOLUTION NO. 11-

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

**RESOLUTION AUTHORIZING THE CITY TO MAKE APPLICATION TO THE
IRRRB PUBLIC WORKS (FY12) GRANT PROGRAM FOR THE BLOCK 9, GRAND
RAPIDS FIRST ADDITION REDEVELOPMENT HOUSING PROJECT**

WHEREAS THE Grand Rapids City Council approves of the above application,
because it supports community and economic development.

NOW THEREFORE BE IT RESOLVED that the City Council of Grand Rapids,
Minnesota does hereby adopt this resolution.

Upon vote taken thereon, the following voted:

For:

Against:

Whereupon said Resolution No. _____ was declared duly passed and adopted this
_____ day of _____.
Month/Year

Mayor

Attest: _____
City Clerk

Filename: Public Works Grant Resolution.doc
Directory: S:\GREDA\Housing Sites - Potential\St. Joseph's Former School-
Church
Template: C:\Documents and Settings\rmattei\Application
Data\Microsoft\Templates\Normal.dotm
Title:
Subject:
Author: rmattei
Keywords:
Comments:
Creation Date: 10/19/2011 8:16:00 AM
Change Number: 1
Last Saved On: 10/19/2011 8:17:00 AM
Last Saved By: rmattei
Total Editing Time: 1 Minute
Last Printed On: 10/19/2011 8:17:00 AM
As of Last Complete Printing
Number of Pages: 1
Number of Words: 133 (approx.)
Number of Characters: 762 (approx.)



Public Works Grants

Guidelines and Application

July 2011

For More Information Contact:

Richard Walsh
Iron Range Resources and Rehabilitation Board (IRRRB)
Community Development Division
4261 Hwy 53 South
P.O. Box 441
Eveleth, Minnesota 55734-0441

218-735-3044
1-800-765-5043 Ext. 3044
218-735-3046 (Fax)
Dick.Walsh@state.mn.us
www.irrb.org

PURPOSE

The Public Works Grants program provides funds for cities and townships that can be used specifically for infrastructure, site work, renewable energy and energy efficiency projects, airport or healthcare capital projects that support community and economic development.

I. APPLICANT ELIGIBILITY

Eligible applicants include cities, townships, airport authorities, and hospital boards, collaborative organizations and commissions in the region statutorily defined as the Taconite Assistance Area (TAA) M.S. §273.1341. A non-profit organization, utility, department, board or other public entity may apply through the city or township in which it is located.

II. PROJECT ELIGIBILITY

Eligible projects are publicly owned infrastructure to a development or a potential development including water, sewer, utility extensions, site improvements, fiber and streets; upgrades and repairs to water & sewer systems, renewable energy or energy efficiency projects; healthcare capital projects; and airport projects that support community and economic development.

III. FUNDING

The Public Works grant program is funded at \$4,000,000 for the FY2012 cycle. It is the IRRRB's intent to limit grant awards to a maximum of \$250,000 for water and sewer upgrades; \$350,000 for development projects; and \$500,000 for collaborative applications, although the agency reserves the right to grant awards higher than this amount should circumstances warrant. Collaborative applications must be pre-approved by the IRRRB.

IV. EVALUATION AND CRITERIA

(A) ECONOMIC IMPACT – *Priority #1*

The proposed project should demonstrate its economic impact in the following areas:

- Adding new development
- Attracting essential services
- Attracting future development
- Attracting new investment to the area
- Broadening the local tax base
- Supporting smart growth and sustainable communities
- Promoting energy efficiency and conservation
- Correcting a water or sewer violation that is a health/safety issue or an issue that prevents capacity building
- Financial sustainability of the project
- Removing barriers to economic growth
- Preserving lands necessary to sustain current and future mining

(B) JOBS CREATED – *Priority# 2*

Provide the number of FTE construction jobs created by the completion of the proposed project and the estimated construction payroll. You may use the formula of 6.5 FTE for every million dollars in new construction.

Provide the number of FTE permanent jobs created or retained by completion of the proposed project with the estimated wages for the specific type of jobs.

(C) LEVERAGE – *Priority #3*

IRRRB funds must be leveraged by a minimum of 1:1 from other funding sources. Development costs are part of the leverage and should be included in the budget on page 5.

(D) PROJECT READINESS – *Priority #4*

The project should be ready for construction within a year after the grant award. Provide a statement relating to the timely and successful implementation of the project and a statement certifying that all financing is in place.

(E) COMMUNITY RESOURCEFULNESS – *Priority #5*

Provide information about your community resourcefulness by addressing the following:

- Provide a list, for the last 3 years, of Federal, State or Local grant, loan or other financing applications submitted to support any of your community projects.
- Describe how this project will eliminate barriers to growth.
- Describe how the project will increase the capacity of existing resources.
- Describe the long-term outcomes of this project in terms of social, economic, civic or environmental impact.
- Describe who will benefit and how many people will be served or impacted by the project.

V. INELIGIBLE PROJECTS

Ineligible projects include government buildings and related infrastructure; general upgrades and maintenance to water, sewer or waste treatment systems unless they are shovel ready; site work including lights, curbs and sidewalks; recreation; electrical distribution systems; industrial park infrastructure without a business commitment or interest; and housing infrastructure without a developer. Administrative costs, including grant writing expenses, are ineligible under this program.

VI. APPLICATION PROCESS

Once an applicant has reviewed the eligibility, identified needs, structured a project, demonstrated ability to meet the criteria and secured all necessary local authorizations, an application must be submitted to Iron Range Resources. Application forms are available on line at: www.irrrb.org.

All projects submitted for funding are evaluated on an individual basis. Applications are reviewed by internal staff and the Commissioner's Office. **Project funding is subject to Commissioner, Board and Governor Approval.** Projects are reviewed as to how well they address the outlined criteria which are addressed in Section IV., Evaluation and Criteria. Multiple applications from a single entity must be prioritized by the applicant.

Completed applications are due at the IRRRB by October 17, 2011. Certain information in the application may become public data in accordance with Minnesota Government Data Practices Act, Minnesota Statute Chapter 13. **Business plans and associated documentation are not public data and will remain confidential.** Grant awards are expected to be made in December 2011.

If you are successful in receiving a grant, outcomes and reporting requirements will be specified in the Grant Agreement. Eligible expenses are those incurred since the Governor's approval date, not IRRR Board approval date.

The application must include:

1. A completed Application Cover Sheet, page 4.
2. A narrative description that defines how the project meets the Economic Impact, Jobs Created, Leverage, Project Readiness and Community Resourcefulness criteria as described in Section IV. More than one narrative may be included per page.
3. A Project Budget and Timetable, page 5.
4. A developer's business plan with a history of the business, past projects, resume of the principals, description of the essential services, estimated new tax base, financial projections for at least two years, drawings and cost estimates, description of the green aspects of the project and a letter of intent from the lending institution for the development.
5. Engineering cost estimates and maps.
6. A recent market study for housing developments.
7. Other exhibits, reports or studies that support the application.
8. A copy of the city or township resolution of project approval that also authorizes this application to be submitted to IRRRB. A sample resolution is included on page 6.

Public Works Infrastructure Grants

Application Cover Sheet

Date Submitted: October 17, 2011

Project Priority Number (if applicable): 2

Project Description: The project involves the removal of vacant, deteriorating, buildings (church, parochial school, and rectory) and the redevelopment of an entire city block adjacent to the downtown business district. With the assistance of this grant, the project will further involve the on-site, private, development of two 18-unit market rate apartment buildings with enclosed parking, valued at approximately \$5.0M. The grant eligible components of this project include: utility service extensions, site grading, and driveway connections to the public street.

Applicant's Legal Name: City of Grand Rapids

Address: 420 N. Pokegama Ave., Grand Rapids, MN 55744

Contact Person: Rob Mattei

Title: Community Development Director

Phone #'s: Office 218.326.7622

Cell: 218.244.2924

Fax: 218.326.7621

Email Address: rmattei@ci.grand-rapids.mn.us

SIGNATURES

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

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

Applicant: _____

By: _____ Title: _____ Date: _____

Attest: _____ Title: _____ Date: _____

Project Budget and Timetable

USES		SOURCES (Be Specific)					
Detailed Project Costs	Applicant	IRRRB	DEED Redev.	Developer Equity	Bank Financing	Other	Total
Demolition/HMA	*	\$250,000**	\$150,000***	35,750	107,250		\$543,000
Acquisition/Site Work/Utilities	*	\$179,600		44,350	133,050		\$357,000
Building-General	*			718,750	2,156,250		\$2,875,000
Building-Elec. & Mechanical	*			213,750	641,250		\$855,000
Soft Costs	*			67,500	202,500		\$270,000
Estimated Project Costs	*	\$429,600	\$150,000	\$1,080,100	\$3,240,300		\$4,900,000

* The City of Grand Rapids anticipates the developer will be applying for an Economic Development Tax Abatement. Preliminary estimates show Abatement, with County participation, would generate approx. \$380K net present value. This would reduce Developer Equity and Bank Financing in order to achieve an ROI of approximately 10%.
** The City has submitted an application for an IRRRB Community Redevelopment Grant.
*** If the application for DEED Redevelopment Grant funding is unsuccessful, the developer will have to cover that additional portion of the match

Timetable

Please indicate anticipated dates for the following actions:

ACTIONS	DATE
Commencement of engineering:	1/1/2012
Bid Opening:	6/1/2012
Commencement of Construction:	7/1/2012
Completion of Project:	7/1/2013

CITY OF GRAND RAPIDS, MINNESOTA
RESOLUTION NO. 11-

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

**RESOLUTION AUTHORIZING THE CITY TO MAKE APPLICATION TO THE
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because it supports community and economic development.

NOW THEREFORE BE IT RESOLVED that the City Council of Grand Rapids,
Minnesota does hereby adopt this resolution.

Upon vote taken thereon, the following voted:

For:

Against:

Whereupon said Resolution No. _____ was declared duly passed and adopted this
_____ day of _____.
Month/Year

Mayor

Attest: _____
City Clerk

Narrative:

The proposed removal and replacement of three vacant, deteriorating, buildings at the former St. Joseph’s Catholic Church site with 36 market rate apartment units valued at approximately \$5.0M, meets the established criteria for the Public Works Grant Program in the following areas:

Economic Impact – Grand Rapids is no different than many other communities that have witnessed the damaging affect of blighted/vacant properties on the economic strength of their core, historic, commercial and residential areas. In general, these properties detract from the visual appeal of the area and serve as an obstacle to investment in, and maintenance of, other nearby properties.

The redevelopment site is located on the north boundary of the central business district. The east, west, and north sides of the site are bounded by residential neighborhoods. If left vacant and unattended, the deteriorating conditions of the existing buildings will have a negative impact on surrounding commercial and residential property values, and will likely lead to increased criminal activity.

The proposed development will bring \$5.0M of new investment into the community, as well as the construction and service jobs associated with the building and maintenance of the facility. Without the assistance of the Public Works Grant Program, the economics of the project will not work. The excessive cost of demolition, hazardous material abatement and site preparation cannot be supported by the market, as resulting rental rates would not be attractive to tenants. The elimination of these vacant and blighted structures will have a positive impact on the community and will be a catalyst for additional private investment and re-investment.

The 2008 *Iron Range Housing Market Analysis* projected a 6 year need for an additional 47 to 78 market rate rental units in the Western Sub-region. While that would support the development project being proposed, we believe that this report underestimates the demand and need for housing in Grand Rapids. As an example, its job growth scenarios did not account for the success and rapid growth of Magnetation in our region.

This proposed redevelopment is a sustainable approach to providing housing for area residents in that; it makes use of land that is already served by public infrastructure, the development is compact and dense, and resident reliance on automobiles is reduced as the apartments will be located within a short walk of government facilities, banking facilities, grocery, pharmacy and other retail shopping. The location of the apartments will have the additional effect of supporting the home grown businesses that exist in the traditional downtown business district. Infill projects, such as this, limit sprawl into the undeveloped areas of the City, particularly over the Biwabik Iron Formation which covers approximately the northern 1/3rd of the City.

Jobs Created – The proposed project will generate the following estimated levels of additional employment, which does not account for spin-off employment:

	# of FTE	Total Payroll During Construction	Annual Payroll
Construction Jobs	32	\$1.6M	
Permanent Jobs	.5		\$15,000

Leverage - At the requested grant amount of \$179,600, the \$4,900,000 total project leverages IRRRB Public Works Grant dollars by a ratio of approximately 27:1.

Project Timeliness and Readiness – The project proposer and developer, Innovative Developers, LLP of Alexandria, MN, has just completed a similar project in Alexandria, and, in so doing, has demonstrated the capability of securing equity partners and bank financing for a project of this scope.

Necessary pre-development due diligence steps of; a commercial appraisal, Phase 1 ESA, Hazardous Material Survey and Abatement Estimate, as well as consultation with an area demolition contractor for demolition budget estimates have already been undertaken and completed by the Grand Rapids EDA.

Over the next several months the developer will need to acquire the site from the Church, who is very interested in selling, and secure their private financing. This can, without difficulty, be accomplished to allow for demolition within one year of grant award.

CITY OF GRAND RAPIDS
YEAR 2011 GRANTS

Action Date	Action Taken Apply/Accept	Purpose for Grant	Dept	Amount	Federal	State	Other	Other Funds Required	Grant Dates	Expiration Date
10/9/2007 11/26/2007	Apply Accept	IRRRB on behalf of IEDC for bldg impr located @ 1201 7th Ave SE	Engineering	\$ 100,000		X			12/8/2007 extended	12/31/2009 6/30/2010
11/13/2007 3/10/2008 7/13/2009 7/12/2010	Apply Accept Amended Amended	Iron Range Resource CP 2003-6 Railroad closures - 2nd Grant request Demolition expenses to include demo at old airbase to include Nelson Roofing property	Engineering	\$ 150,000		X		Local Match \$150,000	2/21/2008	12/31/2009 12/31/2010
2/25/2008 3/3/2009	Apply Determination Letter	Federal Appropriations CP 2005-5 7th Ave SE	Engineering	\$ 2,000,000 \$ 1,498,037	X					
5/27/2008	Apply Accept	FAA 2008 CIP 5/23 Paving & Lighting	Airport	\$ 1,331,966	X				6/12/2008	
8/25/2008 1/12/2009	Pre- Apply Accept	DEED/SCDP Residential & Commercial Rehabilitation Program Grand Plaza Housing Development	Com Dev	\$ 198,375 \$ 300,000	X				6/26/09-9/30/11	
9/22/2008 1/26/2009	Apply Accept	IRR demolition of bldgs in Central Bus District	EDA	\$ 167,500 \$ 125,000		X			12/16/2008	6/30/2010
1/12/2009 9/14/2009	Apply Accept	DEED Residential & Commercial Rehabilitation Program Combined with DEED/SCDP \$300k grant above	Com Dev	\$ 172,500 \$ 198,375	X				6/26/09-9/30/11	
3/9/2009 7/13/2009	Apply Accept	MN Dept of Public Safety 2008 Homeland Security Grant Purchase equipment & HAZ-MAT training 2009-HSGP-00315	Fire	\$ 70,000	X				9/1/08-3/31/11	
5/11/2009 2/8/2010	Apply Accept	Blandin Foundation Alternative Energy Sources	Library	\$ 50,000		X				
5/11/2009 10/12/2010	Apply Accept	IRR Alternative Energy Sources	Library	\$ 200,000		X				
7/13/2009	Apply Accept	FAA 2008 CIP Land Acquisition	Airport	\$ 332,475	X			City \$8,312 County \$8,312		
7/27/2008 1/11/2010	Apply Accept	MN Historical Society Capital Improvement Fund	C Schl	\$ 24,100 \$ 14,100		X		Capital Reserve match \$24,100 match \$14,100	1/1-12/31/10	
8/10/2009 10/13/2009	Apply Accept	Blandin Foundation Library Public Programs in 2010	Library	\$ 24,000 \$ 10,000			X		10/9/09-11/1/10 extd 6/1/11	
10/26/2009 2/11/2010	Apply Accept	DEED Ainsworth Site contamination investigation	EDA	\$ 50,000 \$ 48,750		X			12/18/09-12/31/11	

CITY OF GRAND RAPIDS
YEAR 2011 GRANTS

11/9/2009	Apply	MN DNR Pri 2004-2B TH 169 Multi-Use Trail Phase 2	Engineering	\$ 200,000		X				6/30/2011
5/10/2010	Accept	Resolution done 10/12/10		\$ 140,000						
2/22/2010	Accept	BNSF 2003-6 Railroad Closure	Engineering	\$ 50,000			X			
		Resolution done 10/12/10								
4/26/2010	Apply	MN Dept of Public Safety	Police	\$ 15,000		X			10/1/10-7/31/11	
6/28/2010	Accept	Safe and Sober Grant								
4/26/2010	Apply	MN DEED	EDA	\$ 56,250		X			6/11/10-6/30/10	
8/12/2010	Accept	Contamination Cleanup for Itasca Eco Industrial Park, Ainsworth								
5/10/2010	Accept	MN Dept of Public Safety 2009 Homeland Security Grant Purchase equipment & HAZ-MAT training	Fire	\$ 70,000	X					
		2010-SHSP-00568								
5/24/2010	Apply	MN DNR - Volunteer Fire Assistant Grant	Fire	\$ 1,000		X		Fire Operating funds \$1,000		
8/9/2010	Accept	Rural wildland firefighting equipment		\$ 500				\$ 500		
6/14/2010	Apply	MN Dept of Human Rights	Hmn Rgts	\$ 1,500		X				
9/13/2010	Accept	Civic and Social Justice Educational Activities								
6/14/2010	Apply	Blandin Foundation	Hmn Rgts	\$ 30,000			X			
9/13/2010	Accept	Public Accessibility		\$ 3,000						
6/28/2010	Apply	IRR	Engineering	\$ 350,000		X				
9/27/2010	Accept	2009-4 Forest Hills Ave Improvements		\$ 300,000						
		Resolution done 10/12/10								
7/26/2010	Apply	IRR	Engineering	\$ 40,000		X				
8/9/2010	Accept	Demolition of 222 NE 9th Ave		\$ 50,000						
		Resolution done 10/12/10								
9/13/2010	Apply	DEED	HRA	\$ 200,000		X				
11/8/2010	Accept	Crystal Lake Townhomes-soft costs								
9/27/2010	Pre-Application	DEED	Com Dev	\$ 172,500	X					
		Commercial Rehabilitation Program		\$ 473,000						
9/27/2010	Apply	IRR	Engineering	\$ 150,000		X			12/16/2008	6/30/2010
		demolition of Riverview School								
10/12/2010	Apply	Blandin Foundation	Library	\$ 50,000		X				
1/10/2011	Accept	Carpet Replacement								
10/12/2010	Apply	GREDA	Library	\$ 24,900		X				
1/24/2011	Accept	Portable computer training lab								
11/8/2010	Accept	MN Dpt of Public Safety-State Patrol Div	Police	\$ 19,000		X			10/1/10-9/30/11	
		Operation Night Cap-impaired driving enforcement								
12/6/2010	Accept	University of MN	Engineering	\$ 4,000		X				
		Evaluation of De-Icing and Anti-Icing Technology								

CITY OF GRAND RAPIDS
YEAR 2011 GRANTS

12/6/2010	Accept	University of MN Evaluation of Rain Gardens	Engineering	\$ 8,000		X					
12/13/2010	Apply	NE Area Transportation Partnership (ATP) Mississippi Riverfront Pedestrian Bridge	Engineering	\$ 418,257	X						
5/12/2010	Agreement signed	State of MN and BNSF Railway Company									
10/12/2010	Accept resolution	CP 2004-2B TH 169 Multi Use Trail 129-090-003	Engineering	\$ 575,000	X						
2/22/2010	Accept part of State Transportation Plan (STIP)	State of MN CP 2003-6 3rd Ave NE Railroad Crossing State project number 129-141-02 State project number 129-109-03 Approximately \$330,000 will be paid directly to BNSF	Engineering	\$ 600,000 \$ 400,000	X X						
1/10/2011	Accept	MN Historical Society Capital Improvement Fund Light replacement project	C Schl	\$ 7,000		X					
1/24/2011	Apply	MN Child Passenger Safety Program Receive up to 10 child safety seats	Police	not stated		X					
2/14/2011	Accept	Rcv'd 10 safety seats									
1/24/2011	Accept	MN Dept of Traffic Safety 2 Stalker DSR 2X radar units	Police	Radar Units		X					
2/14/2011	Accept	MN Dept of Public Safety 2010 Homeland Security Grant Purchase equipment & training 2010-SHSP-00741	Fire	\$ 55,000	X						
2/28/2011	Apply	IRR Replacement of six City entrance signs	Com Dev	\$ 33,000		X					
3/14/2011	Apply	Target Headquarters Crime Prevention	Police	not stated			X				
3/14/2011	Accept	Blandin Foundation Interpretative Signage along Riverfront	EDA	\$ 5,000		X					
3/28/2011	Apply	MN DNR Prj 2011-4 Horseshoe-Isleview Reconditioning DNR Legacy Grant	Engineering	\$ 200,000		X					
5/9/2011	Apply	FM Global Fire prevention program	Fire	not stated			X				
5/9/2011	Apply	Lake Country Power Fire prevention program	Fire	\$ 2,000			X				
4/26/2010	Apply	MN Dept of Traffic Safety In-Car Camera System	Police	2 cameras		X					
5/9/2011	Accept										
5/9/2011	Apply	Office of Community Oriented Policing Services (COPS) Add additional police staff	Police	not stated	X						
5/23/2011	Apply	Target Headquarters Saturday family story times 2011-2012 year	Library	\$ 2,000			X				
6/13/2011	Apply	MN Historical Society Capital Improvement Fund	C Schl	\$ 20,000		X					

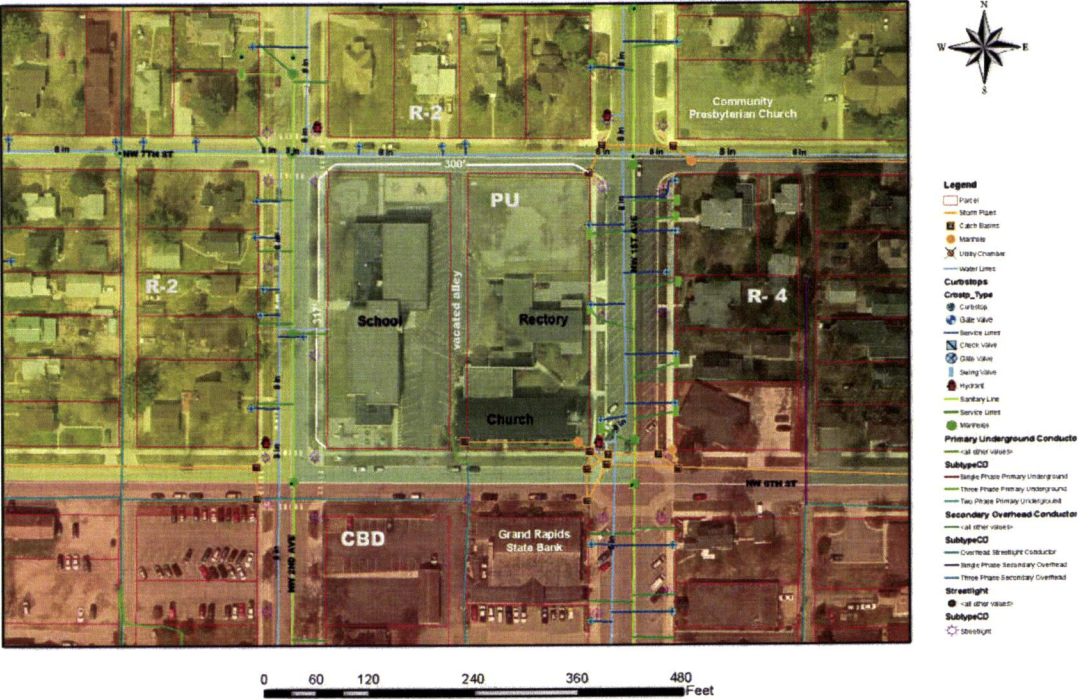
S:\Capital Improvement Plan\Grants Recap.xlsx

CITY OF GRAND RAPIDS
YEAR 2011 GRANTS

		Foundation repair-2012								
6/13/2011	Apply	MN Dept of Public Safety Safe and Sober Grant	Police	\$ 40,128		X				
8/8/2011	Apply	US Justice/State of MN Purchase of body armor	Police	not stated	X	X				
8/8/2011	Accept	Northeast Service Cooperative Wellness Program	Admin	\$ 700			X			
8/22/2011	Accept	MN Dept of Public Safety 2010 Homeland Security Grant Hazardous Materials Emergency Preparedness Conf 2010-HMEP-00811	Fire	\$ 6,068	X					

A lack of adequate housing is an enourmous barrier to growth in a community. Without housing opportunities for their employees, a company’s plan to grow or locate in our community will be halted. This project helps provide that opportunity for growth by adding needed housing opportunities in Grand Rapids.

St. Joseph's Redevelopment Site



Attachments:

Grand Rapids Downtown Redevelopment Master Plan

Downtown is a gathering place.
Downtown is the place where Grand Rapids gathers. Making downtown the focal point of community events, such as Tall Timber Days, brings people to Downtown and enhances its identity. Sidewalk sales and other coordinated business events give people the chance to shop and to meet friends and neighborhoods. This plan seeks to provide more reasons to visit and more places to gather.

Downtown is place for wheels and for feet.
People should be able to travel to and through Downtown by car, by bicycle and by foot with equal ease.

Cars and trucks are part of Downtown. Regional highways bring thousands of vehicles to Downtown every day. Most people come to Downtown by car. The street system must provide safe and convenient access to and movement through Downtown.



Vacant parcels and transportation (highway and rail) corridors impede the feeling that Downtown is a single and well connected district.

Downtown Redevelopment Master Plan

Once in Downtown, an ample supply of parking located throughout the area allows people to stop and shop.

Despite the importance of vehicles, Downtown must be a walkable place. The visitor to Downtown should be drawn to wander and explore, not make one stop and leave. Sidewalks provide attractive and safe pathways. Storefronts meet the street and invite the shopper.

Downtown is well connected.
The idea of "connections" guides Downtown in many ways.

Businesses in Downtown are connected physically and economically. Physical connection does not mean Downtown should be a large strip mall. Rather, the physical connections mean the elimination of large gaps between parts of Downtown. The vacant land along 1st Avenue West illustrates this point. Without connections, Downtown cannot be a cohesive district.

Downtown needs the recognition of strong economic connections. The customer of one business is the source of potential support for others.

Connections require the ability to move within the Downtown. In Grand Rapids, this means safe opportunities to cross highways.

The connections extend beyond the boundaries of Downtown. Trails, sidewalks and bicycle lanes connect Downtown with the broader community.



This mixed use building in Little Canada shows how housing and retail can facilitate redevelopment.

Downtown is an evolutionary place.
The Downtown of today has taken years, decades and even centuries to become apparent. The future will present needs and opportunities that are not apparent today. The application of these principles allow Downtown to evolve consistently with the community's vision.

Downtown is a neighborhood.
Housing is key to the future of Downtown. Housing brings people to Downtown. People add life and activity to the area beyond the typical "9 to 5". It creates a new customer base for businesses. Housing provides the economic capacity to meet certain redevelopment needs.

Make Downtown the best place for small businesses.
Few "big box" developments stand alone. The big box is the anchor that attracts a collection of smaller businesses located on adjacent pads or strips of land.

Rob Mattei

From: Scott Kluver [Scott@innovativecompaniesinc.com]
Sent: Tuesday, October 11, 2011 11:42 AM
To: Rob Mattei
Cc: Randy Roers; Joe Stauffer (Joseph@aoslaw.net)
Subject: Utility Grant Info.

Rob,

Below is a breakdown of our budget for the items we discussed that would qualify for the additional grant we are requesting. Please review and let me know if there is anything else I did not list that would qualify. Thanks.

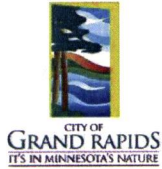
• Soft Costs	\$ 35,000.00
• Site Grading	\$ 21,750.00
• Class 5 Under Asphalt	\$ 19,500.00
• Reconstruct Entrance Drives	\$ 25,600.00
• Site Sewer	\$ 20,000.00
• Site Water	\$ 24,250.00
• Site Storm Sewer	<u>\$ 33,500.00</u>
	\$179,600.00

Scott Kluver
320.808.9637 (Cell)



2715 Highway 29 South, Suite #105
Alexandria, MN 56308
320.763.8900 (P) 320.763.8905 (F)
scott@innovativecompaniesinc.com
www.innovativecompaniesinc.com

Filename: Public Works Grant Application 10-17-11.doc
Directory: S:\GREDA\Housing Sites - Potential\St. Joseph's Former School-
Church
Template: C:\Documents and Settings\rmattei\Application
Data\Microsoft\Templates\Normal.dotm
Title: PUBLIC WORKS
Subject:
Author: jwain
Keywords:
Comments:
Creation Date: 10/13/2011 9:06:00 AM
Change Number: 8
Last Saved On: 10/17/2011 4:40:00 PM
Last Saved By: rmattei
Total Editing Time: 1,452 Minutes
Last Printed On: 10/19/2011 8:17:00 AM
As of Last Complete Printing
Number of Pages: 16
Number of Words: 2,357 (approx.)
Number of Characters: 13,439 (approx.)



Legislation Details (With Text)

File #:	11-1853	Version:	1	Name:	TH 169 MUT Phase 3 DNR Grant
Type:	Agenda Item	Status:			Consent Agenda
File created:	10/19/2011	In control:			Engineering
On agenda:	10/24/2011	Final action:			
Title:	A grant submittal to the DNR Regional Legacy Trail Grant program for TH 169 Multi-Use Trail, Phase 3.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	10-24-11 DNR Grant.pdf 10-24-11 Resolution DNR Grant.pdf				

Date	Ver.	Action By	Action	Result
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Title

A grant submittal to the DNR Regional Legacy Trail Grant program for TH 169 Multi-Use Trail, Phase 3.

Body

Background Information:

Attached is a grant application for the TH 169 Multi-Use Trail, Phase 3, along with a resolution. This trail when constructed would connect ICC/U of M, the cities of Grand Rapids, LaPrairie, and Coleraine, to our local trail system, the Mesabi Trail, and the Prairie River. Maps identifying the trail location are at the back of the grant application.

The total opinion of cost of the trail is \$346,574. The City's share to be funded by MSAS Maintenance is \$86,664.

Staff Recommendation:

City staff is recommending the submittal of this grant application.

Requested City Council Action

Consider a resolution authorizing the submittal of a grant application to the DNR Regional Legacy Trail Grant program for TH 169 Multi-Use Trail, Phase 3.

Project #	
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PARKS AND TRAILS LEGACY GRANT PROGRAM
Trail Legacy Grants

2011 APPLICATION – REVISED SOLICITATION



Before completing this application read the program manual that contains instructions on completing this form.

*Type all responses within the boxes associated with each question.
Handwritten applications will not be accepted.
DO NOT change the format of this document.*

GENERAL CONTACT INFORMATION:

1.	Grant Applicant (Unit of Government required):	City of Grand Rapids
2.	Contact Person:	Tom Pagel, P.E.
3.	Contact Title:	City Engineer
4.	Mailing Address:	
	Building Name (if applicable):	City Hall
	Street:	420 North Pokegama Avenue
	City, State Zip:	Grand Rapids, MN 55744
5.	Daytime Phone:	218.326.7626
6.	Fax Number:	218.326.7621
7.	E-mail Address:	tpagel@ci.grand-rapids.mn.us
8.	Website (if available):	http://grandrapids.govoffice.com/

TRAIL CLUB OR ORGANIZATION/PROJECT PARTNER (If applicable):

9.	Contact Person and Title:	
10.	Organization/Club Name:	
11.	Mailing Address	
	Building Name (if applicable):	
	Street:	
	City, State Zip:	
12.	Daytime Phone:	
13.	Fax Number:	
14.	E-mail Address:	
15.	Website (if available):	

LOCATION OF PROJECT:

16.	County Project is located in:	Itasca	
17.	State Legislative (House) District:	3 B	
18.	Legislative House Representative:	Carolyn McElfatrick	
19.	State Senate Representative:	Tom Saxhaug	
20.	Congressional District:	8	
21.	Congressional Representative:	Chip Cravaack	

GENERAL PROJECT INFORMATION:

22.	Project Title:	TH 169 Multi-Use Trail, Phase 3			
23.	Total Project Cost:	\$346,574			
24.	Amount Requested:	\$259,930			
25.	Local Match:	\$86,644			
26.	Source of Local Match:	City of Grand Rapids General Funds			
27.	Has the local match been secured? (mark one)	X	YES		NO
28.	Will other non-local funds be used for this project? (mark one)		YES	X	NO
	If yes, give amount:				
29.	What is the source of the non- local funds?				
30.	Have the non-local funds been secured? (mark one)		YES		NO
31.	If this project has received federal funding through the Enhancements Program, please indicate which year your organization is programmed for construction? <i>(please include a copy of the award notification as attachment "G")</i>			FFY:	
32.	If this project is for a new trail development, please indicate estimated length:	Feet (if less than ½ mile):		Miles:	0.94
33.	Below, indicate which primary and secondary recreation uses will directly benefit from the proposed project:				
	Primary Use	Secondary Use			
	X		Walking/Hiking		
	X		Bicycling		
	X		Mountain Bicycling		
			Horseback Riding		
			Cross-Country Skiing		
	X		In-Line Skating		
			Snowmobiling		
			ATV Riding		
			Off-Highway Motorcycling		
			4 X 4 Trucking		
			Other (specify):		

QUALIFYING REQUIREMENTS

All applications must address each of the following six qualifying requirements.
Failure to provide information on each of the requirements will result in the disqualification of the application.

Please complete each section as outlined in the instructions.

34.	Project Description:
The TH 169 Multi-Use Trail, Phase 3, is a ten foot wide bituminous pedestrian trail. The trail will connect to the TH 169 Multi-Use Trail, Phase 2, which connects to the Mesabi Trail, a regional trail that connects Grand Rapids to Ely, Minnesota. On the east end of the trail it will connect to the Cities of Coleraine and LaPrairie, where it terminates at a public access on the Prairie River. This trail is new construction and will immediately provide access for pedestrians to the Mesabi Trail, Itasca Community College, University of Minnesota North Central Research and Outreach Center, a public access on the Prairie River, the City of LaPrairie, the City of Coleraine, and the City of Grand Rapids.	

35.

Costs Associated with the Project:

A detailed opinion of construction cost is located in Attachment F at the back of this application. A summary follows:

Construction Cost	266,595
Contingency (10%)	26,660
Engineering (20%)	53,319
Land	0
Total Project Cost	346,574

The matching funds for this project are currently in place and committed by the City Council for this project. The project will be included in the Amended Five-Year Capital Improvement Plan as of January 1, 2012.

This trail will be maintained by the Grand Rapids Public Works Department. It will be swept during non-winter months at a minimum of once a month and will be plowed in the winter. The estimated time to sweep and plow snow on 0.94 miles of trail is one hour. The cost operate the street sweeper is \$115/Hour and the cost to operate the skid steer with a snow blower attachment is \$80/Hour. The City on average receives 13 snowfall events 2 inches or greater per year. The following table summarizes the operation and maintenance costs for the trail over five years:

Activity	Annual Events	Cost per Event	Total Annual Cost
Sweep Trail	7	\$115	\$805
Snow Blow Trail	13	\$80	\$1,040
			\$1,845

The total annual cost for a five year period is $5 * \$1,845 = \$9,225$

36.	Project Timeline:	
	MnDNR Notifies City of Grant Award	January 2012
	Grant Contract Gets Executed	February 2012
	Design Engineering and Enviromental Review Occurs	March – April 2012
	Project Bidding	May 2012
	Project Awarded	June 2012
	Construction Begins	July 2012
	Construction Complete	September 2012
Please note that this schedule will be adjusted depending on when grants are awarded and how soon the grant agreement and environmental review process takes. The proposed trail is located within MnDOT highway right of way that contains no wetlands and has been previously disturbed so the environmental review process should proceed quickly.		

37.	Project Readiness:
This project is ready to proceed. Because the trail alignment is located within MnDOT right of way there will be no property acquisition required. A MnDOT right of way permit will need to be acquired which should take about one month to process. There will also need to be an MPCA Construction Storm Water Permit.	

38.	Year Round Trail Usage:
This proposed trail will be plowed in the winter for pedestrians and will be utilized year round. Pedestrians will be the primary users during all seasons of the year.	

39.	Regional or Statewide Significance – To be eligible for this grant, the project must demonstrate that it is of regional or statewide significance. Read the criteria published on the website and in the manual and describe how your project is of regional or statewide significance:
<p>The west end of the proposed trail will connect to the TH 169 Multi-Use Trail, Phase 2, which connects to the Mesabi Trail, a regional trail that connects Grand Rapids to Ely, Minnesota. Currently the Mesabi Trail has 115 miles of the 132 mile corridor complete. The longest complete stretch is 75 miles from Grand Rapids to McKinley. For more information go to: http://www.mesabitrail.com/. On the east end of the trail it will connect to the Cities of Coleraine and LaPrairie, where it terminates at a public access on the Prairie River opening up pedestrian access for those two cities to the Mesabi Trail and 54 miles of trails within the City of Grand Rapids.</p> <p>This trail will also provide regional access to Itasca Community College (ICC), a member of Minnesota State Colleges and Universities. ICC was ranked 5th Best Community College in the nation by the Washington Monthly in 2010. The college has an enrollment of 1,100 full-time students with 111 students living on campus full-time. In the near future the dorm room capacity will expand to 211 rooms. Currently, students do not have a safe pedestrian connection to the City of Grand Rapids, Coleraine, or LaPrairie. For more information on ICC go to: http://www.itascacc.edu/</p>	

The proposed trail will connect to the University of Minnesota North Central Research and Outreach Center. “With towering trees planted more than 100 years ago and compact ornamentals, small fruits and vegetables, grasses and forage, beef cattle, and Minnesota’s signature wild rice, the North Central Research and Outreach Center encompasses a wide spectrum of agricultural and natural research subjects.” For more information go to: <http://www.maes.umn.edu/components/ROCNC.asp>

Finally, the trail will utilize an existing pedestrian corridor on the TH 169 bridge over the Prairie River which was constructed in 1992 and has not been utilized by pedestrians since it was inception. By connecting to the bridge pedestrians will be able to utilize a public access on the Prairie River to fish, rest, or wade into the water. The Prairie River connects to the Mississippi River approximately 3.3 miles to the south.

EVALUATION CRITERIA

All applicants must address each of the following nine evaluation criteria that are listed, and in the order that they are presented below. *Failure to provide information on each of the criterion will result in the disqualification of the application.*

40.	Site and Project Quality: The ten foot wide bituminous trail will be constructed in accordance with the 2005 Minnesota Bikeway Facility Design Manual, developed by MnDOT. By constructing the trail to these standards walkers, hikers, bikers, and in-line skaters, will be able to jointly utilize the trail without interference of each other. The intended use of the trail is appropriate because it removes pedestrians from a busy Trunk Highway and opens up a safe alternative transportation/recreation opportunity that does not exist today. The proposed trail corridor is located on the north side of TH 169. Along the north side of the corridor there is an apartment complex that houses students who attend ICC, a community college and university, and agricultural fields. Along the south side of TH 169 there are businesses, a cemetery, residential housing, and agricultural fields. The use of a pedestrian trail will not conflict with the land uses adjacent to the trail. Along the corridor users will see the University of Minnesota’s “abundant forage and pasture land supporting the University’s beef research herd. The research program is a national model.” “Much of the U.S. wild rice research takes place at the Center, in wild rice paddies along the Prairie River. The results are shared with growers and other interested in this unique crop.” They will also see Itasca Community College nestled within a native species forest.
41.	Accessibility: The proposed trail will be designed in accordance with the FHWA-Mn/DOT Stewardship Plan. State Aid Geometric Design Standards including 8820.9936 Urban New or Reconstruction Projects, 8820.9995 State Aid Minimum Bicycle Path Standards, Minnesota Manual on Uniform Traffic Control Devices, and Americans with Disabilities Act will be implemented. This proposed trail will be accessible by the public because it is located within public right of ways, public easements, or public property.
42.	Public Need for and Benefit of Project: The need for the TH Multi-Use Trail is driven by the lack of existing trails, the public support and input through the 2011 Comprehensive Plan update, along with the 2003 Comprehensive Plan, reinforced and established the City goal of becoming “Trail City of the North”. Since 2003, the City has worked hard on developing a City wide trail system which is identified on the drawing in Attachment E, Site Level Map. The construction of the TH 169 Multi-Use Trail, Phase 3, will further expand the trail network and connect two other cities, a community college with on-campus residents, and a university to our trail network and the Mesabi Trail. It will provide a safe alternative to using the shoulder of a five lane trunk highway with an Average

Daily Traffic of 12,300.

43.	Community Commitment to Trail Use:
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Safety is a major priority with the City of Grand Rapids. The Police Department Bike Safety Program is a perpetual program aimed towards elementary school children with training occurring at the schools. As subsets to this program, an annual bike safety rodeo is conducted at the Grand Rapids Civic Center. The Police also work with potential Eagle Scouts in obtaining their Cycling Merit Badges. In addition to training, fifteen reserve police officers patrol on bicycles in pairs during non-winter months encouraging proper bicycle etiquette.

This trail is also supported by Itasca Community College, the City of LaPrairie and City of Coleraine, as shown in the letters of support.

MnDOT is also assisting the City of Grand Rapids in the development of a “complete streets” plan with the assistance of a Transportation for Communities – Advancing Projects through Partnerships (TCAAP) grant. This grant was made possible through funding from the Strategic Highway Research Program (SHRP 2).

Another document supporting community commitment to trail use is the 2003 Comprehensive Plan. Survey results from this plan indicated that 8% of the respondents bike to work and 16% walk to work. This is a high ratio of non-vehicular travel considering the study also indicated that in many areas of the community, the car is the only option for getting around and through the City. The study results would support that the Grand Rapids community is committed to trail use.

44.	Impact on Adjoining Landowners in the Vicinity of the Project:
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A majority of the proposed trail alignment abuts University of Minnesota property on the north and MnDOT trunk highway to the south. The development of this trail will be a positive impact to these adjacent property owners.

45.	Attention to the Potential Environmental Impact of the Project and Efforts to Avoid or Mitigate Adverse Effects:
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During the construction phase of the TH 169 Multi-Use Trail there will be noise and dust typically found when normal trail construction is occurring. Landscaping will be limited to turf establishment in disturbed areas adjacent to the proposed trail. There are no gardens planned for this project.

46.	Connectivity:
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The TH 169 Multi Use Trail, Phase 3, is part of a larger community wide trail network that will connect the Cities of Cohasset, Harris Township, Grand Rapids, Coleraine, and LaPrairie to the Tioga Mine recreation area, Forest History Center, Grand Itasca Clinic & Hospital, SW &

Riverview Elementary Schools, Itasca County YMCA, Grussendorf Park, Veterans Park, Oakland Park, the Sports Field Complex, Grand Rapids Middle School, Riverfront Park, Itasca County Fairgrounds, Itasca Community College, University of Minnesota, and the Mesabi Trail. Along the corridor are connections to hotel and restaurants, single and multi-family residential developments, schools, and camping facilities.

47.	Enhanced Opportunities for Commuters:
Because of the high traffic volume on TH 169 at 12,300 ADT, and limited space for pedestrians, including walkers, bicycles and in-line skaters, the incentive to commute by non-motorized methods is limited. By completing the TH 169 Multi-Use Trail system, pedestrians will have a dedicated, safe route, to bike, run, walk, and rollerblade.	

48.	Enhanced Safety:
The construction of this proposed trail will remove pedestrians from TH 169 and provide a safe alternative for pedestrians to travel among three communities.	

ATTACHMENT CHECKLIST

Required Attachments (All attachments MUST be 8 ½ by 11 ONLY)	
	Attachment A – Required Certifications
	Attachment B – Resolution Supporting Application
	Attachment C – Letters of Support
	Attachment D – Project Location Map (8 ½ X 11 ONLY)
	Attachment E – Site Level Map (8 ½ X 11 ONLY)
Additional Attachments (if applicable)	
	Attachment F – Transportation Enhancement Award Letter

APPLICATION DUE DATE: Received or postmarked by Monday October 31, 2011.

Send 6 copies of the application with attachments to the following address:

Traci Vibo, Grant Coordinator
Department of Natural Resources
Division of Parks and Trails
500 Lafayette Road, Box 52
St. Paul, MN 55155-4052
Phone: (651) 259-5619

Attachment A

REQUIRED CERTIFICATIONS

For Grant Applicants:

“I hereby certify that all of the information provided in this application is true and accurate to the best of my knowledge. I recognize that in the event of the proposed project being funded, this document will be used as an addendum to the agreement between the sponsoring unit of government and the state to guide project scope and reimbursement. I also acknowledge that all work must be completed by **June 30, 2014**, and no reimbursement will be sought for an in-house labor services and/or to meet existing payroll.”

Name:		Title:	
Unit of Government:			
Signature:		Date:	

For Trail and Park Administrators:

“I substantially agree that the proposed trail related project will be mutually beneficial to the local community, as well as to the goals and purposes for which this recreation unit was established. I will cooperate in its provision if the project proposal should be funded.”

Name:		Title:	
Unit of Government:			
Signature:		Date:	

For All Administrators of Public Lands Crossed/Utilized in the Proposed Linkage:

“I preliminarily agree with plans to develop the proposed trail related project on land administered by my agency, and I will cooperate in seeking more formal authorization in the event the project proposal is authorized for reimbursement.”

Name:		Title:	
Unit of Government:			
Signature:		Date:	

Attachment C – Letters of Support



OCT - 7 2011

15 Park Drive, LaPrairie, Minnesota 55744 (218) 326-8898

October 14, 2011

Tom Pagel, P.E.
City Engineer
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744

Re: TH 169 Multi-Use Trail, Phase 3, Letter of Support

Dear Tom;

This letter is to inform you that the City of LaPrairie fully supports your regional grant application to the Mn DNR Trail Legacy program.

By constructing and extending this trail along our northerly city limits it will provide our residents of our community an opportunity to access both your local trail system and the Mesabi Trail and the many regional amenities like Itasca Community College, Grand Rapids Area Library, and the Minnesota Historical Society's Forest History Center.

Please let us know if there is anything we can do to make this exciting trail extension a reality.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Fall".

Mike Fall, Mayor
City of LaPrairie



ITASCA
COMMUNITY COLLEGE
Since 1922

1851
East Highway 169
Grand Rapids, Minnesota
55744-3397

Ph:
218-322-2300
or
800-996-6422

Fax:
218-322-2332

TTY:
218-322-2433

email:
iccinfo@itascacc.edu

www.itascacc.edu



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Member of the
Minnesota State Colleges
and Universities

ITASCA's
commitment is to provide
every first-year student with
the *best place to start.*

1102 3 - 100

September 29, 2011

Tom Pagel, P.E.
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744

Dear Tom,

This letter is official communication from Itasca Community College fully supporting the City of Grand Rapids TH 169 Multi-Use Trail, Phase 3 grant proposal. The college is very concerned about the safety of students who choose to walk or bike from Grand Rapids to the college. As we continue to promote clean transportation alternatives, it is imperative that we provide the safest route possible which will only enhance the frequency and number of students and staff utilizing the trail.

Itasca Community College is also in the beginning stages of a major redesign of its entrance and exit to the college and this proposed trail would be a great enhancement to our vision for a safe, comfortable flow of traffic to the campus.

The continuation of the trail to the Prairie River Bridge also opens up many opportunities for additional citizens to utilize the entire trail and possibly, link the Mesabi Trail by use of existing roadways. This could be a real "gem" in terms of physical activity and access to the college and the many amenities the college has for the area.

Suffice to say, this proposal serves many entities and I fully support the request and will be very happy to be involved in any way possible to help make this a reality.

Thank you very much for your strong consideration of this very worthy project.

Sincerely,

Dr. Mike Johnson, Provost
Itasca Community College



OCT 14 2011

To engage all people in the Itasca Area to make healthy choices and participate in activities that improves the quality of their life.

400 River Road
Grand Rapids MN 55744
October 12, 2011

Tom Pagel, P.E.
City Engineer
420 North Pokegama Avenue
Grand Rapids, MN 55744

Dear Mr. Pagel:

I am writing in support of the City of Grand Rapids for a DNR Regional Trail Program Grant that will help with the funding of construction of the Trunk Highway 169 Multi-Use Trail, Phase 3. We are excited that the City of Grand Rapids is taking the opportunity to expand on the full non-motorized transportation opportunities within the city, specifically in this area that lacks adequate facilities for students living at and attending Itasca Community College.

Get Fit Itasca is a public/private partnership that has brought together organizations and residents to, "Engage all people in the Itasca Area to make healthy choices and participate in activities that improve their quality of life." Through policies, systems and environmental change our goal is to make the healthy choice the easy choice which will reduce obesity rates, lessen cases of chronic disease, decrease overall health care costs, and increase the opportunity to strengthen the sense of community that exists in our county. The addition of this trail on an existing motorized road is exactly the environmental change that we would like to see made that will allow more opportunity for active lifestyles.

It would be wonderful for the City of Grand Rapids to complete another section of the active transportation route that has been started throughout the community. I cannot say enough positives about how the city has worked with individuals and organizations within the area to help ensure that all transportation needs are being met by all residents. Please feel free to contact me at mbown@ymcaitasca.org or (218) 327-1161 extension 240 with any questions or for further discussion.

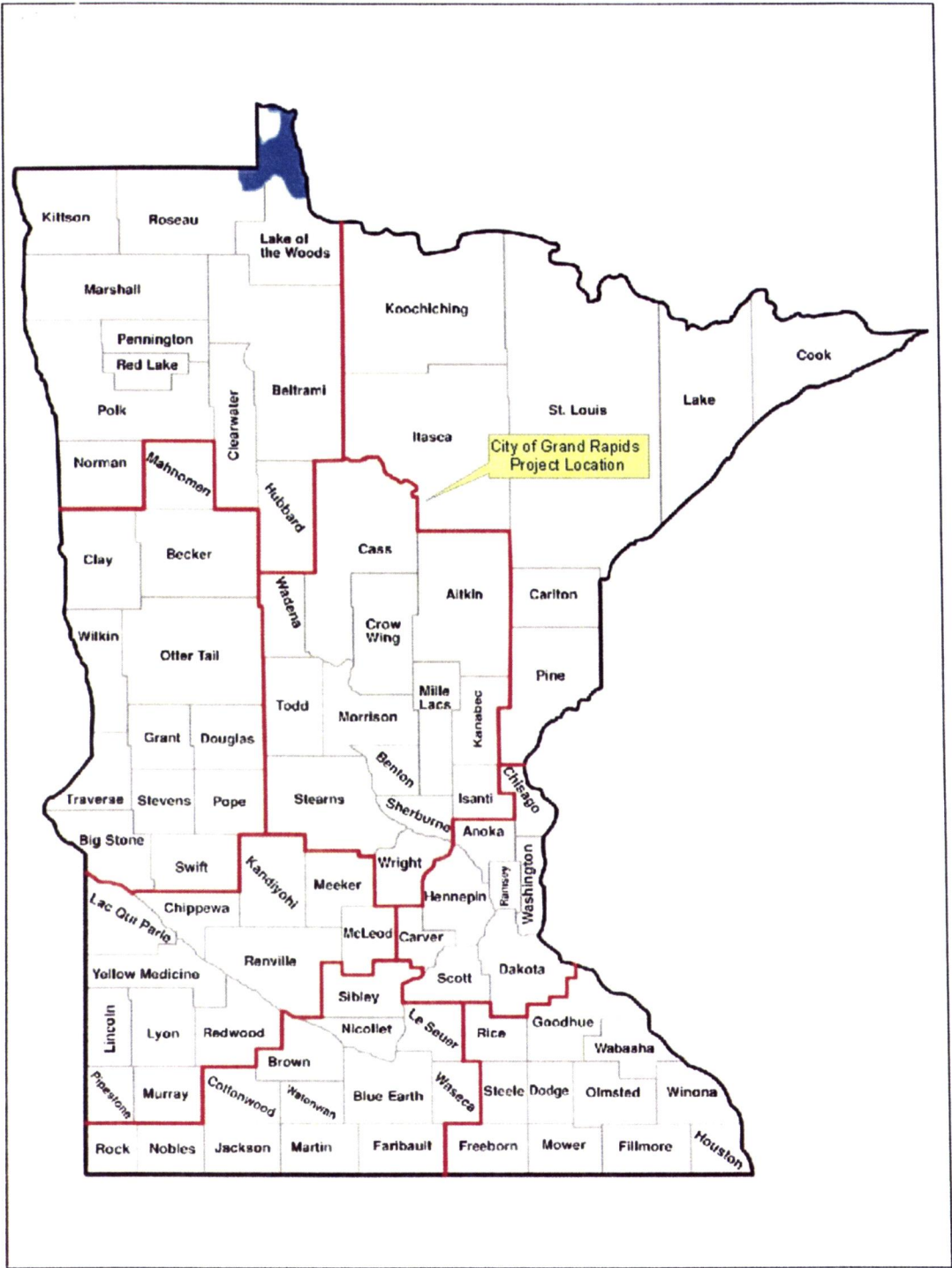
Sincerely,

A handwritten signature in black ink, appearing to read 'Meghan Bown'.

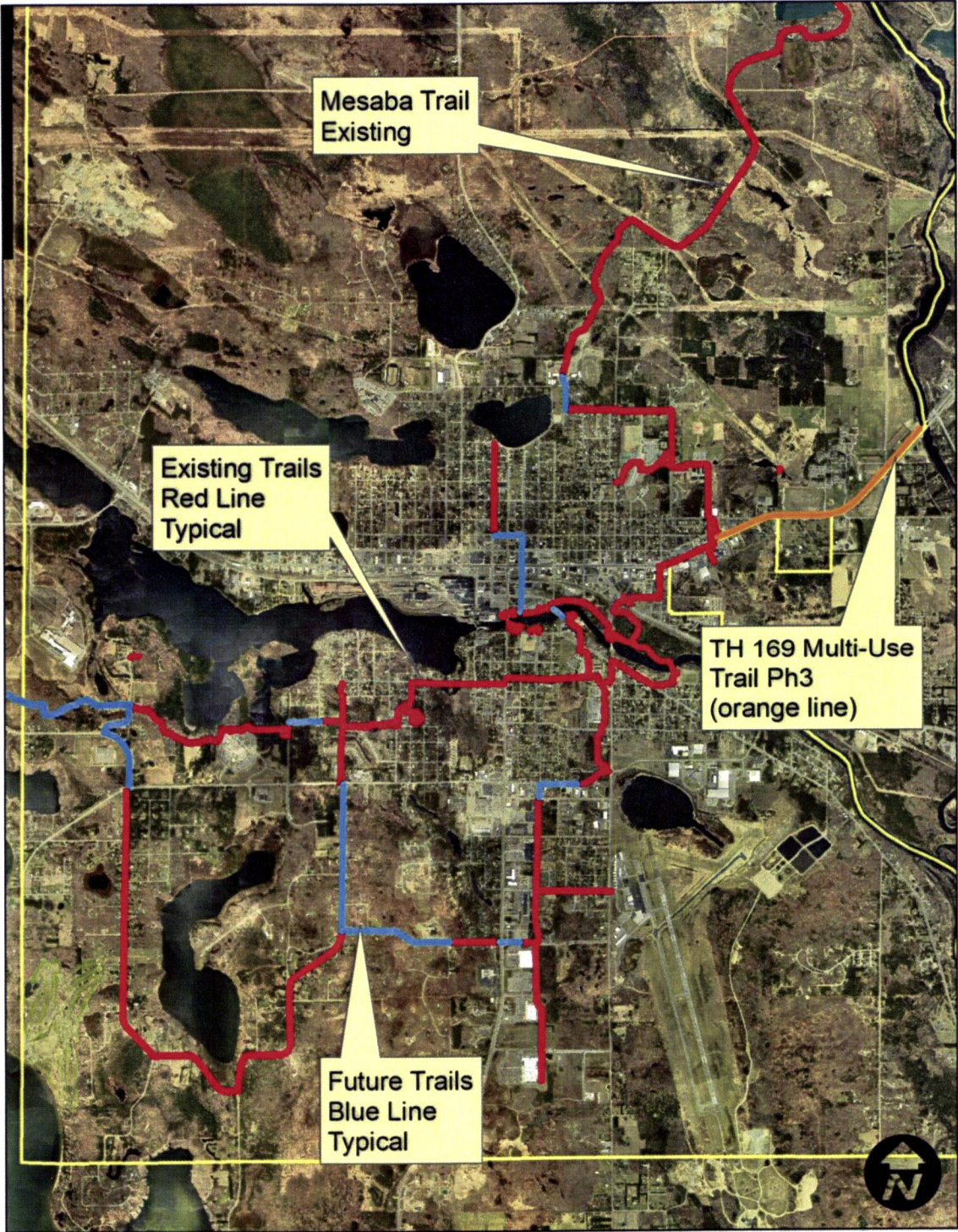
Meghan Bown, LWS
Get Fit Itasca Community Health Coordinator
SHIP (Statewide Health Improvement Program) Itasca County Active Living Coordinator

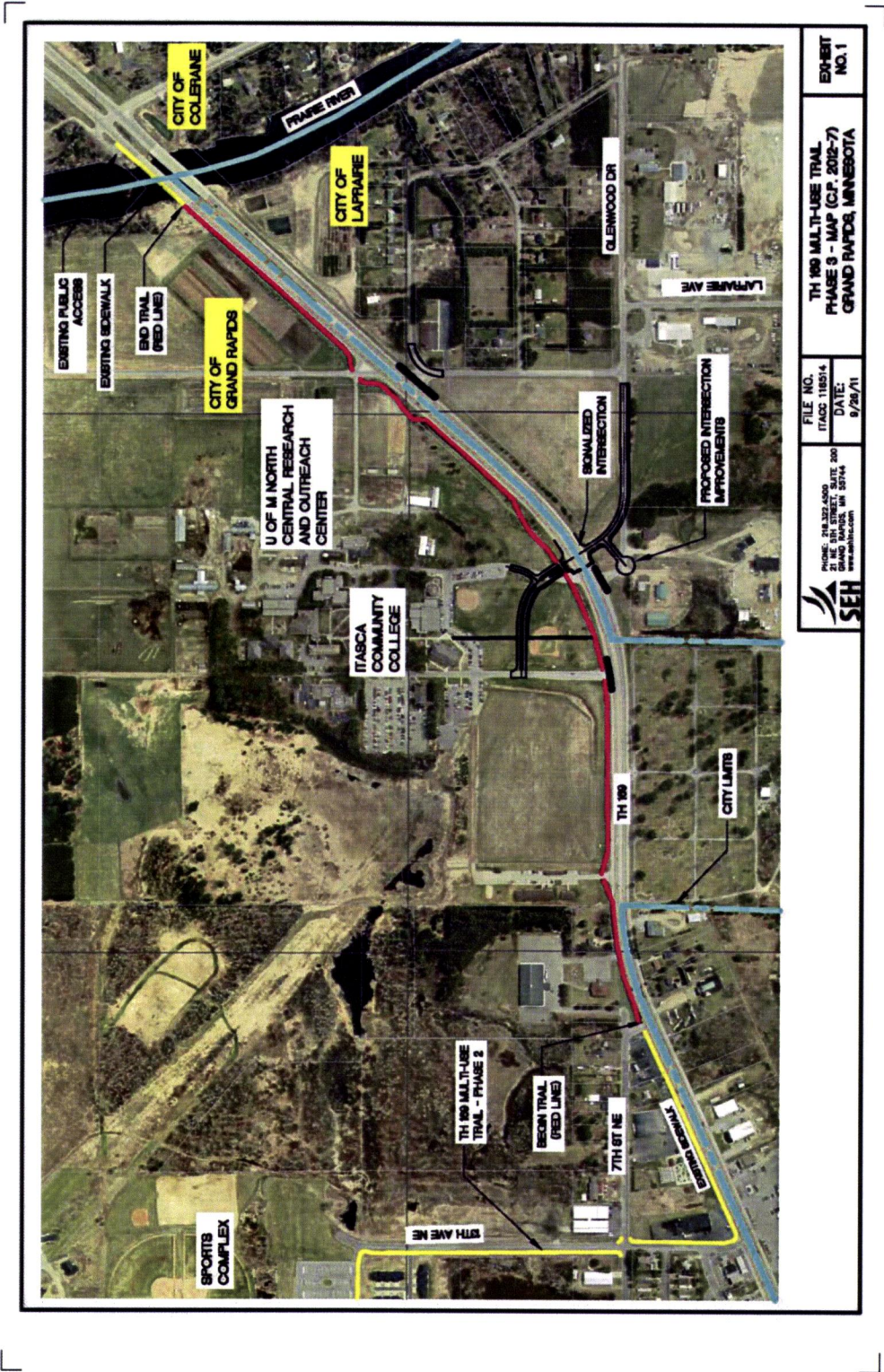
Attachment D – Project Location Map

ATTACHMENT D



Attachment E – Site Level Map (1)





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

RESOLUTION NO. 11-__

**A RESOLUTION APPROVING THE SUBMITTAL OF
A MN DNR TRAIL LEGACY GRANT
TH 169 MULTI-USE TRAIL, PHASE 3
CITY PROJECT 2012-7**

WHEREAS, the City of Grand Rapids supports the grant application made to the Minnesota Department of Natural Resources for the Parks and Trails Legacy Grant Program. The application is to construct five 0.94 miles of paved trail for the TH 169 Multi-Use Trail, Phase 3. The trail system is located within the City of Grand Rapids, and;

WHEREAS, the City of Grand Rapids recognizes the ten (10) percent match requirement for the Parks and Trails Legacy Grant Program, and has secured the matching funds;

NOW, THEREFORE, BE IT RESOLVED, if the City of Grand Rapids is awarded a grant by the Minnesota Department of Natural resources, the City of Grand Rapids agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above referenced project. The City of Grand Rapids will comply with all applicable laws, environmental requirements and regulations as stated in the grant agreement, and

BE IT FURTHER RESOLVED, the City Council of the City of Grand Rapids names the fiscal agent for the City of Grand Rapids for this project as:

Shirley Miller
Director of Finance/Treasurer
City of City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744

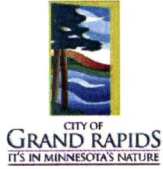
BE IT FURTHER RESOLVED, the City of Grand Rapids hereby assures the TH 169 Multi-Use Trail, Phase 3, will be maintained for a period of no less than 20 years.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF GRAND RAPIDS THIS
24th DAY OF October, 2011.

DALE ADAMS - MAYOR
ATTEST:

KIM JOHNSON-GIBEAU - CITY CLERK

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



Legislation Details (With Text)

File #:	11-1855	Version:	1	Name:	Extend golf employees season
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	10/19/2011	In control:		In control:	Golf Course
On agenda:	10/24/2011	Final action:		Final action:	
Title:	Extend golf employees season				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

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

Title
Extend golf employees season
Body
Background Information:
Golf Course employees Cody Alleman and Chris Brobowski are currently approved by the council to work at the golf course through October 31, 2011. We would like to extend their employment dates through November 4, 2011. The golf course has a drainage project that we would like to do in-house this fall that Cody and Chris could complete.

Staff Recommendation:

Requested City Council Action
Consider extending the golf course employment dates for Cody Alleman and Chris Brobowski to November 4, 2011.



Legislation Details (With Text)

File #:	11-1856	Version:	1	Name:	CP 2011-4 WO 1 WO 2 SA 1
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	10/19/2011	In control:		In control:	Engineering
On agenda:	10/24/2011	Final action:		Final action:	
Title:	Work Order 1 and 2, and Supplemental Agreement 1, related to CP 2011-4, Horseshoe-Isleview Reconditioning Project.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	10-24-11 attachment CP 2011-4 wo # 01.pdf				
	10-24-11 attachment CP 2011-4 wo # 02.pdf				
	10-24-11 attachment CP 2011-4 sa # 01.pdf				

Date	Ver.	Action By	Action	Result
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Title

Work Order 1 and 2, and Supplemental Agreement 1, related to CP 2011-4, Horseshoe-Isleview Reconditioning Project.

*Body***Background Information:**

Work Order 1 is due to an existing septic drainfield being located under the proposed multi-use trail. As a result, the drainfield could not be relocated and a new septic system had to be constructed in accordance with Itasca County ordinances. The total cost of Work Order 1 is \$18,865.

Work Order 2 is for landscaping between two retaining walls and the proposed trail. This landscaping will reduce the maintenance cost in these areas of the trail. The total cost of Work Order 2 is \$2,936.34.

Supplemental Agreement 1 simply modifies the gradation requirements of the reclaimed bituminous to reflect the in-place material.

Staff Recommendation:

City staff is recommending the approval of Work Order 1 and 2, and Supplemental Agreement 1, related to CP 2011-4, Horseshoe-Isleview Reconditioning Project in a total amount of \$21,801.34.

Requested City Council Action

Consider approving Work Order 1 and 2, and Supplemental Agreement 1, related to CP 2011-4, Horseshoe-Isleview Reconditioning Project in a total amount of \$21,801.34.

STATE AID FOR LOCAL TRANSPORTATION
WORK ORDER FOR MINOR EXTRA WORK

Nov 2007

City/County of City of Grand RapidsWork Order No. 1

FEDERAL PROJECT NO.	STATE PROJECT NO. SAP 129-143-001	LOCAL PROJECT NO. C.P. 2011-4	CONTRACT NO.
CONTRACTOR NAME AND ADDRESS Hawkinson Construction Co. Inc. 501 West County Road 63 Grand Rapids, MN 55744		LOCATION OF WORK Isleview Road and Horseshoe Lake Road - SEH 111075	
		TOTAL WORK ORDER AMOUNT \$18,865.00	

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

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

An unknown septic system was discovered at Trail Sta. 530+00. This septic system is for the adjacent home. A portion of the existing drainfield runs under the proposed trail. It has been determined by the Project Engineer that this portion of the drainfield should be abandoned in accordance with Itasca County and State of Minnesota ISTS regulations. Therefore, a new septic system must be constructed on the adjacent property for the home. The Project Engineer is hereby directing this work to be completed in accordance with the attached Septic Proposal as provided by Lease Landscaping and for the negotiated price as listed below.

COST BREAKDOWN

Item No.	Item	Unit	Unit Price	Quantity	Amount
Funding Category No. 001					
2503.602	SEPTIC TANK	EACH	\$18,865.00	1	\$18,865.00
Funding Category No. 001 Total:					\$18,865.00
Work Order No. 1 Total:					\$18,865.00

* Funding category is required for federal projects.

Approved By Project Engineer: Tom Pagel	Approved By Contractor: Hawkinson Construction Co. Inc.
Signed <u>[Signature]</u>	Signed <u>[Signature]</u>
Date: <u>10/10/11</u> Phone: (218) 326-7601	Date: <u>10-6-11</u> Phone: (218) 326-0309

Original to Project Engineer; Copy to Contractor

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

The State of Minnesota is not a participant in this contract; signing by the District State Aid Engineer is for FUNDING PURPOSES ONLY. Reviewed for compliance with State and Federal Aid Rules/Policy. Eligibility does not guarantee funds will be available.

This project is eligible for: _____ Federal Funding X State Aid Funding _____ Local funds

District State Aid Engineer: _____ Date: 10/11/11

Lease Landscaping

*32057 South Pit Road
Grand Rapids, MN 55744
(218) 326-0876
FAX (218) 326-2223*

September 21, 2011

Hawkinson Construction
Chris Francisco
501 County Road 63
Grand Rapids, MN 55744

326-0309 244-4404 chris@hawkinsonconstruction.com

Revised Septic Proposal

We hereby submit specifications and estimates for installation of at grade pressure bed septic at Monell Monson residence, 1597 Isleview Road, Grand Rapids, MN:

Permit and inspection
Pumping of existing four septic tanks
Abandonment of two septic systems
2100 gallon 2 compartment concrete septic tank
Effluent filter in septic tank
Gould PE41P1 septic pump
Outdoor Dual alarm pedestal
Insulate septic tank if needed
Install a lift station for basement waste water, plumbed to septic tank
Install sewage pump in lift station
Outdoor pedestal with alarm for lift station
Insulate pipe from lift station to septic tank
Air test pipe from lift station to septic tank
Electrician to do all electrical hook up
Distribution of topsoil on disturbed areas
Seed, fertilize and mulch all disturbed areas.
Materials, prevailing wage equipment, and labor

Note: This proposal includes all filing requirements for Itasca County.

Payment to be made as follows:

50% down upon acceptance	\$ 8,575.00
Upon completion	\$ 8,575.00
SUB-Total	\$ 17,150.00
PRIME CONT ALLOWANCE	1,715.00
TOTAL	18,865.00

Jeff Tillman

STATE AID FOR LOCAL TRANSPORTATION
WORK ORDER FOR MINOR EXTRA WORK

Nov 2007

City/County of City of Grand Rapids

Work Order No. 2

FEDERAL PROJECT NO.	STATE PROJECT NO. SAP 129-143-001	LOCAL PROJECT NO. C.P. 2011-4	CONTRACT NO.
CONTRACTOR NAME AND ADDRESS Hawkinson Construction Co. Inc. 501 West County Road 63 Grand Rapids, MN 55744		LOCATION OF WORK Isleview Road and Horseshoe Lake Road - SEH 111075	
		TOTAL WORK ORDER AMOUNT \$2,936.34	

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

It has been determined by the Project Engineer, with consultation from the City Engineer, that additional landscaping shall be planted adjacent to the retaining walls near Sta. 524+50 (along Isleview Road) and near Sta. 634+00 (along Horseshoe Lake Road). The landscaping shall be 2' wide, located between the bottom of the wall and the bituminous trail, and run the length of the walls. The landscaping shall consist of 12" of topsoil, then landscape fabric, then 4" of 1.5" landscape rock. Plantings will consist of bush honeysuckle shrubs at 4' spacing and daylily perennials at 2' spacing. Plantings shall alternate between 5 shrubs, then 5 daylilies. Topsoil and excavation for will be completed using contract prices. All other work will be shown for the negotiated prices listed below.

COST BREAKDOWN

Item No.	Item	Unit	Unit Price	Quantity	Amount
Funding Category No. 001					
2540.604	INSTALL LANDSCAPE ROCK	SQ YD	\$19.80	39	\$772.20
2571.505	DECIDUOUS SHRUB NO 2 CONT	SHRUB	\$46.20	31	\$1,432.20
2571.507	PERENNIAL NO 1 CONT	PLANT	\$23.10	25	\$577.50
2575.604	GEOTEXTILE WEED BARRIER FABRIC	SQ YD	\$3.96	39	\$154.44
Funding Category No. 001 Total:					\$2,936.34
Work Order No. 2 Total:					\$2,936.34

* Funding category is required for federal projects.

Approved By Project Engineer: <u>Tom Pagel</u>	Approved By Contractor: <u>Hawkinson Construction Co. Inc.</u>
Signed <u>[Signature]</u>	Signed <u>[Signature]</u>
Date: <u>10/10/11</u> Phone: <u>(218) 326-7601</u>	Date: <u>10-6-11</u> Phone: <u>(218) 326-0309</u>

Original to Project Engineer; Copy to Contractor

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

The State of Minnesota is not a participant in this contract; signing by the District State Aid Engineer is for FUNDING PURPOSES ONLY. Reviewed for compliance with State and Federal Aid Rules/Policy. Eligibility does not guarantee funds will be available.

This project is eligible for: ☐ Federal Funding ☒ State Aid Funding ☐ Local funds

District State Aid Engineer: _____ Date: 10/11/11

STATE AID FOR LOCAL TRANSPORTATION
SUPPLEMENTAL AGREEMENT

Nov 2007

City/County of City of Grand Rapids

Supplemental Agreement No. 1

FEDERAL PROJECT NO.	STATE PROJECT NO. SAP 129-143-001	LOCAL PROJECT NO. C.P. 2011-4	CONTRACT NO.
CONTRACTOR NAME AND ADDRESS Hawkinson Construction Co. Inc. 501 West County Road 63 Grand Rapids, MN 55744		LOCATION OF WORK Isleview Road and Horseshoe Lake Road - SEH 111075	
		TOTAL SUPPLEMENTAL AGREEMENT AMOUNT \$0.00	

This Contract is between the Local Government Entity and Contractor as follows:
WHEREAS:

This contract involves the reconditioning (via 7" depth reclaim) of Horseshoe Lake Road, Isleview Road, Par Lane, Reserve Drive, 25th St SW, and 12th Ave SW. The Contract Special Provisions for Bid Item 2331.604, Bituminous Pavement Reclamation, specify the gradation for this material to be MnDOT 3138 Class 5, except the maximum size will be increased to 2".

Gradation testing of this material has shown that it is not possible to meet this gradation with the existing road material.

NOW, THEREFORE, IT IS HEREBY MUTUALLY AGREED AND UNDERSTOOD THAT:

The Engineer has determined with the assistance/approval of the MnDOT Grading and Base Department (Cary Efta), to delete the existing required gradation and instead use the following Full Depth Reclamation gradation:

Sieve Size % passing (be weight)

3.0" 99 - 100%

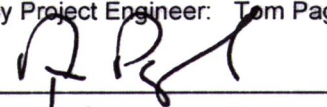
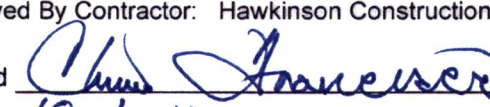
2.0" 97-100%

The Engineer has further determined that this will not constitute a change in the project quantity or contract price of this bid item.

COST BREAKDOWN

There are no items associated with this Supplemental Agreement.

* Funding category is required for federal projects.

Approved By Project Engineer: Tom Pagel	Approved By Contractor: Hawkinson Construction Co. Inc.
Signed 	Signed 
Date: <u>10/10/11</u> Phone: (218) 326-7601	Date: <u>10-6-11</u> Phone: (218) 326-0309

Original to Project Engineer; Copy to Contractor

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

The State of Minnesota is not a participant in this contract; signing by the District State Aid Engineer is for FUNDING PURPOSES ONLY. Reviewed for compliance with State and Federal Aid Rules/Policy. Eligibility does not guarantee funds will be available.

This project is eligible for: ☐ Federal Funding ☒ State Aid Funding ☐ Local funds

District State Aid Engineer: _____ Date: 10/11/11



"Efta, Cary (DOT)"
<cary.efta@state.mn.us>
10/05/2011 04:37 PM

To: Jeff Tillman <jtillman@sehinc.com>
cc
bcc
Subject: RE: SAP 129-143-01, Horseshoe Lake Road in Grand Rapids

Your recap or our discussion is accurate. Full depth reclamation should only use the 3 inch and 2 inch sieve requirements.

From: Jeff Tillman [mailto:jtillman@sehinc.com]
Sent: Thursday, September 29, 2011 5:11 PM
To: Efta, Cary (DOT)
Subject: SAP 129-143-01, Horseshoe Lake Road in Grand Rapids

Cary,

As discussed, the above-mentioned project involves full depth reclamation. I wrote the special provisions and I incorrectly specified that the reclamation gradation shall meet 3138 MnDOT Class 5. This, as you mentioned and as we experienced w/this project, is not able to be achieved. Therefore, I will write a change order (or supplemental agreement) to change the required gradation to the Grading and Base Unit's boiler plate special provision for 2011 which is:

99% - 100% passing the 3" and,
97% - 100% passing the 2" sieve.

Please confirm that you agree w/this change. Thank you.

P.S. - how'd the geese treat you this past weekend?

Jeff Tillman, P.E. | Principal
Project Manager
SEH
21 NE 5th Street, Suite 200
Grand Rapids, MN 55744
218.322.4516
jtillman@sehinc.com
www.sehinc.com



Legislation Details (With Text)

File #:	11-1857	Version:	1	Name:	Pokegama Park/Golf Course Dock Quote Authorization
Type:	Agenda Item	Status:			Consent Agenda
File created:	10/19/2011	In control:			Golf Course
On agenda:	10/24/2011	Final action:			
Title:	Pokegama Park/Golf Course Dock Quote Authorization				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

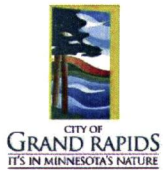
Date	Ver.	Action By	Action	Result
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Title
Pokegama Park/Golf Course Dock Quote Authorization
Body

Background Information:
The Pokegama Golf Board and staff are seeking authorization to seek quotes for the purchase of no more than 360 feet of new boat docks. The docks that the course/city currently own are old, worn, and unsafe for our use. Funding for the docks would come directly from the golf course cash balance fund. Preliminary findings indicate that the expense for the docks will be less than \$19,000 including sales tax. This dock purchase is not in the 2010 golf course budget. We are interested in moving forward on this purchase yet this fall as we feel that we will get a better price at this time rather than in the spring when demand is much greater. The docks that we currently own are in the process of being auctioned on Do-Bid online auctions. We will request quotations from all area dock vendors.

Staff Recommendation:
[Enter Recommendation Here]

Requested City Council Action
Consider authorizing city staff to seek quotes for the purchase of no more than 360 feet of docks. Specifications to be completed by City Staff.



Legislation Details (With Text)

File #:	11-1860	Version:	1	Name:	Revision to designated firearms zone
Type:	Agenda Item	Status:		Consent Agenda	
File created:	10/19/2011	In control:		Police	
On agenda:	10/24/2011	Final action:			
Title:	Revision to designated firearms zone				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Firearms Zone Change 10-24-11				

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

Title

Revision to designated firearms zone

Body

Background Information:

Under the current City Ordinance 42-42 Firearms, designated firearms zones listed in the ordinance will be reviewed and may be modified by the Chief of Police after consultation with city staff and with final approval of the Grand Rapids City Council.

The police department has received a request to review and change parcels that are currently zoned 3 under our ordinance. The police department and community development have reviewed parcel numbers 91-029-4310, 91-029-4320, 91-029-4302, 91-029-4303, 91-029-4309, 91-029-4307, 91-029-4333, 91-029-4332, 91-029-4306, 91-029-4331. It is the recommendation of city staff to re-zone the above mentioned parcels from zone 3 (shotgun, shotgun with slugs, muzzle load, and archery) to zone 2 (archery only).

All property owners of the affected by this change have been notified by mail.

Requested City Council Action


Consider approving firearms zone changes as recommend to the above stated parcels.

October 24, 2011 Firearms Zone Change





Legend


Firearm Zones

 <all other values>

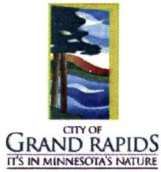
Zone_Type

 Zone 1

 Zone 2

 Zone 3





Legislation Details (With Text)

File #:	11-1864	Version:	1	Name:	Blandin Grant-Senior Center
Type:	Agenda Item	Status:		Consent Agenda	
File created:	10/24/2011	In control:		Administration	
On agenda:	10/24/2011	Final action:			
Title:	Adopt a resolution accepting at grant in the amount of \$7,500 from the Blandin Foundation.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	11- - Accept Senior Center Blandin Grant				

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

Title

Adopt a resolution accepting at grant in the amount of \$7,500 from the Blandin Foundation.

Body

Background Information:

The Blandin Foundation has approved a grant to the City of Grand Rapids for \$7,500 in support of architectural services to complete the design of a new facility to serve Itasca County area seniors.

Requested City Council Action

Adopt a resolution accepting at grant in the amount of \$7,500 from the Blandin Foundation.

Councilor introduced the following resolution and moved for its adoption:

RESOLUTION NO. 11-

RESOLUTION ACCEPTING A GRANT FROM THE BLANDIN FOUNDATION IN
THE AMOUNT OF \$7,500 IN SUPPORT OF A NEW FACILITY FOR ITASCA
COUNTY AREA SENIORS

WHEREAS, the Blandin Foundation has approved a grant in the amount of \$7,500 to the City of Grand Rapids in support of architectural services to complete the design of a new facility to serve Itasca County area seniors.

BE IT ALSO RESOLVED THAT, the **Mayor and City Clerk of the City of Grand Rapids** are hereby authorized to accept the grant from Blandin Foundation in the amount of \$7,500.

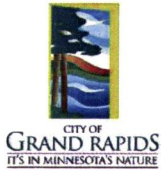
I certify that the above resolution was adopted by the **City Council** of the **City of Grand Rapids on October 24, 2011.**

Dale C. Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

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



Legislation Details (With Text)

File #: 11-1846 **Version:** 1 **Name:** Board & Commission Minutes
Type: Agenda Item **Status:** Acknowledge
File created: 10/17/2011 **In control:** Administration
On agenda: 10/24/2011 **Final action:**
Title: Acknowledge minutes from Boards & Commissions.
Sponsors:
Indexes:
Code sections:

Attachments: [July 12, 2011 Police Civil Service](#)
[September 20, 2011 Golf Board](#)
[September 30, 2011 Police Civil Service special meeting](#)
[September 14, 2011 Park-Rec-Civic Center](#)
[September 13, 2011 Airport Board](#)
[September 14, 2011 Library Board](#)
[August 11, 2011 GREDA Minutes](#)
[August 25, 2011 GREDA Minutes](#)
[July 14, 2011 GREDA Minutes](#)
[September 8, 2011 GREDA Minutes](#)
[June 14, 2011 Planning Commission](#)

Date	Ver.	Action By	Action	Result
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Title

Acknowledge minutes from Boards & Commissions.

GRAND RAPIDS CIVIL SERVICE COMMISSION MEETING
TUESDAY, JULY 12, 2011 – 4:00 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, July 12, 2011 at 4:00 p.m.

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

Others Present: Police Chief Jim Denny and Assistant Chief Steve Schaar.

Commission Chair Bunes called the meeting to order at 4:02 p.m.

APPROVAL OF MINUTES:

MOTION BY COMMISSIONER WIGFIELD, SECOND BY COMMISSIONER BUNES, TO APPROVE THE MINUTES OF APRIL 12, 2011 AS PRESENTED. The following voted in favor thereof: Bunes and Wigfield. Opposed: None, motion passed.

4. Officer Hiring Status.

Officer is on leave until October 6, 2011. Officer Bill Giese is still the Interim Sergeant and is doing very well. The hiring of an officer is still on hold. Questions are being raised in regard to hiring a part-time person, the union, what's allowable and the conclusion of the leave status.

5. Action Item.

None reported.

6. Police Department Concerns or Comments.

Commissioners discussed the upcoming 9-1-1 ceremony. Commission Chair Bunes offered her assistance in calling people or in organizing the event.

7. Adjourn.

The next regularly scheduled meeting will be August 9, 2011 unless otherwise noted.

The meeting was adjourned at 4:18 p.m.

Respectfully submitted:

Dawn Schaefer, Recorder

GRAND RAPIDS GOLF COURSE BOARD
REGULAR MONTHLY MEETING
September 20, 2011
7:00 AM

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

Absent: Kelly Hain

Staff :	Bob Cahill	Director of Golf
	Stewart Bastian	Concessionaire
	Steve Ross	Grounds Superintendent

I. The meeting was called to order by Pat Pollard.

II. Steve Forneris made a motion to accept the minutes of the August 16, 2011 Board meeting. Jeff Ericson seconded the motion. The motion passed. Steve Forneris made a motion to accept the minutes of the August 25, 2011 Special Board meeting. Pat Pollard seconded the motion. The motion passed.

III. Consideration of Monthly Bills

Jeff Ericson made a motion to approve the bill list.

AMERIPRIDE LINEN & APPAREL	45.12
BLUE CROSS & BLUE SHIELD OF MN	2,474.00
BURGGRAF'S ACE HARDWARE INC	248.96
CDW GOVERNMENT INC	154.97
ROBERT CAHILL	1,418.00
CHAMBER OF COMMERCE	460.00
CITY OF COHASSET	75.00
COLE HARDWARE INC	358.58
DELTA DENTAL OF MINNESOTA	101.45
EDWARDS OIL INC	2,855.07
GALLS, AN ARAMARK COMPANY	91.25
CITY OF GRAND RAPIDS	225.00
GRAND RAPIDS CITY PAYROLL	26,114.83
GRAND RAPIDS NEWSPAPERS INC	214.50
GRAND RAPIDS STATE BANK	2,145.89
HOPKINS ELECTRIC	761.00
ITASCA COUNTY RESORT & TOURISM	100.00
L&M SUPPLY	108.90
MINNESOTA SALES & USE TAX	6,041.02
MINNESOTA TORO	439.56
NORTHERN LAKES WINDOW CLEANING	133.59
NORTHERN SAFETY CO. INC.	87.49
PIONEER MUTUAL LIFE INS CO	4.10
P.U.C.	2,481.10
QUALITY REFRIGERATION & HTG	110.50
NORTHERN MN WATER COND DBA	22.80
MICHAEL RUSSELL	535.00
SIM SUPPLY INC	41.70
STOKES PRINTING COMPANY	52.22
TDS Metrocom	243.11
TESSMAN SEED COMPANY	593.16

TROUMBLY BROTHERS INC	418.95
TURFWERKS	201.34
VERIZON WIRELESS	73.14
WASTE MANAGEMENT	250.09
TOTAL ALL VENDORS:	49,681.39

Steve Forneris seconded the motion. The motion was passed. Steve Forneris made a motion to pay an additional bill to Northern Minnesota Window Washing for window cleaning completed, total \$144.28. Pat Pollard seconded the motion. The motion was passed.

IV. Visitors: None

V. Grounds Superintendent – Steve Ross reported. Most all of the brush clearing along #18 has been completed. A flat area along the shoreline will be prepared this fall for future storage of docks beginning the fall of 2012. Brush, trees, and branches have been removed along #3 and #11 to expand the tee box use. Greens aerification will begin next Monday with fairway aerification and snow mold treatment to follow in later. Approximately 5 larger trees will be spaded in on #7 and #10 and about 10 trees will be hand planted at various other sites yet this fall.

VI. Concessions Report – Stewart Bastian reported. Research is being done regarding the moving of the current beer cooler. Many positive comments were heard from the participants of the recent Grand Itasca Foundation golf event regarding the meals served.

VII. Director of Golf – Bob Cahill reported. Business continues to be good. The most recent positive event was the Northern Lakes Golf Association who came with approximately 145 golfers. A discussion was held regarding replacement of the two docks. Larry and Bob will meet prior to the October meeting and work on the 2012 budget.

VIII. Old Business – None

IX. New Business – None

X. Correspondence and Open Discussion – None

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

Respectfully Submitted,

Larry O'Brien
Recording Secretary

GRAND RAPIDS CIVIL SERVICE COMMISSION MEETING
FRIDAY, SEPTEMBER 30, 2011 – 4:00 P.M.
CONFERENCE ROOM 2B
CITY HALL – 420 NORTH POKEGAMA AVENUE

CALL TO ORDER: Pursuant to due notice and call thereof, a special meeting of the Grand Rapids Police Civil Service Commission was held in Conference Room 2B of City Hall on Friday, September 30, 2011 at 4:00 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.

Staff: Police Chief Jim Denny and Human Resources Director Lynn DeGrio.

Others Present: none.

Commissioner Wigfield called the meeting to order at 4:00 p.m.

1. Resignation of Sgt. Bill Block.

Chief Denny informed the Commission that Bill Block submitted his notice of resignation effective October 6, 2011. On September 26, 2011 the City Council accepted his resignation and authorized City staff to begin the process of filling the vacancy.

There will be a retirement party for Sergeant Block on Friday, October 14, 2011 from 3:00 p.m. to 5:00 p.m. at the Grand Rapids Fire Department.

2. Hiring new officer.

Chief Denny reported that the Grand Rapids Police Department is one of six agencies that received notice of a COPS grant, which will be \$245,000 for the next three years. Because of this and the upcoming vacancy due to a promotion of a Police Officer to Police Sergeant, discussion was held regarding the eligibility roster currently in place.

Chief Denny recommended interviewing the remaining candidates on the eligibility roster for the position of Police Officer. Commissioner Wigfield recommended certifying a new register every time there is a vacancy.

MOTION BY COMMISSIONER MARTINETTO, SECOND BY COMMISSIONER WIGFIELD TO CERTIFY TIMOTHY DIRKS, JEFFREY MADSEN, AND JEREMY NELSON TO THE POLICE OFFICER ELIGIBILITY REGISTER.

**The following voted in favor thereof: Martinetto, Wigfield.
Opposed: None, motion carried.**

Chief Denny indicated that he will recommend hiring Jeremy Nelson to the vacant Police Officer position at the October 11, 2011 City Council meeting.

3. Sergeant Promotion.

MOTION BY COMMISSIONER MARTINETTO, SECOND BY COMMISSIONER WIGFIELD TO CERTIFY BILL GIESE AND ROBERT STEIN TO THE POLICE SERGEANT ELIGIBILITY REGISTER.

**The following voted in favor thereof: Martinetto, Wigfield.
Opposed: None, motion carried.**

Chief Denny indicated that he will recommend promoting Bill Giese to the vacant Sergeant position at the October 11, 2011 City Council meeting.

4. Adjourn

The next regularly scheduled meeting will be changed from October 11, 2011 to October 12, 2011 at 4:00 p.m. to be held in City Hall Conference room 2B unless otherwise noted.

The meeting was adjourned at 4:30 p.m.

Respectfully submitted:

Lynn DeGrio, Recorder

CIVIC CENTER AND PARKS AND RECREATION ADVISORY BOARD
Regular Monthly Meeting
September 14, 2011

The IRA Civic Center and Park and Recreation Advisory Board held its regular monthly meeting on Wednesday, September 14, 2011 at the IRA Civic Center.

Board Members Present: Lilah Crowe, Steve Oleheiser, Gus Hendrickson, Brad Hyduke, City Council Representative Dale Christy, Tom LeMahieu and Peter Miskovich

Board Members Absent: Tina Glorvigen and Justin Lamppa

Staff Present: Dale Anderson, Michele Palkki

Visitors: Dawn Frick – Star of the North Skating Club

FINANCIAL REPORTS

There was nothing to report at this time. Dale will have a report at the next meeting.

MINUTES

The minutes from the last regular meeting held on June 8, 2011 were presented to the board.

It was noted that Tom LeMahieu was not in attendance and not listed in the minutes.

A motion was made by Hyduke and second by Christy to accept the June 8, 2011 minutes as presented to the board with the amendment listing LeMahieu as absent. There was no July or August meeting.

Upon roll call vote, the following voted in favor thereof: Crowe, Oleheiser, Hendrickson, Hyduke, Christy, LeMahieu and Miskovich. Those opposed none: Motion carried.

SETTING THE AGENDA

The following items for discussion were added from Ms. Crowe. D) City Donation to Mount Itasca; Train Depot (Chamber of Commerce) and Crystal Lake Park.

OLD BUSINESS

Light Upgrade in East Venue

Mr. Anderson reported that the lights are all installed. The next billing cycle will tell the savings for the department. Mr. Anderson also reported that the department will be receiving a \$500.00 rebate from Public Utilities for making the upgrade change.

NEW BUSINESS

Star of the North Ice Rates

Dawn Frick was present to speak to the board regarding ice fees for the 2011-2012 ice seasons. She explained that their registration is extremely low and they have limited funds in their reserve for the next ice season.

Ms. Frick asked the board if they would consider lowering their fees to \$80.00 per hour instead of \$119.00. Ms. Frick explained that rates in nearby facilities are significantly less than Grand Rapids and that their cities heavily subsidize their arenas which help lessen ice rates for their programs.

The board asked Ms. Frick questions about what kind of fund raising they do; they could condense some ice times, more kids on the ice at a time; they could also use non-prime ice which is also less.

Ms. Frick reported that their registration will take place next week, September 20 and 22 and that they would have a better idea of their numbers and what steps to take.

The Board thanked Ms. Frick and determined that they would table this item until their October meeting. They would also have a better idea on their registration numbers at that time.

Outside User Ice Rates

Mr. Anderson requested permission to charge outside user group \$159.00 per hour for ice time. They currently pay \$116.00. This would only involve user groups outside of Grand Rapids. Mr. Anderson reported that our ice rates are significantly lower than those compared to the twin ports and metro areas and also would help raise revenue.

A motion was made by Oleheiser and second by Hyduke to charge outside user groups a fee of \$159.00 per hour for ice time.

Upon roll call vote, the following voted in favor thereof: Crowe, Oleheiser, Hendrickson, Hyduke, Christy, LeMahieu and Miskovich. Those opposed none: Motion carried.

Fishing Pier

Mr. Anderson reported that the fishing pier at Sylvan Bay Landing is complete.

City Donation Mt. Itasca

Ms. Crowe brought this item to the table for discussion. This item was on the City Council Agenda this evening; so it was asked why the City would give more money to an outside community than to the Civic Center. The current amount the City is recommending to the 2012 Civic Center Budget is \$12,000.00 and the amount recommended for Mt. Itasca was \$15,000.00.

City Donation Continued:

There was a great deal of discussion regarding this item. Mr. Christy reported that the organization has many Grand Rapids users and the Council felt they should contribute some funds to them. The board seemed in agreement that it would only make sense that the amount transferred to the Civic Center should be more significant than to an outside community; especially when the board was just presented with problems a local organization that uses ice time here is struggling financially.

After more discussion the board believed it would be beneficial for them to write a letter to the City Council expressing their concerns in regards to the transfer amount for the Civic Center.

Train Depot / Chamber of Commerce

Ms. Crowe explained that the Chamber of Commerce will be moving out of the Train Depot at the end of this month and moving to Central School. This will leave the depot vacant and concerns regarding finding a renter. There are exclusions in the papers regarding this property and that only a non-profit can obtain space here. The rent is very high and will be almost impossible to find a renter.

The City has partnership with Burlington Northern for this property and there have been many citizens wondering what the City will do with this building. If the building is torn down it could become a green space/park.

Crystal Lake Park

A question was raised regarding teams participating at the park. It was explained that our department schedules all green spaces and that we do have 2 Soccer Teams that are practicing twice a week at the park. Mr. Anderson reported that he had just met with the Rotary Club and they are considering "adopting" the park. They are looking into their funds and will possibly purchase some benches, picnic table and garbage cans. There is also a small area designated for some toddler equipment to be installed in the future.

Staff Reports

A summary of recreation programs and Civic Center events was discussed. Mr. Anderson reported that our Recreation fall programs are going very well; we were down about 20 students in Soccer but we were up 21 students in Flag Football so basically numbers were almost exactly the same as 2010. A short discussion was held regarding Mount Itasca; our department will be marketing their programs in our upcoming brochure and will also be handling their season pass for a transaction fee.

Mr. Anderson reported that the Civic Center is in full swing. Good's from the woods were just in the east venue Saturday with their annual event. A concert will be held October 8th; this is a fund raiser for the Grand Rapids Amateur Hockey Association.

There being no further business, the meeting was adjourned.

Respectfully submitted: Michele Palkki

GRAND RAPIDS/ITASCA COUNTY AIRPORT COMMISSION

September 13, 2011, Regular Meeting Minutes

Grand Rapids City Council Chambers

Commissioners present were Tim George, Jim Johnson, Gary McNerney, and Derek Hawkinson. Absent with notice were Commissioners Bob Ward and Vincent Rittmiller. Others present were Jeff Davies, Public Works Director, Tom Pagel, City Engineer, Lyle Kratzke, TKDA, Shirley Miller, City Finance Director, Shawn Gillen, City Administrator, and June Johnson, Recording Secretary.

Chairperson Derek Hawkinson called the meeting to order at 7:00 PM.

Chairperson Derek Hawkinson expressed our deep sympathy to Susie Romanik and family on the loss of Matt Romanik on August 12, 2011.

Gary McNerney moved to approve the minutes of the regular meeting on August 9, 2011, and the special meeting minutes on August 23, 2011. Motion seconded by Tim George and carried.

Gary McNerney moved to approve the following bills for payment:

Blue Cross	253.50
Burggraf's Ace Hardware	42.74
Cole Hardware	1.59
Div. of Alamo Sales Corp	828.59
Edwards Oil	1,075.54
Albert Charles Erickson	643.70
City of Grand Rapids	202.50
City Payroll	3,959.77
Grand Rapids Newspapers	851.40
Hali-Brite	396.74
Hopkins Electric	1,042.00
ICTV	45.00
June Johnson	100.00
Macqueen Equipment	165.60
MN Energy Resources	58.67
MN Sales Tax	56.97
MN Department of Transportation	2,126.00
Operating Engineers Local #49	550.00
Pioneer Mutual life	.51
Light Bills	1,104.19
Sterle Law	130.00
TKDA	11,804.84
TDS Metrocom	130.80

Verizon Wireless	69.47
WP & RS Mars Company	309.94
Waste Management	128.67
 TOTAL ALL VENDORS	 \$ 26,178.78

Motion seconded by Gary McInerney. Roll Call Vote: Voting Yes: Tim George, Jim Johnson, Gary McInerney, and Derek Hawkinson. Voting No: None. Motion carried.

Staff Report: Jeff Davies reviewed the report in the packet. There is also a need for an access gate to get at the brush inside the deer fence. There will be more information on this in the future.

Commissioner Reports: None.

Setting of Agenda: Gary McInerney moved to approve the agenda as follows:

- 9a: Revision of the proposed 2012 Budget
- 9b: A proposal from TKDA to facilitate easement/land acquisition
- 9c: A Lease transfer Agreement from Kjostad to Chopp
- 9d: Amend/Renew DNR 5 year Lease
- 9e: Approve payment of Demo Permit for Yuhala Property
- 9f: Update of Capital Improvement Projects

Motion seconded by Tim George and carried.

Public Comment: None.

Agenda Item 9a: Revision of proposed 2012 Budget – Shirley Miller and Shawn Gillen reviewed the revised budget proposal for 2012. Gary McInerney moved to approve the budget proposal for 2012 as discussed. Motion seconded by Tim George and carried.

Agenda Item 9b: A proposal from TKDA to facilitate easement/land acquisition – Lyle Kratzke and Tom Pagel reviewed the need for the project management agreement. Tim George moved to approve the Agreement with TKDA for Project Management Services to provide land acquisition project coordination for a lump sum fee of \$5,500. Motion seconded by Gary McInerney. Roll Call Vote: Voting Yes: Tim George, Jim Johnson, Gary McInerney, and Derek Hawkinson. Voting No: None. Motion carried.

Agenda Item 9c: A Lease transfer Agreement from Kjostad to Chopp – Jim Johnson moved to transfer the Private Hanger lease of Jerry Kjostad to his daughter LaDonna Chopp. Motion seconded by Tim George and carried.

Agenda Item 9d: Amend/Renew DNR 5 Year Lease – Jeff Davies advised that he had talked to the DNR requesting a locked in price for five years. Tim George moved to table this item until the next meeting. Motion seconded by Jim Johnson and carried.

Agenda Item 9e: Approve payment of Demo Permit for Yuhlal Property - Gary McNerney moved to approve payment of the \$45 permit fee for the Yuhlal Property. Motion seconded by Tim George. Roll Call Vote: Voting Yes: Tim George, Jim Johnson, Gary McNerney, and Derek Hawkinson. Voting No: None. Motion carried.

Agenda item 9f: Update of Capital Improvement Projects – There will be a meeting at the Airport Manager's Office on September 29th with MN/DOT, FAA, TKDA, City and Airport personnel. This will be a five year CIP review. All members of the commission are invited to attend. A notice will be sent out to all commissioners.

Announcements: NOTE: The next meeting will be on Wednesday, October 12th, at 7:00 PM in the City Council Chambers. Meeting adjourned at 8:45 PM.

June Johnson
Recording Secretary

GRAND RAPIDS AREA LIBRARY BOARD
REGULAR MONTHLY MEETING
GRAND RAPIDS AREA LIBRARY
SEPTEMBER 14, 2011

MEMBERS PRESENT: Jemma Baker, Shannon Benolken, Vicky Harding, Dennis Jerome, Abby Kuschel, Max Peters, John Soll, Cheryl Stephens
NON-MEMBERS PRESENT: Marcia Anderson- Director
MEMBERS ABSENT: Gina Hawkinson

Meeting called to order at 5:30pm by Dennis Jerome

- A. Agenda-John Soll made a motion; second by Abby Kuschel to approve the agenda as presented. Motion carried.
- B. Approval Of Minutes- Abby Kuschel made a motion; second by Vicky Harding to approve the minutes for August 10, 2011 as presented. Motion carried.
- C. Communications-
 - a. Library Card Sign Up month proclamation
- D. Financial Report- Shannon Benolken made a motion; second by Vicky Harding to approve the financial report as presented. Roll Call vote taken- 8 ayes, 0 nays, motion carried unanimously

PUBLIC LIBRARY INVOICES DUE ON/BEFORE 9/14/11

0113233	AMERIPRIDE LINEN & APPAREL	34.60
0118660	ARROWHEAD LIBRARY SYSTEM	344.59
0201428	BAKER & TAYLOR, INC	2,425.68
0221650	BURGGRAF'S ACE HARDWARE INC	7.99
0315537	CONNECTING POINT TECHNOLOGIES	44.98
0405500	DEMCO	1,927.87
0522103	EVANS ELECTRIC INC	147.00
0701460	GALE	47.24
0718010	CITY OF GRAND RAPIDS	1,687.50
0801820	HAWK CONSTRUCTION INC	60,146.00
0809526	BONNIE HINIKER	100.00
1109660	DARLA KIRWIN	565.37
1415377	NORTHERN BUSINESS PRODUCTS INC	396.38
1524250	OXFORD UNIVERSITY PRESS	46.66
1601678	PARK GENEALOGICAL BOOKS	25.00
1605665	PERSONNEL DYNAMICS, LLC	756.55
1605735	PETERSON'S A NELNET CO	99.40
1609925	PIZZA WORKS	14.99
1801585	RAPIDS ELECTRIC INC	210.00
1805150	RECORDED BOOKS	33.00
1901355	ST PAUL PIONEER PRESS	150.80
1905525	SENTIMENTAL PRODUCTIONS	110.00
1909503	SIMPLEX GRINNELL LP	544.00
1909510	SIM SUPPLY INC	205.65
2209450	THE VILLAGE BOOK STORE	171.44
2405650	XEROX CORPORATION	22.92
T000765	LOIS MACKIN	500.00
		TOTAL 70,765.61

CHECKS ISSUED-PRIOR APPROVAL

0212750	BLUE CROSS & BLUE SHIELD OF MN	7,775.00
0405447	DELTA DENTAL OF MINNESOTA	217.55
0605191	FIDELITY SECURITY LIFE INS CO	21.68
0718015	GRAND RAPIDS CITY PAYROLL	33,598.48
1101505	TRACY KAMPA	244.20
1209516	LINCOLN NATIONAL LIFE	90.30
1309199	MINNESOTA ENERGY RESOURCES	18.90
1309335	MINNESOTA SALES & USE TAX	42.86
1601750	PAUL BUNYAN TELEPHONE	243.93
1609557	PIONEER MUTUAL LIFE INS CO	20.50
1621130	P.U.C.	4,228.38
2000490	TDS Metrocom	229.98
2205637	VERIZON WIRELESS	253.08
2301700	WASTE MANAGEMENT	280.28
TOTAL PRIOR APPROVAL		47,265.12
TOTAL ALL DEPARTMENTS		118,030.73

E. Staff Report-

- a. Enter negotiations for library union contracts
- b. MN Community Foundation- will not release funds since the amount is over \$25,000
- c. Cleaning Contract- Marcia is structuring the specifics of the contract before getting bids
- d. Report on Strategic Plan Progress (Children's)- Darla Kirwin

F. Old Business-

- a. Energy building- Structure is completed
- b. Credit Bureau Success- about 40%
- c. Update Budget (City Council approved budget)

G. New Business-

- a. Consent Agenda- Shannon Benolken made a motion; second by Cheryl Stephens to approve the consent agenda as presented. Roll Call vote taken- 8 ayes, 0 nays
Motion carried unanimously.
 - i. Approve Late Bills- None
 - ii. Approve Contracts
 1. Mackin- October 15 genealogy workshops \$500 honorarium
 2. Hiniken- September 15 fall planting \$100 honorarium
 - iii. Approve Resolution 11-7 Accepting Donations
 1. Grand Rapids Garden Club \$27.95 for purchase of book
 2. Friends of Grand Rapids Library \$358.52 for Mpls Star Tribune and Horn Book subscriptions
 3. Cub Foods 125 ice cream cups for Sam Miltich Program
 4. Blackberry Seventh-Day Adventist \$140.00 for periodical subscription
- b. Regular Agenda-
 - i. Authorize purchase of computers and wireless network- Shannon Benolken made the motion; second by Cheryl Stephens to approve purchase of computers. Roll call vote taken- 7 ayes, 0 nays; - Cheryl Stephens made

the motion; second by Max Peters to approve purchase of network. Roll call vote taken- 7 ayes, 0 nays

- ii. Authorize Grant Application to IEEE for Science Kits- Max Peters made the motion; second by Jemma Baker to approve application. Roll call vote taken- 7 ayes, 0 nays
- iii. Authorize Grant Application to Minnesota Arts Board for Summer 2012 activities- Cheryl Stephens made the motion; second by Max Peters to approve application. Roll call vote taken- 7 ayes, 0 nays
- iv. Appoint Nominating Committee- Dennis Jerome, Max Peters & Gina Hawkinson

Adjourn 6:20pm

**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
THURSDAY, AUGUST 11, 2011
4:00 P.M.
GRAND RAPIDS CITY HALL – CONFERENCE ROOM 2A
420 NORTH POKEGAMA AVE., GRAND RAPIDS, MINNESOTA**

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Thursday, August 11, 2011 at 4:00 p.m. in Conference Room 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

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

Staff present: Rob Mattei, Shawn Gillen.

SETTING OF REGULAR AGENDA: **Approved without addition.**

APPROVAL OF MINUTES:

MOTION BY COMMISSIONER MCINERNEY, SECOND BY COMMISSIONER BLAKE TO APPROVE THE MINUTES OF THE JULY 14, 2011 REGULAR MEETING. The following voted in favor thereof: McInerney, Zabinski, Stefan, Blake, Gullickson, Lynch. Opposed: None, passed unanimously.

APPROVAL OF CLAIMS:

MOTION BY COMMISSIONER LYNCH, SECOND BY COMMISSIONER GULLICKSON TO APPROVE CLAIMS IN THE AMOUNT OF \$8,043.01.

Borealis Catering Company	\$200.07	ICTV	\$4,534.71
Kennedy & Graven	\$1,188.00	Tautges Redpath & Co	\$1,085.43
Itasca County Family YMCA	\$1,034.80		

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

Consider appointing two GREDA Commissioners to review a CBIL application submitted by Frank Perendy.

Mr. Perendy has submitted a CBIL application to replace the roof at the Body In Balance Building. The total project is estimated at \$25,000 and he is requesting 75% which is \$18,500. Community Development Director is asking for volunteers to review this application. Commissioners Lynch and Blake volunteered to sit on the review committee.

Discuss Deer River Hired Hands site location and assistance options.

City staff and representatives from Deer River Hired Hands met to discuss possible site locations for a recycling center in the City and assistance options. Community Development Director Mattei reviewed the options that were presented with the Commissioners. City Administrator

Gillen discussed the benefits of collaborating with Deer River Hired Hands. Mr. Mattei would like to get an engineers estimate and have an architect draw up plans to see if the project would be feasible. The Commissioners directed Mr. Mattei to proceed with cost estimates.

MOTION BY COMMISSIONER BLAKE, SECOND BY COMMISSIONER BLAKE TO AJOURN THE MEETING AT 4:40 P.M. The following voted in favor thereof: Stefan, McInerney, Zabinski, Blake, Lynch, Gullickson. Opposed: None, passed unanimously.

The next scheduled meeting is Thursday, August 25, 2011 at 4:00 p.m. unless otherwise noticed.

Respectfully submitted:

Aurimy Groom, Recorder

**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
THURSDAY, AUGUST 25, 2011
4:00 P.M.**

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

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Thursday, August 25, 2011 at 4:10 p.m. in Conference Room 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

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

Staff present: Rob Mattei.

SETTING OF REGULAR AGENDA: **Approved without addition.**

APPROVAL OF MINUTES:

MOTION BY COMMISSIONER MCINERNEY, SECOND BY COMMISSIONER BLAKE TO APPROVE THE MINUTES OF THE AUGUST 11, 2011 REGULAR MEETING. The following voted in favor thereof: Zabinski, Przytarski, Gullickson, Lynch. Opposed: None, passed unanimously.

APPROVAL OF CLAIMS:

MOTION BY COMMISSIONER LYNCH, SECOND BY COMMISSIONER GULLICKSON TO APPROVE CLAIMS IN THE AMOUNT OF \$11,979.43.

Bonner Design	\$500.00	Itasca County Family YMCA	\$4,479.43
Kootasca Community Action	\$7,000.00		

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

Consider approval of the \$18,583.00 Commercial Building Improvement Loan request, submitted by Frank Perendy, for improvements to the building located at 218 Pokegama Avenue N.

Commissioners Blake and Lynch reviewed the request and provided a favorable recommendation to the GREDA.

MOTION BY COMMISSIONER LYNCH, SECOND BY COMMISSIONER PRZYTARSKI TO APPROVE A LOAN IN THE AMOUNT OF \$18,583.00 TO FRANK PERENDY FROM THE CBIL PROGRAM. The following roll call vote was taken: Yea: Przytarski, Lynch, Gullickson, Zabinski. Nay: None, passed unanimously.

Consider approving a proposal from DSGW Architects for preliminary planning and cost estimates for a recycling center/day training facility.

Community Development Director Mattei provided background information. In order to move forward with the project cost estimates are needed to determine if the project is feasible.

MOTION BY COMMISSIONER PRZYTARSKI, SECOND BY COMMISSIONER LYNCH TO APPROVE A PROPOSAL FROM DSGW FOR COST ESTIMATES FOR A RECYCLING CENTER/DAY TRAINING FACILITY. The following roll call vote was taken. Yea: Lynch, Przytarski, Zabinski. Nay: None, Gullickson abstained, motion passed.

Consider approving a proposal from SEH for the preparation of a preliminary cost estimate for site improvements required for a recycling center/day training facility.

This work is also needed in order to move forward with the project.

MOTION BY COMMISSIONER PRZYTARSKI, SECOND BY COMMISSIONER LYNCH TO APPROVE A PROPOSAL FROM SEH FOR THE PREPARATION OF PRELIMINARY COST ESTIMATE FOR SITE IMPROVEMENTS. The following roll call vote was taken: Yea: Przytarski, Lynch, Zabinski. Nay: None, Gullickson abstained, motion passed.

Updates:

SCDP Commercial Rehabilitation Grant Application- The City of Grand Rapids will not be receiving funds this year for this program. Mr. Mattei spoke with Reed Erickson, Small Cities Program Director, and he encouraged the City to re-apply for next year.

Redevelopment of St. Joseph's Block- The appraisal and phase I have been completed. Mr. Mattei is still in contact with a developer that is interested in the site.

Shovel Ready Certification- Mr. Mattei is in the process of having a cost breakdown prepared for the work that would need to be done in order to receive the shovel ready certification.

MOTION BY COMMISSIONER PRZYTARSKI, SECOND BY COMMISSIONER GULLICKSON TO AJOURN THE MEETING AT 4:40 P.M. The following voted in favor thereof: Przytarski, Zabinski, Lynch, Gullickson. Opposed: None, passed unanimously.

The next scheduled meeting is Thursday, September 8, 2011 at 4:00 p.m. unless otherwise noticed.

Respectfully submitted:

Aurimy Groom, Recorder

**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
THURSDAY, JULY 14, 2011
4:00 P.M.
GRAND RAPIDS CITY HALL – CONFERENCE ROOM 2A
420 NORTH POKEGAMA AVE., GRAND RAPIDS, MINNESOTA**

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Thursday, July 14, 2011 at 4:00 p.m. in Conference Room 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

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

Staff present: Rob Mattei.

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

- **Update on St. Joseph's Block.**
- **Discuss prospect in the Airport S Industrial Park.**
- **Approve payment for the Riverfront Interpretive Signage.**
- **Approve 2012 Draft GREDA Operating Budget.**

APPROVAL OF MINUTES:

MOTION BY COMMISSIONER BLAKE, SECOND BY COMMISSIONER MCINERNEY TO APPROVE THE MINUTES OF THE JUNE 9, 2011 REGULAR MEETING. The following voted in favor thereof: McInerney, Zabinski, Stefan, Blake. Opposed: None, passed unanimously.

APPROVAL OF CLAIMS:

MOTION BY COMMISSIONER MCINERNEY, SECOND BY COMMISSIONER BLAKE TO APPROVE CLAIMS IN THE AMOUNT OF \$9,199.61.

Air Espresso	39.00	Bonner Design	700.00
Braun Intertec Corporation	5,936.83	Grand Rapids Area Library	800.00
SEH-RCM	1,335.87	Itasca County YMCA	336.16

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

IEDC Request for 2012 GREDA funding-Joe Broking.

IEDC is requesting a \$10,000.00 funding commitment from the GREDA for 2011 and 2012. This is a budgeted item.

MOTION BY COMMISSIONER MCINERNEY, SECOND BY COMMISSIONER STEFAN TO APPROVE PAYMENT OF \$10,000.00 TO IEDC FOR THE 2011

GREDA FUNDING COMMITMENT. The following roll call vote was taken: Yea: Stefan, McInerney, Zabinski. Nay: None, Blake abstained, motion passed.

Consider approval of a proposal from Liz Bonner, Bonner Design, for additional customization services in the GREDA web site development project.

Community Development Director Mattei showed the Commissioners the work that has been done to the web site thus far. The additional work would involve changing some icons, removing some dropdowns and customizing color schemes.

MOTION BY COMMISSIONER BLAKE, SECOND BY COMMISSIONER MCINERNEY TO APPROVE A PROPOSAL FROM LIZ BONNER, BONNER DESIGN FOR ADDITIONAL SERVICES UP TO \$500.00. The following roll call vote was taken: Yea: McInerney, Stefan, Blake, Zabinski. Nay: None, passed unanimously.

Update on St. Joseph's Block.

The HazMat survey came back and there is asbestos in the building. The estimated abatement cost is \$290,000.00. The cost for the removal of the buildings is estimated at \$250,000.00. Mr. Mattei said there is interest in the site.

Discuss prospect in the Airport S Industrial Park.

Mr. Mattei has had interest from a developer that builds warehouses for a food company. The company is looking at multiple sites across the Midwest and is interested in Grand Rapids as a future site.

Approve purchase of Riverfront Interpretative signage.

The quote for this project came in at \$5,898.00 plus tax. Between the grant from the Blandin Foundation and the donation from the Grand Rapids Rotary the cost of the signage is covered. This is a project that the Mississippi Riverfront Committee has been working on.

MOTION BY COMMISSIONER BLAKE, SECOND BY COMMISSIONER MCINERNEY TO APPROVE THE PURCHASE OF INTERPRETATIVE SIGNAGE FOR THE MISSISSIPPI RIVERFRONT. The following roll call vote was taken: Yea: Blake, Stefan, McInerney, Zabinski. Nay: None, passed unanimously.

Review 2012 Draft GREDA Operating Budget.

Community Development Director Mattei reviewed the draft operating budget with the Commissioners.

MOTION BY COMMISSIONER MCINERNEY, SECOND BY COMMISSIONER STEFAN TO APPROVE THE DRAFT 2012 OPERATING BUDGET. The following roll call vote was taken: Yea: McInerney, Stefan, Blake, Zabinski. Nay: None, passed unanimously.

MOTION BY COMMISSIONER MCINERNEY, SECOND BY COMMISSIONER BLAKE TO AJOURN THE MEETING AT 4:48 P.M. The following voted in favor thereof: Stefan, McInerney, Zabinski, Blake. Opposed: None, passed unanimously.

The next scheduled meeting is Thursday, July 28, 2011 at 4:00 p.m. unless otherwise noticed.

Respectfully submitted:

Aurimy Groom, Recorder

**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
THURSDAY, SEPTEMBER 8, 2011
4:00 P.M.**

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

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Thursday, September 8, 2011 at 4:00 p.m. in Conference Room 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

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

Staff present: Rob Mattei.

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

- **Approve payment to Aitkin County Abstract in the amount of \$100,680.50.**

Commissioner Lynch joined the meeting at 4:04 p.m.

APPROVAL OF MINUTES:

**MOTION BY COMMISSIONER GULLICKSON, SECOND BY
COMMISSIONER LYNCH TO APPROVE THE MINUTES OF THE AUGUST
25, 2011 REGULAR MEETING. The following voted in favor thereof: Zabinski,
Blake, Gullickson, Lynch, Stefan. Opposed: None, passed unanimously.**

APPROVAL OF CLAIMS:

**MOTION BY COMMISSIONER LYNCH, SECOND BY COMMISSIONER
BLAKE TO APPROVE CLAIMS IN THE AMOUNT OF \$10,000.00.**

Itasca Economic Development Corporation \$10,000.00

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

Discuss “Shovel Ready Site” Certification.

Community Development Director Mattei provided cost estimates for Co Rd 63, Airport Industrial Park, Industrial Park E and Blocks 20/21. If GREDA should decide to move ahead with this certification a site location specialist would visit the site and provide recommendations on how to best market the property. Mr. Mattei suggested starting with the Co Rd 63 site since it is close to being shovel ready.

MOTION BY COMMISSIONER STEFAN, SECOND BY COMMISSIONER BLAKE TO MOVE AHEAD WITH THE SHOVEL READY CERTIFICATION ON THE CO RD 63 PROPERTY. The following roll call vote was taken: Yea: Lynch, Blake, Gullickson, Stefan, Zabinski. Nay: None, passed unanimously.

Redevelopment of St. Joseph's Block.

Mr. Mattei met with a developer and they discussed different financing options.

Approve payment to Aitkin County Abstract in the amount of 100,680.50.

This is for the apartment project that is being built by Kuepers Construction.

MOTION BY COMMISSIONER BLAKE, SECOND BY COMMISSIONER STEFAN TO APPROVE PAYMENT TO AITKIN COUNTY ABSTRACT IN THE AMOUNT OF \$100,680.50. The following roll call vote was taken: Yea: Stefan, Gullickson, Blake, Lynch, Zabinski. Nay: None, passed unanimously.

MOTION BY COMMISSIONER BLAKE, SECOND BY COMMISSIONER GULLICKSON TO AJOURN THE MEETING AT 4:41 P.M. The following voted in favor thereof: Stefan, Zabinski, Lynch, Gullickson, Blake. Opposed: None, passed unanimously.

The next scheduled meeting is Thursday, September 22, 2011 at 4:00 p.m. unless otherwise noticed.

Respectfully submitted:

Aurimy Groom, Recorder

Grand Rapids Planning Commission
Regular Meeting
June 14, 2011 – 4:00 p.m.
Grand Rapids City Council Chambers
420 North Pokegama Avenue, Grand Rapids, Minnesota

Pursuant to due notice and call thereof, a regular meeting of the Grand Rapids Planning Commission was held Tuesday, June 14, 2011 at 4:00 p.m. Upon a call of roll, the following members were present: Commissioners: Julie Fedje-Johnston, Lee Anderson, Mark Gothard, Dale Yelle, Ron Niemala, Michael Twite. Absent: Shane McKellep.

Staff present: Rob Mattei, Eric Trast.

SETTING OF REGULAR AGENDA: Approved with addition.

- Approve the Minutes from the April 7th, 2011 Regular Meeting.
- Staff update on variance law.

APPROVAL OF MINUTES:

MOTION BY COMMISSIONER ANDERSON, SECOND BY COMMISSIONER YELLE TO APPROVE THE MINUTES OF THE MAY 5, 2011 REGULAR MEETING. The following voted in favor thereof: Gothard, Yelle, Fedje-Johnston, Anderson, Niemala, Twite. Opposed: None, passed unanimously.

MOTION BY COMMISSIONER ANDDERSON, SECOND BY COMMISSIONER YELLE TO APPROVE THE MINUTES OF THE APRIL 7, 2011 REGULAR MEETING. The following voted in favor thereof: Yelle, Gothard, Anderson, Twite, Fedje-Johnston, Niemala.

Conduct a Public Hearing to consider a recommendation regarding adoption of the amended Comprehensive Plan.

Community Development Director Mattei introduced the consultant for the Comprehensive Plan, Brian Ross from CR Planning. Mr. Ross provided a power point presentation reviewing the process and changes to the updated Comprehensive Plan. Some of the topics addressed were why update the Comprehensive Plan, who was in charge of the Comprehensive Plan, the planning process, how the public was involved in the planning process, what changes were made to the existing plan, current land use and future land use.

Chair Twite stated the public hearing scheduled this afternoon was to consider a recommendation to the City Council regarding adoption of the amended Comprehensive Plan. Recorder Groom noted that all required notices, according to law, have been met.

MOTION BY COMMISSIONER NIEMALA, SECOND BY COMMISSIONER ANDERSON TO OPEN THE PUBLIC HEARING. The following voted in favor thereof: Niemala, Fedje-Johnston, Twite, Anderson, Yelle, Gothard. Opposed: None, passed unanimously.

Chair Twite noted no one was in the audience to provide input however there have been many opportunities throughout this process for public participation.

MOTION BY COMMISSIONER ANDERSON, SECOND BY COMMISSIONER NIEMALA TO CLOSE THE PUBLIC HEARING. The following voted in favor thereof: Gothard, Yelle, Anderson, Twite, Fedje-Johnston, Niemala. Opposed: None, passed unanimously.

MOTION BY COMMISSIONER ANDERSON, SECOND BY COMMISSIONER FEDJE-JOHNSTON TO FORWARD A FAVORABLE RECOMMEDATION TO THE CITY COUNCIL REGARDING THE ADOPTION OF THE UPDATED COMPREHENSIVE PLAN. The following voted in favor thereof: Gothard, Yelle, Anderson, Twite, Fedje-Johnston, Niemala. Opposed: None, passed unanimously.

City Council direction to examine and provide a recommendation regarding a rezoning of a portion of the former Primary Treatment Plant site from PU to I-1.

Community Development Director Mattei noted this item will be on the agenda for the next Planning Commission meeting.

Update on variance law.

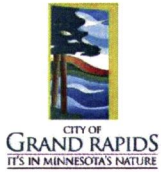
Legislation was passed regarding variances and instead of determining if it is an undue hardship cities will now use the practical difficulties test. There will be a full update at the next meeting.

MOTION BY COMMISSIONER ANDERSON, SECOND BY COMMISSIONER YELLE TO ADJOURN THE MEETING AT 5:00 P.M. The following voted in favor thereof: Anderson, Yelle, Niemala, Fedje-Johnston, Gothard, Twite. Opposed: None, passed unanimously.

The next regularly scheduled meeting will be on Tuesday, July 7, 2011 at 4:00 p.m. unless otherwise noticed.

Respectfully submitted:

Aurimy Groom, Recorder



Legislation Details (With Text)

File #:	11-1861	Version:	1	Name:	Quote solicitation for City phone system
Type:	Agenda Item	Status:			Information Technology
File created:	10/20/2011	In control:			Information Technology
On agenda:	10/24/2011	Final action:			
Title:	Consider allowing the IT Department to solicit quotes on the purchase, installation and configuration of a new phone system.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	CIP item 2011-IT-2.pdf Quote form.pdf				

Date	Ver.	Action By	Action	Result
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Title

Consider allowing the IT Department to solicit quotes on the purchase, installation and configuration of a new phone system.

Body

Background Information:

In CIP item 2011/IT-2, the City Council allocated funds for the replacement of the City phone system. At this time, we are seeking approval to solicit quotes for the purchase, installation and configuration of that system.

Requested City Council Action

Consider allowing the IT Department to solicit quotes on the purchase, installation and configuration of a new phone system.

Amended Capital Improvement Plan
City of Grand Rapids, Minnesota

2012 *thru* 2016

Department Management Information
Contact Information Technology
Type Equipment
Useful Life 10 years
Category Equipment
Priority 1 Critical

Project #	2011/IT-2
Project Name	Replace City Phone System

Description	Total Project Cost: \$60,000
Replace City Phone System, Voicemail System and expand system to include all City Departments.	
Justification	
The current City Phone System is mostly operational, however, very outdated and showing early signs of imminent failure. The present switch is at capacity and will not support any further expansion. It currently services City Hall, Fire Dept. and the Library. A new system could be designed to leverage our current data network to include all City departments in one system with the Golf Course being the one exception.	

Prior

60,000

Total

Prior

60,000

Total

Budget Impact/Other



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

*Due in the Administration Department located at 420 N. Pokegama Avenue,
Grand Rapids, MN 55744 by 12:00 Noon
On _____, _____, 2011*

QUOTATION FORM

ATTENTION: Erik Scott, IT Director

We, the undersigned, doing business as _____ have carefully examined the Quotation Documents and the sites of the proposed work, and are familiar with all of the conditions, laws and regulations surrounding the construction of the proposed project including the availability of materials and labor. We hereby propose to the City Council to furnish all labor, materials, equipment, skills and facilities for the complete work as described herein and as shown on the drawings for the prices listed below. The prices shown include sales tax and all other applicable taxes and fees.

ITEM	UNIT	QUANTITY	UNIT PRICE	BID AMOUNT
Replacement of Phone System to interconnect six City locations into one system				

Dated this _____ day of _____, 2011

Name of company:_____

Signature of Authorized Representative:_____

Typed Name of Signer:_____

Title:_____

Legal Address:_____

Business Phone:_____

Fax Number:_____

Scope: The City of Grand Rapids is soliciting quotes for the purchase, installation and configuration of a new digital/ IP hybrid phone system to interconnect six locations on one system.

Bidder must set up a meeting with IT director to complete a site visit to all locations covered in this project in order to become familiar with the requirements of this system.

Installer must coordinate with IT Department to set best dates and times for installation of system hardware and configuration.

Required system options

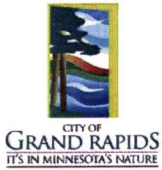
- System must interconnect 6 facilities including: City Hall, Library, Fire Dept., Public Works, Civic Center and Airport
- System must include full voicemail functionality
- System must include caller ID support
- System must support forwarding or twinning to a cell phone and/or other outside line
- System must provide end-user configuration options from computer or handset
- System must provide Windows compatible software for end-users to perform functions like drag and drop transferring, viewing user status and availability and changing settings
- System must integrate with Microsoft Outlook to provide “Unified Communications” features
- System must provide “Unified Messaging” functionality such as voicemail to email
- System must provide compatibility with wired and wireless headsets
- System must provide “Call Accounting” functionality and reporting
- System must provide web based (or software based) administration console for core system functions
- System must provide ample options for future expandability

Desired system options

- Instant call recording
- Voice conferencing
- Video conferencing option (future)

System Specifications

- 14 IP phones
- 80 digital phones
- City Hall, Fire Department and Library are fully wired for digital phones and will require digital handsets and equipment
- Public Works, Civic Center and Airport may need IP handsets and equipment



Legislation Details (With Text)

File #:

11-1859

Version: 1

Name:

Appointment of _____ to the position of Police Officer.

Type:

Agenda Item

Status:

Administration

File created:

10/19/2011

In control:

Administration

On agenda:

10/24/2011

Final action:

Title:

Appointment of _____ to the position of Police Officer.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Title
Appointment of _____ to the position of Police Officer.
Body

Background Information:
Based upon a previously agreed to process, the Police Chief has reviewed the candidate list certified by the Police Civil Service Commission for the Police Officer position. They have concluded the selection process and have made an offer of employment to _____, contingent upon successful completion of a pre-employment physical, drug test, psychological exam and Council approval.

Staff Recommendation:

Requested City Council Action

Consider the appointment of _____ to the position of Police Officer effective _____, 2011 at a starting wage of \$21.82 per hour in accordance with the Collective Bargaining Agreement by and between the City of Grand Rapids and Law Enforcement Labor Services, Inc. (Local No. 239).



Legislation Details (With Text)

File #:	11-1858	Version:	1	Name:	VERIFIED CLAIMS
Type:	Agenda Item			Status:	Verified Claims
File created:	10/19/2011			In control:	Finance
On agenda:	10/24/2011			Final action:	
Title:	Consider approving the verified claims for the period October 4, 2011 to October 17, 2011 in the total amount of \$444,877.95.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	10/24/2011 BILL LIST.pdf				

Date	Ver.	Action By	Action	Result
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Title

Consider approving the verified claims for the period October 4, 2011 to October 17, 2011 in the total amount of \$444,877.95.

Requested City Council Action

Consider approving the verified claims for the period October 4, 2011 to October 17, 2011 in the total amount of \$444,877.95.

COUNCIL BILL LIST - OCTOBER 24, 2011

DATE: 10/18/2011
 TIME: 16:19:25
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 10/24/2011

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
CITY WIDE		
0801661	HARRIS	2,479.50
1105530	KENNEDY & GRAVEN	11,082.10
1916650	SPRINGSTED	409.42
2001750	TAUTGES REDPATH & CO LTD	1,883.00
TOTAL CITY WIDE		15,854.02
ADMINISTRATION		
0612085	FLAHERTY & HOOD	2,301.08
1920240	STERLE LAW OFFICE	2,500.00
TOTAL ADMINISTRATION		4,801.08
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE LINEN & APPAREL	25.40
0920060	ITASCA COUNTY TREASURER	68.21
1801555	RAPID PEST CONTROL INC	64.12
1909510	SIM SUPPLY INC	39.40
2018680	TRU NORTH ELECTRIC LLC	89.93
TOTAL BUILDING MAINTENANCE-CITY HALL		287.06
COMMUNITY DEVELOPMENT		
0315508	COMPUTER ENTERPRISES	165.64
0718060	GRAND RAPIDS NEWSPAPERS INC	46.00
TOTAL COMMUNITY DEVELOPMENT		211.64
COUNCIL/COMMISSION/BOARDS		
1618557	PROFORMA	280.49
1920240	STERLE LAW OFFICE	2,500.00
TOTAL COUNCIL/COMMISSION/BOARDS		2,780.49
ENGINEERING		
0315508	COMPUTER ENTERPRISES	165.65
TOTAL ENGINEERING		165.65
FINANCE		

COUNCIL BILL LIST - OCTOBER 24, 2011

DATE: 10/18/2011
 TIME: 16:19:25
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 10/24/2011

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
FINANCE		
0300200	CDW GOVERNMENT INC	0.00
1721360	QUILL CORPORATION	215.54
2001750	TAUTGES REDPATH & CO LTD	246.00
TOTAL FINANCE		461.54
FIRE		
0221650	BURGGRAF'S ACE HARDWARE INC	79.96
0315455	COLE HARDWARE INC	7.08
0401804	DAVIS OIL	276.37
0409730	DIVERSIFIED INSPECTIONS, INC.	1,493.44
0920060	ITASCA COUNTY TREASURER	294.54
1415030	NORD AUTO PARTS	96.72
1605611	PEPSI-COLA	160.31
1801615	RAPIDS WELDING SUPPLY INC	62.79
2300600	W.P. & R.S. MARS COMPANY	12.29
TOTAL FIRE		2,483.50
INFORMATION TECHNOLOGY		
0221650	BURGGRAF'S ACE HARDWARE INC	29.36
1309098	MINNESOTA DEPT OF ADMN	120.00
TOTAL INFORMATION TECHNOLOGY		149.36
PUBLIC WORKS		
0121721	AUTO VALUE - GRAND RAPIDS	7.30
0221650	BURGGRAF'S ACE HARDWARE INC	107.60
0301685	CARQUEST AUTO PARTS	38.29
0315455	COLE HARDWARE INC	18.25
0315481	COMMERCIAL ASPHALT REPAIR LLC	2,350.00
0401804	DAVIS OIL	441.86
0601690	FASTENAL COMPANY	20.76
0801825	HAWKINSON CONSTRUCTION CO INC	4,924.60
0920060	ITASCA COUNTY TREASURER	802.03
1000080	J T SERVICES OF MN INC	3,396.49
1309355	MINNESOTA TORO	1,101.97
1415030	NORD AUTO PARTS	18.40
1415484	NORTHERN LIGHTS TRUCK	173.64
1615423	POKEGAMA ELECTRIC INC	599.80
1615650	PORTABLE JOHN	1,474.91
1801585	RAPIDS ELECTRIC INC	95.80
1801897	RAY JOHNSON STUMP GRINDING	275.00

COUNCIL BILL LIST - OCTOBER 24, 2011

DATE: 10/18/2011
TIME: 16:19:26
ID: AP443000.CGR

CITY OF GRAND RAPIDS
DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 10/24/2011

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
PUBLIC WORKS		
1821250	RUFFRIDGE-JOHNSON EQUIP CO	450.66
1908248	SHERWIN-WILLIAMS	199.17
2021650	TURF AND TREE INC	6,983.00
2300765	W.W. WALLWORK INC	791.25
2605225	ZEE SERVICE COMPANY	39.65
TOTAL PUBLIC WORKS		24,310.43
FLEET MAINTENANCE		
0114203	ANDERSON LUBRICANTS INC	548.43
0301685	CARQUEST AUTO PARTS	611.26
0920060	ITASCA COUNTY TREASURER	129.63
1415640	NORTRAX EQUIPMENT COMPANY	142.81
2300765	W.W. WALLWORK INC	121.29
2301906	WAYNE'S AUTOMOTIVE	65.34
TOTAL FLEET MAINTENANCE		1,618.76
POLICE		
0103325	ACHESON TIRE COMPANY INC	115.16
0121721	AUTO VALUE - GRAND RAPIDS	63.69
0221650	BURGGRAF'S ACE HARDWARE INC	19.23
0301685	CARQUEST AUTO PARTS	157.66
0701480	GALLS, AN ARAMARK COMPANY	75.02
0718060	GRAND RAPIDS NEWSPAPERS INC	65.00
0718195	GREAT ENGRAVINGS	58.73
0920060	ITASCA COUNTY TREASURER	3,814.94
1309167	MN BUREAU OF CRIMINAL	390.00
1309332	MN STATE RETIREMENT SYSTEM	1,038.80
1415048	NORTH COUNTRY VET CLINIC	95.85
1605665	PERSONNEL DYNAMICS, LLC	624.00
1801570	RAPIDS AUTO WASH	90.50
1801609	RAPIDS TOWING	430.00
2301906	WAYNE'S AUTOMOTIVE	99.00
TOTAL POLICE		7,137.58
PUBLIC LIBRARY		
0801820	HAWK CONSTRUCTION INC	33,672.00
TOTAL		33,672.00

COUNCIL BILL LIST - OCTOBER 24, 2011

DATE: 10/18/2011
TIME: 16:19:26
ID: AP443000.CGR

CITY OF GRAND RAPIDS
DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 10/24/2011

VENDOR #	NAME	AMOUNT DUE
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	133.75
0205153	BECKER ARENA PRODUCTS INC	395.00
0221650	BURGGRAF'S ACE HARDWARE INC	137.07
0315453	COLE-PARMER INSTRUMENT CO	324.11
0405223	DEER RIVER HIRED HANDS INC	8.00
0501656	THE EARTHGRAINS COMPANY INC	23.47
1105640	KERNEL CONCESSION SUPPLY	299.35
1301168	MARKETPLACE FOODS	19.10
1605611	PEPSI-COLA	1,024.91
1801610	RAPIDS PLUMBING & HEATING INC	345.20
1901535	SANDSTROM COMPANY INC	1,597.42
1909510	SIM SUPPLY INC	107.11
TOTAL GENERAL ADMINISTRATION		4,414.49
RECREATION PROGRAMS		
0312109	CLAFTON SALES - CLAFTON SKATE	128.25
1605665	PERSONNEL DYNAMICS, LLC	1,216.80
TOTAL		1,345.05
POLICE DESIGNATED FORFEITURES		
0300200	CDW GOVERNMENT INC	615.49
TOTAL		615.49
CEMETERY		
0315455	COLE HARDWARE INC	871.29
0421453	DULUTH MONUMENT CO	1,052.72
0920060	ITASCA COUNTY TREASURER	183.42
TOTAL		2,107.43
DOMESTIC ANIMAL CONTROL FAC		
0113233	AMERIPRIDE LINEN & APPAREL	6.16
0221650	BURGGRAF'S ACE HARDWARE INC	12.81
0705531	GENERAL PET SUPPLY	119.00
0920060	ITASCA COUNTY TREASURER	133.91

COUNCIL BILL LIST - OCTOBER 24, 2011

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CITY OF GRAND RAPIDS
DEPARTMENT SUMMARY REPORT

PAGE: 5

INVOICES DUE ON/BEFORE 10/24/2011

VENDOR #	NAME	AMOUNT DUE

DOMESTIC ANIMAL CONTROL FAC		
	TOTAL	271.88
2009D GO EQPT CERTIFICATE		
1916650	SPRINGSTED	117.65
	TOTAL	117.65
SP ASSESS IMP BOND-2003A		
1916650	SPRINGSTED	117.65
	TOTAL	117.65
SP ASSESS IMP BOND-2004		
1916650	SPRINGSTED	117.65
	TOTAL	117.65
SP ASSESS IMP BOND-2005A		
1916650	SPRINGSTED	117.65
	TOTAL	117.65
GO ST AID STREET BOND-2005B		
1916650	SPRINGSTED	117.65
	TOTAL	117.65
SP ASSESS IMP BOND-2006C		
1916650	SPRINGSTED	117.65
	TOTAL	117.65

10/4 - 10/17/11 Investments -0-

COUNCIL BILL LIST - OCTOBER 24, 2011

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CITY OF GRAND RAPIDS
DEPARTMENT SUMMARY REPORT

PAGE: 6

INVOICES DUE ON/BEFORE 10/24/2011

VENDOR #	NAME	AMOUNT DUE

GO CIP REFUNDING BOND 2006B		
1916650	SPRINGSTED	61.18
	TOTAL	61.18
SP ASSESS IMP BOND-2007A		
1916650	SPRINGSTED	117.65
	TOTAL	117.65
GO STATE-AID ST BONDS 2007B		
1916650	SPRINGSTED	117.65
	TOTAL	117.65
SP ASSESS IMP BOND-2008C		
1916650	SPRINGSTED	117.65
	TOTAL	117.65
GO STREET RECONST BNDS 2008B		
1916650	SPRINGSTED	117.65
	TOTAL	117.65
GO IMP REFUNDING BOND-2009B		
1916650	SPRINGSTED	117.65
	TOTAL	117.65
GO IMP BONDS 2009C		
1916650	SPRINGSTED	117.65
	TOTAL	117.65

COUNCIL BILL LIST - OCTOBER 24, 2011

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 7

INVOICES DUE ON/BEFORE 10/24/2011

VENDOR #	NAME	AMOUNT DUE

GO IMP, CIP & REFUNDING 2010A		
1916650	SPRINGSTED	2,217.60
TOTAL		2,217.60
2009 INFRASTRUCTURE BONDS		
2005-05 7TH AVE SE		
2001750	TAUTGES REDPATH & CO LTD	785.00
TOTAL 2005-05 7TH AVE SE		785.00
2010 INFRASTRUCTURE BONDS		
RROAD CROSSING PJT		
2001750	TAUTGES REDPATH & CO LTD	2,365.00
TOTAL RROAD CROSSING PJT		2,365.00
2004-2B MULTI USE TRAIL		
2001750	TAUTGES REDPATH & CO LTD	721.00
TOTAL 2004-2B MULTI USE TRAIL		721.00
STORM WATER UTILITY		
2018225	TREASURE BAY PRINTING INC	767.36
TOTAL		767.36
TOTAL UN-PAID TO BE APPROVED		111,016.39
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0114210	D. ANDERSON - CHANGE FUND	3,000.00
0114213	STEVE ANDERSON	118.22
0212750	BLUE CROSS & BLUE SHIELD OF MN	31,100.50
0218115	BRAUN INTERTEC CORPORATION	1,081.78
0301530	CANON USA INC	2,205.90
0305530	CENTURYLINK INC	268.08
0401801	DAVIS CHIROPRACTIC HEALTH	19.28
0612095	STEVEN FLAHERTY	98.79
0612224	FLEET SERVICES	1,992.42
0717996	GRAND ITASCA CLINIC	267.54
0718015	GRAND RAPIDS CITY PAYROLL	193,457.68
0815464	SARA HOLUM	60.00

COUNCIL BILL LIST - OCTOBER 24, 2011

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CITY OF GRAND RAPIDS
DEPARTMENT SUMMARY REPORT

PAGE: 8

INVOICES DUE ON/BEFORE 10/24/2011

VENDOR #	NAME	AMOUNT DUE
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0920036	ITASCA COUNTY ATTORNEY OFFICE	330.00
1201402	LAKE COUNTRY POWER	24.05
1205090	LEAGUE OF MINNESOTA CITIES	15.00
1205145	MIKE LECLAIRE	110.36
1301016	MADDEN'S DUTCH ROOM &	92.54
1301168	MARKETPLACE FOODS	58.15
1309098	MINNESOTA DEPT OF ADMN	277.81
1309335	MINNESOTA SALES & USE TAX	4,487.89
1309338	MN STATE TREAS/BLDG INSPECTOR	3,091.20
1309375	MINNESOTA UNEMPLOYMENT COMP FD	3,685.99
1315295	CHAD MOEN	30.00
1405550	NEOPOST INC	1,000.00
1516220	OPERATING ENGINEERS LOCAL #49	23,972.00
1609557	PIONEER MUTUAL LIFE INS CO	256.87
1621125	PUBLIC UTILITIES COMMISSION	219.70
1621130	P.U.C.	18,187.44
1821510	ERIC RUNDELL	136.36
2000490	TDS Metrocom	1,795.82
2205637	VERIZON WIRELESS	2,019.89
2209665	VISA	2,934.01
2209705	VISIT GRAND RAPIDS	35,024.10
2305447	WELLS FARGO BANK NA	350.00
2405650	XEROX CORPORATION	92.19
T000593	DAN RICHTER CONSTRUCTION LLC	1,000.00
T000737	FAMILY PROPERTIES, LLC	1,000.00
TOTAL PRIOR APPROVAL		333,861.56
TOTAL ALL DEPARTMENTS		444,877.95



Legislation Details (With Text)

File #:	11-1849	Version:	1	Name:	Conduct a public hearing to consider the vacation of the platted Kindred Avenue right-of-way, adjacent to Block 51, Town of Grand Rapids.
Type:	Public Hearing	Status:			Public Hearing
File created:	10/19/2011	In control:			Community Development
On agenda:	10/24/2011	Final action:			
Title:	Conduct a public hearing to consider the vacation of the platted Kindred Avenue right-of-way, adjacent to Block 51, Town of Grand Rapids.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Stejskal Vacation Background nformation 10-6-11 Meeting Correspondence Received October 6th 2011 Planning Commission Draft Minutes				

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

Title

Conduct a public hearing to consider the vacation of the platted Kindred Avenue right-of-way, adjacent to Block 51, Town of Grand Rapids.

Body

Background Information:

Mr. and Mrs. Scott Stejskal submitted a valid petition on September 12, 2011 requesting the vacation of the following described public right-of-way (see attached area map):

The East 1/2 of Kindred Avenue, in the original plat of the Town of Grand Rapids, lying north of a westerly extension of the centerline of the platted east/west alley in Block 51, and lying south of a southwesterly extension of the following described line:

Beginning at a point along the east line of Lot 15, Block 51 lying 6.00 feet south of the northeast corner of said Lot 15, thence southwesterly through a point along the west line of Lot 13, Block 51 located 59.00 feet south of the northwest corner of said Lot 13.

The requested vacation, according to the petition, will formally add more usable yard area to the petitioner's property, who has maintained the area for the past 11 years.

As described in the attached email correspondence, the Engineering Department and the Grand Rapids Public Utilities Commission support the petitioned vacation, contingent on:

- The City retaining utility easement over the entire area to be vacated. This easement would allow for the maintenance of any public or private utilities (natural gas, telephone, etc.) currently located within the area to be vacated.
- Additionally, the City Engineer, proposed (as a condition of approval) that the petitioner grant and record a perpetual driveway easement to Lots 5-6, Block 51, Town of Grand Rapids, which would allow the existing driveway to continue to be utilized. This would ensure that the property at 115 S. Pokegama Avenue would always have the option of exiting the property through the existing driveway to the west, rather than backing out onto Pokegama Avenue.

There were no concerns or objections regarding the right-of-way vacation, as proposed, from the remaining members of the staff review committee which consists of: Engineering Department, Public Utilities Commission, Public Works Department, and Fire Department.

On October 6, 2011 the Planning Commission formally reviewed the proposed vacation as described within the attached resolution, and recommended to the City Council approval of the vacation with the following recommended conditions:

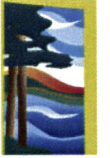
1. That an easement be retained for utilities across the full width of the vacated right-of-way.
2. The petitioner grants and records a driveway easement to Lots 5-6, Block 51, Town of Grand Rapids, which would allow the existing driveway to continue to be utilized.

Requested City Council Action

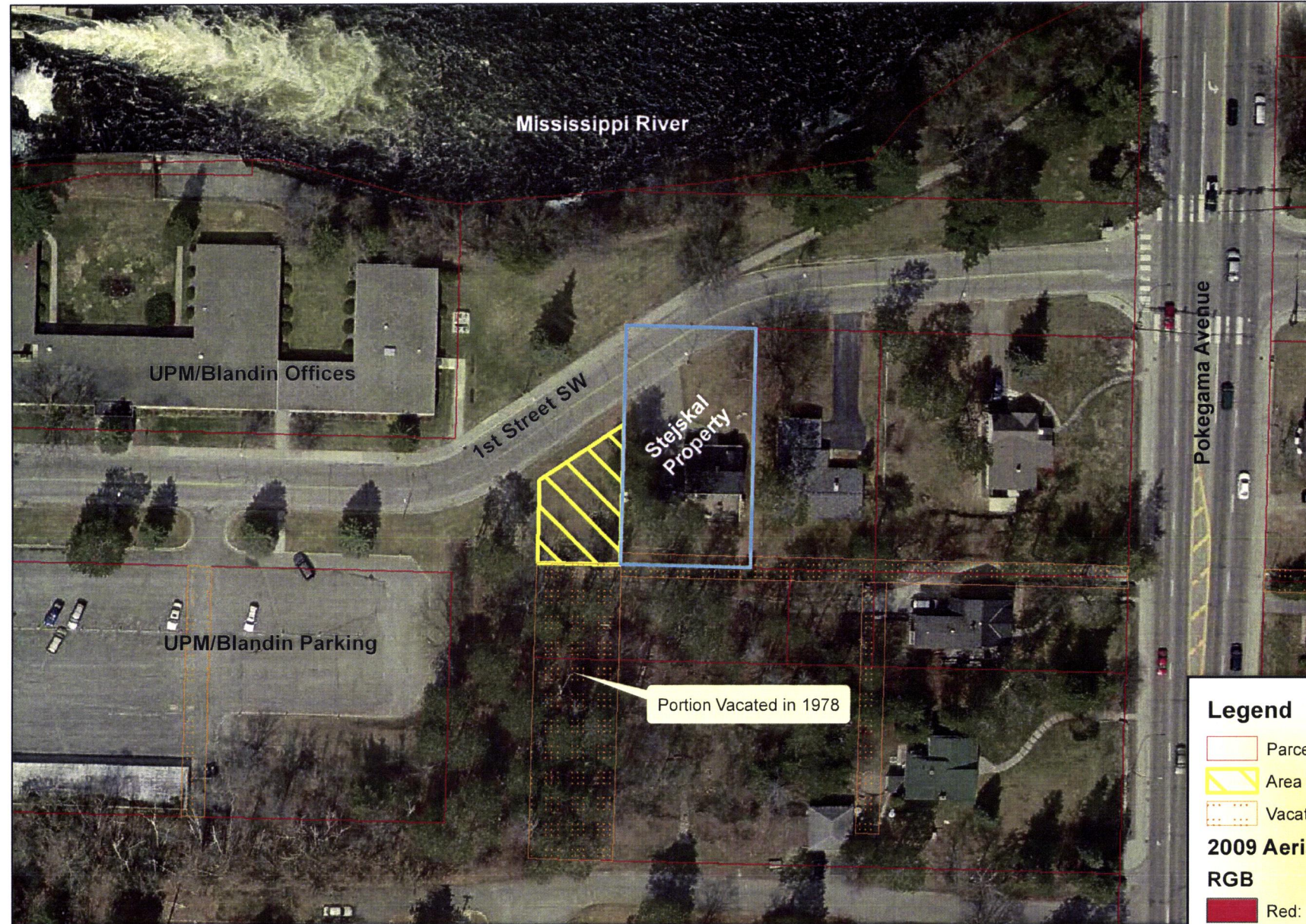
Conduct a public hearing to consider the vacation of the platted Kindred Avenue right-of-way, adjacent to Block 51, Town of Grand Rapids.

Town of Grand Rapids Right-of-Way Vacation Request

(portion of Kindred Ave. Adj. to Lot 13, Block 51)



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



140 70 0 140 Feet

Legend

- Parcel
- Area Requested for Vacation
- Vacations

2009 Aerial Photo

RGB

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

Book 1 Page 1

PLAT OF GRAND RAPIDS MINNESOTA.

PIKE & STURTEVANT CIVIL ENGINEERS.

Minneapolis, Minn.

MAY,
1883.

Scale 200 ft. per inch.

We, G.G. Hartley and Corina E. his wife, B.F. Hartley and Susan A. his wife, F.M. Fadden and Julia F. his wife, F.B. Thompson and Jennie, his wife, all of Grand Rapids, Minn., and J.C. Hart and Julia C. his wife, of Grand Rapids, Minn., owners and proprietors of the following described property, viz: Lots 2, 3, 4, 5, and 6 Section 21, and lot 7 in Section 22, Township 55, Range 25, 1st 2nd Mer. same to be surveyed and platted as the town of Grand Rapids, Minnesota, do hereby dedicate the Streets and Alleys to the public use forever.

Witness our hands and seals this 22nd day of Sept. A.D. 1883.

G.G. Hartley (seal)	Corina E. Hartley (seal)
F.M. Fadden (seal)	Jennie B. Hartley (seal)
J.C. Hart (seal)	Julia C. Hart (seal)
B.F. Thompson (seal)	Jennie Thompson (seal)

Date of Minnesota
County of Hennepin

Do it known that on this 22nd day of Sept. A.D. 1883 personally appeared before me, G.G. Hartley and Corina E. his wife, B.F. Hartley and Susan A. his wife, F.M. Fadden and Julia F. his wife, F.B. Thompson and Jennie, his wife, and J.C. Hart and Julia C. his wife, in my presence they have acknowledged the same to be their free act and deed.

William M. Fadden
Register of Deeds
Crow Wing County, Minnesota

E. G. H. Sturtevant, of the firm of Pike and Sturtevant, hereby certify that I have surveyed Lots 2, 3, 4, 5, and 6 Section 21, and lot 7 in Section 22, Township 55, Range 25, and have subdivided the same into Blocks, Lots, Streets and Alleys, and the annexed Plat is a correct representation of said survey. All dimensions in feet and decimals of feet. Witness my hand and seal this 22nd day of September, A.D. 1883.

(seal) J. H. Sturtevant
Civil Engineer

State of Minnesota
County of Hennepin
City of Minneapolis

Do it known that on this 22nd day of September A.D. 1883, appeared before me, G.G. Hartley and Corina E. his wife, B.F. Hartley and Susan A. his wife, F.M. Fadden and Julia F. his wife, F.B. Thompson and Jennie, his wife, and J.C. Hart and Julia C. his wife, in my presence they have acknowledged the same to be their free act and deed.

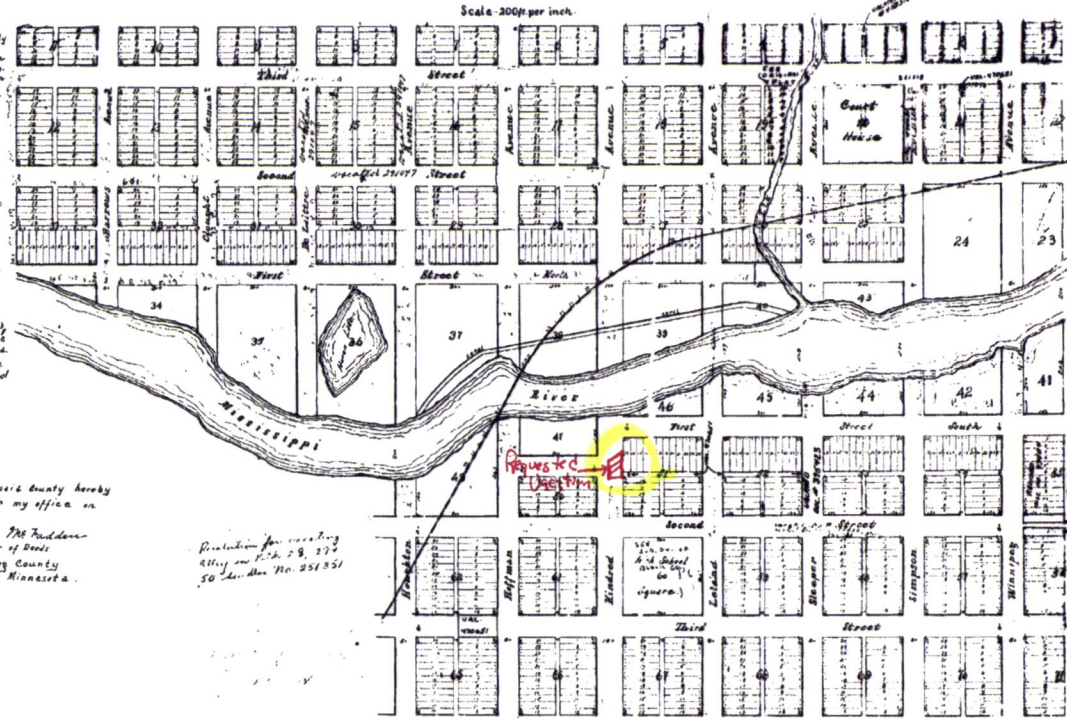
George H. Willard
Notary Public
Hennepin County

State of Minnesota
County of Crow Wing
City of Brainerd

I, William M. Fadden, Register of Deeds for said County hereby certify that the annexed Plat was filed for record in my office on this 22nd day of September A.D. 1883.

William M. Fadden
Register of Deeds
Crow Wing County
Minnesota

Printed for recording
Atty and P. Ch. 28, 272
50 Sec. Mar. No. 251 251



From the original: 1883

Eric Trast

From: Tom Pagel
Sent: Wednesday, September 14, 2011 1:39 PM
To: Eric Trast; Rob Mattei
Subject: Kindred Avenue Vacation Request

Dear Rob and Eric;

The Engineering Department has reviewed the petitioned vacation of Kindred Avenue, adjacent to Block 51, Town of Grand Rapids. The Engineering Department supports the petitioned vacation with the following conditions:

1. The City retains utility easement over the entire petitioned vacation area, and;
2. The vacation be approved contingent upon the petitioners granting and recording, at the Itasca County Records office, a driveway easement to Lots 5-6, Block 51, Town of Grand Rapids that would allow the existing driveway to continue to be utilized.

Regards,

Tom

Eric Trast

From: atward@grpuc.org
Sent: Thursday, September 29, 2011 9:50 AM
To: Eric Trast
Subject: Vacation Request Kindred Ave. adjacent to Block 51
Attachments: pic12887.jpg

Good Morning Eric,

After having reviewed the vacation request, the GRPUC does not object to the request provided a full width electric, water and wastewater easement is retained as a condition of granting the request.

Anthony T. Ward
General Manager
Public Utilities Commission
P. O. Box 658
Grand Rapids, MN 55744
218-326-7188

Eric Trast
<ETrast@ci.grand-
rapids.mn.us>

09/29/2011 09:13
AM

Tony Ward <atward@grpuc.org>

To

cc

Subject

Planning Commission

Tony-

Did your departments have any comments pertaining to the requested right-of-way vacation: adjacent to Block 51, Town of GR?

Tom has requested a blanket easement over the area for utilities...

Let me know.

Eric

Eric Trast
Community Development Specialist

Eric Trast

From: Rob Mattei
Sent: Tuesday, September 20, 2011 2:55 PM
To: Eric Trast
Subject: FW:

From: Jeff Davies
Sent: Tuesday, September 20, 2011 2:55 PM
To: Rob Mattei
Subject:

Rob,

I see no reason why not to support the vacation request of Mr. and Mrs. Scott Stejskal.

Jeff Davies
Public Works Director
City of Grand Rapids
218-326-7480 office
218-259-8688 cell
218-326-7688 fax
jdavies@ci.grand-rapids.mn.us



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

Eric Trast

From: Rob Mattei
Sent: Thursday, September 15, 2011 1:04 PM
To: Eric Trast
Subject: FW: Kindred Avenue Petitioned Vacation

From: Steve Flaherty
Sent: Thursday, September 15, 2011 12:06 PM
To: Rob Mattei
Subject: Kindred Avenue Petitioned Vacation

Rob,

I have reviewed the proposed vacation of this property and find no negative long-term impacts to fire department operations.



Public Vacation Application
Community Development Department
420 North Pokegama Ave.
Grand Rapids, MN 55744
Tel. (218) 326-7601 Fax (218) 326-7621
Web Site: www.grandrapidsmn.org

General Information:

Scott & Donna Stejskal

Name of Applicant

20 S.W. 1st Street

Address

Grand Rapids MN 55744

City

Wk. 218) 313-4707

State

4th Mn. 218) 327-8264

Zip

Business Telephone/Other Telephone/e-mail

Name of Owner (If other than applicant)

Address

City

State

Zip

Business Telephone/Other Telephone/e-mail

Please check which of the following you are applying for:

☒ Street Vacation

☐ Alley Vacation

☐ Easement Vacation

Provide a legal description of the property to be vacated (for example, the North-South alley adjacent to lots 8-12, block 5, Grand Rapids 5th Division). Attach an exhibit and/or electronic file if the legal description is lengthy.

See Attached ①

I(we) certify that, to the best of my(our) knowledge, information, and belief, all of the information presented in this application is accurate and complete and includes all required information and submittals, and that I consent to entry upon the subject property by public officers, employees, and agents of the City of Grand Rapids wishing to view the site for purposes of processing, evaluating, and deciding upon this application.

Scott Stejskal Donna Stejskal
Signature(s) of Applicant(s)

9/10/11
Date

Signature(s) of Owner(s)-(If other than applicant)

Date

SEP 12 2011

Date Received

Certified Complete 9/12/11

Office Use Only

Fee Paid ☒

Does the boundary of the requested vacation terminate at or abut a public water body: ☐ Yes ☒ No

Planning Commission Recommendation

Approved

Denied

Meeting Date 10/6/11

City Council Action

Approved

Denied

Meeting Date 10/24/11

Summary of Special Conditions of Approval:

Required Submittals:

- ☒ Application Fee - \$505.00 *¹ ☒ Location Map ☒ Petition for Vacation
☒ Proof of Ownership – (a copy of a property tax statement or deed will suffice)

**¹ The application fees charged are used for postage to mail the required notices to adjacent properties, publication of the public hearing notice in the Grand Rapids Herald Review, and for a small portion of staff time for case review and preparation of documents. It is the policy of the City of Grand Rapids to require applicants for land use approvals to reimburse the City for costs incurred by the City in reviewing and acting upon applications, so that these costs are not borne by the taxpayers of the City.*

Justification of Proposed Vacation: Please answer the following question (attach additional pages if needed). The Planning Commission and City Council will consider these questions and responses, and other issues (see attached list) in making their findings of fact and recommendation on the proposed rezoning.

1. Explain why the proposed vacation would be in the public's best interest. Please refer to the factors being considered by the Planning Commission and City Council that are listed on the final page of this application.

See attachment. 2

Additional Instructions:

Prior to submitting your Petition for Vacation, you will need to arrange for one or more preliminary meetings with the Community Development Director. This meeting is intended to ensure that the proposed application is complete, to answer any questions the applicant may have, discuss meeting schedules and, if applicable, the scope of the required submittals.

Findings for Approval:

The Planning Commission, in formulating its recommendation, and the City Council, in support of its action will make findings of fact based on their responses to the following list of considerations:

- Is the street right-of-way needed for traffic purposes?
- Is the street right-of-way needed for pedestrian purposes?
- Is the street right-of-way needed for utility purposes?
- Would vacating the street right-of-way place additional land on the tax rolls?
- Would vacating the street right-of-way facilitate economic development in the City?

In cases where a street/alley or public right –of-way is adjacent to a public water (lake or river), the City will also give consideration to comments submitted by the Minnesota Department of Natural Resources.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

Complete applications shall be submitted to the Community Development Department one month prior to the Planning Commission's review of the vacation. More information may be requested by the City of Grand Rapids Planning Commission or City Council, if deemed necessary to properly evaluate your request. The lack of information requested may be in itself sufficient cause to deny an application.

Petition for Vacation

PETITION FOR VACATION OF (PART OF) Kindred Ave. (STREET/ALLEY/EASEMENT) IN THE CITY OF GRAND RAPIDS.

To the City Council of Grand Rapids, Minnesota:

The undersigned, a majority of the owners of property as set forth opposite their respective names, abutting on Kindred (Street/Alley/Easement), respectfully petition the City Council to vacate the aforesaid (part of) Kindred (Street/Alley/Easement).

Names (If not owner, describe nature of the interest in this property)	Description of Property
<u>Scott Stepien</u>	<u>20 SW 1st St.</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Received on the _____ day of _____, 20__.

City Clerk

*This petition must be signed by at least **FIFTY PERCENT (50%)** of the property owners, or those with property interests abutting the property (street, alley or easement) to be vacated. Please provide the appropriate number of names and addresses and signatures, as needed to meet this requirement (attach additional sheet if necessary).*

①

1. The vacation of this right of way will take unimproved and unused land that will not be used or developed in the future, and turn it into a tax base.
2. This vacation will not affect either traffic or pedestrian purposes.
3. Other sections of this right of way have been previously vacated and deeded to the adjoining property owners.
4. The adjoining property owners (Scott & Donna Steiskal) have maintained and paid for upkeep and improvements on this piece of land for eleven years.
5. No other parties have taken any interest in maintaining this area.

2

East ½ of Kindred Avenue lying southeasterly of a line which is 25 ft. southeasterly and parallel to the centerline of 1st Street SW, lying westerly of Lot 13, Block 51, Town of Grand Rapids, and including the westerly extension of the North ½ of the vacated East/West alley in Block 51, Town of Grand Rapids

46



51

SW 1st St

SW 2nd St

SW 1st Ave

1
2
3
4
5
6

12
11
10
9
8
7

6
5
4
3
2
1

1
2

24
23

1

70500

Oct 16 - 2011

OCT 17 2011

To: Grand Rapids, Mn. City Council

I am writing this letter in regards to a letter I received on Sat. Oct. 15, 2011. It is pertaining to Heided Ave in the town of Grand Rapids, lying north of a westerly extension of the centerline of the platted East/West alley in Block 51, and lying south of a southwesterly extension of the following described lines: Beginning at a point along the east line of lot 15, Block 51, lying 6.00 feet south of the Northeast corner of said lot 15, thence southwesterly through a point along the west line of lot 13, Block 51 located 59.00 feet south of the Northwest corner of said lot 13.

I am the owner of the property attached to that area. When Mr. Foschieder wanted that street closed it was that we would always have access to our home which goes up from that area. Our home (my home) is at 115 So. Park Ave and ~~we~~ use that way to come up to the back of my home. The street in front of my home is going to be torn up next summer and the front drive is going to be blocked off because of construction on Pokegama Ave. I believe that Mr. Stupka should not have that street vacated. My thoughts are that he does not like it that I can drive up from the street to my home. I have had a few incidences with him in the past. He recently had a police man come and tell me I was driving on his property. I don't believe he owned that property at that time, so he lied to the officer. It is alright for him to put dirt from his property on my property, to have trucks bring things up

my driveway to insulate his house and bring wood to him, but that is OK. I have not been a bad neighbor but he sure does give me a bad time.

He also has planted trees and flowers on that property already and does not own it yet. He also put up stakes to make it difficult for me to have snow removal this winter. I believe if he is allowed to buy that property, there should be restrictions. He should not be able to build a building close to that road way or plant trees along it. I also believe that the agreement that we had when we closed that street should be honored.

When we closed that street should be honored. My neighbor may have to get to his property also from that area if he wants any work done on his property. I would appreciate your taking these things into consideration when selling this property. Thank you.

Pat Clammont
115 So. Park Ave
Grand Rapids
MI.

Grand Rapids Planning Commission
Regular Meeting
October 6, 2011 – 4:00 p.m.
Grand Rapids City Council Chambers
420 North Pokegama Avenue, Grand Rapids, Minnesota

Pursuant to due notice and call thereof, a regular meeting of the Grand Rapids Planning Commission was held Thursday, October 6, 2011 at 4:00 p.m. Upon a call of roll, the following members were present: Chairman Michael Twite, Commissioners: Lee Anderson, Shane McKellep, Ron Niemala. Absent: Commissioners: Dale Yelle, Mark Gothard, Julie Fedje-Johnston.

Staff present: Rob Mattei, Eric Trast.

SETTING OF AGENDA:

MOTION BY COMMISSIONER ANDERSON, SECOND BY COMMISSIONER MCKELLEP TO SET THE REGULAR AGENDA AS PRESENTED. The following voted in favor thereof: McKellep, Niemala, Twite, Anderson. Opposed: None, motion passed unanimously.

Commissioner Fedje-Johnston joined the meeting at 4:02 p.m.

APPROVAL OF MINUTES:

MOTION BY COMMISSIONER ANDERSON, SECOND BY COMMISSIONER MCKELLEP TO APPROVE THE MINUTES OF AUGUST 9, 2011, MEETING AS PRESENTED. The following voted in favor thereof: McKellep, Fedje-Johnston, Anderson, Niemala, Twite. Opposed: None, motion passed unanimously.

GENERAL BUSINESS:

Consider a recommendation to the City Council regarding the vacation of a portion of the platted Kindred Avenue, adjacent to Block 51, Town of Grand Rapids.

Community Development Specialist Trast provided background information. Mr. and Mrs. Scott Stejskal submitted a valid petition on September 12, 2011 requesting the vacation of a portion of the platted Kindred Avenue, adjacent to Block 51, Town of Grand Rapids.

The Engineering Department and the Grand Rapids Public Utilities Commission support the petitioned vacation, contingent on the City retaining utility easement over the entire area to be vacated. This easement would allow for the maintenance of any public or private utilities (natural gas, telephone, etc.) currently located within the area to be vacated. Additionally, the City Engineer, proposed (*as a condition of approval*) that the petitioner grant and record a perpetual driveway easement to Lots 5-6, Block 51, Town of Grand Rapids, which would allow the existing driveway to continue to be utilized. *This would ensure that the property at 115 S. Pokegama Avenue would always have the option of exiting the property through the existing driveway to the west, rather than backing out onto Pokegama Avenue.* There were no concerns or objections regarding the right-of-way vacation, as proposed, from the remaining members of

the staff review committee which consists of: Engineering Department, Public Utilities Commission, Public Works Department, and Fire Department.

MOTION BY COMMISSIONER FEDJE-JOHNSTON, SECOND BY COMMISSIONER ANDERSON THAT, BASED ON THE FINDINGS OF FACT PRESENTED HERE TODAY, AND IN THE PUBLIC'S BEST INTEREST, THE PLANNING COMMISSION DOES HEREBY FORWARD TO THE CITY COUNCIL A RECOMMENDATION TO APPROVE THE VACATION OF PUBLIC RIGHT-OF-WAY DESCRIBED AS:

The East ½ of Kindred Avenue, in the original plat of the Town of Grand Rapids, lying north of a westerly extension of the centerline of the platted east/west alley in Block 51, and lying south of a southwesterly extension of the following described line:

Beginning at a point along the east line of Lot 15, Block 51 lying 6.00 feet south of the northeast corner of said Lot 15, thence southwesterly through a point along the west line of Lot 13, Block 51 located 59.00 feet south of the northwest corner of said Lot 13.

Contingent on the following stipulation(s):

- That a utility easement be retained across the full width of the vacated right of way.
- The petitioner granting and recording a driveway easement to Lots 5-6, Block 51, Town of Grand Rapids, which would allow the existing driveway to continue to be utilized.

Commissioner Fedje-Johnston read her considerations for the record.

1. Is the right-of-way needed for traffic purposes?
No, the area is served by 1st Street SW. A driveway easement to lots 5 and 6 will provide non Pokegama Avenue access to the property.
2. Is the right-of-way needed for pedestrian purposes?
No, pedestrian traffic flow is not impacted. A very nice pedestrian sidewalk exists across the street.
3. Is the right-of-way needed for utility purposes?
A right-of-way easement is being retained by the City.
4. Would vacating the right-of-way place additional land on the tax rolls?
An increase in the property's value would increase the property tax.
5. Would vacating the right-of-way facilitate economic development in the City?
Minimal economic development would result, however vacating the right-of-way adds value and marketability to the property.

The following voted in favor thereof: Niemala, Anderson, McKellep, Fedje-Johnston, Twite. Opposed: None, passed unanimously.

Legistar Training.

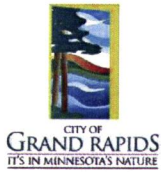
I.T. Director, Eric Scott and I.T. Tech, Lasha Karels provided a brief training session for the Commissioners. Staff will set up a worksession prior to the next regular meeting to continue training on the new Legistar software.

MOTION BY COMMISSIONER ANDERSON, SECOND BY COMMISSONER FEDJE-JOHNSTON TO ADJOURN THE MEETING AT 4:40 P.M. The following voted in favor thereof: McKellep, Fedje-Johnston, Gothard, Twite. Opposed: None, motion passed unanimously.

Respectfully submitted:

Aurimy Groom, Recorder

DRAFT



Legislation Details (With Text)

File #:	11-1850	Version:	1	Name:	Consider the adoption of a resolution either approving or denying the vacation of a portion of the platted Kindred Avenue, adjacent to Block 51, Town of Grand Rapids.
Type:	Agenda Item	Status:			Public Hearing
File created:	10/19/2011	In control:			Community Development
On agenda:	10/24/2011	Final action:			
Title:	Consider the adoption of a resolution either approving or denying the vacation of a portion of the platted Kindred Avenue, adjacent to Block 51, Town of Grand Rapids.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	(Draft) Vacation Resolution- 10-24-11				

Date	Ver.	Action By	Action	Result
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Title

Consider the adoption of a resolution either approving or denying the vacation of a portion of the platted Kindred Avenue, adjacent to Block 51, Town of Grand Rapids.

*Body***Background Information:**

After the public hearing on this matter, the City Council will want to consider the public testimony received and review the recommendation put forward by the Planning Commission.

The Council can accept the recommendation of the Planning Commission, if they are in agreement with it, and adopt the resolution as prepared.

If the Council is not in agreement with the Planning Commission's recommendation for approval, the Council should make its own findings to support its reasons for denying the petitioned vacation. In that case, the Council should address within their findings the other standard considerations:

1. Is the street right-of-way needed for traffic purposes?
2. Is the street right-of-way needed for pedestrian purposes?
3. Is the street right-of-way needed for utility purposes?
4. Would vacating the street right-of-way place additional land on the tax rolls?
5. Would vacating the street right-of-way facilitate economic development in the City?

Requested City Council Action

Consider the adoption of a resolution either approving or denying the vacation of a portion of the platted Kindred Avenue, adjacent to Block 51, Town of Grand Rapids.

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

RESOLUTION NO. 11-__

**A RESOLUTION VACATING A PORTION OF PLATTED PUBLIC RIGHT-OF-WAY ADJACENT TO
BLOCK 51, TOWN OF GRAND RAPIDS, ITASCA COUNTY, MINNESOTA**

WHEREAS, the City Planning Commission, at their regular meeting on October 6, 2011 reviewed the vacation request for public right-of-way described as:

The East ½ of Kindred Avenue, in the original plat of the Town of Grand Rapids, lying north of a westerly extension of the centerline of the platted east/west alley in Block 51, and lying south of a southwesterly extension of the following described line:

Beginning at a point along the east line of Lot 15, Block 51 lying 6.00 feet south of the northeast corner of said Lot 15, thence southwesterly through a point along the west line of Lot 13, Block 51 located 59.00 feet south of the northwest corner of said Lot 13;

WHEREAS, the Planning Commission found the vacation to be in the best interest of the public's health, safety, and general welfare; and

WHEREAS, the Planning Commission forwarded a recommendation for approval of the requested vacation; and

WHEREAS, the City Clerk's affidavit of publication of Notice of Public Hearing and of mailing notices to area residents were provided; and

WHEREAS, the Grand Rapids City Council conducted a public hearing on the proposed vacation on October 24, 2011, to consider the vacation of public right-of-way described above; and

WHEREAS, all persons who wished to voice their opinion in regard to the above mentioned vacation were allowed to be heard; and

WHEREAS, it appears that it will be in the best interest of the City to approve such petition;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRAND RAPIDS, MINNESOTA: that the City Council does concur with the Planning Commission's findings that this vacation is in the best interest of the public's health, safety, and general welfare, and hereby vacates the above described land based on the following findings of fact:

- The portion of street right-of-way is not needed for traffic purposes; the granting of an easement, for use of the existing driveway to Lots 5 & 6, Block 51, Town of Grand Rapids, is listed as a condition of approval of the requested vacation.
- The portion of street right-of-way is not needed for pedestrian purposes.
- The portion of street right-of-way is needed for utility purposes, thus the retention on a utility easement over the entire area to be vacated.
- Vacating the portion of street right-of-way will put additional land on the tax rolls.

- Vacating the portion of street right-of-way will facilitate minimal economic development in the city; however vacating the right-of-way adds value and marketability to the property.

AND BE IT FURTHER RESOLVED, that;

1. That an easement be retained for utilities across the full width of the vacated right-of-way.
2. The petitioner grants and records a driveway easement to Lots 5-6, Block 51, Town of Grand Rapids, which would allow the existing driveway to continue to be utilized.
3. The City Council instructs City Staff to submit a copy of this resolution to the Itasca County Assessor, Itasca County Recorder, and the Itasca County Auditor.

Adopted by the Council this 24th day of October, 2011.

Dale Adams, Mayor

ATTEST:

Kim Johnson-Gibeau, City Clerk

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

This document was drafted by:
Eric Trast, Community Development Specialist
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744