



CITY OF GRAND RAPIDS

CITY COUNCIL
CHAMBERS
420 NORTH POKEGAMA
AVE.

Meeting Agenda Full Detail City Council

Monday, July 25, 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 will be held on Monday, July 25, 2011 at 5:00 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

5:01 p.m. CALL OF ROLL

5:02 p.m. PRESENTATIONS/PROCLAMATIONS

11-1672 Presentation of Life Saving Award
Attachments: life saving award

5:07 p.m. 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.

5:08 p.m. PUBLIC FORUM

5:10 p.m. COUNCIL REPORTS

5:12 p.m. APPROVAL OF MINUTES

11-1684 Approve minutes for Monday, July 11, 2011 Worksession and Regular Meeting.
Attachments: July 11, 2011 Worksession
July 11, 2011 Regular Meeting

5:13 p.m. CONSENT AGENDA

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

1. **11-1667** Approve Memorandum of Understanding between City of Grand Rapids, Itasca County Family Young Men's Christian Association and ElderCircle and appoint two Council members to serve on the committee.
 Attachments: Active Living Center MOU

2. **11-1674** Purchase of easements related to CP 2011-4, Horseshoe-Isleview Reconditioning Project.
 Attachments: 7-25-11 Attachment CP 2011-4 Easement Purchases.pdf

3. **11-1676** Change Order 2 and 3 related to CP 2009-11B, Riverfront Energy Center.
 Attachments: 7-25-11 Attachment CP 2009-11B CO 2-3.pdf

4. **11-1677** Change Order 3 related to CP 2003-6, 3rd Avenue NE Rail Crossing Improvements/Closures.
 Attachments: 7-25-11 Attachment CP 2003-6 CO 3.pdf

5. **11-1678** Consider approving the hiring of the part time employee with the Grand Rapids Park and Recreation Department.

6. **11-1679** Change Order 5 related to CP 2004-2B, TH 169 Multi Use Trail.
 Attachments: 7-25-11 Attachment CP 2004-2B CO 5.pdf

7. **11-1683** Allow the Fire Department to Conduct a "Fill the Boot" Campaign

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.

5:16 ACKNOWLEDGE BOARDS & COMMISSIONS
p.m.

8. **11-1682** Acknowledge minutes for Boards & Commissions.
 Attachments: July 12, 2011 Civil Service
 June 8, 2011 Library Board
 June 15, 2011 Airport Worksession
 June 15, 2011 Airport Regular Meeting
 June 21, 2011 Golf Board Minutes
 June 16, 2011 Central School Minutes
 June 15, 2011 HRA Minutes

5:17 DEPARTMENT HEAD REPORT
p.m.

9. **11-1666** Department Head Report - Fire Dept
 Attachments: WTC
 July Dept Head Report to Council

5:25 COMMUNITY DEVELOPMENT
p.m.

10. **11-1671** Consider approving a resolution adopting the updated Comprehensive Plan for the City of Grand Rapids dated July 25, 2011
 Attachments: Comprehensive Plan adoption resolution 7-25-11

5:30 FINANCE DEPARTMENT
p.m.

11. **11-1673** Consider accepting the Fire Relief Association Schedule Form for Lump Sum Pension Plans Reporting Year 2011, 2010 Financial Statements, and authorize the budgeted \$5,000 contribution to the Fire Relief Association.
 Attachments: Schedule Form for Lump Sum Pension Plans

5:35 INFORMATION TECHNOLOGY
p.m.

12. **11-1680** Consider the purchase of additional storage, software and associated licensing to replace two of our aging servers.

5:40 VERIFIED CLAIMS
p.m.

13. **11-1685** Consider approving the verified claims for the period July 1, 2011 to July 18, 2011 in the total amount of \$874,526.77.
 Attachments: 07/25/2011 COUNCIL BILL LIST.pdf

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

6:00 PUBLIC HEARINGS
p.m.

14. **11-1669** Conduct a Public Hearing to consider the adoption of an Ordinance amending Section 30-453 Variance Procedures to reflect the recent changes to Minnesota State Statute § 462.357.
 Attachments: House File No 52
 Variance Procedures Text Amendments version 1
15. **11-1670** Consider the recommendation of the Planning Commission regarding the adoption of an ordinance, amending Section 30-453 Variance Procedures to reflect the recent changes to Minnesota State Statute § 462.357.

Attachments: Ordinance-Variance Amendment 7-25-11

6:15 ADJOURNMENT
p.m.

NEXT REGULAR MEETING IS SCHEDULED FOR AUGUST 8, 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



CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS
420 NORTH POKEGAMA
AVE.

Legislation Details (With Text)

File #: 11-1672 **Version:** 1 **Name:** Presentation of Life Saving Award
Type: Agenda Item **Status:** PRESENTATIONS/PROCLAMATIONS
File created: 7/18/2011 **In control:** Police
On agenda: 7/25/2011 **Final action:**
Title: Presentation of Life Saving Award
Sponsors:
Indexes:
Code sections:
Attachments: life saving award

Date	Ver.	Action By	Action	Result
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Title

Presentation of Life Saving Award

Body

Background Information:

Reading of attached letter and presenting Fire Chief Steve Flaherty with a Life Saving Award on behalf of the City of Grand Rapids and Grand Rapids Police Department.

Requested City Council Action

Present Life Saving Award on behalf to the City of Grand Rapids and Grand Rapids Police Department to the above stated individual



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

GRAND RAPIDS POLICE DEPARTMENT

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

July 20, 2011

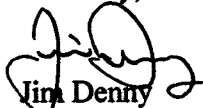
On May 20, 2011 Grand Rapids Fire Chief Steve Flaherty responded to 411 Northwest 7th Street for a reported fire alarm. Upon Chief Flaherty's arrival, he proceeded to the third floor, apartment 343 the origin of the complaint. Once inside the apartment, Chief Flaherty observed light white smoke and the odor of burnt flesh. Chief Flaherty also observed a melted oxygen line, nasal cannula and adult female later identified as Patti Mingo sitting in a chair unresponsive.

Chief Flaherty radioed his observations to responding medical personnel and immediately began life saving medical attention. Upon the arrival of medical personnel it was determined that Ms. Mingo's breathing was labored and CPR was initiated. Chief Flaherty assisted the paramedics by providing chest compressions while an airway was established. As a result of the CPR and established airway, emergency responders were able to gain a pulse and the victim began to breathe on her own. Emergency responders were able to stabilize Ms. Mingo and transport her to a nearby hospital. Ms. Mingo was later airlifted to a level one trauma center where she made a full recovery.

There is no doubt that the collective efforts of all persons involved in this incident saved the life of Patti Mingo. Patti is alive today because of the quick actions taken by individuals who, by the act of self sacrifice, saved the life of another.

On behalf of the City of Grand Rapids and its Police Department, I would like to award to Fire Chief Steve Flaherty the City of Grand Rapids/Grand Rapids Police Department Life Saving Award.

Sincerely,


Jim Denny
Chief of Police



CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS
420 NORTH POKEGAMA
AVE.

Legislation Details (With Text)

File #: 11-1684 **Version:** 1 **Name:** Council Minutes
Type: Agenda Item **Status:** Passed
File created: 7/20/2011 **In control:** Administration
On agenda: 7/25/2011 **Final action:** 7/25/2011
Title: Approve minutes for Monday, July 11, 2011 Worksession and Regular Meeting.
Sponsors:

Indexes:

Code sections:

Attachments: July 11, 2011 Worksession
July 11, 2011 Regular Meeting

Date	Ver.	Action By	Action	Result
7/25/2011	1	City Council	Approved As Presented	Pass

Title

Approve minutes for Monday, July 11, 2011 Worksession and Regular Meeting.



CITY OF GRAND RAPIDS

CITY COUNCIL
CHAMBERS
420 NORTH POKEGAMA
AVE.

Minutes - Final - Draft City Council Work Session

Monday, July 11, 2011

Conference Room 2A

Immediately following the closed session.

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council was held on Monday, July 11, 2011, at 4:32 p.m. following the Closed Session in Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

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

Present 4 - Councilor Dale Christy, Councilor Ed Zabinski, Councilor Joe Chandler, and Councilor Gary McInerney

Absent 1 - Mayor Dale Adams

Discussion Items

2. Itasca Community College 2022

Dr. Mike Johnson, ICC, discusses future plans for the community college in Grand Rapids. Discussed proposed safer access to TH 169 for college by rerouting through a new signaled intersection.

1. Discuss West Range Racing Association issues regarding end time for racing.

Jim Wimmer, West Range Racing Association, presents request for running races beyond 10:00 p.m., on some nights until 11:00 p.m., on specified dates. Although there has been discussion for the racing to have an earlier start time, Mr. Wimmer believes that starting earlier than 7:00 p.m. for the regular race season would not be a solution due to the number of racers traveling from out of town. Mr. Wimmer states that he will make every effort to start earlier on the specified dates requested for racing beyond 10:00 p.m. so they can finish earlier. Council will make allowances but will not authorize the racing to go beyond 10:30 p.m.

3. Discuss 2012 Proposed Budgets for the Police, Fire and Public Works Departments

This item will be discussed at a future meeting.

Other

Discussed issue regarding denial from Planning Commission to recommend rezone

for requested property at old wastewater treatment plant.

ADJOURN

There being no further business, the meeting adjourned at 5:13 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

Monday, July 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 Monday, July 11, 2011 at 5:18 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

5:01 p.m. CALL OF ROLL

Present 4 -

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

Absent 1 -

Mayor Dale Adams

5:02 p.m. MEETING PROTOCOL POLICY

5:03 p.m. PUBLIC FORUM

5:08 p.m. COUNCIL REPORTS

Councilor Christy discusses the WMMPB field trip. All Council members are welcome to attend.

5:10 p.m. APPROVAL OF MINUTES

Approve minutes for Council on June 27, 2011 at 4:49 p.m. Work Session and 5:32 p.m. Regular Meeting.

A motion was made by Councilor Christy, seconded by Councilor Zabinski, to approve the minutes for Monday, June 27, 2011 Worksession and Regular Meetings as presented. The motion carried by the following vote:

Aye 4 -

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

5:11 p.m. CONSENT AGENDA

A motion was made by Councilor Zabinski, seconded by Councilor Christy to

approve the Consent agenda with the addition of item #10a from the regular agenda and the adoption of the following resolutions:

Resolution 11-66 - Donation from Dr. Jess & VFW Post #1720 for Independence Day Fireworks.

Resolution 11-67 - Approve plans & specs & order advertisement for CP 2011-4.

Resolution 11-68 - Donation from Visit Grand Rapids/Governor's Fishing Opener for City entrance signs.

Resolution 11-69 - issuance and sale of bonds.

Resolution 11-70 - Donation of \$500 to Pokegama Golf Course Project from Timothy Aune.

The motion carried by the following vote.

Aye 4 -

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

1. \$150 donation from Dr. Lee Jess and a \$100 donation from the Grand Rapids VFW Post #1720 for the Independence Day Fireworks.
2. Purchase of permanent easements related to CP 2011-4, Horseshoe/Isleview Partial Reconditioning.
3. Request by the Police Department to enter into a Professional Criminal Legal Services Contract with John P. Dimich, Attorney at Law.
4. Authorizing the Mayor and City Administrator to sign the School Liaison Officer Agreement for the 2010-2011 school year.
5. Approve plans and specifications and order the advertisement of bids for CP 2011-4, Horseshoe-Isleview Partial Reconditioning.
6. Accept donation from Visit Grand Rapids/Governor's Fishing Opener for City of Grand Rapids entrance signs.
7. Enter into a contract with Robb Stauber to provide coaching services during the Grand Rapids Goalie Camp at the IRA Civic Center.
8. Temporary Employee
9. Consider approving a Resolution Providing for the Issuance and Sale of Approximately \$3,985,000 City of Grand Rapids, Minnesota (Public Utilities Commission) Taxable General Obligation Wastewater Revenue and Refunding Bonds, Series 2011A; and Approving Demand Charge Agreement Between the City, PUC, and Blandin Paper Company.
10. Consider adopting a resolution accepting a \$500 contribution to the Pokegama Golf Course Project from Timothy Aune.
- 10a. Appoint Robert Drake to the Central School Commission, term to expire March 1, 2014.

5:13 SETTING OF REGULAR AGENDA**p.m.**

A motion was made by Councilor Dale Christy, seconded by Councilor Gary McInerney to approve the regular agenda as amended, moving item #15 to #10a on the Consent Agenda. The motion PASSED by an unanimous vote.

5:14 ACKNOWLEDGE BOARDS & COMMISSIONS**p.m.**

11. Acknowledge minutes for Boards & Commissions.

Acknowledge the following minutes for Boards & Commissions.

April 13, 2011 Park/Rec/Civic Center Board

May 25, 2011 Human Rights Commission

5:15 DEPARTMENT HEAD REPORT**p.m.**

12. Civic Center/Park & Recreation - Dale Anderson

Received and Filed

5:20 ENGINEERING**p.m.**

13. Purchase of Permanent/Temporary easement from the YMCA related to CP 2004-3, 4th Street SW/SE Improvements.

A motion was made by Councilor Christy, seconded by Councilor Zabinski, to purchase a permanent easement from the YMCA related to CP 2004-3. The motion carried by the following vote.

Aye 4 -

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

5:25 ADMINISTRATION DEPARTMENT**p.m.**

14. Consider request by West Range Racing Association to allow racing beyond 10:00 p.m. on dates specified.

Adjustments to requested times as noted.

A motion was made by Councilor Christy, seconded by Councilor McInerney to allow the Grand Rapids Speedway to conduct racing, no later than 10:30 p.m. on the following dates: July 21 & 28, 2011, August 17 & 18, 2011, September 2 & 23, 2011 and allowing for a band to play until 12:00 a.m. the evening of

September 23, 2011 following the last race of the evening. The motion carried by the following vote.

Aye 4 -

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

**5:35 VERIFIED CLAIMS
p.m.**

16. Consider approving the verified claims for the period June 21, 2011 to July 1, 2011 in the total amount of \$766,381.63.

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

Aye 4 -

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

**6:00 Recess for public hearing at 6:00 p.m.
p.m.**

Recess regular meeting at 5:49 p.m. for public hearings scheduled for 6:00 p.m.

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

17. Conduct a Public Hearing to consider adoption of the updated Comprehensive Plan.

Brian Ross of CR Planning presents the proposed Comprehensive Plan for Council review.

A motion by Councilor Zabinski, seconded by Councilor McInerney to open the public hearing for comment. The motion passed by unanimous vote.

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

A motion by Councilor McInerney, seconded by Councilor Christy to close the public hearing. The motion passed by unanimous vote.

18. Consider approving a resolution adopting the updated Comprehensive Plan for the City of Grand Rapids dated July 11, 2011

A motion was made by Councilor Ed Zabinski, seconded by Councilor Dale Christy, to table the approval of the proposed Comprehensive Plan to allow for more review by Council. The motion PASSED by an unanimous vote.

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

There being no further business, the meeting adjourned at 6:45 p.m.

Respectfully submitted:

Kimberly Johnson-Gibeau, City Clerk



CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS
420 NORTH POKEGAMA
AVE.

Legislation Details (With Text)

File #: 11-1667 **Version:** 1 **Name:** Active Living Center MOU
Type: Agenda Item **Status:** Passed
File created: 7/15/2011 **In control:** Administration
On agenda: 7/25/2011 **Final action:** 7/25/2011

Title: Approve Memorandum of Understanding between City of Grand Rapids, Itasca County Family Young Men's Christian Association and ElderCircle and appoint two Council members to serve on the committee.

Sponsors:

Indexes:

Code sections:

Attachments: Active Living Center MOU

Date	Ver.	Action By	Action	Result
7/25/2011	1	City Council	Approved	

Title

Approve Memorandum of Understanding between City of Grand Rapids, Itasca County Family Young Men's Christian Association and ElderCircle and appoint two Council members to serve on the committee.

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding ("MOU") is executed this ____ day of _____, 2011, by the City of Grand Rapids, a Minnesota municipal corporation ("City"), the Itasca County Family Young Men's Christian Association, a Minnesota non-profit corporation ("YMCA"), and ElderCircle, a Minnesota non-profit corporation ("EC").

RECITALS

A. The YMCA is a non-profit organization experienced in the operation and maintenance of recreational facilities.

B. EC is a non-profit organization dedicated to developing and implementing programs and services designed to meet the needs of elderly residents of Itasca County.

C. The City, YMCA and EC desire to explore the feasibility of constructing and establishing a facility upon land owned by the YMCA in order to provide services to the elderly citizens of Itasca County.

D. This MOU is intended to set forth the components of an agreement between the parties to be incorporated into a future, more complete formal agreement. The parties do not intend to create any enforceable legal obligations until a more formal agreement has been executed.

AGREEMENT

1. The parties will establish a representative body comprised of the following: two members from the YMCA, two members from EC, and two members from the City Council. The City Administrator, the Executive Director of the YMCA, and the Executive Director of EC will act as "ex officio" members of the representative body.

2. The representative body will make decisions based on recommendations brought to them from staff and subcommittees concerning constructing and establishing an Active Living Center on land owned and operated by the YMCA, including cost estimates, financing, design and construction of the facility. The role of the representative body is to supervise, finalize and approve decisions regarding the Active Living Center.

3. All decisions of the representative body must be approved by the governing board of the City, YMCA and EC.

4. If in the process of enacting this agreement a fiscal agent becomes necessary, the City will act as the fiscal agent of the parties.

5. This MOU will expire when the facility is issued a certificate of occupancy by the City of Grand Rapids Building Official.

6. It is the specific intention of the City, YMCA and EC that the parties will have no enforceable legal rights or obligations with respect to each other.

CITY OF GRAND RAPIDS

ITASCA COUNTY FAMILY YMCA

By: _____

By: _____

ELDERCIRCLE

By: _____



CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS
420 NORTH POKEGAMA
AVE.

Legislation Details (With Text)

File #: 11-1674 **Version:** 1 **Name:** CP 2011-4 Easement Purchase
Type: Agenda Item **Status:** Consent Agenda
File created: 7/19/2011 **In control:** Engineering
On agenda: 7/25/2011 **Final action:**
Title: Purchase of easements related to CP 2011-4, Horseshoe-Isleview Reconditioning Project.
Sponsors:
Indexes:
Code sections:
Attachments: 7-25-11 Attachment CP 2011-4 Easement Purchases.pdf

Date	Ver.	Action By	Action	Result
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Title

Purchase of easements related to CP 2011-4, Horseshoe-Isleview Reconditioning Project.

Body

Background Information:

The City has finalized plans and specifications for the above referenced project. City staff continues to acquire the necessary easements for the project. Attached is an executed offer letter with Calvary Northern Lights Mission in an amount of \$858.00.

Staff Recommendation:

City staff is recommending the purchase and payment of easement from Calvary Northern Lights Mission in an amount of \$858.00.

Requested City Council Action

Consider the purchase and payment of easement from Calvary Northern Lights Mission in an amount of \$858.00.



CITY OF
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ENGINEERING DEPARTMENT

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

OFFER LETTER

July 8, 2011

Bonnie Carrick, President
Calvary Northern Lights Mission
P.O. Box 56359
North Pole, AL 99705-1359

In reply refer to: Purchasing Easement for construction of Isleview Road Project 2011-4

Dear Ms. Carrick:

The City of Grand Rapids hereby submits to you an offer of **\$ 858.00**, which is the amount of the appraised market value of the above referenced property and/or certain rights therein, as contained in " PUBLIC SERVICE AND INFRASTRUCTURE EASEMENT " attached hereto, disregarding any change in the before value of the property caused by the proposed Isleview Road project.

The City's appraisal of market value is based on appraisals made by the City and/or an independent appraiser. This purchase offer does not prohibit you from donating the land necessary to complete this project.

You will have a reasonable length of time to consider the offer (approximately 30 days). To aid in your decision you may want to secure your own appraisal. The City of Grand Rapids will reimburse you a reasonable amount for that appraisal fee, limited to the amount set by law. Reimbursement cannot be made, however, until after your property is acquired.

Minnesota Law also provides that the owner and/or occupants of the property being acquired will be reimbursed for the actual cost of moving personal property. Certain incidental costs incurred in transferring the title will be paid by the City.


If you decide to accept the City's offer you will be paid upon your providing the City with an executed Public Service and Infrastructure Easement. If the City cannot be vested with good title to the property, or if the offer is unacceptable, the City may acquire said easement in eminent domain proceedings.

Also the City is required to obtain a completed W-9 when it compensates any individual or company more than \$600 in a calendar year. At the end of the year, you will then receive a 1099-S reporting the proceeds you received from the City. You may need to report some of the proceeds on your tax return. Your tax preparer will know what taxes consequences you may have as a result of this income. If you or

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER

your accountant would like to further discuss this information, you should contact Shirley Miller, Finance Director, at 218.326.7616

Also this is not a purchase of this property, only an easement on the land, you still own the land, but the county will reduce the land value to reflect the easement.



This letter is furnished to inform you of procedures and your rights in this acquisition. It is respectfully requested that you acknowledge its receipt by signing the attached copy in the space provided. Signing this acknowledgment does not in any way commit you to an acceptance of the offer.

Sincerely,



By: Patrick Pollard
Engineering Tech.

Receipt is acknowledged or original of this letter, enclosures and attachments mentioned herein.



~~Bonnie Carrick, President~~ YVONNE L. CARRIKER, Sec/Treas
Calvary Northern Lights Mission



CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS
420 NORTH POKEGAMA
AVE.

Legislation Details (With Text)

File #: 11-1676 **Version:** 1 **Name:** CP 2009-11B CO 2 and 3
Type: Agenda Item **Status:** Consent Agenda
File created: 7/19/2011 **In control:** Engineering
On agenda: 7/25/2011 **Final action:**
Title: Change Order 2 and 3 related to CP 2009-11B, Riverfront Energy Center.
Sponsors:
Indexes:
Code sections:
Attachments: 7-25-11 Attachment CP 2009-11B CO 2-3.pdf

Date	Ver.	Action By	Action	Result
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Title

Change Order 2 and 3 related to CP 2009-11B, Riverfront Energy Center.

Body

Background Information:

Change Order 2 reduces the cost of the project by \$3,145.00. This change is due to not being able to install helical piers and converting to a reinforced floating slab.

Change Order 3 increases the cost of the project by \$563.00. This change is due to the addition of a RPZ water valve (check valve) so that the domestic water system is not contaminated by the waste heat stream.

The change orders and supporting documentation are attached.

Staff Recommendation:

City staff is recommending the approval of Change Orders 2 and 3 with Hawk Construction related to CP 2009-11B, Riverfront Energy Center.

Requested City Council Action

Consider the approval of Change Orders 2 and 3 with Hawk Construction related to CP 2009-11B, Riverfront Energy Center.

CHANGE
ORDER
AIA DOCUMENT G701

Distribution to:
OWNER _____
ARCHITECT _____
CONTRACTOR _____
FIELD _____
OTHER _____

PROJECT:
Riverfront Energy
140 NE 2nd Street
Grand Rapids, MN 55744

CHANGE ORDER NUMBER: ^{TWO} One (2)

TO :
Hawk Construction
1833 West Highway #2
Grand Rapids, MN 55744

INITIATION DATE: ^{July 11,} June 2, 2011

ARCHITECT'S PROJECT NO: 083-10/10158

CONTRACT DATE: June 2, 2011
CONTRACT FOR: Complete Construction

You are directed to make the following changes in this Contract:

Response to RFP A1

Support Works	(\$10,000.00)
Casper Construction	\$5,780.00
Climate Makers	\$717.00
<u>HAWK Construction</u>	<u>\$358.00</u>
Total Deduct	(\$3,145.00)

Not valid until signed by both the Owner and Architect.

Signature of the Contractor indicates his agreement herewith, including any adjustment in the Contract Sum or Contract Time.

The original Contract Sum Cost was.....	\$ 457,900.00
Net change by previously authorized Change Orders.....	\$ (18,000.00)
The Contract Sum prior to this Change Order was.....	\$ 439,900.00
The Contract Sum will decreased by this Change Order.....	\$ (3,145.00)
The new Contract Sum including this Change Order will be.....	\$ 436,755.00
The Contract Time will be unchanged by	
The Date of Substantial Completion as of the date of this Change Order therefore is unchanged.	

Authorized:

The Design Group, Inc.
ARCHITECT

Hawk Construction
CONTRACTOR

City of Grand Rapids
OWNER

Address:
1711 East 13th Street
Hibbing, MN 55746

Address:
1833 West Highway #2
Grand Rapids, MN 55744

Address:
420 North Pokegama Avenue
Grand Rapids, MN 55744

By: 

By: 

By: _____

DATE: 7/11/11

DATE: 7/11/11

DATE: _____

COR – Change Order Request Form



Owner: City of Grand Rapids
420 N. Pokegama Ave.
Grand Rapids, MN 55744

COR No.: 12

Project Name: Riverfront Energy

Architect: DSGW Architects
1121 SE 4th Ave.
Grand Rapids, MN 55744

Project No.: 10158

Contractor: HAWK Construction, Inc.
1833 West Hwy. 2
Grand Rapids, MN 55744

Date: 7/6/11

ITEM

Response to RFP A1

Support Works	(\$10,000.00)
Casper Construction	\$5,780.00
Climate Makers	\$717.00
<u>HAWK Construction</u>	<u>\$358.00</u>
Total Deduct	(\$3,145.00)

		Approve	Reject
Owner Signature: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
Architect Signature: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
Contractor Signature: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>

Dan Fillbrandt

From: Charlie Adams [charliea@innovativebasementsystems.com]
Sent: Wednesday, July 06, 2011 12:40 PM
To: 'Dan Fillbrandt'
Subject: RE: Riverfront Energy Center RFP #A-1 - Revisions to Pumphouse Foundations

Dan,
We would be willing to provide a credit of \$10,000.00 for the unused components and their installation costs. That would mean that we would invoice the remaining balance of \$7,414.00. This would be adequate to cover our costs for the piers we attempted to install, labor, mobilization, design and miscellaneous expenses.

If Mr. Gothard and Mr. Udd would like to further discuss the project soils information provided and the pier design with myself and Foundation Supportworks Engineer, Don Deardorff, PE, we would be happy to do so.

Please let me know if you have any questions.

Charlie Adams
Operations Manager
Innovative Foundation SupportWorks
Office 877-365-0097
Cell 701-429-1644
Fax 701-365-0100

From: Dan Fillbrandt [mailto:dfhawk@qwestoffice.net]
Sent: Friday, July 01, 2011 10:15 AM
To: Marty Cole; Marc Dulong; Jody Schushman; L&T Hopkins; Charlie Adams
Subject: FW: Riverfront Energy Center RFP #A-1 - Revisions to Pumphouse Foundations

Please see attached and respond with a proposal if this affects your scope of work.

Thank you,

Dan Fillbrandt
Project Manager
Hawk Construction Inc.
218-327-0069
218-327-1642 fax
dfhawk@qwestoffice.net

From: Greg Granholm [mailto:GGranholm@dsgw.com]
Sent: Friday, July 01, 2011 9:27 AM
To: Dan Fillbrandt
Cc: Ron Edminster; otto@thedgroup.org; Tom Pagel; Mike Rice; Mark Udd; Gothard, Mark; Jessica Panula
Subject: FW: Riverfront Energy Center RFP #A-1 - Revisions to Pumphouse Foundations

Attached are RFP #A-1 and related attachments for the pumphouse portion of the Riverfront Energy Center.

CASPER CONSTRUCTION, INC.

RiverFront Energy Center
RFP #1

Notes

All underground utilities to be brought 5' from building - Mechaical Contractor to take over from there

No insulation, sodding, erosion control or landscaping included to price

No locating or repair of private underground utilities

No bond included

Cutting off of piles by others

Any restoralls by General Contractor

ITEM	UNIT	QTY	MATERIALS		LABOR & EQUIPMENT		SUBCONTRACTORS		BID UNIT	PRICE TOTAL	SUB
			UNIT COST	TOTAL COST	UNIT COST	TOTAL COST	UNIT COST	TOTAL COST			
Common Excavation	CY	115		-	24.00	2,760.00		-	24.00	2,760.00	
Engineered Fill (Sand) LV	CY	70	6.00	420.00	26.00	1,820.00		-	32.00	2,240.00	
Geo Type 5 Fabric	SY	70	2.00	140.00	2.00	140.00		-	4.00	280.00	
Excavate and Backfill Helical Piles	EA	5		-	100.00	500.00		-	100.00	500.00	
TOTALS:				560.00		5,220.00		-		5,780.00	



CLIMATE MAKERS

11075 Thiesse Road Brainerd, MN 56425
Phone (218) 825-0145 or 800-773-9084 Fax (218) 825-0154
www.climate-makers-inc.com marcd@climate-makers-inc.com

Request for Proposal A-1

To: Hawk Construction

Project: **Riverview Energy- Mechanical piping and controls**

RE: **RFP A-1 7/1/2011**

Climate Makers will provide and install as to specification and mechanical plans.

Materials	\$241.50
Rigid 10" dual wall culvert pipe	
Pourable sealant	
Rigid Insulation	

Labor	\$475.00
-------	----------

Total price for the above specified work	\$716.50
------------------------------------------------	-----------------

From: Marc Dulong
Climate Makers
218-825-0145
Cell 218-349-8925

CHANGE
ORDER
AIA DOCUMENT G701

Distribution to:
OWNER —
ARCHITECT —
CONTRACTOR —
FIELD —
OTHER —

PROJECT:
Riverfront Energy
140 NE 2nd Street
Grand Rapids, MN 55744

CHANGE ORDER NUMBER: ~~One~~ **THREE** (3)

TO :
Hawk Construction
1833 West Highway #2
Grand Rapids, MN 55744

July 11,
INITIATION DATE: ~~June 2,~~ 2011

ARCHITECT'S PROJECT NO: 083-10/10158

CONTRACT DATE: June 2, 2011
CONTRACT FOR: Complete Construction

You are directed to make the following changes in this Contract:

Response to RFP M1

Climate Makers	\$512.00
Sub-Total	\$512.00
OH&P	\$51.00
Total ADD	\$563.00

Not valid until signed by both the Owner and Architect.
Signature of the Contractor indicates his agreement herewith, including any adjustment in the Contract Sum or Contract Time.

The original Contract Sum Cost was.....	\$ 457,900.00
Net change by previously authorized Change Orders.....	\$ (21,145.00)
The Contract Sum prior to this Change Order was.....	\$ 436,755.00
The Contract Sum will increase by this Change Order.....	\$ 563.00
The new Contract Sum including this Change Order will be.....	\$ 437,318.00
The Contract Time will be unchanged by	
The Date of Substantial Completion as of the date of this Change Order therefore is unchanged.	

Authorized:

The Design Group, Inc.
ARCHITECT

Hawk Construction
CONTRACTOR

City of Grand Rapids
OWNER

Address:
1711 East 13th Street
Hibbing, MN 55746

Address:
1833 West Highway #2
Grand Rapids, MN 55744

Address:
420 North Pokegama Avenue
Grand Rapids, MN 55744

By: 

By: 

By: _____

DATE: **7/11/11**

DATE: **7/11/11**

DATE: _____

COR – Change Order Request Form



Owner: City of Grand Rapids
420 N. Pokegama Ave.
Grand Rapids, MN 55744

COR No.: 23

Project Name: Riverfront Energy

Architect: DSGW Architects
1121 SE 4th Ave.
Grand Rapids, MN 55744

Project No.: 10158

Contractor: HAWK Construction, Inc.
1833 West Hwy. 2
Grand Rapids, MN 55744

Date: 7/8/11

ITEM

Response to RFP M1

Climate Makers	\$512.00
Sub-Total	\$512.00
OH&P	\$51.00
Total ADD	\$563.00

		Approve	Reject
Owner Signature: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
Architect Signature: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
Contractor Signature: _____	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>



CLIMATE MAKERS

11075 Thiesse Road Brainerd, MN 56425
Phone (218) 825-0145 or 800-773-9084 Fax (218) 825-0154
www.climate makersinc.com marcd@climate makersinc.com

Request for Proposal M-1

To: Hawk Construction

Project: **Riverview Energy- Mechanical piping and controls**

RE: **RFP M-1 7/7/2011**

Climate Makers will provide and install as to specification and mechanical plans.

Materials	\$369.00
Series 009-QT RPZ	
Misc. Fittings	

Labor	\$142.50
-------	----------

Total price for the above specified work**\$511.50**

From: Marc Dulong
 Climate Makers
 218-825-0145
Cell 218-349-8925



CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS
420 NORTH POKEGAMA
AVE.

Legislation Details (With Text)

File #: 11-1677 **Version:** 1 **Name:** CP 2003-6 CO 3
Type: Agenda Item **Status:** Consent Agenda
File created: 7/19/2011 **In control:** Engineering
On agenda: 7/25/2011 **Final action:**
Title: Change Order 3 related to CP 2003-6, 3rd Avenue NE Rail Crossing Improvements/Closures.

Sponsors:

Indexes:

Code sections:

Attachments: [7-25-11 Attachment CP 2003-6 CO 3.pdf](#)

Date	Ver.	Action By	Action	Result
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Title

Change Order 3 related to CP 2003-6, 3rd Avenue NE Rail Crossing Improvements/Closures.

Body

Background Information:

Change Order 3 changes the substantial completion date from June 30, 2011, to July 15, 2011. There is no cost related to this change order.

The Change Order is attached.

Staff Recommendation:

City staff is recommending the approval of Change Order 3 with Hammerlund Construction.

Requested City Council Action

Consider the approval of Change Order 3 with Hammerlund Construction.

STATE AID FOR LOCAL TRANSPORTATION
CHANGE ORDER

6/30/11

Page 1 of 1

City of Grand Rapids

Change Order No. 3

FEDERAL PROJECT NO. RRS 3110 (008)	STATE AID PROJECT NO. 129-109-03, 129-141-02	LOCAL PROJECT NO. 2003-6	CONTRACT NO.	
CONTRACTOR NAME Hammerlund Construction	ADDRESS 3201 West Highway 2	CITY Grand Rapids	STATE MN	ZIP 55744
LOCATION OF WORK: 3 rd Avenue NE – (3 rd Street NE to Canal Street)		TOTAL CHANGE ORDER AMOUNT \$0.00		

In accordance with the terms of this Contract, the substantial and final completion dates are amended as altered by the following provisions.

At the direction of the Project Engineer, several work items have been added through the project including:

- Removal and replacement of sidewalk and curb in front of A&A Plumbing at the direction of the Engineer (Sta. 205+00)
- Removal and replacement of concrete driveway apron in front of Alpine Apartments at the direction of the Engineer (Sta. 201+00)
- Change in the location of the depressed curb for the pedestrian ramps after they were installed at the intersection of Canal St. and 5th Ave NE (Sta. 301+20)
- Additional topsoiling and seeding on the north side of 3rd St NE, south of the BNSF railroad tracks (Sta. 301+00 – 307+50)
- The additional sidewalk off of the end of Canal St (north of the stormwater pond), out to 7th Ave NE (Sta. 401+00 – 403+80)

The Engineer has determined that the completion dates must be changed to reflect the above-described additional work. Therefore, the substantial completion date is hereby changed to July 15, 2011, and the final completion date is changed to July 30, 2011.

Approved by Project Engineer: <u>[Signature]</u>	Approved by Contractor: <u>[Signature]</u>
Print Name: <u>Tom Pagel</u>	Print Name: <u>Dominic Ellison</u>
Date: <u>6/30/11</u> Phone: 218.326.7626	Date: <u>7/7/11</u> Phone: 218.326.1881

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: <input type="checkbox"/> Federal Funding <input checked="" type="checkbox"/> State Aid Funding <input type="checkbox"/> Local funds
District State Aid Engineer: _____ Date: _____



CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS
420 NORTH POKEGAMA
AVE.

Legislation Details (With Text)

File #: 11-1678 **Version:** 1 **Name:** Temporary Part Time Employee
Type: Agenda Item **Status:** Consent Agenda
File created: 7/19/2011 **In control:** Civic Center, Parks & Recreation
On agenda: 7/25/2011 **Final action:**
Title: Consider approving the hiring of the part time employee with the Grand Rapids Park and Recreation Department.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Title

Consider approving the hiring of the part time employee with the Grand Rapids Park and Recreation Department.

Body

Background Information:

The following is a position with the Grand Rapids Park and Recreation Department and is part of the 2011 Programming Budget.

Megan Ritter Various Part Time Positions Hourly Range: \$7.25 to \$10.00 per hour

Staff Recommendation:

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

Requested City Council Action

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



CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS
420 NORTH POKEGAMA
AVE.

Legislation Details (With Text)

File #: 11-1679 **Version:** 1 **Name:** CP 2004-2B CO 5
Type: Agenda Item **Status:** Consent Agenda
File created: 7/19/2011 **In control:** Engineering
On agenda: 7/25/2011 **Final action:**
Title: Change Order 5 related to CP 2004-2B, TH 169 Multi Use Trail.
Sponsors:
Indexes:
Code sections:
Attachments: 7-25-11 Attachment CP 2004-2B CO 5.pdf

Date	Ver.	Action By	Action	Result
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Title

Change Order 5 related to CP 2004-2B, TH 169 Multi Use Trail.

Body

Background Information:

Change Order 5 changes the substantial completion date on the above referenced project from June 30, 2011, to July 15, 2011. There is no cost related to this change order.

The change order is attached.

Staff Recommendation:

City staff is recommending the approval of Change Order 5 with Hammerlund Construction extending the substantial completion date to July 15, 2011.

Requested City Council Action

Consider the approval of Change Order 5 with Hammerlund Construction extending the substantial completion date to July 15, 2011.

STATE AID FOR LOCAL TRANSPORTATION
CHANGE ORDER

6/30/11

Page 1 of 1

City of Grand Rapids

Change Order No. 5

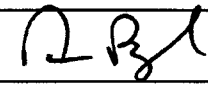
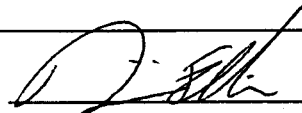
FEDERAL PROJECT NO. TEAX 3110 (231)	STATE AID PROJECT NO. 129-090-03	LOCAL PROJECT NO. 2004-2B	CONTRACT NO.	
CONTRACTOR NAME Hammerlund Construction	ADDRESS 3201 West Highway 2	CITY Grand Rapids	STATE MN	ZIP 55744
LOCATION OF WORK: TH 169 Multi-use Trail Phase 2		TOTAL CHANGE ORDER AMOUNT \$0.00		

In accordance with the terms of this Contract, the substantial and final completion dates are amended as altered by the following provisions.

At the direction of the Project Engineer, several work items have been added through the project including:

- Significant additional subgrade excavation along 2nd St NE due to unforeseen unsuitable soils (Sta. 61+50 – 65+00)
- Installation of drain tile and removal/reinstallation of a culvert due to unforeseen high groundwater issues adjacent to the east side of the Horn Bridge (Sta. 39+50)
- Reconstruction of the driveways into the Moose Club to better facilitate traffic (Sta. 72+50)
- Removal and reconstruction of an unknown buried irrigation line near the Sports Complex (Sta. 115+00 – 117+00)
- Two additional pedestrian ramps and sidewalk adjacent to 2nd St NE (Sta. 62+00)

The Engineer has determined that the completion dates must be changed to reflect the above-described additional work. Therefore, the substantial completion date is hereby changed to July 15, 2011, and the final completion date is changed to July 29, 2011.

Approved by Project Engineer: 	Approved by Contractor: 
Print Name: <u>Tom Pagel</u>	Print Name: <u>Dominic Ellison</u>
Date: <u>6/30/11</u> Phone: 218.326.7626	Date: <u>7/7/11</u> Phone: 218.326.1881

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: <input checked="" type="checkbox"/> Federal Funding <input checked="" type="checkbox"/> State Aid Funding <input checked="" type="checkbox"/> Local funds	
District State Aid Engineer: _____	Date: _____



CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS
420 NORTH POKEGAMA
AVE.

Legislation Details (With Text)

File #: 11-1683 **Version:** 1 **Name:** Fire Department "Fill the Boot" Campaign
Type: Agenda Item **Status:** Consent Agenda
File created: 7/20/2011 **In control:** Fire
On agenda: 7/25/2011 **Final action:**
Title: Allow the Fire Department to Conduct a "Fill the Boot" Campaign
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Title

Allow the Fire Department to Conduct a "Fill the Boot" Campaign

Body

Background Information:

Fill-the-Boot is a tradition that began in 1954. Since that humble beginning, fire fighters' boots across the country have overflowed with coins and cash totaling more than \$450 million. Firefighters are committed to support the Muscular Dystrophy Association "until the day neuromuscular diseases are eliminated." MDA is a voluntary health agency that works in each local community to help children and adults who are affected by any of 42 neuromuscular diseases covered by MDA's comprehensive medical services and research programs. MDA receives no government funding and charges no fees to those served by the Association. The programs are funded almost entirely by individual, private contributions.

A successful Fill the Boot follows these guidelines:

- 3 consecutive weekdays are chosen
- FTB will occur for at least 4 hours each day during the morning or afternoon rush hour
- intersection corners are staffed with 3-4 firefighters each and are chosen based on speed limit, stop lights, and easy access for their rigs
- Dates for the event will be set by the department and Fire Chief
- The Fill the Boot event should be THE event during the dates chosen - avoid choosing dates when other major events or festivals are occurring. This will ensure that the media and the entire community can focus on your event. It also ensures that you are meeting and shaking hands with your local community members
- MDA will seek media coverage and a proclamation from the mayor declaring the week of your event Firefighter Appreciation Week.
- The #1 focus of the event is not fundraising for MDA, but rather heightened public awareness of who our firefighters are and increased interaction between local firefighters and the community they serve. The MDA FTB just gives us a platform to encourage teamwork and community support among the firefighters.

The members of the Grand Rapids Fire Department have determined that August 25 - 27, 2011, from 2:00 pm - 6:00 pm each day would be the best time for them to host this event. The location has been identified as the intersection of Pokégama Avenue South and 10th Street, and Grand Rapids State Bank has agreed to allow for us to park our Tower #119 in their parking lot for increased visibility of the department and this event.

Staff Recommendation:

[Enter Recommendation Here]

Requested City Council Action

Consider allowing the Grand Rapids Fire Department to conduct the "Fill the Boot" campaign for Muscular Dystrophy on August 25 - 27, 2011 from 2 - 6 pm each day.



CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS
420 NORTH POKEGAMA
AVE.

Legislation Details (With Text)

File #: 11-1682 **Version:** 1 **Name:** Board & Commission Minutes
Type: Agenda Item **Status:** Acknowledge
File created: 7/20/2011 **In control:** Administration
On agenda: 7/25/2011 **Final action:**
Title: Acknowledge minutes for Boards & Commissions.
Sponsors:

Indexes:

Code sections:

Attachments: [July 12, 2011 Civil Service](#)
[June 8, 2011 Library Board](#)
[June 15, 2011 Airport Worksession](#)
[June 15, 2011 Airport Regular Meeting](#)
[June 21, 2011 Golf Board Minutes](#)
[June 16, 2011 Central School Minutes](#)
[June 15, 2011 HRA Minutes](#)

Date	Ver.	Action By	Action	Result
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Title

Acknowledge minutes for 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 splendidly. The hiring of an officer is still on hold as there are no conclusions, in addition to questions regarding a part-time person, the union and what's allowable.

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 AREA LIBRARY BOARD
REGULAR MONTHLY MEETING
GRAND RAPIDS AREA LIBRARY
JUNE 8, 2011
5:00PM

Members present: Jemma Baker, Shannon Benolken, Vicky Harding, Gina Hawkinson,
Dennis Jerome, Max Peters, John Soll, Cheryl Stephens

Non-Members present: Marcia Anderson- Director, Wendy Roy Executive Director of GRACF

Members Absent: Abby Kuschel

Meeting called to order at 5:02 pm by Gina Hawkinson

- A. Agenda- Move MN Community Endowment Fund discussion with Wendy Roy to beginning of meeting. Shannon Benolken made a motion; second by John Soll to approve the Agenda as presented. Motion carried.
 - a. Wendy handed out deferred gift spreadsheet with donations to the GR Library. Roll call voted taken to move the endowment from the MN Foundation to the Grand Rapids Area Community Foundation. 8 Ayes, 0 Nays
- B. Approval of Minutes- Dennis Jerome made a motion to approve the Minutes of May 11, 2011. Motion carried; second by Cheryl Stephens. Motion carried .
- C. Communications-
 - a. Marcia will email members the Library Department Head Report.
- D. Financial Report- Roll call vote taken to approve the financial report as submitted - 8 AYES, 0 NAYS, with a quorum present the motion carried unanimously.

INVOICES DUE ON/BEFORE 06/08/2011

5 STAR PEST CONTROL	\$485.00
SALLY ALLEMAN	\$2,487.66
AMAZON.COM	\$54.94
AMERIPRIDE LINEN & APPAREL	\$35.26
ARROWHEAD LIBRARY SYSTEM	\$166.71
BAKER & TAYLOR, INC	\$2,304.54
BURGRAF'S ACE HARDWARE INC	\$11.48
CDW GOVERNMENT INC	\$786.07
CONSUMER REPORT BOOKS	\$36.47
COLEHARDWARE INC	\$15.97
COMPUTER ENTERPRISES	\$2,499.95
CONNECTING POINT TECHNOLOGIES	\$7,100.00
CUB FOOD STORE #9036	\$32.29
D.C.R. COMMUNICATIONS INC.	\$30.00

DEMCO	\$85.04
FRAME UP	\$15.00
GALE	\$47.24
CITY OF GRAND RAPIDS	\$1,687.50
BONNIE HENRIKSEN	\$101.99
INVEST EARLY PROJECT	\$255.00
DARLA KIRWIN	\$51.70
LEXIS NEXIS MATTHEW BENDER	\$120.56
MINUTEMAN PRESS	\$60.00
NARDINI FIRE EQUIPMENT CO. INC	\$96.00
NORTHERN BUSINESS PRODUCTS INC	\$602.50
PERSONNEL DYNAMICS, LLC	\$218.76
PIZZA WORKS	\$17.23
RAPIDS PLUMBING & HEATING INC	\$101.00
RECORDED BOOKS	\$33.00
SCHOOL DISTRICT #318	\$174.00
SIM SUPPLY INC	\$206.55
THE VILLIAGE BOOKSTORE	\$190.10
XEROX CORPORATION	\$21.03
ANN MARKUSEN	\$56.10
SAM MILTICH QUARTET	\$400.00
DEB CLEVEN	\$70.00
DEAN KLINKENBURG	\$100.00
TOTAL	\$20,756.64

CHECKS ISSUED FOR PRIOR APPROVAL

BLUE CROSS & BLUE SHEILD OF MN	
GRAND RAPIDS CITY PAYROLL	\$3,887.50
MINNESOTA ENERGY RESOURCES	\$7,036.05
PAUL BUNYAN TELEPHONE	\$2,950.05
P.U.C.	\$244.25
WILLIAM RICHTER	\$2,904.99
TDS METROCOM	\$94.86
VERIZON WIRELESS	\$230.74
VISA	\$74.51
WASTE MANAGEMENT	\$217.00
	\$98.69
TOTAL PRIOR APPROVAL	\$17,738.64
TOTAL ALL DEPARTMENTS	\$38,495.28

- E. Staff Report- Full Board Discussion on Staff Report
 - a. Alternative Energy Project- Grant request for MN Energy to help out, possible rebate for energy costs. Ron Edminster is talking to MN Energy & WI Public Service
 - b. Computer use- Ordering 2 fewer new computers
- F. Old Business- None
- G. New Business- Roll call vote taken to approve the Consent Agenda, including bills, contract and donations as submitted. - 8 AYES, 0 NAYS. Motion carried unanimously.
 - a. Consent Agenda

- i. Late Bills- Mike Russell- Carpet Cleaning \$600.00
 - ii. Contracts- Holm, August 4, Yoga as Muse, \$150 Honorarium; Klinkenburg, June 27, Miss Valley Traveler, \$100 Honorarium
- b. Regular Agenda
 - i. Review strategic planning update and action plan.

Gina Hawkinson adjourned meeting at 5:51 pm.

GRAND RAPIDS/ITASCA COUNTY AIRPORT COMMISSION

June 15, 2011, Work Session

Grand Rapids City Council Chambers

Commissioners present were Gary McNerney, Bob Ward, Derek Hawkinson, Jim Johnson, Vincent Ritmiller, Tim George, and Jim Johnson. Others present were Matt Romanik, Acting Airport Manager, Chad Sterle, Attorney, and June Johnson, Recording Secretary.

Chairperson Derek Hawkinson called the meeting to order at 6:00 PM.

Agenda Item 1: Discuss Private Land Lease – There are currently three different forms of the land lease for private hangar owners. A discussion was had on the leases, differences, lengths of time in effect, and value. There are nine lease holders – seven leases expire in 2053, one in 2056, and one in 2033.

The goal is to have one lease for all that is mutually beneficial to the airport and to the lease holder.

Meeting adjourned at 6:59 PM.

June Johnson
Recording Secretary

GRAND RAPIDS/ITASCA COUNTY AIRPORT COMMISSION

June 15, 2011, Regular Meeting Minutes

Grand Rapids City Council Chambers

Commissioners present were Gary McInerney, Bob Ward, Derek Hawkinson, Vincent Rittmiller, and Jim Johnson. Others present were Matt Romanik, Acting Airport Manager, and June Johnson, Recording Secretary.

Chairperson Derek Hawkinson called the meeting to order at 7:05 PM.

Jim Johnson moved to approve the minutes from the May 11, 2011, meeting. Motion seconded by Gary McInerney and carried.

Tim George moved to approve the following bills for payment:

Aitkin Implement	291.01
Blue Cross	176.75
Delta Dental	11.78
Edwards Oil	55.15
Gartner Refrigeration	1,073.10
City of Grand Rapids	722.50
City Payroll	4,358.15
Hali-Brite	281.67
L & M Supply	172.20
MN Energy Resources	681.82
MN Dept. of Transportation	2,126.00
Northern Business Products	438.56
Operating Engineers	275.00
Pioneer Mutual Life	2.56
Light Bills	1,494.68
Rapids Plumbing	50.50
Matt Romanik	175.00
Sterle Law office	845.00
TKDA	1,176.44
TDS Metrocom	130.07
Verizon	34.41
Visa	438.44
Waste Management	62.26
Jeff Erik Wilson	1,303.00
 TOTAL ALL VENDORS	 \$ 16,376.05

Motion seconded by Bob Ward. Roll call vote: Voting Yes: Gary McInerney, Tim George, Jim Johnson, Vincent Rittmiller, Bob Ward, and Derek Hawkinson. Voting no: None. Motion carried.

Shirley Miller will be at the meeting next month to update the commission on the 2nd quarter financials. We are currently at 51% of revenue and 53% of expenses.

Staff Report: Wildlife continues to be an issue at the airport. Two taxiway and three runways lights were replaced. TKDA did survey work for our project to eliminate the displaced threshold. They are waiting for the ground to dry up before removing the vines along the fence. Mowing and trimming is in full swing. The 2002 Chevy Pickup was in for maintenance.

Commission Reports: Rusty Eichorn awarded the Andy Hannula Aviation Scholarships to Antonio VanReese Jasso and Duston Schulte and the Keith Newstrom Memorial Scholarship to Cory Moran. Jim Johnson reminded everyone of the Father's Day Breakfast at the Airport.

Setting of Agenda: Bob Ward moved to approve the agenda as printed. Motion seconded by Vincent Rittmiller and carried.

Public Comment: Dick Garbarkewitz reminded people that not only is the Civil Air Patrol Breakfast but EAA is giving airplane rides on Saturday before Father's Day. Trish Klein introduced herself to the commission. She is the new Itasca County Administrator.

Agenda Item 8a: Consent Item for Commission Action – Jim Johnson moved to approve the lease of T10-5 to Craig Burggraf and authorize the chair and member to sign all necessary papers. Motion seconded by Bob Ward and carried.

Agenda Item 9a: ACAR Auto Rental's Maintenance Building Lease – Tim George moved to authorize the Airport Commission Chair and Secretary to sign an amended lease with ACAR Auto Rental for office space at a rate of \$100 per month. Motion seconded by Gary McInerney and carried.

Agenda Item 9b: Regular Meeting Date and Time – Bob Ward moved to establish the second Tuesday evening of the month at 7:00 PM as the regular meeting time for the Airport Commission. Motion seconded by Vincent Rittmiller and carried. There was no change in the location.

The next meeting will be July 12, 2001, at 7:00 PM. A work session will be held at 6 PM before the regular meeting. Meeting adjourned at 7:35 PM.

June Johnson
Recording Secretary

GRAND RAPIDS GOLF COURSE BOARD
REGULAR MONTHLY MEETING
June 21, 2011
7:00 AM

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

Absent: None

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

- I. The meeting was called to order by Pat Pollard, Chair.
- II. Kelly Hain made a motion to accept the minutes of the May 17, 2011 Board meeting. Steve Forneris seconded the motion. The motion passed.
- III. Consideration of Monthly Bills

Steve Forneris made a motion to approve the bill list.

AMERIPRIDE LINEN & APPAREL	45.12
BLUE CROSS & BLUE SHIELD OF MN	1,237.00
BURGGRAF'S ACE HARDWARE INC	781.00
ROBERT CAHILL	226.00
CENTRAL LANDSCAPE SUPPLY	67.33
CHAMBER OF COMMERCE	100.00
CITY OF COHASSET	189.08
COHASSET CONCRETE PRODUCTS	417.03
COLE HARDWARE INC	97.99
DELTA DENTAL OF MINNESOTA	101.45
DRAPERIES PLUS FLOORIN	640.18
ECHO PUBLISHING & PRINTING	150.00
FASTENAL COMPANY	9.41
GPS TECHNOLOGIES INC	414.65
GOLF MINNESOTA	195.00
CITY OF GRAND RAPIDS	26,890.24
GRAND RAPIDS CITY PAYROLL	27,554.99
GRAND RAPIDS NEWSPAPERS INC	179.00
GRAND RAPIDS STATE BANK	1,757.36
HAMMERLUND CONSTRUCTION INC	329.00
HELENA CHEMICAL COMPANY	3,293.47
HIBBING DAILY & SUNDAY TRIBUNE	45.00
ITASCA COUNTY FARM SERVICE	45.62
JOHNSONS TYPEWRITER INC	231.00
L&M SUPPLY	154.02
MINNESOTA SALES & USE TAX	5,495.46
MINNESOTA TORO	1,513.38
NARDINI FIRE EQUIPMENT CO. INC	184.20
NORD AUTO PARTS	11.73
NORTHERN SAFETY CO. INC.	90.50
PHOTO EXPRESS	307.80
PIONEER MUTUAL LIFE INS CO	4.10

PRECISION SMALL ENGINE CO INC	386.96
PRESTO PRINT	43.39
NORTHERN MN WATER COND DBA	40.60
RAPID PEST CONTROL INC	315.28
RIVER ROAD GREENHOUSE	397.58
SANDSTROM COMPANY INC	174.39
WILLIAM J SCHWARTZ & SON'S	721.41
SIM SUPPLY INC	115.29
STANGEL STUMP GRINDING	641.26
STOKES PRINTING COMPANY	94.08
SUPERIOR GOLF CARS	1,509.79
SUPERIOR TURF SERVICES INC	7,367.29
TDS Metrocom	313.83
TESSMAN SEED COMPANY	3,780.70
PLACKNER TREE CARE INC	800.00
VERIZON WIRELESS	39.15
TOTAL ALL VENDORS:	89,499.11

Kelly Hain seconded the motion. The motion was passed. Jeff Ericson made a motion to pay an additional bill to Hawkinson for paving work completed, total \$14,380.00. Steve Forneris seconded the motion. The motion was passed. Kelly Hain made a motion to pay two additional bills to Pokegama Electric for electrical work completed, total \$914.40. Steve Forneris seconded the motion. The motion was passed.

IV. Visitors: Dale Adams

V. Grounds Superintendent – Steve Ross reported. The new cart path on #2 has been completed by Hawkinson and just some landscaping work remains to be done. A cart washing station will be built near the ball washer at the north end of the carts. One of the greens mowers will be fixed soon which will allow a little better maintenance of the greens.

VI. Concessions Report – Stewart Bastian reported. Stewart has replaced two pieces of equipment in the kitchen and Bob Cahill will ask the Council for permission to either sell or trade in this equipment.

VII. Director of Golf – Bob Cahill reported. Revenue is down a little this spring, mostly due to poor weather. June has picked up a little and some large groups have helped. The new carts are being adjusted so that the top speed will be reduced.

VIII. Old Business – None

IX. New Business – None

X. Correspondence and Open Discussion – None

XI. Kelly Hain made a motion to adjourn the meeting. Steve Forneris seconded the motion. The motion passed.

Respectfully Submitted,

Larry O'Brien
Recording Secretary

**CENTRAL SCHOOL COMMISSION
THURSDAY, JUNE 16, 2011
CONFERENCE ROOM 2B, CITY HALL
GRAND RAPIDS, MINNESOTA
AT 9:00 A.M.**

CALL TO ORDER:

Pursuant to due notice and call thereof, a regular meeting of the Central School Commission was held Thursday, June 16, 2011 at 9:00 a.m., at Grand Rapids City Hall, Conference Room 2B, City Hall, Grand Rapids, Minnesota.

CALL OF ROLL:

On a Call of Roll, the following members were present: Commission Chair Denny Brown, Commissioners: Jean Halverson, Trudy Hasbargen, Dale LaRoque, Linda VanArkel and Jeff Wartchow. Absent: None.

Staff present: Finance Director Shirley Miller

Others present: Building Manager, Tom Schmoll.

The meeting was called to order at 8:59 a.m.

MOTION BY COMMISSIONER VAN ARKEL, SECOND BY COMMISSIONER HASBARGEN TO ADD BUD STONE, PRESIDENT OF GRAND RAPIDS CHAMBER OF COMMERCE TO THE AGENDA AFTER PAYMENT OF BILLS. The following voted in favor thereof: VanArkel, Hasbargen, Brown, Halverson, LaRoque and Wartchow. Opposed: None, motion carried.

APPROVAL OF MINUTES: May 19, 2011 regular meeting

MOTION BY COMMISSIONER VAN ARKEL, SECOND BY COMMISSIONER HALVERSON TO APPROVE THE MINUTES OF MAY 19, 2011 REGULAR MEETING AS PRESENTED. The following voted in favor thereof: VanArkel, Halverson, Brown, Hasbargen, LaRoque and Wartchow. Opposed: None, motion carried.

APPROVE PAYMENT OF BILLS:

MOTION BY COMMISSIONER VAN ARKEL, SECOND BY COMMISSIONER WARTCHOW TO APPROVE THE PAYMENT OF CLAIMS DUE ON OR BEFORE 06/16/2011 IN THE AMOUNT OF \$5,592.45 AS PRESENTED:

AmeriPride Linen	\$ 98.18	Anderson Glass	\$ 160.00
Burggraf's Ace Hardware	34.64	Cole Hardware Inc.	12.80
Deer River Hired Hands	16.00	Filthy Clean	1,251.56

LAMAR Companies	700.00	MN Energy Resources	1,481.28
Occupational Dev't. Ctr.	69.47	Paul Bunyan Telephone	74.92
PUC	1,124.99	Qwest	45.88
Rapids Pest Control	61.45	Rapids Electric Inc.	70.41
Rapids Plumbing & Heating	50.50	SIM Supply Inc.	50.62
Waste Management	289.75		

During the discussion, it was noted the LAMAR invoice was for the Old Central School billboard on Highway 169.

The following voted in favor thereof: VanArkel, Wartchow, Brown, Halverson, Hasbargen and LaRoque. Opposed: None, motion carried.

**GUEST: Bud Stone, President
Grand Rapids Chamber of Commerce.**

Mr. Stone stated he wanted to present ideas to the Commission and ask for their feedback before the Chamber board meeting. The Chamber of Commerce currently leases the Depot and is considering moving the Chamber of Commerce and the People Commons 501C Non-Profit to the Old Central School. They are currently interested in the space vacated by Uncle Bill's and would remodel the space at no charge to the Commission. They are also interested in the Northwest corner room in the lower level as a board room for meetings for non-profits. Mr. Stone stated they could move their present conference table and chairs and possibly a projector into the room to be a board room. Benefits to the Commission would be:

- Solid renter for several years
- The Chamber brings in approximately 7,000 people per year into their office/building.
- The Chamber would be main user of the board meeting room on the lower level and could be shared by other non-profits; they could pay partial rent or Chamber would pay full rent and charge other non-profits \$25 to recoup some of the board room rent.
- The Chamber would move the Information Center over to Old Central School along walls near present business brochure racks. They would manage the Chamber member brochures and Old Central School would continue to manage other business brochures.
- Tenants could refer customers to Chamber brochures when asked for information.

Commissioners were favorable to the idea. Finance Director Miller will email Mr. Stone rent prices and estimates of the total cost of lease package, including estimated taxes, etc.

BUILDING MAINTENANCE REPORT:

Building Maintenance Manager Edminster was not present to report but Building Manager Schmoll stated we are waiting to receive a few bases to finish the lights. Commissioner/Tenant VanArkel reported the lights are not as bright as needed. Building Maintenance Manager Edminster is aware of the problem.

OLD BUSINESS:

City Task Force Update:

The City Task Force wanted the Commission to approve the RFP as approved by the City Council; therefore after a brief discussion, the following motion was made:

MOTION BY COMMISSIONER WARTCHOW, SECOND BY COMMISSIONER VANARKEL TO APPROVE THE RFP FOR THE CENTRAL SCHOOL GREAT SPACE GIVEAWAY CONTEST AS PRESENTED.

During the discussion period after the motion, the one-year rent free proposal with a three-year lease was discussed. The Commission will subsidize the rent for one year, excluding property taxes and liability insurance and the next two years the tenant will pay the rent to the Commission as well as pay property taxes and liability insurance. There could be a total of two Grand Prizes. After discussion, the following vote was taken:

The following voted in favor thereof: Wartchow, VanArkel, Brown, Halverson, Hasbargen and LaRoque. Opposed: None, motion carried.

A second question was raised regarding what the Central School Commission would be willing to give towards the Give Away, such as cost of advertising. The Grand Rapids Economic Development Authority has committed to a \$5,000 loan and the Itasca Economic Development Corporation will donate any of their work for free. It was the consensus of the Commission that they are already contributing one year free rent to the endeavor.

Update on Associate State Architect, Linda Pate's Visit.

Commission Chair Brown, Finance Director Miller and Building Manager Schmoll stated the Associate State Architect gave a favorable report to the Central School Commission and City Task Force. As long as they preserve the integrity of the building and do not alter the exterior, and follow building codes they may basically do as they please as long as they are not using Historical Society funds. The restaurant may go on the third floor and put venting in according to building codes on either the third floor or Uncle Bill's old space. All plans must first be approved by the Central School Commission.

Update on key duplication:

Building Manager Schmoll stated he had 25 keys made for the exterior doors which were rekeyed last week. He ordered another 10 keys to be made this week. All keys in the key box are up-to-date. In order to have a master key for tenant doors, all doors would need to have all cylinders replaced which is not cost effective.

Commissioner VanArkel left the meeting at 9:58 a.m.

Discuss painting stairway:

Finance Director Miller reported on the current budget and 2011 projected expenditures. Chair Brown reported the State Historical Society grant will not cover painting. Commissioners decided to postpone painting until the status of the RFP and tenant occupation.

NEW BUSINESS:

- Commissioner LaRoque stated he approves of the new billboard. Commissioner Hasbargen stated they would like to reserve the first billboard for next year which is more visual to traffic. She will relay the information to Commissioner VanArkel.

MANAGEMENT REPORT:

Building Manager Schmoll distributed the June 2011 Manager's Report and briefly reviewed it. He stated he would need to custom order a "No Dogs Allowed Except for Service Dogs" sign which would be expensive. He did purchase "No Solicitors" signs and posted them on the doors. Please refer to Building Manager Schmoll's report for further details.

Commissioner Hasbargen reported a male suddenly appearing to three female tenants at different times and days without a sound of doors opening and closing or footsteps being heard. She believes Commissioner VanArkel notified the Grand Rapids Police Department.

The next regularly scheduled meeting will be July 21, 2011 at 9:00 a.m. unless otherwise noted.

There being no further business, the following motion was made to adjourn:

MOTION BY COMMISSIONER WARTCHOW, SECOND BY COMMISSIONER HALVERSON, TO ADJOURN THE MEETING AT 10:13 A.M. The following voted in favor thereof: Wartchow, Halverson, Brown, Hasbargen and LaRoque. Opposed: None, motion carried.

Respectfully submitted,

Dawn Schaefer, Recorder

**THE HOUSING AND REDEVELOPMENT AUTHORITY
OF GRAND RAPIDS, MN
REGULAR MEETING June 15, 2011**

CALL TO ORDER

Pursuant to due notice and call thereof, a Regular Meeting of the Housing and Redevelopment Authority of Grand Rapids was called to order by Chairperson Sanderson, at 4:05 p.m. in the Community Room, located at 411 NW 7th Street, Grand Rapids, MN.

CALL OF ROLL

On a Call of Roll the following Grand Rapids HRA Commissioners were present:
Commissioner Barb Sanderson - Commissioner Joe Chandler - Commissioner Len Salmela
Commissioner Marilyn Rossman – Commissioner Chris Henrichsen – Commissioner
Justin Eichorn

Absent: Commissioner Pam Omersa

HRA: Executive Director Jerry Culliton

PUBLIC FORUM

None

APPROVAL OF MINUTES

Commissioner Salmela made a motion to approve the Regular meeting minutes of May 18, 2011 with two type printed corrections; page one reading Commissioner Marilyn Rossman and page 2 the word prices. Seconded by Commissioner Chandler. Voting Aye, all.
Motion carried.

FINANCIAL REPORTS

There were no financial reports to be presented at the meeting.

APPROVAL OF VERIFIED CLAIMS

Commissioner Eichorn made a motion to approve the Public Housing and Crystal Lake verified claims in the amount of \$44,916.40 along with a Luke Carlson invoice in the amount of \$300, an invoice to Kyle Jacobson in the amount of \$650 and Burggraft's Ace Hardware in the amount of \$51.73. Seconded by Commissioner Chandler. Voting Aye, all. Motion carried. Commissioner Eichorn made a motion to approve the Pooled Housing verified claims in the amount of \$35,027.06. Seconded by Commissioner Chandler. Voting Aye, all. Motion carried.

PUBLIC HOUSING REPORT

Director Culliton presented a report stating; we are 100 % occupied with waiting lists, operations are normal and routine at both buildings.

CRYSTAL LAKE HOUSING REPORT

Director Culliton gave a report that the construction was proceeding as expected, the roofing is now completed, people are now moving into the renovated apartments and will now be doing building by building for the renovations. Commissioner Chandler also addressed the Board on some of the change orders that had taken place which were signed by himself, and approved, as well going through the pay order submissions.

CONSIDER BIDS FOR RETAINING WALL

There were no bids to be considered they were not received in time for the meeting and they will be place upon the July agenda for consideration by the Board

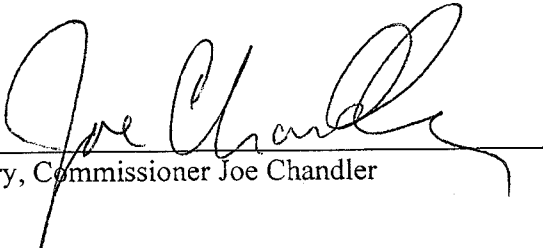
POOLED HOUSING REPORT

Director Culliton presented a report stating; that we are 100 % occupied with waiting lists at both buildings, caretakers Terri and Jeff Lane have done the painting of the upper decks upon the rental of a herc-u-lift and the gutters have also been cleaned and fixed where ever necessary operation are normal and routine at both buildings.

OTHER MATTERS

None

There being no further information of the HRA of Grand Rapids for June 15, 2011, Commissioner Salmela made a motion to adjourn the meeting at 4:35 p.m. Seconded by Commissioner Chandler. Voting Aye, all. Motion carried.

Signed 
Secretary, Commissioner Joe Chandler



CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS
420 NORTH POKEGAMA
AVE.

Legislation Details (With Text)

File #: 11-1666 **Version:** 1 **Name:**
Type: Department Head Report **Status:** Filed
File created: 7/14/2011 **In control:** Fire
On agenda: 7/25/2011 **Final action:** 7/25/2011
Title: Department Head Report - Fire Dept

Sponsors:

Indexes:

Code sections:

Attachments: WTC
July Dept Head Report to Council

Date	Ver.	Action By	Action	Result
7/25/2011	1	City Council	Received and Filed	

Title

Department Head Report - Fire Dept

Body

Background Information:

Fire Department Report - Jan - June

Staff Recommendation:

[Enter Recommendation Here]

Requested City Council Action

Fire Dept Report



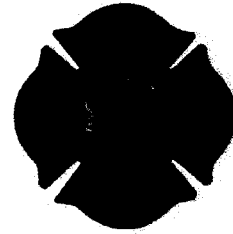
FIRE DEPARTMENT

Phone: 218.326.7639

FAX: 218.326.7655

E-mail: grfire@grandrapidsmn.org

Address: 420 North Pokegama Avenue
Grand Rapids, Minnesota 55744



Thursday, February 10, 2011

The Port Authority of New York and New Jersey
225 Park Avenue South
New York, New York 10003

The purpose of this letter is to confirm and memorialize the full and complete legal transfer by The Port Authority of New York and New Jersey (the "Port Authority") to Grand Rapids Fire Department of that certain piece of steel of the former World Trade Center, identified as I-0007d in the Port Authority's World Trade Center Archive: Artifact Inventory Report of January 31, 2007 (the "Steel"). Grand Rapids Fire Department has requested that the Steel be made available to them, in its present condition.

1. A property interest in the above-described Steel is hereby conveyed, and full and complete legal ownership of the Steel is given.
2. The Port Authority makes no representation or warranty whatsoever as to the condition or fitness of the Steel, either express or implied, and no Commissioner, officer, agent, or employee of the Port Authority is authorized to make any representation or warranty as to the Steel. Grand Rapids Fire Department shall have no claim against the Port Authority for any defect or other condition of the Steel and agrees to accept the Steel "as is." There are no warranties, express or implied.
3. Grand Rapids Fire Department agrees to defend, indemnify and hold the Port Authority, its Commissioners, officers, representatives and employees harmless from and against all losses, liabilities, damages, injuries, claims, demands, costs, attorney fees, and other expenses incurred by the Port Authority and/or its Commissioners, officers, representatives and employees in any manner resulting from or arising with respect to Grand Rapids Fire Department's possession, use or operation of the Steel or the possession, use or operation of the Steel by any person under the control and authority of Grand Rapids Fire Department.
4. Grand Rapids Fire Department will be responsible for all costs of the removal and transportation of the Steel to its facility.
5. This agreement may not be assigned by either party without the approval of the other party.

6. This Agreement is subject to all the terms and conditions of either or both of a Court Order dated December 4, 2009 or July 22, 2010, of the United States District Court for the Southern District of New York, both annexed hereto.
7. Any written notice given by either party to the other under the provisions of, or with respect to, this letter agreement, shall be delivered in person, or by certified or registered mail to the following addresses:

Port Authority:

The Port Authority of NY & NJ
225 Park Avenue South
New York, NY 10003
Attn.: Executive Director

The Port Authority of NY & NJ
225 Park Avenue South
New York, NY 10003
Attn.: General Counsel

Grand Rapids Fire Department:

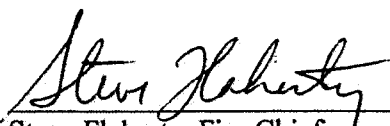
Grand Rapids Fire Department
420 North Pokegama Avenue
Grand Rapids, MN 55744

or to such other address(es) as each party hereto may notify the other.

8. This agreement shall be governed by and construed in accordance with the laws of the State of New York.
9. The entire agreement of the parties is contained herein and no changes or modifications shall be valid or enforceable unless in writing and signed by the party to be charged therewith.
10. Neither the Commissioners of the Port Authority, nor any director, officer or employee thereof shall be held personally liable under or in connection with this letter agreement.
11. If any provision of this letter agreement is determined to be unlawful, contrary to public policy, void or unenforceable, all remaining provisions shall continue in full force and effect.

To confirm the agreement of the Port Authority with the foregoing, kindly sign a counterpart of this letter in the space provided below, and return such signed counterpart to the attention of the undersigned.

Very truly yours,



Steve Flaherty, Fire Chief
Grand Rapids Fire Department



Shawn Gillen, Administrator
City of Grand Rapids

Department Head Report for City Council Meeting (July 25, 2011)

The Fire Department continues to see a gradual decline in the amount of emergency responses. As of June 30th, the department has responded to 74 calls for service compared to 80 calls last year at that time. Certainly the cold, wet spring was a definite factor, as the department only responded to two grass/brush fires. While the number of responses by the entire department to-date is at 74, the overall number of responses by department personnel is actually 156 (the total for 2010 was 261). This number also includes responses by officers of the department to calls such as: carbon monoxide alarms; issuing of burning permits; assisting law enforcement or other agencies; and follow-ups on other fire related incidents.

Should the trend in emergency responses continue the Grand Rapids Fire Department could eventually see the fewest number of calls in over 25 years. Given the growth in population and property being protected in our fire response area over the last two decades, this decline is a welcomed aspect to our operating budget!

The highest fire loss by property type for the first six months was related to the two restaurant fires that we responded to within two weeks of each other. These commercial kitchen fires prompted us to take a closer look at the frequency in which the restaurants within our city are cleaning their hood systems, and how we can ensure that they are getting their systems properly cleaned. Fire Inspector Travis Cole and City Attorney Chad Sterle are finalizing a permit process for commercial kitchen hood cleaning which will be brought back to the next Policy and Ordinance Review Committee meeting for approval.

There was one civilian fire injury due to careless smoking reported in Grand Rapids over the last six months. In my January report to the Council I had mentioned that even though we had not experienced a civilian fire death since 1996, we were "overdue" to experience a fire death in our community. Although this particular injury was life-threatening, to the extent that CPR was performed on-scene, I'm happy to report that the victim is expected to make a full recovery.

The GRFD took delivery of a very special artifact given to us by the New York New Jersey Port Authority. The authentic 3-foot long piece of steel I-beam from the World Trade Center was made available to the department for public display. Currently, the department is making plans to have it available for static display at the fire hall, and also made portable so it can be brought to various venues for public display. This has been nearly a 2-year long project, but we are very fortunate to be one of the few places in the country to own an extraordinary piece of history!

The use of the fire siren was discontinued earlier this year. The elimination of the siren will save the department over \$1,000.00 per year in telephone service costs alone. Citizens in Grand Rapids will only be subjected to a warning siren if and when there is severe weather.

Fire department members assisted with the Governor's Fishing Opener by helping to serve the Shore Lunch at Zorba's.

Our fleet of fire apparatus has passed annual pump testing and ladder testing. There are no major maintenance issues with the fleet to-date, and we are within budget for fleet maintenance.

Through the aid of a grant for the Hazmat Team we were able to purchase additional portable radios for each member on the department. This practice and philosophy of having a radio for each firefighter is relatively new to the department – and to the fire service as a whole. Although the radios create an extra operating expense, the fact that each firefighter now has the ability to communicate immediately with everyone on-scene if they should become lost or trapped is a tremendous benefit. We are grateful for the opportunities that have been created for our department by being a contractor to the State of MN as a Hazmat Team.

Our training so far this year has focused on pump operations, driving emergency vehicles, communications (radios), and tactical operations. Our members participated in the city-wide Code Orange drill in April, attended state and regional fire schools, conducted a couple of Live Structure Burns, and we were able to send two Hazmat members training in Baltimore, MD.

Our safety record remains intact, as we've experienced zero injuries to-date. Our department, as well as the fire service of MN, was reminded of just how dangerous firefighting can be when one member of the Cambridge MN Fire Department was killed in a training accident earlier this summer. We continue our vigilance toward working – and training – safely!

Our Fire Prevention and Education program has been very busy with providing tours and fire prevention information to the public. The program has caught the eye of the State Fire Marshal's Office, as we have been asked to take part in a round-table discussion at the MN State Fire Chief's Conference in October about the successes of our program.

We continue to capitalize on funding opportunities to help supplement our budget: Hazmat grants provided us with additional radios and out-of-state training (mentioned earlier); training vouchers and state reimbursements helped to provide specialized training; and local donations continue to support our Prevention and Education initiatives.

The remainder of the year looks encouraging for our budget, with our trucks and buildings in decent shape, and the low number of calls having a positive impact on our expenditures. We are looking to add another firefighter in late summer in preparation of future retirements in early '12.

The hurdles I see for the department in 2012 are related to retirements, replacement of a rooftop HVAC unit for the meeting room, a decline in state and MnSCU reimbursements for training, and the replacement of Rescue #114 and Tanker #112 with a Rescue/Pumper.

Respectfully,

Steve Flaherty, Fire Chief



CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS
420 NORTH POKEGAMA
AVE.

Legislation Details (With Text)

File #: 11-1671 **Version:** 1 **Name:** Consider approving a resolution adopting the updated Comprehensive Plan for the City of Grand Rapids dated July 25, 2011

Type: Agenda Item **Status:** Passed

File created: 7/18/2011 **In control:** Community Development

On agenda: 7/25/2011 **Final action:** 7/25/2011

Title: Consider approving a resolution adopting the updated Comprehensive Plan for the City of Grand Rapids dated July 25, 2011

Sponsors:

Indexes:

Code sections:

Attachments: Comprehensive Plan adoption resolution 7-25-11

Date	Ver.	Action By	Action	Result
7/25/2011	1	City Council	Approved As Presented	Pass

Title

Consider approving a resolution adopting the updated Comprehensive Plan for the City of Grand Rapids dated July 25, 2011

Body

Background Information:

On July 11 the City Council conducted a public hearing to receive public input pertaining to the draft Comprehensive Plan. Upon conclusion of the public hearing, the City Council tabled action on the adoption of the draft Plan. The City Council will want to review the recommendation put forward by the Planning Commission, and if they are in agreement with it, the Council can accept the recommendation of the Planning Commission, which was to approve the updated Comprehensive Plan as prepared by the Steering Committee, and adopt the resolution as prepared, or the Council can make amendments it deems necessary and approve an amended version of the draft Comprehensive Plan.

Requested City Council Action

Consider approving a resolution adopting the updated Comprehensive Plan for the City of Grand Rapids dated July 25, 2011

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

RESOLUTION NO. 11- ____

**A RESOLUTION ADOPTING THE CITY OF GRAND RAPIDS
COMPREHENSIVE PLAN**

WHEREAS, the legislature of the State of Minnesota has, by enacting M.S.A. Sections 462.351-462.364, established the policy and procedure under which the City of Grand Rapids may create a comprehensive plan; and

WHEREAS, pursuant to Section 462.353 of the act, a municipality may carry on comprehensive municipal planning activities for guiding the future development and improvement of the municipality and may prepare, adopt and amend a comprehensive municipal plan and implement such plan by ordinance and other official actions in accordance with the provisions of the act; and

WHEREAS, the City Council of the City of Grand Rapids determined there was a need to create a new/updated City Comprehensive Plan; and

WHEREAS, the City of Grand Rapids has conducted a comprehensive planning process, which encouraged and provided opportunity for all of its citizens to voice their desires for the future of the community; and

WHEREAS, the input provided by the community served to establish a common vision for the future, which, in turn, guided the development of specific recommendations within the new/updated Comprehensive Plan; and

WHEREAS, the City of Grand Rapids has, through the participation of its citizens, community leaders, local organizations, and public officials, completed its preparation of a new/updated Comprehensive Plan, dated July 25, 2011; and

WHEREAS, pursuant to Section 462.355, the City Planning Commission, on June 14, 2011, held a public hearing to consider their recommendation to the City Council regarding adoption of the new/updated Comprehensive Plan, and all those wishing to speak to the issue were heard; and

WHEREAS, the City Council of the City of Grand Rapids, on July 11, 2011, also held a public hearing as an additional opportunity for public comment, and all those wishing to speak on the issue were heard; and

WHEREAS, the City Council has reviewed the recommendation forwarded by the Planning Commission and wishes to adopt the new/updated Comprehensive Plan as the community-based vision for future development within the City and areas to be annexed by the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRAND RAPIDS, MINNESOTA: that the City of Grand Rapids Comprehensive Plan, dated July 25, 2011, is adopted as the master plan for the physical development of the community.

Adopted by the Council this 25th, day of July 2011.

Dale Adams, Mayor

ATTEST:

Kimberly Johnson-Gibeau, City Clerk

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



CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS
420 NORTH POKEGAMA
AVE.

Legislation Details (With Text)

File #: 11-1673 **Version:** 1 **Name:** Fire Relief
Type: Agenda Item **Status:** Passed
File created: 7/19/2011 **In control:** Finance
On agenda: 7/25/2011 **Final action:** 7/25/2011
Title: Consider accepting the Fire Relief Association Schedule Form for Lump Sum Pension Plans Reporting Year 2011, 2010 Financial Statements, and authorize the budgeted \$5,000 contribution to the Fire Relief Association.

Sponsors:

Indexes:

Code sections:

Attachments: Schedule Form for Lump Sum Pension Plans

Date	Ver.	Action By	Action	Result
7/25/2011	1	City Council	Approved As Presented	Pass

Title

Consider accepting the Fire Relief Association Schedule Form for Lump Sum Pension Plans Reporting Year 2011, 2010 Financial Statements, and authorize the budgeted \$5,000 contribution to the Fire Relief Association.

Body

Background Information:

Minnesota State Statute 69.772 requires the officers of the Fire Relief Association to certify the financial requirements of the Relief Association and minimum obligation of the City with respect to the special pension fund.

Attached is the Schedule Form for Lump Sum Pension Reporting Year 2010 that shows the plan liabilities and the required municipal contribution for 2012. There is no municipal contribution required for 2012. The Fire Relief Association is requesting approval for the payment of the budgeted elective 2011 contribution of \$5,000.

The 2010 Financial Report is on file for your review in the City Finance Department.

Requested City Council Action

Consider accepting the Fire Relief Association Schedule Form for Lump Sum Pension Plans Reporting Year 2011, 2010 Financial Statements, and authorize the budgeted \$5,000 contribution to the Fire Relief Association.

Schedule Form for Lump Sum Pension Plans Reporting Year 2011

Determination of Plan Liabilities and Required Municipal Contribution for 2012

Relief Association: Grand Rapids Fire Relief AssociationCounty/ Itasca
Counties:

Enter Annual benefit level in effect for 2011:

5,000

(If you change your benefit level before 12/31/2011, the SC must be recalculated at the new level.)

	2011	2012
Subtotal of Page 1 Liability - Active Members	1,261,700	1,412,000

Active Member Information

Please Enter Dates in this format: 7/12/2011

	Name	Status	Date of Birth	Fire Department Entry Date	Leaves of Absence and Breaks in Service (months)	Return to Service Member ?	To end of 2011		To end of 2012	
							Years of Service	Accrued Liability	Years of Service	Accrued Liability
1	Robert Riina	Active		08/11/1987	0	<input type="checkbox"/>	24	120,000	25	125,000
2	Marlyn Halverson	Deferred		09/01/1990	0	<input type="checkbox"/>	21	0	22	0
3	Dale Rosier	Deferred		11/14/1990	0	<input type="checkbox"/>	21	0	22	0
4	Michael McCartney	Active		01/02/1992	0	<input type="checkbox"/>	20	100,000	21	105,000
5	Tim Alder	Active		11/01/1992	0	<input type="checkbox"/>	19	92,200	20	100,000
6	Steven Flaherty	Active		02/18/1993	1	<input type="checkbox"/>	19	92,200	20	100,000
7	David Gibeau	Active		08/17/1993	0	<input type="checkbox"/>	18	84,900	19	92,200
8	Rick Luoma	Active		11/13/1993	0	<input type="checkbox"/>	18	84,900	19	92,200
9	Albert Morse	Active		06/11/1994	0	<input type="checkbox"/>	18	84,900	19	92,200
10	David Calligurri	Active		02/11/1997	0	<input type="checkbox"/>	15	65,200	16	71,400
11	Michael Liebel	Active		09/14/1998	0	<input type="checkbox"/>	13	53,500	14	59,200
12	William Olson	Active		09/12/2000	2	<input type="checkbox"/>	11	42,900	12	48,100
13	Bryan Zuehlke	Active		01/09/2001	0	<input type="checkbox"/>	11	42,900	12	48,100
14	David Protelsch	Active		02/27/2001	0	<input type="checkbox"/>	11	42,900	12	48,100
15	Adam Kortekaas	Active		07/10/2001	0	<input type="checkbox"/>	10	38,000	11	42,900
16	Robert Kuschel	Active		07/10/2001	6	<input type="checkbox"/>	10	38,000	11	42,900
17	Shawn Graeber	Active		01/15/2002	0	<input type="checkbox"/>	10	38,000	11	42,900
18	Tony McInerney	Active		01/13/2003	0	<input type="checkbox"/>	9	33,300	10	38,000
19	John Linder	Active		01/13/2004	0	<input type="checkbox"/>	8	28,800	9	33,300
20	Brian Whitney	Active		07/12/2005	0	<input type="checkbox"/>	6	20,500	7	24,600
21	James Gibeau	Active		07/12/2005	0	<input type="checkbox"/>	6	20,500	7	24,600
22	Andrew Horton	Active		10/25/2005	0	<input type="checkbox"/>	6	20,500	7	24,600
23	Jeremiah Puelston	Active		10/25/2005	0	<input type="checkbox"/>	6	20,500	7	24,600
24	Jason hoerler	Active		08/15/2006		<input type="checkbox"/>	5	16,700	6	20,500
25	Amanda Wood	Active		10/11/2006	0	<input type="checkbox"/>	5	16,700	6	20,500
26	Chad Keetch	Active		05/01/2007	0	<input type="checkbox"/>	5	16,700	6	20,500
27	Bruce Baird	Active		08/12/2008		<input type="checkbox"/>	3	9,500	4	13,000
28	Cole Travis	Active		08/12/2008		<input type="checkbox"/>	3	9,500	4	13,000
29	Dustin Lane	Active		08/12/2008		<input type="checkbox"/>	3	9,500	4	13,000
30	Lee Longora	Active		08/12/2008		<input type="checkbox"/>	3	9,500	4	13,000
31	Tom Foss	Active		11/15/2010		<input type="checkbox"/>	1	3,000	2	6,200

32	Mark Greiner	Active	01/01/2011		<input type="checkbox"/>	1	3,000	2	6,200
33	Josh Adler	Active	01/01/2011		<input type="checkbox"/>	1	3,000	2	6,200
34		Choose Stat			<input type="checkbox"/>		0		0
35		Choose Stat			<input type="checkbox"/>		0		0
36		Choose Stat			<input type="checkbox"/>		0		0
37		Choose Stat			<input type="checkbox"/>		0		0
38		Choose Status			<input type="checkbox"/>		0		0
39		Choose Status			<input type="checkbox"/>		0		0
40		Choose Status			<input type="checkbox"/>		0		0
41		Choose Status			<input type="checkbox"/>		0		0
42		Choose Status			<input type="checkbox"/>		0		0
43		Choose Status			<input type="checkbox"/>		0		0
44		Choose Status			<input type="checkbox"/>		0		0
45		Choose Status			<input type="checkbox"/>		0		0
46		Choose Status			<input type="checkbox"/>		0		0
47		Choose Status			<input type="checkbox"/>		0		0
48		Choose Status			<input type="checkbox"/>		0		0
49		Choose Status			<input type="checkbox"/>		0		0
50		Choose Status			<input type="checkbox"/>		0		0
51		Choose Status			<input type="checkbox"/>		0		0
52		Choose Status			<input type="checkbox"/>		0		0
53		Choose Status			<input type="checkbox"/>		0		0
54		Choose Status			<input type="checkbox"/>		0		0
55		Choose Status			<input type="checkbox"/>		0		0
56		Choose Status			<input type="checkbox"/>		0		0
57		Choose Status			<input type="checkbox"/>		0		0
58		Choose Status			<input type="checkbox"/>		0		0
59		Choose Status			<input type="checkbox"/>		0		0
60		Choose Status			<input type="checkbox"/>		0		0
61		Choose Status			<input type="checkbox"/>		0		0
62		Choose Status			<input type="checkbox"/>		0		0
63		Choose Status			<input type="checkbox"/>		0		0
64		Choose Status			<input type="checkbox"/>		0		0
65		Choose Status			<input type="checkbox"/>		0		0
66		Choose Status			<input type="checkbox"/>		0		0
67		Choose Status			<input type="checkbox"/>		0		0
68		Choose Status			<input type="checkbox"/>		0		0
69		Choose Status			<input type="checkbox"/>		0		0
70		Choose Status			<input type="checkbox"/>		0		0
71		Choose Status			<input type="checkbox"/>		0		0
72		Choose Status			<input type="checkbox"/>		0		0
73		Choose Status			<input type="checkbox"/>		0		0
74		Choose Status			<input type="checkbox"/>		0		0
75		Choose Status			<input type="checkbox"/>		0		0
76		Choose Status			<input type="checkbox"/>		0		0
77		Choose Status			<input type="checkbox"/>		0		0
78		Choose Status			<input type="checkbox"/>		0		0
79		Choose Status			<input type="checkbox"/>		0		0
80		Choose Status			<input type="checkbox"/>		0		0

Deferred Member Information (fully or partially vested)

See separate instructions regarding completion of the fields below.

Please enter dates in this format:

6/24/2011

Total Deferred Member Liabilities 2011

336,467

Total Deferred Member Liabilities 2012

336,467

1	Enter all information as it pertains to this member.				
Member Name: <u>David Kellin</u>		Benefit Level at Separation: <u>5,000</u>		Months of Service Are Paid: <input type="checkbox"/>	
Minimum Years Required to Vest: <u>10</u>		DOB: _____		<div style="border: 1px solid black; padding: 5px;"> Deferred Interest Paid <input type="checkbox"/> <small>(Check if offered.)</small> If Interest is Paid, Choose Type: Choose Type Period Interest is Paid: Choose Interest Payment Period </div>	
Service Dates: Entry: <u>08/14/1991</u>		Separation: <u>01/28/2004</u>			
LOAs and BIS (in months): <u>0</u>		Vesting %: <u>68</u>			
Return to Service Member? <input type="checkbox"/> <small>(Check if applicable.)</small>					
Total Service: Years: <u>12</u>		Months (if paid): _____			
2011 Estimated Liability: <u>40,800</u>					
2012 Estimated Liability: <u>40,800</u>		Status: Deferred			
For Relief ROR up to 5%, OSA ROR up to 5% or Board Set ROR up to 5% enter interest rates below.					
1981: _____ %	1986: _____ %	1991: _____ %	1996: _____ %	2001: _____ %	2006: _____ %
1982: _____ %	1987: _____ %	1992: _____ %	1997: _____ %	2002: _____ %	2007: _____ %
1983: _____ %	1988: _____ %	1993: _____ %	1998: _____ %	2003: _____ %	2008: _____ %
1984: _____ %	1989: _____ %	1994: _____ %	1999: _____ %	2004: _____ %	2009: _____ %
1985: _____ %	1990: _____ %	1995: _____ %	2000: _____ %	2005: _____ %	2010: _____ %
+This rate of return is calculated using the earnings projected on Page 4 of the Schedule.					2011: _____ % +

2	Enter all information as it pertains to this member.				
Member Name: <u>Anthony Anick</u>		Benefit Level at Separation: <u>5,000</u>		Months of Service Are Paid: <input type="checkbox"/>	
Minimum Years Required to Vest: <u>10</u>		DOB: _____		<div style="border: 1px solid black; padding: 5px;"> Deferred Interest Paid <input type="checkbox"/> <small>(Check if offered.)</small> If Interest is Paid, Choose Type: Choose Type Period Interest is Paid: Choose Interest Payment Period </div>	
Service Dates: Entry: <u>04/12/1994</u>		Separation: <u>04/30/2006</u>			
LOAs and BIS (in months): <u>0</u>		Vesting %: <u>68</u>			
Return to Service Member? <input type="checkbox"/> <small>(Check if applicable.)</small>					
Total Service: Years: <u>12</u>		Months (if paid): _____			
2011 Estimated Liability: <u>40,800</u>					
2012 Estimated Liability: <u>40,800</u>		Status: Deferred			
For Relief ROR up to 5%, OSA ROR up to 5% or Board Set ROR up to 5% enter interest rates below.					
1981: _____ %	1986: _____ %	1991: _____ %	1996: _____ %	2001: _____ %	2006: _____ %
1982: _____ %	1987: _____ %	1992: _____ %	1997: _____ %	2002: _____ %	2007: _____ %
1983: _____ %	1988: _____ %	1993: _____ %	1998: _____ %	2003: _____ %	2008: _____ %
1984: _____ %	1989: _____ %	1994: _____ %	1999: _____ %	2004: _____ %	2009: _____ %
1985: _____ %	1990: _____ %	1995: _____ %	2000: _____ %	2005: _____ %	2010: _____ %
+This rate of return is calculated using the earnings projected on Page 4 of the Schedule.					2011: _____ % +

3	Enter all information as it pertains to this member.				
Member Name: <u>Samual Grigsby</u>		Benefit Level at Separation: <u>5,000</u>		Months of Service Are Paid <input checked="" type="checkbox"/>	
Minimum Years Required to Vest: <u>10</u>		DOB: _____		<div style="border: 1px solid black; padding: 5px;"> Deferred Interest Paid <input type="checkbox"/> <small>(Check if offered.)</small> If Interest is Paid, Choose Type: Choose Type Period Interest is Paid: Choose Interest Payment Period </div>	
Service Dates: Entry: <u>07/12/1994</u>		Separation: <u>07/15/2008</u>			
LOAs and BIS (in months): _____		Vesting %: <u>76</u>			
Return to Service Member? <input type="checkbox"/> <small>(Check if applicable.)</small>					
Total Service: Years: <u>14</u>		Months (if paid): <u>0</u>			
2011 Estimated Liability: <u>53,200</u>					
2012 Estimated Liability: <u>53,200</u>		Status: Deferred			
For Relief ROR up to 5%, OSA ROR up to 5% or Board Set ROR up to 5% enter interest rates below.					
1981: _____ %	1986: _____ %	1991: _____ %	1996: _____ %	2001: _____ %	2006: _____ %
1982: _____ %	1987: _____ %	1992: _____ %	1997: _____ %	2002: _____ %	2007: _____ %
1983: _____ %	1988: _____ %	1993: _____ %	1998: _____ %	2003: _____ %	2008: _____ %
1984: _____ %	1989: _____ %	1994: _____ %	1999: _____ %	2004: _____ %	2009: _____ %
1985: _____ %	1990: _____ %	1995: _____ %	2000: _____ %	2005: _____ %	2010: _____ %
+This rate of return is calculated using the earnings projected on Page 4 of the Schedule.					2011: _____ % +

4	Enter all information as it pertains to this member.				
Member Name: <u>Marlyn Halverson</u>		Benefit Level at Separation: <u>5,000</u>		Months of Service Are Paid <input checked="" type="checkbox"/>	
Minimum Years Required to Vest: <u>10</u>		DOB: _____		<div style="border: 1px solid black; padding: 5px;"> Deferred Interest Paid <input type="checkbox"/> <small>(Check if offered.)</small> If Interest is Paid, Choose Type: Choose Type Period Interest is Paid: Choose Interest Payment Period </div>	
Service Dates: Entry: <u>09/01/1990</u>		Separation: <u>12/31/2010</u>			
LOAs and BIS (in months): <u>0</u>		Vesting %: <u>100</u>			
Return to Service Member? <input type="checkbox"/> <small>(Check if applicable.)</small>					
Total Service: Years: <u>20</u>		Months (if paid): <u>4</u>			
2011 Estimated Liability: <u>101,667</u>					
2012 Estimated Liability: <u>101,667</u>		Status: Deferred			
For Relief ROR up to 5%, OSA ROR up to 5% or Board Set ROR up to 5% enter interest rates below.					
1981: _____ %	1986: _____ %	1991: _____ %	1996: _____ %	2001: _____ %	2006: _____ %
1982: _____ %	1987: _____ %	1992: _____ %	1997: _____ %	2002: _____ %	2007: _____ %
1983: _____ %	1988: _____ %	1993: _____ %	1998: _____ %	2003: _____ %	2008: _____ %
1984: _____ %	1989: _____ %	1994: _____ %	1999: _____ %	2004: _____ %	2009: _____ %
1985: _____ %	1990: _____ %	1995: _____ %	2000: _____ %	2005: _____ %	2010: _____ %
+This rate of return is calculated using the earnings projected on Page 4 of the Schedule.					2011: _____ % +

5	Enter all information as it pertains to this member.				
Member Name: <u>Dale Rosier</u>		Benefit Level at Separation: <u>5,000</u>		Months of Service Are Paid: <input checked="" type="checkbox"/>	
Minimum Years Required to Vest: <u>10</u>		DOB: _____		<div style="border: 1px solid black; padding: 5px;"> Deferred Interest Paid <input type="checkbox"/> <small>(Check if offered.)</small> If Interest is Paid, Choose Type: Choose Type Period Interest is Paid: Choose Interest Payment Period </div>	
Service Dates: Entry: <u>11/14/1990</u>		Separation: <u>11/14/2010</u>			
LOAs and BIS (in months): <u>0</u>		Vesting %: <u>100</u>			
Return to Service Member? <input type="checkbox"/> <small>(Check if applicable.)</small>					
Total Service: Years: <u>20</u>		Months (if paid): <u>0</u>			
2011 Estimated Liability: <u>100,000</u>		2012 Estimated Liability: <u>100,000</u>		Status: <u>Deferred</u>	
For Relief ROR up to 5%, OSA ROR up to 5% or Board Set ROR up to 5% enter interest rates below.					
1981: _____ %	1986: _____ %	1991: _____ %	1996: _____ %	2001: _____ %	2006: _____ %
1982: _____ %	1987: _____ %	1992: _____ %	1997: _____ %	2002: _____ %	2007: _____ %
1983: _____ %	1988: _____ %	1993: _____ %	1998: _____ %	2003: _____ %	2008: _____ %
1984: _____ %	1989: _____ %	1994: _____ %	1999: _____ %	2004: _____ %	2009: _____ %
1985: _____ %	1990: _____ %	1995: _____ %	2000: _____ %	2005: _____ %	2010: _____ %
+This rate of return is calculated using the earnings projected on Page 4 of the Schedule.					2011: _____ % +

6	Enter all information as it pertains to this member.				
Member Name: _____		Benefit Level at Separation: _____		Months of Service Are Paid: <input type="checkbox"/>	
Minimum Years Required to Vest: _____		DOB: _____		<div style="border: 1px solid black; padding: 5px;"> Deferred Interest Paid <input type="checkbox"/> <small>(Check if offered.)</small> If Interest is Paid, Choose Type: Choose Type Period Interest is Paid: Choose Interest Payment Period </div>	
Service Dates: Entry: _____		Separation: _____			
LOAs and BIS (in months): _____		Vesting %: _____			
Return to Service Member? <input type="checkbox"/> <small>(Check if applicable.)</small>					
Total Service: Years: _____		Months (if paid): _____			
2011 Estimated Liability: _____		2012 Estimated Liability: _____		Status: <u>Deferred</u>	
For Relief ROR up to 5%, OSA ROR up to 5% or Board Set ROR up to 5% enter interest rates below.					
1981: _____ %	1986: _____ %	1991: _____ %	1996: _____ %	2001: _____ %	2006: _____ %
1982: _____ %	1987: _____ %	1992: _____ %	1997: _____ %	2002: _____ %	2007: _____ %
1983: _____ %	1988: _____ %	1993: _____ %	1998: _____ %	2003: _____ %	2008: _____ %
1984: _____ %	1989: _____ %	1994: _____ %	1999: _____ %	2004: _____ %	2009: _____ %
1985: _____ %	1990: _____ %	1995: _____ %	2000: _____ %	2005: _____ %	2010: _____ %
+This rate of return is calculated using the earnings projected on Page 4 of the Schedule.					2011: _____ % +

Unpaid Installments

Enter members here who have been paid portions of their pension benefits and still have outstanding liabilities. Please enter dates in this format: 6/24/2011

Name	Status	Birth Date	Entry Date	Separation Date	Amount Previously Paid	2011 Estimated Liability	2012 Estimated Liability
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						
	Unpaid Installment						

Totals

0	0
---	---

Calculation of Normal Cost

	2011	2012	
Total Active Member Liabilities	1,261,700	1,412,000	
Total Deferred Member Liabilities	336,467	336,467	
Total Unpaid Installments	0	0	
Grand Total Special Fund Liability	A. 1,598,167	B. 1,748,467	
Normal Cost (Cell B minus Cell A)			C. 150,300

Projection of Net Assets for Year Ending December 31, 2011

Special Fund Assets at December 31, 2010 (RF-10 ending assets)

1 1,710,510

Projected Income for 2011

State Fire Aid (2010 aid may be increased by up to 3.5%)

D. 86,228

Municipal / Independent Fire Dept. Contributions

E.

Interest / Dividends

F.

Appreciation / (Depreciation)

G.

Member Dues (If deposited in Special Fund)

H.

Other Revenues

I.

Total Projected Income for 2011 (Add Lines D through I)

2 86,228

Projected Expenses for 2011

Service Pensions

J.

Member Names:

Other Benefits

K.

Administrative Expenses

L.

8,375

Total Projected Expenses for 2011 (Add Lines J through L)

3 8,375

Projected Net Assets at December 31, 2011 (Add Lines 1 and 2, subtract Line 3)

4 1,788,363

Projection of Surplus or (Deficit) as of December 31, 2011

Projected Assets (Line 4)

5 1,788,363

2011 Accrued Liability (Page 4, cell A)

6 1,598,167

Surplus or (Deficit) (Line 5 minus Line 6)

7 190,196

Calculation of Required Contribution

Deficit Information - Original			Deficit Information - Adjusted		
Year Incurred	Original Amount	Amount Retired as of 12/31/2010	Original Amount	Amount Retired as of 12/31/2011	Amount Left to Retire 1/1/2012
2002	0	0			
2003	0	0			
2004	0	0			
2005	0	0			
2006	0	0			
2007	0	0			
2008	0	0			
2009	57,574	57,574			
2010	0	0			
2011					
Totals	57,574	57,574			

Normal Cost (Page 4, cell C)

Projected Administrative Expense

Amortization of Deficit (Total of Original Amount column x 0.10)

10% of Surplus (Line 7 x 0.10)

State Fire Aid

Member Dues

5% of Projected Assets at December 31, 2011 (Line 4 x 0.05)

Required Contribution (Add Lines 8, 9 and 10, subtract Lines 11, 12, 13 and 14)

No required contribution due in 2012.

Enter 2010 Admin Exp here:

8	150,300
9	8,375
10	0
11	19,020
12	86,228
13	0
14	89,418
15	0

This Schedule must be fully completed, certified by the relief association officers, forwarded to the municipal clerk/independent secretary on or before August 1, 2011 and submitted to the Office of the State Auditor to be eligible for state fire aid.

Officer Certification

We, the officers of the Grand Rapids Fire Relief Association, certify that this Schedule was prepared under Minn. Stat. § 69.772 and that the annual benefit level was established according to the average amount of available financing.

We further certify that based on the financial requirements of the Relief Association's Special Fund for the 2011 calendar year, the required 2012 contribution is \$0. If the bylaws of the Relief Association changed in 2011, we have attached a copy of the amendment or updated bylaws. We have also enclosed a copy of the municipal/board ratification of this amendment if required under Minn. Stat. § 69.772, subd. 6.

Rick Luoma
Signature of President

Rick Luoma
Name

7-19-11
Date

Amanda MacDowell
Signature of Secretary

Amanda MacDowell
Name

7/20/11
Date

Dave Protelsch
Signature of Treasurer

Dave Protelsch
Name

7/19/11
Date

Municipal Clerk / Independent Secretary Certification

I am the municipal clerk of Grand Rapids / secretary of the _____ independent nonprofit corporation. I received on 7/15/2011, the completed Schedule from the Grand Rapids Fire Relief Association.

I have reviewed Line 15 of the Schedule. If Line 15 shows a required contribution, I certify that I will advise the governing municipal body or the independent nonprofit firefighting corporation of any required contribution at its next regularly scheduled meeting.

Shirley Miller
Signature of Municipal Clerk/Secretary of independent nonprofit firefighting corporation Treasurer

Shirley Miller
Name

7-19-11
Date

(218) 326-7616
Business Telephone

Please provide the telephone numbers for the work location(s) at which you conduct relief association business.

THIS INFORMATION IS PUBLIC; IT WILL BE AVAILABLE TO ANYONE ON REQUEST.

Please retain a copy of the Schedule for your records, upload the form to the Office of the State Auditor's website, and submit the signature page to: Office of the State Auditor, Pension Division, 525 Park Street, Suite 500, Saint Paul, MN 55103. Fax: 651-282-5298. Telephone: 651-282-6110.



CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS
420 NORTH POKEGAMA
AVE.

Legislation Details (With Text)

File #: 11-1680 **Version:** 1 **Name:** Consider the purchase of additional storage, software and associated licensing to replace two of our aging servers.

Type: Agenda Item **Status:** Passed

File created: 7/19/2011 **In control:** Information Technology

On agenda: 7/25/2011 **Final action:** 7/25/2011

Title: Consider the purchase of additional storage, software and associated licensing to replace two of our aging servers.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
7/25/2011	1	City Council	Approved As Presented	Pass

Title

Consider the purchase of additional storage, software and associated licensing to replace two of our aging servers.

Body

Background Information:

The City File and Email servers were scheduled to be replaced in 2009 and 2010. The IT Department has been maintaining these servers past their planned production lifecycle. With this plan, we will be able to virtualize these servers and reduce cost over purchasing separate additional physical servers. Upgrading these server operating systems will increase email and Office collaboration functionality across the network and lay the groundwork for upcoming workstation replacements with the new Microsoft workstation operating systems.

Requested City Council Action

Consider the purchase of additional storage, software and associated licensing to replace our main file server and email server at a cost of \$18,555.50 plus applicable taxes from the CIP budget.



CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS
420 NORTH POKEGAMA
AVE.

Legislation Details (With Text)

File #: 11-1685 **Version:** 1 **Name:** VERIFIED CLAIMS
Type: Agenda Item **Status:** Passed
File created: 7/21/2011 **In control:** Finance
On agenda: 7/25/2011 **Final action:** 7/25/2011
Title: Consider approving the verified claims for the period July 1, 2011 to July 18, 2011 in the total amount of \$874,526.77.
Sponsors:
Indexes:
Code sections:
Attachments: [07/25/2011 COUNCIL BILL LIST.pdf](#)

Date	Ver.	Action By	Action	Result
7/25/2011	1	City Council	Approved As Presented	Pass

Title

Consider approving the verified claims for the period July 1, 2011 to July 18, 2011 in the total amount of \$874,526.77.

Requested City Council Action

Consider approving the verified claims for the period July 1, 2011 to July 18, 2011 in the total amount of \$874,526.77.

COUNCIL BILL LIST - JULY 25, 2011

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CITY OF GRAND RAPIDS
DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 07/25/11

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
CITY WIDE		
1309098	MINNESOTA DEPT OF ADMN	55.33
1405550	NEOPOST INC	797.39
2001750	TAUTGES REDPATH & CO LTD	7,174.22
TOTAL CITY WIDE		8,026.94
ADMINISTRATION		
0718060	GRAND RAPIDS NEWSPAPERS INC	230.00
1920240	STERLE LAW OFFICE	2,500.00
TOTAL ADMINISTRATION		2,730.00
BUILDING MAINTENANCE-CITY HALL		
0113233	AMERIPRIDE LINEN & APPAREL	25.40
0221650	BURGGRAP'S ACE HARDWARE INC	28.29
0315455	COLE HARDWARE INC	64.42
1909510	SIM SUPPLY INC	67.71
2309545	WINGS & WILLOWS	12.29
TOTAL BUILDING MAINTENANCE-CITY HALL		198.11
COMMUNITY DEVELOPMENT		
0718060	GRAND RAPIDS NEWSPAPERS INC	74.75
1920555	STOKES PRINTING COMPANY	26.59
TOTAL COMMUNITY DEVELOPMENT		101.34
COUNCIL/COMMISSION/BOARDS		
1920240	STERLE LAW OFFICE	2,500.00
TOTAL COUNCIL/COMMISSION/BOARDS		2,500.00
ENGINEERING		
0315537	CONNECTING POINT TECHNOLOGIES	727.36
TOTAL ENGINEERING		727.36
FINANCE		
2001750	TAUTGES REDPATH & CO LTD	-6,702.19
TOTAL FINANCE		-6,702.19

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VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
FIRE		
0113233	AMERIPRIDE LINEN & APPAREL	6.96
0121721	AUTO VALUE - GRAND RAPIDS	15.98
0221650	BURGGRAF'S ACE HARDWARE INC	397.94
0312750	CLUSIAU SALES	141.08
0401804	DAVIS OIL	106.16
0609685	FIREMEN'S RELIEF ASSOCIATION	5,000.00
0805350	HEIMAN INC	139.15
1200500	L&M SUPPLY	57.25
1315730	MOTOROLA INC	237.21
1415030	NORD AUTO PARTS	78.02
1415580	NORTHSIDE LUMBER COMPANY	105.89
2300600	W.P. & R.S. MARS COMPANY	284.39
TOTAL FIRE		6,570.03
INFORMATION TECHNOLOGY		
0315537	CONNECTING POINT TECHNOLOGIES	4,000.00
1309098	MINNESOTA DEPT OF ADMN	277.48
2609850	ZIX CORP SYSTEMS INC	3,526.88
TOTAL INFORMATION TECHNOLOGY		7,804.36
PUBLIC WORKS		
0103325	ACHESON TIRE COMPANY INC	282.03
0118163	GREYSTONE COMMERCIAL SERV LP	122.29
0121721	AUTO VALUE - GRAND RAPIDS	24.50
0205535	BENTZ OIL COMPANY INC	196.88
0212553	BLOOMERS GARDEN CENTER	82.67
0221525	BUNES SEPTIC SERVICE INC	405.00
0221650	BURGGRAF'S ACE HARDWARE INC	197.06
0301685	CARQUEST AUTO PARTS	98.21
0315455	COLE HARDWARE INC	159.89
0401804	DAVIS OIL	99.97
0501650	EARL F ANDERSEN	1,584.25
0601690	FASTENAL COMPANY	157.26
0612097	FLAIL-MASTER	97.74
0801535	HAMMERLUND CONSTRUCTION INC	1,159.38
0801836	HAWKINSON SAND & GRAVEL	95.28
0920061	ITASCA COUNTY TREASURER	43.00
1000069	J.N. JOHNSON SALES & SERVICE	163.96
1200500	L&M SUPPLY	200.37
1309355	MINNESOTA TORO	4,030.60
1415030	NORD AUTO PARTS	22.17
1415484	NORTHERN LIGHTS TRUCK	37.51

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VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
PUBLIC WORKS		
1503150	OCCUPATIONAL DEVELOPMENT CTR	1,154.25
1609600	PIPELINE SUPPLY INC	44.44
1615427	POKEGAMA LAWN AND SPORT	285.33
1615650	PORTABLE JOHN	1,750.80
1621125	PUBLIC UTILITIES COMMISSION	4,488.80
1801610	RAPIDS PLUMBING & HEATING INC	808.00
1801615	RAPIDS WELDING SUPPLY INC	330.99
1908248	SHERWIN-WILLIAMS	590.32
1920555	STOKES PRINTING COMPANY	113.95
2300600	W.P. & R.S. MARS COMPANY	138.41
2605225	ZEE SERVICE COMPANY	62.04
TOTAL PUBLIC WORKS		19,027.35
FLEET MAINTENANCE		
0103325	ACHESON TIRE COMPANY INC	625.22
0121721	AUTO VALUE - GRAND RAPIDS	8.54
0301685	CARQUEST AUTO PARTS	24.58
0315455	COLE HARDWARE INC	5.13
1415484	NORTHERN LIGHTS TRUCK	69.13
1801590	RAPIDS FORD LINCOLN	53.63
TOTAL FLEET MAINTENANCE		786.23
POLICE		
0118625	ARROW EMBROIDERY	14.95
0121721	AUTO VALUE - GRAND RAPIDS	50.01
0221650	BURGGRAF'S ACE HARDWARE INC	6.39
1301025	MAKI BODY & GLASS	672.38
1309098	MINNESOTA DEPT OF ADMN	65.00
1506265	NORTHERN OFFICE OUTFITTER INC	235.10
1605665	PERSONNEL DYNAMICS, LLC	624.00
1801570	RAPIDS AUTO WASH	81.00
1801609	RAPIDS TOWING	659.00
1916655	SPRINT	30.00
2000400	T J TOWING	730.00
TOTAL POLICE		3,167.83
RECREATION		
0401804	DAVIS OIL	42.00
0718060	GRAND RAPIDS NEWSPAPERS INC	43.80
TOTAL RECREATION		85.80

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INVOICES DUE ON/BEFORE 07/25/11

VENDOR #	NAME	AMOUNT DUE
CIVIC CENTER		
T000730	KRISTI BERGSTROM	275.00
TOTAL		275.00
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	83.16
0205153	BECKER ARENA PRODUCTS INC	4,331.77
0221650	BURGGRAF'S ACE HARDWARE INC	60.83
0315455	COLE HARDWARE INC	28.85
0501656	THE EARTHGRAINS COMPANY INC	106.60
0718010	CITY OF GRAND RAPIDS	135.00
1301168	MARKETPLACE FOODS	53.23
1605611	PEPSI-COLA	1,235.00
1615423	POKEGAMA ELECTRIC INC	185.00
1901535	SANDSTROM COMPANY INC	2,286.01
1908099	SHARP GUY SHARPENING	240.00
1909510	SIM SUPPLY INC	308.80
2001750	TAUTGES REDPATH & CO LTD	670.02
TOTAL GENERAL ADMINISTRATION		9,724.27
RECREATION PROGRAMS		
1205530	CONRAD LENZO	1,300.00
1605665	PERSONNEL DYNAMICS, LLC	998.40
1901535	SANDSTROM COMPANY INC	59.76
T000729	LORETTA HAMM	65.00
TOTAL		2,423.16
STATE HAZ-MAT RESPONSE TEAM		
0221650	BURGGRAF'S ACE HARDWARE INC	93.62
0401804	DAVIS OIL	135.00
2300600	W.P. & R.S. MARS COMPANY	334.65
TOTAL		563.27
CEMETERY		
0221650	BURGGRAF'S ACE HARDWARE INC	170.89
0315455	COLE HARDWARE INC	85.39

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VENDOR #	NAME	AMOUNT DUE
CEMETERY		
0801836	HAWKINSON SAND & GRAVEL	359.32
TOTAL		615.60
DOMESTIC ANIMAL CONTROL FAC		
0705531	GENERAL PET SUPPLY	119.00
0815730	HOTSY EQUIPMENT OF MINNESOTA	120.27
TOTAL		239.27
2009D GO EQPT CERTIFICATE		
2305447	WELLS FARGO BANK NA	18,362.50
TOTAL		18,362.50
SP ASSESS IMP BOND-2001B		
2100266	U S BANK	4,413.13
TOTAL		4,413.13
SP ASSESS IMP BOND-2003A		
2100266	U S BANK	21,838.75
TOTAL		21,838.75
SP ASSESS IMP BOND-2004		
2100266	U S BANK	33,645.63
TOTAL		33,645.63
SP ASSESS IMP BOND-2005A		
2100266	U S BANK	42,841.25
TOTAL		42,841.25

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VENDOR #	NAME	AMOUNT DUE
SP ASSESS IMP BOND-2006C		
2100266	U S BANK	36,100.00
TOTAL		36,100.00
GO CIP REFUNDING BOND 2006B		
2100266	U S BANK	23,600.00
TOTAL		23,600.00
SP ASSESS IMP BOND-2007A		
2305447	WELLS FARGO BANK NA	30,807.50
TOTAL		30,807.50
SP ASSESS IMP BOND-2008C		
2305447	WELLS FARGO BANK NA	21,171.25
TOTAL		21,171.25
GO STREET RECONST BNDS 2008B		
2305447	WELLS FARGO BANK NA	18,942.50
TOTAL		18,942.50
GO IMP REFUNDING BOND-2009B		
2305447	WELLS FARGO BANK NA	7,256.25
TOTAL		7,256.25
GO IMP BONDS 2009C		
2305447	WELLS FARGO BANK NA	96,888.75
TOTAL		96,888.75

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VENDOR #	NAME	AMOUNT DUE

GO IMP, CIP & REFUNDING 2010A		
2305447	WELLS FARGO BANK NA	26,034.39
TOTAL		26,034.39
TIF 1-6 OLD HOSPITAL BONDS		
2305447	WELLS FARGO BANK NA	18,388.75
TOTAL		18,388.75
2010 INFRASTRUCTURE BONDS		
RROAD CROSSING PJT		
1900225	SEH-RCM	11,530.00
TOTAL RROAD CROSSING PJT		11,530.00
2004-2B MULTI USE TRAIL		
1900225	SEH-RCM	10,761.97
TOTAL 2004-2B MULTI USE TRAIL		10,761.97
2011 INFRASTRUCTURE BONDS		
2014-1 NE 1ST AVENUE		
0218115	BRAUN INTERTEC CORPORATION	1,801.50
1900225	SEH-RCM	7,331.53
TOTAL 2014-1 NE 1ST AVENUE		9,133.03
2009-4 FOREST HILLS AVE		
1900225	SEH-RCM	1,638.00
TOTAL 2009-4 FOREST HILLS AVE		1,638.00
2010-3 19TH AVE NW		
0315537	CONNECTING POINT TECHNOLOGIES	1,264.40
1900225	SEH-RCM	4,080.00
TOTAL 2010-3 19TH AVE NW		5,344.40

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VENDOR #	NAME	AMOUNT DUE

2011	INFRASTRUCTURE BONDS	
2011-4	HORSESHOE/ISLEVIEW	
1900225	SEH-RCM	29,290.50
T000726	DOROTHY KAHN	1,772.00
T000728	RICHARD A SWANN	2,730.00
TOTAL 2011-4 HORSESHOE/ISLEVIEW		33,792.50
2012	INFRASTRUCTURE BONDS	
2004-3	SE 4TH STREET	
1900225	SEH-RCM	7,391.61
TOTAL 2004-3 SE 4TH STREET		7,391.61
PIR-PERMANENT IMPRV REVOLV FND		
NO PROJECT		
2001750	TAUTGES REDPATH & CO LTD	5,681.77
TOTAL NO PROJECT		5,681.77
STORM WATER UTILITY		
0801825	HAWKINSON CONSTRUCTION CO INC	479.33
0801836	HAWKINSON SAND & GRAVEL	35.97
1415580	NORTHSIDE LUMBER COMPANY	18.40
1900225	SEH-RCM	462.50
1909450	SILVERTIP GRAPHICS SIGNS	89.80
2001750	TAUTGES REDPATH & CO LTD	626.47
2018225	TREASURE BAY PRINTING INC	851.79
2018560	TROUT ENTERPRISES INC	140.00
TOTAL		2,704.26
TOTAL UN-PAID TO BE APPROVED		547,131.92
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0104095	DALE ADAMS	69.87
0212750	BLUE CROSS & BLUE SHIELD OF MN	32,691.00
0301530	CANON USA INC	2,205.90
0312105	CLAFTON BUILDERS INC	1,000.00
0315454	TRAVIS COLE	92.82
0600043	FSH COMMUNICATIONS, LLC	64.13
0612224	FLEET SERVICES	3,858.42
0709455	SHAWN GILLEN	127.75
0717996	GRAND ITASCA CLINIC	203.00

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INVOICES DUE ON/BEFORE 07/25/11

VENDOR #	NAME	AMOUNT DUE
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0718015	GRAND RAPIDS CITY PAYROLL	199,868.67
0718070	GRAND RAPIDS STATE BANK	497.20
0805358	JACKIE HEINRICH	30.00
0900060	ICTV	11,127.66
0914197	INDEPENDENCE FIREWORKS ACCOUNT	300.00
0920036	ITASCA COUNTY ATTORNEY OFFICE	4,500.00
1201402	LAKE COUNTRY POWER	24.05
1205095	LEAGUE OF MN INSURANCE TRUST	1,100.00
1301262	BRIAN MATTSON	8.00
1305210	MESABI RANGE COMMUNITY &	4,200.00
1309199	MINNESOTA ENERGY RESOURCES	17.19
1309332	MN STATE RETIREMENT SYSTEM	3,240.79
1309335	MINNESOTA SALES & USE TAX	6,479.43
1309375	MINNESOTA UNEMPLOYMENT COMP FD	3,389.77
1315295	CHAD MOEN	30.00
1401705	CITY OF NASHWAUK	1,077.30
1415035	NORTH COUNTRY BUSINESS PROD	1,131.63
1516220	OPERATING ENGINEERS LOCAL #49	26,464.00
1518550	MATTHEW O'ROURKE	30.00
1609561	PIONEER TELEPHONE	11.25
1621125	PUBLIC UTILITIES COMMISSION	822.61
1621130	P.U.C.	15,336.70
1723221	QWEST	268.08
1805225	REED DRUG INC	36.28
1809149	MICHAEL RICE	87.21
1901805	GORDY SVELA	38.89
1901825	SAWMILL INN	33.00
1921620	SUPERIOR USA BENEFITS CORP	291.00
2000490	TDS Metrocom	1,809.27
2205637	VERIZON WIRELESS	1,986.41
2209665	VISA	2,741.54
2405650	XEROX CORPORATION	99.03
T000628	GENE BAKER	5.00
TOTAL PRIOR APPROVAL		327,394.85
TOTAL ALL DEPARTMENTS		874,526.77



CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS
420 NORTH POKEGAMA
AVE.

Legislation Details (With Text)

File #: 11-1669 **Version:** 1 **Name:** Conduct a Public Hearing to consider the adoption of an Ordinance amending Section 30-453 Variance Procedures to reflect the recent changes to Minnesota State Statute § 462.357.

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

File created: 7/18/2011 **In control:** Community Development

On agenda: 7/25/2011 **Final action:**

Title: Conduct a Public Hearing to consider the adoption of an Ordinance amending Section 30-453 Variance Procedures to reflect the recent changes to Minnesota State Statute § 462.357.

Sponsors:

Indexes:

Code sections:

Attachments: House File No 52
Variance Procedures Text Amendments version 1

Date	Ver.	Action By	Action	Result
7/25/2011	1	City Council		

Title

Conduct a Public Hearing to consider the adoption of an Ordinance amending Section 30-453 *Variance Procedures* to reflect the recent changes to Minnesota State Statute § 462.357.

Body

On May 5, Governor Dayton signed 2011 Minnesota Laws, Chapter 19, amending *Minnesota Statutes*, section 462.357, subdivision 6 to restore municipal variance authority in response to *Krummenacher v. City of Minnetonka*, 783 N.W.2d 721 (Minn. June 24, 2010). The law also provides consistent statutory language between *Minnesota Statutes*, chapter 462 and the county variance authority of *Minnesota Statutes*, section 394.27, subdivision 7.

The new law renames the municipal variance standard from "undue hardship" to "practical difficulties," but otherwise retains the familiar three-factor test of (1) reasonableness, (2) uniqueness, and (3) essential character. Also included is a sentence new to city variance authority that was already in the county statutes: "Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the terms of the variance are consistent with the comprehensive plan."

In evaluating variance requests under the new law, cities are required to adopt findings addressing the following questions:

- 1 Is the variance in *harmony with* the purposes and intent of the *ordinance*?
- 2 Is the variance *consistent with* the *comprehensive plan*?
- 3 Does the proposal put property to use in a *reasonable manner*?
- 4 Are there *unique circumstances* to the property not created by the landowner?
- 5 Will the variance, if granted, alter the *essential character* of the locality?

In addition to the proposed amendments stemming from recent State Statute change, staff has proposed some changes to correct language concerning variance appeals. When wide scale ordinance revisions to the Zoning Ordinance were adopted in 2007, subsection (f) was changed to forward appeals of decisions made by the planning commission regarding variances to district court, rather than the City Council. This made subsection (g), which was not changed at

the time, inconsistent. The changes proposed to subsection (g), are intended to more clearly define the process of appealing a Zoning Administrator's decisions.

At their meeting on July 7, 2011, the Planning Commission reviewed the application and forwarded a favorable recommendation to the City Council regarding draft text amendments.

The proposed amendments are shown in the marked up attachment, as well as being incorporated into the draft Ordinance being considered.

CHAPTER 19--H.F.No. 52

An act

relating to local government; providing for variances from city, county, and town zoning controls and ordinances; amending Minnesota Statutes 2010, sections 394.27, subdivision 7; 462.357, subdivision 6.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:

Section 1. Minnesota Statutes 2010, section 394.27, subdivision 7, is amended to read:

Subd. 7. **Variances; ~~hardship~~ practical difficulties.** The board of adjustment shall have the exclusive power to order the issuance of variances from the ~~terms requirements~~ of any official control including restrictions placed on nonconformities. Variances shall only be permitted when they are in harmony with the general purposes and intent of the official control ~~in cases when there are practical difficulties or particular hardship in the way of carrying out the strict letter of any official control~~, and when the ~~terms of the variance~~ variances are consistent with the comprehensive plan. ~~"Hardship" as used in connection with the granting of a variance means the property in question cannot be put to a reasonable use if used under the conditions allowed by the official controls; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality.~~ Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the official control. "Practical difficulties," as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by an official control; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone ~~shall do not constitute a hardship if a reasonable use for the property exists under the terms of the ordinance~~ practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems. Variances shall be granted for earth sheltered construction as defined in section 216C.06, subdivision 14, when in harmony with the official controls. No variance may be granted that would allow any use that is ~~prohibited~~ not allowed in the zoning district in which the subject property is located. The board of adjustment may impose conditions in the granting of variances ~~to~~. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance insure compliance and to protect adjacent properties and the public interest. The board of adjustment may consider the inability to use solar energy systems a "hardship" in the granting of variances. **EFFECTIVE DATE.** This section is effective the day following final enactment.

Sec. 2. Minnesota Statutes 2010, section 462.357, subdivision 6, is amended to read:

Subd. 6. **Appeals and adjustments.** Appeals to the board of appeals and adjustments may be taken by any affected person upon compliance with any reasonable conditions imposed by the zoning ordinance. The board of appeals and adjustments has the following powers with respect to the zoning ordinance:

(1) To hear and decide appeals where it is alleged that there is an error in any order, requirement, decision, or determination made by an administrative officer in the

enforcement of the zoning ordinance.

(2) To hear requests for variances from the ~~literal provisions of the ordinance in instances where their strict enforcement would cause undue hardship because of circumstances unique to the individual property under consideration, and to grant such variances only when it is demonstrated that such actions will be in keeping with the spirit and intent of the ordinance.~~ "Undue hardship" as used in connection with the granting of a variance means the property in question cannot be put to a reasonable use if used under conditions allowed by the official controls, requirements of the zoning ordinance including restrictions placed on nonconformities. Variances shall only be permitted when they are in harmony with the general purposes and intent of the ordinance and when the variances are consistent with the comprehensive plan. Variances may be granted when the applicant for the variance establishes that there are practical difficulties in complying with the zoning ordinance. "Practical difficulties," as used in connection with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance; the plight of the landowner is due to circumstances unique to the property not created by the landowner; and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone ~~shall do not constitute an undue hardship if reasonable use for the property exists under the terms of the ordinance.~~ Undue hardship also includes practical difficulties. Practical difficulties include, but is are not limited to, inadequate access to direct sunlight for solar energy systems. Variances shall be granted for earth sheltered construction as defined in section 216C.06, subdivision 14, when in harmony with the ordinance. The board of appeals and adjustments or the governing body as the case may be, may not permit as a variance any use that is not ~~permitted~~ allowed under the zoning ordinance for property in the zone where the affected person's land is located. The board or governing body as the case may be, may permit as a variance the temporary use of a one family dwelling as a two family dwelling. The board or governing body as the case may be may impose conditions in the granting of variances ~~to insure compliance and to protect adjacent properties.~~ A condition must be directly related to and must bear a rough proportionality to the impact created by the variance.

EFFECTIVE DATE. This section is effective the day following final enactment.

Presented to the governor May 2, 2011

Signed by the governor May 5, 2011, 3:03 p.m.

Sec. 30-453. - Variance procedures.

(a) *Applications for variances.* The owner of land may file a signed application with the zoning administrator on forms provided by the city. The application shall be accompanied by plans drawn to scale and illustrations which accurately reflect existing conditions and the improvements to be made if the variance is granted.

(b) *Appeals.* A person may appeal a decision made by the zoning administrator or other administrative offices by filing a written appeal within 30 days of the decision of such officer.

(c) *Hearing and mailed notices.* The zoning administrator shall cause to be published, a notice of public hearing before the board of zoning appeals in the official newspaper not less than ten days prior to the hearing date. Notices shall also be mailed to all owners of property within 200 feet of the parcel included in the request not less than ten days prior to the hearing.

(d) *Board decisions.* Within 60 days after receipt of the application, the planning commission shall conduct a public hearing and decide on the variance or appeal. If the planning commission grants the variance, the planning commission may impose such conditions as it deems necessary to ensure compliance with the intent of this article.

(e) *Findings for variances.*

(1) The board shall not grant a petition for a variance unless it determines that there are practical difficulties in complying with the Article. "Practical Difficulties", as used in conjunction with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the Article. Furthermore, variances shall only be permitted when: they are in harmony with the general purposes and intent of the Article, when they are consistent with the Comprehensive Plan, strict enforcement of this article would cause undue hardship because of circumstances unique to an individual property under consideration and that the granting of such variance will be in keeping with the spirit and intent of this article. Undue hardship, as used in conjunction with the granting of a variance, means the property in question cannot be put to reasonable use if used under conditions allowed by the official controls, when the plight of the landowner is due to circumstances unique to their property not created by the landowner, and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone shall do not constitute an undue hardship if reasonable use for the property exists under the terms of this article practical difficulties. Undue hardship Practical difficulties also includes, but is not limited to, inadequate access to direct sunlight for solar energy systems. No variance may be granted that would allow any use that is not allowed in the zoning district in which the subject property is located. Under no circumstances shall a variance be granted where prohibited by state law.

a. Conditions: The board of zoning appeals may impose conditions in the granting of a variance, provided the condition(s) must be directly related to and must bear a rough proportionality to the impact created by the variance.

(2) Flexibility for commercial site redevelopment: legal class II non-conforming uses in the business and industrial zones may be eligible for variance(s) from parking lot setbacks; bufferyard requirements; number, location and width of street accesses; location of dumpsters; curb and

gutter requirements; and the location of signs. In order to qualify for flexibility under section 30-453(e)(2), the Board must make findings based on the following general guidelines and considerations:

a. Parking Lot Setbacks: For a variance from parking lot setbacks, it must be demonstrated that:

1. Setbacks can not be met and still provide a parking lot that meets required dimensions; or
2. Providing setbacks and landscaping would reduce available parking;
3. The resulting width of landscape areas (including setback and right-of-way) is not adequate to support vegetation.

b. Curb cuts: In order to maintain a number of curb cuts greater than allowed by section 30-596(b), it must be demonstrated that eliminating driveway approaches would make it impossible or impractical to access parking or loading zones.

c. Backing into a street: On sites where parking lots have historically been used in such a manner as to permit cars to back into a street, this situation must be eliminated unless all of the following conditions are met:

1. The site would not allow development of a parking lot meeting setbacks, and qualifies under section 30-453(e)(2)a. (above)
2. The parking in question would be backing into a street classified as a "local" street, with an average daily traffic (ADT) of 1,000 vehicles or less.
3. The depth of the parking stalls shall be a minimum of 22 feet, but not more than 25 feet, and shall not encroach on any sidewalks.
4. The parking can be situated no closer than 50 feet from any street intersection, and no closer than ten feet from any other driveway.

d. Sign placement: Sign setbacks may be reduced if it can be demonstrated that locating the sign to meet setbacks would cause it to reduce the amount of parking where there is less than the required amount of parking, or place the sign in a drive lane. In granting variances for sign setbacks, the Board shall impose the following conditions:

1. The total square footage and number of signs on the site be reduced, if necessary, to comply with section 30-679
2. No signs shall be located closer to an intersection than allowed by section 30-553
3. The sign shall have a minimum ground clearance of ten feet if overhanging a parking lot. Otherwise, the ground clearance shall be a minimum of eight feet.

e. It must be demonstrated that flexibility in meeting site development standards will not result in congestion or traffic hazards, or impede pedestrian traffic.

f. The board shall require site development compliance in all locations on the property and

adjacent street/alley right-of-way, where possible, in keeping with the spirit and intent of the zoning ordinance.

(3) ADA improvements: Variations from building setbacks may be permitted where necessary to allow existing buildings to comply with the Americans With Disabilities Act (ADA) accessibility requirements.

(f) *Appeals of board's decisions.* Any person who deems himself aggrieved by the board's decision including, but not limited to, the petitioner, an affected property owner or an administrative officer of the city, may appeal the decision of the board to the district court within 15 days after the decision by the board.

~~(g) *City council public hearing Appeals of Administrative Officer's decisions.* Following the filing requirements described in subsection (b) of this section, and following the prescribed notice procedures in subsection (c) of this section, the city council board of zoning appeals shall decide the appeals where it is alleged that there is an error in any order, requirement, decision, or determination made by an administrative officer in the enforcement of the zoning ordinance upon the record and findings of the board of zoning appeals within 60 days after the appeal date, unless the city council's decision is continued for a period not to exceed 30 days. The city council board of zoning appeals may either affirm the decision of the board of zoning appeals administrative officer, or, where it is determined that an error has been made, may refuse or reverse the order, requirement, decision, or remand the matter back to the board of zoning appeals for additional findings/determination. If the action of the council results in the variance being granted, the council may impose such conditions as it deems necessary to ensure compliance with the intent of this article.~~

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(h) *Resubmission.* No application which has been denied by the board or city council, on appeal, shall be resubmitted for a period of one year from the date of denial.

(i) *Lapse and extension.* If, within one year after the date the variance was granted, a building permit was not obtained, the variance shall become null and void.

(j) *Additional steps.* Additional steps necessary for issuing a variance in the shoreland zones are as follows:

(1) The board of adjustment shall hear and decide requests for variances in accordance with the rules that it has adopted for the conduct of business. When a variance is approved after the department of natural resources has formally recommended denial in the hearing record, the notification of the approved variance required in subsection (j)(3)b. of this section shall also include the planning commission's summary of the public record/testimony and the findings of facts and conclusions which supported the issuance of the variance.

(2) For existing developments, the application for variance must clearly demonstrate whether a conforming sewage treatment system is present for the intended use of the property. The variance, if issued, must require reconstruction of a nonconforming sewage treatment system.

(3) Notifications to the department of natural resources.

a. Copies of all notices of any public hearings to consider variances, amendments, or conditional uses under local shoreland management controls must be sent to the

commissioner or the commissioner's designated representative and postmarked at least ten days before the hearings. Notices of hearings to consider proposed subdivisions or plats must include copies of the subdivision or plat.

b. A copy of approved amendments and subdivisions or plats, and final decisions granting variances or conditional uses under local shoreland management controls must be sent to the commissioner or the commissioner's designated representative and postmarked within ten days of final action.

(Code 1978, § 23.4(D); Ord. No. 07-03-06, § 2(Exh. A), 3-27-2006; Ord. No. 07-03-06, § 2(Exh. A), 3-27-2007)

DRAFT



CITY OF GRAND RAPIDS

CITY COUNCIL CHAMBERS
420 NORTH POKEGAMA
AVE.

Legislation Details (With Text)

File #: 11-1670 **Version:** 1 **Name:** Consider the recommendation of the Planning Commission regarding the adoption of an ordinance, amending Section 30-453 Variance Procedures to reflect the recent changes to Minnesota State Statute § 462.357.

Type: Agenda Item **Status:** Passed

File created: 7/18/2011 **In control:** Community Development

On agenda: 7/25/2011 **Final action:** 7/25/2011

Title: Consider the recommendation of the Planning Commission regarding the adoption of an ordinance, amending Section 30-453 Variance Procedures to reflect the recent changes to Minnesota State Statute § 462.357.

Sponsors:

Indexes:

Code sections:

Attachments: Ordinance-Variance Amendment 7-25-11

Date	Ver.	Action By	Action	Result
7/25/2011	1	City Council	Approved As Presented	Pass

Title

Consider the recommendation of the Planning Commission regarding the adoption of an ordinance, amending Section 30-453 *Variance Procedures* to reflect the recent changes to Minnesota State Statute § 462.357.

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 ordinance as prepared, or the Council can make its own findings to support its reasons for approving or denying the text amendment.

Requested City Council Action

Consider the recommendation of the Planning Commission regarding the adoption of an ordinance, amending Section 30-453 *Variance Procedures* to reflect the recent changes to Minnesota State Statute § 462.357; and authorize its publication in summary form.

ORDINANCE NO. 11-__

AN ORDINANCE TO AMENDING SECTION 30-453, VARIANCE PROCEDURES, OF THE GRAND RAPIDS, MINNESOTA CITY CODE, TO REFLECT THE RECENT CHANGES TO MINNESOTA STATE STATUTE § 462.357

WHEREAS, On May 5, Governor Dayton signed 2011 Minnesota Laws, Chapter 19, amending *Minnesota Statutes*, section 462.357, subdivision 6 to restore municipal variance authority in response to *Krummenacher v. City of Minnetonka*, 783 N.W.2d 721 (Minn. June 24, 2010). The law also provides consistent statutory language between *Minnesota Statutes*, chapter 462 and the county variance authority of *Minnesota Statutes*, section 394.27, subdivision 7; and

WHEREAS, the Planning Commission on July 7, 2011 reviewed draft amendments to Section 30-453 of the Zoning Ordinance and made certain findings of fact that the addition of these provisions were consistent with the Comprehensive Plan and would be in the best interest of the public's health, safety, and general welfare, and recommended that the City Council adopt amendments to said portions of Article VI of Chapter 30 of the City Code; and

WHEREAS, the City Council conducted a public hearing on Monday, July 25, 2011 at 6:00 p.m., to consider the amendments; and

WHEREAS, the City Clerk presented the affidavit of publication of the notice of the public hearing; and

WHEREAS, the City Council has heard all persons who wished to be heard in regards to the proposed text amendments.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRAND RAPIDS, MINNESOTA, that the proposed amendments to the City Code are in the best interest of the public's health, safety, and general welfare, and hereby ordains that the Grand Rapids City Code be amended as follows:

Sec. 30-453. Variance Procedures.

(a) *Applications for variances.* The owner of land may file a signed application with the zoning administrator on forms provided by the city. The application shall be accompanied by plans drawn to scale and illustrations which accurately reflect existing conditions and the improvements to be made if the variance is granted.

(b) *Appeals.* A person may appeal a decision made by the zoning administrator or other administrative offices by filing a written appeal within 30 days of the decision of such officer.

(c) *Hearing and mailed notices.* The zoning administrator shall cause to be published, a notice of public hearing before the board of zoning appeals in the official newspaper not less than ten days prior to the hearing date. Notices shall also be mailed to all owners of property within 200 feet of the parcel included in the request not less than ten days prior to the hearing.

(d) *Board decisions.* Within 60 days after receipt of the application, the planning commission

shall conduct a public hearing and decide on the variance or appeal. If the planning commission grants the variance, the planning commission may impose such conditions as it deems necessary to ensure compliance with the intent of this article.

(e) *Findings for variances.*

(1) The board shall not grant a petition for a variance unless it determines that there are practical difficulties in complying with the Article. "Practical Difficulties", as used in conjunction with the granting of a variance, means that the property owner proposes to use the property in a reasonable manner not permitted by the Article. Furthermore, variances shall only be permitted when: they are in harmony with the general purposes and intent of the Article, when they are consistent with the Comprehensive Plan, when the plight of the landowner is due to circumstances unique to their property not created by the landowner, and the variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems. No variance may be granted that would allow any use that is not allowed in the zoning district in which the subject property is located. Under no circumstances shall a variance be granted where prohibited by state law.

a. Conditions: The board of zoning appeals may impose conditions in the granting of a variance, provided the condition(s) must be directly related to and must bear a rough proportionality to the impact created by the variance.

(2) Flexibility for commercial site redevelopment: legal class II non-conforming uses in the business and industrial zones may be eligible for variance(s) from parking lot setbacks; bufferyard requirements; number, location and width of street accesses; location of dumpsters; curb and gutter requirements; and the location of signs. In order to qualify for flexibility under section 30-453(e)(2), the Board must make findings based on the following general guidelines and considerations:

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3. The sign shall have a minimum ground clearance of ten feet if overhanging a parking lot. Otherwise, the ground clearance shall be a minimum of eight feet.

e. It must be demonstrated that flexibility in meeting site development standards will not result in congestion or traffic hazards, or impede pedestrian traffic.

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(3) ADA improvements: Variations from building setbacks may be permitted where necessary to allow existing buildings to comply with the Americans With Disabilities Act (ADA) accessibility requirements.

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(g) *Appeals of Administrative Officer's decisions.* Following the filing requirements described in subsection (b) of this section, and following the prescribed notice procedures in subsection (c) of this section, the board of zoning appeals shall decide the appeals where it is alleged that there is an error in any order, requirement, decision, or determination made by an administrative officer in the enforcement of the zoning ordinance. Within 60 days after the appeal date, the board of zoning appeals shall either affirm the decision of the administrative officer, or, where it is determined that an error has been made, may revise or reverse the order, requirement,

decision, or determination.

(h) *Resubmission.* No application which has been denied by the board shall be resubmitted for a period of one year from the date of denial.

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(Code 1978, § 23-4(D); Ord. No. 07-03-06, § 2(Exh. A), 3-27-2006; Ord. No. 07-03-06, § 2(Exh. A), 3-27-2007)

This Ordinance shall become effective after its passage and publication.

ADOPTED AND PASSED BY THE City Council of the City of Grand Rapids on the 25th day of July, 2011.

Dale Adams, Mayor

Attest:

Kim Johnson-Gibeau, City Clerk

Councilmember _____ seconded the foregoing ordinance and the following voted in favor thereof: _____. Opposed: _____, whereby the ordinance was declared duly passed and adopted.

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