



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

CITY COUNCIL MEETING AGENDA
Monday, August 28, 2023
5:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular meeting of the Grand Rapids City Council will be held on Monday, August 28, 2023 at 5:00 PM in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL:

PROCLAMATIONS/PRESENTATIONS:

1. Proclamation - Veteran Crisis Response Team

PUBLIC FORUM:

COUNCIL REPORTS:

APPROVAL OF MINUTES:

2. Approve Council minutes for Monday, August 14, 2023 Regular meeting and Wednesday, August 16, 2023 Budget meeting.

VERIFIED CLAIMS:

3. Approve the verified claims for the period August 8, 2023 to August 21, 2023 in the total amount of \$1,176,143.34.

ACKNOWLEDGE MINUTES FOR BOARDS AND COMMISSIONS:

4. June 7, 2023 Civic Center Advisory Board
June 9, 2023 GREDA Special meeting
July 12, 2023 Library Board meeting
July 17, 2023 GREDA meeting
July 18, 2023 Golf Board Minutes

CONSENT AGENDA:

5. Consider approving temporary liquor for Klockow Brewing Klocktoberfest event September 30, 2023
6. Consider accepting resignations from Golf Board and Human Rights Commission
7. Consider authorizing quotes and awarding a contract for the rain gutter replacement on the terminal building at the Grand Rapids / Itasca County Airport.

- [8.](#) Consider authorizing a quote and awarding a contract to remove old caulk around windows, doors, and louvers and replace with new caulk on the terminal building at the Grand Rapids / Itasca County Airport.
- [9.](#) Consider approving the hiring and wage adjustments of part-time employees at the IRA Civic Center.
- [10.](#) Consider authorizing quotes and accepting low bid from Joy's Greenhouse for hanging baskets and planters for Central Business District
- [11.](#) Consider the purchase and installation of an electric chain hoist to be installed in the fire hall and the additional electrical outlets.
- [12.](#) Consider approving on-sale liquor license for La Tequila Taco Shop
- [13.](#) Consider accepting quote through Minnesota Cooperative Purchasing Venture for furniture at Civic Center
- [14.](#) Consider accepting low quote for rubber flooring at the IRA Civic Center
- [15.](#) Consider adopting a resolution calling a public hearing on the creation of TIF District 1-14 L&M Supply and the adoption of a TIF Plan therefore.
- [16.](#) Consider approving change orders related to IRA Civic Center project.

SET REGULAR AGENDA:

ADMINISTRATION:

- [17.](#) Consider appointing Samuel Hussman to the position of Police Officer
- [18.](#) Consider accepting the resignation of Jeff Ingle from the position of Captain from the Grand Rapids Fire Department and authorize City staff to begin the process of filling the internal vacancy
- [19.](#) Consider the retirement of Bob Cahill from the position of Director of Golf, consider revised job description for the position of Director of Golf, authorize the advertisement/interviewing for this position, and appoint a City Council member to the hiring committee.

COMMUNITY DEVELOPMENT:

- [20.](#) Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map, by rezoning land from R-1 (One Family Residential) to R-4 (Multi-Family Residential, High Density)

ENGINEERING PUBLIC WORKS:

- [21.](#) Consider donating 6 cemetery plots to Grand Itasca Clinic & Hospital
- [22.](#) Consider entering into an agreement with Grand Rapids GM for EV charging sites

23. Consider entering into an agreement with Grand Rapids Area Chamber of Commerce for an EV charging site

FIRE:

24. Consider allowing the Grand Rapids Fire department to enter into a Department of Defense Firefighter Program agreement for the purchase of a 2003 S150 Bobcat.

PUBLIC HEARINGS: (scheduled to begin no earlier than 5:00 PM)

25. Conduct a Public Hearing approving a Street Reconstruction Plan and authorizing the issuance of General Obligation Street Reconstruction Bonds.

FINANCE:

26. Consider adopting a resolution approving an Amended and Restated Street Reconstruction Plan and authorizing the issuance of General Obligation Street Reconstruction Bonds, Series 2023A.
27. Consider adopting a resolution providing for issuance and sale of General Obligation Utility Revenue Bonds, Series 2023B, in the proposed aggregate principal amount of \$6,200,000.
28. Consider adopting a resolution authorizing the City to enter into a Credit Enhancement Program Agreement with the Minnesota Public Facilities Authority.

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR SEPTEMBER 11, 2023 AT 5:00 PM

Hearing Assistance Available: This facility is equipped with a hearing assistance system.

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 all City 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.

ATTEST: Kimberly Gibeau, City Clerk

Proclamation

WHEREAS, First Call for Help of Itasca County was established in 1974, and has consistently served our city residents for 49 years with a mission to provide free, confidential and non-judgmental active listening, information and referral, and crisis intervention services 24 hours a day, 365 days a year; and

WHEREAS, the mission of the Itasca County mental Health Crisis Response Team (CRT) is to provide assessment, intervention and stabilization services to residents who are experiencing mental health crisis, are at risk of hospitalization, are in need of mental health support services, and can benefit from additional resources; and

WHEREAS, in October 2019 the Veteran Crisis Response Team (VCRT) was established in Itasca County as a team of trained Veterans serving their fellow Veterans who are in crisis. This team of trained Mental Health Practitioners stand ready to come to the aid of Veterans in need; and

WHEREAS, the VCRT is a vital part of our community and essential to the health and stability of our Veterans; and

WHEREAS, the VCRT commitment to all Veterans is “In your darkest hour, when the demons come, call on us and we will fight them together.”; and

WHEREAS, the VCRT is being acknowledged within this proclamation for their selfless life-saving actions and on-going personal dedication to the lives of Veterans in our city.

NOW THEREFORE, I, Dale Christy, Mayor of the City of Grand Rapids, do hereby challenge all citizens to join together in supporting this life saving work through spreading the awareness of this team to all Veterans and Veteran Service Member Families.

IN WITNESS WHEREOF, I have hereto subscribed my name and the seal of the City of Grand Rapids, Minnesota, this 28th day of August, Two thousand twenty-three.

Dale Christy, Mayor
City of Grand Rapids



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

CITY COUNCIL MEETING MINUTES
Monday, August 14, 2023
5:00 PM

Mayor Christy called the meeting to order at 5:00 PM.

PRESENT: Mayor Dale Christy, Councilor Dale Adams, Councilor Tasha Connelly, Councilor Molly MacGregor, Councilor Tom Sutherland

STAFF: Tom Pagel, Rob Mattei, Barb Baird, Will Richter, Chery Pierzina

PUBLIC FORUM:

No one from the public wished to speak.

COUNCIL REPORTS:

No Council reports.

APPROVAL OF MINUTES:

1. Approve minutes for Monday, July 24, 2023 Worksession and Regular meetings and August 7, 2023 Special meeting.

Motion made by Councilor Connelly, Second by Councilor Adams to approve Council minutes as presented. Voting Yea: Mayor Christy, Councilor Adams, Councilor Connelly, Councilor MacGregor, Councilor Sutherland

VERIFIED CLAIMS:

2. Approve the verified claims for the period July 18, 2023 to August 7, 2023 in the total amount of \$3,632,906.92.

Motion made by Councilor Adams, Second by Councilor Connelly to approve the verified claims as presented. Voting Yea: Mayor Christy, Councilor Adams, Councilor Connelly, Councilor MacGregor, Councilor Sutherland

CONSENT AGENDA:

3. Consider approval of Change Order #1 for CP 2022-1, Hwy 2 Lighting.
4. Consider the termination and resignation of seasonal employees from Public Works.

5. Consider accepting the Fire Relief Association Schedule Form for Lump-Sum Pension reporting Year 2023, 2022 Financial Statements and authorize the budgeted \$5,000 contribution to the Fire Relief Association.
6. Consider approving the purchase and execution of a three- year agreement with ESRI for GIS ELA software.
7. Consider approving Collection of Local Sales & Use Tax Agreement
8. Consider approving Redpath and Company, LLC Engagement Letter dated August 3, 2023 for audit year ending December 31, 2023.
9. Consider Voiding Lost Accounts Payable Check and Issue a Replacement Check
10. Consider approving a property damage release with Qwest Corporation
11. Consider authorizing Mayor Christy to sign a Managed Account Program agreement with Marco for the library copier lease.
12. Consider the retirement of part-time employee, Kent Baril, from the Pokegama Golf Course.
13. Consider adopting a resolution vacating the plat of Forest Lake Addition recorded on July 13, 2023, as Document A000773304.

Adopted Resolution 23-50

14. Consider adopting a resolution accepting a Hazardous Materials Emergency Planning Grant

Adopted Resolution 23-51

15. Consider approving MAVO Systems proposal to remove paint containing asbestos in Room 128 of Civic Center
16. Consider authorizing staff to solicit quotes for rubber flooring and furniture at the Civic Center
17. Consider approving change order #3 for Becker Arena Products for dasher boards at the Civic Center.
18. Consider adopting a resolution calling for a Public Hearing relating to the issuance of Street Reconstruction Bonds.

Adopted Resolution 23-52

19. Consider approving change orders for Civic Center project.

Motion made by Councilor Sutherland, Second by Councilor MacGregor to approve the Consent agenda as presented. Voting Yea: Mayor Christy, Councilor Adams, Councilor Connelly, Councilor MacGregor, Councilor Sutherland

SET REGULAR AGENDA:

Motion made by Councilor Connelly, Second by Councilor MacGregor to approve the Regular agenda as presented. Voting Yea: Mayor Christy, Councilor Adams, Councilor Connelly, Councilor MacGregor, Councilor Sutherland

ADMINISTRATION:

20. Consider appointment of Dan Swenson to the position of Assistant Community Development Director

Ms. Pierzina noted that the recruiting and interview process has been completed for the Assistant Community Development Director position and staff is recommending the appointment of Mr. Dan Swenson.

Motion made by Councilor Adams, Second by Councilor MacGregor to appoint Dan Swenson to the position of Assistant Community Development Director. Voting Yea: Mayor Christy, Councilor Adams, Councilor Connelly, Councilor MacGregor, Councilor Sutherland

21. Consider adopting an ordinance regulating public use of cannabis.

Motion made by Councilor Connelly, Second by Councilor Adams **adopting Ordinance 23-08-04**, regulating public use of cannabis. Voting Yea: Mayor Christy, Councilor Adams, Councilor Connelly, Councilor MacGregor, Councilor Sutherland

COMMUNITY DEVELOPMENT:

22. Consider adopting a resolution regarding the approval of a DEED Minnesota Investment Fund (MIF) application by the Grand Rapids Economic Development Authority for the L&M Fleet Supply Distribution Center project

Motion made by Councilor Connelly, Second by Councilor Sutherland **adopting Resolution 23-53**, approving DEED Minnesota Investment Fund application for L&M Fleet Supply Distribution Center. Voting Yea: Mayor Christy, Councilor Adams, Councilor Connelly, Councilor MacGregor, Councilor Sutherland

23. Consider adopting a resolution regarding the support of a Minnesota Department of Employment and Economic Development (DEED) Job Creation Fund application for the L&M Fleet Supply Distribution Center Project.

Motion made by Councilor Adams, Second by Councilor MacGregor **adopting Resolution 23-54**, supporting DEED Job Creation Fund application for L&M Fleet Supply Distribution Center Project. Voting Yea: Mayor Christy, Councilor Adams, Councilor Connelly, Councilor MacGregor, Councilor Sutherland

POLICE:

24. Consider adopting a resolution accepting reimbursement for computer tower from Joint Powers Agreement Minnesota Internet Crimes Against Children Task Force

Motion made by Councilor MacGregor, Second by Councilor Connelly **adopting Resolution 23-55**, accepting reimbursement for computer tower from JPA MN Internet Crimes Against Children Task Force. Voting Yea: Mayor Christy, Councilor Adams, Councilor Connelly, Councilor MacGregor, Councilor Sutherland

CITY COUNCIL:

25. Consider appointing applicant to the Human Rights Commission

Councilor Connelly notes that she conducted an interview and recommends appointment of Amy Blomquist.

Motion made by Councilor Connelly, Second by Councilor Adams to appoint Amy Blomquist to the Human Rights Commission with a term to expire March 1, 2024. Voting Yea: Mayor Christy, Councilor Adams, Councilor Connelly, Councilor MacGregor, Councilor Sutherland

26. Consider appointing applicant to the Grand Rapids Economic Development Authority

Mayor Christy presented information regarding vacancy, noting that he had interviewed Mr. Martinetto and recommended his appointment.

Motion made by Councilor Sutherland, Second by Councilor Connelly to appoint Bill Martinetto to the Grand Rapids Economic Development Authority with a term to expire March 1, 2029. Voting Yea: Mayor Christy, Councilor Adams, Councilor Connelly, Councilor MacGregor, Councilor Sutherland

PUBLIC HEARINGS: (scheduled to begin no earlier than 5:00 PM)

27. Conduct a Public Hearing to consider the rezoning land from R-1 (One Family Residential) to R-4 (Multi-Family Residential, High Density)

Mr. Mattei provided background information for the requested rezoning.

Mayor Christy noted the purpose of the public hearing, declaring that this is the time and place for all those wishing to be heard to approach the Council. The City Clerk stated that all required notifications have been made and acknowledged correspondence received.

Motion made by Councilor MacGregor, Second by Councilor Adams to open the public hearing. Voting Yea: Mayor Christy, Councilor Adams, Councilor Connelly, Councilor MacGregor, Councilor Sutherland

Russ Shields, 1616 Golf Course Road, voiced concerns, specifically traffic and storm sewer runoff.

Aaron Baker, 2101 Benson Lane, concerned about more large properties with floodlights surrounding private property.

Brian Vergin, 2199 Benson Lane, stated that if the rezone is granted, his home is within close proximity of property line and will see a loss of privacy and expressed concern for what type of structure may be built in the future. Recommend advising surrounding land owners prior to the Planning Commission meeting so resident concerns can be addressed prior to recommendation to Council.

Emily Baker, 2101 Benson Lane, concerned about disruption of natural habitat area for wildlife. There are also pedestrian issues concerning safety. Wondering what the goals for the neighborhood are and how will it impact the future of the area.

Lori Shields, 1616 Golf Course Road, states that all subject property was owned by her family and she had hoped to pass the remaining private property down to family. She also believes this is destroying wildlife habitat.

Councilor Connelly notes that she received correspondence and calls from area residents with concerns and recommends taking time to review the rezone more thoroughly prior to making a final determination.

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

Motion made by Councilor Adams, Second by Councilor Connelly to close the public hearing. Voting Yea: Mayor Christy, Councilor Adams, Councilor Connelly, Councilor MacGregor, Councilor Sutherland

COMMUNITY DEVELOPMENT:

28. Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map, by rezoning land from R-1 (One Family Residential) to R-4 (Multi-Family Residential, High Density)

Discussed draft ordinance with findings of fact supporting the requested rezone. Mayor Christy explained the requirements for considerations in making the decision to approve or deny a rezone. The Council can determine their own findings of fact different from those of the Planning Commission. The request is currently under extension of 60 day rule which created a new deadline of October 3, 2023.

Motion made by Councilor Sutherland, Second by Councilor Connelly to table the adoption of an ordinance related to the requested rezone until Council meeting on August 28, 2023. Voting Yea: Mayor Christy, Councilor Connelly, Councilor MacGregor, Councilor Sutherland, Voting Nay: Councilor Adams

Prior to adjournment, Mayor Christy made a public service announcement advising that National Night Out has been rescheduled to August 31st.

There being no further business, the meeting adjourned at 6:57 PM.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk



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

CITY COUNCIL BUDGET MEETING MINUTES
Wednesday, August 16, 2023
1:00 PM

Mayor Christy called the meeting to order at 1:04 PM.

PRESENT: Mayor Dale Christy, Councilor Dale Adams, Councilor Tasha Connelly, Councilor Molly MacGregor, Councilor Tom Sutherland

STAFF: Tom Pagel, Barb Baird, Will Richter, Dale Anderson, Laura Pfeifer, Jeremy Nelson, Matt Wegwerth, Erik Scott, Kevin Ott, Andy Morgan, Chery Pierzina, Jon Peterson, Rob Mattei

1. 2024 Budget Planning

Department Heads presented proposed departmental budgets for 2024. A follow up budget meeting will take place in fall.

There being no further business, the meeting adjourned 3:17 PM.

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk

DATE: 08/23/2023
 TIME: 10:16:54
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 08/28/2023

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
CITY WIDE		
0221650	BURGGRAF'S ACE HARDWARE	44.98
0715808	GOVCONNECTION INC	2,917.87
1915248	SHI INTERNATIONAL CORP	7,645.33
1920555	STOKES PRINTING & OFFICE	999.60
TOTAL CITY WIDE		11,607.78
SPECIAL PROJECTS-NON BUDGETED		
0409715	DISPLAY SALES COMPANY	1,735.80
1200500	L&M SUPPLY	111.88
TOTAL SPECIAL PROJECTS-NON BUDGETED		1,847.68
ADMINISTRATION		
1301020	MADDEN GALANTER HANSEN, LLP	340.00
TOTAL ADMINISTRATION		340.00
BUILDING SAFETY DIVISION		
0118100	ARAMARK UNIFORM SERVICES	60.82
0221650	BURGGRAF'S ACE HARDWARE	68.28
1901535	SANDSTROM'S INC	143.53
TOTAL BUILDING SAFETY DIVISION		272.63
FIRE		
0118100	ARAMARK UNIFORM SERVICES	31.68
0221650	BURGGRAF'S ACE HARDWARE	44.97
0701650	GARTNER REFRIGERATION CO	1,680.00
1301014	MACQUEEN EMERGENCY GROUP	660.79
1321527	MUNICIPAL EMERGENCY SERVICES	1,737.76
1815700	ROSENBAUER MINNESOTA LLC	141.85
TOTAL FIRE		4,297.05
INFORMATION TECHNOLOGY		
1915248	SHI INTERNATIONAL CORP	6,931.06
TOTAL INFORMATION TECHNOLOGY		6,931.06

DATE: 08/23/2023
 TIME: 10:16:54
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 08/28/2023

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
PUBLIC WORKS		
0103325	ACHESON TIRE INC	470.00
0201650	BARGEN INC	47,125.00
0221650	BURGGRAF'S ACE HARDWARE	380.11
0301685	CARQUEST AUTO PARTS	62.75
0315455	COLE HARDWARE INC	39.63
0400720	D&S STUMP GRINDING LLC	100.00
0601690	FASTENAL COMPANY	1,478.47
0612083	FLAGSHIP RECREATION	2,391.00
0801825	HAWKINSON CONSTRUCTION CO INC	2,520.96
0801836	HAWKINSON SAND & GRAVEL	4,370.54
1200500	L&M SUPPLY	25.94
1201730	LATVALA LUMBER COMPANY INC.	235.95
1415484	NORTHERN LIGHTS TRUCK	30.49
1415545	NORTHLAND LAWN & SPORT, LLC	448.49
1421700	NUSS TRUCK GROUP INC	496.23
1908248	SHERWIN-WILLIAMS	479.90
TOTAL PUBLIC WORKS		60,655.46
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	262.48
1301720	MATCO TOOLS	36.44
TOTAL FLEET MAINTENANCE		298.92
POLICE		
0301685	CARQUEST AUTO PARTS	-8.15
0805150	JANELL HECIMOVICH	250.00
1618125	PRAXAIR DISTRIBUTION INC	91.91
1920555	STOKES PRINTING & OFFICE	599.76
2000010	3 MONTHS SUN PHOTOGRAPHY	500.00
TOTAL POLICE		1,433.52
GENERAL FUND-LIQUOR/CHART GAMB		
1901535	SANDSTROM'S INC	149.00
TOTAL		149.00

CENTRAL SCHOOL

DATE: 08/23/2023
 TIME: 10:16:54
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 08/28/2023

VENDOR #	NAME	AMOUNT DUE
CENTRAL SCHOOL		
0221650	BURGGRAF'S ACE HARDWARE	43.86
1901535	SANDSTROM'S INC	100.93
	TOTAL	144.79
AIRPORT		
0112100	ALAMO GROUP COMPANY	99.59
0221650	BURGGRAF'S ACE HARDWARE	73.98
0301685	CARQUEST AUTO PARTS	51.39
0400720	D&S STUMP GRINDING LLC	400.00
	TOTAL	624.96
CIVIC CENTER		
1305060	MEDS-1 AMBULANCE SERVICE INC	400.00
	TOTAL	400.00
GENERAL ADMINISTRATION		
0118100	ARAMARK UNIFORM SERVICES	-42.20
0221650	BURGGRAF'S ACE HARDWARE	29.97
	TOTAL GENERAL ADMINISTRATION	-12.23
STATE HAZ-MAT RESPONSE TEAM		
1301014	MACQUEEN EMERGENCY GROUP	67.22
	TOTAL	67.22
CEMETERY		
0221650	BURGGRAF'S ACE HARDWARE	70.72
1200500	L&M SUPPLY	49.95
1415590	NORTHWEST GAS	2,818.50
1911545	SKOGLUND ELECTRIC LLC	149.96
	TOTAL	3,089.13

DATE: 08/23/2023
 TIME: 10:16:54
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 08/28/2023

VENDOR #	NAME	AMOUNT DUE

DOMESTIC ANIMAL CONTROL FAC		
0221650	BURGGRAF'S ACE HARDWARE	23.96
	TOTAL	23.96
GR/COHASSET IND PK INFRAST		
2000522	TNT CONSTRUCTION GROUP, LLC	272,938.50
	TOTAL	272,938.50
CAPITAL EQPT REPLACEMENT FUND		
CAPITAL OUTLAY-PUBLIC WORKS		
1301213	MARTIN'S SNOWPLOW & EQUIP	21,390.28
	TOTAL CAPITAL OUTLAY-PUBLIC WORKS	21,390.28
AIRPORT CAPITAL IMPRV PROJECTS		
AP 2023-4 HANGAR UTILITIES		
2000522	TNT CONSTRUCTION GROUP, LLC	108,583.96
	TOTAL AP 2023-4 HANGAR UTILITIES	108,583.96
CIVIC CENTER CAPITAL IMP PJT		
IRA CIVIC CENTER RENOVATION		
0715808	GOVCONNECTION INC	1,082.18
2023300	TWIN PORTS TESTING II INC	5,692.25
	TOTAL IRA CIVIC CENTER RENOVATION	6,774.43
2022 INFRASTRUCTURE/ARPA		
FOREST LK UTILITY EXTENSIONS		
0301705	CASPER CONSTRUCTION INC	98,167.27
	TOTAL FOREST LK UTILITY EXTENSIONS	98,167.27
2023 INFRASTRUCTURE BONDS		
CP2015-1 SYLVAN BAY OVR/UTIL		
0218115	BRAUN INTERTEC CORPORATION	5,062.50
0718060	GRAND RAPIDS HERALD REVIEW	97.11
2000522	TNT CONSTRUCTION GROUP, LLC	162,013.24

DATE: 08/23/2023
 TIME: 10:16:54
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 5

INVOICES DUE ON/BEFORE 08/28/2023

VENDOR #	NAME	AMOUNT DUE

2023	INFRASTRUCTURE BONDS	
	CP2015-1 SYLVAN BAY OVR/UTIL	
	TOTAL CP2015-1 SYLVAN BAY OVR/UTIL	167,172.85
STORM WATER UTILITY		
0301685	CARQUEST AUTO PARTS	3.95
0514798	ENVIRONMENTAL EQUIPMENT AND	132.62
0801825	HAWKINSON CONSTRUCTION CO INC	20,521.67
2000522	TNT CONSTRUCTION GROUP, LLC	11,706.00
2018560	TROUT ENTERPRISES INC	675.00
	TOTAL	33,039.24
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$800,237.46
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T MOBILITY	4,076.18
0113105	AMAZON CAPITAL SERVICES	2,537.35
0305530	CENTURYLINK QC	259.00
0309600	CIRCLE K/HOLIDAY	340.87
0315543	CONSTELLATION NEWENERGY -GAS	289.16
0514730	ENTERPRISE FM TRUST	3,894.95
0718015	GRAND RAPIDS CITY PAYROLL	310,274.63
0718070	GRAND RAPIDS STATE BANK	722.34
0900060	ICTV	9,069.08
0920055	ITASCA COUNTY RECORDER	230.00
0920065	ITASCA ECONOMIC DEVELOPMENT	500.00
1215250	LOFFLER COMPANIES INC	447.80
1301146	MARCO TECHNOLOGIES, LLC	100.65
1309098	MINNESOTA MN IT SERVICES	460.71
1309199	MINNESOTA ENERGY RESOURCES	789.15
1309335	MINNESOTA REVENUE	14,026.00
1621130	P.U.C.	20,737.31
1809505	CHRIS RIMA-CARLSON	79.99
1903555	ERIK SCOTT	68.78
1920700	STORM COMBATIVES TRAINING	598.00
1921620	SUPERIOR USA BENEFITS CORP	195.00
2000100	TASC	33.75
2209665	VISA	4,675.18
T001480	KCMC LLC	1,000.00
T001481	STEVE OR SUSAN SCHULER	500.00
	TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:	\$375,905.88
	TOTAL ALL DEPARTMENT	\$1,176,143.34



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

CIVIC CENTER ADVISORY BOARD
MINUTES
Wednesday, June 07, 2023
6:00 PM

The meeting was called to order by the Civic Center Advisory Board Chair Jeremy Carlson at 6:05pm.

PUBLIC FORUM: (if anyone wishes to address the Board):

No one from the public wished to speak.

ROLL CALL:

PRESENT: Council Representative Tom Sutherland, Star of the North Representative Shannon Wourms, At Large Jeremy Carlson, ISD 318 Mark Schroeder. **ABSENT:** GRAHA Representative Andrew Haarklau

CITY STAFF PRESENT: Dale Anderson

SETTING THE AGENDA: This is the time for a Board Member to request an addition or removal of an item to the agenda.

CORRESPONDENCE:

None.

APPROVE MINUTES:

1. Approve Minutes for May 8, 2023

Motion made by At Large Carlson, Second by Council Representative Sutherland. Voting Yea: Council Representative Sutherland, Star of the North Representative Wourms, At Large Carlson, ISD 318 Schroeder

REVIEW FINANCIALS:

No change to financials.

BUSINESS:

2. Discuss Meeting Room Rates and Policies

Discussion lead by Dale Anderson, the City's Director of Parks and Recreation, regarding the room rates. He suggested that they need to come up with some kind of policy as room rental would take priority. Elections however would overrule anything else. A couple of the meeting rooms upstairs have partitions. Also - it would be interesting to check other prices for room rental in town. Small weddings and banquets can be set up to host approximately 200 people. Once people see the new space, they will want to use it, especially since it has year round availability.

3. Review Budget

No discussion.

4. Construction Schedule

The construction schedule is still on track. They are waiting for an answer on the electrical components. TNT is ahead of schedule. The refrigeration portion will go in as soon as they wrap up. HVAC has been run into the locker rooms.

5. Revenue/Advertising/Naming Lists

The board is still waiting on the revenue/advertising and naming until a little closer to the completion.

6. Other

None.

UPDATES:

None.

SET AGENDA FOR NEXT MEETING:

1. Discuss meeting room rates and policies.
2. Review budget.
3. Construction schedule.
4. Revenue/Advertising/Naming Lists

ADJOURN:

Motion made by Council Representative Sutherland, Second by At Large Carlson to adjourn. Voting Yea: Council Representative Sutherland, Star of the North Representative Wourms, At Large Carlson, ISD 318 Schroeder.

The Civic Center Advisory Board adjourned to tour the facility's progress.

Respectfully submitted by Cynthia Lyman.



GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY MEETING-SPECIAL MEETING MINUTES

**Friday, June 09, 2023
9:00 AM**

NOTICE IS HEREBY GIVEN, that a regular meeting of the Grand Rapids Economic Development Authority will be held in the City Council Chambers in the Grand Rapids City Hall, 420 North Pokegama Avenue, in Grand Rapids, Minnesota on Friday, June 9, 2023 at 9:00 A.M.

CALL TO ORDER

CALL OF ROLL

SETTING OF THE REGULAR AGENDA - *This is an opportunity to approve the regular agenda as presented, or to add/delete an agenda item by a majority vote of the Commissioners present .*

APPROVE MINUTES

1. Consider approval of the minutes from the May 31, 2023 Special Meeting.

Motion by Commissioner Connelly, second by Commissioner Sutherland to approve the minutes of the May 31st, 2023 special meeting. The following voted in favor thereof: Hodnik, Bruns, Connelly, Blake, Sutherland. Opposed: None, passed unanimously.

BUSINESS

2. Consider approval of two proposals for professional services submitted by Braun Intertec

Motion by Commissioner Hodnik, second by Commissioner Sutherland to approve proposals for a Phase 1 Environmental Site Assessment for a lump sum of \$2,700 a geotechnical evaluation for a lump sum fee not to exceed \$45,959 plus a cost for required tree removal not to exceed \$10,000. The following voted in favor thereof: Sutherland, Blake, Connelly, Bruns, Hodnik. Opposed: None, passed unanimously.

3. Consider approval of two proposals for professional services submitted by SEH.

Motion by Commissioner Bruns, second by Commissioner Connelly to approve proposals for the preparation of an ALTA survey in the amount of \$6,800 and a traffic impact analysis in the amount of \$8,500. The following voted in favor thereof: Hodnik, Bruns, Connelly, Blake, Sutherland. Opposed: None, passed unanimously.

UPDATES

ADJOURN

There being no further business the meeting adjourned at 9:09 a.m.

Respectfully submitted:

Aurimy Groom

Aurimy Groom, Administrative Assistant

MEMBERS & TERMS

Tom Sutherland - 12/31/2023 Council Representative

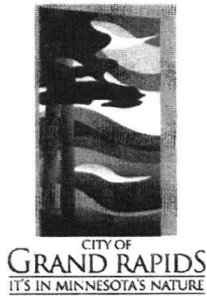
Tasha Connelly - 12/31/2023 Council Representative

Mike Korte - 3/1/24

Wayne Bruns - 3/1/25

Sholom Blake - 3/1/25

Al Hodnik - 3/1/27



GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, July 12, 2023

5:00 PM

CALL TO ORDER: NOTICE IS HEREBY GIVEN, that a regular meeting of the Grand Rapids Area Library Board will be held in the City Council Chambers in the Grand Rapids City Hall, 420 North Pokegama Avenue, in Grand Rapids, Minnesota on Wednesday, July 12, 2023 at 5:00 PM.

Meeting called to order at 5:00 PM by Chair Martin

CALL OF ROLL:

Present: Barr, Blocker, Dobbs, Kee, Lassen, Martin, Squadroni, Teigland

Absent: Richards

APPROVAL OF AGENDA:

Motion to: approve agenda as presented

Mover: Blocker

Secunder: Kee

Result: passed unanimously

PUBLIC COMMENT (if anyone wishes to address the Board):

None

APPROVAL OF MINUTES:

1. Consider approval of Library Board Meeting Minutes from 06-14-2023.

Motion to: approve minutes as presented

Mover: Teigland

Secunder: Blocker

Result: passed unanimously

COMMUNICATIONS:

None

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Review financial reports and consider approval of Bill List as presented.

Motion to: approve payment of Bill List as presented

Mover: Dobbs

Seconder: Blocker

Result: Passed 8-0 (roll-call)

CONSENT AGENDA (Roll Call Vote Required):

3. Consider accepting donations as listed.

Motion to: approve consent agenda as presented

Mover: Kee

Seconder: Teigland

Result: Passed 8-0 (roll-call)

REGULAR AGENDA:

4. 2024 Budget Update

Informational

5. Location change for 08-09-2023 Library Board Meeting. Moved to City Hall Room 2B due to the 2024 Budget Meeting in Council Chambers.

08-09-2023 Budget Meeting has been cancelled. The Library Board Meeting will be in Council Chambers.

UPDATES:

Friends

By Teigland: book sale was a big success with over \$1,700 in profits!

Foundation

By Barr: River Fest tickets are going fast – over 2,700 sold.

STAFF REPORTS:

6. Library Reports and Statistics

Informational

ADJOURNMENT:

Meeting adjourned at 5:25 PM by Chair Martin

NEXT REGULAR MEETING IS SCHEDULED FOR AUGUST 9, 2023, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services

GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JULY 12, 2023

Item 4.

Item 1.

DATE: 07/06/2023
 TIME: 14:26:27
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 07/12/2023

VENDOR #	NAME	AMOUNT DUE
PUBLIC LIBRARY		
0100010	5 STAR PEST CONTROL &	525.00
0118100	ARAMARK UNIFORM SERVICES	56.24
0201428	BAKER & TAYLOR LLC	2,976.98
0212124	BLACKSTONE PUBLISHING	279.24
0305485	CENGAGE LEARNING INC	129.70
0315455	COLE HARDWARE INC	34.74
0718010	CITY OF GRAND RAPIDS	5,200.00
0914325	INGRAM ENTERTAINMENT INC.	114.28
0914540	INNOVATIVE OFFICE SOLUTIONS LL	916.02
0914800	INVEST EARLY PROJECT	400.00
1205850	LEXIS NEXIS	382.31
1305203	APG MEDIA OF MINNESOTA, LLC	227.55
1309525	UNIVERSITY OF MN (MINITEX)	1,849.00
1601655	PARACLETE PRESS INC	152.53
1612225	PLAYAWAY PRODUCTS LLC	352.70
1813123	RMC IMAGING, INC	8,322.00
1901535	SANDSTROM'S INC	216.22
1903340	SVL SERVICE CORPORATION	2,954.00
2018680	TRU NORTH ELECTRIC LLC	1,032.48

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$26,120.99

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	-21.32
0113105	AMAZON CAPITAL SERVICES	546.27
0113231	AMERICAN LIBRARY ASSOCIATION	249.00
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	63,907.43
1209520	EMILY LINDNER	150.00
1301146	MARCO TECHNOLOGIES, LLC	120.43
1305725	METROPOLITAN LIFE INSURANCE CO	75.72
1309199	MINNESOTA ENERGY RESOURCES	59.77
1309335	MINNESOTA REVENUE	31.36
1516220	OPERATING ENGINEERS LOCAL #49	9,162.00
1601750	PAUL BUNYAN COMMUNICATIONS	319.95
1618119	ISABELLA A PRATTO	200.00
1618120	MADLYN R PRATTO	200.00
2301700	WM CORPORATE SERVICES, INC	141.62

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$75,149.13

TOTAL ALL DEPARTMENTS \$101,270.12

RESOLUTION NO. 2023-8
A RESOLUTION ACCEPTING DONATIONS

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

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

NOW THEREFORE, BE IT RESOLVED, that the Library Board of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donations and terms of the donors as follows:

Grand Rapids Area Library Foundation

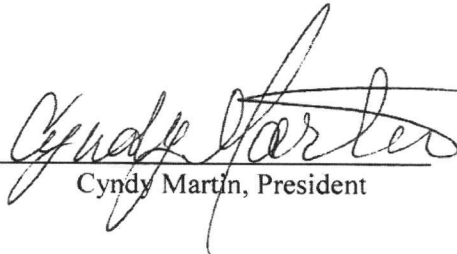
\$6704.66:

- 1. \$360.84 – Summer Reading Program Children Supplies**
- 2. \$400.00 – May Story Time**
- 3. \$1943.82 – Wheelchair Accessible Picnic Table for down by the river next to McCarty Music Park**
- 4. \$3500.00 – Cement for New Picnic Table**
- 5. \$500.00 – Foundation Match for the MN Historical Society Grant (new Microfilm Reader)**

Grand Rapids Area Library Friends

\$595.29 Yard Games

Adopted this 12th day of July 2023


Cyndy Martin, President


Deb Kee, Secretary



GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY MEETING MINUTES

Thursday, July 27, 2023
4:00 PM

NOTICE IS HEREBY GIVEN, that a regular meeting of the Grand Rapids Economic Development Authority will be held in the City Council Chambers in the Grand Rapids City Hall, 420 North Pokegama Avenue, in Grand Rapids, Minnesota on Thursday, July 27, 2023 immediately following the closed meeting.

CALL TO ORDER

The meeting was called to order at 4:37 p.m.

CALL OF ROLL

PRESENT

Commissioner Al Hodnik
President Sholom Blake
Commissioner Tasha Connelly
Commissioner Tom Sutherland

ABSENT

Commissioner Mike Korte
Commissioner Wayne Bruns

SETTING OF THE REGULAR AGENDA - *This is an opportunity to approve the regular agenda as presented, or to add/delete an agenda item by a majority vote of the Commissioners present .*

The agenda was approved without addition.

APPROVE MINUTES

1. Consider approval of minutes from the June 9th, 2023 Special Meeting.

Motion by Commissioner Connelly, second by Commissioner Hodnik to approve the minutes from the June 9th special meeting. The following voted in favor thereof: Hodnik, Connelly, Blake, Sutherland. Opposed: None, passed unanimously.

APPROVE CLAIMS

2. Consider approval of claims in the amount of \$106,430.68.

Motion by Commissioner Hodnik, second by Commissioner Connelly to approve claims in the amount of \$106,430.68. The following voted in favor thereof: Hodnik, Connelly, Blake, Sutherland. Opposed: None, passed unanimously.

PUBLIC HEARING

3. Conduct a public hearing to consider approval of a Purchase and Development Agreement with and conveyance of property to Housing and Redevelopment Authority of Itasca County

President Blake stated the public hearing this evening is to consider approval of a Purchase and Development Agreement and conveyance of property to Housing and Redevelopment Authority of Itasca County. Recorder Groom noted all legal notices required by law had been met and no correspondence had been received.

Motion by Commissioner Hodnik, second by Commissioner Sutherland to open the public hearing. The following voted in favor thereof: Sutherland, Blake, Connelly, Hodnik. Opposed: None, passed unanimously.

There was no one from the public present.

Motion by Commissioner Connelly, second by Commissioner Hodnik to close the public hearing. The following voted in favor thereof: Hodnik, Connelly, Blake, Sutherland. Opposed: None, passed unanimously.

Motion by Commissioner Connelly, second by Commissioner Hodnik to adopt a resolution approving a purchase and development agreement and conveyance of property to Housing and Redevelopment Authority of Itasca County. The following voted in favor thereof: Sutherland, Blake, Connelly, Hodnik. Opposed: None, passed unanimously.

BUSINESS

4. Consider approval of a resolution and letter in support of an application by the Itasca County HRA to the Minnesota Housing Finance Administration for the development of eight additional affordable, owner-occupied, single-family homes in Forest Lake Addition.

Motion by Commissioner Hodnik, second by Commissioner Sutherland to adopt a resolution and letter of support of an application by the Itasca County HRA to the Minnesota Housing Finance Administration for the development of eight additional affordable, owner-occupied, single family homes in Forest Lake Addition. the following voted in favor thereof: Hodnik, Connelly, Blake, Sutherland. Opposed: None, passed unanimously.

5. Consider acceptance of a Letter of Intent to purchase Lot 3, Block 3 of Great River Acres submitted by Barbara Rydberg

Ms. Rydberg has submitted a letter of intent to purchase lot 3, block 3 in Great River Acres for \$23,500.

Motion by Commissioner Sutherland, second by Commissioner Hodnik to accept a letter of intent from Barbara Rydberg for the purchase of lot 3, block 3 Great River Acres in the amount of \$23,500. The following voted in favor thereof: Sutherland, Blake, Connelly, Hodnik. Opposed: None, passed unanimously.

6. Consider approval of engagements letters for professional appraisal and review appraisal services with Nagell Appraisal & Consulting and Day Group LLC.

Motion by Commissioner Connelly, second by Commissioner Sutherland to approve letters of engagement with Nagell Appraisal & Consulting and Day Group LLC. The following voted in favor thereof: Hodnik, Connelly, Blake, Sutherland. Opposed: None, passed unanimously.

7. Consider a proposal for wetland mitigation plan services

Motion by Commissioner Hodnik, second by Commissioner Connelly to approve a proposal for a wetland mitigation plan not to exceed \$9000.00. The following voted in favor thereof: Sutherland, Blake, Connelly, Hodnik. Opposed: None, passed unanimously.

UPDATES

ADJOURN

MEMBERS & TERMS

- Tom Sutherland - 12/31/2023 Council Representative
- Tasha Connelly - 12/31/2023 Council Representative
- Mike Korte - 3/1/24
- Wayne Bruns - 3/1/25
- Sholom Blake - 3/1/25
- Al Hodnik - 3/1/27



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

POKEGAMA GOLF COURSE BOARD MEETING MINUTES

**Tuesday, July 18, 2023
 7:30 AM**

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Pokegama Golf Course Board will be held on Tuesday July 18, 2023 , at 7:30 AM at Pokegama Golf Course, 3910 Golf Course Road, Grand Rapids, Minnesota. Pat Pollard called the meeting to order at 7:30AM.

ROLL CALL: Rick McDonald, Pat Pollard, John Bauer, John Ryan, Tom Lagergren

PUBLIC INPUT: None

SETTING THE AGENDA: (This is an opportunity to approve the regular agenda as presented or add/delete an Agenda item by a majority vote of the Board members present.) Motion by Rick and Second by John Bauer to approve agenda as set. Motion to approve John Bauer, second Rick M. Approved

APPROVE MINUTES:

1. Approve Golf Board Minutes for June 20, 2023 Golf Board Meeting. John B made a motion to approve the Minutes. Rick M Second. Motion Carried

CLAIMS AND FINANCIAL STATEMENTS:

2. A review of the financials took place. John Ryan made a motion to approve the claims in the amount of \$109,188.76 Second by Rick. Motion Carried
3. Bob Cahill commented on the increase in revenues and basically the matching increase expenses. Our bottom line is looking strong and very similar to 2022 which was a very successful year.

VISITORS: No visitors

REPORTS: Superintendent Steve Ross reported. Greens are fast and furious and its difficult to find non-used cup locations with the speed of the greens. The new fairway verticut reels are doing a spectacular job. Fairways are in great shape. The board agreed that the course is in premier shape.

Director of Golf Bob Cahill reported: Bob read a thank you note from Girls High School golf team coach Mikki Kromy and her team, thanking the board for their generous support of the program.

Agenda Addition: None added

CORRESPONDENCE AND OPEN DISCUSSION: None

ADJOURN: Motion made by Rick M Second by Tom Lagergren Motion Carried.

Minutes respectfully submitted by Bob Cahill



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Consider approving temporary liquor for Klockow Brewing Klocktoberfest event September 30, 2023

PREPARED BY: Kimberly Gibeau

BACKGROUND:

Klockow Brewing has submitted an application for temporary liquor for their annual Klocktoberfest event scheduled for September 30, 2023. Both fee and insurance documentation has been received.

REQUESTED COUNCIL ACTION:

Make a motion to approve temporary liquor for Klockow Brewing Klocktoberfest event September 30, 2023



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 1600, St. Paul, MN 55101
 651-201-7507 TTY 651-282-6555

Item 5.

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

Name of organization: Klockow Brewing Company
 Date of organization: 01/03/2017
 Tax exempt number: 814881096

Organization Address (No PO Boxes): 36 SE 10th Street
 City: Grand Rapids
 State: Minnesota
 Zip Code: 55744

Name of person making application: Andy Klockow
 Business phone: 7156613510
 Home phone: []

Date(s) of event: 9/30/23
 Type of organization: Microdistillery Small Brewer
 Club Charitable Religious Other non-profit

Organization officer's name: Andy Klockow
 City: Grand Rapids
 State: Minnesota
 Zip Code: 55744

Organization officer's name: Tasha Klockow
 City: Grand Rapids
 State: Minnesota
 Zip Code: 55744

Organization officer's name: []
 City: []
 State: Minnesota
 Zip Code: []

Location where permit will be used. If an outdoor area, describe.
 Klockow Brewing Co. Parking Lot

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

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

APPROVAL

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

City of Grand Rapids
 City or County approving the license

\$20.00
 Fee Amount

Event in conjunction with a community festival Yes No
 11,268
 Current population of city

Kindely Kimberly Gibeau
 Please Print Name of City Clerk or County Official

8-28-23
 Date Approved

9-30-23
 Permit Date

kgibeau@grandrapidsmn.gov
 City or County E-mail Address

Kindely Gibeau
 Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event

No Temp Applications faxed or mailed. Only emailed.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Consider accepting resignations from Golf Board and Human Rights Commission

PREPARED BY: Kimberly Gibeau

BACKGROUND:

Staff have received resignations from Pat Pollard, Pokegama Golf Course Board and Ashley Goodman, Human Rights Commission. With these resignations, there will be an unexpired term through March 1, 2024 on the Golf Board and an unexpired term through March 1, 2025 on the Human Rights Commission. Staff are asking that the Council accept the resignations as presented and authorize filling the vacancies.

Resignations are attached for review.

REQUESTED COUNCIL ACTION:

Make a motion to accept the resignations of Pat Pollard and Ashley Goodman from the Pokegama Golf Board and Human Rights Commission, respectively and authorize staff to fill the vacancies.

Tom,

I am resigning
from the Gay Board
as of today Aug. 15th, 2023

Pat Pallard

From: ASHLEY GOODMAN <ashley55744@gmail.com>
Sent: Monday, August 14, 2023 6:22 PM
To: Cynthia Lyman <clyman@grandrapidsmn.gov>
Subject: Human Rights Commission

Hello Cyndi,

I am not sure who to reach out to, but I need to step down from the HRC. I have too much coming up and I am already missing meetings for putting together community events. Also, my kids are pulling me in a few directions.

I apologize for this email. Please reach out to me if you need to speak to me about this.

Thank you,

Ashley Goodman



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Consider authorizing quotes and awarding a contract for the rain gutter replacement on the terminal building at the Grand Rapids / Itasca County Airport.

PREPARED BY: Jon Peterson

BACKGROUND:

City staff recently received quotes to remove and replace existing rain gutters on the terminal building at the Grand Rapids / Itasca County Airport. Two quotes were received, summarized below:

<u>Contractor</u>	<u>Bid Amount</u>
Lake County Seamless gutters	\$4,282.00
Seamless Exteriors	\$5018.00

REQUESTED COUNCIL ACTION:

Make a motion to authorize quotes and award a contract to Lake County Seamless Gutters for the rain gutter replacement on the terminal building at the Grand Rapids / Itasca County Airport.

ESTIMATE

Lake Country Seamless Gutters
10526 Tranquil Rd
Nisswa, MN 56468
(218) 820-4473

Sales Representative
Lake Country Seamless Gutters
(218) 820-4473
nate@lcseamlessgutters.com



Jon Peterson
1500 7th Ave SE
Grand Rapids, MN 55744

Estimate #	4951
Date	7/21/2023

Item	Description	Qty	Price	Amount
6" kStyle Seamless Gutter .032"	Color: Forest Green 236' = 6"	1.00	\$4,282.00	\$4,282.00
Downspouts 3X4	Color: Forest Green 6 = 3x4	1.00	\$0.00	\$0.00
Gutter Removal & Disposal	104'	1.00	\$0.00	\$0.00

Dear Jon,
Below you will find all terms and conditions when entering a contract with Lake Country Seamless Gutters. If you have any questions regarding the agreement please either email us at nate@lcseamlessgutters.com or give us a call at 218-820-4473 and we will be more than happy to assist you.

Cancellation

Jon can cancel contract within three days of signing the contract. If the contract is terminated more than three days after signing there will be a 20% restocking fee.

Payment

Lake Country Seamless Gutters requires a down payment of 50% due at time of signing and final payment will be due at time of completion. Lake Country Seamless Gutters accepts cash, check, money order or debt/credit card. Please note that there is a **3.5%** processing fee added to your transaction when paying by credit/debit card.

Pre-Lien Notice From Contractor

(a) Any person or company supplying labor or materials for this improvement to your property may file a lien against your property if that person or company is not paid for the contributions.

(b) Under Minnesota law, you have the right to pay persons who supplied labor or materials for this improvement directly and deduct this amount from our contract price, or withhold the amounts due them from us until 120 days after completion of the improvement unless we give you a lien waiver signed by persons who supplied any labor or material for the improvement and who gave you timely notice.

Pre-Lien Notice From Sub-Contractor

If we are not paid by your contractor, we can file a claim against your property for the price of our services.

You have the right to pay us directly and deduct this amount from the contract price, or withhold the amount due us from your contractor until 120 days after completion of the improvement unless your contractor gives you a lien waiver signed by me (us).

We may not file a lien if you paid your contractor in full before receiving this notice.

By signing below JonPeterson agrees to the terms of this quote and will enter a contract agreement with Lake Country Seamless Gutters beginning on the date signed.

Sub Total	\$4,282.00
Total	\$4,282.00

SPECIAL INSTRUCTIONS

Jon Peterson

Craig Pehrson
 24893 County Rd 62
 Cohasset MN 55721
 Cell - 218-244-9205



QUOTATION

PROPOSAL SUBMITTED TO <i>City of Grand Rapids</i>	NAME <i>5-9-23</i>
ADDRESS	BILLING NAME <i>Airport</i>
CITY, STATE, ZIP	BILLING ADDRESS
HOME PHONE	CELL PHONE
	CITY, STATE, ZIP

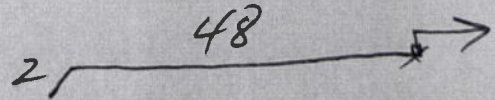
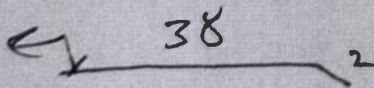
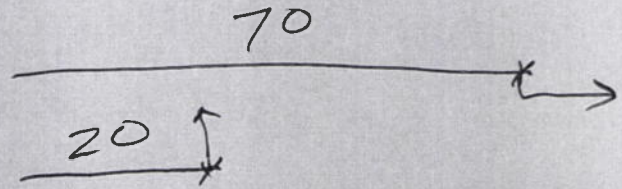
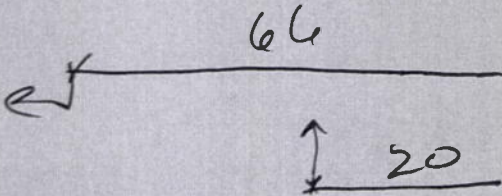
We hereby submit specifications and estimates to:

Tear-off Existing Gutters 86 ft.
 Disposal 86 ft.
 Install _____ ft seamless rain gutter 5" 6" X
 Color Forest Green
 Strip Mitre 22° _____ or 45° _____
 Roof type _____ Pitch _____ /12
 Fascia type _____ wedges needed Y / N
 Drain tile adapters needed Y / N _____

Install Downspouts

Color _____
 2x3 _____ 1 story _____ 2 Story
 3x3 _____ 1 story _____ 2 Story
 3x4 2 1 story 3 ~~2 Story~~ 4x5
 Install _____ tip-ups
 Install Gutter Protection _____
 Color _____ ft.

1605²



3413²

All material is guaranteed to be as specified. ALL WORK to be completed in a workmanlike manner according to standard practices. Specified work and quoted price subject to change upon discovery of hidden defects. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workers Compensation Insurance. Products and materials may be substituted for equivalent products due to availability.

You, the buyer, may cancel this purchase at any time prior to midnight of the third business day after the date of the purchase. After the cancellation period this contract cannot be terminated without agreement by both parties. Damages recoverable by the seller from the buyer for failure to accept delivery and installation shall be determined by the seller and will not be limited to materials sales, and marketing costs, permits and administrative fees, and will not fall below 20% of the purchase price and may be the full purchase price. Contract is subject to management approval.

Sale Price \$ 5,018.00

See Reverse Side For Important Notice

Customer Signature _____

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

Customer Signature _____

Seamless Exteriors will charge a monthly late fee imposed on any unpaid balance in amount of 18% per year or the maximum legal rate imposed by law. Owner shall pay Contractor's collection costs, including attorney's fees, if Owner defaults on payment.

Date of Acceptance: _____



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Consider authorizing a quote and awarding a contract to remove old caulk around windows, doors, and louvers and replace with new caulk on the terminal building at the Grand Rapids / Itasca County Airport.

PREPARED BY: Jon Peterson

BACKGROUND:

City staff recently received quotes to remove and replace the existing caulk on the terminal building at the Grand Rapids / Itasca County Airport.

<u>Contractor</u>	<u>Bid Amount</u>
Davis-Bird Contracting, Inc	\$4,325.00

REQUESTED COUNCIL ACTION:

Make a motion to authorize a quote and award a contract to Davis-Bird Contracting to remove and replace the existing caulk on the terminal building at the Grand Rapids / Itasca County Airport.

Davis-Bird Contracting, Inc.

4308 5th Ave East
Hibbing, Mn 55746

Cell 218-969-0933

Caulking-Waterproofing-FireStopping

Item 8.
Estimate

Date	Estimate #
10/10/2022	1437

Name / Address
City of Grand Rapids

Job No.

Item	Description	Total
Joint Sealants	Grand Rapids Airport Cut out old caulk around windows and louvers and replace with new caulk	4,325.00
Total		\$4,325.00

joshbird.davis@yahoo.com

Joshua Bird



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Consider approving the hiring and wage adjustments of part-time employees at the IRA Civic Center.

PREPARED BY: Dale Anderson, Director of Parks & Recreation

BACKGROUND:

I am proposing the hiring of Josh Saunders as a Maintenance Shift Lead at the IRA Civic Center. This is a seasonal part-time position that will begin September 1, 2023 and run through April 30, 2024 at a wage of \$22.19 per hour. I am also proposing the hiring of James Carlson as a Civic Center Maintenance employee. This is a Regular Part-time position at a wage of \$17.00 per hour in accordance with the City's PT Pay Range scale. James will begin employment on September 1, 2023.

REQUESTED COUNCIL ACTION:

Make a motion to approve the hiring and wage adjustments of IRA Civic Center part-time employees Josh Saunders and James Carlson.



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Consider authorizing quotes and accepting low bid from Joy’s Greenhouse for hanging baskets and planters for Central Business District

PREPARED BY: Matt Wegwerth

BACKGROUND:

Quotes were recently solicited for the hanging baskets, round planters and rectangular planters for 2024 in the central business district. 4 quotes were received, and are summarized below:

Company	Hanging Baskets	Round Planters	Rectangular Planters	Total
Joy's Greenhouse	\$5,590.00	\$1,080.00	\$240.00	\$6,910.00
Beier's Greenhouse	\$7,310.00	\$1,560.00	\$400.00	\$9,270.00
Bloomers Garden Center	\$10,750.00	\$2,049.76	\$339.96	\$13,139.72
Grand Rapids Greenhouse	\$10,320.00	\$960.00	\$320.00	\$11,600.00

Joy’s Greenhouse was the low bidder, with a total quote of \$6,910.00. Contract may be extended for future years if prices remain the same.

REQUESTED COUNCIL ACTION:

Make a motion authorizing quotes and accepting low bid from Joy’s Greenhouse for hanging baskets and planters in the amount of \$6,910.00

Company Name: Joy's Greenhouse
Contact Person: Joy Gould
Phone #: 218 301 9036

**2024 QUOTATION
HANGING BASKETS
& PLANTERS**

General Specifications:

Planting media will be provided and delivered by the City. Hanging baskets are to be planted no later than mid-March and are to be in hanging condition by May 1st. Delivery of hanging baskets to a specified City location will be determined at the award of quote. Quote should also reflect delivery cost. The City will be responsible for hanging the baskets on the street light poles and placing planters in early June, date to be determined. Confirm plant schedule upon award of quote.

Quotes need to be received by **2:00 pm, Friday, August 18th, 2023**. The City reserves the right to reject any and/or all quotes. Any questions should be directed to Matt Wegwerth, Public Works Director/City Engineer at 218-326-7625, mwegwerth@ci.grand-rapids.mn.us.

86 Hanging Baskets: Price Per Basket: \$ 65⁰⁰
Trailing petunias – minimum of 16 plugs (Proven Winners – preferred brand).
Various colors to be determined by bidder, but must be approved by City.

Planters for Kramer's Lot*:
10 16" Round Planters Price Per Planter: \$ 45⁰⁰
4 9"x43" Rectangular Planters Price Per Planter: \$ 00⁰⁰

Planters for the Fairgrounds R-A-B*:
10 16" Round Planters Price Per Planter: \$ 45⁰⁰

Planters for the IRA Civic Center*:
4 16" Round Planters Price Per Planter: \$ 45⁰⁰

***Note:**
Please use the space provided on Pages 2-3 to identify types of plants and the quantity per each planter.

TOTAL PRICE PER 86 HANGING BASKETS: \$ 5,590⁰⁰

TOTAL PRICE 24 - 16" ROUND PLANTERS: \$ 1,080⁰⁰

TOTAL PRICE 4 - 9"X43" RECTANGULAR PLANTERS: \$ 240⁰⁰

Include any applicable delivery costs: \$ _____
(City is tax-exempt)

TOTAL FOR ALL BASKETS & PLANTERS: \$ 6,910⁰⁰

24 - 16" Round Planters (Kramer's, Fairgrounds RAB & Civic Ctr) - Minimum of 5 plants each

Name or Type of Plant	Quantity	Name or Type of Plant	Quantity
spikes	10	Scantropla	30
petunias	40		
Verbena	48		
Sunpatiens	56		
petunias	40		
Coleus	4		



4 - 9"x43" Rectangular Planters (Kramer's Lot) – Minimum of 10 plants (see photos below)
Previous years have been King Tut ornamental Grass with filler plants. Bottom photo is just an
example, please feel free to use your creativity.

Name or Type of Plant	Quantity	Name or Type of Plant	Quantity
Dahlias	4	Coleus	1
Spikes	1	Verbena	4
Sunpatiens	8	Sw pot. vine	4
petunias	8		
pentas	4		
scabroia	8		



Company Name: Beier's Greenhouse
Contact Person: Alysia McDonald
Phone #: 218-791-3946

2024 QUOTATION
HANGING BASKETS
& PLANTERS

General Specifications:

Planting media will be provided and delivered by the City. Hanging baskets are to be planted no later than mid-March and are to be in hanging condition by May 1st. Delivery of hanging baskets to a specified City location will be determined at the award of quote. Quote should also reflect delivery cost. The City will be responsible for hanging the baskets on the street light poles and placing planters in early June, date to be determined. Confirm plant schedule upon award of quote.

Quotes need to be received by **2:00 pm, Friday, August 18th, 2023**. The City reserves the right to reject any and/or all quotes. Any questions should be directed to Matt Wegwerth, Public Works Director/City Engineer at 218-326-7625, mwegwerth@ci.grand-rapids.mn.us.

86 Hanging Baskets: **Price Per Basket:** \$ 85.00
Trailing petunias – minimum of 16 plugs (Proven Winners – preferred brand).
Various colors to be determined by bidder, but must be approved by City.

Planters for Kramer’s Lot*:
10 16” Round Planters **Price Per Planter:** \$ 65.00
4 9”x43” Rectangular Planters **Price Per Planter:** \$ 100.00

Planters for the Fairgrounds R-A-B*:
10 16” Round Planters **Price Per Planter:** \$ 65.00

Planters for the IRA Civic Center*:
4 16” Round Planters **Price Per Planter:** \$ 65.00

***Note:**

Please use the space provided on Pages 2-3 to identify types of plants and the quantity per each planter.

TOTAL PRICE PER 86 HANGING BASKETS: \$ 7,310.00

TOTAL PRICE 24 - 16” ROUND PLANTERS: \$ 1,560.00

TOTAL PRICE 4 - 9”X43” RECTANGULAR PLANTERS: \$ 400.00

Include any applicable delivery costs: \$ Not able to Deliver - Pick up only
(City is tax-exempt)

TOTAL FOR ALL BASKETS & PLANTERS: \$ 9,270.00

24 - 16" Round Planters (Kramer's, Fairgrounds RAB & Civic Ctr) – Minimum of 5 plants ea

Item 10.

Name or Type of Plant	Quantity	Name or Type of Plant	Quantity
Grass	24		
Trio Combination Plug (Usually Petunia, verbena, calibrachoa, sun impatien)	72		
Various Trailing plants (lysimachia, potato vine, Tradescantia zebrina)	72		



4 - 9"x43" Rectangular Planters (Kramer's Lot) – Minimum of 10 plants (see photos below)
Previous years have been King Tut ornamental Grass with filler plants. Bottom photo is just an example, please feel free to use your creativity.

Name or Type of Plant	Quantity	Name or Type of Plant	Quantity
Grass	8		
Salvia	8		
Coleus	8		
Trio Combination Plug (Usually Petunia, verbena, calibrachoa, sun impatien)	12		
Various Trailing plants (lysimachia, potato vine, Tradescantia zebrina)	8		



Company Name: Grand Rapids Greenhouse
Contact Person: Chelsea Steele
Phone #: 218-256-9967

**2024 QUOTATION
HANGING BASKETS
& PLANTERS**

General Specifications:

Planting media will be provided and delivered by the City. Hanging baskets are to be planted no later than mid-March and are to be in hanging condition by May 1st. Delivery of hanging baskets to a specified City location will be determined at the award of quote. Quote should also reflect delivery cost. The City will be responsible for hanging the baskets on the street light poles and placing planters in early June, date to be determined. Confirm plant schedule upon award of quote.

Quotes need to be received by **2:00 pm, Friday, August 18th, 2023**. The City reserves the right to reject any and/or all quotes. Any questions should be directed to Matt Wegwerth, Public Works Director/City Engineer at 218-326-7625, mwegwerth@ci.grand-rapids.mn.us.

86 Hanging Baskets: Price Per Basket: \$ 120⁰⁰
Trailing petunias – minimum of 16 plugs (Proven Winners – preferred brand).
Various colors to be determined by bidder, but must be approved by City.

Planters for Kramer’s Lot*:
10 16” Round Planters Price Per Planter: \$ 40⁰⁰
4 9”x43” Rectangular Planters Price Per Planter: \$ 80⁰⁰

Planters for the Fairgrounds R-A-B*:
10 16” Round Planters Price Per Planter: \$ 40⁰⁰

Planters for the IRA Civic Center*:
4 16” Round Planters Price Per Planter: \$ 40⁰⁰

***Note:**
Please use the space provided on Pages 2-3 to identify types of plants and the quantity per each planter.

TOTAL PRICE PER 86 HANGING BASKETS: \$ 10,320⁰⁰

TOTAL PRICE 24 - 16” ROUND PLANTERS: \$ 960⁰⁰

TOTAL PRICE 4 - 9”X43” RECTANGULAR PLANTERS: \$ 320⁰⁰

Include any applicable delivery costs: *In the past you have always used the trailer so we* \$ _____
(City is tax-exempt)

TOTAL FOR ALL BASKETS & PLANTERS: *Can chat about this at a later time* \$ 11,600⁰⁰

24 - 16" Round Planters (Kramer's, Fairgrounds RAB & Civic Ctr) - Minimum of 5 plants each

Name or Type of Plant	Quantity	Name or Type of Plant	Quantity
Spikes	8	Lotus	8
Pony tail grass	8	Lysimachia	16
Cork screw grass	8	(creeping jenny)	
Will do a mix			
of trailing petunias,			
lantana, callies, Verbena			
for fillers about 3 per			
container			



4 - 9"x43" Rectangular Planters (Kramer's Lot) – Minimum of 10 plants (see photos below)
Previous years have been King Tut ornamental Grass with filler plants. Bottom photo is just an example, please feel free to use your creativity.

Name or Type of Plant	Quantity	Name or Type of Plant	Quantity
Cannas	4	Sun Begonias	8
Ornamental grass Pennisetum Ornamental grass	4	Mezoo trailer	4
Euphorbiadiamond frost	4	Lysimachia	10-12
		Sun lobelia	4
		Dusty miller	4
Zinnias	10		

Once planted
If needs more
Will add some
more fillers in.



Company Name: Bloomers Garden Ctr. & Landscapes
Contact Person: Dave Clark / Emmy
Phone #: 218-326-0668 Bloomers

**2024 QUOTATION
HANGING BASKETS
& PLANTERS**

General Specifications:

Planting media will be provided and delivered by the City. Hanging baskets are to be planted no later than mid-March and are to be in hanging condition by May 1st. Delivery of hanging baskets to a specified City location will be determined at the award of quote. Quote should also reflect delivery cost. The City will be responsible for hanging the baskets on the street light poles and placing planters in early June, date to be determined. Confirm plant schedule upon award of quote.

Quotes need to be received by **2:00 pm, Friday, August 18th, 2023**. The City reserves the right to reject any and/or all quotes. Any questions should be directed to Matt Wegwerth, Public Works Director/City Engineer at 218-326-7625, mwegwerth@ci.grand-rapids.mn.us.

86 Hanging Baskets:

Trailing petunias – minimum of 16 plugs (Proven Winners – preferred brand).
Various colors to be determined by bidder, but must be approved by City.

Price Per Basket: \$ 125⁰⁰ each

Planters for Kramer's Lot*:

10 16" Round Planters

Price Per Planter: \$ 84⁹⁹ / 49⁹⁹

4 9"x43" Rectangular Planters

Price Per Planter: \$ 84⁹⁹ / 64⁹⁹

Planters for the Fairgrounds R-A-B*:

10 16" Round Planters

Price Per Planter: \$ 89⁹⁹ / 69⁹⁹

Planters for the IRA Civic Center*:

4 16" Round Planters

Price Per Planter: \$ 79⁹⁹ / 64⁹⁹

***Note:**

Please use the space provided on Pages 2-3 to identify types of plants and the quantity per each planter.

TOTAL PRICE PER 86 HANGING BASKETS:

✓ \$ 10,750.00

TOTAL PRICE 24 - 16" ROUND PLANTERS:

\$ 2,049.76 / 1,459.76

TOTAL PRICE 4 - 9"x43" RECTANGULAR PLANTERS:

\$ 339.96 / 259.96

**Include any applicable delivery costs:
(City is tax-exempt)**

\$ _____

TOTAL FOR ALL BASKETS & PLANTERS:

\$ 2,089.94 / 1,459.85

1st

2nd City of WY 2/4

Item 10.

4 - 9"x43" Rectangular Planters (Kramer's Lot) - Minimum of 10 plants (see photos below) Previous years have been King Tut ornamental Grass with filler plants. Bottom photo is just an example, please feel free to use your creativity.

Name or Type of Plant	Quantity
Purple Millit	3
Rudbeckia I. Sun.	2
Purple Fountain Grass	2
Ipomea Marg.	4

Name or Type of Plant	Quantity
Purple Millit	3
Rudbeckia	2
Wave Pet. Mix	6

1st

2nd

24 - 16" Round Planters (Kramer's, Fairgrounds RAB & Civic Ctr) - Minimum of 5 plants each

Name or Type of Plant	Quantity
Millit	3
Canna	3
Ipomea Black	4

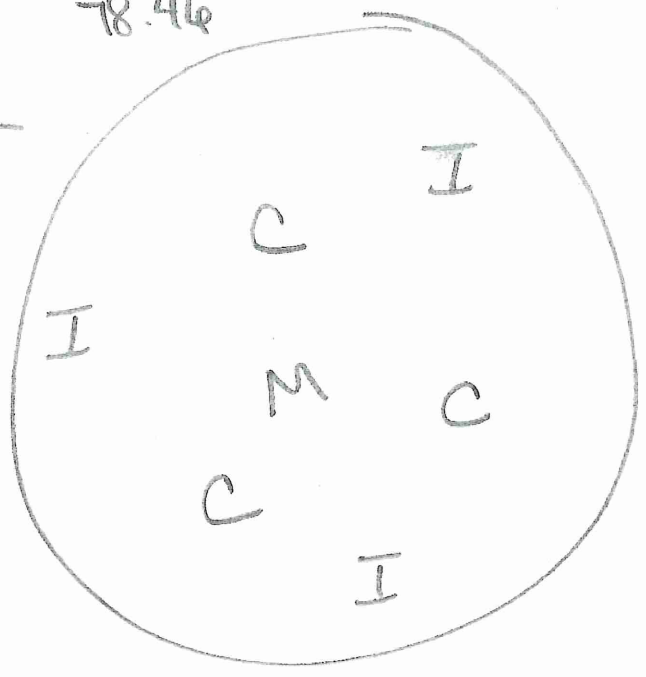
Name or Type of Plant	Quantity
Millit	3
Canna	3
Ipomea Black	4

IRA Civic Center

4- 16" Round Planters

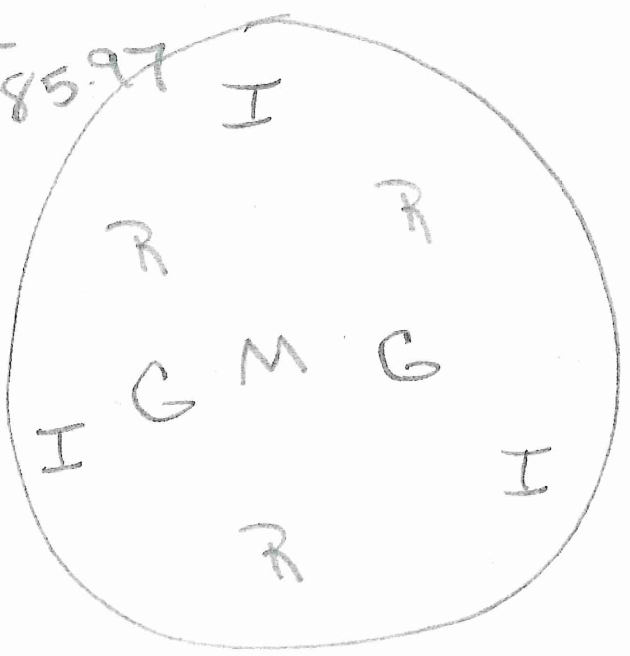
78.46

2-



- 3 6" Canna 16.49
- 1 6" P Millit 7.99
- 3 4" Ipomea Black 6.99

2- 85.97

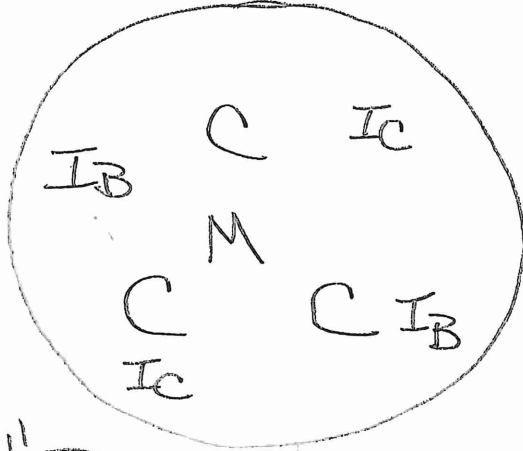


- 1 6" P Millit 7.99
- 2 6" Purple Fountain G 16.49
- 3 6" Indian Summer 7.99
- 3 4" Ipomea Marg 6.99

Kramers

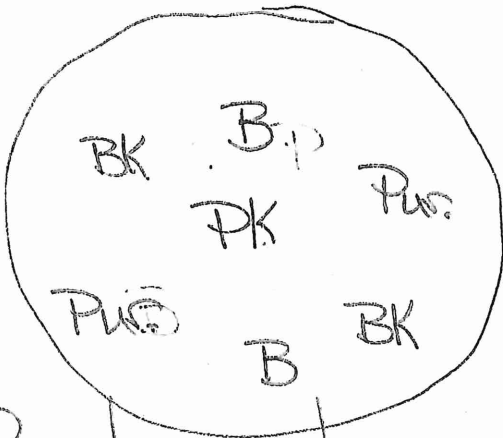
5-16" Round

#85 46



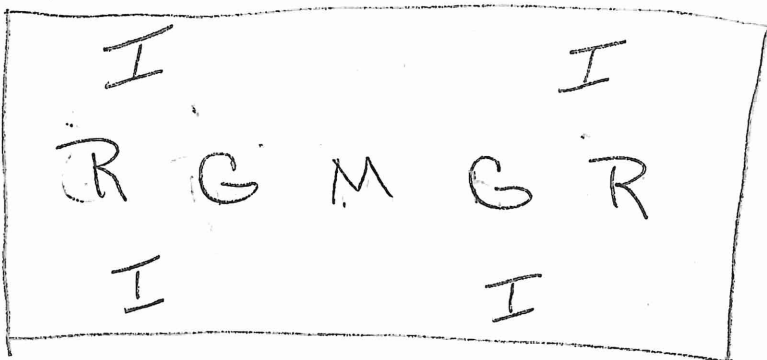
5-16" Round

48.93



4-Rectangular

82.97



1 6" P Purple Millet
7.99

3 6" Canna
16.49

2 4" Ipomoea Marq
6.99

2 6" Solar Tower
16.49

Color Rush Pink
Blue
Purple

Bees Knees

1-2-2-2

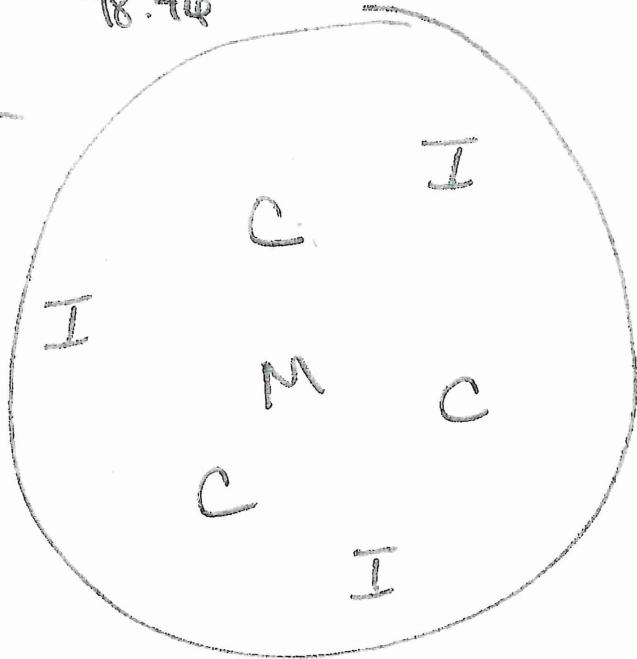
1 6" P Purple Millet
 2 6" Indian Summer
 2 6" Purple Fountain G
 4 4" Ipomoea
 "Marq" or Sun

IRA Civic Center

4- 16" Round Planters

78.46

2-

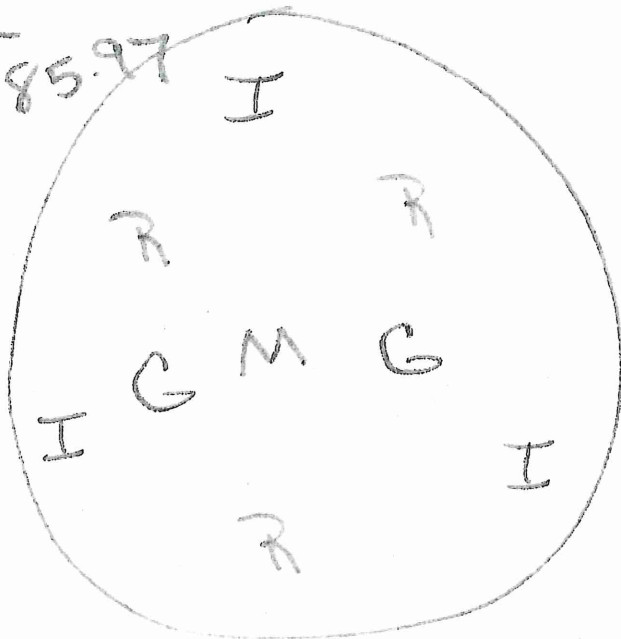


3 6" Canna 16.49

1 6" Millit 7.99

3 4" Ipomea Black 6.99

2- 85.97



1 6" Millit 7.99

2 6" Purple Fountain G 16.49

3 6" Indian Summer 7.99

3 4" Ipomea Marg 6.99



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: 08/28/2023

AGENDA ITEM: Consider the purchase and installation of an electric chain hoist to be installed in the fire hall and the additional electrical outlets.

PREPARED BY: Travis Cole-Fire Chief

BACKGROUND:

The Grand Rapids Fire Hall had an engineered beam designed and installed during the construction of the new fire hall facility with the intentions of installing a hoist winch to be able to lift heavy equipment off and onto fire apparatus in the service repair stall. This purchase and installation of the hoist winch was to be done by the owner and not part of a contractor's scope of work.

Building maintenance staff Nate Morlan has been researching these custom winches and has only found one source out of Hibbing that specializes in this application. We received a quote from Total Tool to purchase and install this winch as well as a quote from A-Z electric to provide the power needed to supply this hoist winch as well as adding some additional outlets in our gear room for powering equipment above our gear lockers. The total price for installation and labor of hoist winch including electrical is \$20,583.65. The purchase and installation cost would utilize some remaining fire hall project monies left over from the project.

REQUESTED COUNCIL ACTION:

Make a motion to accept the quotes from Total Tool of Hibbing, MN for \$15,623.65 and A-Z Electric for \$4,960 to purchase and install the chain hoist winch and additional electrical outlets in the gear room.

DATE	08/01/2023	TOTAL PAGES	2	INCLUDING COVER
TO	TRAVIS COLE GRAND RAPIDS FIRE DEPARTMENT			
EMAIL	tcole@grandrapidsmn.gov			
FROM	CICMIL, DAN M. 2 - TOTAL TOOL SUPPLY, INC. 2919 E BELTLINE HWY. HIBBING MN 55746	PHONE NUMBER	218-263-8687	FAX NUMBER 218-263-8737
SUBJECT	QUOTE 02419985			

Travis,

Attached is a quote for the electric chain hoist and installation. If you have any questions let me know. I will send you spec's in a separate email.

Thanks
Dan



2919 E BELTLINE HWY. HIBBING, MN 55746
 Phone: 218-263-8687 Fax: 218-263-8737

Quotation

QUOTE #	02419985	Item 11.
LOCATION	02	
DATE	08/01/23	08:45
PAGE	1 of 1	

BILL TO

027353
 CITY OF GRAND RAPIDS
 420 N POKEGAMA AVE
 GRAND RAPIDS, MN 55744-2658

SHIP TO

GRAND RAPIDS FIRE DEPARTMENT
 104 SE 11TH ST
 GRAND RAPIDS, MN 55744-2662
 TRAVIS COLE

QUOTE DATE 07/26/23	EXPIRE DATE 08/25/23	SALES REP 230 /	CUSTOMER P/O NUMBER 1T CHAIN HOIST	PAYMENT TERMS 1 % 10 DAYS NET 30
WRITTEN BY CICMIL, DAN M.		CONTACT TRAVIS COLE		SHIP VIA BEST WAY

PRODUCT/DESCRIPTION	QUANTITY	PRICE	U/M	EXTENSION
---------------------	----------	-------	-----	-----------

*6130 CM LODESTAR 1TON ELECTRIC CHAIN HOIST LNH-1T-25-MT-16FPM -460V ** INCLUDES ** SERIES 635 TROLLEY FESTOON SYSTEM CHAIN CONTAINER ** LEAD TIME 100 DAYS ** ** FREIGHT PREPAY & ADD **	1	11417.44	EA	11,417.44
--	---	----------	----	-----------

*6166 SERVICE LABOR TO INSTALL HOIST & FESTOON SYSTEM, AND INSPECT LOAD TEST THE ABOVE PRICE IS AN ESTIMATE TO COMPLETE THE ABOVE LISTED REPAIRS. IF ADDITIONAL PARTS OR LABOR ARE REQUIRED TO COMPLETE THIS REPAIR YOU WILL BE CHARGED AT OUR STANDARD RATES ***** CUSTOMER MUST HAVE POWER AT ONE END OF THE RUNWAY BEAM (JBOX). MUST HAVE CLEAR ACCESS TO THE MONORAIL BEAM ALONG THE FULL LENGHT *****	1	3250.00	EA	3,250.00
---	---	---------	----	----------

MERCHANDISE TOTAL	HANDLING	MISC CHARGE	TAX	FREIGHT	QUOTE TOTAL
14,667.44	0.00	0.00	956.21	0.00	15,623.65

BJK INC

P.O. Box 5068
Grand Rapids, MN 55744

Estimate

Date	Estimate #
8/22/2023	25

Name / Address
Grand Rapids Fire Department 104 SE 11th St Grand Rapids, MN 55744

			Project
Description	Qty	Rate	Total
wiring of new hoist, and receptacles for lockers		4,960.00	4,960.00
		Total	\$4,960.00



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Consider approving on-sale liquor license for La Tequila Taco Shop

PREPARED BY: Kimberly Gibeau

BACKGROUND:

Luis Garcia dba La Tequila Taco Shop has submitted an application for an on-sale liquor license for a new establishment located at 2056 S. Pokegama Avenue. Mr. Garcia is currently working on other required licensing with the State of Minnesota relative. A background check has been satisfactorily completed, insurance documentation has been received and fees will be pro-rated by month as in past practice.

City staff are recommending approval of an on-sale liquor license and issuance upon receipt of pro-rated license fee.

REQUESTED COUNCIL ACTION:

Make a motion to approve or deny issuance of on-sale liquor license including Sunday liquor service for La Tequila Taco Shop.



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division (AGED)
444 Cedar Street, Suite 222, St. Paul, MN 55101-5133
Telephone 651-201-7507 Fax 651-297-5259 TTY 651-282-6555

Certification of an On Sale Liquor License, 3.2% Liquor license, or Sunday Liquor License

Cities and Counties: You are required by law to complete and sign this form to certify the issuance of the following liquor license types:

- 1) City issued on sale intoxicating and Sunday liquor licenses
- 2) City and County issued 3.2% on and off sale malt liquor licenses

Name of City or County Issuing Liquor License Grand Rapids License Period From: _____ To: _____

Circle One: New License License Transfer _____ Suspension Revocation Cancel _____
(former licensee name) (Give dates)

License type: (circle all that apply) On Sale Intoxicating _____ Sunday Liquor _____ 3.2% On sale _____ 3.2% Off Sale _____

Fee(s): On Sale License fee: \$ 2,500.00 Sunday License fee: \$ 200.00 3.2% On Sale fee: \$ 150.00 3.2% Off Sale fee: \$ 100.00

Licensee Name: La Tequila Taco Shop (corporation, partnership, LLC, or Individual) Social Security # _____

Business Trade Name La Tequila Taco Shop Business Address 2056 S Pokegama Ave City Grand Rapids MN 55744

Zip Code 55744 County Itasca Business Phone 715 9349780 Home Phone _____

Home Address 3813 2 Ave E City Hibbing MN 55746 Licensee's MN Tax ID # _____
(To Apply call 651-296-6181)

Licensee's Federal Tax ID # _____
(To apply call IRS 800-829-4933)

If above named licensee is a corporation, partnership, or LLC, complete the following for each partner/officer:

Luis A Garcia _____ _____ _____ Hibbing 57406
Partner/Officer Name (First Middle Last) DOB Social Security #

(Partner/Officer Name (First Middle Last) DOB Social Security # Home Address

Partner/Officer Name (First Middle Last) DOB Social Security # Home Address

Intoxicating liquor licensees must attach a certificate of Liquor Liability Insurance to this form. The insurance certificate must contain all of the following:

- 1) Show the exact licensee name (corporation, partnership, LLC, etc) and business address as shown on the license.
- 2) Cover completely the license period set by the local city or county licensing authority as shown on the license.

Circle One: (Yes No) During the past year has a summons been issued to the licensee under the Civil Liquor Liability Law?

Workers Compensation Insurance is also required by all licensees: Please complete the following:

Workers Compensation Insurance Company Name: Westfield Range Reliable Agency inc. Policy # Cwp _____

I Certify that this license(s) has been approved in an official meeting by the governing body of the city or county,
City Clerk or County Auditor Signature Kimberly Gahn City Clerk Date 8-29-2023
(title)

On Sale Intoxicating liquor licensees must also purchase a \$20 Retailer Buyers Card. To obtain the application for the Buyers Card, please call 651-201-7504, or visit our website at www.dps.state.mn.us.

State of Minnesota
License Applicant Information

Under Minnesota Law (M.S. 270.72), the agency issuing you this license is required to provide to the Minnesota Commissioner of Revenue your Minnesota business tax identification number and the Social Security number of each license applicant.

Under the Minnesota Government Data Practices Act and the Federal Privacy Act of 1974, we must advise you that:

- This information may be used to deny the issuance, renewal or transfer of your license if you owe the Minnesota Department of revenue delinquent taxes, penalties or interest;
- The licensing agency will supply it only to the Minnesota of Revenue. However, under the Federal Exchange of Information Act, the Department of Revenue is allowed to supply this information to the Internal Revenue Service;
- Failing to supply this information may jeopardize or delay the issuance of your license or processing your renewal application.

Please fill in the following information and return this form along with your application to the agency issuing the license. Do not return this form to the department of revenue.

Please print or type

on sale & Sunday liquor licenses
Name of license being applied for and license number

City of Grand Rapids
Licensing authority (name of city, county or state agency issuing license)

License renewal date

Personal Information:

Garcia Luis A
Applicant's last name

[REDACTED] Hibbing MN 55746
Applicant's address

Business information (if applicable):

La Tequila taco shop
Business name

2056 S pokegama Ave Grand Rapids MN 55744
Business address

[REDACTED] Minnesota tax identification number
[REDACTED] Federal tax identification number

If a Minnesota tax identification number is not required, please explain on the reverse side of this form.

[Signature] Signature OWNER Title 8/15/23 Date



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Consider accepting quote through Minnesota Cooperative Purchasing Venture for furniture at Civic Center

PREPARED BY: Kimberly Gibeau

BACKGROUND:

At the August 14, 2023 Council meeting, staff was authorized to solicit quotes for furniture for lobbies and other public spaces at the Civic Center. Staff solicited quotes from the Duet Resource Group who provides the desired items through the “State Bid.” Furniture to be acquired includes:

- 14 sets of “hi-top” tables and chairs
- 12 sitting couches
- 1 low-profile table
- 28 conference tables
- 100 chairs
- 6 chair storage dollies

The total cost for these items through the State bid is \$78,118.02. The project budget includes a line item for “FFE” totaling \$100,000 so the recommended acquisition is within the project budget.

REQUESTED COUNCIL ACTION:

Make a motion to accept quote from Minnesota Cooperative Purchasing Venture for furniture at the IRA Civic Center in the amount of \$78,118.02.



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Consider accepting low quote for rubber flooring at the IRA Civic Center

PREPARED BY: Kimberly Gibeau

BACKGROUND:

At the August 14, 2023 Council meeting, staff was authorized to solicit quotes for furnishing and installing approximately 8,000 square feet of rubber flooring. Flooring will be installed in locations with “skate traffic” to protect both floor substrate and skates.

Following are the three quotes received:

- Arena Warehouse, LLC \$73,869.32
- Becker Arena Products \$76,840.00
- Northland Flooring & Design \$81,878.00

Staff recommendation is to accept the low quote submitted by Arena Warehouse. Sufficient funds remain in the project contingency to cover this cost.

REQUESTED COUNCIL ACTION:

Make a motion to accept low quote for rubber flooring from Arena Warehouse, LLC in the amount of \$73,869.32.



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Consider adopting a resolution calling a public hearing on the creation of TIF District 1-14 L&M Supply and the adoption of a TIF Plan therefore.

PREPARED BY: Rob Mattei, Director of Community Development

BACKGROUND:

L&M Distribution Holdings, LLC has submitted to the City for consideration a Business Assistance Application requesting TIF and Tax Abatement business assistance for their proposed project to construct a 200,000 sf distribution center for L&M Supply Inc.

The City may grant TIF Assistance under the TIF Act or provide a Business Subsidy under the Business Subsidy Act upon conducting a duly notice public hearing.

The attached resolution establishes the date and time for that public hearing as September 25, 2023 at 5:00pm.

REQUESTED COUNCIL ACTION:

Make a motion to adopt a resolution calling a public hearing on the creation of TIF District 1-14 L&M Supply and the adoption of a TIF Plan therefore.

CITY OF GRAND RAPIDS, MINNESOTA

RESOLUTION NO. _____

RESOLUTION CALLING A PUBLIC HEARING ON THE MODIFICATION OF THE DEVELOPMENT PROGRAM FOR MUNICIPAL DEVELOPMENT DISTRICT NO. 1; THE CREATION OF TAX INCREMENT FINANCING DISTRICT NO. 1-14: L & M SUPPLY WITHIN MUNICIPAL DEVELOPMENT DISTRICT NO. 1; AND THE ADOPTION OF A TAX INCREMENT FINANCING PLAN THEREFOR

WHEREAS, L & M Supply, Inc., a Minnesota corporation, or an affiliate thereof (the “Developer”), has proposed to acquire certain property (the “Property”) located in the City of Grand Rapids, Minnesota (the “City”) and construct and equip thereon an approximately 210,000 square foot warehouse and distribution center (the “Project); and

WHEREAS, on September 25, 2023, the City Council of the City will consider modifying the Development Program (the “Development Program Modification”) for the City’s Municipal Development District No. 1 (the “Development District”) to create Tax Increment Financing District No. 1-14: L & M Supply (the “TIF District”), an economic development district located within the Development District and adopting a Tax Increment Financing Plan therefor (the “TIF Plan” and, together with the Development Program Modification, the “Plans”), all in accordance with Minnesota Statutes, Sections 469.124 through 469.133 and Sections 469.174 through 469.1794, all as amended (the “TIF Act”); and

WHEREAS, the City proposed to provide a portion of the tax increment generated from the TIF District to the Developer (the “TIF Assistance”) to help finance the Project; and

WHEREAS, the TIF Assistance provided to the Developer by the City to help finance the Project constitutes a business subsidy (the “Business Subsidy”) under Minnesota Statutes, Sections 116J.993 to 116J.995 (the “Business Subsidy Act”); and

WHEREAS, before the City may grant the TIF Assistance under the TIF Act or provide the Business Subsidy under the Business Subsidy Act, the City must conduct a duly noticed public hearing thereon; and

NOW, THEREFORE, BE IT RESOLVED by the City Council (the “City Council”) of the City of Grand Rapids, Minnesota that:

1. City staff and consultants are authorized and directed to publish a notice in a newspaper of general circulation in the City setting a public hearing before the City Council on Monday, September 25, 2023, at or after 5:00 p.m. at City Hall on the Plans pursuant to Section 469.175, subdivision 3 of the TIF Act. The notice, attached as EXHIBIT A, shall be published in the newspaper at least ten (10) but not more than thirty (30) days prior to the public hearing, and shall be in substantially the form attached hereto.

2. City staff and consultants are authorized and directed to take all other actions necessary to bring the Plans and the Business Subsidy before the City Council at the time of the public hearing, including but not limited to preparing the Plans and forwarding such documents to the appropriate taxing jurisdictions including Itasca County and Independent School District No. 318, and putting copies of the Plans on file at

City Hall , which such copies shall be available for inspection by the public.

Approved by the City Council of the City of Grand Rapids, Minnesota this 28th day of August, 2023.

Mayor

ATTEST:

City Clerk

EXHIBIT A

**NOTICE OF PUBLIC HEARING
CITY OF GRAND RAPIDS
ITASCA COUNTY
STATE OF MINNESOTA**

NOTICE IS HEREBY GIVEN that the City Council of the City of Grand Rapids (the "City"), Itasca County, State of Minnesota, will hold a public hearing on September 25, 2023 beginning at approximately 5:00 PM, at the City Council Chambers located at 420 N Pokegama Ave, Grand Rapids, Minnesota, relating to the City’s proposed adoption of a Modification to the Development Program for Municipal Development District No. 1 (the “Development District”), the proposed establishment of Tax Increment Financing District No. 1-14: L&M (an economic development tax increment financing district) (the “TIF District”) within the Development District, and the proposed adoption of a Tax Increment Financing Plan (the "TIF Plan") therefor (collectively, the “Modification and Plan”), and to adopt a business subsidy agreement, pursuant to Minnesota Statutes, 469.124 to 469.133 and Sections 469.174 to 469.1794, and Sections 116J.993 to 116J.994 all inclusive, as amended.

After the public hearing, the City will consider entering into an agreement under which the City will provide tax increment assistance to L & M Supply, Inc., a Minnesota corporation, or an affiliate thereof or entity related thereto (the “Developer”), pursuant to which the Developer will acquire certain property within the TIF District, and construct and equip thereon an approximately 210,000 square foot distribution center to expand their home, farm, and sporting goods retail operation (the “Project”). The proposed tax increment assistance constitutes a business subsidy under Minnesota Statutes, Sections 116J.993 to 116J.995, as amended (the “Business Subsidy Act”). Copies of the Modification and Plan and a summary of the subsidy agreement are on file and available for public inspection at the office of the Community Development Director at City Hall

A person with residence in or the owner of taxable property in the granting jurisdiction may file a written complaint with the grantor if the grantor fails to comply with sections 116J.993 to 116J.995, and that no action may be filed against the grantor for the failure to comply unless a written complaint is filed.

The property to be included in the TIF District is located within the Development District and the City. A map of the Development District and the TIF District therein is set forth below. Subject to certain limitations, tax increment from the TIF District may be spent on eligible uses within the boundaries of the Development District.

[INSERT MAP of the Development District and the TIF District]

All interested persons may appear at the hearing and present their views orally or prior to the meeting in writing.

BY ORDER OF THE CITY COUNCIL OF
THE CITY OF GRAND RAPIDS, MINNESOTA

/s/ _____
City Clerk



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Consider approving change orders related to IRA Civic Center project.

PREPARED BY: Kimberly Gibeau

BACKGROUND:

Change Order 10 for Work Scope 8 (Electrical) with Hart Electric:

- Is related to the new “press box”
- Provides for new power and data circuits to serve the press box
- Increases Hart’s contract by \$12,871.48.

Change Order 16 for Work Scope 3 (General Construction) with TNT Construction Group:

- Has multiple components
- “Component 1” provides for the general remodeling (new doors, new accessories, rearranged floorplan, etc) of the north restrooms. This work increases TNT’s contract by \$19,596.00
- “Component 2” provides for the construction of the roof dormer to house mechanical systems and connections between the exterior dehumidification equipment and interior ductwork. As an aside, the dormer also provides an interesting architectural feature on the building roof. This work increases the contract by \$15,702.20
- “Component 3” provides for the demolition and replacement of concrete slabs adjacent to the NW and SW corners of the west rink. This work was necessary to correct structural deficiencies and to better match the new rink concrete. This work increases the contract by \$9,436.00.
- In total, this change order increases TNT’s contract by \$44,734.20.

Change Order 2 for Work Scope 4 (Roofing) with Thelen Construction:

- Is also part of the “dehumidification dormer” work
- Provides the required rain/moisture protection between the dormer and the main roof
- Increases Thelen’s contract by \$2,974.00.

Change Order 8 for Work Scope 7 (Mechanical) with Rapids Plumbing and Heating:

- Is also part of the dehumidification dormer work
- Provides the necessary mechanical ductwork to complete the system
- Increases Rapids Plumbing’s contract by \$2,792.90

The total net change to the project cost for all 4 of these change orders is an increase of \$63,372.58. Sufficient funds remain in the project contingency to cover these costs.

REQUESTED COUNCIL ACTION:

Make a motion to approve change orders related to the IRA Civic Center project as presented.



ICS
104 Park Ave N, Suite 201
Park Rapids, Minnesota 56470
Phone: (763) 354-2670

Project: S19041C - IRA Civic Center- Grand Rapids
1401 NW 3rd Ave
Grand Rapids, Minnesota 55744

DRAFT

Contract Change Order #002: CE #059 - PR 43 Roof Dormer for the Dehumidification Equipment

CONTRACT COMPANY: Thelen Heating & Roofing, Inc. 1717 13th Street S.E. Brainerd, Minnesota 56401	CONTRACT FOR: SC-S19041C-004:WS 04 Roofing - Thelen
DATE CREATED: 8/25/2023	CREATED BY: Sean Lewis (ICS - Park Rapids, MN)
CONTRACT STATUS: Draft	REVISION: 0
REQUEST RECEIVED FROM:	LOCATION:
DESIGNATED REVIEWER: Sean Lewis (ICS - Park Rapids, MN)	REVIEWED BY:
DUE DATE: 08/29/2023	REVIEW DATE:
INVOICED DATE:	PAID DATE:
REFERENCE: PR 43 Roof Dormer	CHANGE REASON: Design Development
PAID IN FULL: No	EXECUTED: No
ACCOUNTING METHOD: Amount Based	SCHEDULE IMPACT: 0 days
FIELD CHANGE: No	TOTAL AMOUNT: \$2,974.00

DESCRIPTION:
CE #059 - PR 43 Roof Dormer for the Dehumidification Equipment
See the attached PR. Provide a Quote with a detailed cost breakdown. PR 43R is attached to address related questions/clarifications.

ATTACHMENTS:
[RFP#043.pdf](#) [17073.30 - RFP 43R Dehumidification Dormer.pdf](#) [17073.30 - RFP 43 Dehumidification Dormer.pdf](#)

CHANGE ORDER LINE ITEMS:
CCO #002

#	Cost Code	Description	Type	Amount
1	5--5.04 - Work Scope 04	PR 43 Roof Dormer for the Dehumidification Equipment	Other	\$ 2,974.00
Subtotal:				\$2,974.00
Grand Total:				\$2,974.00

The original (Contract Sum)	\$ 728,000.00
Net change by previously authorized Change Orders	(\$2,568.00)
The contract sum prior to this Change Order was	\$ 725,432.00
The contract sum would be changed by this Change Order in the amount of	\$ 2,974.00
The new contract sum including this Change Order will be	\$ 728,406.00
The contract time will not be changed by this Change Order by 0 days	

ICS
104 Park Ave N, Suite 201
Park Rapids, Minnesota 56470

Thelen Heating & Roofing, Inc.
1717 13th Street S.E.
Brainerd Minnesota 56401

City of Grand Rapids
420 North Pokegama Ave
Grand Rapids Minnesota
55744

City of Grand Rapids
420 North Pokegama Ave
Grand Rapids Minnesota
55744

SIGNATURE _____ DATE _____ SIGNATURE _____ DATE _____ SIGNATURE _____ DATE _____ SIGNATURE _____ DATE _____



ICS
104 Park Ave N, Suite 201
Park Rapids, Minnesota 56470
Phone: (763) 354-2670

Project: S19041C - IRA Civic Center- Grand Rapids
1401 NW 3rd Ave
Grand Rapids, Minnesota 55744

DRAFT

Contract Change Order #010: CE #050 - PR 34 New Press Box

CONTRACT COMPANY: Hart Electric 1959 Highway 37 Hibbing, Minnesota 55746	CONTRACT FOR: SC-S19041C-008:WS 08 Electrical - Hart Electric
DATE CREATED: 8/25/2023	CREATED BY: Sean Lewis (ICS - Park Rapids, MN)
CONTRACT STATUS: Draft	REVISION: 0
REQUEST RECEIVED FROM:	LOCATION
DESIGNATED REVIEWER: Sean Lewis (ICS - Park Rapids, MN)	REVIEWED BY:
DUE DATE: 08/29/2023	REVIEW DATE:
INVOICED DATE:	PAID DATE:
REFERENCE: PR 34 New Press Box	CHANGE REASON: Client Request
PAID IN FULL: No	EXECUTED: No
ACCOUNTING METHOD: Amount Based	SCHEDULE IMPACT: 0 days
FIELD CHANGE: No	TOTAL AMOUNT: \$12,871.48

DESCRIPTION:
CE #050 - PR 34 New Press Box
See the attached PR. Provide a Quote with a detailed cost breakdown.

ATTACHMENTS:
[IRA Civic Center Dell-Comm RFP #34 Pricing.pdf](#) [TNT RFP 34 Hart Electric.pdf](#) [Estimate 1528.pdf](#) [017073.30 RFP 34 - New Press Box.pdf](#)

CHANGE ORDER LINE ITEMS:

CCO #010

#	Cost Code	Description	Type	Amount
1	5--5.08 - Work Scope 08	PR 34 New Press Box	Other	\$ 12,871.48
Subtotal:				\$12,871.48
Grand Total:				\$12,871.48

The original (Contract Sum)	\$ 917,315.00
Net change by previously authorized Change Orders	\$ 20,913.65
The contract sum prior to this Change Order was	\$ 938,228.65
The contract sum would be changed by this Change Order in the amount of	\$ 12,871.48
The new contract sum including this Change Order will be	\$ 951,100.13
The contract time will not be changed by this Change Order by 0 days	

ICS
104 Park Ave N, Suite 201
Park Rapids, Minnesota 56470

Hart Electric
1959 Highway 37
Hibbing Minnesota 55746

City of Grand Rapids
420 North Pokegama Ave
Grand Rapids Minnesota
55744

City of Grand Rapids
420 North Pokegama Ave
Grand Rapids Minnesota
55744

SIGNATURE	DATE	SIGNATURE	DATE	SIGNATURE	DATE	SIGNATURE	DATE
-----------	------	-----------	------	-----------	------	-----------	------



ICS
 104 Park Ave N, Suite 201
 Park Rapids, Minnesota 56470
 Phone: (763) 354-2670

Project: S19041C - IRA Civic Center- Grand Rapids
 1401 NW 3rd Ave
 Grand Rapids, Minnesota 55744

DRAFT

Contract Change Order #008: CE #059 - PR 43 Roof Dormer for the Dehumidification Equipment

CONTRACT COMPANY:	Rapids Plumbing and Heating 25767 US Hwy 2 Grand Rapids, Minnesota 55744	CONTRACT FOR:	SC-S19041C-007:WS 07 - Mechanical - Rapids P & H
DATE CREATED:	8/25/2023	CREATED BY:	Sean Lewis (ICS - Park Rapids, MN)
CONTRACT STATUS:	Draft	REVISION:	0
REQUEST RECEIVED FROM:		LOCATION	
DESIGNATED REVIEWER:	Sean Lewis (ICS - Park Rapids, MN)	REVIEWED BY:	
DUE DATE:	08/29/2023	REVIEW DATE:	
INVOICED DATE:		PAID DATE:	
REFERENCE:	PR 43 Roof Dormer	CHANGE REASON:	Design Development
PAID IN FULL:	No	EXECUTED:	No
ACCOUNTING METHOD:	Amount Based	SCHEDULE IMPACT:	0 days
FIELD CHANGE:	No	TOTAL AMOUNT:	\$2,792.90

DESCRIPTION:
 CE #059 - PR 43 Roof Dormer for the Dehumidification Equipment
 See the attached PR. Provide a Quote with a detailed cost breakdown. PR 43R is attached to address related questions/clarifications.

ATTACHMENTS:
[PR 43.jpg](#) [17073.30 - RFP 43R Dehumidification Dormer.pdf](#) [17073.30 - RFP 43 Dehumidification Dormer.pdf](#)

CHANGE ORDER LINE ITEMS:

CCO #008

#	Cost Code	Description	Type	Amount
1	5--5.07 - Work Scope 07	PR 43 Roof Dormer for the Dehumidification Equipment	Other	\$ 2,792.90
Subtotal:				\$2,792.90
Grand Total:				\$2,792.90

The original (Contract Sum)	\$ 836,440.00
Net change by previously authorized Change Orders	\$ 158,952.28
The contract sum prior to this Change Order was	\$ 995,392.28
The contract sum would be changed by this Change Order in the amount of	\$ 2,792.90
The new contract sum including this Change Order will be	\$ 998,185.18
The contract time will not be changed by this Change Order by 0 days	



ICS
104 Park Ave N, Suite 201
Park Rapids, Minnesota 56470

Rapids Plumbing and Heating
25767 US Hwy 2
Grand Rapids Minnesota 55744

City of Grand Rapids
420 North Pokegama Ave
Grand Rapids Minnesota 55744

City of Grand Rapids
420 North Pokegama Ave
Grand Rapids Minnesota 55744

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE 74



ICS
104 Park Ave N, Suite 201
Park Rapids, Minnesota 56470
Phone: (763) 354-2670

Project: S19041C - IRA Civic Center- Grand Rapids
1401 NW 3rd Ave
Grand Rapids, Minnesota 55744

DRAFT

Contract Change Order #016: CE #054 - PR 38 North Restrooms Renovation | CE #059 - PR 43 Roof Dormer for the Dehumidification Equipment | CE #074 - FWO; demo/replace existing concrete radius around west arena slab

CONTRACT COMPANY:	TNT Construction Group, LLC 40 County Road 63 Grand Rapids, Minnesota 55744	CONTRACT FOR:	SC-S19041C-003:Work Scope 03 - General Construction - TNT
DATE CREATED:	8/25/2023	CREATED BY:	Sean Lewis (ICS - Park Rapids, MN)
CONTRACT STATUS:	Draft	REVISION:	0
REQUEST RECEIVED FROM:		LOCATION	
DESIGNATED REVIEWER:	Sean Lewis (ICS - Park Rapids, MN)	REVIEWED BY:	
DUE DATE:		REVIEW DATE:	
INVOICED DATE:		PAID DATE:	
REFERENCE:	Multiple bundled changes	CHANGE REASON:	Client Request
PAID IN FULL:	No	EXECUTED:	No
ACCOUNTING METHOD:	Amount Based	SCHEDULE IMPACT:	0 days
FIELD CHANGE:	No	TOTAL AMOUNT:	\$44,734.20

DESCRIPTION:
CE #054 - PR 38 North Restrooms Renovation
 See the attached PR. Provide a Quote with a detailed cost breakdown.

CE #059 - PR 43 Roof Dormer for the Dehumidification Equipment
 See the attached PR. Provide a Quote with a detailed cost breakdown. PR 43R is attached to address related questions/clarifications.

CE #074 - FWO; demo/replace existing concrete radius around west arena slab

ATTACHMENTS:
[8-3-23 form and pour 4629.00.pdf](#) [8-1-23 demo concrete 4807.pdf](#) [4595_001.pdf](#) [RFP 38 ADD REV.pdf](#) [RFP 38.pdf](#) [RFP No. 038 \(IRA Civic Center Renovations\).pdf](#) [7203 IRA Civic Center RFP#38.doc](#) [RFP #38 ACT.pdf](#) [RFP 38 TNT.pdf](#) [17073.30 - RFP 43R Dehumidification Dormer.pdf](#) [17073.30 - RFP 43 Dehumidification Dormer.pdf](#) [17073.30 - RFP 38 Family Toilet Room Remodel.pdf](#)

CHANGE ORDER LINE ITEMS:

CCO #016

#	Cost Code	Description	Type	Amount
1	5--5.03 - Work Scope 03	PR 38 North Restrooms Renovation	Other	\$ 19,596.00
2	5--5.03 - Work Scope 03	PR 43 Roof Dormer for the Dehumidification Equipment	Other	\$ 15,702.20
3	5--5.03 - Work Scope 03	FWO; demo/replace existing concrete radius around west arena slab	Other	\$ 9,436.00
Subtotal:				\$44,734.20
Grand Total:				\$44,734.20



The original (Contract Sum)	\$ 2,370,100.00
Net change by previously authorized Change Orders	\$ 209,252.92
The contract sum prior to this Change Order was	\$ 2,579,352.92
The contract sum would be changed by this Change Order in the amount of	\$ 44,734.20
The new contract sum including this Change Order will be	\$ 2,624,087.12
The contract time will not be changed by this Change Order by 0 days	

ICS
 104 Park Ave N, Suite 201
 Park Rapids, Minnesota 56470

**TNT Construction Group,
 LLC**
 40 County Road 63
 Grand
 Rapids Minnesota 55744

City of Grand Rapids
 420 North Pokegama Ave
 Grand Rapids Minnesota
 55744

City of Grand Rapids
 420 North Pokegama Ave
 Grand Rapids Minnesota
 55744

 SIGNATURE DATE

 SIGNATURE DATE

 SIGNATURE DATE

 SIGNATURE DATE 76



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Consider appointing Samuel Hussman to the position of Police Officer

PREPARED BY: Chery Pierzina, Human Resources Officer

BACKGROUND:

On June 26, 2023, City Council authorized Human Resources to begin the process of advertising and hiring for the open position of Police Officer. This vacancy is a result of a 2022 retirement, as well as recent promotions within the Police Department.

The position was posted and the City received five (5) applications. The interview committee interviewed four (4) of the candidates and are recommending appointing Samuel Hussman to the position of Police Officer, subject to a background check, drug testing, physical exam, and psychological testing. A start date will be determined at a later date, based on the results of the pre-employment testing.

Based on the current Law Enforcement Labor Services (LELS) Agreement and Memorandum of Understanding, the starting wage will be set at \$31.64 per hour.

Samuel Hussman served in the US Marine Corps for four (4) years. He has an Associate's of Science Degree in Criminal Justice, is certified as an EMT, and worked as a Patrol Officer and Chief of Police in neighboring communities for over three (3) years. A copy of his application and offer letter are attached for reference.

REQUESTED COUNCIL ACTION:

Make a motion to appoint Samuel Hussman to the position of Police Officer, subject to a background check, drug testing, physical exam, and psychological testing, with a salary of \$31.64 per hour, and a start date to be determined at a later date, based on the results of the pre-employment testing.



420 N. Pokegama Ave
 Grand Rapids, MN 55744
 (218)326-7600
 (218)326-7608 Fax
 www.cityofgrandrapidsmn.com

Employment Application

An Equal Opportunity Employer

Please complete by printing in ink or typing. Application must be signed for employment consideration.

We welcome you as an applicant for employment with the City of Grand Rapids. It is the City's policy to provide equal opportunity in employment. The City will not discriminate on the basis of race, color, creed, age, religion, national origin, marital status, disability, sex, sexual orientation, familial status, status with regard to public assistance, local human rights commission activity or any other basis protected by law.

Please furnish complete information on the application form, so we may accurately and completely assess your qualifications. You may attach any other information that provides additional detail about your qualifications for employment in the position you seek. Please refer to the Applicant Data Practices Advisory for guidance regarding how your application information will be used, the consequences of providing or not providing information, and more.

The City of Grand Rapids accommodates qualified persons with disabilities in all aspects of employment, including the application process. If you believe you need a reasonable accommodation to complete the application process, please contact City Administration at 218-326-7600.

PERSONAL INFORMATION

NAME Last <i>Assman</i>		First <i>Samuel</i>	Middle <i>Patrick</i>	POSITION APPLIED FOR: <i>Race officer</i>	
MAILING ADDRESS [REDACTED]			TODAY'S DATE: <i>07/24/2023</i>	DATE AVAILABLE TO WORK: <i>08/24</i>	
CITY <i>Grand Rapids</i>		STATE <i>MN</i>	ZIP <i>55744</i>	STATUS DESIRED: <input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Seasonal	
HOME PHONE		OTHER PHONE <i>cell</i> [REDACTED]		EMAIL ADDRESS:	
Are you a U.S. citizen or do you have legal Authorization to work in the U.S.? Proof of age and/or eligibility to work may be requested.		YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Do you have a valid driver's license? (For driving positions only)	
Will your continued employment require employer sponsorship?		YES <input checked="" type="checkbox"/>	NO <input type="checkbox"/>	Are you <u>under</u> 18 years of age? <input checked="" type="checkbox"/> <input type="checkbox"/>	

EDUCATIONAL INFORMATION

School Name, City and State		Major Area of Study
High School: <i>Grand Rapids</i>	Diploma <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO GED <input type="checkbox"/> YES <input type="checkbox"/> NO	
College: <i>ICC/HCC</i>	Degree Completed: <input checked="" type="checkbox"/> YES <input type="checkbox"/> Associates <input type="checkbox"/> Bachelors <input type="checkbox"/> Masters <input type="checkbox"/> Other <input type="checkbox"/> NO # of years completed <u>2</u> Semester/Credit hours earned _____	
Graduate School:	Degree Completed: <input type="checkbox"/> YES <input checked="" type="checkbox"/> Associates <input type="checkbox"/> Bachelors <input type="checkbox"/> Masters <input type="checkbox"/> Other <input type="checkbox"/> NO # of years completed _____ Semester/Credit hours earned _____	
Technical or Vocational Programs:	(indicate type of certificate earned)	

List any other courses, seminars, workshops, or training you have that may provide you with skills related to this position:

EMT

List any current licenses or certificates you possess which may be related to this position:

*EMT
Post license - 26230
MI Drivers license*

List any current registration(s) or membership(s) related to the position for which you are applying:

EMPLOYMENT EXPERIENCE

CURRENT EMPLOYMENT INFORMATION			
EMPLOYER <i>Bouy PD</i>	DATES EMPLOYED		JOB TITLE: <i>Police officer</i>
	FROM	TO	
ADDRESS <i>502 2nd Ave</i>	<i>5 Jul 2020</i>	<i>Current</i>	NAME OF LAST SUPERVISOR: <i>Holm, Bill</i>
CITY, STATE, ZIP <i>Bouy MN 55709</i>	DESCRIBE YOUR WORK IN THIS JOB:		
TELEPHONE Area Code + Number			
May we contact this employer? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
<input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Other			
PAY INFORMATION			
STARTING: <i>25.00</i>	CURRENT: <i>29.32</i>		
REASON FOR LEAVING:			

PREVIOUS EMPLOYMENT INFORMATION			
List all positions held including full-time, part-time, military, summer, volunteer work and any periods of unemployment. Explain any period of unemployment. Attach additional sheet if necessary.			
EMPLOYER <i>Colemain PD</i>	DATES EMPLOYED		JOB TITLE: <i>Police officer</i>
	FROM	TO	
ADDRESS <i>401 Roadcut St</i>	<i>5 Jun 2020</i>	<i>Dec 2020</i>	NAME OF LAST SUPERVISOR: <i>Lennic, M J</i>
CITY, STATE, ZIP <i>Colemain MN 55722</i>	DESCRIBE YOUR WORK IN THIS JOB:		
TELEPHONE Area Code + Number			
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No			
<input type="checkbox"/> Full-time <input checked="" type="checkbox"/> Part-time <input type="checkbox"/> Other			
PAY INFORMATION			
STARTING: <i>18.00</i>	CURRENT: <i>18.00</i>		
REASON FOR LEAVING: <i>working at Bouy</i>			

EMPLOYER <i>USMC</i>	DATES EMPLOYED		JOB TITLE:
	FROM	TO	
ADDRESS	<i>June 2012</i>	<i>June 2016</i>	NAME OF LAST SUPERVISOR: <i>CPT. McPartland</i>
CITY, STATE, ZIP	DESCRIBE YOUR WORK IN THIS JOB:		
TELEPHONE Area Code + Number			
May we contact this employer? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No			
<input checked="" type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Other			
PAY INFORMATION			
STARTING: <i>42,200</i>	CURRENT: <i>61,000</i>		
REASON FOR LEAVING: <i>Discharge</i>			

PREVIOUS EMPLOYMENT INFORMATION CONTINUED				
List all positions held including full-time, part-time, military, summer, volunteer work and any periods of unemployment. Explain any period of unemployment. Attach additional sheet if necessary.				
EMPLOYER	DATES EMPLOYED		JOB TITLE:	
	FROM	TO		
ADDRESS			NAME OF LAST SUPERVISOR:	
CITY, STATE, ZIP	DESCRIBE YOUR WORK IN THIS JOB:			
TELEPHONE Area Code + Number				
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No				
<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Other				
PAY INFORMATION				
STARTING:				CURRENT:
REASON FOR LEAVING:				

EMPLOYER	DATES EMPLOYED		JOB TITLE:	
	FROM	TO		
ADDRESS			NAME OF LAST SUPERVISOR:	
CITY, STATE, ZIP	DESCRIBE YOUR WORK IN THIS JOB:			
TELEPHONE Area Code + Number				
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No				
<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Other				
PAY INFORMATION				
STARTING:				CURRENT:
REASON FOR LEAVING:				

EMPLOYER	DATES EMPLOYED		JOB TITLE:	
	FROM	TO		
ADDRESS			NAME OF LAST SUPERVISOR:	
CITY, STATE, ZIP	DESCRIBE YOUR WORK IN THIS JOB:			
TELEPHONE Area Code + Number				
May we contact this employer? <input type="checkbox"/> Yes <input type="checkbox"/> No				
<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Other				
PAY INFORMATION				
STARTING:				CURRENT:
REASON FOR LEAVING:				

UNPAID EXPERIENCE

Describe any unpaid or volunteer experience relevant to the position for which you are applying (you may include, if you wish, information which would reveal race, sex, religion, age, disability, or other protected status).

MILITARY EXPERIENCE

Did you serve in the U.S. Armed Forces? Yes No

Describe your duties:

Do you wish to apply for Veteran's Preference points: Yes No

If you answered "yes," you must complete the enclosed application for Veterans' Preference Points, and submit the application and required documentation to the City of Grand Rapids by the application deadline of the position for which you are applying.

AUTHORIZATION

PLEASE READ CAREFULLY BEFORE SIGNING


I certify that all information I have provided in this application for employment is true and complete to the best of my knowledge. Any misrepresentation or omission of any fact in my application, resume or any other materials, or during any interviews, can be justification for refusal of employment, or if employed, will be grounds for dismissal, regardless of length of employment or when the misrepresentation or omission is discovered.

I understand that submission of an application does not guarantee employment. I acknowledge that I have received a copy of the job description summary for the position/s for which I am applying. I further acknowledge my understanding that employment with the City of Grand Rapids is "at will," and that employment may be terminated by either the City of Grand Rapids or me at any time, with or without notice. I understand that none of the documents, policies, procedures, actions, statements of the City of Grand Rapids or its representatives used during the employment process is deemed a contract of employment, real or implied. I further understand that this "at will" employment relationship may not be changed by any written document or by conduct unless such change is specifically acknowledged in writing by an authorized executive of the City of Grand Rapids. In consideration for employment, if employed, I agree to conform to the rules, regulations, policies, and procedures of the City of Grand Rapids at all times and understand that such obedience is a condition of employment.

I understand that if offered a position with the City of Grand Rapids, I may be required to submit to a pre-employment medical and psychological examination, drug screening and background check as a condition of employment. I understand that unsatisfactory results from, refusal to cooperate with, or any attempt to affect the results of these pre-employment tests and checks will result in withdrawal of any employment offer or termination of employment if already offered.

With my signature below, I am providing the City of Grand Rapids authorization to verify all information I provided within this application packet, including contacting current or previous employers. However, I understand that if, in the Employment Experience section I have answered "No" to the question, "May we contact your current employer?," contact with my current employer will not be made without my specific authorization.

I have read the included Applicant Data Practices Advisory, and I further understand that criminal history checks may be conducted (after I have been selected for an interview, in the case of non-public safety positions) and that a conviction of a crime related to this position may result in my being rejected for this job opening. I also understand it is my responsibility to notify the City of Grand Rapids in writing of any changes to information reported in this application for employment.


Signature

07/24/2023
Date

Name and number of person completing this form if other than applicant: _____

IMPORTANT FACTS ABOUT INFORMATION ON YOUR APPLICATION

This application is to assist in the process of referring you for possible employment. Certain information requested on the application is private; that is, it may be released only to you or to agencies where you may be considered for employment (to comply with M.S. 13.43, Subd 2)

Private Data	Why We Ask For It	Are You Legally Obligated	What May Happen If
		To Provide It?	You Don't Provide It
Name	To distinguish you from all other applicants	Yes	Failure to provide information may be cause for rejecting an application.
Address	To be able to send you notices	Yes	Failure to provide information may be cause for rejecting an application.
Home Telephone	To be able to contact you to determine availability for interview and to notify you when we need you to work on short notice	No	We may not be able to employ you in certain jobs where you may be required to come to work on short notice

EQUAL EMPLOYMENT OPPORTUNITY INFORMATION

The information asked of you will be used to evaluate our overall efforts in reaching all segments of the population. The following information is VOLUNTARY and CONFIDENTIAL. This information is NOT A PART of the application file and is REMOVED from the application when received by our office. The City of Grand Rapids appreciates your cooperation in our efforts to ensure affirmative action and equal opportunity.

Position(s) for which you are applying:

Gender: Male Female

With which racial/ethnic group do you identify?

Black or African American
 Hispanic or Latino
 American Indian or Alaskan Native through Tribal affiliation or community recognition
 Caucasian/White
 Asian
 Native Hawaiian or other Pacific Islander
 Two or more races

Disability status, defined as:

- 1) Has a physical or mental condition that substantially or materially limits a major life activity (such as walking, talking, seeing, hearing or learning);
- 2) Has a history of a disability (such as cancer that is in remission);
- 3) Is regarded as having such an impairment.

Do you claim disability status? Yes No

VETERANS' PREFERENCE

Complete this form ONLY if you are claiming Veterans' Preference

NOTE: VETERAN'S PREFERENCE POINTS CANNOT BE CONSIDERED WITHOUT SUPPORTING DOCUMENTATION. ATTACH COPY OF "MEMBER COPY 4" VETERAN'S DD214, OR OTHER DOCUMENTATION VERIFYING SERVICES. DOCUMENTATION MUST BE RECEIVED BY THE APPLICATION DEADLINE OF THE POSTING IN ORDER TO BE CONSIDERED. (VETERAN IS DEFINED BY MINN. STAT. §197.447)

You must submit a PHOTOCOPY of your "Member Copy 4" of your DD214 or other documentation verifying service to substantiate the services information requested on the form. Claims not accompanied by proper documentation will not be processed. For assistance in obtaining a copy of your "Member Copy 4" of your DD214, or other documentation verifying service, contact your County Veterans' Service Office.

The City of Grand Rapids operates under a point preference system, which awards points to qualified veterans to supplement their application. Ten (10) points are granted to non-disabled veterans on open competitive examinations; Fifteen (15) points are awarded if the veteran has a service connected compensable disability as certified by the U.S. Department of Veterans Affairs (USDVA).

To qualify for preference for a **competitive exam**, you must have earned a passing score and been separated under honorable conditions from any branch of the armed forces of the United States after having served on active duty for 181 consecutive days, or by reason of disability incurred while serving on active duty, or after having served the full period called or ordered for federal, active duty and be a United States citizen or resident alien. Veteran's preference may be used by the surviving spouse of a deceased veteran, who died on active duty or as a result of active duty, any by the spouse of a disabled veteran who is unable to qualify because of the disability.

To qualify for preference on a **promotional exam**, a veteran must have earned a passing exam score and received a USDVA active duty service connected disability rating of 50% or more. For a promotional exam, a qualified disabled veteran is entitled to be granted five (5) points. Disabled veterans eligible for such preference may use the five points preference only for the first promotion after securing employment with the City of Grand Rapids.

Claims must be made on the form below and submitted with your application by the application deadline of the position for which you are applying. If the "Member Copy 4" DD214, or other documentation verifying service, is submitted to our office separate from this sheet, please attach a note with it indicating the position for which you are applying and your present address.

Name: (Last)	(First)	(MI)	Position for which you applied:	
			Closing Date:	
Address: (Street)	(City)	(State)	(Zip)	Phone Number:
				Are you a US Citizen or Resident Alien?
				<input type="checkbox"/> Yes <input type="checkbox"/> No

VETERAN (10 POINTS):

("Member Copy 4" of DD214 or DD215, or other documentation verifying service, must be submitted to receive points)
 Honorably discharged veteran Yes No

DISABLED VETERAN (15 POINTS):

("Member Copy 4" of DD214, or other documentation verifying service, and USDVA letter of disability rating decision of 10% or more must be submitted to receive points)

Percent of Disability: _____%
 Have you ever been promoted within the City of Grand Rapids employment: Yes No

SPOUSE OF DECEASED VETERAN (10 points or 15 if the veteran was disabled at time of death):

("Member Copy 4" of DD214 or DD215, or other documentation verifying service, photocopy of marriage certificate, spouse's death certificate and proof veteran died on or as a result of active duty must be submitted to receive points. You are ineligible to receive points if you have remarried or were divorced from the veteran.)

Date of Death: _____ Have you remarried? Yes No


SPOUSE OF DISABLED VETERAN (15 points):

("Member Copy 4" of DDE214 or DD215, or other documentation verifying service, and USDVAQ letter of disability rating decision of 10% or more must be submitted to receive points).

How does Veteran's disability prevent performance of a stated job "requirement?" Due to the veteran's service-connected disability the veteran is unable to qualify for this position because (be specific):

Thank you for your military service and for your interest in employment with the City of Grand Rapids. Please contact our Administration office at 218-326-7600 if you have questions regarding veteran's preference.

AFFIDAVIT: I hereby claim Veteran's Preference points for this examination and swear/affirm that the information give is true, complete and correct to the best of my knowledge. I hereby acknowledge that I am responsible to obtain the required Veterans' Preference verification documents and submit them to the City of Grand Rapids by the required deadline.



Signature

07/24/2023

Date

Samuel Hussman



EXPERIENCE

Turf and Tree, Grand Rapids, MN — *Landscaper*

June 2011 - June 2012

- Organized and coordinated the landscaping for the Blandin properties..

US Marine Corps, — *Infantryman*

June 2012 - June 2016

- Led 15 infantrymen through two years of my service.
- Kept logs and training records for all marines under my supervision.
- Was accountable for over 1 million dollars of equipment, gear, and personal—there were no losses in the two years I was in charge.
- Received my Combat Life Savers certification (trauma focused medical)

Meds-1 Ambulance Service, Grand Rapids, MN — *Emergency Medical Technician*

August 2016 - Present/ Part time

- Participate as part of a team to provide quality patient care on an ambulance.
- Assess and manage patients on 911 calls for an ALS service, continuing patient care as primary provider on BLS calls.
- Provide safe transport to our surrounding area hospitals for patients.
- Maintain cleanliness and organization of each company rig.

City of Bovey, Bovey, MN — *Peace Officer/Chief Of Police*

July 2020 - Present

- Offer support to the community
- Respond to 911 calls providing assistance with emergencies or civil problems.

Certifications

AHA CPR & First Aid
 EMSRB EMT
 #993048
 NREMT EMT
 #E3305146
 Post License-26230

- Investigate crimes
- Administrative duties, reporting, tracking training, logging evidence in and out.

EDUCATION

Grand Rapids High School, Grand Rapids, MN - High School Diploma

September 2007 - May 2011

Itasca Community College, Grand Rapids, MN — Prerequisites

January 2018 - May 2018

Hibbing Community College, Hibbing, MN — Criminal Justice, AS

August 2018 - May 2020

REFERENCES

David Dyer, Sergeant Marine Corps

(501) 612-9482

Daviddyer@gmail.com

Association: David was my peer, while I was in the Marine Corps. He will tell you about my transformation to a mentor and leader. My dedication to the job and how hard I worked to make sure that when I left that my Marines would be able to take over from where I left off.

Austin Klaysmat

(218)780-6352

DJess@gmail.com

Association: Went to college with Austin. He is currently a deputy with the Olmsted county sheriff's office. He can speak to my ability to speak with people and deal with difficult situations.

Dan Belluzzo, Safety Specialist MN Power

(218) 929-0429

Danbelluzzo@yahoo.com

Association: Friend and mentor. He will tell you about how focused I am when I do something. Also how I am not afraid of hard work and am willing to help anyone in a time of need.



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

ADMINISTRATION DEPARTMENT

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

August 14, 2023

Mr. Samuel Hussman
 [REDACTED]

Dear Samuel,

Please consider this letter as a conditional offer of employment for the position of Police Officer for the City of Grand Rapids Police Department. Following is an outline of the terms and conditions of your pending employment.

Upon your signed and returned agreement with the terms and conditions stated herein, your appointment to the position of Police Officer will be presented to the City Council at their subsequent City Council Meeting and is subject to the successful completion of a background check, pre-employment medical exam, psychological exam, and drug screening.

Should you accept this conditional offer, the starting date of your employment is to be determined (TBD), based on the length of time necessary to complete the background check and all other conditions of employment. Your starting hourly salary will be \$31.64, based on the current LELS Agreement and Memorandum of Understanding approved by City Council on March 13, 2023.

- Please sign and return the *Authorization for Driver's License Check*.
- You will need to complete a medical examination with Occupational Medicine at Grand Itasca Clinic and Hospital. We will contact you regarding the details of getting this scheduled.
- You will need to complete a psychological evaluation. We will contact you regarding getting this scheduled.
- You will need to stop by Northern Drug Screening located at 111 NE 10th Avenue in Grand Rapids, for a pre-employment drug screening. They are open Monday through Friday from 8:00 a.m. to 4:00 p.m. Please let them know you need a pre-employment drug screening for the City of Grand Rapids.

- I will be scheduling some time for a meeting with you to discuss your transition to the City and look forward to talking with you. Detailed information about your benefits and City policies are attached and additional information will be provided to you during this meeting.

Start Date: Your first date of employment will be subject to the successful completion of the above conditions.

Compensation: Based on the current LELS Agreement and Memorandum of Understanding, your beginning hourly wage will be \$31.64 per hour, and you will be scheduled for 84-hours each pay period, equivalent to a base wage of \$69,101.76 annually.

Representation: Law Enforcement Labor Services (LELS) – See attached Bargaining Agreement.

Benefits: See attached Benefit Summary.

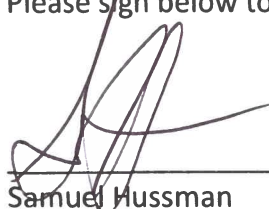
Health Insurance: The City of Grand Rapids pays 100% of the premium for family coverage. Your coverage will begin on the 1st of the month following 30 days of employment.

Flexible Time Off: Upon employment, you will accrue FTO at 6.15 hours for each 80-hour pay period based on the City FTO schedule and Memorandum of Understanding approved by City Council on March 13, 2023.

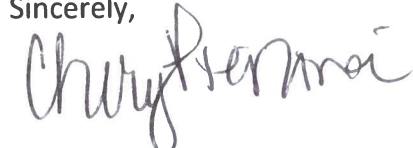
On behalf of the City of Grand Rapids, welcome and congratulations! We look forward to working with you.

If you have any questions, feel free to give me a call at (218) 326-7606 or (218) 256-8747.

Please sign below to indicate agreement with the terms and conditions of employment.



 Samuel Hussman 08/14/2023
Date

Sincerely,

 Chery Pierzina
 Human Resources Officer

cc: Personnel File
 Payroll



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Consider accepting the resignation of Jeff Ingle from the position of Captain from the Grand Rapids Fire Department and authorize City staff to begin the process of filling the internal vacancy

PREPARED BY: Chery Pierzina, Human Resources Officer

BACKGROUND:

Jeff Ingle has submitted his letter of resignation from the Captain position with the Grand Rapids Fire Department effective January 1, 2024. In his letter of resignation, Jeff states that this decision is a personal decision, and he will continue to be available for fire calls and operations and is more than willing to assist the new Captain as needed.

We would like permission to post this position and accept letters of interest from internal Firefighters. Human Resources will present the City Council with a recommendation for the position of Captain with the Grand Rapids Fire Department at a later date.

REQUESTED COUNCIL ACTION:

Make a motion to accept the resignation from Jeff Ingle from the Captain position with the Grand Rapids Fire Department effective January 1, 2024, and authorize Human Resources to begin the process of posting and filling the internal vacancy.



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Consider the retirement of Bob Cahill from the position of Director of Golf, consider revised job description for the position of Director of Golf, authorize the advertisement/interviewing for this position, and appoint a City Council member to the hiring committee.

PREPARED BY: Chery Pierzina, Human Resources Officer

BACKGROUND:

Bob Cahill, Director of Golf, will be retiring from his position on March 31, 2024, after 35 years.

City leadership has reviewed and made updates to the job description for the position of Director of Golf for City Council consideration. A copy of the proposed job description is attached for your review.

Additionally, we are requesting authorization to begin the advertisement and subsequent interviewing for this position. We are requesting the City Council to appoint a Council Member to sit on the interview committee for the position of Director of Golf.

Lastly, we would like to thank Bob for his 35 years of service to the City of Grand Rapids and Pokegama Golf Course. We wish him all the best during his retirement.

REQUESTED COUNCIL ACTION:

- 1) Consider the retirement of Bob Cahill from his position of Director of Golf effective March 31, 2024;
- 2) Consider the revised job description for the Director of Golf position;
- 3) Authorize Human Resources to begin the advertisement and subsequent interviewing for the Director of Golf position, and
- 4) Appoint a Council Member to the hiring committee for the Director of Golf position.

City of Grand Rapids Job Description

Job Title: Director of Golf
Department: Golf Course
FLSA Status: Exempt
Approved By: City Council
Approved Date: Revised

Summary:

The Director of Golf is a department head position responsible for providing leadership and development of golf activities. This position is responsible for all facets of the Pokegama Golf Course. The Golf Director performs difficult professional work supervising the facilities, operations and staff of the Pokegama Golf Course, and related work as apparent or assigned. Work involves setting policies and goals under the direction of the City Council. Departmental supervision is exercised over all personnel within the department. The Director of Golf prepares and executes the annual budget, keeps the necessary records, and submits reports as directed. The Director of Golf is responsible for programming and coordinating with the various clubs and special interest groups, including school programs. The Director of Golf supports, leads, directs, and supervises the work activities of full-time and part-time personnel at the Pokegama Golf Course.

Essential Duties and Responsibilities:

The duties listed are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to that position. Other duties may be assigned.

- The Director of Golf will report directly to the Golf Board and City Administrator. The Director of Golf will be responsible for all staff, operations, programming, finances, facilities, and department operations including annual budgets.
- Monitor the performance of all daily operations ensuring all departments within the Pokegama Golf Course are keeping up with the highest standards. This would include associate morale, communication, training, and a functional organizational structure where all players on the team know their responsibilities.
- Aid the supervision of both food and beverage and grounds department through department heads. Oversee the compliance of food and beverage contracts.
- Support and help grow the game of golf for all different groups, including school programs such as junior golf and golf in school programs, that are a valuable part of the golf community. This includes new and existing programming that will encourage continued participation at the club. Experience in securing grants that benefit junior golf programs.
- The Director of Golf will be required to operate the club in a fiscally responsible manner. This would include ensuring that the budgets are adhered to.
- The Director of Golf will have the ability to present monthly financial reports to the Golf Board while effectively explaining variances when they occur.

- Strong understanding of financial statements, expenses, and margin controls.
- Strength in running day-to-day operations with a strong understanding of golf course structure and management.
- Supervise pro shop personnel / direct daily operations of the pro shop and merchandise.
- Serve as a community liaison for the club. Meet with special interest groups to positively impact growth in membership, and daily fee play.
- Develop a vision and marketing/sales plan and oversee the implementation of the plan.
- Responsible for the overall direction, coordination, and evaluation of golf operations; manage day-to-day personnel functions; carries out supervisory responsibilities in accordance with facilities policies and applicable laws.
- Direct outside golf operations, ensuring the outside golf supervisor properly controls patron and guest services. Responsible for the set-up and maintenance of practice range, the starter, ranger, and cart maintenance.
- Other duties as assigned or directed.

Knowledge, Skills, Abilities and Competencies Required:

The requirements listed below are representative of the knowledge, skill, ability and/or competency sets required to complete the essential functions at a satisfactory level.

- Knowledge of agronomy as it related to golf turf management.
- Working knowledge of personal computers and data management.
- Skills in effectively dealing with the general public.
- Ability to communicate effectively, both orally and in writing.
- Ability to effectively manage personnel in a manner that builds collaboration and team spirit.
- Ability to meet tactfully and effectively with the general public, employees, and clientele.
- Ability to develop strategies to improve operations and service levels at Pokegama Golf Course.
- Comprehensive knowledge of the principles, practices, organizational purposes, and administration of proprietary golf courses.
- Ability to communicate effectively both orally and in writing.

Intellectual Abilities:

Must have a general learning ability, including the ability to understand meanings of words and ideas associated with them and use them effectively, the ability to perform arithmetic operations quickly and accurately, and the ability to perceive pertinent detail in verbal and tabular matter.

Qualification, Education, and Experience:

- A Minimum of five (5) years experience in all aspects of golf course operations is required. A minimum of three (3) years of supervisory experience for full-time and part-time staff.
- Class A Member of the PGA or the ability to obtain within a reasonable period of time. Other related golf certification(s) a plus.
- Preference for Bachelor's degree in Golf Management, Business Administration, or related field.

- Outstanding interpersonal skills (e.g., optimistic, respectful, honest, trustworthy, reliable, organized, decisive, able to delegate, a good communicator and listener, open to diversity of ideas, and able to follow through).
- Candidate should have a progressive career path with a proven record of providing outstanding service at the highest level possible.
- Capable of managing budgets and financial forecasting with an understanding of all facility's fiscal dynamics.
- Class D Minnesota driver's license with no suspensions or revocations within the past five (5) years or have the ability to obtain upon hire.

Physical Demands:

This work requires the occasional exertion of up to 10 pounds of force; work regularly requires speaking or hearing and using hands to finger, handle or feel and occasionally requires standing, walking, sitting, reaching with hands and arms, pushing or pulling, lifting and repetitive motions; work requires close vision, distance vision, ability to adjust focus and depth perception; vocal communication is required for expressing or exchanging ideas by means of the spoken word and conveying detailed or important instructions to others accurately, loudly or quickly; hearing is required to perceive information at normal spoken word levels; work requires preparing and analyzing written or computer data, operating machines, operating motor vehicles or equipment and observing general surroundings and activities; work occasionally requires exposure to outdoor weather conditions; work is generally in a moderately noisy location (e.g. business office, light traffic).

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map, by rezoning land from R-1 (One Family Residential) to R-4 (Multi-Family Residential, High Density)

PREPARED BY: Rob Matte, Director of Community Development

BACKGROUND:

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 Zoning Map Amendment.

REQUESTED COUNCIL ACTION:

Make a motion regarding adoption of an ordinance, amending the Official Zoning Map, by rezoning land from R-1 (One Family Residential) to R-4 (Multi-Family Residential, High Density) and authorize its publication in summary form.

ORDINANCE NO. 23-_____

AN ORDINANCE OF THE CITY OF GRAND RAPIDS, MINNESOTA, APPROVING THE REZONING OF LAND FROM R-1 (ONE FAMILY RESIDENTIAL) TO R-4 (MULTI-FAMILY RESIDENTIAL, HIGH DENSITY)

WHEREAS, on July 6, 2023, the Planning Commission approved a motion forwarding a favorable recommendation to the City Council regarding the rezoning of property legally described as,

The North Half of the Southeast Quarter of the Northeast Quarter, less and except the East 484 feet thereof, Section 30, Township 55 North, Range 25, West of the Fourth Principal Meridian, less the West 330 feet of the East 814 feet of the North Half of the Southeast Quarter of the Northeast Quarter, Section 30, Township 55 North, Range 25, West of the Fourth Principal Meridian, Itasca County, Minnesota.

AND

The West 330' of the East 814 feet of the North Half of the Southeast Quarter of the Northeast Quarter, Section 30, Township 55 North, Range 25, West of the Fourth Principal Meridian, Itasca County, Minnesota.

from its current zoning designation of R-1 (One-Family Residential) to R-4 (Multi-Family Residential, High Density), and

WHEREAS, the City Council conducted a public hearing on that request at their regular meeting on August 14, 2023 and all were heard, and

WHEREAS, the City Council did concur with the recommendations of the Planning Commission, and determined that the Zoning Map Amendment would be in the best interest of the community.

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

That the property legally described above and as shown on the attached "Exhibit A", is rezoned from its current designation of R-1 (One Family Residential) to R-4 (Multi Family Residential, High Density) based on the following findings of fact;

- The proposed rezoning would not have an adverse affect the character of neighboring area as it will allow for a mixture of housing types that are already present in the surrounding area. There are numerous examples throughout the City where multi-family and single-family developments exist in proximity and in harmony, and which adds diversity to the mixture of housing options.
 - The recent results of the County's traffic analysis of Co. Rd. 63 indicate that the development of the subject property as multi-family housing would not significantly impact the level of service and performance of the Golf Course Rd.
- The change would foster economic growth by allowing for the much-needed development of new housing. Additional housing development is necessary to meet current demand as well as anticipated additional demand from increasing employment opportunities in the City. Increased housing development will generate increased tax base for the community and increased local commerce driven by new residents.
- The change would be in keeping with the spirit and intent of the Zoning Ordinance by fostering development that is orderly, consistent with the needs of the community and that possesses yard and bulk standards that fit the surrounding area. The Zoning Ordinance provides more protective measures for tree preservation in the development of multi-family property, while single-family zoning does not.
- The change would be in the best interest of the general public by supporting the development of new housing, which is much needed in the City. This need is articulated in the recent 2022 *Grand Rapids and Cohasset Housing Studies Limited Update*.
- That the change would be consistent with the Comprehensive Plan, as this zoning change is consistence with the intended future development of the site as multi-family residential. The zoning change also supports the Comprehensive Plan goal to "facilitate the development of a vibrant, varied and interconnected housing stock".

This Ordinance shall become effective after its passage and publication.

Adopted by the City Council this 28th day of August 2023.

Dale Christy, Mayor

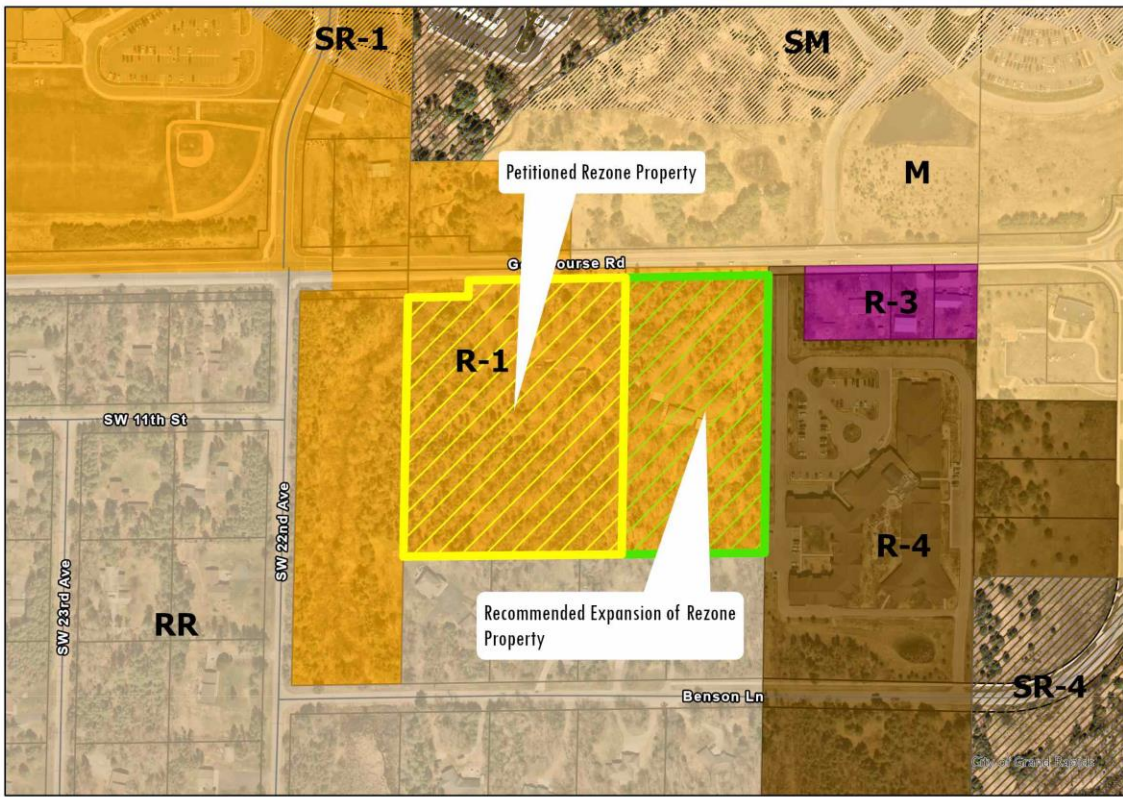
ATTEST:

Kim Gibeau, City Clerk

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

Exhibit "A"

Existing Zoning Surrounding the Subject Property





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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Consider donating 6 cemetery plots to Grand Itasca Clinic & Hospital

PREPARED BY: Matt Wegwerth

BACKGROUND:

Patients who experience a miscarriage prior to 20 weeks gestation do not have many options when determining what to do with the fetal remains/tissue. Grand Itasca would like to provide a place for burial, as well as a place for remembrance and reflection for families affected.

Miscarriages that occur prior to 20 weeks gestation (spontaneous abortion) legally do not have to utilize a licensed mortuary service. Families can either choose to have the remains attended to by a funeral home (at an expense to the family) or can choose hospital disposition.

Miscarriages that occur at 20 weeks and beyond (stillbirth) are **required** to utilize a licensed mortuary service, per MN state law.

Families are faced with tough decisions during this time and to be able to offer them a place to bury the remains of their child may be a source of comfort to them. It would remove one of the difficult decisions they have to make and would allow families to have a space to grieve, reflect and honor their loss.

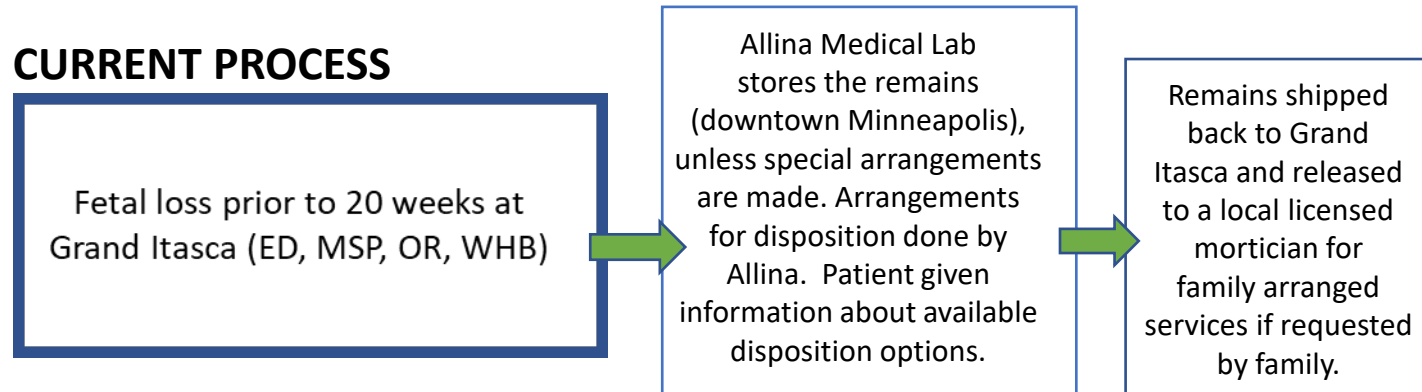
Grand Itasca Clinic & Hospital would like to make a request to the City of Grand Rapids to donate 6 cemetery plots at a value of \$250 per plot to demonstrate partnership with Grand Itasca in this initiative. Six plots have been identified in Calvary A of the Itasca Calvary Cemetery, with space to install a monument bench and flowering crab trees. The attached process would be specific to patients who experienced loss prior to 20 weeks, however this memorial would/could be for all families who experience miscarriage/still birth. Grand Itasca Foundation would support all other expenses, including the burial vaults, monuments, engraving, etc.

REQUESTED COUNCIL ACTION:

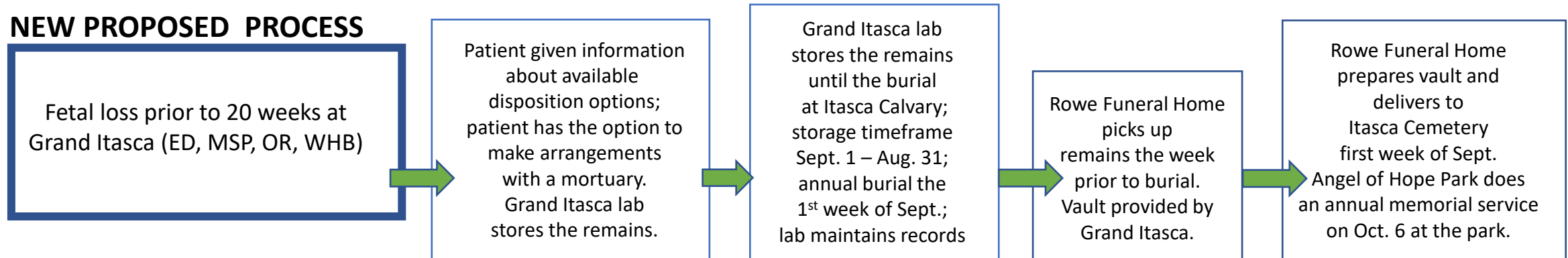
Make a motion to donate 6 cemetery plots, at a value of \$250 per plot, to Grand Itasca Clinic & Hospital for the miscarriage initiative.

The purpose of this process change is to provide a **local** place of remembrance for families that have lost a child prior to 20 weeks gestation (20+ weeks require formal burial).

CURRENT PROCESS

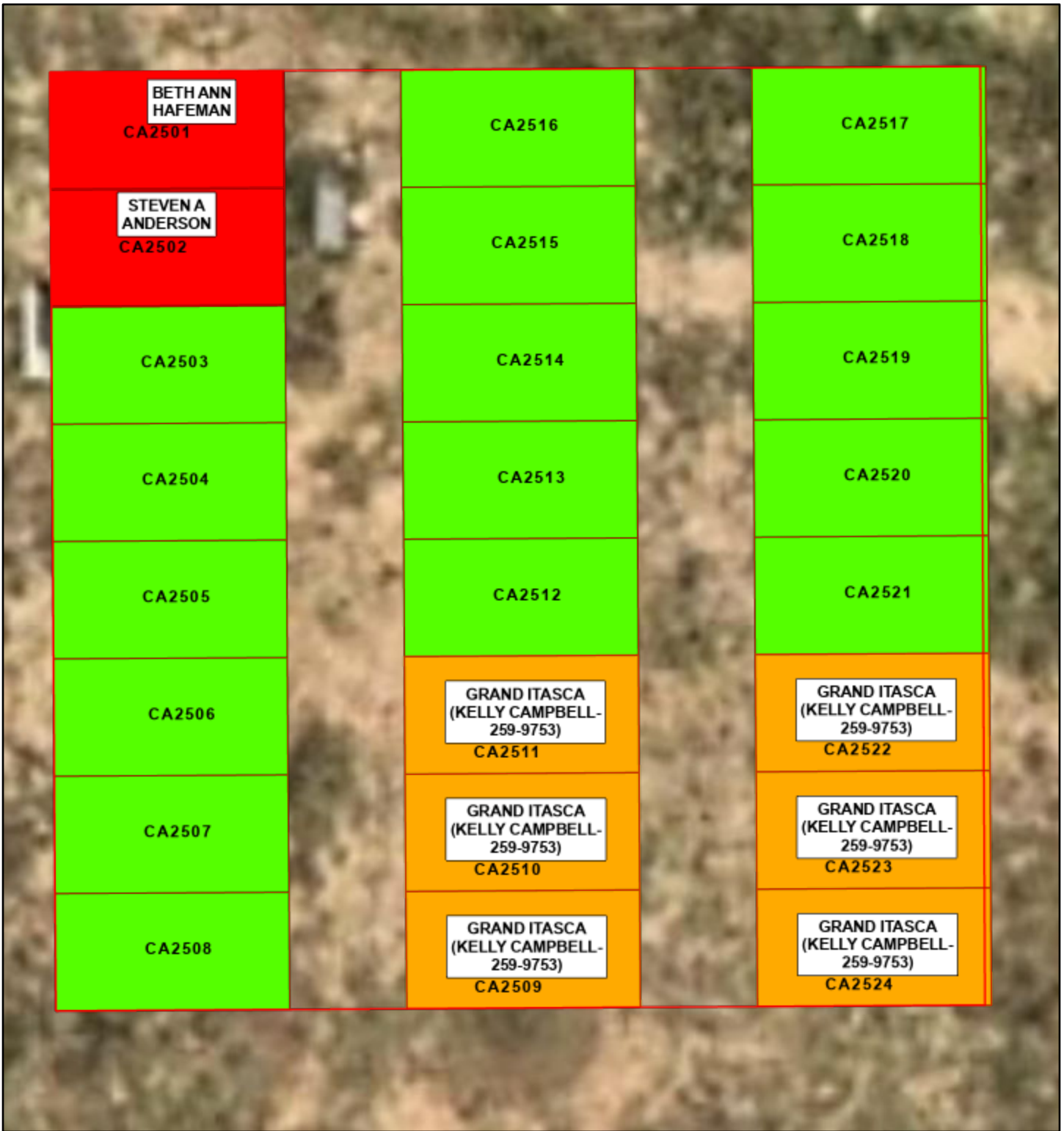


NEW PROPOSED PROCESS



Proposed Pre-20 week Infant Sites

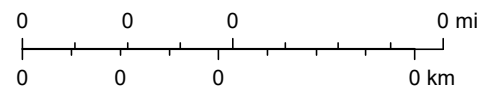
Item 21.



8/10/2023, 7:18:54 AM

1:85

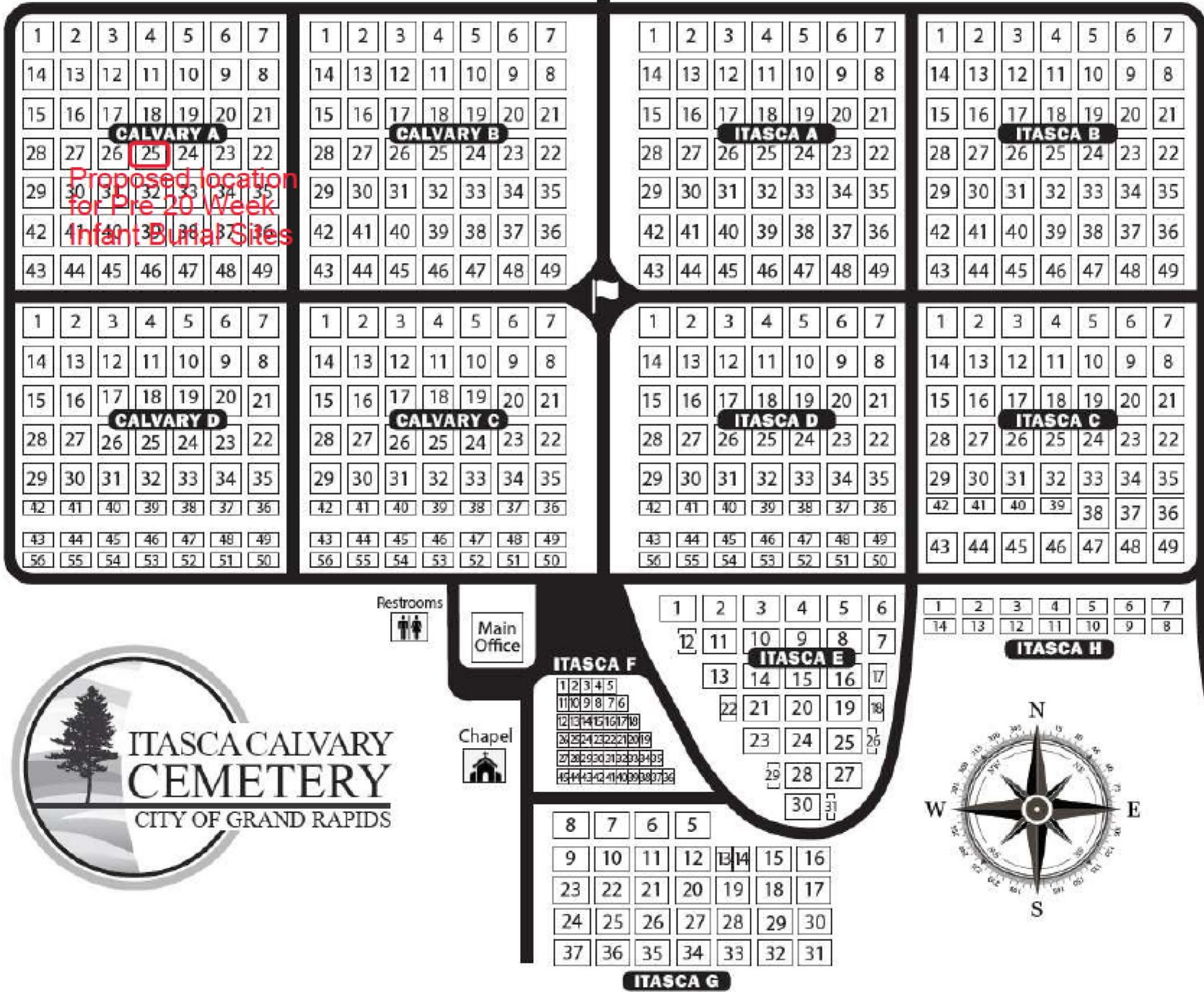
- Grave Edits
- Hold
- Available
- BLK
- Occupied



City of Grand Rapids

HIGHWAY 169

Item 21.





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

REQUEST FOR COUNCIL ACTION

- AGENDA DATE:** August 28, 2023
- AGENDA ITEM:** Consider entering into an agreement with Grand Rapids GM for EV charging sites
- PREPARED BY:** Matt Wegwerth
-

BACKGROUND:

The City of Grand Rapids and Grand Rapids General Motors have been working on a project to install electronic vehicle (EV) charging stations within Grand Rapids. General Motors is sponsoring a Dealer Community Charging Program with the goal of making EV chargers more accessible in communities. The program is setup as follows:

- General Motors supplies the chargers
- Local GM Dealer (Grand Rapids GM) supplies the pedestals, cables and 5-yr warranty
- Site Host (City of Grand Rapids) installs the equipment and manages each site

City staff have recognized 4 locations within our community that will allow residents and visitors easy access to the chargers. The sites are the IRA Civic Center, Central School, Chamber of Commerce and Grand Rapids Library.

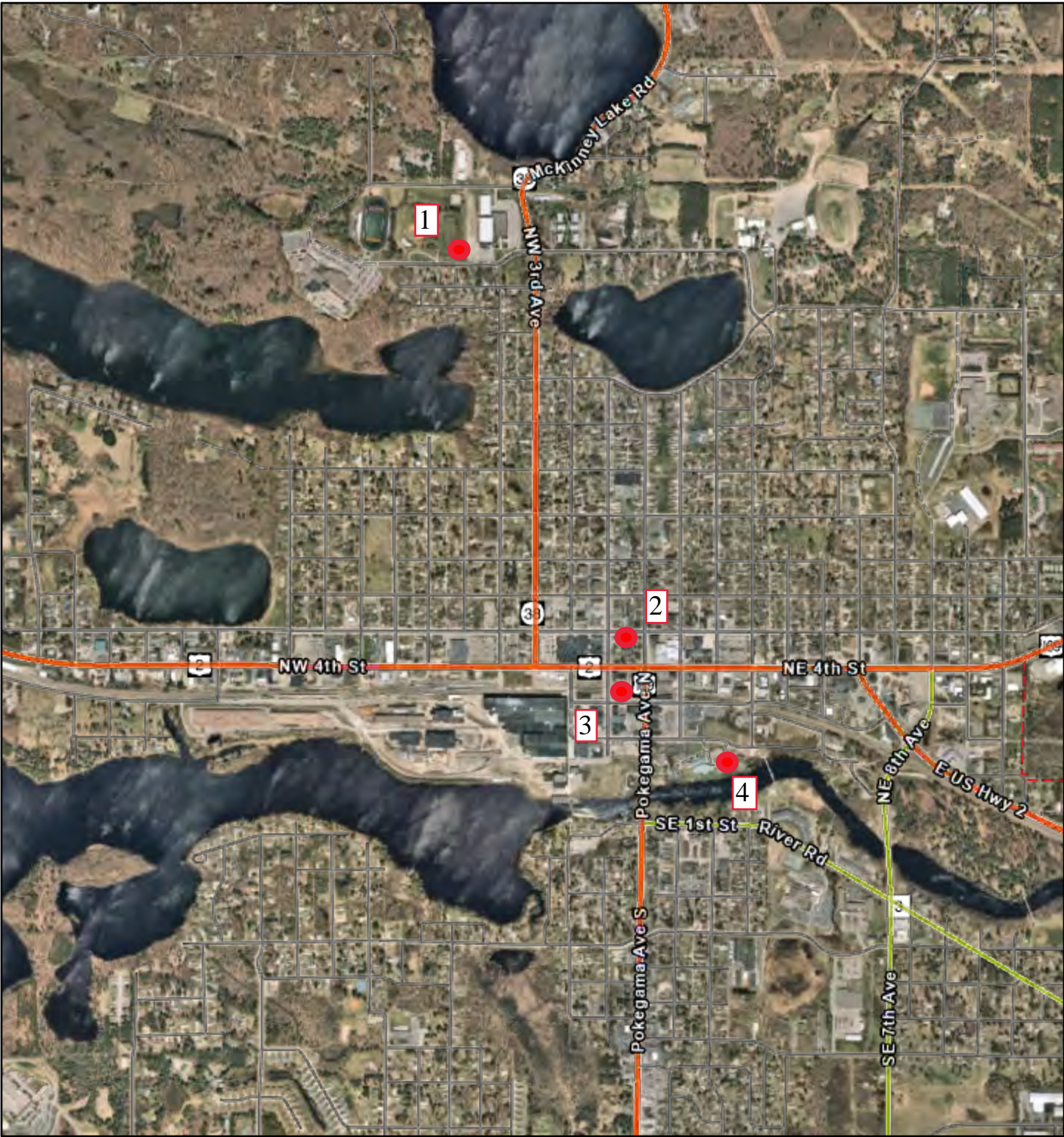
The attached agreement outlines the responsibilities of each organization.

REQUESTED COUNCIL ACTION:

Make a motion to enter into an agreement with Grand Rapids GM for four electronic vehicle charging sites within the City of Grand Rapids

EV Charger Overall Site Map

Item 22.



- # of Chargers per Site
- Site 1 - 2 Chargers
- Site 2 - 4 Chargers
- Site 3 - 2 Chargers
- Site 4 - 2 Chargers



EV Charger Site 1

Item 22.



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

EV Charger Site 2

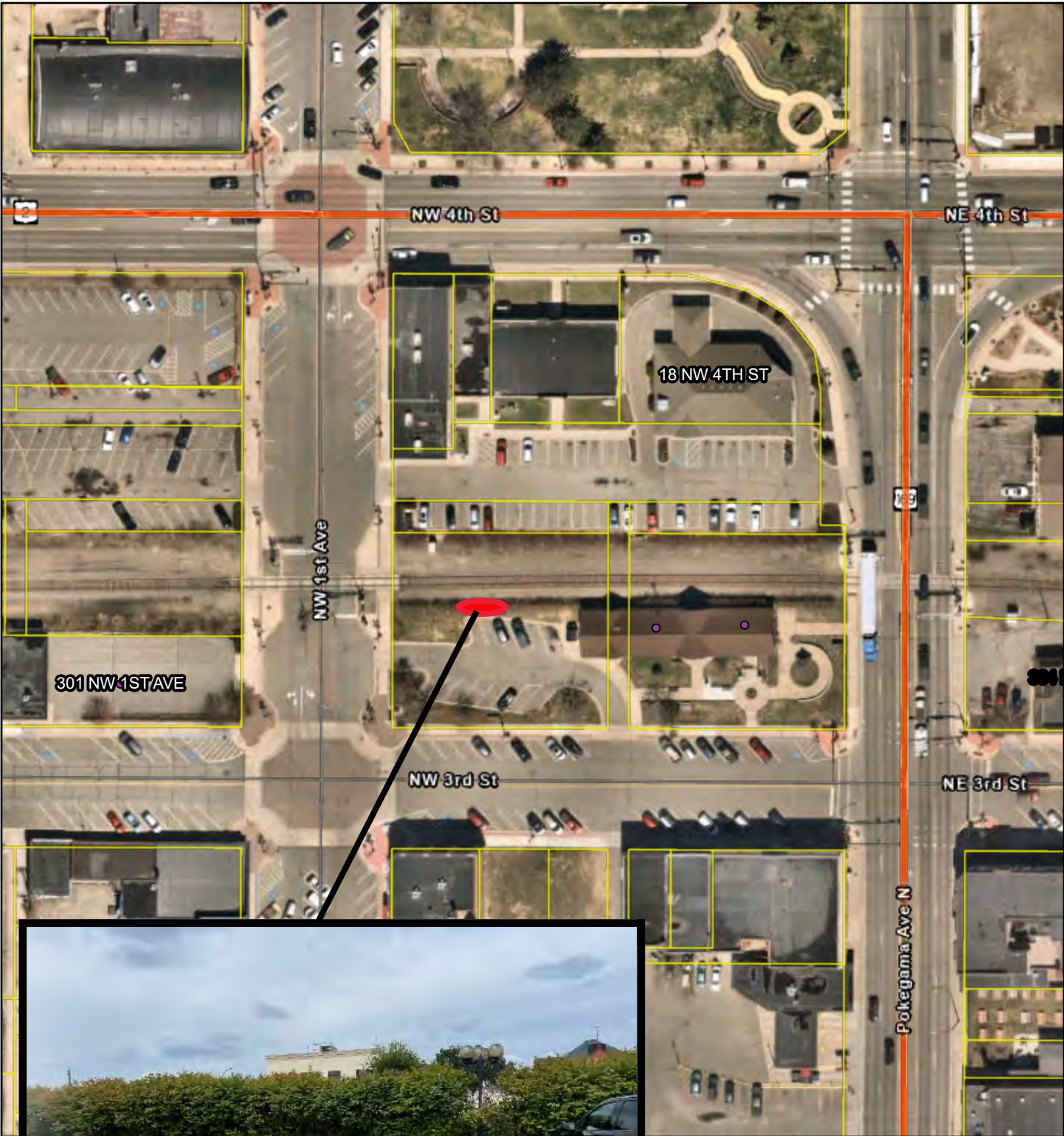
Item 22.



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

EV Charger Site 3

Item 22.



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

EV Charger Site 4

Item 22.



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



ELECTRONIC VEHICLE CHARGER SITE LICENSE AGREEMENT

City of Grand Rapids and Grand Rapids GM

The Electronic Vehicle Charger Site License Agreement (together with any Exhibits attached hereto, this “**Agreement**”) is entered into this 4th Day of August 2023 (the “Effective Date”) by and among The City of Grand Rapids (“Site Host”) together with Grand Rapids General Motors (“Dealer”), each having a principle place of business in Grand Rapids, Minnesota.

NOW THEREFORE, in consideration of the above and for other good and valuable consideration, the receipt and legal sufficiency of which is hereby acknowledged, the parties agree as follows with the intent to legally bound hereby:

Minimum Site Host Requirements: Each participating Dealer shall work directly with the site host to negotiate and execute a written and mutually agreeable contract governing the placement of chargers on the site host’s property (“Site Host Agreement”).

1. For the period of time during which any charger provided in connection with the Dealer Community Charging Program is installed on the property of the Site Host, Site Host hereby grants an irrevocable license to General Motors LLC (“GM”), the GM Dealer, Charge Station Operator (“CSO”), and installer (CSO and installer may be the same entity) (collectively, “Licensees”) permitting the Licensees, during reasonable hours, the right to enter, without notice, upon the Site Host’s property for any purpose related to the installation, inspection, repair, removal, and/or maintenance of any charger provided in connection with the Dealer Community Charging Program.
2. For the period of time during which any charger provided in connection with the Dealer Community Charging Program is installed on the property of the Site Host, the Site Host shall maintain commercial general liability insurance against personal injury, bodily injury, and property damage in an amount not less than \$1,000,000 per occurrence.
3. Chargers shall be installed in the dual (side-by-side) format substantially similar to either Figure 1 or Figure 2 below. It is recommended, but not required that Site Host mark (e.g. paint) and enforce the parking spaces as “EV Parking Only.” Chargers must be in a well-lit area and easily accessible, as well as compliant with the Americans with Disabilities Act (ADA) and provide appropriate accessibility.
4. For the first 5 years following installation of a charger provided in connection with the Dealer Community Charging Program (“Charger”), the Dealer shall be responsible for the cost of operation, repair, and maintenance of the Charger. For the following 5 years, the Site Host shall be responsible for these costs, up to the useful life of the chargers (estimated to be 10 years).
5. For the duration of the life of the charger(s), the site host shall provide reasonably safe and adequate facilities for EV electrical charging services, as site conditions require. For example, site conditions may require that the charger(s) be installed in suitable enclosures and shall be protected from accidental contact by unauthorized personnel, or by vehicular traffic, or by accidental spillage or leakage from piping systems. As a further example, this may also require the use of bollards in front of the chargers and/or wheel guards as necessary.

6. The Site Host may be able to monetize the chargers. Dealer and Site Host are responsible for complying with any applicable federal, state, and local laws, regulations, and taxes governing the providing of charging to the public, whether given as a free service or charging the consumer. Dealer and Site Host should consult with their respective tax advisors and/or attorneys, as necessary.
7. Site Host shall be responsible for the cost of installation of any charger provided in connection with the Dealer Community Charging Program as well as the removal of any such charger. The removal of the charger may be required in GM's sole discretion if it is broken or after the useful life of the charger (estimated at 10 years), whichever occurs first. Site Host further agrees that removal of a charger shall be conducted in a safe and professional manner, and in accordance with all applicable local, state, and federal laws and regulations. The charger must then be properly disposed of (preferably recycled).
8. Site Host (or any other party) may not rebrand the chargers for any reason unless GM, in its sole discretion, agrees to the change in writing.
9. Site Host and Dealer provide their express, written consent that Dealer, CSO, any other third-party vendor chosen by GM and reasonably necessary for this program, and GM may collect and share all data supplied from the DCC chargers, as needed, and required.
10. Site Host and Dealer cannot obligate or bind GM to any additional obligation or responsibility not specifically identified by this program guide or otherwise agreed to in writing.
11. Site Host and Dealer may not resell any equipment provided by GM as part of this program. All equipment must either be returned to GM, recycled, or disposed of properly.
12. Site Host and Dealer may only use trademarks, trade dress, and branding approved by GM. Site Host and Dealer may not authorize any other party to use any GM trademarks, trade dress, or branding.
13. Grand Rapids Chevrolet GMC is limited to paying \$26,000 in total to General Motors for the following: Pedestals, Cable Management, Dealer Branding, Network Maintenance for the first 5 years, and a warranty for the first 5 years from the date the Chargers are received. Grand Rapids Chevrolet GMC does not owe any monies to the City of Grand Rapids or GM other than the amount stated above.
14. The City of Grand Rapids is responsible for, but not limited to: Installation, Permitting, Electricity and Cost of Electricity from installation date, Network Maintenance after 5 years.

Figure 1

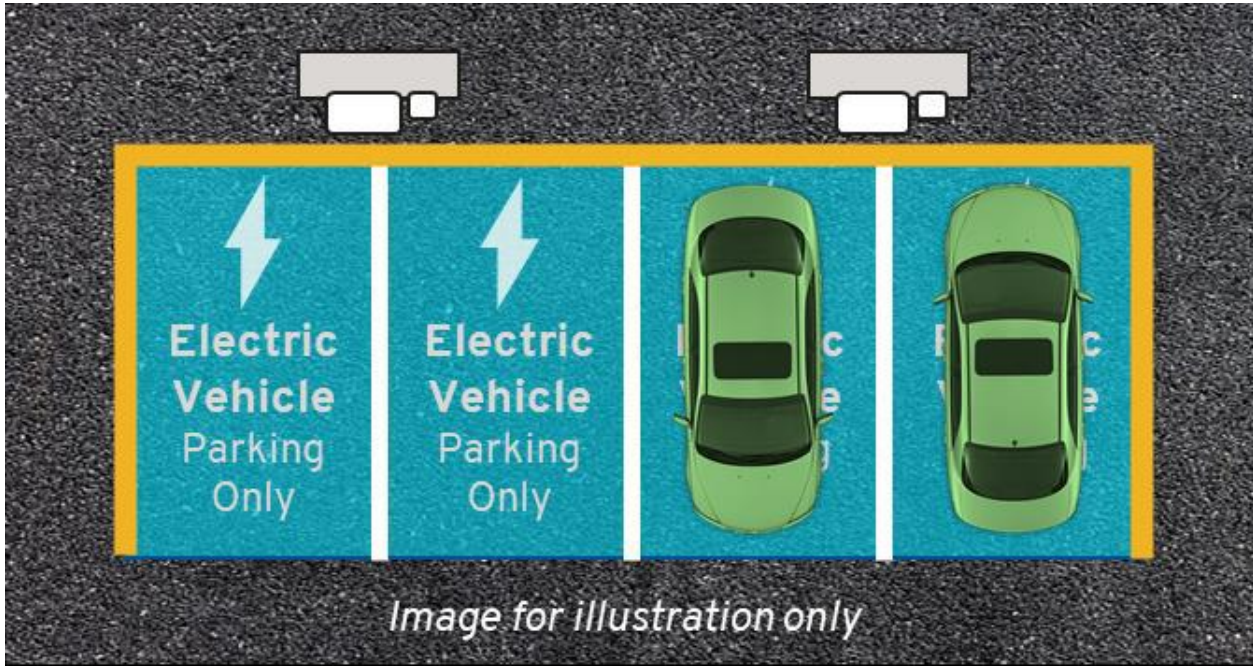
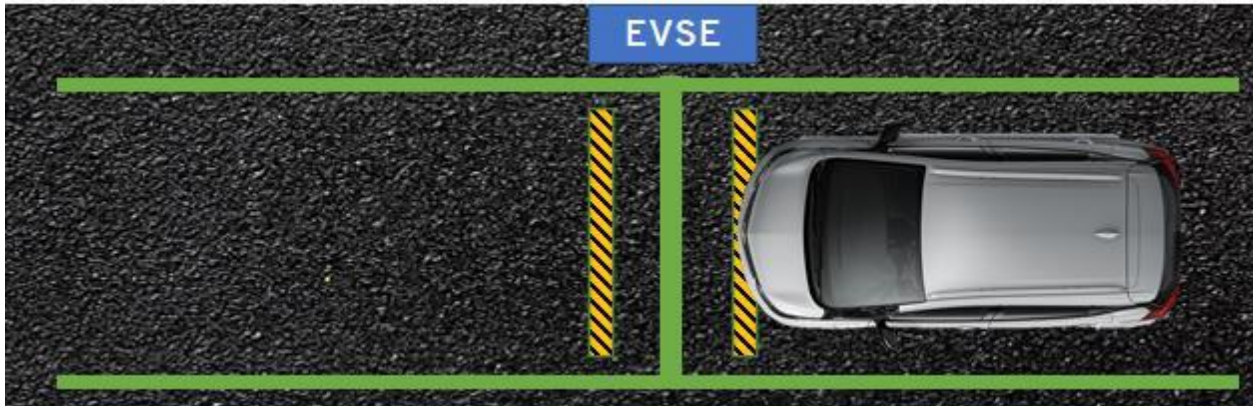


Figure 2



IN WITNESS WHEREOF, the parties hereto have each caused an authorized representative to execute this Agreement as of the Effective Date written above.

DATE: _____

CITY OF GRAND RAPIDS, MINNESOTA

BY: _____
Dale Christy, Mayor

ATTEST: _____
Tom Pagel, City Administrator

DATE: _____

GRAND RAPIDS GENERAL MOTORS:

BY: _____
Leigh Lonson, President

ATTEST: _____
Grand Rapids Chevrolet GMC Representative

DATE: _____

Approved as to Form
City Attorney

BY: _____
Chad B. Sterle



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Consider entering into an agreement with Grand Rapids Area Chamber of Commerce for an EV charging site

PREPARED BY: Matt Wegwerth

BACKGROUND:

The City of Grand Rapids has entered into a partnership with Grand Rapids GM for the installation of EV chargers within the community. One of the sites selected is at the Grand Rapids Area Chamber of Commerce parking lot. Attached is an agreement with the Chamber that allows the City to install and maintain the chargers.

REQUESTED COUNCIL ACTION:

Make a motion entering into an agreement with Grand Rapids Area Chamber of Commerce for an EV charging site



ELECTRONIC VEHICLE CHARGING STATION HOST LEASE AGREEMENT

City of Grand Rapids and Grand Rapids Area Chamber of Commerce

The Electronic Vehicle Charging Station Lease Agreement (“Agreement”) is made on the ____ day of _____ 2023, by and between the City of Grand Rapids (the “City”), together with Grand Rapids Area Chamber of Commerce (“Site Owner”) owning property located at **One Northwest Third Street, Grand Rapids, Minnesota 55744**, individually referred to as “Party” and collectively referred to as “Parties”.

WHEREAS, the Parties are focused on improving the cities electronic vehicle (“EV”) charging network by providing focused EV charging network stations;

WHEREAS, the City has together with Grand Rapids Chevrolet GMC, Inc., entered into an Electronic Vehicle Charger Site License Agreement to install EV charging stations within the city; and

WHEREAS, by installing EV charging station on the Premises, as defined herein, will provide value to the Parties by attracting electronic vehicle owners and the public to, and providing additionally visibility of, the property;

NOW THEREFORE, in consideration of the above and for other good and valuable consideration, the receipt and legal sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. The Site Owner is the owner of the property known as **Chamber of Commerce – Former Depot Commons building, located at One Northwest Third Street, Grand Rapids, Minnesota 55744**. Additionally, described as two (2) total parking spaces. Further detailed in Exhibit A and Figure 1, attached hereto and made a part hereof (the “Property”).
2. The Site Owner hereby leases at no cost to the City approximately (640 SQ FT) or two (2) parking spaces, together with all related equipment, in order for City to construct and operate Charging Station(s) at the City’s own expense, for public use to the extent necessary to provide EV charging services (the “Premises”). For purposes of this Agreement, “Charging Station” shall mean all electrical and mechanical equipment, hardware, and software installed by the City, electrical wiring and/or cabling, meters and disconnect panels, equipment infrastructure (“Trade Fixtures”), the City’s signage and all supporting equipment, including without limitation concrete pads, protective bollards, and, if elected to be constructed by the City, a canopy covering the Premises. The parking area, drives, green spaces, and related improvements that are part of each Site Owner’s Property are hereby referred to as the “Common Area.”
3. The term of this Agreement begins on the date this Agreement is approved and signed by the Parties and end ten (10) years the date (“Term”). Upon mutual agreement, the Parties shall have the right to extend the Agreement an additional period of ten (10) years *** (the “Renewal Term”). In the event that the Parties agree to extend the Agreement, this Agreement shall continue based upon the identical terms and conditions hereof.

4. The first date when the City may enter the Premises and begin construction (as set forth in Paragraph 5), and thereafter operate the Charging Stations can begin after this Agreement is approved and signed by the Chamber.
5. Upon execution of this Agreement, the Site Owner shall deliver possession of the Premises to the City and the City shall, at its sole cost and expense, construct the design, make, model, and manufacturer of the charging stations. The City, at any time and for any reason during the term of this Agreement, may elect to upgrade, revise, alter, or swap any Charging Station installed in the Premises. The City is responsible for supervising the construction and installation of the Charging Station, and shall have control over construction, scheduling, and installation means, methods, techniques, sequences, and procedures including the coordination of all work. Site Owner shall allow the City and the City's agent to stage equipment in reasonable proximity to the Premises to facilitate the City's construction at the Property; provided such staging shall not unreasonably interfere with Site Owner's use of the Property. The City shall be permitted to reconfigure the existing parking spaces to meet the needs of the City and the City's end users. For the avoidance of doubt, reconfiguring of parking spaces shall include, among other things, re-striping, or signage in the areas, if necessary, to promote the efficient and legal use of the EV charging parking spaces. The City will, at its sole cost and expense, obtain from applicable governmental authorities all license, permits, or other approvals required to install the Charging Station, and Site Owner will reasonably cooperate upon request with the City's efforts to do so.
6. The City shall either own or have a valid leasehold interest in the Charging Station, and as such, as between the Site Owner and the City, the Charging Station shall remain the sole property of the City at all times, and the City shall have the right to remove all or a portion of the Charging Station at any time during the term of this Agreement, whether or not the Charging Station is considered a fixture and attached to the Premises under applicable laws. If the parties do not renew the Agreement, and Site Owner does not wish to take control of the Charging Stations, the City shall remove all above ground equipment, known as Trade Fixtures and leave all underground facilities, which include conduit and power feed. If the parties do not renew the Agreement and Site Owner wishes to take control of the Charging Stations, they shall become the property of Site Owner at no additional cost and Site Owner shall assume all responsibility of infrastructure, fixtures, equipment and operating costs associated with the normal operation of the Charging Stations.
7. Site Owner shall have no right to any revenues or payments relating to the operation of the Charging Stations installed at the Premises, either from the City or from any third-party.
8. The City retains the right to remove any vehicle from the Premises at any time and for any reason at the City's sole cost, in accordance with applicable law. The City shall post signage designating parking spaces as EV Charging Capable as shown in Figure 1, attached hereto and made a part hereof of the Property.
9. The City shall be responsible for all electricity costs of the Charging Station. Site Owner shall cooperate with the City to obtain electricity and any other utilities necessary to operate the Charging Station, including by granting appropriate easements to local utility providers; provided, however, that the Site Owner is not required to pay money to satisfy the requirements of the utility provider, or the City associated with the provision of such utilities. Neither the City nor the Site Owner has any responsibility or liability for interruption, curtailment, failure, or defect in the supply or character of utilities furnished to facilities or equipment located at the Premises, unless the cause of the interruption is covered by the Party's indemnity provisions.
10. Site Owner shall not take any action that would impair or interrupt the use of the Premises. Site Owner agrees to notify the City within a commercially reasonable time if (a) it has knowledge of

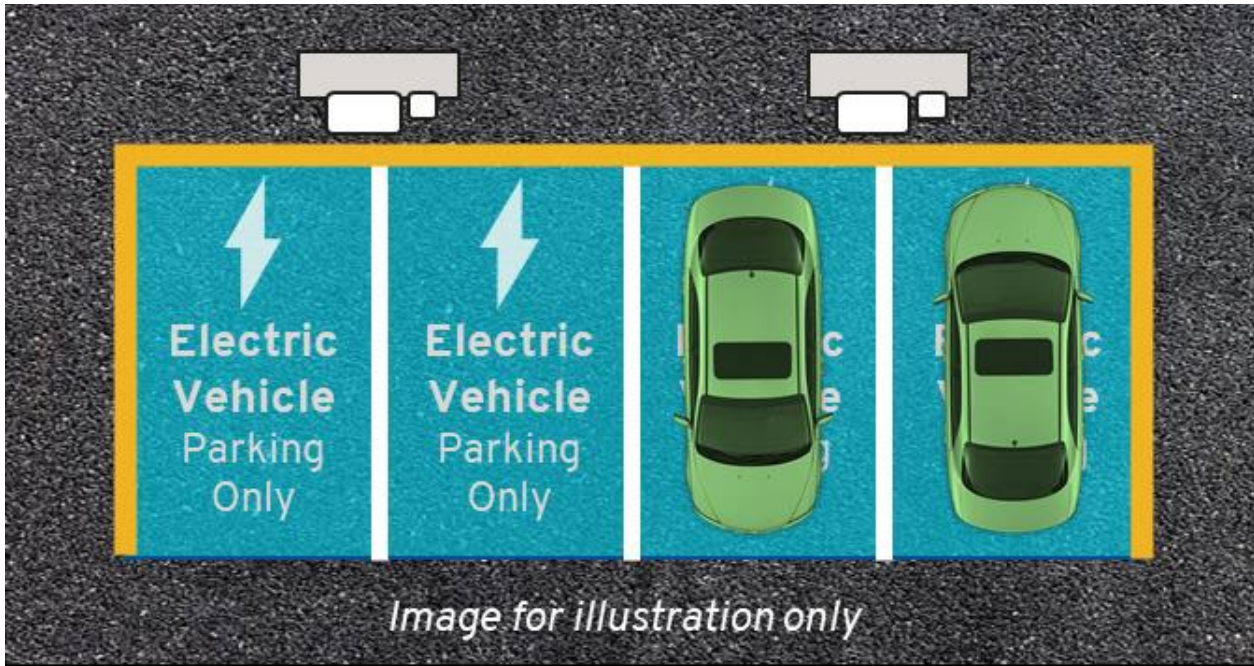
third parties impairing or misusing the Premises or Charging Stations, or (b) it obtains knowledge of a needed repair to the Premises or Charging Stations. If motorists who do not utilize the Charging Stations repeatedly park in the parking spaces in the Premises, thereby impairing use of the Charging Stations, then the Parties shall together determine and implement an appropriate and effective strategy for preventing such impairment, including, without limitation, alternative signage and painted asphalt. Site Owner shall use commercially reasonable efforts to actively monitor the Premises to ensure that use of the Charging Stations is not impaired.

11. In the event of a sale or transfer of the Property or Premises while the Agreement is in effect, this Agreement, including Site Owner’s obligations and duties hereunder, shall be conveyed with the Property or Premises. Notwithstanding the above, the Site Owner shall not assign this Agreement without the prior written consent of the City, which such consent shall not be unreasonably withheld. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and permitted assigns.

Exhibit A



Figure 1



IN WITNESS WHEREOF, the parties hereto have each caused an authorized representative to execute this Agreement as of the Effective Date written above.

DATE: _____

CITY OF GRAND RAPIDS, MINNESOTA

BY: _____
Dale Christy, Mayor

ATTEST: _____
Tom Pagel, City Administrator

DATE: _____

Grand Rapids Area Chamber of Commerce:

BY: _____
Malissa Bahr, President & CEO

ATTEST: _____
Jodi Piekarski, Chair

DATE: _____

Approved as to Form
City Attorney

BY: _____
Chad B. Sterle



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: 8/28/2023

AGENDA ITEM: Consider allowing the Grand Rapids Fire department to enter into a Department of Defense Firefighter Program agreement for the purchase of a 2003 S150 Bobcat.

PREPARED BY: Travis Cole-Fire Chief

BACKGROUND:

DNR Forestry has the authority to acquire excess military equipment and transfer the equipment to fire departments and emergency service agencies at extremely discounted prices. This program is called the Department of Defense (DoD) Firefighter Property Program.

The Grand Rapids Fire Department has been offered a 2003 S150 Bobcat to utilize at our hall to help with plowing and moving equipment, training, and emergencies. This equipment can also be shared with other departments such as the Public Works or Park and Rec. This piece of equipment only has 460 hours of use and is in “new condition”.

Fire Mechanic Nate Morlan and Public Works Lead Mechanic Chuck Bruemmer have both looked over the bobcat and have no concerns and both recommend purchasing this equipment. Fire department will be using prior donations to the fire department of approximately \$1900 leaving the remaining balance of \$2600 to be paid from general operating budget for a total cost of \$4500.

REQUESTED COUNCIL ACTION:

Make a motion to allow the Grand Rapids Fire department to enter into a Department of Defense Firefighter Program agreement for the purchase of a 2003 S150 Bobcat at a cost of \$4500 and authorize the Fire Chief to sign.



Department of Defense Firefighter Program Agreement

THIS AGREEMENT, made on 08/31/2023 by and between the State of Minnesota acting and through the Commissioner of the Department of Natural Resources, referred to as the "State" and the Grand Rapids Fire Department, referred to as the "Unit."

Purpose and Authorities:

The Commissioner of Natural Resources is charged with the duty of preventing and extinguishing forest fires and the State desires and needs support in preventing and suppressing grass, forest, or prairie wildland fires.

The Unit has established a Fire Department to extinguish fires within its statutory authorized boundaries and may have contracted with certain other local units of government for joint fire prevention, protection, and/or providing emergency services.

The Commissioner of Natural Resources and the Unit are authorized under M.S. 88.04 to cooperate in the prevention and suppression of wildfire.

The State, through the Department of Defense Firefighter Program (FFP), has acquired from the Federal Government, certain equipment for the suppression of fires and emergency response and is authorized under M.S. 88.065 and 84.085 to receive and furnish equipment to organizations providing fire suppression and/or emergency services

It is understood that the purpose of this agreement is to enable the State to better their cooperative effort in preventing and suppressing fires and in providing emergency services to residents within the Unit's protection area and the State of Minnesota, for the mutual benefits derived.

The State Shall:

1. Make available to the Unit the following listed equipment:

MAKE/MODEL: 2003 Bob Cat S150 Skid Steer with Attachments. 462hrs

SERIAL NUMBER:566415830 (Loader) 944501404 (Auger) 431501866 (Combo Bucket) 794012053 (Breaker)

MN ID Number: DODMN 23-28B

and allow the Unit to modify and affix any emergency response equipment needed to meet the Unit's emergency response needs.

2. Provide to the Unit, available assistance for suppression of wildland fires and/or emergency incident management response as available.
3. Provide personnel, wildland fire suppression and incident management training as time and budget allows.
4. Special conditions:

The Unit Shall:

1. With respect to the DoD Firefighter Program equipment:
 - a. Convert the equipment into an acceptable fire control or emergency response unit within one year from the time of acquisition. The unit shall notify the Rural Fire Program staff of the MNDNR in writing when the equipment is fire ready. Non-compliance without good reason shall require return of the equipment to the nearest military base that accepts such equipment at the expense of then Unit.

Initials _____

- b. Use the aforementioned equipment only for fire suppression, emergency medical, and/or for other emergencies which threaten the loss of life or property.
- c. Provide adequate storage and maintenance for the equipment and responsible for all operational cost, transportation, and repairs.
- d. Make available the said equipment for periodic inspection by a duly authorized representative of the Department of Natural Resources and or the U.S. Forest Service, for three years from the date of the equipment being put in service.
- e. Always maintain the equipment in full readiness.
- f. Provide property identification on the equipment that shows that the equipment is under the Department of Defense Firefighter Program (FFP) by maintaining the white and red "DODMN xx-xxx" sticker as placed on the equipment by the MNDNR.
- g. Have liability insurance coverage for any vehicles in this agreement.
- h. All vehicles that are olive drab, camouflage, or desert sand, must be painted with an emergency response color, such as red, safety yellow, or the organizations emergency vehicle response color. All vehicles must be equipped with a metal roof cab, emergency lighting, siren, and lettering on the body to denote as an emergency vehicle. **TOTAL WEIGHT NOT TO EXCEED MANUFACTURERS GROSS VEHICLE WEIGHT RATING**
- i. The Unit must inform the State in writing if the equipment in this agreement is sold, damaged beyond repair, lost, stolen, transferred, or disposed of within three years of the date of the equipment being put into service.

Initials _____

- k. All consumable items issued in conjunction with any durable equipment must also be used for firefighting /emergency response purposes.

2. Special Conditions: The Unit ***must*** maintain ownership of and use of the equipment for firefighting or emergency purposes for a **minimum of three years** after the item is put into service. Non-compliance will jeopardize future eligibility for program participation...

3. Cost to the Unit: **TOTAL TRANSPORTATION, LABOR AND OR PARTS TO BE PAID AS PER ATTACHED INVOICE = \$ 4500.00**

4. Statement of non-discrimination: "In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.)

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call (202) 720-5964 (voice and TDD). USDA is an equal opportunity provider and employer."

Transfer of Title:

The State will provide the Unit with documentation to transfer title of the above equipment to the Unit, upon completion of conversion, payment of any funds owed to the DNR and with proof that the equipment has been placed into emergency service.

(Proof that conversion is complete, and that the equipment is in service may include inspection by a DNR representative and/or a photo of completed equipment along with a signed and dated statement by the Unit's chief officer.)

This agreement is effective on the date signed and is to continue in force until terminated by either party giving thirty (30) days written notice to the other and the return of the above equipment if title has not been transferred.

RECEIVING UNIT

<p>Unit's Authorized Signature</p>	<p>MNDNR Approval</p> 
<p>Name (Print) Travis Cole</p> <p>Title Chief</p> <p>Date 08/31/2023</p>	<p>Name Steve Grove</p> <p>Title Program Manager</p> <p>Date 08/31/2023</p> <p>Steve.Grove@state.mn.us</p>

**INVOICE
(2023)**

ACCOUNT OF:	SEND TO:
Fire Department: Grand Rapids	Department of Natural Resources
104 SE 11 th Street	Rural Fire Program % Steve Grove
Grand Rapids, MN 55744	85894 County HWY 61
Chief: Travis Cole	Willow River, MN 55795

QUANTITY	DESCRIPTION	TOTAL AMOUNT
1	<p>Item Description: 2003 Bob Cat S150 loader with Attachments 462 HRS</p> <p>Serial Number: 526415830 (Loader) 944501404 (Auger) 431501866 (Combo Bucket)794012053 (Breaker)</p> <p>Federal Number: DODMN 23_28B</p> <p>Shipping and Handling Fee Parts</p> <p>Please make check or money order payable to: "DEPARTMENT OF NATURAL RESOURCES" and send to the above address.</p> <p>Payment due by: 10/31/2023</p>	\$4500.00
	Total	\$4500.00

Rural Fire Program Equipment inspection

DODMN 23-28B Year- 2003 Miles/Hours- 462 Make- Bobcat
 Model- S150
 Description – Skid steer with attachments
 Date 7-6-23

<u>Inspection Items</u>	<u>OK-X</u>	<u>Action Taken/Comments</u>
Check engine oil level and leaks ,air filter,belts	X	
Cooling system, level and freeze protection ,leaks	X	
Check exhaust system, leaks, clamps, hangers, damage	X	
Check front and rear brakes, condition & operation	X	
Battery and Charging system	X	
Check brake components (chambers, clamps, lines, etc)	n/a	
Check 5 th wheel or pintal, mounting, lock, condition	n/a	
Check, body (dump, flat) condition & operation	n/a	
Check springs, air bags, suspension, condition & operation	n/a	
Check driveline, hubs and wheel bearings seals	X	
Window and Mirror operation and condition	X	New front door glass \$393.44
Check headlamps and signals,marker lamps	X	
Check fuel tank for leaks, mounting and connections	X	
Frame and Body	X	

Engine operation	X	
Road test	X	
New Battery	X	New Optima Red top \$379.99

Notes: Total Parts \$773.43 Labor 4 hrs

Inspected By Rodger Cahoon



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Conduct a Public Hearing approving a Street Reconstruction Plan and authorizing the issuance of General Obligation Street Reconstruction Bonds.

PREPARED BY: Barb Baird

BACKGROUND:

The City is authorized under Minnesota Statutes, Section 475.58, subdivision 3b, as amended (the “Act”) to prepare a plan for street reconstruction in the City over the next 5 years that will be financed under the Act, including a description of the proposed work and estimated costs. Pursuant to the Act, the City may issue general obligation bonds to finance the cost of street reconstruction activities described in the plan.

Before the approval of the street reconstruction plan and the issuance of any bonds under the Act, the City is required to hold a public hearing on the plan and the issuance of bonds thereunder.

Pursuant to the Act, the City, in consultation with its City engineer, has caused preparation of its Amended and Restated Street Reconstruction Plan: 2023 - 2027, describing certain street reconstruction and overlay activities and the estimated costs of the Plan over the five-year period covered by the Plan. The reconstruction activities described in the Plan include, but are not limited to, reconstruction and overlay work on roads within the City, including 12th Ave SW from 1st St to 4th St, 1st St SW from 8th Ave to Sylvan Bay Landing, and 11th Ave SW from 1st St to 4th St, as described in more detail in the Plan (collectively, the “Street Reconstruction Project”).

REQUESTED COUNCIL ACTION:

Hold a Public Hearing approving a Street Reconstruction Plan and authorizing the issuance of General Obligation Street Reconstruction Bonds.



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Consider adopting a resolution approving an Amended and Restated Street Reconstruction Plan and authorizing the issuance of General Obligation Street Reconstruction Bonds, Series 2023A.

PREPARED BY: Barb Baird

BACKGROUND:

A Public Hearing on the Amended and Restated Street Reconstruction Plan 2023-2027 was held on August 28, 2023 (tonight).

The City of Grand Rapids has in consultation with its City engineer, caused preparation of its Amended and Restated Street Reconstruction Plan: 2023-2027, describing certain street reconstruction and overlay activities and the estimated costs of the Plan over the five-year period covered by the Plan. The reconstruction activities described in the Plan include, but are not limited to, reconstruction and overlay work on roads within the City, including 12th Ave SW from 1st St to 4th St, 1st St SW from 8th Ave to Sylvan Bay Landing, and 11th Ave SW from 1st St to 4th St, as described in more detail in the Plan (collectively, the “Street Reconstruction Project”).

The project to be funded with the Street Reconstruction Bond issue is:

CP2023/2015-1 Sylvan Bay Overlays – Ph. 1

REQUESTED COUNCIL ACTION:

Make a motion adopting a resolution approving an Amended and Restated Street Reconstruction Plan and authorizing the issuance of General Obligation Street Reconstruction Bonds, Series 2023A in the maximum principal amount of \$2,300,000.

CITY OF GRAND RAPIDS, MINNESOTA

RESOLUTION NO. ____

RESOLUTION APPROVING A STREET RECONSTRUCTION PLAN AND AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION STREET RECONSTRUCTION BONDS, SERIES 2023A IN THE MAXIMUM PRINCIPAL AMOUNT OF \$2,300,000

BE IT RESOLVED by the City Council of the City of Grand Rapids, Itasca County, Minnesota (the “City”), as follows:

Section 1. Background.

1.01. The City Council has found and determined that certain streets in the City are in need of reconstruction, repair and improvement.

1.02. The City is authorized under Minnesota Statutes, Section 475.58, subdivision 3b, as amended (the “Act”) to prepare a plan for street reconstruction in the City over the next 5 years that will be financed under the Act, including a description of the proposed work and estimated costs. Pursuant to the Act, the City may issue general obligation bonds to finance the cost of street reconstruction activities described in the plan.

1.03. Before the approval of the street reconstruction plan and the issuance of any bonds under the Act, the City is required to hold a public hearing on the plan and the issuance of bonds thereunder.

1.04. Pursuant to the Act, the City, in consultation with its City engineer, has caused preparation of its Amended and Restated Street Reconstruction Plan: 2023 - 2027 (the “Plan”), describing certain street reconstruction and overlay activities and the estimated costs of the Plan over the five-year period covered by the Plan. The reconstruction activities described in the Plan include, but are not limited to, reconstruction and overlay work on roads within the City, including 12th Ave SW from 1st St to 4th St, 1st St SW from 8th Ave to Sylvan Bay Landing, and 11th Ave SW from 1st St to 4th St, as described in more detail in the Plan (collectively, the “Street Reconstruction Project”).

1.05. The City has determined that it is in the best interests of the City to authorize the issuance and sale of one or more series of general obligation street reconstruction bonds pursuant to the Act in the maximum principal amount of \$2,300,000 (the “Bonds”). The purpose of the Bonds is to finance the costs of the Street Reconstruction Project as described in the Plan.

1.06. On the date hereof, the City Council held a public hearing on the Plan and the issuance of the Bonds, after publication in the City’s official newspaper of a notice of public hearing at least 10 days but no more than 28 days before the date of the public hearing.

Section 2. Plan Approved; Bonds Authorized.

2.01. The City Council finds that the Plan will improve the City’s system of public roads, which serves the interests of the City as a whole, and approves the Plan in the form presented at the public hearing and on file at City Hall.

2.02. Pursuant to Minnesota Statutes, Section 462.356, subd. 2, the Council, by at least a two-thirds vote of all of its members, finds that the Plan and the improvements to be financed with the Bonds do not impact and do not have a relationship to the City’s comprehensive plan; the Plan and improvements are consistent with the City’s comprehensive plan; therefore, the Council dispenses with the requirements of Minnesota Statutes, Section 462.356, subd. 2 relating to planning commission review of the Plan and the improvements.

2.03. The City Council authorizes the issuance of the Bonds in accordance with the Plan. City staff and consultants are authorized to take all actions necessary to negotiate the sale of the Bonds, subject to the contingency described in Section 2.03 hereof.

2.04. If a petition requesting a vote on the issuance of the Bonds, signed by voters equal to 5% of the votes cast in the last municipal general election, is filed with the City Administrator within 30 days after the date of the public hearing, the City may issue the Bonds under Minnesota Statutes, Section 475.58, subdivision 3b only after obtaining approval of a majority of voters voting on the question at an election. The authorization to issue the Bonds is subject to expiration of the 30-day period without the City’s receipt of a qualified petition under the Act, or if a qualified petition is filed, upon the approving vote of a majority of the voters voting on the question of issuance of the Bonds.

2.05. City staff are authorized and directed to take all other actions necessary to carry out the intent of this resolution.

Approved by the City Council of the City of Grand Rapids, Minnesota, this 28th day of August, 2023.

Mayor

ATTEST:

City Clerk

August 28, 2023

PRE-SALE REPORT FOR

City of Grand Rapids, Minnesota

**\$2,250,000 General Obligation Street
Reconstruction Bonds, Series 2023A**



Prepared by:

Ehlers
3060 Centre Pointe Drive
Roseville, MN 55113

Advisors:

Rebecca Kurtz, Senior Municipal Advisor
Dan Tienter, Municipal Advisor
Todd Hagen, Senior Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

EXECUTIVE SUMMARY OF PROPOSED DEBT

Proposed Issue:

\$2,250,000 General Obligation Street Reconstruction Bonds, Series 2023A

Purposes:

The proposed General Obligation Street Reconstruction Bonds, Series 2023A includes financing for the street portion of the Sylvan Bay project. Debt service will be paid from ad valorem property taxes.

Authority:

The Bonds are being issued pursuant to Minnesota Statutes, Chapters:

- 475 - Allows cities to issue debt for street reconstruction projects after a public hearing and approval of a Street Reconstruction Plan, provided a petition for a reverse referendum is not received within 30 days of the public hearing.
- 475 - General Bonding Authority

Under Minnesota Statutes, Chapter 475, the Bonds will count against the City's statutory Net Debt Limit, which may not exceed three percent of the City's current Estimated Market Value, or \$1,071,885,900. Therefore, the total amount of debt outstanding may not exceed \$32,156,577. As of this report, the City has \$14,025,000 of applicable, outstanding debt (excluding the proposed Bonds). After the proposed issue, the City will still have \$15,881,577 of capacity remaining under the statutory limit.

The Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged.

Term/Call Feature:

The Bonds are being issued for a term of 15 years. Principal on the Bonds will be due on February 1 in the years 2025 through 2039. Interest is payable every six months beginning August 1, 2024.

The Bonds will be subject to prepayment at the discretion of the City on February 1, 2033 or any date thereafter.

Bank Qualification:

Because the City is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the City will be able to designate the Bonds as "bank qualified" obligations. Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.

Rating:

The City's most recent bond issues were rated by S&P Global Ratings. The current rating on those bonds is "AA-". The City will request a new rating for the Bonds.

If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the City's bond rating in the event that the bond rating of the insurer is higher than that of the City.

Basis for Recommendation:

Based on your objectives, financial situation and need, risk tolerance, liquidity needs, experience with the issuance of Bonds and long-term financial capacity, as well as the tax status considerations related to the Bonds and the structure, timing and other similar matters related to the Bonds, we are recommending the issuance of Bonds as a suitable option. Ehlers has reviewed other reasonably feasible alternatives to the recommended issuance of municipal securities.

Method of Sale/Placement:

We are recommending the Bonds be issued as municipal securities and offered through a competitive underwriting process. You will solicit competitive bids, which we will compile on your behalf, for the purchase of the Bonds from underwriters and banks.

An allowance for discount bidding will be incorporated in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.

If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.

Premium Pricing:

In some cases, investors in municipal bonds prefer "premium" pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered "reoffering premium." The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or "discount") but will pay the remainder of the premium to the City. The amount of the premium varies, but it is not uncommon to see premiums for new issues in the range of 2.00% to 10.00% of the face amount of the issue. This means that an issuer with a \$2,000,000 offering may receive bids that result in proceeds of \$2,040,000 to \$2,200,000.

For this issue of Bonds we have been directed to use the net premium to reduce the size of the issue. The resulting adjustments may slightly change the true interest cost of the issue, either up or down.

The amount of premium can be restricted in the bid specifications. Restrictions on premium may result in fewer bids but may also eliminate large adjustments on the day of sale and

unintended impacts with respect to debt service payment. Ehlers will identify appropriate premium restrictions for the Bonds intended to achieve the City's objectives for this financing.

Review of Existing Debt:

We have reviewed all outstanding indebtedness for the City and find that there are no viable refunding opportunities at this time.

We will continue to monitor the market and the call dates for the City's outstanding debt and will alert you to any future refunding opportunities.

Continuing Disclosure:

Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the "MSRB"), as required by rules of the Securities and Exchange Commission (SEC). The City is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.

Arbitrage Monitoring:

The City must ensure compliance with certain sections of the Internal Revenue Code and Treasury Regulations ("Arbitrage Rules") throughout the life of the issue to maintain the tax-exempt status of the Bonds. These Arbitrage Rules apply to amounts held in construction, escrow, reserve, debt service account(s), etc., along with related investment income on each fund/account.

IRS audits will verify compliance with rebate, yield restriction and records retention requirements within the Arbitrage Rules. The City's specific arbitrage responsibilities will be detailed in the Tax Certificate (the "Tax Compliance Document") prepared by your Bond Attorney and provided at closing.

The Bonds may qualify for one or more exception(s) to the Arbitrage Rules by meeting 1) small issuer exception, 2) spend down requirements, 3) bona fide debt service fund limits, 4) reasonable reserve requirements, 5) expenditure within an available period limitations, 6) investments yield restrictions, 7) de minimis rules, or; 8) borrower limited requirements.

An Ehlers arbitrage expert will contact the City within 30 days after the sale date to review the City's specific responsibilities for the Bonds. The City is currently receiving arbitrage services from Ehlers in relation to the Bonds.

Investment of Bond Proceeds:

Ehlers can assist the City in developing a strategy to invest your Bond proceeds until the funds are needed to pay project costs.

Other Service Providers:

This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.

Bond Counsel: Kennedy & Graven, Chartered

Paying Agent: U.S. Bank Trust Company, National Association

Rating Agency: Standard & Poor's Global Ratings (S&P)

Summary:

The decisions to be made by the City Council are as follows:

- Accept or modify the finance assumptions described in this report
- Adopt the resolution attached to this report.

PROPOSED DEBT ISSUANCE SCHEDULE

Pre-Sale Review by City Council and public hearing for the Amended Street Reconstruction Plan:	August 28, 2023
Deadline for the 30-day reverse referendum period:	September 26, 2023
Due Diligence Call to review Official Statement:	Week of October 9, 2023
Conference with Rating Agency:	Week of October 9, 2023
Distribute Official Statement:	October 12, 2023
City Council Meeting to Award Sale of the Bonds:	October 23, 2023
Estimated Closing Date:	November 9, 2023

Attachments

Estimated Sources and Uses of Funds

Estimated Proposed Debt Service Schedule

Resolution Approving the Street Reconstruction Plan and Authorizing Ehlers to Proceed with Bond Sale (Provided by Bond Counsel)

EHLERS' CONTACTS

Rebecca Kurtz, Senior Municipal Advisor	(651) 697-8516
Dan Tienter, Municipal Advisor	(651) 697-8537
Todd Hagen, Senior Municipal Advisor	(651) 697-8508
Nate Gilger, Public Finance Analyst	(651) 697-8538
Alicia Gage, Senior Financial Analyst	(651) 697-8551

City of Grand Rapids, Minnesota

\$2,250,000 General Obligation Street Reconstruction Bonds, Series 2023A
Assumes Current Market BQ AA- Rates plus 50bps

Sources & Uses

Dated 11/09/2023 | Delivered 11/09/2023

Sources Of Funds

Par Amount of Bonds	\$2,250,000.00
Total Sources	\$2,250,000.00

Uses Of Funds

Total Underwriter's Discount (1.200%)	27,000.00
Costs of Issuance	40,000.00
Deposit to Project Construction Fund	2,180,955.00
Rounding Amount	2,045.00
Total Uses	\$2,250,000.00

City of Grand Rapids, Minnesota

\$2,250,000 General Obligation Street Reconstruction Bonds, Series 2023A

Assumes Current Market BQ AA- Rates plus 50bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/09/2023	-	-	-	-	-
08/01/2024	-	-	63,405.82	63,405.82	-
02/01/2025	95,000.00	3.950%	43,561.25	138,561.25	201,967.07
08/01/2025	-	-	41,685.00	41,685.00	-
02/01/2026	120,000.00	3.750%	41,685.00	161,685.00	203,370.00
08/01/2026	-	-	39,435.00	39,435.00	-
02/01/2027	125,000.00	3.650%	39,435.00	164,435.00	203,870.00
08/01/2027	-	-	37,153.75	37,153.75	-
02/01/2028	130,000.00	3.600%	37,153.75	167,153.75	204,307.50
08/01/2028	-	-	34,813.75	34,813.75	-
02/01/2029	135,000.00	3.550%	34,813.75	169,813.75	204,627.50
08/01/2029	-	-	32,417.50	32,417.50	-
02/01/2030	140,000.00	3.550%	32,417.50	172,417.50	204,835.00
08/01/2030	-	-	29,932.50	29,932.50	-
02/01/2031	145,000.00	3.550%	29,932.50	174,932.50	204,865.00
08/01/2031	-	-	27,358.75	27,358.75	-
02/01/2032	150,000.00	3.600%	27,358.75	177,358.75	204,717.50
08/01/2032	-	-	24,658.75	24,658.75	-
02/01/2033	155,000.00	3.600%	24,658.75	179,658.75	204,317.50
08/01/2033	-	-	21,868.75	21,868.75	-
02/01/2034	160,000.00	3.650%	21,868.75	181,868.75	203,737.50
08/01/2034	-	-	18,948.75	18,948.75	-
02/01/2035	165,000.00	3.750%	18,948.75	183,948.75	202,897.50
08/01/2035	-	-	15,855.00	15,855.00	-
02/01/2036	170,000.00	4.150%	15,855.00	185,855.00	201,710.00
08/01/2036	-	-	12,327.50	12,327.50	-
02/01/2037	180,000.00	4.300%	12,327.50	192,327.50	204,655.00
08/01/2037	-	-	8,457.50	8,457.50	-
02/01/2038	185,000.00	4.400%	8,457.50	193,457.50	201,915.00
08/01/2038	-	-	4,387.50	4,387.50	-
02/01/2039	195,000.00	4.500%	4,387.50	199,387.50	203,775.00
Total	\$2,250,000.00	-	\$805,567.07	\$3,055,567.07	-

Yield Statistics

Bond Year Dollars	\$20,177.50
Average Life	8.968 Years
Average Coupon	3.9924028%
Net Interest Cost (NIC)	4.1262152%
True Interest Cost (TIC)	4.1361195%
Bond Yield for Arbitrage Purposes	3.9696976%
All Inclusive Cost (AIC)	4.3879758%

IRS Form 8038

Net Interest Cost	3.9924028%
Weighted Average Maturity	8.968 Years

City of Grand Rapids, Minnesota

\$2,250,000 General Obligation Street Reconstruction Bonds, Series 2023A

Assumes Current Market BQ AA- Rates plus 50bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	105% Overlevy
02/01/2024	-	-	-	-	-
02/01/2025	95,000.00	3.950%	106,967.07	201,967.07	212,065.42
02/01/2026	120,000.00	3.750%	83,370.00	203,370.00	213,538.50
02/01/2027	125,000.00	3.650%	78,870.00	203,870.00	214,063.50
02/01/2028	130,000.00	3.600%	74,307.50	204,307.50	214,522.88
02/01/2029	135,000.00	3.550%	69,627.50	204,627.50	214,858.88
02/01/2030	140,000.00	3.550%	64,835.00	204,835.00	215,076.75
02/01/2031	145,000.00	3.550%	59,865.00	204,865.00	215,108.25
02/01/2032	150,000.00	3.600%	54,717.50	204,717.50	214,953.38
02/01/2033	155,000.00	3.600%	49,317.50	204,317.50	214,533.38
02/01/2034	160,000.00	3.650%	43,737.50	203,737.50	213,924.38
02/01/2035	165,000.00	3.750%	37,897.50	202,897.50	213,042.38
02/01/2036	170,000.00	4.150%	31,710.00	201,710.00	211,795.50
02/01/2037	180,000.00	4.300%	24,655.00	204,655.00	214,887.75
02/01/2038	185,000.00	4.400%	16,915.00	201,915.00	212,010.75
02/01/2039	195,000.00	4.500%	8,775.00	203,775.00	213,963.75
Total	\$2,250,000.00	-	\$805,567.07	\$3,055,567.07	\$3,208,345.42

Significant Dates

Dated	11/09/2023
First Coupon Date	8/01/2024

Yield Statistics

Bond Year Dollars	\$20,177.50
Average Life	8.968 Years
Average Coupon	3.9924028%
Net Interest Cost (NIC)	4.1262152%
True Interest Cost (TIC)	4.1361195%
Bond Yield for Arbitrage Purposes	3.9696976%
All Inclusive Cost (AIC)	4.3879758%

IRS Form 8038

Net Interest Cost	3.9924028%
Weighted Average Maturity	8.968 Years



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Consider adopting a resolution providing for issuance and sale of General Obligation Utility Revenue Bonds, Series 2023B, in the proposed aggregate principal amount of \$6,200,000.

PREPARED BY: Barb Baird

BACKGROUND:

It has been determined that the City should issue its General Obligation Utility Revenue Bonds, Series 2023B in the approximate principal amount of \$6,200,000, in order to finance street reconstruction and overlay projects described in the City's Amended and Restated Street Reconstruction Plan and various improvements to the City's utility systems, including costs of issuance of the Bonds, subject to further details regarding the sale of the Bonds to be set forth in a resolution to be considered by the City Council at a subsequent meeting.

REQUESTED COUNCIL ACTION:

Make a motion adopting a resolution providing for issuance and sale of General Obligation Utility Revenue Bonds, Series 2023B, in the proposed aggregate principal amount of \$6,200,000.

RESOLUTION NO. ____

**RESOLUTION PROVIDING FOR THE ISSUANCE AND SALE OF
GENERAL OBLIGATION UTILITY REVENUE BONDS, SERIES
2023B IN THE PROPOSED AGGREGATE PRINCIPAL AMOUNT
OF \$6,200,000**

BE IT RESOLVED by the City Council (the “Council”) of the City of Grand Rapids, Minnesota (the “City”) as follows:

Section 1. Bonds Authorized

1.01. It is hereby found, determined and declared that the City should issue its General Obligation Utility Revenue Bonds, Series 2023B (the “Bonds”) in the approximate principal amount of \$6,200,000, in order to finance street reconstruction and overlay projects (the “Street Reconstruction”) described in the City’s Amended and Restated Street Reconstruction Plan (the “Plan”) and various improvements to the City’s utility systems (the “Utility Improvements”) (collectively, the “Project”), including costs of issuance of the Bonds, subject to further details regarding the sale of the Bonds to be set forth in a resolution to be considered by the City Council at a subsequent meeting.

1.02. City staff are authorized and directed to take all other actions necessary to carry out the intent of this resolution.

Section 2. Authority of Municipal Advisor. Ehlers and Associates, Inc. (the “Municipal Advisor”) is authorized and directed to negotiate the sale of the Bonds. The City Council will meet on Monday, October 23, 2023, or another date selected by City staff, to consider proposals on the Bonds and take any other appropriate action with respect to the Bonds.

Section 3. Authority of Bond Counsel. The law firm of Kennedy & Graven, Chartered, as bond counsel for the City (“Bond Counsel”), is authorized to act as bond counsel and to assist in the preparation and review of necessary documents, certificates and instruments relating to the Bonds. The officers, employees and agents of the City are hereby authorized to assist Bond Counsel in the preparation of such documents, certificates, and instruments.

Section 4. Covenants. In the resolution awarding the sale of the Bonds, the City Council will set forth the covenants and undertakings required by Minnesota Statutes, Chapter 444 and Minnesota Statutes, Chapter 475, as amended (collectively, the “Act”).

Section 5. Official Statement. In connection with the sale of the Bonds, the officers or employees of the City are authorized and directed to cooperate with the Municipal Advisor and participate in the preparation of an official statement for the Bonds and to deliver it on behalf of the City upon its completion.

Section 6. Declaration of Official Intent to Reimburse Expenditures.

6.01 The Internal Revenue Service has issued Treas. Reg. § 1.150-2 (the “Reimbursement Regulations”) providing that proceeds of tax-exempt bonds used to reimburse prior expenditures will not be deemed spent unless certain requirements are met; the City expects to incur certain expenditures with respect to projects that may be financed temporarily from sources other than bonds, and reimbursed from the proceeds of tax-exempt bonds.

6.02 The City has determined to make a declaration of official intent (the “Declaration”) to reimburse certain costs with respect to the Projects from proceeds of the Bonds in accordance with the Reimbursement Regulations.

6.03 All reimbursed expenditures will be capital expenditures, costs of issuance of the Bonds, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations.

6.04 This Declaration has been made not later than 60 days after payment of any original expenditure to be subject to a reimbursement allocation with respect to the proceeds of the Bonds, except for the following expenditures: (a) costs of issuance of bonds; (b) costs in an amount not in excess of \$100,000 or 5% of the proceeds of an issue; or (c) “preliminary expenditures” up to an amount not in excess of 20% of the aggregate issue price of the issue or issues that finance or are reasonably expected by the City to finance the project for which the preliminary expenditures were incurred. The term “preliminary expenditures” includes architectural, engineering, surveying, bond issuance, and similar costs that are incurred prior to commencement of acquisition, construction or rehabilitation of a project, other than land acquisition, site preparation, and similar costs incident to commencement of construction.

6.05 This Declaration is an expression of the reasonable expectations of the City based on the facts and circumstances known to the City as of the date hereof. The anticipated original expenditures for the Projects and the principal amount of the Bonds described herein are consistent with the City’s budgetary and financial circumstances. No sources other than proceeds of the Bonds to be issued by the City are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside pursuant to the City’s budget or financial policies to pay such expenditures.

6.06 This Declaration is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations.

Approved this August 28, 2023 by the City Council of the City of Grand Rapids, Minnesota.

CITY OF GRAND RAPIDS, MINNESOTA

Mayor

ATTEST:

City Clerk

August 28, 2023

PRE-SALE REPORT FOR

City of Grand Rapids, Minnesota

**\$4,755,000 General Obligation Utility Revenue Bonds,
Series 2023B**



Prepared by:

Ehlers
3060 Centre Pointe Drive
Roseville, MN 55113

Advisors:

Rebecca Kurtz, Senior Municipal Advisor
Dan Tienter, Municipal Advisor
Todd Hagen, Senior Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

EXECUTIVE SUMMARY OF PROPOSED DEBT

Proposed Issue:

\$4,755,000 General Obligation Utility Revenue Bonds, Series 2023B

Purposes:

The proposed issue includes financing for the water and sewer improvements for the following projects:

- Sanitary Sewer improvements for the Sylvan Bay project and to extend sewer to the industrial park including the former Ainsworth site to support future industrial growth. Debt service will be paid from utility revenues.
- Water utility improvements for the Sylvan Bay project and to extend water to the industrial park including the former Ainsworth site to support future industrial growth and complete the water loop. Debt service will be paid from utility revenues.

Authority:

The Bonds are being issued pursuant to Minnesota Statutes, Chapter(s):

- 444 - Allows cities to issue deb without limitation as long as debt service is expected to be paid from water and sewer revenues.
- 475 - General Bonding Authority

The Bonds will be general obligations of the City for which its full faith, credit and taxing powers are pledged and do not county again the City's Debt Limit.

Term/Call Feature:

The Bonds are being issued for a term of 15 years. Principal on the Bonds will be due on February 1 in the years 2025 through 2039. Interest is payable every six months beginning August 1, 2024.

The Bonds will be subject to prepayment at the discretion of the City on February 1, 2033 or any date thereafter.

Bank Qualification:

Because the City is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the City will be able to designate the Bonds as "bank qualified" obligations. Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.

State Credit Enhancement:

City bond issues for water, sanitary sewer and storm water facilities are authorized to receive credit enhancement from the State. Under current bond ratings, the State credit enhancement would bring a Standard & Poor's "AAA" rating because the State guarantees the debt service payments on the Bonds. Currently, the State credit enhancement provides an estimated interest cost savings for the City.

To qualify for the credit enhancement, a City must submit an application and \$500 fee to the State. Ehlers will coordinate the application to the State on your behalf.

Rating:

Under current bond ratings, the state credit enhancement would bring a Standard & Poor's "AAA" rating.

The City's most recent bond issues were rated by S&P Global Ratings. The current rating on those bonds is "AA-". The City will request a new rating for the Bonds.

Basis for Recommendation:

Based on your objectives, financial situation and need, risk tolerance, liquidity needs, experience with the issuance of Bonds and long-term financial capacity, as well as the tax status considerations related to the Bonds and the structure, timing and other similar matters related to the Bonds, we are recommending the issuance of Bonds as a suitable option. Ehlers has reviewed other reasonably feasible alternatives to the recommended issuance of municipal securities.

Method of Sale/Placement:

We are recommending the Bonds be issued as municipal securities and offered through a competitive underwriting process. You will solicit competitive bids, which we will compile on your behalf, for the purchase of the Bonds from underwriters and banks.

An allowance for discount bidding will be incorporated in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.

If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.

Premium Pricing:

In some cases, investors in municipal bonds prefer "premium" pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered "reoffering premium." The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or "discount") but will pay the remainder of the premium to the City. The amount of the premium varies, but it is not uncommon to see premiums for new issues in the

range of 2.00% to 10.00% of the face amount of the issue. This means that an issuer with a \$2,000,000 offering may receive bids that result in proceeds of \$2,040,000 to \$2,200,000.

For this issue of Bonds we have been directed to use the net premium to reduce the size of the issue. The resulting adjustments may slightly change the true interest cost of the issue, either up or down.

The amount of premium can be restricted in the bid specifications. Restrictions on premium may result in fewer bids, but may also eliminate large adjustments on the day of sale and unintended impacts with respect to debt service payment. Ehlers will identify appropriate premium restrictions for the Bonds intended to achieve the City's objectives for this financing.

Review of Existing Debt:

We have reviewed all outstanding indebtedness for the City and find that there are no viable refunding opportunities at this time.

We will continue to monitor the market and the call dates for the City's outstanding debt and will alert you to any future refunding opportunities.

Continuing Disclosure:

Because the City has more than \$10,000,000 in outstanding debt (including this issue) and this issue is over \$1,000,000, the City will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the "MSRB"), as required by rules of the Securities and Exchange Commission (SEC). The City is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.

Arbitrage Monitoring:

The City must ensure compliance with certain sections of the Internal Revenue Code and Treasury Regulations ("Arbitrage Rules") throughout the life of the issue to maintain the tax-exempt status of the Bonds. These Arbitrage Rules apply to amounts held in construction, escrow, reserve, debt service account(s), etc., along with related investment income on each fund/account.

IRS audits will verify compliance with rebate, yield restriction and records retention requirements within the Arbitrage Rules. The City's specific arbitrage responsibilities will be detailed in the Tax Certificate (the "Tax Compliance Document") prepared by your Bond Attorney and provided at closing.

The Bonds may qualify for one or more exception(s) to the Arbitrage Rules by meeting 1) small issuer exception, 2) spend down requirements, 3) bona fide debt service fund limits, 4) reasonable reserve requirements, 5) expenditure within an available period limitations, 6) investments yield restrictions, 7) de minimis rules, or; 8) borrower limited requirements.

An Ehlers arbitrage expert will contact the City within 30 days after the sale date to review the City's specific responsibilities for the Bonds. The City is currently receiving arbitrage services from Ehlers in relation to the Bonds.

Investment of Bond Proceeds:

Ehlers can assist the City in developing a strategy to invest your Bond proceeds until the funds are needed to pay project costs.

Other Service Providers:

This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.

Bond Counsel: Kennedy & Graven, Chartered

Paying Agent: U.S. Bank Trust Company, National Association

Rating Agency: Standard & Poor's Global Ratings (S&P)

Summary:

The decisions to be made by the City Council are as follows:

- Accept or modify the finance assumptions described in this report
- Adopt the resolution attached to this report.

PROPOSED DEBT ISSUANCE SCHEDULE

Pre-Sale Review by City Council:	August 28, 2023
Due Diligence Call to review Official Statement:	Week of October 9, 2023
Conference with Rating Agency:	Week of October 9, 2023
Distribute Official Statement:	October 12, 2023
City Council Meeting to Award Sale of the Bonds:	October 23, 2023
Estimated Closing Date:	November 9, 2023

Attachments

Estimated Sources and Uses of Funds

Estimated Proposed Debt Service Schedule

Resolution Authorizing Ehlers to Proceed with Bond Sale (Provided by Bond Counsel)

Credit Enhancement Resolution (Provided by Bond Counsel)

EHLERS' CONTACTS

Rebecca Kurtz, Senior Municipal Advisor	(651) 697-8516
Dan Tienter, Municipal Advisor	(651) 697-8537
Todd Hagen, Senior Municipal Advisor	(651) 697-8508
Nate Gilger, Public Finance Analyst	(651) 697-8538
Alicia Gage, Senior Financial Analyst	(651) 697-8551

City of Grand Rapids, Minnesota

\$4,755,000 General Obligation Utility Revenue Bonds, Series 2023B

Issue Summary - 15 Year

Assumes Current Market BQ AAA Credit Enhanced (AA-) Rates +50bps

Total Issue Sources And Uses

Dated 11/09/2023 | Delivered 11/09/2023

	Sanitary Sewer - Sylvan Bay	Water - Sylvan Bay	Sanitary Sewer - Ainsworth	Water - Ainsworth	Issue Summary
Sources Of Funds					
Par Amount of Bonds	\$1,280,000.00	\$1,575,000.00	\$990,000.00	\$910,000.00	\$4,755,000.00
Total Sources	\$1,280,000.00	\$1,575,000.00	\$990,000.00	\$910,000.00	\$4,755,000.00
Uses Of Funds					
Total Underwriter's Discount (1.200%)	15,360.00	18,900.00	11,880.00	10,920.00	57,060.00
Costs of Issuance	21,804.43	26,829.64	16,864.35	15,501.58	81,000.00
Deposit to Project Construction Fund	1,239,061.00	1,532,260.00	957,794.00	884,118.00	4,613,233.00
Rounding Amount	3,774.57	(2,989.64)	3,461.65	(539.58)	3,707.00
Total Uses	\$1,280,000.00	\$1,575,000.00	\$990,000.00	\$910,000.00	\$4,755,000.00

City of Grand Rapids, Minnesota

\$4,755,000 General Obligation Utility Revenue Bonds, Series 2023B

Issue Summary - 15 Year

Assumes Current Market BQ AAA Credit Enhanced (AA-) Rates +50bps

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/09/2023	-	-	-	-	-
08/01/2024	-	-	130,541.50	130,541.50	-
02/01/2025	210,000.00	3.850%	89,685.00	299,685.00	430,226.50
08/01/2025	-	-	85,642.50	85,642.50	-
02/01/2026	260,000.00	3.650%	85,642.50	345,642.50	431,285.00
08/01/2026	-	-	80,897.50	80,897.50	-
02/01/2027	265,000.00	3.550%	80,897.50	345,897.50	426,795.00
08/01/2027	-	-	76,193.75	76,193.75	-
02/01/2028	275,000.00	3.500%	76,193.75	351,193.75	427,387.50
08/01/2028	-	-	71,381.25	71,381.25	-
02/01/2029	285,000.00	3.450%	71,381.25	356,381.25	427,762.50
08/01/2029	-	-	66,465.00	66,465.00	-
02/01/2030	290,000.00	3.450%	66,465.00	356,465.00	422,930.00
08/01/2030	-	-	61,462.50	61,462.50	-
02/01/2031	305,000.00	3.450%	61,462.50	366,462.50	427,925.00
08/01/2031	-	-	56,201.25	56,201.25	-
02/01/2032	315,000.00	3.500%	56,201.25	371,201.25	427,402.50
08/01/2032	-	-	50,688.75	50,688.75	-
02/01/2033	330,000.00	3.500%	50,688.75	380,688.75	431,377.50
08/01/2033	-	-	44,913.75	44,913.75	-
02/01/2034	335,000.00	3.550%	44,913.75	379,913.75	424,827.50
08/01/2034	-	-	38,967.50	38,967.50	-
02/01/2035	345,000.00	3.650%	38,967.50	383,967.50	422,935.00
08/01/2035	-	-	32,671.25	32,671.25	-
02/01/2036	365,000.00	4.050%	32,671.25	397,671.25	430,342.50
08/01/2036	-	-	25,280.00	25,280.00	-
02/01/2037	375,000.00	4.200%	25,280.00	400,280.00	425,560.00
08/01/2037	-	-	17,405.00	17,405.00	-
02/01/2038	390,000.00	4.300%	17,405.00	407,405.00	424,810.00
08/01/2038	-	-	9,020.00	9,020.00	-
02/01/2039	410,000.00	4.400%	9,020.00	419,020.00	428,040.00
Total	\$4,755,000.00	-	\$1,654,606.50	\$6,409,606.50	-

Yield Statistics

Bond Year Dollars	\$42,508.08
Average Life	8.940 Years
Average Coupon	3.8924514%
Net Interest Cost (NIC)	4.0266847%
True Interest Cost (TIC)	4.0364099%
Bond Yield for Arbitrage Purposes	3.8703315%
All Inclusive Cost (AIC)	4.2771124%

IRS Form 8038

Net Interest Cost	3.8924514%
Weighted Average Maturity	8.940 Years



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: August 28, 2023

AGENDA ITEM: Consider adopting a resolution authorizing the City to enter into a Credit Enhancement Program Agreement with the Minnesota Public Facilities Authority.

PREPARED BY: Barb Baird

BACKGROUND:

It has been determined that the City should issue General Obligation Utility Revenue Bonds, Series 2023B in order to make various improvements to the City's utility systems.

If the City approves the participation in the Credit Enhancement Program, administered by the Minnesota Public Facilities Authority, the program provides limited state bond guarantees, which result in higher credit ratings for Cities and lower interest rates on general obligation bonds.

REQUESTED COUNCIL ACTION:

Make a motion adopting a resolution authorizing the City to enter into a Credit Enhancement Program Agreement with the Minnesota Public Facilities Authority.

Resolution No. _____

Council Member _____ introduced the following resolution and moved its adoption:

Resolution Authorizing the City to Enter into a Credit Enhancement Program Agreement with the Minnesota Public Facilities Authority

- A. WHEREAS, the City Council of the City of Grand Rapids, Minnesota (the "City") proposes to issue its General Obligation Utility Revenue Bonds, Series 2023B (the "Bonds"), the proceeds of which will be used to finance the costs of construction, improvement or rehabilitation of water and sanitary sewer facilities; and
- B. WHEREAS, the City Council hereby determines it is in the best interests of the City to apply to the Minnesota Public Facilities Authority (the "Authority") for credit enhancement of the Bonds;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Grand Rapids, Minnesota, as follows:

- 1. Approval of the Authority's Credit Enhancement Program Agreement. The Authority's Credit Enhancement Program Agreement (the "Agreement") is hereby approved, the same being before the City Council and made a part of this resolution by reference.
- 2. Authorization to Sign Agreement and Related Forms. The Mayor and the City Clerk/Treasurer are authorized to sign the Agreement on the City's behalf and to execute any other related forms prescribed by the Authority with respect to the Agreement.
- 3. Agreement to Comply with Minnesota Statutes, Section 446A.086. The City is entering into the Agreement with the Authority pursuant to Minnesota Statutes, Section 446A.086 (the "Act") and the City hereby agrees to comply with and be bound by the provisions of the Act.
- 4. Submission of the Agreement. The Mayor and the City Clerk/Treasurer are hereby authorized to submit, on the City's behalf, the Agreement to the Authority, together with the nonrefundable application fee in the amount of \$500.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member _____ and, after full discussion thereof and upon a vote being taken thereon, the following Council Members voted in favor thereof:

and the following voted against the same:

Whereupon said resolution was declared duly passed and adopted.

Dated this 28th day of August 2023.

City Clerk