

AGENDA
CITY COUNCIL MEETING
August 28, 2013
4:30 P.M.

A. Call to Order

B. Roll Call

C. Open Forum

The public is invited to speak at this time. Open Forum is limited to one half-hour. No person may speak more than five (5) minutes or more than once. Each subject will have a limit of ten (10) minutes. Council members may ask questions of the speaker. With the agreement of the Council, such matters taken up during the open forum may be scheduled on the current agenda or a future agenda.

D. Approve Consent Agenda

1. Approve Agenda
2. Approve Meeting Minutes
3. Approve Payment of Bills

E. Moving Matters Kickoff Party

F. Public Works Building Schematic Design Services

G. 2014 Budget Discussion

H. Other items as necessary

I. Council & Staff Reports

J. Attached correspondence:

1. Other Meeting Minutes
2. Upcoming Meeting Schedule

K. Adjourn

*CITY OF GRAND MARAIS
MINUTES
August 14, 2013*

Mayor Carlson called the meeting to order at 4:30 p.m.

Members present: Larry Carlson, Jan Sivertson, Tim Kennedy and Bill Lenz,

Members absent: Bob Spry

Staff present: Mike Roth, Kim Dunsmoor and Chris Hood

Mayor Carlson invited the public to speak during a period of open forum. Open Forum is limited to one half-hour. No person may speak more than 5 minutes or more than once.

Pat Campanaro, MNSBDC Consultant, is working through the Minnesota Department of Employment and Economic Development, Minnesota Small Business Development Centers and Cook County Higher Education to provide services to small businesses in the area. She offers no cost consultation and resources to start, expand and grow businesses. Services are confidential. This service is for both existing and new businesses.

Motion by Spry, seconded by Lenz to approve the Agenda; July 31, 2013, Minutes; Payment of Bills and Ruffed Grouse Raffle Permit. Approved unanimously.

A special event permit was reviewed by the Park Board. They requested input from the City Council on the requirement of the applicant to provide insurance. The Joe Paulik Band has requested permission to perform live music in Harbor Park and use electric service. They will play September 1st between 3:00 pm and 8:00 pm. There will not be a stage and no other events are planned. They may get request a peddlers permit in order to sell CD's. The council discussed the permit and will not require insurance because our liability insurance does cover us for events in the park.

Motion by Lenz, seconded by Kennedy to approve the Joe Paulik Band Special Event Permit without additional insurance. Approved unanimously.

Council discussed the WWE Total Divas location agreement. City Attorney Hood had 1 ½ pages of suggested changes to the agreement. Some of the clauses in the agreement are not legal in the State of Minnesota. WWE Total Divas has not decided if they want to film here yet. City Administrator Roth will forward agreement changes to the Producers for consideration.

Councilor Lenz' Report:

- 1) Golf revenues are down due to the shorter season and weather.
- 2) Park revenues are up over last year. Last year was an exceptional year.

Councilor Sivertson's Report:

- 1) Received a call from the Johnson Heritage Post due to a band at the Gunflint Tavern being too loud to hear a Johnson Heritage Post presentation next door. Should we consider reviewing the noise ordinance? We would like to see if the neighbors can work together with scheduling when there are events.

- 2) The Cook County Chamber "GO Cook County" reports are done. Public meetings to present the results are scheduled for September 4th 1:00 p.m. in Grand Marais, 7:00 p.m. Gunflint Trail, September 5th 1:00 p.m. in Grand Portage and 7:00 p.m. in Birch Grove. There will be a day long retreat for local leaders in October. Visit www.gocookcounty.blogspot.com for more information.

The County/City/School/Tribe Meeting is scheduled for August 22nd at City Council Chambers. The council requested that City Administrator Roth call each entity for agenda items for a productive meeting. If there are no issues, we should consider canceling the meeting.

Budget Meetings are scheduled for August 28th, beginning at 2:00 p.m.

There being no further business, the meeting adjourned at 4:55 p.m.



CITY OF GRAND MARAIS

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Payments

City of Grand Marais

Current Period: August 2013

Batch Name 082213 CAP User Dollar Amt \$80,019.15
Payments Computer Dollar Amt \$80,019.15

\$0.00 In Balance

Table with columns: Refer, Description, Ck#, Date, Transaction Date, Account, Amount, Total. Includes entries for DEPT OF THE TREASURY IRS, MII LIFE- HRA, ING, PERA, MN DEPT OF REVENUE-EFTPS, EXTREME BEVERAGE, LLC, COCA-COLA REFRESHMENTS, ARCTIC GLACIER INC., and ROHLFING INC.



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CITY OF GRAND MARAIS

Payments

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Current Period: August 2013

Cash Payment	E 609-49750-259 Other For Resale				\$143.00
Invoice	383799	8/14/2013			
Cash Payment	E 609-49750-252 Beer For Resale				\$8,981.52
Invoice	384150	8/21/2013			
Transaction Date	8/22/2013	MAIN CHECKING G	10100	Total	\$18,060.05
Refer	60860 SUPERIOR BEVERAGES LLP				
Cash Payment	E 609-49750-252 Beer For Resale				\$2,673.30
Invoice	432774	8/14/2013			
Cash Payment	E 609-49750-259 Other For Resale				\$23.25
Invoice	432774	8/14/2013			
Cash Payment	E 609-49750-252 Beer For Resale				\$8,440.80
Invoice	433281	8/21/2013			
Cash Payment	E 609-49750-259 Other For Resale				\$118.25
Invoice	433281	8/21/2013			
Cash Payment	E 609-49750-252 Beer For Resale				-\$38.40
Invoice	120548	7/2/2013			
Cash Payment	E 609-49750-252 Beer For Resale				-\$57.60
Invoice	120532	5/8/2013			
Transaction Date	8/22/2013	MAIN CHECKING G	10100	Total	\$11,159.60
Refer	60861 WIRTZ BEVERAGE MINNESOTA				
Cash Payment	E 609-49750-251 Liquor For Resale				\$7,928.44
Invoice	1080074650	8/20/2013			
Cash Payment	E 609-49750-259 Other For Resale				\$118.80
Invoice	1080074650	8/20/2013			
Cash Payment	E 609-49750-333 Freight and Express				\$176.06
Invoice	1080074650	8/20/2013			
Cash Payment	E 609-49750-251 Liquor For Resale				-\$40.00
Invoice	2080013131	7/22/2013			
Cash Payment	E 609-49750-333 Freight and Express				-\$1.85
Invoice	2080012979	7/19/2013			
Cash Payment	E 609-49750-251 Liquor For Resale				-\$80.95
Invoice	2080012979	7/19/2013			
Transaction Date	8/22/2013	MAIN CHECKING G	10100	Total	\$8,100.50
Refer	60862 WINE MERCHANTS				
Cash Payment	E 609-49750-251 Liquor For Resale				\$900.00
Invoice	437219	8/14/2013			
Cash Payment	E 609-49750-333 Freight and Express				\$25.70
Invoice	437219	8/14/2013			
Transaction Date	8/22/2013	MAIN CHECKING G	10100	Total	\$925.70
Refer	60863 PHILLIPS WINE & SPIRITS				
Cash Payment	E 609-49750-251 Liquor For Resale				\$7,074.24
Invoice	2469510	8/14/2013			
Cash Payment	E 609-49750-333 Freight and Express				\$209.04
Invoice	2469510	8/14/2013			
Cash Payment	E 609-49750-251 Liquor For Resale				-\$53.33
Invoice	3509986	8/2/2013			
Cash Payment	E 609-49750-251 Liquor For Resale				-\$508.21
Invoice	3509985	8/2/2013			



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Payments

Current Period: August 2013

Batch Name	8292013AP	User Dollar Amt	\$59,660.36
	Payments	Computer Dollar Amt	\$59,660.36
			\$0.00 In Balance

Refer	60810	<i>QUILL CORPORATION</i>	-		
Cash Payment	E 101-41400-200	Office Supplies (GENER			\$199.77
Invoice	4675263	8/8/2013			
Transaction Date	8/19/2013	MAIN CHECKING G	10100	Total	\$199.77
Refer	60811	<i>TOSHIBA BUSINESS SOLUTIONS,</i>	-		
Cash Payment	E 101-41400-200	Office Supplies (GENER			\$27.97
Invoice	10253330	8/9/2013			
Transaction Date	8/19/2013	MAIN CHECKING G	10100	Total	\$27.97
Refer	60812	<i>COOK COUNTY NEWS HERALD</i>	-		
Cash Payment	E 101-41400-350	Publishing			\$504.00
Invoice	JULY 2013	8/19/2013			
Cash Payment	E 609-49750-340	Advertising			\$100.00
Invoice	JULY 2013	8/19/2013			
Cash Payment	E 101-45100-250	Merchandise Resale (GE	VENDOR PAPERS		\$87.75
Invoice	JULY 2013	8/19/2013			
Transaction Date	8/19/2013	MAIN CHECKING G	10100	Total	\$691.75
Refer	60813	<i>FIRE & INDUSTRIAL SALES, INC.</i>	-		
Cash Payment	E 101-43100-220	Repair/Maint Supply (GE			\$359.35
Invoice	93881	8/19/2013			
Cash Payment	E 101-42700-221	Equipment Parts/Bulling			\$4.00
Invoice	93880	8/19/2013			
Cash Payment	E 101-41940-220	Repair/Maint Supply (GE			\$52.19
Invoice	93880	8/19/2013			
Cash Payment	E 101-41940-220	Repair/Maint Supply (GE			\$4.00
Invoice	93880	8/19/2013			
Cash Payment	E 101-41940-220	Repair/Maint Supply (GE			\$84.69
Invoice	93880	8/19/2013			
Cash Payment	E 613-45125-211	Operating Supplies			\$24.00
Invoice	93880	8/19/2013			
Cash Payment	E 101-45100-210	Operating Supplies (GE			\$669.80
Invoice	93878	8/19/2013			
Cash Payment	E 101-42200-220	Repair/Maint Supply (GE			\$158.71
Invoice	93878	8/19/2013			
Cash Payment	E 211-45500-310	Service Agreements			\$29.41
Invoice	93880	8/19/2013			
Transaction Date	8/19/2013	MAIN CHECKING G	10100	Total	\$1,386.15
Refer	60820	<i>MCI MEGA PREFERRED</i>	-		
Cash Payment	E 101-41400-321	Telephone			\$39.44
Invoice	08678993875	8/19/2013			
Cash Payment	E 211-45500-321	Telephone			\$8.20
Invoice	08678993875	8/19/2013			
Cash Payment	E 609-49750-321	Telephone			\$3.86
Invoice	08678993875	8/19/2013			



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Current Period: August 2013

Cash Payment	E 101-45124-321 Telephone			\$1.22
Invoice	08678993875	8/19/2013		
Cash Payment	E 613-45125-321 Telephone			\$5.77
Invoice	08678993875	8/19/2013		
Cash Payment	E 101-43100-321 Telephone			\$2.47
Invoice	08678993875	8/19/2013		
Transaction Date	8/19/2013	MAIN CHECKING G	10100	Total \$60.96
Refer	60821 G&K SERVICES			
Cash Payment	E 101-41940-210 Operating Supplies (GE)			\$48.50
Invoice	1229640559	7/30/2013		
Cash Payment	E 101-41940-210 Operating Supplies (GE)			\$331.13
Invoice	1229663035	8/13/2013		
Cash Payment	E 211-45500-310 Service Agreements			\$105.66
Invoice	1229663035	8/13/2013		
Transaction Date	8/19/2013	MAIN CHECKING G	10100	Total \$485.29
Refer	60822 EDWIN E. THORESON, INC.			
Cash Payment	E 101-43100-224 Street Maint Materials			\$176.34
Invoice	20819	8/15/2013		
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE)			\$529.03
Invoice	20818	8/15/2013		
Transaction Date	8/19/2013	MAIN CHECKING G	10100	Total \$705.37
Refer	60823 BUCK S HARDWARE HANK			
Cash Payment	E 101-41940-220 Repair/Maint Supply (GE)			\$9.22
Invoice	JULY 2013	8/19/2013		
Cash Payment	E 613-45125-211 Operating Supplies			\$39.37
Invoice	JULY 2013	8/19/2013		
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE)			\$163.79
Invoice	JULY 2013	8/19/2013		
Cash Payment	E 101-45100-210 Operating Supplies (GE)			\$163.79
Invoice	JULY 2013	8/19/2013		
Cash Payment	E 101-45100-522 Capital Outlay (Construct			\$1,058.25
Invoice	JULY 2013	8/19/2013		
Cash Payment	E 101-45184-220 Repair/Maint Supply (GE)			\$40.76
Invoice	JULY 2013	8/19/2013		
Cash Payment	E 101-45124-220 Repair/Maint Supply (GE)			\$26.17
Invoice	JULY 2013	8/19/2013		
Transaction Date	8/19/2013	MAIN CHECKING G	10100	Total \$1,501.35
Refer	60824 INFRATECH			
Cash Payment	E 101-43100-220 Repair/Maint Supply (GE)			\$5,750.00
Invoice	PR13546	7/10/2013		
Transaction Date	8/19/2013	MAIN CHECKING G	10100	Total \$5,750.00
Refer	60825 COOK COUNTY LAW ENFORCEME			
Cash Payment	E 101-42100-317 Contracted Services	SEPT 2013		\$11,666.67
Invoice	231	8/19/2013		
Transaction Date	8/19/2013	MAIN CHECKING G	10100	Total \$11,666.67
Refer	60826 NORTH SHORE OIL AND PROPAN			



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Payments

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Current Period: August 2013

Cash Payment	E 101-45184-215 Marina Fuel for Resale	RE: BAL. OWED		\$10,000.00
Invoice	V04916	8/7/2013		
Cash Payment	E 101-45184-215 Marina Fuel for Resale			\$3,459.00
Invoice	V06377	8/15/2013		
Transaction Date	8/19/2013	MAIN CHECKING G	10100	Total \$13,459.00
Refer	60827 NORTH SHORE WASTE			
Cash Payment	E 101-45100-384 Refuse/Garbage Disposa	BALANCED OWED		\$50.00
Invoice	5996	8/10/2013		
Cash Payment	E 613-45125-384 Refuse/Garbage Disposa			\$112.32
Invoice	5743	6/30/2013		
Transaction Date	8/19/2013	MAIN CHECKING G	10100	Total \$162.32
Refer	60828 SUPERIOR BEVERAGES LLP			
Cash Payment	E 613-45125-252 Beer For Resale			\$117.50
Invoice	432302	8/7/2013		
Transaction Date	8/20/2013	MAIN CHECKING G	10100	Total \$117.50
Refer	60829 COCA-COLA REFRESHMENTS			
Cash Payment	E 613-45125-260 Soft Drinks/Mix For Resa			\$228.54
Invoice	0638017505	8/7/2013		
Transaction Date	8/20/2013	MAIN CHECKING G	10100	Total \$228.54
Refer	60830 ARROWHEAD ELECTRIC			
Cash Payment	E 613-45125-380 Utility Services (GENER			\$89.44
Invoice	763.000	7/31/2013		
Cash Payment	E 613-45125-380 Utility Services (GENER			\$107.93
Invoice	4256.000	7/31/2013		
Transaction Date	8/20/2013	MAIN CHECKING G	10100	Total \$197.37
Refer	60831 DEX MEDIA EAST LLC			
Cash Payment	E 613-45125-321 Telephone			\$0.72
Invoice	110220315	8/1/2013		
Cash Payment	E 101-45100-340 Advertising			\$76.92
Invoice	110220314	8/1/2013		
Transaction Date	8/20/2013	MAIN CHECKING G	10100	Total \$77.64
Refer	60832 GRAINGER			
Cash Payment	E 613-45125-221 Equipment Parts/Builing			\$25.20
Invoice	9210068863	8/6/2013		
Cash Payment	E 101-45100-250 Merchandise Resale (GE			\$107.27
Invoice	9210502408	8/6/2013		
Transaction Date	8/20/2013	MAIN CHECKING G	10100	Total \$132.47
Refer	60833 TAYLOR MADE			
Cash Payment	E 613-45125-253 Clothes For Resale			\$10.00
Invoice	21116097	8/9/2013		
Cash Payment	E 613-45125-253 Clothes For Resale			\$57.43
Invoice	21112532	8/8/2013		
Cash Payment	E 613-45125-253 Clothes For Resale			\$31.08
Invoice	21129759	8/14/2013		
Cash Payment	E 613-45125-254 Golf Supplies For Resale			\$103.07
Invoice	21112533	8/8/2013		



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Payments

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Current Period: August 2013

Cash Payment	E 613-45125-254 Golf Supplies For Resale				\$86.58
Invoice	21112534	8/8/2013			
Transaction Date	8/20/2013	MAIN CHECKING G	10100	Total	\$288.16
Refer	60834 MTI DISTRIBUTING INC.				
Cash Payment	E 613-45125-221 Equipment Parts/Builing				\$23.55
Invoice	923352.00	8/14/2013			
Transaction Date	8/20/2013	MAIN CHECKING G	10100	Total	\$23.55
Refer	60835 LEAGUE OF MN CITIES INSURANC				
Cash Payment	E 101-41900-360 Insurance (GENERAL)				\$100.00
Invoice	25740	8/13/2013			
Transaction Date	8/20/2013	MAIN CHECKING G	10100	Total	\$100.00
Refer	60836 BOREAL ACCESS				
Cash Payment	E 101-45100-210 Operating Supplies (GE				\$84.95
Invoice	130816-0142	8/16/2013			
Transaction Date	8/20/2013	MAIN CHECKING G	10100	Total	\$84.95
Refer	60837 ARCO COFFEE				
Cash Payment	E 101-45100-210 Operating Supplies (GE				\$214.18
Invoice	185751	8/19/2013			
Transaction Date	8/20/2013	MAIN CHECKING G	10100	Total	\$214.18
Refer	60838 TWIN PORTS PAPER & SUPPLY IN				
Cash Payment	E 101-45100-210 Operating Supplies (GE				\$500.00
Invoice	142502	8/13/2013			
Cash Payment	E 101-45124-210 Operating Supplies (GE				\$154.19
Invoice	142502	8/13/2013			
Transaction Date	8/20/2013	MAIN CHECKING G	10100	Total	\$654.19
Refer	60839 ER PERRY SIGNS & ENGRAVING				
Cash Payment	E 101-45189-219 Memorial Plaques				\$94.00
Invoice	15210	8/8/2013			
Transaction Date	8/20/2013	MAIN CHECKING G	10100	Total	\$94.00
Refer	60840 ROSENWINKEL, DRAKE AND RUT				
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE				\$635.08
Invoice	DENTED SUBUR	8/8/2013			
Transaction Date	8/20/2013	MAIN CHECKING G	10100	Total	\$635.08
Refer	60841 DULUTH PAPER & SPECIALTIES C				
Cash Payment	E 101-41940-220 Repair/Maint Supply (GE				\$2.14
Invoice	DI345383	7/11/2013			
Cash Payment	E 101-41940-210 Operating Supplies (GE				\$439.42
Invoice	DI345563	7/29/2013			
Transaction Date	8/20/2013	MAIN CHECKING G	10100	Total	\$441.56
Refer	60842 INDEPENDENT PAPER GROUP				
Cash Payment	E 101-43100-384 Refuse/Garbage Disposa				\$301.37
Invoice	111222	7/23/2013			
Transaction Date	8/20/2013	MAIN CHECKING G	10100	Total	\$301.37
Refer	60844 CHUCK S HEATING&REFRIGERATI				



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Payments

Current Period: August 2013

Cash Payment	E 609-49750-220 Repair/Maint Supply (GE			\$111.33
Invoice	528067	8/19/2013		
Transaction Date	8/21/2013	MAIN CHECKING G	10100	Total \$111.33
Refer	60845 DUNSMOOR, ANNETTE (KIM)			
Cash Payment	E 101-41400-330 Transportation/School			\$158.89
Invoice	MT. IRON	8/20/2013		
Transaction Date	8/21/2013	MAIN CHECKING G	10100	Total \$158.89
Refer	60846 CITY OF TWO HARBORS/LIBRARY			
Cash Payment	E 211-45500-435 Books, Periodicals, AV	AMERICA'S BOOK REVIEW		\$160.00
Invoice	SUB-AMERICA'S	8/21/2013		
Transaction Date	8/21/2013	MAIN CHECKING G	10100	Total \$160.00
Refer	60847 METRO SALES INC.			
Cash Payment	E 211-45500-310 Service Agreements			\$311.44
Invoice	544307	8/15/2013		
Transaction Date	8/21/2013	MAIN CHECKING G	10100	Total \$311.44
Refer	60848 BAKER & TAYLOR			
Cash Payment	E 211-45500-435 Books, Periodicals, AV			\$544.47
Invoice	M20165191	8/8/2013		
Cash Payment	E 211-45500-435 Books, Periodicals, AV			\$88.42
Invoice	M20165190	8/8/2013		
Cash Payment	E 211-45500-435 Books, Periodicals, AV			\$38.22
Invoice	M20545110	8/8/2013		
Cash Payment	E 211-45500-435 Books, Periodicals, AV			\$124.45
Invoice	M20650971	8/12/2013		
Cash Payment	E 211-45500-435 Books, Periodicals, AV			\$39.49
Invoice	M20650970	8/12/2013		
Cash Payment	E 211-45500-435 Books, Periodicals, AV			\$467.25
Invoice	2028427070	8/2/2013		
Cash Payment	E 211-45500-435 Books, Periodicals, AV			\$336.48
Invoice	2028450673	8/12/2013		
Transaction Date	8/21/2013	MAIN CHECKING G	10100	Total \$1,638.78
Refer	60849 DULUTH NEWS TRIBUNE			
Cash Payment	E 211-45500-435 Books, Periodicals, AV			\$108.68
Invoice	178103713	8/21/2013		
Transaction Date	8/21/2013	MAIN CHECKING G	10100	Total \$108.68
Refer	60850 GOVERNMENT FINANCE OFFICER			
Cash Payment	E 101-41400-436 Membership Dues			\$160.00
Invoice	0188787	8/15/2013		
Transaction Date	8/22/2013	MAIN CHECKING G	10100	Total \$160.00
Refer	60867 NATIONAL PEN			
Cash Payment	E 609-49750-340 Advertising			\$160.90
Invoice	106998607	8/15/2013		
Transaction Date	8/22/2013	MAIN CHECKING G	10100	Total \$160.90
Refer	60868 BERNICKS			
Cash Payment	E 609-49750-260 Soft Drinks/Mix For Resa			\$100.60
Invoice	355979	8/15/2013		



City of Grand Marais

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Current Period: August 2013

Cash Payment	E 609-49750-252 Beer For Resale			\$5,869.85
Invoice	280990	8/15/2013		
Cash Payment	E 609-49750-259 Other For Resale			\$77.50
Invoice	280990	8/15/2013		
Cash Payment	E 609-49750-252 Beer For Resale			\$5,260.05
Invoice	357056	8/22/2013		
Cash Payment	E 609-49750-260 Soft Drinks/Mix For Resa			\$165.65
Invoice	357055	8/22/2013		
Transaction Date	8/23/2013	MAIN CHECKING G	10100	Total \$11,473.65
Refer	60869	<i>MINNESTALGIA WINERY</i>		
Cash Payment	E 609-49750-251 Liquor For Resale			\$360.00
Invoice	4110	8/21/2013		
Transaction Date	8/23/2013	MAIN CHECKING G	10100	Total \$360.00
Refer	60870	<i>NORTH HOUSE FOLK SCHOOL</i>		
Cash Payment	E 609-49750-340 Advertising			\$500.00
Invoice	UNPLUGGED	8/22/2013		
Transaction Date	8/23/2013	MAIN CHECKING G	10100	Total \$500.00
Refer	60871	<i>SOUTHERN WINE & SPIRITS OF M</i>		
Cash Payment	E 609-49750-251 Liquor For Resale			\$4,741.36
Invoice	1068020	8/22/2013		
Cash Payment	E 609-49750-333 Freight and Express			\$88.17
Invoice	1068020	8/22/2013		
Transaction Date	8/23/2013	MAIN CHECKING G	10100	Total \$4,829.53

Fund Summary

10100 MAIN CHECKING GMSB

101 GENERAL FUND	\$38,696.42
211 LIBRARY	\$2,362.17
609 MUNICIPAL LIQUOR FUND	\$17,539.27
613 GOLF COURSE	\$1,062.50
	<hr/>
	\$59,660.36

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$59,660.36
Total	<hr/> \$59,660.36

Moving Matters Kick-Off Event
Thursday, September 19th, 10 am to 6 pm
Proposed site: Grand Marais Public Library Lawn

Description of Project:

The *Moving Matters Project* strives to create safe and inviting streets in Grand Marais and Cook County, where all can be physically active in our daily lives. This project will focus on creating policies and designs for public roads and other public spaces, which address the safety and accessibility needs of all Cook County demographic groups, pedestrians, bicyclists and people of all ability levels. This project is funded by a contract from Prevention Minnesota/BCBS of Minnesota to the Sawtooth Mountain Clinic.

Key partners in the project include: The City of Grand Marais, Cook County Board of Commissioners, MnDOT, Grand Portage Reservation Tribal Council, Tofte, Lutsen and Schroeder townships, Active Living Steering Committee.

Description of Kick-Off Event:

This kick-off event will raise awareness in our County of this new project and start the community input and engagement process, as community engagement is a core component of this work. With these engagement goals in mind, this event will target some of the main stakeholders and underrepresented groups (such as seniors, young people, young families, GP tribal members, and international workers). Moving forward from this event, we will begin holding online and in-person community and group meetings, and working to define a process for creating the Active Living Policy with our key partners/decision-makers.

Tentative Schedule:

- | | |
|-------------|--|
| 10:00-11:30 | <p>Programming for Early Childhood/Young Families</p> <ul style="list-style-type: none">• Potential Activities:<ul style="list-style-type: none">○ Outdoor Story Time, Bouncy House, Zumba for kids, called "Zumbatomic,"
OR dancing to live music, Snack |
| 12:30-1:30 | <p>Speaker for Seniors/Senior Lunch</p> <ul style="list-style-type: none">• Representative Jim Oberstar, speaker. <i>Confirmed for event.</i>• Topic: Active Living as You Age |
| 1:30-2:30 | <p>Bike/Walk Tours for Community Members and Decision Makers</p> <ul style="list-style-type: none">• Led activity with Jim Oberstar: participants identify positive features and needs for improvement related to safe walking and bicycling along the Highway 61 corridor through downtown Grand Marais• Feedback and ideas will be collected to inform the project• City, County, RTC, Township staff (Administrators, P&Z, Highway Dept, etc.) and elected officials will receive special invitations to attend the Bike/Walk Tours in which Mr. Oberstar is participating |

3:30-4:30

Programming for Youth/Students

- Potential Activities:
 - Blender Bike with fresh fruit/ yogurt smoothies, Gaga ball with YMCA's Emily Marshall (hit at 2013 Fisherman's Picnic)

4:30-6:00

Programming for the General Community

- Potential Activities:
 - Slow Bike Race (special invitation for WOW international worker bicyclists)
 - Helmet fitting & Free Bike Checks?
 - Busses from Grand Portage and Birch Grove
 - Food – possible "Buck-A-Bratt" fundraiser organized by the High School Band or Junior Class
 - Grand Portage Stone Bridge Singers Drum Group & other live music

Needs: We will need a power source, trash receptacles, and use of the Library Lawn space. We will provide for all other needs (tables, cords, projector and screen, podium, etc.) We would also like your collaboration in suggesting locations for able-bodied people to park away from the library and walk over to avoid traffic congestion in the area, and to maintain parking nearby for people with limited mobility.

Other potential activities: Yoga, Adult Zumba, "Coasting" bike race (same need of shutting down streets), Bike obstacle course, tai chi, hula, remote parking nearby and walk to the event, something pet related

Community Engagement during the Kick-Off event: Paper or online surveys, Live video recording of people's stories related to walking or biking in Cook County, Sticky Dot Voting, and more!



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August 21, 2013

Mike Roth, City Administrator
City of Grand Marais
15 North Broadway Avenue
Grand Marais, Minnesota 55604

PROPOSAL AGREEMENT FOR SCHEMATIC DESIGN SERVICES PUBLIC WORKS FACILITY

Thank you for the opportunity to continue working with the City of Grand Marais on the development of the new Public Works Facility. Based on our Pre-Design Study and the site selection decision by the City Council on July 31, 2013, LHB is pleased to provide the following proposal for Schematic Design phase services.

With an approved site selection, site and building program and preliminary project budget, LHB is prepared to begin Schematic Design. The objective of this phase of work is to clearly define the project concept, describe all important aspects of the project and complete information gathering.

PROPOSAL ASSUMPTIONS:

1. Building and Site Design Services
 - a. Basis of design will be the Pre-Design Study completed July 29, 2013.
 - b. The product of this phase of work includes:
 - Site and Preliminary Grading Plans
 - Architectural Floor Plans – Public Works Facility and Cold Storage.
 - Exterior Elevations.
 - Building and Wall Sections.
 - Description of proposed Structural Systems, Mechanical and Electrical Systems.
 - Code Review.
 - Preliminary Opinion of Probable Construction Costs.
 - Project Schedule.
2. Wetland Delineation Services
 - a. The onsite wetlands have previously been delineated by others within the past five years and the existing delineation report will be provided to LHB by the City.
 - b. Wetland boundaries will be identified and flagged in the field by the Wetland Specialist. The flagged boundaries will be surveyed using a hand-held GPS having sub-meter accuracy.
 - c. The Technical Evaluation Panel (TEP) onsite review of the flagged wetland boundaries will be done without the LHB Wetland Specialist in attendance. Should the TEP require the attendance of the Wetland Specialist during the field review, additional fees will be charged for the additional site visit and meeting time by the Wetland Specialist.

3. Survey

- a. The scope of topographic field work will include survey of parcels 80-800- 0510, 80-800- 0510, and 80-800- 0510, and also including the half street right-of-way frontage of these same parcels in Grand Marais, MN. The field survey within the parcels will focus on areas of clearing and accessible perimeter areas for data collection. This field data will be combined with available LIDAR contour mapping to create a base map to be used for design.
- b. The City will provide to LHB a copy of the plat in which the above parcels are situated. LHB will locate visible property irons in the field and overlay the platted parcel boundaries on a map to be created for design purposes. Should the Owner prefer a certified boundary survey, LHB is able to provide complete boundary survey services for additional fee.
- c. All visible utilities will be surveyed in the field in both the frontage right-of-way and on the lots. All other existing utilities will be shown based upon mapping provided to LHB by utility owners through the One-Call system.
- d. A topographic survey map will be prepared utilizing existing LIDAR mapping and collected field data and provided in ACAD format and in electronic (pdf) format.

4. Geotechnical Evaluation

- a. LHB received three competitive proposals for these services. We will sub-contract with Braun Intertec of Duluth for these services. Refer to the attached proposal dated August 20, 2013.

FEE SCHEDULE:

LHB proposes to perform Schematic Design services as described in the above Scope for an hourly not to exceed fee basis plus reimbursable expenses. We recommend that you budget \$1,500.00 for these expenses.

LHB Building and Site Design Services	\$ 29,862
LHB Wetland Delineation Services	\$ 2,789
LHB Survey Services	\$ 4,840
Braun Intertec Geotechnical Evaluation	\$ 9,750
Total	\$ 47,241

SCHEDULE:

LHB is prepared to begin work immediately, and will coordinate efforts for timely delivery of these Schematic Design services.

TERMS AND CONDITIONS

Terms and Conditions shall be based upon the Consultant Service Contract between the City of Grand Marais and LHB, Inc. dated November 1, 2012.

Thank you for the opportunity to work on this project and to continue working with the City of Grand Marais. Please call if you have any questions.

CITY OF GRAND MARAIS

By: _____
(Signature)

Its: City Administrator
(Title)

Name: Michael Roth
(Printed Name)

LHB, INC.

By: David Bjerkness
(Signature)

Its: Vice President
(Title)

Name: David Bjerkness, AIA, LEED AP
(Printed Name)

Attachment:

- LHB Site and Building Design Fee Estimate Worksheet
- LHB Wetland Delineation Fee Estimate Worksheet
- LHB Survey Fee Estimate Worksheet
- Braun Intertec Proposal for Geotechnical Evaluation

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City of Grand Marais

MEMO

TO: Mayor Carlson
City Council Members
FROM: Michael J. Roth, City Administrator
DATE: August 23, 2013
SUBJECT: 2014 Budget

Time is set aside on the agenda to discuss any budget issues from the afternoon's work session, as needed. An agenda for the work session is attached.

AGENDA
CITY COUNCIL MEETING
BUDGET WORKSESSION
August 28, 2013
2:00 P.M.

- A. Call to Order
- B. Roll Call
- C. 2:00 p.m. Street Budget - Lenny Bloomquist
- D. 2:30 p.m. Fire Budget -- TBD
- E. 2:45 p.m. City Administration Budget - Mike Roth
- F. 3:00 p.m. Parks Budget - Dave Tersteeg
- G. Adjourn

Upcoming Meeting Schedule

Updated August 23, 2013

AUGUST

Date/Time	Meeting	Location
Wednesday, August 28, 2:00 p.m.	Budget Worksession	Council Chambers
Wednesday, August 28, 4:30 p.m.	City Council Meeting	Council Chambers

SEPTEMBER

Date/Time	Meeting	Location
Wednesday, September 11, 4:30 p.m.	City Council Meeting	Council Chambers
Wednesday, September 25, 4:30 p.m.	City Council Meeting	Council Chambers