



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail City Council

Monday, September 18, 2017

4:00 PM

Conference Room 2A

Special Meeting - AMENDED

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting of the Grand Rapids City Council will be held on Monday, September 18, 2017 at 4:00 p.m. in City Hall Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

1. 17-0682 Consider approving payment of additional closing costs in the amount of \$12,412.83 for purchase of property Parcel ID #91-034-1204.
Attachments: [PUC Land Closing Statement.pdf](#)

2. 17-0654 Contract with the State of Minnesota as a Regional Hazardous Materials Team.
Attachments: [HSEM-Grand Rapids CAT Team PT 131758 PO 3-50285](#)

3. 17-0683 Proposed 2018 Budget Review
Attachments: [9 18 17 2018 Budget Mtg.pdf](#)

ADJOURNMENT

Attest: Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0682 **Version:** 1 **Name:** PUC Land - Closing Costs
Type: Agenda Item **Status:** Administration Department
File created: 9/14/2017 **In control:** City Council
On agenda: 9/18/2017 **Final action:**
Title: Consider approving payment of additional closing costs in the amount of \$12,412.83 for purchase of property Parcel ID #91-034-1204.

Sponsors:

Indexes:

Code sections:

Attachments: [PUC Land Closing Statement.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving payment of additional closing costs in the amount of \$12,412.83 for purchase of property Parcel ID #91-034-1204.

Background Information:

On Monday, September 11, 2017, the City Council approved the purchase agreement for property identified as Parcel ID #91-034-1204 on behalf of the PUC for a total of \$169,900. The closing statement has been received, listing additional closing costs in the amount of \$12,412.83 making the total cost at closing \$182,312.83. Funds for the entire purchase will come from PUC.

Staff Recommendation:

Approve additional closing costs of \$12,412.83, bring total purchase price at closing to \$182,312.83 to be paid by PUC.

Requested City Council Action

Make a motion to approve additional closing costs of \$12,412.83 for purchase of property Parcel ID #91-034-1204 on behalf of PUC.

File No.: 1474104
 Printed: 09/12/2017, 1:48 PM
 Officer/Escrow Officer: Rebecca Gilbert/RG
 Settlement Location:
 430 Northeast Third Avenue, Grand Rapids,
 MN 55744

First American Title Company
dba Itasca County Abstract Company
 430 Northeast Third Avenue • Grand Rapids, MN 55744
 Phone: (218)326-9601 Fax: (218)326-4348
Settlement Statement



Property Address: 2382 Diane Lane, Grand Rapids, MN 55744

Buyer: City of Grand Rapids

Seller: David D. Carpenter, Julie Rae Carpenter

Lender:

Settlement Date: 09/15/2017

Disbursement Date:

101-01

GRPUC

91-034-1204

Description	Buyer	
	Debit	Credit
Financial		
Sale Price	169,900.00	
Prorations/Adjustments		
County Taxes 09/15/17 to 01/01/18 @\$1,616.00/yr	478.16	
Buyer pays seller closing costs per PA VERIFY	785.67	
Incidental/Self Move	9,850.00	
Title Charges & Escrow / Settlement Charges		
Policy Owner's to First American Title Company dba Itasca County Abstract Company	553.00	
Title - Underwriting Fee to First American Title Company dba Itasca County Abstract Company	500.00	
Title - Settlement Fee to First American Title Company dba Itasca County Abstract Company	150.00	
Government Recording and Transfer Charges		
Record Warranty Deed to Itasca County Recorder	46.00	
Record Well Certificate MN	50.00	
Subtotals	182,312.83	0.00
Due From Buyer		182,312.83
Totals	182,312.83	182,312.83

Our wire instructions do not change. If you receive an email or other communication that appears to be from us and contains revised wiring instructions, you should consider it suspect and you must call our office at an independently verified phone number. Do not inquire with the sender.

Escrow Officer: Rebecca Gilbert



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0654 **Version:** 1 **Name:** Hazmat Contract 2017
Type: Agenda Item **Status:** Administration Department
File created: 9/6/2017 **In control:** City Council
On agenda: 9/18/2017 **Final action:**
Title: Contract with the State of Minnesota as a Regional Hazardous Materials Team.
Sponsors:
Indexes:
Code sections:
Attachments: [HSEM-Grand Rapids CAT Team PT 131758 PO 3-50285](#)

Date	Ver.	Action By	Action	Result
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Contract with the State of Minnesota as a Regional Hazardous Materials Team.

Background Information:

The City Council approved for the Grand Rapids Fire Department to submit a Request for Proposal to the Minnesota Department of Public Safety, Division of Homeland Security and Emergency Management, to contract with the State as a Regional Hazardous Materials Team. The Fire Department has been a contractor to the State in this capacity since the inception of the Regional Response Team Program in 1995. As a contractor, the Fire Department is reimbursed up to \$60,000 per year by the State of Minnesota for training, administration, and equipment purchases and maintenance for the Hazmat Team.

On September 30, 2014, the Minnesota Department of Public Safety, Division of Homeland Security and Emergency Management awarded the RFP to the City of Grand Rapids. This contract agreement is for an initial five-year term October 1, 2017, through September 30, 2022.

Staff Recommendation:

Staff is recommending entering into an agreement with the State of Minnesota as a contracted Regional Hazardous Materials Team for 2017-2022, and allow for the Mayor and Finance Director to sign the appropriate documentation.

Requested City Council Action

Consider authorizing the City of Grand Rapids to enter into an agreement with the State of Minnesota as a contracted Regional Hazardous Materials Team for 2017-2022, and allow for the Mayor and Finance Director to sign the appropriate documentation.



Professional and Technical Services Contract State of Minnesota

SWIFT Contract Number: 131758
Purchase Order Number: 3000050285

This Contract is between the State of Minnesota, acting through its Commissioner of Public Safety on behalf of the Homeland Security and Emergency Management division ("State") and the City of Grand Rapids, acting on behalf of its Fire Department, 420 North Pokegama Avenue, Grand Rapids, MN 55744 ("Contractor").

Recitals

1. Under Minnesota Statutes §§ 15.061 and 299A.50, subdivision 2, and Minnesota Reorganization Order 191, the State is empowered to enter into contracts with other state departments and agencies, local units of government, other states, Indian tribes, the federal government, or other nonpublic persons to implement provisions of Minnesota Rules Chapter 7514.
2. The State is in need of professional/technical services from regionally located Hazardous Materials Emergency Chemical Assessment Teams ("CAT Teams") to assist local authorities in protecting the public's safety from effects of a hazardous materials release.
3. The Contractor represents that it is duly qualified and agrees to perform all services described in this Contract to the satisfaction of the State.

Contract

1. **Term of Contract**
 - 1.1 **Effective Date. October 1, 2017**, or the date the State obtains all required signatures under Minnesota Statutes § 16C.05, subdivision 2, whichever is later. The Contractor must not begin work under this Contract until this Contract is fully executed and the Contractor has been notified by the State's Authorized Representative to begin the work.
 - 1.2 **Expiration Date. September 30, 2022**, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
 - 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this Contract: 8. Indemnification; 9. State Audits; 10. Government Data Practices and Intellectual Property; 13. Publicity and Endorsement; 14. Governing Law, Jurisdiction, and Venue; and 15. Data Disclosure.
2. **Contractor's Duties**

The Contractor, who is not a State employee except as defined by Minnesota Statutes § 299A.51, subdivisions 1 and 2, will be responsible for all terms, tasks and conditions identified in Minnesota Statutes §§ 299A.48 to 299A.52 and Minnesota Rules Chapter 7514, including but not limited to the following:

 - a) Respond to hazardous materials incidents occurring in the Contractor's primary and secondary response areas when requested.
 - b) Respond to any response area in the State when directed to do so by the Commissioner of Public Safety (*Minnesota Rules Chapter 7514.0900, subpart 1*).
 - c) Coordinate on-scene emergency response operations with local, state and federal agencies, Indian tribes, and private response organizations through the Minnesota Incident Management System (*Minnesota Rules Chapter 7514.1800, subpart 1*).
 - d) Ensure team members are in compliance with the initial, continuing education and team training requirements (*Minnesota Rules Chapter 7514.0600, subparts 1 to 4*); and annually certify such compliance to the Commissioner (*Minnesota Rules Chapter 7514.0600, subpart 6*).
 - e) Ensure team members are in compliance with medical requirements (*Minnesota Rules Chapter 7514.0600, subpart 7*); and annually certify such compliance to the Commissioner (*Minnesota Rules Chapter 7514.0600, subpart 7*).

- f) Deploy team personnel and equipment to hazardous materials incident(s) within an average of fifteen (15) minutes from the time a decision is made to dispatch the team. For purposes of this clause, the decision to dispatch the team will be considered made at the time the Contractor's point of contact as identified in Appendix E, which is attached and incorporated into this Contract, is notified by the State.
- g) Ensure compliance with all other employer requirements (*Minnesota Rules Chapter 7514.0600*).
- h) Conduct a formal evaluation of the CAT Team's response to an incident within thirty (30) days after termination of the team's response (*Minnesota Rules Chapter 7514.1300*).
- i) Submit a detailed report of the team's response to an incident (*Minnesota Rules Chapter 7514.0900, subpart 7*); and use appropriate measures to identify to the State the responsible person of each incident, including social security number or federal tax identification number.
- j) Designate one (1) primary and one (1) alternate representative to the State's Hazardous Materials Regional Response Team Program Advisory Committee (*Appendix G*); require one or both representatives to attend all meetings convened by the Committee; and empower each representative to make recommendations to the Committee on behalf of the Contractor.
- k) Designate one (1) primary and one (1) alternate representative (*Appendix G*) and require each representative to train in applying operating guidelines and other administrative procedures established and identified by the State's Hazardous Materials Regional Response Team (*Minnesota Rules Chapter 7514.0700, subpart 2*); and require one or both representatives to instruct other CAT Team members.
- l) Maintain and store emergency response vehicle(s) and equipment in proper working order and in response-ready status at all times. This duty applies to all vehicles and equipment regardless of ownership including vehicles and equipment loaned to the Contractor. One exception to this duty is when routine or required maintenance, repairs or replacement of a vehicle or equipment is required. The Contractor shall immediately notify the State at any time Contractor is not available for an emergency response.
- m) Submit claims to the Commissioner for recoverable costs (*Minnesota Rules Chapter 7514.1700, subparts 1 and 3*); and use appropriate measures to identify to the State the responsible person of each incident, including social security number or federal tax identification number.
- n) Maintain the required composition of a Chemical Assessment Team (*Minnesota Rules Chapter 7514.0800*) including the availability for immediate response of three (3) members minimum certified to the levels of hazardous materials training. The State recommends maintaining a level of five (5) members for immediate response; and the Contractor agrees to obtain approval from the State's Authorized Representative or his designee prior to deploying more than five (5) team members to an incident.
- o) Respond to incidents and assist local authorities at the scene of a hazardous materials incidents by providing simple mitigation; and recommend to the local incident manager the best means of controlling the hazard after consideration of life safety concerns, environmental effects, exposure hazards, quantity and type of hazardous material, availability of resources, or other relevant factors (*Minnesota Statutes § 299A.49, subdivision 2, and Minnesota Rules Chapter 7514.0900*).
- p) Respond to incidents in conjunction with an Emergency Response Team to assess an incident, develop and recommend mitigation strategies, and assist with response operations (*Minnesota Rules Chapter 7514.0900, subpart 4*).

The Contractor shall not subcontract any work, duties or tasks pursuant to this Contract.

3. Time

The Contractor must comply with all the time requirements described in this Contract. In the performance of this Contract, time is of the essence.

4. Consideration and Payment

4.1 Consideration. The State will pay for all services performed by the Contractor under this Contract as follows:

- (a) **Compensation.** The Contractor will be paid by the State for the following costs, not to exceed **Sixty Thousand and 00/100 Dollars (\$60,000.00)** during each twelve-month period, i.e. October 1 through September 30, of the contract:
 - 1) Capital equipment – Cost of capital equipment including vehicles.
 - 2) Training – Cost of training team personnel (excluding exercise training).
 - 3) Medical examinations – Cost of annual medical examinations for team personnel.
 - 4) Consumable supplies – Cost of consumable supplies.
 - 5) Administration – Cost of program administration.
 - 6) Maintenance – Cost of equipment maintenance.
- (b) Contractor may deviate from its budget corresponding to the six categories identified in Clause 4, Section 4.1(a), of this contract, increasing and decreasing amounts between categories as needed and justified with the exception of Category 5, Administration. Administration costs shall not be increased more than 20% without prior written approval from the State's Authorized Representative. The total amount payable corresponding to Clause 4, Section 4.1(a), shall not exceed **Sixty**

Thousand and 00/100 Dollars (\$60,000.00) during each twelve-month period commencing October 1 and ending September 30 of the following year.

- (c) **Total Obligation.** The total obligation of the State for all compensation to the Contractor corresponding to Clause 4, Section 4.1(a) of this Contract shall not exceed **Sixty Thousand and 00/100 Dollars (\$60,000.00)** for each twelve month period commencing October 1 and ending September 30, a total of **Three Hundred Thousand and 00/100 Dollars (\$300,000.00)** during the Term of Contract.
- (d) **Emergency Response Reimbursement.** In addition to the Compensation identified in Clause 4, Section 4.1(a) above, the State will reimburse Contractor for reasonable and necessary expenses corresponding to and directly associated with the following costs incurred during an actual emergency response. Reimbursement costs corresponding to this section shall not exceed **Five Thousand and 00/100 Dollars (\$5,000.00)** for any single response unless pre-authorized in writing by the State's Authorized Representative.
- 1) **CAT Team Personnel Costs**
An hourly rate per person, including wages and fringe benefits, for two (2) hours minimum per person, up to five (5) persons [Note: See Clause 2(n) above]. Hourly rates will be determined by and in accordance with the Contractor's collective bargaining agreement(s) corresponding to personnel.
 - 2) **Additional Wage Costs for Local Callback Personnel**
An hourly rate per person, including wages and fringe benefits, for two (2) hours minimum per person, up to five (5) persons. Hourly rates will be determined by and in accordance with the Contractor's collective bargaining agreement(s) corresponding to personnel.
 - 3) **Vehicle Operating Costs**
Up to \$150.00 per hour for hazardous materials response vehicle; up to \$100.00 per hour for support vehicles; and up to \$100.00 per hour for regional mobile air trailer.
 - 4) **Cost of Consumable Supplies Used**
Cost for consumable supplies used shall not exceed the actual costs incurred; and Contractor must submit an itemized invoice for actual costs to be reimbursed.
 - 5) **Costs of Repair or Replacement of Damaged or Destroyed Equipment**
Contractor must submit an itemized invoice for actual costs incurred. If cost is estimated to exceed \$500.00, Contractor shall consult with the State's Authorized Representative to determine if the State will require competitive bids or quotes prior to the repair or replacement of equipment. If the State requires a competitive solicitation, Contractor must comply with the applicable municipal bidding laws.
 - 6) **Communication Costs, including Long Distance and Cellular Telephone Charges**
Eligible costs are defined as cellular/mobile and land line telephone costs for voice, data, and facsimile transmissions. Contractor must submit an itemized invoice for actual costs incurred.
 - 7) **Administrative Costs Directly Resulting from the Emergency Response**
Up to \$500.00 per incident based on actual costs incurred. Contractor may request additional administrative cost reimbursement based on an itemized invoice for actual costs incurred when extraordinary circumstances resulting from a specific State authorized emergency response are documented.
 - 8) **Costs Incurred in the Use of Special Equipment (*Minnesota Rules Chapter 7514.1200*)**
Costs for this item shall not exceed the actual costs incurred; and Contractor must submit an itemized invoice for actual costs to be reimbursed.
 - 9) **Costs Associated with Providing Support to Cleanup Operations (*Minnesota Rules Chapter 7514.0900, subpart 5*)**
Costs for this item shall not exceed the actual costs incurred; and Contractor must submit an itemized invoice for actual costs to be reimbursed.
 - 10) **Costs Associated with Providing Standby Technical Assistance (*Minnesota Rules Chapter 7514.1600, subpart 4*)**
Costs for this item shall not exceed the actual costs incurred; and Contractor must submit an itemized invoice for actual costs to be reimbursed.
 - 11) **Other Direct Costs Incurred by the Contractor as a Result of the Emergency Response**
Costs for this item shall not exceed the actual costs incurred; and Contractor must submit an itemized invoice for actual costs to be reimbursed.

4.2 Payment.

- (a) **Invoices.** The State will promptly pay the Contractor after the Contractor presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule:
- 1) **Contractor Compensation [Clause 4, Sections 4.1(a) and (b)].** Contractor shall submit a completed Contractor's Compensation Packet at least once every three months but not more

frequently than once per month for reimbursement of costs identified in Clause 4, Section 4.1(a) and Section 4.1(b) of this contract. Contractor shall submit a final invoice for each twelve-month period of this contract no later than October 30 of each year. The State will process properly completed Reimbursement Packets for compensation within thirty (30) days of receipt.

- 2) Emergency Response Reimbursement [Clause 4, Section 4.1(d)].** Contractor shall submit a reimbursement claim form identifying reasonable and necessary expenses incurred during an actual emergency response, such claim form to be submitted to State no later than forty-five (45) days after the end of the response. The claim for reimbursement must be made on forms provided by the State and must provide sufficient detail corresponding to each category identified in Clause 4, Section 4.1(d) above. The State will process properly completed claim forms for reimbursement within thirty (30) days of receipt.
- (b) Retainage.** Under Minnesota Statutes § 16C.08, subdivision 2(10), no more than ninety percent (90%) of the amount due under this Contract may be paid until the final product of this Contract has been reviewed by the State's agency head. The balance due will be paid when the State's agency head determines that the Contractor has satisfactorily fulfilled all the terms of this Contract.

5. Conditions of Payment

All services provided by the Contractor under this Contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations including business registration requirements of the Office of the Secretary of State. The Contractor will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6. Authorized Representatives

The State's Authorized Representative is the person below, or his successor. The State's Authorized Representative, including his designees identified in Appendix F, has the responsibility to monitor the Contractor's performance and the authority to accept the services provided under this Contract. If the services are satisfactory, the State's Authorized Representative or his designee will certify acceptance on each invoice submitted for payment.

Name: Joe Kelly, Director, Homeland Security and Emergency Management
Address: Department of Public Safety
445 Minnesota Street, Suite 223
Saint Paul, MN 55101
Telephone: 651.201.7404
Email Address: joseph.kelly@state.mn.us

The Contractor's Authorized Representative is the person below, or his/her successor. If the Contractor's Authorized Representative changes at any time during this Contract, the Contractor must immediately notify the State in writing/email.

Name: Tony Clifton, HAZMAT Officer
Address: Grand Rapids Fire Department
420 North Pokegama Avenue
Grand Rapids, MN 55744
Telephone: 218.910.8353 (work); 218.398.5190 (mobile)
Email Address: tclifton@ci.grand-rapids.mn.us

7. Assignment, Amendments, Waiver, and Contract Complete

- 7.1 Assignment.** The Contractor may neither assign nor transfer any rights or obligations under this Contract without the prior consent of the State and a fully executed assignment agreement, executed and approved by the same parties who executed and approved this Contract, or their successors in office.
- 7.2 Amendments.** Any amendment to this Contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Contract, or their successors in office.
- 7.3 Waiver.** If the State fails to enforce any provision of this Contract, that failure does not waive the provision or its right to enforce it.
- 7.4 Contract Complete.** This Contract contains all negotiations and agreements between the State and the Contractor. No other understanding regarding this Contract, whether written or oral, may be used to bind either party.

8. Indemnification

In the performance of this Contract by Contractor, or Contractor's agents or employees, the Contractor must indemnify, save, and hold harmless the State, its agents, and employees, from any claims or causes of action, including attorney's fees incurred by the State, to the extent caused by Contractor's:

- a) Intentional, willful, or negligent acts or omissions; or
- b) Actions that give rise to strict liability; or
- c) Breach of contract or warranty.

The indemnification obligations of this section do not apply in the event the claim or cause of action is the result of the State's sole negligence. This clause will not be construed to bar any legal remedies the Contractor may have for the State's failure to fulfill its obligation under this Contract. Minnesota Statutes § 299A.51 and Minnesota Rules Chapter 7514.2000 govern the Contractor's liability.

9. State Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the Contractor's books, records, documents, and accounting procedures and practices relevant to this Contract are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six (6) years from the end of this Contract.

10. Government Data Practices and Intellectual Property

10.1 Government Data Practices. The Contractor and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by the State under this Contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Contractor under this Contract. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data governed by the Minnesota Government Practices Act, Minnesota Statutes Chapter 13, by either the Contractor or the State.

If the Contractor receives a request to release the data referred to in this clause, the Contractor must immediately notify and consult with the State's Authorized Representative as to how the Contractor should respond to the request. The Contractor's response to the request shall comply with applicable law.

11. Workers' Compensation and Other Insurance

Contractor certifies that it is in compliance with all insurance requirements specified in the solicitation document relevant to this Contract. Contractor shall not commence work under the Contract until they have obtained all the insurance specified in the solicitation document. Contractor shall maintain such insurance in force and effect throughout the term of the Contract.

Further, the Contractor certifies that it is in compliance with Minnesota Statutes § 176.181, subdivision 2, pertaining to workers' compensation insurance coverage. The Contractor's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees or agents and any claims made by any third party as a consequence of any act or omission on the part of these employees or agents are in no way the State's obligation or responsibility.

12. Debarment by State, its Departments, Commissions, Agencies, or Political Subdivisions

Contractor certifies that neither it nor its principals is presently debarred or suspended by the State, or any of its departments, commissions, agencies, or political subdivisions. Contractor's certification is a material representation upon which the Contract award was based. Contractor shall provide immediate written notice to the State's Authorized Representative if at any time it learns that this certification was erroneous when submitted or becomes erroneous by reason of changed circumstances.

13. Publicity and Endorsement

13.1 Publicity. Any publicity regarding the subject matter of this Contract must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Contractor individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

13.2 Endorsement. The Contractor must not claim that the State endorses its products or services.

14. Governing Law, Jurisdiction, and Venue

Minnesota law, without regard to its choice-of-law provisions, governs this Contract. Venue for all legal proceedings out of this Contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

15. Data Disclosure

Under Minnesota Statutes § 270C.65, subdivision 3 and other applicable law, the Contractor consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state agencies, and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state laws which could result in action requiring the Contractor to file state tax returns, pay delinquent state tax liabilities, if any, or pay other state liabilities.

16. Termination

16.1 Termination by the State. The State or Commissioner of Administration may cancel this Contract at any time, with or without cause, upon thirty (30) calendar days written notice to the Contractor. Upon termination, the Contractor will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

16.2 Termination for Insufficient Funding. The State may immediately terminate this Contract if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Contractor. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Contractor will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the Contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Contractor notice of the lack of funding within a reasonable time of the State's receiving that notice.

17. Non-discrimination (In accordance with Minnesota Statutes § 181.59)

The Contractor will comply with the provisions of Minnesota Statutes § 181.59 which requires:

“Every contract for or on behalf of the state of Minnesota, or any county, city, town, township, school, school district, or any other district in the state, for materials, supplies, or construction shall contain provisions by which the contractor agrees:

- (1) that, in the hiring of common or skilled labor for the performance of any work under any contract, or any subcontract, no contractor, material supplier, or vendor, shall, by reason of race, creed, or color, discriminate against the person or persons who are citizens of the United States or resident aliens who are qualified and available to perform the work to which the employment relates;*
- (2) that no contractor, material supplier, or vendor, shall, in any manner, discriminate against, or intimidate, or prevent the employment of any person or persons identified in clause (1) of this section, or on being hired, prevent, or conspire to prevent, the person or persons from the performance of work under any contract on account of race, creed, or color;*
- (3) that a violation of this section is a misdemeanor; and*
- (4) that this contract may be canceled or terminated by the state, county, city, town, school board, or any other person authorized to grant the contracts for employment, and all money due, or to become due under the contract, may be forfeited for a second or any subsequent violation of the terms or conditions of this contract.”*

18. Affirmative Action Requirements for Contracts in Excess of \$100,000 and if the Contractor has More than 40 Full-time Employees in Minnesota or its Principal Place of Business

The State intends to carry out its responsibility for requiring affirmative action by its contractors.

18.1 Covered Contracts and Contractors. If the Contract exceeds \$100,000 and the Contractor employed more than 40 full-time employees on a single working day during the previous 12 months in Minnesota or in the state where it has its principle place of business, then the Contractor must comply with the requirements of Minnesota Statutes § 363A.36 and Minnesota Rules 5000.3400-5000.3600. A contractor covered by Minnesota Statutes § 363A.36 because it employed more than 40 full-time employees in another state and does not have a certificate of compliance, must certify that it is in compliance with federal affirmative action requirements.

18.2 Minnesota Statutes § 363A.36. Minnesota Statutes § 363A.36 requires the Contractor to have an affirmative action plan for the employment of minority persons, women, and qualified disabled individuals approved by the Minnesota Commissioner of Human Rights (“Commissioner”) as indicated by a certificate of compliance. The law addresses suspension or revocation of a certificate of compliance and contract consequences in that event. A contract awarded without a certificate of compliance may be voided.

18.3 Minnesota Rules 5000.3400-5000.3600.

18.3.1 General. Minnesota Rules 5000.3400-5000.3600 implements Minnesota Statutes § 363A.36. These rules include, but are not limited to, criteria for contents, approval, and implementation of

affirmative action plans; procedures for issuing certificates of compliance and criteria for determining a contractor's compliance status; procedures for addressing deficiencies, sanctions, and notice and hearing; annual compliance reports; procedures for compliance review; and contract consequences for non-compliance. The specific criteria for approval or rejection of an affirmative action plan are contained in various provisions of Minnesota Rules 5000.3400-5000.3600 including, but not limited to, Minnesota Rules 5000.3420-5000.3500 and 5000.3552-5000.3559.

18.3.2 Disabled Workers. The Contractor must comply with the following affirmative action requirements for disabled workers.

18.3.2.1 The Contractor must not discriminate against any employee or applicant for employment because of physical or mental disability in regard to any position for which the employee or applicant for employment is qualified. The Contractor agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled persons without discrimination based upon their physical or mental disability in all employment practices such as the following: employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship.

18.3.2.2 The Contractor agrees to comply with the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.

18.3.2.3 In the event of the Contractor's noncompliance with the requirements of this clause, actions for noncompliance may be taken in accordance with Minnesota Statutes § 363A.36, and the rules and relevant orders of the Minnesota Department of Human Rights issued pursuant to the Minnesota Human Rights Act.

18.3.2.4 The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices in a form to be prescribed by the Commissioner. Such notices must state the Contractor's obligation under the law to take affirmative action to employ and advance in employment qualified disabled employees and applicants for employment, and the rights of applicants and employees.

18.3.2.5 The Contractor must notify each labor union or representative of workers with which it has a collective bargaining agreement or other contract understanding, that the Contractor is bound by the terms of Minnesota Statutes § 363A.36, of the Minnesota Human Rights Act and is committed to take affirmative action to employ and advance in employment physically and mentally disabled persons.

18.3.3 Consequences. The consequences for the Contractor's failure to implement its affirmative action plan or make a good faith effort to do so include, but are not limited to, suspension or revocation of a certificate of compliance by the Commissioner, refusal by the Commissioner to approve subsequent plans, and termination of all or part of this Contract by the Commissioner or the State.

18.3.4 Certification. The Contractor hereby certifies that it is in compliance with the requirements of Minnesota Statutes § 363A.36 and Minnesota Rules 5000.3400-5000.3600 and is aware of the consequences for noncompliance.

19. E-Verify Certification (In accordance with Minnesota Statutes § 16C.075)

For services valued in excess of \$50,000, Contractor certifies that as of the date of services performed on behalf of the State, Contractor and all its subcontractors will have implemented or be in the process of implementing the federal E-Verify Program for all newly hired employees in the United States who will perform work on behalf of the State. Contractor is responsible for collecting all subcontractor certifications and may do so utilizing the *E-Verify Subcontractor Certification Form* available at <http://www.mmd.admin.state.mn.us/doc/EverifySubCertForm.doc>. All subcontractor certifications must be kept on file with Contractor and made available to the State upon request.

20. Certification of Nondiscrimination (In accordance with Minnesota Statutes § 16C.053)

The following term applies to any contract for which the value, including all extensions, is \$50,000 or more: Contractor certifies it does not engage in and has no present plans to engage in discrimination against Israel, or against persons or entities doing business in Israel, when making decisions related to the operation of the vendor's business. For purposes of this section, "discrimination" includes but is not limited to engaging in refusals to deal, terminating business activities, or other actions that are intended to limit commercial relations with Israel, or persons or entities doing business in Israel, when such actions are taken in a manner that in any way discriminates on the basis of nationality or national origin and is not based on a valid business reason.

21. Other Provisions

Appendices A through G referenced below are attached and incorporated into this contract:

- 21.1 Primary Response Area.** For purposes of Clause 2, Contractor's primary response area is described in Appendix A.
- 21.2 Secondary Response Area.** For purposes of Clause 2, Contractor's secondary response area is described in Appendix B.
- 21.3 Contractor's Geographic Jurisdiction.** For purposes of Clause 2, Contractor's normal geographic jurisdiction is described in Appendix C.
- 21.4 State Owned and Provided Equipment.** State agrees to loan or provide Contractor the equipment identified in Appendix D, in accordance with the following terms and conditions:
- 21.4.1** Contractor may use and maintain possession of the equipment identified in Appendix D.
 - 21.4.2** The State will retain title and legal ownership of all loaned, capitalized equipment identified in Appendix D, and provide for their replacement.
 - 21.4.3** The State will, upon request of Contractor, train at least one person designated by Contractor in the proper handling, use and maintenance of the equipment identified in Appendix D. The State shall provide the training to Contractor's personnel without cost, other than travel and related expenses.
 - 21.4.4** The State will maintain all necessary inventory control records on the equipment identified in Appendix D.
 - 21.4.5** The State will administer any manufacturer's warranty claims that may result during Contractor's use of the equipment identified in Appendix D.
 - 21.4.6** The State will provide Contractor with technical assistance as needed regarding the proper handling, use and maintenance of the equipment identified in Appendix D.
 - 21.4.7** Contractor will keep and maintain the equipment in proper operating condition.
 - 21.4.8** Contractor will re-supply all disposable, expired and consumable components originally provided by the State, and will supply and other needed disposable and consumable components not provided by State, at Contractor's expense.
 - 21.4.9** Contractor will be responsible for the cost of repairing or replacing equipment that has been lost, or as determined by the State, damaged due to abuse, misuse or other cause outside normal wear and tear, incurred in the routine proper use. The State will determine whether the equipment will be repaired or replaced.
 - 21.4.10** Contractor will be responsible for the cost of routine maintenance and repair according to the manufacturer's recommendations.
 - 21.4.11** Contractor will return capitalized equipment identified in Appendix D to the State upon termination, expiration, or cancellation of the contract. All such items to be delivered or shipped to the State.
 - 21.4.12** Contractor will not permit the equipment to be tampered with or operated by individuals who are not trained in its proper handling and operation.
 - 21.4.13** Contractor agrees to designate one or more person(s) to be trained by the State in the proper handling, use and maintenance of the equipment. The Contractor will bear the cost of any travel and related expenses incurred by any person attending training,
 - 21.4.14** The person(s) trained by the State in the proper use, handling and maintenance of the equipment will provide training to Contractor's team members and other appropriate personnel.
 - 21.4.15** Contractor will make the equipment available to personnel authorized by the State when required for inventory or inspection purposes.
 - 21.4.16** Contractor agrees to provide secure heated storage for equipment identified in Appendix D.
 - 21.4.17** Insurance: Contractor agrees to provide the State a certificate(s) of insurance, or a statement of self-insurance, naming the State as an additional insured under the policy(s) within sixty (60) days after execution of this contract.
 - State Owned Equipment Loaded to Contractor: Contractor agrees to provide "All Risk" property floater insurance, or equivalent self-insurance, which provides replacement cost coverage on all State owned property loaned to Contractor by the State.
 - Contractor may recover the cost of such insurance from the State in accordance with Clause 4, Section 4.1, Item a(5) of this contract.
 - Contractor agrees to provide the State thirty (30) days advanced written notice of cancellation, non-renewal, or reductions in limits or coverage's or other changes to the policy(s).
- 21.5 Point of Contact for Team Dispatching.** Contractor agrees to maintain a single point-of-contact who will be used by the State to dispatch Contractor. Contractor's single point-of-contact is identified in Appendix E.
- 21.6 Designees of the State's Authorized Representative.** Appendix F identifies designees of the State's Authorized Representative and their delegated authority to act on his behalf.
- 21.7 Contractor's Primary and Alternate Representatives.** For purposes of Clause 2, the Contractor's primary and alternate representatives are identified in Appendix G.
- 21.8** The parties mutually agree that all necessary and reasonable costs associated with a state-authorized emergency response to a hazardous materials incident incurred by the Contractor and authorized by the

State, will be billed by the State to the responsible person, and managed by the State through a separate revolving account for such incidents. Contractor agrees that the State subrogates to the rights of the Contractor against the responsible person as defined in Minnesota Statutes § 299.A.52.

21.9 The parties mutually agree that all capital equipment purchased with State funds remains the sole property of the State of Minnesota.

1. State Encumbrance Verification

Individual certifies that funds have been encumbered as required by Minnesota Statutes §§ 16A.15 and 16C.05.

Print Name: _____

Signature: _____

Date: _____

SWIFT Purchase Order Number: **3000050285**

2. Contractor: City of Grand Rapids

The Contractor certifies that the appropriate persons have executed the Contract on behalf of the Contractor as required by applicable articles, bylaws, resolutions, or ordinances.

Print Name: _____

Signature: _____

Title: _____

Date: _____

Print Name: _____

Signature: _____

Title: _____

Date: _____

3. Department of Public Safety;

**Homeland Security and Emergency Management Division
With Delegated Authority**

Print Name: _____

Signature: _____

Title: _____

Date: _____

4. Commissioner of Administration

As delegated to the Office of State Procurement

Signature: _____

Date: _____

APPENDIX A

PRIMARY RESPONSE AREA

The Contractor's primary response area is described as follows:

The entire Minnesota counties of: Aitkin; Beltrami; Cass; Hubbard; Itasca; Koochiching; Lake of the Woods; and Wadena. In Crow Wing County: All areas exclusive of the area assigned to the Saint Cloud Fire Department which is State Highway 210 from the Cass County line east to the City of Brainerd to State Highway 18 to U.S. Highway 169 south to the Mille Lacs County line. In Saint Louis County: all areas west of and including State Highway 73 from the City of Floodwood to the intersections of State Highways 73 and 53.

APPENDIX B

SECONDARY RESPONSE AREA

The Contractor's secondary response area is described as follows:

The entire State of Minnesota.

APPENDIX C

NORMAL GEOGRAPHIC JURISDICTION

The Contractor's normal geographic jurisdiction is described as follows:

The corporate limits of the City of Grand Rapids, Minnesota.

APPENDIX D

STATE OWNED AND PROVIDED EQUIPMENT LIST

Grand Rapids

Item Description Item, size/capacity, color, brand	Qty
Gloves, size 10, length 16 in, thickness 2.7mils, Silver nitrate	1
12 V charger, Motorola	1
5 gal pail, Spill X-C	1
5 gal pail, SpillXA	1
800Mhz Radio antenna Max Rad 1/4 wave whipne 800 Mh	1
Air tent inflators. Metro Magic	2
AirSafe class VI equalizer trailer hitch	1
AirSafe--AirSafe class VI reciever air hitch, 1/2" ball	1
Aloha Software	1
Anti-fog solution, Sperian	12pr.
ARCHIE Software	1
Asset trax printer for labels	1
Association of American Railroads EAG	1
Astro Turf mats	3
Bar code/label printer, TLP 3844-Z, Zebra Technologies	1
Book, CHRIS Hazardous Chemical Data Manual, A-C	1
Book, CHRIS Hazardous Chemical Data Manual, D-M	1
Book, CHRIS Hazardous Chemical Data Manual, N-Z	1
Book, Crop Protection Chemical Reference, 1996	1
Book, Emergency Handling of H.M. in Surface Trans.	1
Boom, Containment, 75', Orange	1
Boots, size 7, Tingley Hazproof Workbrute	4
Boots, size 8, Tingley Hazproof Workbrute	1
Brush, Soft-bristle, Red, 12 Inch	3
Cal gas Chlorine	1
Cameo Windowa and supporting maps	1
Case, high impact	1
CAT Trailer, 2004 Pace American	1
CAT Vehicle, 2005 Freightliner, Business Class M2	1
Charger, 6 Bank for 800 mhz radios	1
Charger, Single Radio, Motorola EX 560-XLS	1
Chemical classifier, Spilfyter	1
Chemical resistant, fully coated gloves, polyvinyl	1
Chlorine "B" Kit	1
Chlorine "C" Kit	1
Chlorine A kit	1
Chlorine Cylinder recovery vessel	1
Chlorine salvage cylinder	1
Citic acid, 5 gal	1
Class D powder Met L X	1

Item Description Item, size/capacity, color, brand	Qty
Coastal Environmental Systems Weatherpak MTR Tripod	1
coastal environmental weatherpak	1
Cobra command Kit	1
Cold Hand Chisel Chi-01 5/8" 6 1/4"	1
Cold Hand Chisel Chi-093/4" 7 7/8"	1
Colorimetric Detection Tubes, Drager CDS Kit	1
Comprehensive Guide to Hazardous Properties of C.S.	1
Cooling vests	2
Cords, Electrical, 50', Standard 15 and 30 amps, black,	1
Coverall, Tyvek, white	1
Coveralls, disposable	1cs
Cow Bar Bar 083/4" 19 5/8"	1
DC Power inverter	1
Decon drum 35 gallon salvage drum	2
Decon shower leg connectors, Structural Plastics Corp	1
Decon shower pallet	12
Decon shower portable pool	1
Decon, car wash brushes	2
Dosimeter, Radiation Alert	6
Draeger CDS Kit for WMD	1
Draeger Pac III ammonia monitor	1
Draeger Pac III chlorine monitor	1
Drum upender	1
DryZorb-Dry All	1
Dsmobile Pentax scanner	1
Eductor with fittings	1
Electrical glove	2
Electrical glove liner	5
EMC waste fluid collection bag	1
Evidence collection kit	1
External antenna, Magellan	1
FF Hazardous Materials reference book	1
Fit test adapter, Quick Check II	1
Flashlight, Streamlight Litebox, w/Charging Base	1
Foam eductor Akron #3095	1
Foam nozzle, Angus Hi-combat	1
Folding chairs	6
Garden hose, 50', 5/8"	1
Garmin GPS,	1
General American Tank Car Company, Tank Car Manual	1
Gloves, Chem Resistant, Neoprene, Size 10, Pair	1
Gloves, Chem Resistant, Nitrile, Size 9, Pair	1
Gloves, Chem Resistant, Sol-Vex, Size 10, Pair	1
Gloves, Chem Resistant, Viton, Size 10, Pair	12pr.
Gloves, garden, white	1

Item Description Item, size/capacity, color, brand	Qty
Gloves, Kevlar	12pr.
Gloves, polyvinyl chloride	2bx
Ground rod driver	1
Grounding and bonding kit	1
Hammer, Claw Ham-20 75 lbs 4 1 1/2"	1
Hammer, Engineers Double Face Ham-15 2.25 lbs 4 3/8"	1
Hammer, Engineers Double Face Ham-70 5lbs 6 1/4"	1
Hand truck	1
Handbook of Compressed Gases	1
Hard hat helmets	6
Hazardous Chemicals Desk Reference	1
Hazmat suits, CPFII, XL grey	12pr
Hazproof Boot-- Tingley Orange boot-Pair SBM, size-11	1
HDP-6000 folding decon pools	1
Headphones, Sigtronics	5
Hi-Combat yellow foam nozzle	1
HME: Emergency Response and Patient Care	1
Hoses, water heater appliances	1
Hot box, diesel water heater	1
ICS Vest System	1
Irritant Smoke Fir test kit	1
Isobutylene and 4 gas calibration gas- blue case	1
Jane's Chem-Bio HANDBOOK, 2ND EDITION	1
Kapler Computerized Chem Suit Guide	1
Kit, Leak control, external pipe	1
Knife, Common Kni-5 10"	1
Knife, Putty Kni-20 2" 8"	1
Knife, Putty Kni-21 1 5/8" 8"	1
Knife, Putty Kni-30 3 1/2" 8"	1
Kwik-Raze 500 Watt quartz light with pole	1
Ladder, 4'	1
Leak Detection Solution	1
Level A Suit Tykem TK XL	1
Lid tight--dome clamps	1
Lock out/tag out kit	2
Lockout/tagout electrical tool kit.	1
Lockout/tagout valve tool kit	1
Long handled brush	2
Mini-Fridge	1
Mobile radio, Motorola 800m	1
MSA Twin Air purifying Respirators, with 30 GME-H canisters	1
Multi Rae Pro	2
NFPA 325 Guide	1
NIOSH Pocket Guide to Chemical Hazards	1

Item Description Item, size/capacity, color, brand	Qty
Non-sparking Tool kit	1
North SSG/10 Silvershield gloves, 16" length	12pr
One cellular phone 3 watt booster with vehicle mount antenna	1
One cellur phone including hands free kit	1
Overpack Drum (Steel), 8 gal	1
Overpack drum, poly, 65 GA	1
Overpack drum, poly, 95 GA	1
Overpack, 1gal	1
Pace American Shadow duel axle trailer	1
Patay Pump (water pump and hose)	1
Peac Software	1
Pipe leak, internal plugs, red box	1
Pipe leak, kit external, red box	1
Pipe patch kit, Vetter	1
Pipe plugging kit "ECC-1"	1
Pliers, Combinatio Pli-31 8"	1
Pliers, Combination Pli-30 6"	1
Pliers, combination, 6 Inch	1
Pliers, cutting, 8 Inch	1
Pliers, Groove Joint Pli-39 10"	1
Pliers, Lineman's side cutting Pli-40 8 1/2"	1
Pliers, Long Nose, Side Cutting Pli-41 ^'	1
Plug and Dike	1
Polypropylene drum thief, 100mL, 43"L, case of 25	1
Pressure test adaptor kit, OneSuit	1
Pump, water	1
Radeye	4
RadEye SPRD-GN	1
Radiation alert- charger	1
Radio in-suit communications	1
Radio Motorola 800m Radio Batteries	1
Radio, Portable 800 XTS-2500	5
Radio, Portable, 800 MHz, Motorola XTS 2500, w/Battery & Mic	1
Radiological monitor, Victoreen 450	1
Radios, Portable, 800 mhz Motorola XTS 2500	1
Regional Response Team Program Manual	1
Safety goggles	4
Safety Zorb (Magic Sorb)	1
Salvage drum, 55 gal	1
Salvage drum, steel, 15 GAL	1
Salvage drum, steel, 30 GAL	1
Salvage drum, steel, 55 GAL	1
Satellite phone	1

Item Description Item, size/capacity, color, brand	Qty
Scanner, Pentax DS mobile (TOS)	1
Scraper, Deck Scr-10 2" 13 3/4"	1
Screwdriver, Phillips Type Scd-60 #1 3"	1
Screwdriver, Phillips Type Scd-62 #2 4"	1
Screwdriver, Phillips Type Scd-64 #3 6"	1
Screwdriver, Phillips Type Scd-66 #4 8"	1
Screwdriver, Standard Scd-50 1/4" 4"	1
Screwdriver, Standard Scd-48 3/16" 3"	1
Screwdriver, Standard Scd-54 5/16" 8"	1
Searchcam EntryLink Mobile Tele. Receiv. Antenn Stand	1
Sections of 3" PVC	1
Shovel, scoop, plastic	1
Siren controller, Whelen	1
Socket set, 1/2"	1
Soda ash, 50#	3
Spill x acid	1
SpillX-S	1
Spray can, 2 gallons	1
Step ladder, 4'	1
Stool, step, plastic	2
Stools	4
Suburban, 95	1
Suit, level A One suit L	1
Suit, level B encapsulated, Kappler Responder, Size 2XL	4
Suit, level B non-encap., Kappler CPF 2, Grey, Size XXXXL	20
Suit, level B non-encap., Kappler CPF 3, brown, Size XXXL	24
Sulfur dioxide part #SA	1
Sulfur dioxide part #sc	1
Symbol Seekers	1
Table, folding 60"x30"	1
Table, folding 72"x30"	1
The Pesticide Book	1
Tongs, 9", stainless steel	1
VAC U Chamber	1
Vac U Chamber, vapor sampling, SKC	1
VHF Broadband Unity Gain Antenna Part #W652	1
Water manifold, 6 outlet, yellow	1
Wedge, 135 x 50 x 18 mm	1
Wedge, 150 x 50 x 18 mm	1
Wheel chocks ,Quick chock, Ziamatic	1
Wrecking Bar Bar-01 5/8" 153/4"	1
Wrench, Adjustable Wra-08 8" 15/16"	1
Wrench, Adjustable Wra-10 10" 1 1/8"	1
Wrench, Adjustable Wra-12 12" 1 3/8"	1
Wrench, bung all purpose	1

Item Description Item, size/capacity, color, brand	Qty
Wrench, Bung Double Head Wru-03 15"	1
Wrench, combination box and openend set 9 piece 3/8" thru 1"	1
Wrench, combo box and oe 8mm thru 32mm	1
Wrench, Pipe Bronze Wrp-14 14" 1 1/2"	1
Wrench, Pipe BronzeWrp-08 8" 3/4"	1

APPENDIX E

POINT-OF-CONTACT FOR TEAM DISPATCHING

The Contractor's single point-of-contact for purposes of CAT Team dispatching is described as follows:

Itasca County Sheriff's Department
440 N.E. 1st Avenue
Grand Rapids, MN 55744

Vic Williams, Sheriff [Telephone Number: 218.326.3477]

24-hour emergency telephone number: 218.326.3477

APPENDIX F

DESIGNEES OF STATE'S AUTHORIZED REPRESENTATIVE

State's Authorized Representative:
Joe Kelly, Director

Designees of State's Authorized Representative:
Rick Luth, State Emergency Response Teams Coordinator
Joe Neuberger, Operations Branch Director
Kevin Reed, Deputy Director

Authority of Designees:

Clause 4, Section 4.1(b)	Authorization to approve increase of Contractor's budgeted administration costs more than 20%
Clause 4, Section 4.1(d)	Authorization to approve "Emergency Response Reimbursement" claims in excess of \$5,000.00
Clause 6	Authorization to certify (approve) acceptance on each invoice submitted by Contractor corresponding Clause 4, Section 4.1(a), Compensation
Clause 6	Authorization to certify (approve) acceptance on each claims form submitted by Contractor corresponding to Clause 4, Section 4.1(d), Emergency Response Reimbursement
Clause 10, Section 10.1	Authorization to give instructions to the Contractor concerning release of data to a requesting third party prior to the data being released
Clause 13	Authorization to approve publicity or publications prepared by or for the Contractor

The undersigned hereby delegates the authorities listed above to those persons identified as Designees of State's Authorized Representative. These authorities are delegated until revoked in writing.

By: _____
Joseph Kelly, Director
Homeland Security and Emergency Management

Date

APPENDIX G

PRIMARY AND ALTERNATE REPRESENTATIVES TO THE HAZARDOUS MATERIALS REGIONAL RESPONSE TEAM

The Contractor's primary and alternate representatives to the Hazardous Materials Regional Response Team are as follows:

Primary Representative:

Tony Clifton

Telephone Number: 218.398.5190 (mobile)

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

Alternate Representative:

Travis Cole

Telephone Number: 218.398.1827 (mobile)

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



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 17-0683 **Version:** 1 **Name:** Proposed Budget
Type: Agenda Item **Status:** Administration Department
File created: 9/14/2017 **In control:** City Council
On agenda: 9/18/2017 **Final action:**
Title: Proposed 2018 Budget Review
Sponsors:
Indexes:
Code sections:
Attachments: [9_18_17_2018_Budget_Mtg.pdf](#)

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

Proposed 2018 Budget Review



MEMORANDUM

Date: September 13, 2017

To: City Council/Department Heads

From: Tom Pagel, City Administrator

Re: Preliminary Budget Information

On Monday, September 25, 2017, at your regular council meeting, you are required to pass a preliminary 2017 levy payable 2018. Since our last budget meeting on August 21st, the City has received its tax capacity, tax increment financing, and fiscal disparities numbers from the County. In addition, you have approved the transfer of all employees to the 49ers Health Plan. The results of this information have lowered the initial tax rate, based on estimates, from 84.248 down to 82.493. This compares to this year's tax rate of 82.208. Details related to these changes along with other budget considerations follow. The attached Projected Levy & Tax Rate sheet provides detail.

First, I would like to thank the State of Minnesota for providing an additional \$102,099 in Local Government Aid. This truly reduces local property tax. Without this additional aid the City's tax rate would be 83.747.

The following table provides comparisons from 2017 to 2018:

Item	2017	2018	Change
Tax Capacity	\$9,648,218	\$9,614,292	-\$33,926
Tax Inc. Finance (TIF)	\$283,535	\$255,705	-\$27,830
Fiscal Disp. Contr.	\$1,192,888	\$1,216,383	\$23,495
Fiscal Disp. Received	\$540,820	\$691,411	\$150,591
Taxable Tax Capacity	\$8,171,794	\$8,142,204	-\$29,590
City Tax Rate	82.208%	82.493%	0.285%

So with a loss in tax capacity, how were we able to minimize the growth in tax rate? There are several factors. First, the TIF lowered by \$27,830. Second, our fiscal disparities contribution growth was minimal at \$23,495 while our fiscal disparities dollars received grew significantly at

\$150,591. Third, you approved the transfer of all employees to the 49ers health insurance plan which allowed the City Wide budget sheet to be reduced by \$212,672. Items that were reduced are highlighted in blue on the attached City Wide spreadsheet.

Currently, there is \$248,325 in needed Capital Improvement Plan (CIP) funds for equipment. In the proposed budget there is \$175,000. City Administration is recommending the follow:

Item	Current Prelim Budget	Final Prelim Budget
(1) Health Insurance Contingency	\$40,000	\$0
Transfer to Mount Itasca	\$5,000	\$0
Current Transfer to Equipment	\$175,000	\$220,000

(1) This would be a budget amendment transfer after the first of the year when we have confirmed there are no contingencies.

Administration is then recommending that the Inspection Truck, currently located in the CIP fund, be transferred to the Equipment Certificate fund just like police and public works vehicles are funded. By making these adjustment, the needs in the CIP can be funded. The items described above are highlighted in pink on the following spreadsheets.

I look forward to discussing the budget with you on Monday.

**PROJECTED LEVY & TAX RATE
CITY OF GRAND RAPIDS
PREVIOUSLY CERTIFIED LEVIES AND 2017 PROPOSED LEVY**

	2013 Levy Payable 2014	2014 Levy Payable 2015	2015 Levy Payable 2016	2016 Levy Payable 2017	2017 Levy Payable 2018
General Fund	3,444,709	4,168,242	4,390,829	4,539,564	4,575,478
Library Fund	603,975	612,716	632,999	666,240	702,687
Cemetery	173,000	164,497	198,500	189,446	198,575
GREDA Levy	60,000	60,000	60,000	60,000	60,000
Levy for Internal Loan-2011 Equip Purcha	141,588	141,588	141,588	120,000	175,000
Abatement Levies-St. Joe's	-	30,000	25,000	25,000	25,000
Special Levies	-	-	-	-	-
Total Levy Required for Operations	4,423,272	5,177,042	5,448,916	5,600,250	5,736,740
Bonded Indebtedness	1,480,040	1,668,123	1,502,644	1,658,424	1,671,438
GROSS LEVY	5,903,312	6,845,166	6,951,560	7,258,674	7,408,178
Less:					
Fund Balance Contribution	-	-	-	-	-
CERTIFIED LEVY	5,903,312	6,845,166	6,951,560	7,258,674	7,408,178
	2.70%	15.95%	1.55%	4.42%	2.06%

2017 ESTIMATED TAX CAPACITY AND PROPOSED LEVY

TAX CAPACITY	\$9,614,292
Less:	
Abatement Levy	-
TIF Captured tax increment	(255,705)
Fiscal Disparities contribution	(1,216,383)
Taxable tax capacity*	\$8,142,204

CERTIFIED LEVY	\$7,408,178
Less:	
Fiscal disparities distribution levy	(691,411)
Net amount levied to property owners	\$6,716,767

**2002 - 2016 TAXABLE TAX CAPACITY, CERTIFIED LEVY and CITY TAX RATE
and 2018 ESTIMATED TAXABLE TAX CAPACITY
and 2018 ESTIMATED LEVY and CITY TAX RATE**

TAX YEAR PAYABLE	TAXABLE TAX CAPACITY	NET CERTIFIED LEVY	CITY TAX RATE	CITY/TOWNSHIP TAX RATE	TOTAL TAX RATE
2002	\$ 4,013,622	\$ 3,221,066	80.169	2.696	82.865
2003	4,667,797	3,487,514	76.387	5.031	81.418
2004	4,883,098	3,774,982	79.273	4.625	83.898
2005	5,402,830	3,868,947	71.339	4.603	75.942
2006	5,692,534	3,977,337	69.869	4.452	74.321
2007	6,224,893	4,091,108	65.722	2.972	68.694
2008	6,851,971	4,503,251	65.722	3.834	69.556
2009	7,919,927	4,677,712	59.063	1.841	60.904
2010	7,115,267	4,631,705	65.095	1.271	66.366
2011	7,647,353	4,885,894	61.602	2.288	63.890
2012	7,014,456	4,874,006	67.019	2.466	69.485
2013	7,346,013	5,068,674	66.644	2.355	68.999
2014	7,014,208	5,562,859	76.842	2.466	79.308
2015	8,067,867	6,393,379	77.206	2.039	79.245
2016	8,140,678	6,450,063	76.794	2.438	79.232
2017	8,171,794	6,717,854	79.890	2.318	82.208
2018	8,142,204	6,716,767	80.054	2.439	82.493

RECAP SHEET

CITY OF GRAND RAPIDS
2018 RECAP OF REVENUES, EXPENDITURES AND LEVY REQUIREMENTS

	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Budget	2018 Proposed	Increase/ (Decrease) over 2017	Percent Increase
TAX REVENUES:								
Taxation	\$ 313,936	\$ 335,263	\$ -	\$ -	\$ -	\$ -	\$ -	0.00%
Assessments in Lieu of Taxes (PILOT)	903,179	903,494	902,766	903,478	902,000	903,000	1,000	0.11%
Licenses and Permits	323,845	275,821	343,201	259,518	277,700	276,200	(1,500)	-0.54%
Intergovernmental Aid (LGA)	963,410	1,270,392	1,307,862	1,322,103	1,322,103	1,424,202	102,099	7.72%
Governmental Revenues	965,149	956,080	926,769	644,346	613,895	627,575	13,680	2.23%
Grants for Services	749,879	859,223	780,592	807,721	913,246	1,056,327	143,081	15.67%
Grants and Forfeitures	145,870	96,200	92,775	73,858	91,000	73,500	(17,500)	-19.23%
Interest Income	17,226	34,458	43,908	42,610	30,000	32,000	2,000	6.67%
Other Miscellaneous	53,263	51,832	19,604	56,684	12,600	12,600	-	0.00%
Other Financing Sources	34,541	118,149	19,891	78,804	-	-	-	-
Grants In	3,500	32,808	8,584	3,500	3,500	3,500	-	0.00%
Total non-tax revenues	4,471,799	4,933,720	4,445,952	4,192,622	4,166,044	4,408,904	216,282	5.83%
EXPENDITURES:								
Administration	492,098	453,897	422,134	442,718	464,335	487,270	22,935	4.94%
Building Maintenance	223,383	200,621	176,936	202,531	245,689	252,755	7,066	2.88%
Community Development	365,191	366,466	394,166	483,225	482,113	479,464	(2,649)	-0.55%
Council/Boards	110,447	75,609	85,774	84,123	86,789	87,718	929	1.07%
Engineering	270,494	266,942	269,852	231,239	278,671	348,672	70,001	25.12%
Finance	449,764	441,519	458,372	458,277	496,198	511,811	15,613	3.15%
Facilities Maintenance	547,131	534,971	531,374	511,585	655,637	691,863	36,226	5.53%
Information Technology	245,619	257,343	244,057	240,278	275,301	278,196	2,895	1.05%
Legal	195,029	207,192	221,790	213,807	240,044	273,168	33,124	13.80%
Police	2,157,953	2,403,212	2,557,187	2,667,476	2,769,586	2,983,517	213,931	7.72%
Public Works	1,769,420	1,737,407	1,640,194	1,722,269	1,619,205	1,564,806	(54,399)	-3.36%
Public Relations	106,613	113,043	120,297	119,282	136,050	132,505	(3,545)	-2.61%
Public Works	235,496	440,098	388,620	468,926	432,471	362,550	(69,921)	-16.17%
Public Projects-Council	30,000	97,000	114,648	-	-	-	-	-
Public Projects-Non-Budgeted	23,229	21,008	42,267	-	-	-	-	-
Total Department Expenditures	7,221,867	7,616,328	7,667,668	7,891,351	8,182,089	8,454,295	272,206	3.33%
Other								
Transfers Out	88,250	89,606	97,994	155,000	175,000	175,000	-	0.00%
Transfer to Capital Equipment	27,000	27,000	-	-	-	-	-	0.00%
Transfer to Civic Center	15,000	10,869	10,869	10,869	10,869	10,869	-	0.00%
Transfer to Itasca Historical Soc	150,000	150,000	150,000	150,000	150,000	150,000	-	0.00%
Transfer to Debt Service	10,000	20,000	24,500	20,000	20,000	20,000	-	0.00%
Transfer to Airport	28,500	20,000	25,000	20,387	32,276	30,648	(1,628)	-5.04%
Transfer to DACF	-	25,000	15,550	29,700	22,875	26,070	3,195	13.97%
Transfer to Central School	50,606	90,000	90,000	-	-	-	-	0.00%
Transfers-Other	30,000	-	-	-	-	5,000	5,000	100.00%
Itasca Contribution	-	-	20,875	25,000	25,000	25,000	-	0.00%
Fire Living Contribution	-	-	-	-	87,500	87,500	-	0.00%
Police Balance Payback	-	-	-	-	-	-	-	0.00%
Total Other	7,621,223	8,048,803	8,102,456	8,302,307	8,705,609	8,984,382	278,773	3.20%
Total Expenditures and Other Uses	3,526,598	3,444,709	3,656,504	4,390,829	4,539,564	4,575,478	35,914	0.79%
Levy Required for General Fund	524,716	603,975	612,716	632,999	666,240	702,687	36,447	5.47%
Levy for Library	175,000	173,000	164,497	198,500	189,446	198,575	9,129	4.82%
Levy for Cemetery	50,000	60,000	60,000	60,000	60,000	60,000	-	0.00%
IDA Levy Request	-	-	30,000	25,000	25,000	25,000	-	0.00%
Element Levy	136,000	141,588	141,588	141,588	120,000	175,000	55,000	45.83%
Capital Equipmt Loan	4,412,314	4,423,272	4,665,305	5,448,916	5,600,250	5,736,740	136,490	2.44%

**CITY OF GRAND RAPIDS
CITY WIDE
ACTUAL 2013-2016 EXPENDITURES, 2017 BUDGET AND PROPOSED 2018**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
Insurance Contingency							40,000
Cash (over)/short	-	(2)	(1)	(0)	-	-	
Work Comp Deductible	-	-	-	-	-	-	
49er's Health Co-Pay	9,977	7,257	9,539	15,949	10,000	3,789	10,000
Employee Assistance Program	413	1,112	1,096	1,870	2,000	1,870	
Computer Replacement	13,900	5,791	10,182	7,848	11,800	502	17,000
Miscellaneous	4,785	8,158	3,829	500	-	59	
City Wide - Legal	-	110,400	114,000	120,000	126,000	73,500	132,000
Copy Supplies/Postage	-	-	50	-	-	8,247	
City Wide - Maintenance	8,549	6,534	3,787	6,709	7,000	1,699	7,000
Prof Services/COBRA/HRA	23,407	-	35,262	8,149	5,000	4,087	* 35,000
GIS - ELA	19,450	25,500	12,750	12,750	12,750	12,750	12,750
City Work - ELA	-	-	-	13,800	13,800	13,800	13,800
Flex Benefit Plan	780	1,214	952	788	1,500	386	1,500
Long Term Disability	3,550	3,963	3,943	3,851	4,000	2,691	4,600
City's Add'l 20/80 Ins Deduct	28,969	24,169	23,343	15,735	30,000	32,343	
Health Insurance Deduct Contrib	129,300	137,300	115,950	116,050	113,750	107,925	
Health & Wellness Program	4,633	2,797	3,849	5,158	7,500	6,503	6,000
Arts & Culture Expenditures	-	39,250	10,638	12,541	5,000	38,502	5,000
Human Rights Commission	4,406	1,035	9,445	6,176	5,000	1,175	5,000
Bad Debt Expense	-	319	-	-	-	-	
Electric-PD Impound Lot	-	-	-	-	-	-	
Software Maintenance Contracts	-	-	-	60,147	57,471	40,818	49,000
MC/VISA charges	2,164	2,722	5,457	2,538	5,500	2,578	5,500
Bank Charges	614	1,285	1,879	639	1,900	300	1,900
City Wide Miscellaneous	-	-	-	2,306	-	6,254	-
Website Design	-	8,517	248	4,250	-	-	-
Bldg Condemnation/Judgements	-	45,679	-	20,817	-	11,062	-
Police & Fire Radio depreciation	21,606	21,521	-	-	-	-	-
Retirees Insurance	11,631	-	10,444	13,624	12,500	-	16,500
Retirees Ins Contribution	190,000	-	10,000	-	-	-	-
	<u>478,133</u>	<u>454,521</u>	<u>386,642</u>	<u>452,194</u>	<u>432,471</u>	<u>370,840</u>	<u>362,550</u>

*PUC share is \$8,250 & Storm \$4,000

* 7/13/2017 Professional Services-Comprehensive Plan 1st yr. \$35,000 delayed until 2018 and then \$35,000 in 2019

Software Maintenance Contracts

From IT
From Finance MSI Accounting Software

Additional Potential Cuts

Employee Assistance Program	-
COBRA/HRA	-
	-
\$	-

City of Grand Rapids, Minnesota
 Amended Capital Improvement Plan
 2017 thru 2021

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2017	2018	2019	2020	2021	Total
CIP Fund								
"VM3" virtual server host computer.	2017/IT-2	1	10,000					10,000
Upgrade two firewalls	2017/IT-3	2	12,000					12,000
Policy management and compliance software	2017/IT-4	2	5,600					5,600
Data backup appliance	2017/IT-5	1	15,000					15,000
Dehumidification Replacement	2017/P&R-4	1	125,000					125,000
GRSC Concession Stand Roof	2017/PW-6	1	7,000					7,000
Ramp Lighting Replacement	2018/AP-1	3		500				500
Taxilane Construction	2018/AP-2	2		6,500				6,500
AP74 Truck Replacement	2018/AP-3	2		33,000				33,000
General Aviation Apron Reconstruction	2018/AP-4	2		31,825				31,825
Council Chambers Carpet Replacement	2018/CH-1	2			12,000			12,000
PD Squad Mobile Replacement	2018/IT-1	1		18,000		18,000	18,000	54,000
Core Layer3 Switch Replacement	2018/IT-2	2		10,500				10,500
VDI1 Host Server Replacement	2018/IT-3	1		15,000				15,000
Storage Area Network device.	2018/IT-4	1		20,000				20,000
Blandin Beach House Demo	2018/P&R-1	2		20,000				20,000
Blandin Beach Restrooms	2018/P&R-2	3		45,000				45,000
Blandin Beach Pavilion	2018/P&R-3	3				50,000		50,000
Forest Lake Outdoor Rink	2018/P&R-5	3				20,000		20,000
Murphy Outdoor Rink	2018/P&R-7	3				20,000		20,000
City Limits Sign Replacement	2018/PW-3	1		20,000	20,000			40,000
Inspection Truck	2018-1	3		28,000	29,000			57,000
FBO Improvements	2019/AP-2	3			6,000			6,000
Airport Zoning Update	2019/AP-3	2			10,000			10,000
Aerial Photograph Updates	2020/Aerials	3				35,000		35,000
RWY 16/34 - Reconstruction	2020/AP-2	3				94,500		94,500
"VM2" virtual server host computer.	2020/IT-1	1				10,000		10,000
CIP Fund Total			174,600	248,325	77,000	247,500	18,000	765,425
GRAND TOTAL			174,600	248,325	77,000	247,500	18,000	765,425

TRANSFER TO EQUIPMENT CERTIFICATES

City of Grand Rapids, Minnesota
Amended Capital Improvement Plan
2017 thru 2021

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2017	2018	2019	2020	2021	Total
Equipment Certificates								
Police Vehicle Replacement Plan	2016/PD-1	2	50,000	50,000	100,000	100,000	50,000	350,000
PW 2 Pick-up Replacements W/Plows	2017/PW-1	1	84,000					84,000
PW Dump Truck Replacement	2017/PW-2	1	350,000					350,000
PW Bucket Truck	2017/PW-3	1	130,000					130,000
Turf Lawnmower w/Bag Attachment	2017/PW-7	1	16,000					16,000
PW Grader	2018/PW-1	1		200,000				200,000
PW Backhoe Replacement	2018/PW-2	1		145,000				145,000
PW Turf Lawn Mower	2018/PW-4	1		50,000				50,000
PW Loader W/Plow & Wing	2019/PW-1	1			325,000			325,000
PW Pick-up Replacement	2019/PW-2	1			46,000			46,000
PW ASV Replacement	2019/PW-3	1			55,000			55,000
2 PW Pick-ups with plows	2020/PW-1	1				84,000		84,000
Ballfield Groomer	2020/PW-2	1				20,000		20,000
PW Sidewalk/Trail/Snow-Removal Machine	2020/PW-3	1				80,000		80,000
PW Multi-Terrain Loader/Skidsteer	2020/PW-4	1				80,000		80,000
Equipment Certificates Total			630,000	445,000	526,000	364,000	50,000	2,015,000
GRAND TOTAL			630,000	445,000	526,000	364,000	50,000	2,015,000

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

RESOLUTION NO. 17-

A RESOLUTION ADOPTING THE PROPOSED 2017 LEVIES PAYABLE IN 2018 AND THE PROPOSED 2018 OPERATING EXPENDITURE BUDGET

WHEREAS, as a result of legislation passed in the 2009 Legislative session, the requirement to hold a special Truth in Taxation public hearing, continuation hearing, and levy adoption hearing have been repealed, and

WHEREAS, cities are still required to hold a single meeting to discuss the budget and levy and at which time the public is allowed to speak, and

WHEREAS, this meeting may be part of a regularly scheduled meeting, but must occur between the dates of November 24, 2017 and December 29, 2017 and be held after 6:00 PM and the public must be allowed to speak, and

WHEREAS, the City staff has been working with the City Council to set the 2018 proposed budget and this budget and levy were presented to the City Council on September 18, 2017, and

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Grand Rapids, Minnesota that it does establish a proposed operating expenditure budget for the year of 2018 of \$8,984,382, and

BE IT FURTHER RESOLVED, by the City Council of the City of Grand Rapids, Minnesota, that the initial levy for the City of Grand Rapids for 2017 taxes collectible 2018 be as follows:

General Fund	\$4,575,478
Regional Library Fund	702,687
Itasca Calvary Cemetery	198,575
Grand Rapids Economic Development Authority	60,000
Inter-fund Loan Repayment	175,000
Abatement Levies	25,000
2007A Improvement Bonds	118,271
2008B GO Reconstruction Bonds	77,981
2008C Improvement Bonds	70,899
CP2007-7 NE 9 th Avenue Special Levy	2,124
2009D Equipment Certificates	144,581
2009C Improvement Bonds	308,290
2010A Improvement Bonds	8,073
2010 Debt Study Reduction	(57,500)
2011 Improvement Bonds	54,054
2012A Improvement Bonds	133,857
2013A Refunding Bonds	103,676
2013B Reconstruction Bonds	110,350
2014A Reconstruction Bonds	279,393
2016A Reconstruction Bonds	152,389
2017A Reconstruction Bonds	165,000
TOTAL CERTIFIED TO COUNTY AUDITOR	<u>\$7,408,178</u>

BE IT FURTHER RESOLVED, by the City Council of the City of Grand Rapids, Minnesota, that the City certifies to the County Auditor the following dates:

- December 4, 2017 at 6:00 p.m. to discuss the proposed budget and levy and allow for public comment and
- December 11, 2017 for the subsequent meeting for the adoption of the final levy and budget.

Adopted this 25th day of September 2017.

Dale Adams, Mayor

Attest:

Kim Johnson-Gibeau, City Clerk

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

**CITY OF GRAND RAPIDS
ADMINISTRATION DEPARTMENT
ACTUAL 2013-2016 EXPENDITURES, 2017 BUDGET, YEAR TO DATE, PROPOSED 2018 BUDGETS**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
PERSONNEL							
Salary-Fulltime	298,000	276,025	282,861	289,821	299,064	164,794	
Salary-Overtime	-	-	-	-	-	-	
Salary-Parttime	-	4,818	4,125	3,654	8,000	7,560	
Salary-Parttime Overtime	-	-	-	-	-	-	
Election Judges	-	9,099	-	10,083	-	100	
PERA	21,142	19,926	21,087	21,636	22,655	12,812	
FICA	17,080	16,388	16,648	17,117	19,039	10,033	
Medicare	3,995	3,833	3,893	4,004	4,452	2,346	
Health Insurance	48,714	42,414	44,554	50,087	52,988	32,540	
Life Insurance	651	693	722	722	689	432	
Dental Insurance	685	637	655	692	688	407	
Unemployment	-	-	-	-	-	-	
Workers Compensation	1,789	2,172	1,662	1,314	1,810	918	
TOTAL PERSONNEL	392,056	376,005	376,209	399,130	409,385	231,940	439,820
SUPPLIES & MATERIALS							
Office Supplies	1,317	1,695	1,363	388	1,500	1,374	1,500
Copy Supplies	142	219	63	490	150	-	150
Computer Supplies	476	1,067	190	257	500	51	500
Computer Software	-	743	-	877	-	-	-
Training Supplies	17	179	-	153	-	-	-
Assets between \$700-\$4,999	4,070	720	4,125	-	-	-	-
Inventorial Supplies	2,383	822	224	1,651	2,000	89	2,000
Operating Supplies	185	394	50	-	-	-	-
TOTAL SUPPLIES/MATERIALS	8,591	5,839	6,015	3,815	4,150	1,514	4,150
OTHER CHARGES & SERVICES							
Professional Services	1,595	922	712	255	-	-	-
Elections	225	2,820	-	5,206	-	-	5,000
Legal-Civil	49,645	1,516	644	2,438	-	-	-
Legal-Employment Negotiatio	3,756	31,975	2,265	5,475	15,000	1,050	5,000
Recording Fees	-	-	-	-	-	-	-
Municipal Code Update	4,898	2,344	3,966	3,650	5,000	3,298	5,000
Telephone	2,054	1,866	1,418	1,309	2,500	1,300	2,500
Postage/Freight	1,135	2,639	569	825	1,600	(23)	1,600
Prof Administrator Expense	4,900	-	-	-	-	-	-
Seminar/Meetings/Schools	2,289	6,153	6,290	5,944	7,000	3,090	7,000
Staff Training	682	7,335	2,173	3,565	5,000	-	5,000
Auto Mileage	325	101	-	-	-	-	-
Publishing & Advertising	5,709	3,642	5,680	4,455	6,000	3,499	6,000
City Newsletter	884	1,590	-	-	-	-	-
General Insurance	1,300	1,208	854	736	1,200	755	1,200
Maintenance Contracts	885	1,096	865	851	1,500	-	-
Miscellaneous	1,169	-	-	-	-	-	-
Dues & Subscriptions	1,439	1,918	1,141	1,174	2,000	489	2,000
Copy Machine Lease	4,156	3,893	3,889	3,889	4,000	1,944	3,000
TOTAL OTHER CHARGES/SER	87,045	71,018	30,465	39,770	50,800	15,402	43,300
GRAND TOTAL	487,692	452,862	412,689	442,716	464,335	248,856	487,270

CITY OF GRAND RAPIDS
BUILDING MAINTENANCE DEPARTMENT
ACTUAL 2013 - 2016 EXPENDITURES, 2017 BUDGET, YEAR TO DATE, PROPOSED 2018 BUDGET

	2013 Actual	2014 Actual	2015 Actual	2016 Actual	2017 Budget	ACTUAL YTD 7/31/2017	Proposed 2018 Budget
EXPENDITURES:							
PERSONNEL							
Salary-Fulltime	92,782	76,320	39,045	55,745	92,450	48,476	
Salary-Overtime	-	67	375	314	1,000	-	
Salary-Parttime		6,200	15,230	16,577	15,720	11,301	
PERA	6,686	5,249	2,923	4,174	6,974	3,636	
FICA	5,479	4,753	3,388	4,395	6,769	3,537	
Medicare	1,281	1,111	792	1,028	1,583	827	
Health Insurance	17,657	15,030	9,468	15,005	26,729	14,843	
Life Insurance	32	36	18	25	43	18	
Dental Insurance	310	188	-	-	344	-	
Healthcare Savings	1,497	1,298	1,332	1,335	-	773	
Workers Compensation	4,168	5,868	3,161	1,881	3,010	2,390	
TOTAL PERSONNEL	129,891	116,120	75,733	100,479	154,622	85,802	159,187
SUPPLIES & MATERIALS							
Assets between \$700-\$4,999	-	-	-	1,200	-	-	-
Inventorial Supplies	993	4,302	622	11,083	4,000	89	4,000
Operating Supplies	60	501	439	212	1,000	139	1,000
Motor Fuels	1,485	1,683	984	1,626	1,800	1,276	1,800
Maintenance Supplies	4,802	4,137	3,627	4,842	4,500	3,003	4,500
Uniforms/Clothing/Safety	150	268	203	229	200	200	200
Small Tools	97	218	88	656	200	1,452	600
TOTAL SUPPLIES & MATERIALS	7,588	11,109	5,964	19,848	11,700	6,159	12,100
OTHER CHARGES & SERVICES							
Professional Services	-	-	3,829	2,311	600	645	600
Legal	163	-	-	-	200	-	200
Exterminator Service	256	240	240	240	300	132	500
Janitorial Service	595	21	650	1,248	1,500	1,727	1,500
Telephone	2,939	3,182	2,326	2,800	3,000	1,922	3,000
Postage/Freight	12	-	1	-	-	-	-
Seminar/Meetings/Schools	-	18	1,652	140	400	1,678	1,800
Auto Mileage	1,915	1,358	897	983	1,200	487	1,200
Auto License	-	16	-	16	50	-	50
Publishing & Advertising	-	-	1,540	53	-	-	-
General Insurance	5,489	6,266	4,997	3,779	6,000	3,843	6,000
Electricity	23,534	22,883	21,755	22,956	23,034	11,963	23,034
Garbage Removal	1,481	1,577	1,486	1,385	1,600	717	1,600
Heat	10,958	11,634	8,250	7,281	11,034	3,091	11,034
Maintenance Contracts	12,351	12,696	13,768	13,386	13,500	7,559	14,000
Building Maintenance/Repair	20,263	10,045	31,472	20,259	14,000	14,148	14,000
Vehicle Maintenance/Repairs	277	1,260	904	1,544	800	136	800
General Eqpt Maint./Repairs	5,531	2,086	1,364	3,693	2,000	287	2,000
Dues/Subscriptions/License I	140	110	110	130	150	100	150
TOTAL OTHER CHARGES & SER	85,903	73,392	95,239	82,204	79,367	48,433	81,468
TOTAL EXPENDITURES	223,382	200,621	176,936	202,531	245,689	140,394	252,755

**CITY OF GRAND RAPIDS
COMMUNITY DEVELOPMENT DEPARTMENT
ACTUAL 2013-2016 EXPENDITURES, 2017 BUDGET, YEAR TO DATE, PROPOSED 2018 BUDGET**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
PERSONNEL							
Salary-Fulltime	236,870	246,931	264,484	318,674	298,330	164,433	
Salary-Fulltime/Overtime	-	-	-	34	3,000	142	
Salary-Parttime	-	-	-	6,203	10,176	-	
Contracted Services/personn	-	-	-	-	-	-	
PERA	17,034	17,903	19,644	23,686	22,600	12,119	
FICA	13,626	14,336	15,098	18,412	20,895	9,170	
Medicare	3,187	3,353	3,531	4,306	4,517	2,145	
Health Insurance	38,826	43,288	45,778	68,141	68,697	40,065	
Life Insurance	100	100	100	112	112	74	
Dental Insurance	929	956	983	1,289	1,376	817	
Unemployment	15,860	-	-	-	-	-	
Workers Compensation	1,175	1,482	1,686	1,289	1,510	796	
TOTAL PERSONNEL	327,606	328,349	351,303	442,148	431,213	229,761	429,964
SUPPLIES & MATERIALS							
Office Supplies	1,533	719	618	864	1,200	512	1,200
Copy Supplies	426	200	108	265	400	-	400
Printing & Binding	-	388	187	317	200	185	200
Computer Supplies	218	575	404	-	700	-	700
Assets between \$700-\$4,999	-	-	-	-	-	2,700	-
Inventorial Supplies	763	1,062	1,204	1,743	1,600	345	1,500
Motor Fuels	282	214	689	664	1,000	446	1,000
Uniforms/Clothing/Safety	-	-	-	320	-	-	-
Other Supplies/Materials	400	688	2,092	183	400	-	400
TOTAL SUPPLIES/MATERIALS	3,622	3,846	5,303	4,355	5,500	4,188	5,400
OTHER CHARGES & SERVICES							
Professional Services	500	2,385	371	350	2,000	-	2,000
Legal	6,056	1,741	2,645	283	3,800	2,415	3,700
Telephone	2,824	2,673	3,165	4,076	4,000	2,069	4,200
Postage/Freight	508	636	505	509	600	62	600
Seminar/Meetings/Schools	6,502	6,107	8,332	13,153	7,200	5,480	6,000
Board Member Training	-	609	-	-	500	-	600
Auto Mileage	975	295	47	-	-	-	-
Auto Licenses	-	16	21	139	100	52	200
Publishing & Advertising	978	788	1,671	742	1,000	380	1,100
General Insurance	11,884	14,549	12,709	10,035	19,000	10,189	17,000
Maintenance Contracts	1,372	1,067	3,114	2,922	3,300	942	3,300
Computer Maint/Repairs	-	513	-	-	-	438	-
Vehicle Maint/Repairs	-	320	1,860	429	800	496	800
Equipment Rental	1,541	1,443	1,442	2,523	1,500	1,442	3,000
Miscellaneous	323	159	601	562	-	309	-
Dues & Subscriptions	499	970	1,101	1,000	1,100	620	1,100
Mircofilming Services	-	-	-	-	500	-	500
TOTAL OTHER CHARGES/SERV	33,962	34,271	37,584	36,723	45,400	24,892	44,100
TOTAL EXPENDITURES	365,190	366,466	394,190	483,225	482,113	258,841	479,464

**CITY OF GRAND RAPIDS
COUNCIL
ACTUAL 2013-2016 EXPENDITURES, 2017 BUDGET, YEAR TO DATE, PROPOSED 2018**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
PERSONNEL							
Salary-Fulltime	37,800	38,400	38,400	38,400	42,240	24,640	42,240
PERA	1,140	1,080	1,320	1,440	1,584	924	1,584
FICA	930	1,042	781	595	655	382	655
Medicare	548	557	557	557	612	357	612
Life Insurance	94	87	70	92	123	50	123
Workers Compensation	99	129	890	53	125	35	54
TOTAL PERSONNEL	40,611	41,295	42,018	41,137	45,339	26,389	45,268
SUPPLIES & MATERIALS							
Office Supplies	-	34	17	-	-	-	-
Copy Supplies	108	89	52	100	-	-	100
Inventorial Supplies	384	46	420	-	-	-	-
TOTAL SUPPLIES & MATERIALS	492	169	489	100	-	-	100
OTHER CHARGES & SERVICES							
Community Celebrations	3,500	3,500	3,500	6,491	3,500	3,500	3,500
Legal	31,983	-	-	-	-	-	-
Telephone	488	777	867	763	850	381	850
Postage/Freight	-	3	-	-	-	-	-
Seminar/Meetings/Schools	99	147	1,838	2,503	1,500	1,479	2,500
Publishing & Advertising	919	-	-	23	-	-	-
General Insurance	1,869	1,821	2,383	2,371	2,800	1,974	2,400
Maintenance Contracts	635	424	597	470	700	-	-
Gen'l Equipment Maint/Rprs	-	-	30	-	-	-	-
Miscellaneous	140	-	-	-	-	-	-
Dues & Subscriptions	25,118	26,166	28,804	29,282	30,000	30,980	31,000
Truth in Taxation	1,193	1,022	1,039	983	1,100	-	1,100
Volunteer Recognition	-	284	-	-	1,000	-	1,000
TOTAL OTHER CHARGES & SERVICES	65,943	34,144	39,059	42,885	41,450	38,314	42,350
TOTAL EXPENDITURES	107,046	75,608	81,566	84,123	86,789	64,703	87,718

**CITY OF GRAND RAPIDS
ENGINEERING DEPARTMENT
ACTUAL 2013-2016 EXPENDITURES, 2017 BUDGET, YEAR TO DATE ACTUAL, PROPOSED 2018**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
PERSONNEL							
Salary-Fulltime	138,331	154,316	153,256	136,134	165,269	93,659	
Salary-Parttime	12,077	8,923	7,488	-	-	-	
Contracted Services	-	-	-	-	-	-	
PERA	10,029	11,188	11,534	10,210	12,395	7,024	
FICA	9,229	10,036	9,747	8,275	10,248	5,341	
Medicare	2,159	2,347	2,279	1,935	2,396	1,249	
Health Insurance	22,814	24,758	25,945	26,986	37,649	22,089	
Life Insurance	54	26	60	48	60	35	
Dental Insurance	211	319	328	172	344	201	
Workers Compensation	1,101	1,461	1,022	698	910	457	
TOTAL PERSONNEL	196,005	213,374	211,659	184,458	229,271	130,056	299,272
SUPPLIES & MATERIALS							
Office Supplies	1,101	188	120	620	500	207	500
Copy Supplies	227	73	286	170	500	-	500
Printing & Binding	129	83	-	53	100	-	100
Drafting Supplies	-	1,157	-	-	-	-	-
Computer Supplies	359	1,114	1,172	557	1,000	-	1,000
Assets between \$700-\$4,999	-	-	8,286	2,477	1,500	-	1,500
Inventorial Supplies	687	257	-	1,145	400	-	400
Operating Supplies	-	-	125	-	-	-	-
Motor Fuels	166	237	158	163	100	52	100
Survey Supplies	-	-	-	-	-	-	-
TOTAL SUPPLIES & MATERIALS	2,669	3,109	10,147	5,185	4,100	259	4,100
OTHER CHARGES & SERVICES							
Professional Services	5,448	1,507	1,357	8,271	7,500	5,000	7,500
Engineering Fees	28,532	7,733	20,300	13,664	18,000	8,004	18,000
Legal	1,755	800	2,535	-	2,000	-	2,000
Other Contracted Services	-	-	-	6,052	-	-	-
Telephone	2,957	2,611	3,670	3,069	3,500	1,752	3,500
Postage/Freight	4,059	930	289	388	1,500	4	1,500
Seminar/Meetings/Schools	2,576	3,409	2,940	4,116	4,000	2,863	4,000
Auto Mileage	177	42	-	-	1,000	274	1,000
Publishing & Advertising	690	-	65	518	500	-	500
General Insurance	1,096	1,029	864	686	1,500	472	1,500
Maintenance Contracts	1,747	5,157	820	1,487	3,000	3,050	3,000
Computer Maint/Repair	-	163	137	-	300	-	300
Gen Equip Maint/Repair	-	-	-	-	-	438	-
Equipment Rental	1,541	1,443	1,442	360	1,500	-	1,500
Miscellaneous	1,436	-	688	2,796	500	46	500
Dues & Subscriptions	356	135	189	189	500	260	500
TOTAL OTHER CHARGES/SERV	52,371	24,959	35,294	41,595	45,300	22,162	45,300
TOTAL EXPENDITURES	251,044	241,442	257,101	231,238	278,671	152,477	348,672

**CITY OF GRAND RAPIDS
FINANCE DEPARTMENT
ACTUAL 2013-2016 EXPENDITURES, 2017 BUDGET, YEAR TO DATE, PROPOSED 2018 BUDGET**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
PERSONNEL							
Salary-Fulltime	291,391	275,349	288,629	301,902	318,097	170,588	
Salary-Overtime	-	-	-	-	-	-	
PERA	20,291	19,860	21,556	22,488	23,857	12,794	
FICA	16,642	16,261	16,970	17,658	19,723	10,058	
Medicare	3,892	3,803	3,969	4,130	4,612	2,352	
Health Insurance	46,073	52,460	58,954	61,585	68,588	40,040	
Life Insurance	121	50	123	123	123	76	
Dental Insurance	586	671	655	688	688	403	
Vision Insurance	-	-	-	-	-	-	
Unemployment	-	-	-	-	-	-	
Workers Compensation	1,411	2,040	1,515	1,366	1,710	1,025	
TOTAL PERSONNEL	380,408	370,494	392,372	409,939	437,398	237,336	455,611
SUPPLIES & MATERIALS							
Office Supplies	1,250	1,073	436	917	1,000	86	1,000
Copy Supplies	363	406	187	393	500	-	500
Printing/Binding	457	396	175	212	550	201	300
Computer Supplies	1,148	1,849	1,283	1,423	2,000	1,220	1,500
Training Supplies	170	-	40	-	-	-	-
Assets between \$700-\$4,999	-	837	-	-	1,000	-	1,000
Inventorial Supplies	1,926	1,770	257	112	1,000	250	1,000
TOTAL SUPPLIES & MATERIAL	5,315	6,331	2,378	3,057	6,050	1,756	5,300
OTHER CHARGES & SERVICES							
Professional Services	980	2,875	2,200	1,250	5,000	5,825	5,500
Auditing/Accounting	30,393	29,704	31,636	32,351	33,000	31,193	33,000
Legal	1,217	346	-	-	200	-	200
Telephone	1,762	1,622	1,002	852	1,200	399	900
Postage/Freight	2,499	2,204	1,850	1,443	2,350	-	2,000
Seminar/Meetings/Schools	516	1,789	997	2,393	2,500	40	2,500
Publishing & Advertising	1,563	1,864	835	814	1,500	740	1,500
General Insurance	1,145	1,122	1,004	845	1,300	881	1,300
Maintenance Contracts	22,428	21,744	22,864	4,001	4,400	2,024	2,700
Computer Maint/Repairs	-	-	-	-	-	-	-
General Eqpt Maint/Rpairs	-	75	-	66	-	-	-
Miscellaneous	140	-	-	-	-	-	-
Dues & Subscriptions	1,400	1,349	1,235	1,265	1,300	865	1,300
TOTAL OTHER CHARGES & SE	64,044	64,694	63,622	45,279	52,750	41,967	50,900
CAPITAL OUTLAY							
Computer Equipment	-	-	-	-	-	-	-
TOTAL EXPENDITURES	449,766	441,519	458,373	458,274	496,198	281,059	511,811

**CITY OF GRAND RAPIDS
FIRE DEPARTMENT
ACTUAL 2013-2016 EXPENDITURES, 2017 BUDGET, YEAR TO DATE, PROPOSED 2018 BUDGET**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
PERSONNEL							
Salary-Fulltime	57,656	53,375	43,313	19,979	55,500	13,999	
Salary-Fulltime OT	-	-	-	-	-	-	
Salary-Parttime	141,524	138,805	152,262	157,068	150,786	83,317	
Salary-Parttime/Overtime	10,164	14,399	13,089	17,522	15,000	8,575	
PERA	1,723	1,782	1,872	81	-	-	
FICA	12,910	12,732	12,846	12,051	13,719	6,566	
Fire Relief-City contribution	5,000	5,000	5,000	5,000	5,000	5,000	
Fire Pension-St of MN	129,478	124,812	133,098	131,759	125,000	1,000	
Medicare	3,019	2,978	3,005	2,819	3,209	1,536	
Health Insurance	4,514	5,126	5,434	583	-	-	
Life Insurance	720	717	705	668	738	383	
Dental	-	-	-	-	-	-	
Unemployment	-	-	-	-	-	-	
Workers Compensation	19,014	28,652	23,000	25,797	26,010	17,583	
TOTAL PERSONNEL	385,724	388,378	393,624	373,328	394,962	137,959	397,699
SUPPLIES & MATERIALS							
Office Supplies	256	653	412	50	500	-	500
Copy Supplies	46	160	8	411	200	103	200
Computer Supplies	41	284	-	596	500	-	500
Training Supplies	181	894	311	-	500	311	500
Assets between \$700-\$4,999	12,275	8,605	6,849	5,140	9,000	1,009	9,000
Inventorial Supplies	10,436	4,410	8,639	13,776	6,000	3,004	6,000
Operating Supplies	12,294	5,638	6,136	8,048	9,000	4,201	9,000
Motor Fuels	7,720	7,427	5,666	5,515	7,500	3,348	7,500
Lubricants	77	35	134	411	250	-	300
Uniforms/Clothing/Safety	17,254	18,982	19,303	17,974	20,000	16,710	20,000
TOTAL SUPPLIES & MATERIALS	60,579	47,088	47,458	51,921	53,450	28,686	53,500
OTHER CHARGES & SERVICES							
Professional Services	559	1,081	1,213	-	1,000	-	1,000
Physicals	4,601	1,732	2,197	3,594	1,500	968	2,000
Legal	975	-	-	-	-	-	
Laundry	10	-	-	-	-	-	
Janitorial	329	238	1,094	-	600	-	600
* Rental Expense	550	-	-	-	500	-	500
Telephone	2,245	2,002	1,860	1,753	1,800	835	1,800
Postage/Freight	422	214	165	149	300	15	300
Seminar/Meetings/Schools	19,732	22,727	14,822	11,175	15,000	8,431	20,000
Community Education/Promo	8,330	4,150	3,577	5,255	5,000	1,085	5,000
Auto Mileage-Inspector	375	69	-	-	-	-	
Auto Licenses	-	-	33	-	-	-	
Publishing & Advertising	729	1,171	1,349	600	650	948	650
General Insurance	13,469	15,803	12,640	9,101	17,000	9,632	17,000
Electricity	4,747	4,586	4,197	4,674	4,500	2,893	4,500
Garbage Removal	1,108	1,097	1,102	1,124	1,000	916	1,200
Heat-Natural Gas	3,900	5,293	4,290	4,170	4,500	2,598	4,500
Maintenance Contracts	1,451	1,023	1,504	1,112	3,000	496	3,000
Building Maint/Repairs	8,764	12,669	3,990	7,954	9,000	1,636	9,000
Radio Maint/Repair	334	-	619	3,101	1,000	-	1,000
Vehicle Maint/Repair-Car #118	279	1,625	46	1,600	1,000	668	1,000
Air Trailer Repairs & Maintenance	-	-	-	26	500	-	500
Vehicle Maint/Repair-Eng #115	706	1,246	515	515	3,000	601	3,000
Vehicle Maint/Repair-Pickup #117	-	11	-	82	200	117	200
Vehicle Maint/Repair-Ladder #119	4,684	4,937	5,132	4,682	6,000	6,028	7,000
Vehicle Maint/Repair-Rescue #114	82	665	745	7,007	4,000	1,492	5,000
Vehicle Maint/Repair-Engine #116	8,229	4,459	11,216	1,507	6,000	1,724	6,000
Vehicle Maint/Repair-Engine #113	610	3,550	513	1,387	2,000	1,978	2,000
Vehicle Maint/Repair-Engine #111	7,813	4,943	6,142	536	5,000	6,154	5,000
Gen Equip Maint/Repair & SCBA Ser	3,723	2,499	4,241	8,366	6,000	2,501	6,000
Miscellaneous	-	-	-	-	-	-	

**CITY OF GRAND RAPIDS
FIRE DEPARTMENT
ACTUAL 2013-2016 EXPENDITURES, 2017 BUDGET, YEAR TO DATE, PROPOSED 2018 BUDGET**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
Dues & Subscriptions	2,073	1,715	1,676	1,453	2,500	1,369	2,500
Depreciation	-	-	-	-	100,000	-	125,000
Radio Depreciation	-	-	5,414	5,414	4,675	5,414	5,414
TOTAL OTHER CHARGES & SERV	<u>100,829</u>	<u>99,505</u>	<u>90,293</u>	<u>86,339</u>	<u>207,225</u>	<u>58,500</u>	<u>240,664</u>
CAPITAL OUTLAY							
Equip/Mach/Furn/Fix	-	-	-	-	-	-	-
TOTAL CAPITAL OUTLAY	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
TOTAL EXPENDITURES	<u><u>547,132</u></u>	<u><u>534,971</u></u>	<u><u>531,375</u></u>	<u><u>511,588</u></u>	<u><u>655,637</u></u>	<u><u>225,145</u></u>	<u><u>691,863</u></u>

* Line 32- Replacement of SCBA Bottles 2nd year
Lines 64-70 increase in truck maintenance

CITY OF GRAND RAPIDS
Fleet Maintenance

Actual 2013-2016 Expenditures, 2017 Budget, Year To Date Totals, Proposed 2018 Budget

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	YTD ACTUAL 7/31/2017	PROPOSED 2018 BUDGET
EXPENDITURES:							
<i>Personnel</i>							
Salary-Fulltime	117,185	124,980	121,466	128,473	132,865	75,436	_____
Salary-Overtime	487	234	-	1,840	1,000	1,073	_____
PERA	8,563	9,030	9,030	9,683	9,946	5,738	_____
FICA	7,316	7,733	7,499	8,045	8,300	4,699	_____
Medicare	1,711	1,809	1,754	1,882	1,941	1,099	_____
Health Insurance	23,008	24,088	25,248	26,440	31,200	16,140	_____
Life Insurance	49	49	49	49	49	29	_____
Healthcare Savings	3,992	3,462	3,552	3,560	-	2,060	_____
Workers Compensation	3,340	4,523	3,536	2,872	2,900	1,987	_____
TOTAL PERSONNEL	165,651	175,908	172,133	182,844	188,201	108,262	191,096
<i>Supplies & Materials</i>							
Office Supplies	-	-	417	19	500	14	500
Assets Between \$700-\$4999	-	-	849	-	850	-	1,850
Operating Supplies	6,774	6,825	6,177	7,180	6,800	4,018	6,800
Motor Fuel	2,301	1,640	1,433	445	2,200	1,694	2,200
Lubricants	7,691	5,611	6,325	6,867	6,100	3,232	6,100
Uniforms/Clothing	396	829	950	834	950	855	950
Small Tools	2,267	3,851	3,998	3,146	4,500	3,067	4,500
TOTAL SUPPLIES & MATERIALS	19,428	18,756	20,148	18,491	21,900	12,880	22,900
<i>Other Charges & Services</i>							
Seminars/Mtgs/School	1,527	1,249	2,124	1,388	2,000	4,984	2,000
General Insurance	603	537	651	390	700	410	700
Electricity	7,483	7,600	8,695	9,642	9,000	7,187	9,000
Hazardous Waste Disposal	-	564	583	696	1,500	1,293	1,500
Computer Maint/Repair	-	-	-	-	-	-	-
Vehicle Equip Maint/Repair	47,080	48,882	37,294	23,010	48,000	13,375	47,000
Dues & Subscriptions	3,846	3,846	3,276	3,824	4,000	480	4,000
TOTAL OTHER CHGS & SERVICES	60,538	62,678	52,623	38,951	65,200	27,729	64,200
TOTAL EXPENDITURES	245,617	257,342	244,904	240,286	275,301	148,871	278,196

**CITY OF GRAND RAPIDS
INFORMATION TECHNOLOGY DEPARTMENT
ACTUAL 2013-2016 EXPENDITURES, 2017 BUDGET, YEAR TO DATE, PROPOSED 2018 BUDGET**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
PERSONNEL							
Salary-Fulltime	114,409	123,667	126,746	132,862	136,445	74,753	
Salary-Fulltime Overtime	298	268	634	743	500	498	
PERA	8,230	8,885	9,563	9,924	10,271	5,548	
FICA	6,867	7,412	7,698	8,081	8,490	4,475	
Medicare	1,606	1,734	1,800	1,890	1,986	1,047	
Health Insurance	4,061	4,612	4,887	6,178	6,759	3,949	
Life Insurance	49	49	49	49	49	29	
Dental Insurance	310	318	328	344	344	201	
Workers Compensation	713	1,100	823	550	900	356	
TOTAL PERSONNEL	136,542	148,045	152,528	160,620	165,744	90,854	192,968
SUPPLIES & MATERIALS							
Office Supplies	56	90	128	258	150	-	200
Copy Supplies	6	7	6	7	50	-	50
Computer Supplies	84	60	-	-	100	53	100
Assets between \$700-\$4,999	4,282	8,490	9,348	21,188	25,400	-	17,100
Inventorial Supplies	1,169	1,741	93	-	1,000	-	1,000
Maint Tools/Supplies	352	329	208	-	1,000	-	1,000
TOTAL SUPPLIES & MATERIALS	5,949	10,717	9,783	21,453	27,700	53	19,450
OTHER CHARGES & SERVICES							
Professional Service/Web Page	3,134	1,023	930	930	3,500	994	13,500
Legal	293	-	-	-	-	-	-
Telephone	2,259	1,963	2,466	2,414	2,600	1,647	2,600
Postage	1	-	80	-	100	-	50
Seminar/Meetings/Schools	-	397	-	287	4,000	-	4,000
Auto Mileage	-	-	-	-	-	-	-
General Insurance	525	499	423	346	500	380	500
Garbage Disposal	-	-	100	370	1,000	-	500
Dept Maintenance Contracts	33	32	65	31	-	-	-
System Maintenance Contracts	35,420	35,151	41,334	16,712	17,600	8,096	22,000
Telephone System Maint/Repair	210	525	150	813	500	-	1,000
Computer Service Contract	-	-	-	-	-	-	-
Datacenter Maint/Repairs	3,011	1,161	5,991	2,112	6,000	2,681	6,000
Network Internet Services	7,601	7,366	7,640	7,668	9,000	4,075	9,000
Equipment Maint/Repairs	-	246	-	-	-	-	-
Miscellaneous	-	16	-	-	-	-	-
Dues/Subscriptions/License Fee	50	50	300	50	1,800	50	1,600
TOTAL OTHER CHARGES & SERV	52,538	48,429	59,479	31,733	46,600	17,923	60,750
CAPITAL OUTLAY							
Computer Equipment	-	-	-	-	-	-	-
TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-
TOTAL EXPENDITURES	195,029	207,191	221,790	213,807	240,044	108,830	273,168

Added \$10k for Legistar programming services. Erik will confirm number.

1010100001450 Cmptr Rplcmnt	11,800	17,000
1010100002027 City Wide Maint	7,000	7,000
1010100004000 Maint Contracts	57,471	49,000

**CITY OF GRAND RAPIDS
POLICE DEPARTMENT
ACTUAL 2013-2016 EXPENDITURES, 2017 BUDGET, YEAR TO DATE, PROPOSED 2018 BUDGET**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
PERSONNEL							
Salary-Fulltime	1,281,671	1,423,048	1,430,864	1,498,766	1,482,805	798,396	
Salary-Overtime	56,802	49,071	65,654	80,313	75,000	37,716	
Salary-Overtime TZD Grant	35,438	33,537	27,969	19,156	40,000	4,296	
Salary-Parttime	1,091	2,530	1,623	1,818	-	-	
Contracted Services	8,278	2,701	965	7,827	4,000	1,166	
PERA	6,780	7,930	8,068	8,550	8,442	4,458	
FICA	5,799	8,705	6,606	7,091	6,979	3,645	
Police Pension	183,909	204,027	219,645	224,870	224,459	117,615	
Medicare	18,425	20,320	20,607	21,923	23,168	11,412	
Health Insurance	172,884	212,519	200,627	246,058	281,936	145,807	
Life Insurance	504	408	533	557	554	351	
Dental Insurance	5,919	6,110	5,898	6,191	7,814	3,665	
Unemployment	9,153	-	-	-	-	-	
Workers Compensation	32,612	45,305	37,300	44,012	44,010	32,108	
TOTAL PERSONNEL	1,819,264	2,016,211	2,026,357	2,167,131	2,199,167	1,160,637	2,336,995
SUPPLIES & MATERIALS							
Office Supplies	875	1,192	1,160	1,498	1,100	601	1,100
Copy Supplies	612	1,000	778	394	1,100	359	1,100
Printing & Binding	3,012	1,150	681	1,610	1,800	784	1,800
Computer Supplies	1,317	2,098	823	2,102	500	122	500
Assets between \$700-\$4,999	5,589	4,010	3,799	8,029	4,000	-	3,000
Inventorial Supplies	2,838	519	1,777	2,261	8,900	2,093	3,000
Operating Supplies	5,670	4,695	6,975	5,325	5,800	3,754	6,500
Motor Fuels	56,324	56,821	38,030	34,333	42,000	21,936	42,000
Lubricants	9	-	-	-	-	-	-
Police Reserves Supplies-Dor	3,060	637	3,115	1,634	3,000	153	3,000
Uniforms/Clothing/Safety	18,962	22,436	23,316	22,793	25,000	20,013	25,000
Ammunition	2,634	1,580	6,011	3,390	5,000	2,042	5,000
SWAT	-	-	-	5,495	5,000	4,243	5,000
TOTAL SUPPLIES & MATERIALS	100,902	96,138	86,466	88,864	103,200	56,099	97,000
OTHER CHARGES & SERVICES							
Professional Services	130	1,390	60	110	-	-	-
Legal	6,560	700	30	-	-	1,141	-
Legal - Prosecutions	63,000	63,000	55,000	55,000	55,000	32,083	55,000
Other Contracted Services	6,966	-	-	-	-	-	-
Telephone	20,896	21,506	27,895	27,187	23,500	15,902	23,500
Postage/Freight	1,544	1,262	955	933	800	220	800
Seminar/Meetings/Schools	1,835	1,956	6,887	34,528	37,854	19,567	37,800
Hiring Expense/Background	2,633	3,523	-	592	-	1,462	-
Subpoena Fees	85	325	153	165	200	141	200
Staff Training	7,689	14,840	43,345	-	-	-	-
Community Education/Promo	414	837	510	2,879	4,000	3,392	4,000
Auto Licenses	115	99	66	133	100	178	200
Post Brd License Fee Reimbu	630	405	810	450	630	540	630
Publishing & Advertising	1,585	913	83	552	500	274	500
General Insurance	33,195	38,815	34,094	29,516	47,000	31,303	47,000
Electricity	309	300	264	211	-	-	-
Heat-Natural Gas	1,660	862	130	-	1,000	145	1,000
Maintenance Contracts	7,980	8,220	2,369	2,352	8,500	780	8,500
Building Maint/Repairs	5,627	2,081	1,634	930	2,000	94	2,000
Computer Maint/Sheriff Office	-	-	65,635	8,500	8,500	8,500	8,500
Radio Maint/Repair	267	428	485	171	1,000	-	1,000
Vehicle Maint/Repair	21,596	19,289	22,777	43,616	20,000	10,528	20,000
Gen Equip Maint/Repair	3,683	3,584	6,833	4,214	3,200	1,568	4,000

**CITY OF GRAND RAPIDS
POLICE DEPARTMENT
ACTUAL 2013-2016 EXPENDITURES, 2017 BUDGET, YEAR TO DATE, PROPOSED 2018 BUDGET**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
General Equipment	2,272	3,959	3,169	2,544	2,600	748	2,600
Miscellaneous	604	881	328	2,431	-	-	-
Dues & Subscriptions	850	695	885	1,627	1,654	1,824	1,740
Copier Lease	2,394	2,242	2,240	2,240	2,250	1,120	2,250
Towing Charges	18,162	17,037	7,533	9,874	10,000	2,215	10,000
Out of Town Court Expenses	-	26	-	-	-	-	-
Safety Seat Program	-	-	-	-	-	-	-
Radio Deprecation	-	-	16,190	16,190	19,210	15,654	15,700
TOTAL OTHER CHARGES & SE	212,681	209,175	300,360	246,945	249,498	149,380	246,920
OTHER CHARGES & SERVICES							
Eqpt/Machinery/Furn/Fix	-	-	-	-	-	-	-
TOTAL POLICE EXPENDITURES	2,132,847	2,321,524	2,413,184	2,502,940	2,551,865	1,366,116	2,680,915
GRAND ITASCA SECURITY PERSONNEL							
Salary-Fulltime	-	31,444	77,755	79,458	84,316	45,577	130,269
Salary-Overtime	-	1,676	3,695	6,064	-	1,425	-
Salary-Parttime	-	11,417	17,636	20,229	46,762	11,173	46,762
Salary-PT Overtime	-	-	28	-	-	-	-
PERA	-	2,391	6,080	6,414	9,650	3,525	13,201
FICA	-	2,591	5,902	6,278	6,550	3,444	10,913
Police Pension	-	220	-	-	-	-	-
Medicare	-	625	1,380	1,468	1,550	805	2,552
Health Insurance	-	11,034	21,754	25,915	31,304	18,740	51,787
Life Insurance	-	17	47	49	50	29	125
Dental Insurance	-	231	650	688	696	403	1,031
Workers Compensation	-	-	4,027	3,273	4,050	2,175	7,622
TOTAL PERSONNEL	-	61,646	138,955	149,835	184,928	87,296	264,262
SUPPLIES & MATERIALS							
Office Supplies	-	103	-	-	500	144	500
Assets between \$700-\$4,999	-	42	1,017	931	1,000	-	1,000
Inventorial Supplies	-	6,028	187	168	800	-	800
Operating Supplies	-	376	700	724	500	-	500
Uniforms/Clothing/Safety	-	7,064	817	4,525	6,000	407	6,000
Taser Cartridges/Mace	-	-	-	-	300	-	300
TOTAL SUPPLIES & MATERIALS	-	13,613	2,721	6,348	9,100	551	9,100
OTHER CHARGES & SERVICES							
Administrative Costs	-	-	-	-	15,594	-	21,141
Supervisor Costs	-	-	-	-	3,899	-	3,899
Professional Services	-	-	-	80	-	-	-
Telephone	-	221	420	319	1,015	-	1,015
Postage/Freight	-	184	1	4	-	-	-
Seminar/Meetings/Schools	-	158	-	-	-	-	-
Hiring Expense/Background	-	5,362	-	2,699	-	-	-
Staff Training	-	471	-	-	2,000	-	2,000
Publishing & Advertising	-	-	726	-	-	-	-
General Insurance	-	-	1,184	972	1,185	576	1,185
Maintenance Contracts	-	33	1	-	-	-	-
TOTAL OTHER CHARGES & SE	-	6,429	2,333	4,074	23,693	576	29,240
TOTAL SECURITY EXPENDITURES	-	81,688	144,008	160,257	217,721	88,422	302,602
TOTAL POLICE/SECURITY EXPENDITURES	2,403,212	2,557,193	2,663,193	2,663,198	2,769,586	1,454,539	2,983,517

**CITY OF GRAND RAPIDS
PUBLIC WORKS DEPARTMENT
ACTUAL 2013-2016 EXPENDITURES, 2017 BUDGET, YEAR TO DATE, PROPOSED 2018 BUDGET**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
PERSONNEL							
Salary-Fulltime	467,680	456,088	469,981	429,822	461,381	239,835	
Salary-Overtime	15,994	9,796	8,642	11,763	18,000	4,927	
Salary-Parttime	111,820	80,189	78,232	111,298	99,000	62,799	
Salary-Parttime/Overtime	9,336	4,843	2,772	3,223	4,750	1,462	
PERA	36,707	35,880	36,249	32,944	36,042	19,193	
FICA	37,190	34,053	34,669	34,256	35,798	18,826	
Medicare	8,697	7,958	8,108	8,010	8,372	4,401	
Health Insurance	110,804	117,380	117,903	100,222	132,970	90,521	
Life Insurance	244	240	230	196	211	163	
Dental Insurance	310	300	336	344	344	203	
HealthCare Savings	16,039	14,064	13,821	10,873	-	9,270	
Unemployment	1,247	6,919	7,577	2,841	2,000	5,007	
Workers Compensation	23,534	36,611	26,187	23,349	27,237	26,298	
TOTAL PERSONNEL	839,601	804,321	804,704	769,140	826,105	482,904	772,206
SUPPLIES & MATERIALS							
Office Supplies	287	254	171	179	300	94	300
Copy Supplies	660	703	1,148	319	700	204	700
Computer Supplies	-	-	-	505	-	83	-
Assets between \$700-\$4,999	3,500	4,000	7,487	1,950	8,000	-	8,000
Inventorial Supplies	533	-	-	840	-	-	-
Operating Supplies	722	53	966	303	2,500	364	2,500
Motor Fuels	77,809	64,233	30,186	29,907	45,000	18,920	40,000
Lubricants	610	512	40	-	-	51	-
Maintenance Tools/Sup	1,124	999	1,801	1,969	1,000	938	1,000
Building Maint Supplies	310	252	1,001	586	700	696	700
Chemicals	577	666	734	328	800	576	800
Uniforms/Clothing/Safety	3,346	4,040	4,658	3,189	4,200	2,761	4,200
Tires/Cutting Edges	-	-	-	-	-	-	-
Sign Repair Materials	11,754	11,721	14,808	11,601	13,000	8,484	13,000
Bituminous/Pot hole patching	36,217	34,077	34,539	40,200	38,000	5,851	38,000
Concrete	431	1,593	272	1,070	1,000	304	1,000
Granular/Riprap/Dirt	2,549	839	2,862	3,470	3,000	3,736	3,000
Small Tools	1,404	1,402	3,114	1,307	1,500	849	1,500
Sand/Salt	69,056	55,452	45,424	49,254	40,000	28,452	40,000
Turf Rehab	199	-	-	-	500	-	-
Liquid De-icer	21,663	37,595	15,975	32,595	23,000	11,180	28,000
Grounds Maint/Supplies	39,222	20,883	25,897	24,678	25,000	19,699	25,000
TOTAL SUPPLIES/ MATERIALS	271,973	239,274	191,081	204,251	208,200	103,241	207,700
OTHER CHARGES & SERVICES							
Professional Services	459	-	-	1,163	300	2,539	300
Other Contracted Services	74,834	61,465	59,676	88,322	75,000	31,114	75,000
Telephone	3,117	3,022	2,812	3,243	3,200	2,499	3,200
S/W Trip Haz Repairs	15,356	5,901	2,634	4,484	5,000	1,536	5,000
Postage/Freight	62	48	35	19	100	38	100
Seminar/Meetings/Schools	4,241	4,147	4,061	5,878	5,000	6,253	5,000
Auto Mileage	-	-	-	-	-	-	-
Auto Licenses	-	522	302	512	500	-	500
Publishing & Advertising	-	-	-	-	200	-	200
General Insurance	26,083	30,332	25,460	16,007	28,000	24,031	28,000
Electricity	36,260	36,117	31,735	29,002	33,000	16,836	33,000
Water	1,736	4,525	4,300	1,834	4,500	878	4,500
Heat-LP Gas	-	-	-	-	-	-	-
Garbage Removal	7,920	9,914	7,644	7,979	9,000	4,827	9,000
Heat-Natural Gas	850	1,445	917	478	1,000	550	1,000
Maintenance Contracts	70	70	96	89	-	-	-

**CITY OF GRAND RAPIDS
PUBLIC WORKS DEPARTMENT
ACTUAL 2013-2016 EXPENDITURES, 2017 BUDGET, YEAR TO DATE, PROPOSED 2018 BUDGET**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
Building Maint/Repairs	13,895	37,769	33,386	33,581	20,000	15,639	20,000
Ground Maint/Repairs	7,492	5,446	4,495	5,577	7,000	1,903	7,000
Irrigation Maint/Repair	7,939	2,288	3,781	3,153	3,500	2,503	3,500
Vehicle Maint/Repair	97,673	68,984	71,830	101,003	80,000	62,865	80,000
Gen Equip Maint/Repair	-	-	58	-	-	-	-
Fixture Maint/Repair	3,531	1,052	762	529	1,000	21	1,000
Equipment Rental	557	300	-	720	-	-	-
Portable Restroom Rental	10,797	7,679	9,367	9,934	11,000	4,382	11,000
Miscellaneous	-	-	-	-	-	-	-
Dues & Subscriptions	440	465	429	483	600	10	600
Banner Replacement	-	5,160	5,862	4,699	4,000	5,166	4,000
Demo Dump Charges	-	-	441	-	-	86	-
Crack Sealing-ST Aid Maint	26,071	43,374	52,043	54,900	55,000	36,686	55,000
Striping-ROW Paint	15,674	25,899	4,459	7,807	15,000	8,038	15,000
Fleet Maintenance	-	-	28	-	-	-	-
Facility Lease Payment	118,664	119,808	118,144	118,976	-	-	-
Street Lighting	135,931	139,451	137,123	135,933	140,000	67,846	140,000
Street Lighting Supplies	301	-	-	-	-	-	-
Street Lighting Maint	47,892	78,629	61,676	112,573	83,000	33,362	83,000
TOTAL OTHER CHGS/SERV	657,845	693,812	643,558	748,878	584,900	329,606	584,900
CAPITAL OUTLAY-PUBLIC WORKS							
Building/Building Improvements	-	-	-	-	-	-	-
TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-
TOTAL EXPENDITURES	1,769,419	1,737,407	1,639,344	1,722,269	1,619,205	915,751	1,564,806

9-6-16 Reduced motor fuels by \$18,000

**CITY OF GRAND RAPIDS
RECREATION DEPARTMENT**

ACTUAL 2013-2016 EXPENDITURES, 2017 BUDGET, YEAR TO DATE ACTUAL AND PROPOSED 2018 BUDGET

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
PERSONNEL							
Salary-Fulltime	46,011	55,568	62,282	64,918	66,610	35,867	
Salary-Overtime	-	-	-	-	-	-	
Salary-Parttime	20,327	21,583	18,604	14,478	19,710	6,867	
Salary-Parttime Overtime	186	-	-	-	-	-	
Contracted Services	-	-	-	-	-	-	
PERA	3,336	4,029	4,760	4,869	5,806	2,690	
FICA	3,953	4,551	4,881	4,749	5,350	2,471	
Medicare	925	1,065	1,141	1,111	1,252	578	
Health Insurance	18,014	12,589	12,634	14,369	15,315	8,946	
Life Insurance	34	25	25	25	25	14	
Dental Insurance	155	158	164	172	172	100	
Unemployment	-	119	42	228	500	-	
Workers Compensation	642	1,469	1,753	2,488	2,510	1,519	
TOTAL PERSONNEL	93,582	101,156	106,285	107,406	117,250	59,051	113,689
SUPPLIES & MATERIALS							
Office Supplies	236	152	225	404	300	-	400
Copy Supplies	1	2	1	6	-	-	
Printing/Binding	-	68	50	-	1,500	-	1,500
Computer Supplies	11	-	-	-	-	-	
Assets \$700-\$4,999	-	-	-	-	-	-	
Inventorial Supplies	669	-	655	320	700	178	700
Program Supplies	170	224	191	72	1,000	331	1,100
Motor Fuels	210	393	-	35	400	-	200
Maintenance Tools/Supplies	40	187	-	8	-	-	
Activity Passes	-	-	-	-	-	-	
TOTAL SUPPLIES & MATERIALS	1,337	1,026	1,123	843	3,900	509	3,900
OTHER CHARGES & SERVICES							
Legal	1,755	-	-	-	1,000	-	1,000
Other Contracted Services	-	-	-	811	-	865	
Telephone	2,217	2,837	1,988	2,223	2,000	1,259	2,300
Postage/Freight	13	261	21	24	300	-	200
Seminar/Meetings/Schools	15	1,241	5,180	2,383	5,000	-	5,000
Auto License	33	16	-	16	-	-	16
Publishing & Advertising	-	-	-	-	-	-	
General Insurance	1,052	1,242	1,040	813	1,200	879	1,000
Building Maintenance	-	-	-	-	-	-	
Maintenance Contracts	2,235	1,125	969	832	1,000	-	1,000
Vehicle Maint/Repair	92	35	3	20	-	90	
Computer Maint/Repair	538	-	-	-	500	-	500
Gen Equip Maint/Repair	15	-	36	14	-	-	
Equipment Rental	1,402	1,312	1,312	1,312	1,500	656	1,500
Miscellaneous	-	390	-	220	-	-	
Dues & Subscriptions	327	402	340	362	400	30	400
Snowmobile Trail Grooming	2,000	2,000	2,000	2,000	2,000	2,000	2,000
TOTAL OTHER CHARGES & SERV	11,693	10,861	12,888	11,030	14,900	5,779	14,916
TOTAL EXPENDITURES	106,613	113,043	120,295	119,279	136,050	65,339	132,505

**GRAND RAPIDS/ITASCA COUNTY AIRPORT
AIRPORT OPERATIONS FUND WORKSHEET
ACTUAL 2013-2016 EXPENDITURES, 2017 BUDGET AND 2018 PROPOSED BUDGET**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
REVENUES:							
INTERGOVERNMENTAL							
State Operations Reimb	63,049	69,354	66,668	66,668	66,668	31,129	66,488
State Project Reimb	-	9,540	-	-	-	-	-
Grand Rapids	-	-	-	-	-	-	-
Itasca County	10,000	20,000	25,000	20,000	20,000	20,000	20,000
TOTAL INTERGOVERNMENTAL	73,049	98,894	91,668	86,668	86,668	51,129	86,488
CHARGES FOR SERVICES							
Landing Fees	844	841	834	880	800	407	800
Gas Sales/Fuel Flowage	3,862	4,045	4,589	5,038	4,000	3,226	4,000
TOTAL CHARGES FOR SERVICES	4,706	4,886	5,423	5,917	4,800	3,634	4,800
MISCELLANEOUS							
Private Lease Rental	14,560	12,557	12,771	12,984	13,000	11,997	13,000
Fire Department Rent	-	-	-	-	-	-	-
Tie Down Area/Old T-Hangar	6,974	6,974	6,974	6,974	6,974	4,068	6,974
Rent-DNR Fire CACHE	833	833	833	833	800	-	800
FBO Rent	20,208	20,208	20,208	20,208	20,208	11,788	20,208
T-Hangar Rent	69,699	68,308	67,465	65,764	68,600	35,473	68,600
Terminal Rents	7,736	-	-	-	-	-	-
ACAR - Maint BLDG	1,200	1,200	1,200	1,000	1,200	-	-
Miscellaneous	150	-	-	85	-	798	-
Investment Income	982	1,608	1,500	1,715	1,300	608	1,300
TOTAL MISCELLANEOUS	122,343	111,688	110,951	109,563	112,082	64,733	110,882
OTHER SOURCES							
Sale of Fixed Assets	-	-	-	-	-	-	-
Operating Transfers In - City	10,000	20,000	24,500	20,000	20,000	20,000	20,000
Fund Balance Usage	-	-	-	-	-	-	-
TOTAL OTHER SOURCES	10,000	20,000	24,500	20,000	20,000	20,000	20,000
TOTAL REVENUES	210,098	235,468	232,542	222,149	223,550	139,496	222,170
EXPENDITURES							
Special Item Expenditure	-	-	-	-	-	-	-
PERSONNEL							
Salary-Fulltime	36,895	37,897	45,212	49,076	55,093	25,441	-
Salary-Overtime	3,782	858	1,137	2,493	1,000	626	-
Salary-Parttime	6,616	5,766	4,619	6,305	8,000	5,570	-
Salary-Parttime Overtime	368	14	95	221	-	80	-
Contracted Services-Other	-	-	-	-	-	-	-
PERA	2,959	2,814	3,460	3,818	4,184	1,955	-
FICA	2,949	2,750	3,145	3,586	3,974	1,927	-
Medicare	690	644	736	839	929	451	-
Health Insurance	7,195	12,044	12,624	13,220	10,920	5,982	-
Life Insurance	15	25	25	25	17	14	-
Dental Insurance	-	-	-	-	-	-	-
Healthcare Savings	1,242	1,731	1,776	1,780	-	778	-
Unemployment	-	-	-	-	-	-	-
Workers Compensation	-	-	498	518	610	642	-
TOTAL PERSONNEL	62,712	64,543	73,325	81,881	84,727	43,465	86,401

**GRAND RAPIDS/ITASCA COUNTY AIRPORT
AIRPORT OPERATIONS FUND WORKSHEET
ACTUAL 2013-2016 EXPENDITURES, 2017 BUDGET AND 2018 PROPOSED BUDGET**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
SUPPLIES							
Office Supplies	-	11	-	-	-	5	
Copy Supplies	9	9	4	14	-	-	
Printing/Binding	-	-	47	-	-	-	
Computer Supplies	-	-	-	479	175	-	500
Assets between \$700-\$4,999	-	-	-	-	-	-	
Inventorial Supplies	87	480	645	965	1,500	-	1,500
Operating Supplies	120	351	620	434	-	361	
Motor Fuels	17,840	14,050	6,064	7,474	12,354	4,737	12,250
Lubricants	66	34	94	606	500	193	500
Uniforms/Clothing	-	-	-	-	-	-	35
Maintenance Tools/Sup	132	14	573	552	1,000	99	1,000
Other Supplies/Materials	43	75	10	4	250	62	250
Equipment Parts	85	-	37	-	-	-	
Tires	-	-	-	-	1,000	-	1,000
Small Tools (Shop)	273	22	536	658	1,000	286	1,000
Sand	467	886	674	232	800	-	800
TOTAL SUPPLIES	19,122	15,932	9,303	11,417	18,579	5,777	18,800
OTHER CHARGES & SERVICES							
Professional Services	206	29	2,104	248	-	-	-
Accounting Services	3,000	3,000	722	770	4,000	770	1,200
Engineering	-	420	195	1,035	-	865	1,500
Legal	9,716	78	-	-	3,300	-	3,000
Other Contracted Services	300	400	200	700	6,000	-	6,000
Telephone	1,658	1,035	957	1,111	1,500	566	1,500
Postage/Freight	104	48	53	126	200	-	200
Seminar/Meetings	492	790	799	110	1,000	-	1,000
Training-CFR	-	-	-	-	650	-	650
Auto Mileage/Travel	-	-	-	-	1,500	-	1,500
Auto Licenses	-	48	-	48	44	-	44
Publishing/Advertising	287	-	-	-	200	-	200
General Insurance	19,022	19,673	14,685	12,325	20,000	12,896	20,000
Electricity	13,602	12,762	15,485	10,377	15,000	4,177	14,820
Garbage Removal	1,134	1,279	1,359	1,801	1,200	2,132	1,200
Heat-Natural Gas	3,659	5,004	3,286	2,850	4,000	1,907	4,000
Maintenance Contract	785	55	51	82	-	-	-
Building Maint/Repair	1,470	4,458	5,577	26,551	5,500	3,365	5,500
Grounds Maint/Repair	38,946	8,606	1,579	12,307	7,500	3,197	12,500
Pavement Maintenance	-	12,079	-	-	-	-	-
T Hangar Maintenance	575	11,373	16,121	3,432	18,000	2,346	18,000
Computer Maint/Repair	900	300	300	925	-	-	500
Lighting Maint/Repair	5,660	7,326	3,125	6,863	5,000	2,167	5,000
Radio Maint/Repair	-	-	45	-	-	-	-
Vehicle Maint/Repair	5,331	2,201	6,987	4,285	3,000	1,240	3,000
General Equip Maint/Repair	7,075	10,049	22,732	16,258	14,000	14,516	14,000
Land Rental	625	2,408	840	1,396	1,000	-	1,000
Miscellaneous	-	-	-	-	-	-	-
Drug Screening	-	31	31	31	-	76	-
Dues/Subscriptions/Lic Fee	710	645	585	185	650	187	650
T-hangar Pay Back Plan	-	-	-	-	-	-	-
City/County Hngr Loan Repay	10,000	10,000	10,000	10,000	7,000	-	-
TOTAL OTHER CHARGES	125,258	114,097	107,818	113,814	120,244	50,406	116,969

**GRAND RAPIDS/ITASCA COUNTY AIRPORT
AIRPORT OPERATIONS FUND WORKSHEET
ACTUAL 2013-2016 EXPENDITURES, 2017 BUDGET AND 2018 PROPOSED BUDGET**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
TERMINAL EXPENDITURES							
Operating Supplies	2	-	-	-	-	-	
Maintenance Supplies	-	-	-	-	-	-	
Legal-Civil-Terminal	-	-	-	-	-	-	
Laundry	-	-	-	-	-	-	
Janitorial Service	-	-	-	-	-	-	
Bldg Management Services	7,500	-	-	-	-	-	
General Insurance	1,650	1,650	1,650	-	-	-	
Electricity	4,302	-	-	-	-	-	
Garbage Removal	45	-	-	-	-	-	
Heat-Natural Gas	6,294	-	-	-	-	-	
Maintenance Contracts	1,151	-	-	-	-	-	
Building Maint	1,012	-	-	-	-	-	
General Equip Maint/Repair	97	-	-	-	-	-	
TOTAL TERMINAL	22,052	1,650	1,650	-	-	-	-
CAPITAL OUTLAY							
Bldg/Bldg Improvements	-	-	-	-	-	-	
Equipment	-	-	-	-	-	-	
TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-
TOTAL EXPENDITURES	229,144	196,222	192,096	207,111	223,550	99,649	222,170
Total Operating Revenue	210,098	235,468	232,542	222,149	223,550	139,496	222,170
Total Operating Expenditures	229,144	196,222	192,096	207,111	223,550	99,649	222,170
Revenue over (under) Expenditures	(19,046)	39,246	40,446	15,037	-	39,847	-

**CITY OF GRAND RAPIDS
CENTRAL SCHOOL
ACTUAL 2013-2016 EXPENDITURES, 2017 BUDGET, PROPOSED 2018 BUDGET**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
REVENUES:							
Leases	\$ 75,240	\$ 95,932	\$ 85,940	\$ 67,737	\$ 85,000	\$ 36,852	\$ 81,000
Late Lease Payments	125	90	174	89	150	-	150
State of Minnesota-Grant		-	-	-	-	-	
Blandin Foundation		-	-	-	-	-	
Cookbook Sales	42	5	5	47	-	19	
Miscellaneous	5,100	96	99	1,780	-	75	
Interest from Investment	316	321	310	320	-	80	
Operating Transfer -In		25,000	15,550	29,700	22,875	-	26,070
TOTAL REVENUE:	80,823	121,444	102,078	99,673	108,025	37,026	107,220
EXPENDITURES:							
Supplies & Materials:							
Office Supplies	3	2	1	2	-	-	
Inventorial Supplies	-	-	-	140	-	-	
Maintenance Tools/Supplies	3,732	3,881	3,623	3,387	3,500	1,285	3,500
Total Supplies & Materials:	3,735	3,883	3,624	3,529	3,500	1,285	3,500
Other Charges & Services:							
Professional Services	-	525	-	-	-	-	
Accounting/Audit	668	656	722	770	725	770	800
Legal	2,503	-	-	-	500	-	500
Exterminator	430	403	403	403	400	253	400
Janitorial	10,847	10,470	11,858	11,710	11,500	6,375	11,800
Management Contract Service	5,400	5,400	5,400	5,400	5,400	2,700	5,400
Telephone	1,499	1,428	1,442	1,455	1,500	846	1,500
Postage/Freight	7	8	3	1	-	-	
Promotions/Advertising/Publishing	2,314	600	2,460	-	600	477	1,000
General Insurance	15,890	16,395	13,153	6,864	13,500	6,847	12,000
Electricity	16,271	17,261	17,382	17,182	17,500	9,414	17,500
Garbage	4,574	5,029	5,283	5,701	5,300	3,668	5,700
Heat-Natural Gas	13,115	18,220	12,094	11,390	14,500	5,834	14,000
Maintenance Contracts - Elevator	2,309	2,369	2,435	2,498	2,500	2,652	2,500
Building Maint/Repairs	45,834	27,217	11,734	19,213	17,000	20,451	17,000
Fire Alarm & Heating Contracts	7,412	7,419	7,568	7,575	7,600	3,940	7,600
Gen Equip Maint/Repair	149	2,071	140	292	500	100	500
Miscellaneous	19	10	13	7	100	-	
Dues/Subscriptions	-	120	120	120	-	-	120
Property Taxes	1,842	1,666	831	-	-	-	
Building Maint/Cap Res	-	-	-	-	-	-	
Total Other Charges & Services:	131,081	117,267	93,042	90,581	99,125	64,326	98,320
Capital Outlay:							
Bldg Improvement	-	-	-	-	-	-	
Bldg Imprv-Capital Reserve	-	-	-	-	5,400	-	5,400
Total Capital Outlay:	-	-	-	-	5,400	-	5,400
TOTAL EXPENDITURES:	134,816	121,150	96,666	94,110	108,025	65,611	107,220
Excess Revenue > Expenditures:	(53,993)	294	5,412	5,564	-	(28,585)	-

Janitorial is \$850 per month plus sales tax = \$10,200. Increased to \$11,000 for additional cleaning.

Management Contract is \$450 per month = \$5,400

Capital Outlay-Building improvement-capital reserve - Lease Agreement requires 5% of the projected operations cost be transferred in the Capital Reserve Funds annually

CITY OF GRAND RAPIDS
Grand Rapids Domestic Animal Control Facility
Actual 2013-2016 Expenditures, 2017 Budget and 2018 Proposed Budget

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
Revenue:							
City of Cohasset	\$ 5,037	\$ 5,232	\$ 4,520	\$ 4,608	\$ 4,380	\$ 1,095	\$ 4,380
Itasca County	21,759	25,000	25,000	25,000	25,000	6,250	25,000
City of Bovey	2,116	2,100	2,150	-	-	525	2,100
City of Coleraine	2,032	2,100	2,160	2,100	2,100	525	2,100
City of Hill City	164	700	2,150	-	-	-	-
City of LaPrairie	-	-	1,210	1,200	2,100	-	2,100
Dog License	150	120	40	-	-	-	-
Cat License	20	-	-	-	-	-	-
Pound Fees	1,730	3,814	1,397	910	1,200	850	1,200
Miscellaneous	520	-	941	-	500	14	-
Operating Transfer - In	28,500	20,000	25,000	20,387	32,276	-	30,648
Total Revenue	62,027	59,066	64,568	54,205	67,556	9,259	67,528
Expenditures:							
Personnel							
Salary-Fulltime	25,066	25,242	25,533	19,539	21,169	11,241	
Salary-Overtime	227	-	50	-	2,000	-	
Salary-Parttime	2,201	2,317	6,762	5,478	6,175	3,192	
Contracted Services	-	-	965	-	-	-	
PERA	1,834	1,837	1,933	2,562	2,201	1,071	
FICA	1,683	1,701	1,983	1,548	1,819	884	
Medicare	393	398	464	362	425	207	
Health Insurance	6,750	6,887	8,400	6,945	7,800	4,550	
Life Insurance	12	12	14	12	12	7	
Workers Compensation	424	589	476	531	610	290	
Total Personnel	38,589	38,983	46,580	36,978	42,211	21,442	44,183
Supplies & Materials							
Assets between \$700-\$4,999	-	-	-	1,067	-	-	-
Inventorial Supplies	-	-	-	-	500	-	500
Supplies	4,478	1,879	2,869	1,089	3,000	339	1,500
Motor Fuel	1,850	1,599	767	1,263	1,500	975	1,500
Total Supplies & Materials	6,328	3,478	3,636	3,419	5,000	1,313	3,500
Other Charges & Services							
Professional Services	529	1,722	156	464	2,000	367	2,000
Telephone	363	396	645	592	600	345	600
Seminars/Training	-	-	-	-	1,000	-	500
General Liability Insurance	4,104	4,459	3,655	2,297	5,300	2,371	5,300
Electric	6,108	5,872	6,109	6,328	6,200	3,778	6,200
Garbage Removal	45	45	45	45	45	45	45
Natural Gas	1,048	1,724	1,474	1,376	1,500	795	1,500
Maint Contracts	781	550	200	191	700	-	700
Building Maintenance	3,911	467	1,561	2,014	2,000	1,002	2,000
General Eqpt Maint/Repairs	-	-	-	-	500	30	500
Facility Maint Charge	500	500	500	500	500	-	500
Total Other Charges & Services	17,389	15,735	14,344	13,808	20,345	8,733	19,845
Total Operating Costs	62,306	58,196	64,559	54,204	67,556	31,488	67,528
REVENUES/(EXPENDITURES)	\$ (279)	\$ 870	\$ 9	\$ 0	\$ -	\$ (22,229)	\$ -

**CITY OF GRAND RAPIDS
ITASCA CALVARY CEMETERY
2013 - 2016 ACTUAL, 2017 ADOPTED BUDGET, YEAR TO DATE AND 2018 PROPOSED BUDGET**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
TAXES							
Current	\$ 129,033	\$ 149,655	\$ 142,205	\$ 170,208	\$ 189,446	\$ 92,373	\$ 198,575
Delinquent	-	486.00	343.48	1,141.10	-	892.01	
Tax Forfeit Sales	-	-	-	-	-	-	
Fiscal Disparities	18,372	10,497	10,704	14,245.58	-	12,084	
TOTAL TAXES	147,405	160,638	153,252	185,595	189,446	105,348	198,575
INTERGOVERNMENTAL							
Market Value Homestead Credit	-	-	-	-	-	-	
Mobile Home MVHC	-	-	-	-	-	-	
PERA Aid	-	-	-	-	-	-	
Supplemental Aid	10,473	11,733	9,686	11,407	-	-	
Taconite Credit-Residential	-	-	-	-	-	-	
TOTAL INTERGOVERNMENTAL	10,473	11,733	9,686	11,407	-	-	-
CHARGES FOR SERVICES							
Cohasset Cemetery Sexton	-	3,053	4,547	3,892	3,000	1,888	3,200
Restitution for Damages	-	-	68	139	-	61	
Cemetery Lots	6,750	13,750	13,940	10,250	11,000	6,750	10,500
Grave Openings	20,685	33,600	34,520	19,850	29,000	14,850	23,000
TOTAL CHARGES FOR SERVICES	27,435	50,403	53,076	34,131	43,000	23,549	36,700
MISCELLANEOUS INCOME							
Miscellaneous Income (Foundations)	1,397	1,985	2,355	2,680	500	970	1,500
Investment Income	115	227	328	314	250	130	250
TOTAL MISC REVENUE	1,512	2,212	2,683	2,994	750	1,100	1,750
OTHER FINANCING SOURCES							
Insurance Recovery	-	-	-	-	-	-	-
Operating Transfer In	-	-	-	-	-	-	-
TOTAL OTHER FINANCING SOURCES	-	-	-	-	-	-	-
TOTAL REVENUES	186,825	224,986	218,697	234,128	233,196	129,997	237,025
PERSONNEL							
Salary-Full-time	70,831	97,566	104,448	107,137	102,471	59,586	
Salary-Full-time-OT	525	710	284	9	-	167	
Salary-Parttime	24,170	13,085	18,686	19,872	21,010	12,903	
Salary-Parttime-OT	775	166	481	47	775	114	
PERA	5,564	7,494	8,263	8,772	7,592	4,795	
FICA	5,951	6,903	7,668	7,848	7,704	4,473	
Medicare	1,392	1,614	1,793	1,835	1,810	1,046	
Health Insurance	12,947	18,066	18,936	19,830	28,080	14,193	
Life Insurance	28	37	37	37	44	21	
Dental Insurance	-	-	-	-	-	-	
Healthcare Savings	2,241	2,597	2,664	2,670	-	1,797	
Unemployment	1,939	-	-	-	-	-	
Workers Compensation	2,872	3,809	3,656	5,108	5,210	3,635	
Total Personnel	129,234	152,047	166,917	173,166	174,696	102,731	178,425

**CITY OF GRAND RAPIDS
ITASCA CALVARY CEMETERY
2013 - 2016 ACTUAL, 2017 ADOPTED BUDGET, YEAR TO DATE AND 2018 PROPOSED BUDGET**

	2013 ACTUAL	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	ACTUAL YTD 7/31/2017	PROPOSED 2018 BUDGET
SUPPLIES & MATERIALS							
Office Supplies	76	1	47	-	100	-	100
Copy Supplies	-	833	12	4	-	-	-
Computer Supplies	-	30	-	-	100	-	100
Assets between \$700-\$4,999	-	3,177	3,953	4,181	5,000	8,388	5,000
Inventorial Supplies	556	-	427	-	-	278	-
Operating Supplies	940	1,780	1,790	1,890	900	1,479	1,900
Motor fuels	4,247	4,309	2,545	2,306	4,000	998	3,000
Uniform/Clothing/Safety	190	577	400	454	600	482	600
Small Tools	1,356	675	524	994	1,000	63	1,000
Turf Rehab	684	-	-	-	-	-	-
Grounds Maint/Supplies	848	2,961	2,879	871	2,000	449	2,000
Total supplies and materials	8,896	14,343	12,578	10,700	13,700	12,136	13,700
OTHER CHARGES & SERVICES							
Professional Services	1,676	-	-	-	-	-	-
Auditing/Accounting	-	-	-	770	750	770	750
Legal	3,380	-	-	-	200	-	200
Recording/Filing fees	920	1,932	1,748	1,564	1,850	690	1,850
Other contracted services	4,126	6,539	10,646	3,795	8,900	271	8,900
Telephone	485	890	956	1,023	400	1,189	1,400
Postage	-	-	18	17	50	-	50
Seminars/Meetings/School	-	166	148	102	-	62	-
Auto License	-	16	-	16	100	-	100
Publishing & Advertising	287	-	-	-	-	-	-
General Insurance	4,231	4,477	3,528	2,952	4,500	2,965	4,500
Electricity	2,206	2,506	2,262	2,445	3,900	1,245	2,800
Water	538	352	1,174	209	300	221	300
LP Gas	10,451	14,717	8,920	3,039	10,000	1,505	10,000
Garbage removal	493	764	797	860	700	561	700
Maintenance Contracts	-	-	-	19	-	-	-
Building Maint/Repairs	250	8,032	3,753	1,704	3,800	10	3,000
Grounds Maint/Repair	3,170	438	606	3,983	3,000	12	3,800
Computer Maintenance/Repairs	-	-	-	400	-	-	-
Internet Services	-	646	987	835	900	545	900
Vehicle Maint/Repair	335	603	299	31	-	3	-
General Equipment Maint/Repair	3,800	5,878	5,169	8,108	5,200	2,800	5,400
Miscellaneous	-	-	-	-	-	-	-
Dues and Subscriptions	324	339	339	339	250	339	250
Total Other Charges & Services	36,672	48,295	41,350	32,210	44,800	13,187	44,900
CAPITAL OUTLAY							
Machinery	-	-	-	-	-	-	-
Cemetery Lots Repurchased	445	460	1,265	1,200	-	150	-
Total Capital Outlay	445	460	1,265	1,200	-	150	-
TOTAL EXPENDITURES	175,247	215,145	222,110	217,276	233,196	128,204	237,025
REVENUE/(EXPENDITURES)	11,578	9,841	(3,413)	16,851	-	1,792	-

**CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
ACTUAL 2013-2016 EXPENDITURES, 2017 ADOPTED BUDGET, YEAR TO DATE, PROPOSED 2018 BUDGET**

	<u>2013 ACTUAL</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 ACTUAL</u>	<u>2017 BUDGET</u>	<u>YTD ACTUAL 7/31/2017</u>	<u>PROPOSED 2018 BUDGET</u>
REVENUES							
Taxes							
Current	\$ 465,824	\$ 522,516	\$ 530,305	\$ 542,057	\$ 666,240	\$ 324,714	\$ 702,687
Delinquent	440	2,361	1,335	4,013	-	3,128	-
Fiscal Disparities	66,325	36,650	39,917	45,367	-	42,477	-
Total Taxes	<u>532,589</u>	<u>561,527</u>	<u>571,557</u>	<u>591,438</u>	<u>666,240</u>	<u>370,319</u>	<u>702,687</u>
Intergovernmental							
Market Value Homestead Credit	-	-	-	-	-	-	-
Supplemental Aid	37,808	40,965	36,122	36,327	-	-	-
State of Minnesota	-	-	49	-	-	-	-
Library Contracts	125,549	127,592	128,168	129,117	128,000	76,687	128,000
Total Intergovernmental	<u>163,357</u>	<u>168,557</u>	<u>164,338</u>	<u>165,445</u>	<u>128,000</u>	<u>76,687</u>	<u>128,000</u>
Charges for Services							
ALS Cross-overs	6,282	5,282	5,282	5,282	5,282	5,282	5,282
Photo Copies	1,604	1,679	1,932	2,402	1,700	1,550	1,900
Internet	2,976	3,355	3,522	3,531	3,200	2,034	3,200
Library Fees-Proctoring	20	320	700	315	500	340	600
Passport Processing Fee	-	-	3,025	26,350	26,000	15,375	26,000
Fax Machine Use	-	3	129	714	300	467	400
Total Charges for Services	<u>10,882</u>	<u>10,639</u>	<u>14,591</u>	<u>38,594</u>	<u>36,982</u>	<u>25,048</u>	<u>37,382</u>
Fines and Forfeits							
Library Fines	13,207	13,319	12,695	12,298	13,000	7,233	11,000
Total Fines and Forfeits	<u>13,207</u>	<u>13,319</u>	<u>12,695</u>	<u>12,298</u>	<u>13,000</u>	<u>7,233</u>	<u>11,000</u>
Miscellaneous Revenue							
Donations	4,678	1,386	22,852	157,716	1,500	437	1,500
Memorial Books	245	1,475	3,314	995	1,000	-	1,000
Donations-Children's Library	-	1,952	2,134	2,853	1,000	955	1,000
Donations-Library Programs	398	380	200	650	200	-	200
Endowment Fund Income	4,753	1,797	(414)	1,881	1,300	1,258	1,300
Grand Rapids Lib Foundation	58,875	6,907	22,698	24,334	3,000	8,566	4,000
Meeting Room Receipts	3,922	3,749	4,312	3,860	3,700	3,118	4,000
Blandin Grants	2,261	-	-	-	-	-	-
MIRC	-	-	-	-	-	-	-
Miscellaneous	2,709	2,742	8,531	4,524	2,000	1,699	2,000
Energy Rebates	-	2,943	-	1,140	-	-	-
Investment Income	1,353	2,648	2,865	2,789	2,500	864	2,800
Total Miscellaneous Revenue	<u>79,195</u>	<u>25,979</u>	<u>66,492</u>	<u>200,743</u>	<u>16,200</u>	<u>16,896</u>	<u>17,800</u>
Other Sources							
Insurance Recovery	-	-	-	-	-	3,057	-
Operating Transfer - In	-	-	-	4,142	-	-	-
Fund Balance Usage	-	-	-	-	-	-	-
Total Revenues	<u>799,230</u>	<u>780,021</u>	<u>829,674</u>	<u>1,012,660</u>	<u>860,422</u>	<u>499,240</u>	<u>896,869</u>

**CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
ACTUAL 2013-2016 EXPENDITURES, 2017 ADOPTED BUDGET, YEAR TO DATE, PROPOSED 2018 BUDGET**

	<u>2013 ACTUAL</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 ACTUAL</u>	<u>2017 BUDGET</u>	<u>YTD ACTUAL 7/31/2017</u>	<u>PROPOSED 2018 BUDGET</u>
EXPENSES							
Operating Transfer Out	-	-	-	-	-	-	-
Personnel							
Salary-Full time	303,426	316,446	390,436	404,327	419,878	228,334	-
Salary-Full time overtime	-	-	-	185	-	-	-
Salary-Part Time	101,660	98,873	25,722	22,109	23,305	12,358	-
Salary-Part time overtime	-	-	-	-	-	-	-
Contracted Services	3,219	2,283	5,543	13,195	11,504	6,723	-
PERA	29,366	29,909	31,243	31,865	33,239	17,599	-
FICA	23,734	24,435	24,371	25,034	27,478	14,151	-
Medicare	5,550	5,715	5,700	5,855	6,426	3,309	-
Health Insurance	58,405	62,215	63,417	73,619	93,635	50,270	-
Life Insurance	246	214	221	213	221	132	-
Dental Insurance	1,548	1,602	1,638	1,490	2,064	807	-
Unemployment	-	-	-	-	-	-	-
Worker's Comp	2,160	2,913	2,322	2,142	2,210	1,641	-
Total Personnel	<u>529,315</u>	<u>544,605</u>	<u>550,613</u>	<u>580,032</u>	<u>619,960</u>	<u>335,325</u>	<u>656,469</u>
Supplies and materials							
Office Supplies	3,971	5,931	8,017	5,945	7,000	4,638	7,000
Copy Supplies	788	1,503	1,382	1,310	1,000	647	1,000
Printing/binding	596	783	808	1,207	900	598	900
Bindings	-	-	-	-	-	-	-
Computer Supplies	2,639	3,094	2,192	2,818	2,600	1,126	2,600
Computer Inventory	1,642	1,802	5,421	3,762	2,500	487	2,500
Assets between 700 and 4999	9,720	7,568	-	4,142	5,600	-	14,000
Inventory Supplies Equip<700	400	376	5,985	1,412	1,000	524	1,000
Volunteer Prgm Supplies & Mat	314	334	423	508	400	397	400
Operating Supplies	3,710	6,230	1,620	613	2,000	765	2,000
Books	36,327	43,071	44,307	40,265	44,000	24,427	44,000
Audio/Visual	10,074	6,029	8,362	7,679	9,000	3,887	9,000
Newspapers	1,397	1,655	1,671	2,515	1,400	972	1,400
Periodicals	6,282	6,768	6,838	6,836	8,000	198	8,000
Maintenance Tools/Supplies	2,137	2,490	3,473	2,879	2,500	1,687	2,500
Other Supplies/Materials	-	-	-	-	-	-	-
Equipment/Parts	-	590	-	-	-	-	-
Volunteer Coordinator Materials	-	-	-	-	-	-	-
Total supplies and materials	<u>79,997</u>	<u>88,224</u>	<u>90,499</u>	<u>81,891</u>	<u>87,900</u>	<u>40,353</u>	<u>96,300</u>
Services and Charges							
Professional Services	-	-	-	394	-	-	-
Accounting Services	668	656	722	880	800	880	900
Legal	-	75	-	-	-	-	-
Laundry	450	506	557	610	612	373	650
Janitorial Services	20,400	20,400	20,400	20,400	20,400	11,900	20,400
Other Contracted Services	7,969	9,671	12,751	12,229	6,000	10,535	6,000
Telephone	5,658	5,362	6,042	5,297	6,000	3,086	7,200
Postage/Freight	424	304	86	3,988	2,500	1,785	2,500
Seminar/Meetings/School	528	123	-	350	500	95	500
Staff Training	-	799	-	376	500	-	500
Community Ed/Promotion	25	255	289	251	300	354	300
Professional Service-Collections	2,753	2,289	2,029	2,032	2,200	993	2,000
Auto Mileage/travel	-	-	-	-	-	-	-
Publishing and Advertising	697	297	264	557	300	-	300
General Insurance	7,594	9,229	7,184	5,151	9,000	5,347	9,000
Electricity	37,065	32,697	30,020	30,228	28,000	18,252	28,000

**CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
ACTUAL 2013-2016 EXPENDITURES, 2017 ADOPTED BUDGET, YEAR TO DATE, PROPOSED 2018 BUDGET**

	<u>2013 ACTUAL</u>	<u>2014 ACTUAL</u>	<u>2015 ACTUAL</u>	<u>2016 ACTUAL</u>	<u>2017 BUDGET</u>	<u>YTD ACTUAL 7/31/2017</u>	<u>PROPOSED 2018 BUDGET</u>
Garbage Removal	1,571	2,971	3,230	3,576	3,000	2,361	3,600
Heat-Natural Gas	1,827	5,181	3,594	4,175	4,000	2,729	4,000
Maintenance Contracts	8,375	7,621	7,754	8,972	7,000	5,178	7,000
Building Maintenance/Repairs	8,461	11,871	14,106	26,860	36,000	21,298	15,000
Grounds maintenance	521	1,774	462	11,430	6,000	864	1,000
Computer Maintenance/Repairs	8,830	8,113	9,096	8,575	9,000	820	9,000
On-line Services	3,359	3,624	1,791	2,774	3,000	2,957	3,000
General Equip Maint/Repair	8,630	3,653	11,568	9,643	6,000	6,680	7,000
Equipment Leases	891	844	1,092	804	1,000	469	800
Miscellaneous	-	-	-	-	50	-	50
Dues & Subscriptions	181	117	110	130	300	-	300
Interlibrary Loan Charges	122	-	-	78	100	-	100
Endowment Fund Expenditures	-	-	-	155,690	-	-	-
Fund Balance Payback	-	-	-	-	-	-	15,000
Total Other Services	<u>126,998</u>	<u>128,432</u>	<u>133,146</u>	<u>315,449</u>	<u>152,562</u>	<u>96,957</u>	<u>144,100</u>
Capital Outlay							
Equipment/Mach/Furn/Fixture	50,222	-	55,944	11,729	-	-	-
Building/Bldg Improvements	-	-	-	-	-	-	-
Total Capital Outlay	<u>50,222</u>	<u>-</u>	<u>55,944</u>	<u>11,729</u>	<u>-</u>	<u>-</u>	<u>-</u>
Blandin Grant							
Blandin Grant Prgm Development	-	-	-	-	-	-	-
Blandin Grant Contract Services	-	-	-	-	-	-	-
Blandin Grant Materials	-	-	-	-	-	-	-
Blandin Grant Youth Programs	1,145	-	-	-	-	-	-
Blandin Grant Adult Programs	1,116	-	-	-	-	-	-
Small Blandin Grant	-	-	-	-	-	-	-
Total Blandin Grant	<u>2,261</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
GRAND TOTAL	<u>788,794</u>	<u>761,261</u>	<u>830,202</u>	<u>989,101</u>	<u>860,422</u>	<u>472,636</u>	<u>896,869</u>
REVENUE/(EXPENDITURES)	<u>\$ 10,436</u>	<u>\$ 18,760</u>	<u>\$ (529)</u>	<u>\$ 23,559</u>	<u>\$ -</u>	<u>\$ 26,604</u>	<u>\$ -</u>