



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail

City Council

Monday, December 14, 2015

5:00 PM

City Hall Council Chambers

5:00 PM CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council will be held on Monday, December 14, 2015 at 5:00 PM in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

MEETING PROTOCOL POLICY

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

5:01 PM PUBLIC FORUM

5:06 PM COUNCIL REPORTS

5:10 PM APPROVAL OF MINUTES

15-1833 Consider approving Council minutes for Monday, December 7, 2015 Worksession and Regular meetings and Monday, November 30, 2015 Special Worksession.

Attachments: [December 7, 2015 Worksession](#)
[December 7, 2015 Regular Meeting](#)
[November 30, 2015 Special Worksession](#)

5:11 PM CONSENT AGENDA

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

1. **15-1744** Consider approving the Workers Compensation coverage through Berkley Administration.

Attachments: [2016 Workers Compensation Quote](#)

2. **15-1745** Consider approving the continuation of general liability insurance through the League of Minnesota Cities Insurance Trust for calendar year 2016.

Attachments: [BINDER 12.09.15](#)

3. [15-1820](#) Consider adopting a resolution authorizing the Itasca County Auditor to assess the delinquent Storm Water Utility Charges to the property tax statement of delinquent property tax owners.
Attachments: [Storm water util delqnt to county 2015.pdf](#)
4. [15-1830](#) Consider adopting a resolution approving transferring approximately \$2,394 from the General Obligation State-Aid Bonds 2005B Debt Service Fund to the General Obligation State-Aid Bonds, 2012B Debt Service Fund and close the 2005B Debt Service Fund.
Attachments: [Close Fund 349 transfer to 362 \\$2,394.pdf](#)
5. [15-1831](#) Consider hiring part time employees for Park & Recreation / I.R.A. Civic Center
6. [15-1832](#) Consider adopting a resolution establishing 2016 compensation for City of Grand Rapids Exempt & Non-Exempt Non-Represented Employees.
Attachments: [12-14-15 - Non-Represented Pay Adjustments](#)
[Resolution Establishing Compensation and Benefits for Non-Represented Empl](#)
7. [15-1835](#) Consider entering into agreements with area businesses for advertising at the IRA Civic Center.
8. [15-1836](#) Consider approving the Official 2016 Calendar
Attachments: [2016 Calendar](#)
9. [15-1839](#) Consider approving 2016 liquor license renewal of Fuji Grand Rapids Inc. dba Fuji Japanese Restaurant contingent upon receipt of all required documentation and fees.
10. [15-1841](#) Consider approving 2016 Taxi License for Northwoods Cab Inc. contingent upon receipt of all required documentation and fees.

5:13 PM SETTING OF REGULAR AGENDA

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

ACKNOWLEDGE BOARDS & COMMISSIONS

11. [15-1834](#) Acknowledge the attached minutes for Boards & Commissions.

Attachments: [May 7, 2015 Planning Commission Minutes](#)
[June 17, 2015 Planning Commission Minutes](#)
[July 7, 2015 Planning Commission](#)
[September 3, 2015 Planning Commission Minutes](#)
[August 20, 2015 GREDA Special Meeting Minutes](#)
[September 24, 2015 GREDA Minutes](#)
[October 22, 2015 GREDA Minutes](#)

**5:15 DEPARTMENT HEAD REPORT
PM**

12. [15-1822](#) Information Technology ~ Erik Scott
13. [15-1843](#) Recreation - Park & Civic Center ~ Dale Anderson
- Attachments:** [Dep Head Rpt 12-14-15](#)

**5:35 ENGINEERING
PM**

14. [15-1824](#) Consider entering into a five-year Municipal Engineering Services Agreement between the City and Short Elliott Hendrickson.
- Attachments:** [12-14-15 Attachment 2015 Municipal Engr Assistance Score sheet.pdf](#)

**5:45 FINANCE DEPARTMENT
PM**

15. [15-1815](#) Consider approving resolutions adopting the following:
- * 2015 Tax Levy Payable in 2016, the 2016 General Fund Revenue and Expenditure budget,
 - * 2016 Special Revenue Fund budgets for the Library, Cemetery, Grand Rapids Economic Development Authority, Civic Center, Grand Rapids/Itasca County Airport, Recreation Programs,
 - Police Forfeiture Fund, Haz-Mat Response Fund, Domestic animal control Facility, and Central School,
 - * 2016 Enterprise Fund budgets for the Pokegama Golf Course and the Storm Water Utility Funds.
- Attachments:** [Final 12142015 Levy/Budget Meeting.pdf](#)

**5:55 ADMINISTRATION DEPARTMENT
PM**

16. [15-1837](#) Consider appointments to Arts & Culture Commission.
17. [15-1838](#) Consider appointments to Library Board.
18. [15-1845](#) Consider entering into an agreement with Ameriflex for Health Reimbursement Account

(HRA) Services.

Attachments: [City of Grand Rapids - AmeriFlex Proposal FSA HRA HSA 12-9-15](#)

VERIFIED CLAIMS

19. [15-1852](#) Consider approving the verified claims for the period December 1, 2015 to December 7, 2015 in the total amount of \$436,217.07
- Attachments:** [CITY COUNCIL BILL LIST 12/14/2015.pdf](#)

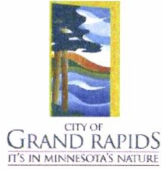
6:00 ADJOURNMENT PM

NEXT REGULAR MEETING IS SCHEDULED FOR JANUARY 11, 2016, AT 5:00 P.M.

NOTE: These times are approximate only and are subject to change. If you are interested in a topic of discussion you should appear at least 10 minutes before its scheduled time.

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

Attest: Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1833 **Version:** 1 **Name:** City Council Minutes
Type: Agenda Item **Status:** Approval of Minutes
File created: 12/9/2015 **In control:** City Council
On agenda: 12/14/2015 **Final action:**
Title: Consider approving Council minutes for Monday, December 7, 2015 Worksession and Regular meetings and Monday, November 30, 2015 Special Worksession.
Sponsors:
Indexes:
Code sections:
Attachments: [December 7, 2015 Worksession](#)
[December 7, 2015 Regular Meeting](#)
[November 30, 2015 Special Worksession](#)

Date	Ver.	Action By	Action	Result
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Consider approving Council minutes for Monday, December 7, 2015 Worksession and Regular meetings and Monday, November 30, 2015 Special Worksession.



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Monday, December 7, 2015

4:45 PM

Conference Room 2A

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council was held on Monday, December 7, 2015 at 4:45 p.m. in Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

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

Present 5 - Mayor Dale Adams, Councilor Dale Christy, Councilor Ed Zabinski, Councilor Bill Zeige, and Councilor Rick Blake

Others:

Tom Pagel, Chad Sterle, Barb Baird, Lynn DeGrio, Scott Johnson, Steve Schaar

Discussion Items

1. 2016 Budget Review

Administrator Pagel & Finance Director Baird conduct final review of proposed budget and levy for the City Council.

Received and Filed

2. Review 5:00 PM Regular Meeting

IT Department Head report will be postponed until December 14, 2015.

ADJOURN

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

Respectfully submitted & certified: Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council

Monday, December 7, 2015

5:00 PM

City Hall Council Chambers

5:00 PM CALL TO ORDER: Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids City Council was held on Monday, December 7, 2015 at 5:20 p.m. in Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL

Present 5 - Councilor Dale Christy
Councilor Ed Zabinski
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake

Others:

Tom Pagel, Chad Sterle, Rob Mattei, Dale Anderson, Marcia Anderson, Lynn DeGrio, Barb Baird, Scott Johnson, Steve Schaar

MEETING PROTOCOL POLICY

5:02 PM PUBLIC FORUM

5:07 PM COUNCIL REPORTS

Councilor Christy notes Cable Commission would like to make residents aware that changes have been made and there appears to be some channels lost. Residents should contact their providers with questions and concerns.

5:10 PM APPROVAL OF MINUTES

Consider approving Council minutes for Monday, November 23, 2015 Worksession & Regular meetings.

A motion was made by Councilor Bill Zeige, seconded by Councilor Rick Blake, to approve City Council minutes as presented. The motion PASSED by unanimous vote.

5:12 PM CONSENT AGENDA

1. Consider approving theatre license renewal for Mann Theatres Inc. for the period of January 1, 2016 through December 31, 2016.
Approved by consent roll call
2. Consider approving final payment to Summit Fire Protection for installation of a sprinkler system at the IRA Civic Center.
Approved by consent roll call
3. Consider adopting a resolution accepting \$5,375.00 in donations for the Shop with a Hero program
Adopted Resolution 15-94 by consent roll call
4. Consider adopting a resolution authorizing the City of Grand Rapids to make application to and accept funds from the IRRRB Commercial Redevelopment Program.
Adopted Resolution 15-95 by consent roll call
5. Consider adopting a resolution authorizing the City of Grand Rapids to make application to and accept funds from the IRRRB Development Infrastructure grant program.
Adopted Resolution 15-96 by consent roll call
6. Consider approving 2016 animal Control Facility Agreements with the cities of Bovey, Coleraine, Hill City, Cohasset, LaPrairie, and Itasca County.
Approved by consent roll call
7. Consider approving a temporary liquor license for MacRostie Art Center for First Friday event on January 8, 2016 at 405 NW 1st Avenue, Grand Rapids.
Approved by consent roll call

Approval of the Consent Agenda

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

Aye 5 - Councilor Dale Christy
Councilor Ed Zabinski
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake

5:15 SETTING OF REGULAR AGENDA PM

A motion was made by Councilor Dale Christy, seconded by Councilor Bill Zeige, to approve the Regular agenda as amended, postponing the

Department Head report. The motion **PASSED** by unanimous vote.

5:16 ACKNOWLEDGE BOARDS & COMMISSIONS
PM

8. Board & Commission Minutes

Acknowledged the following:
October 14 & 21, 2015 HRA Minutes

5:18 DEPARTMENT HEAD REPORT
PM

9. Information Technology ~ Erik Scott

The IT Department Head report is Postponed to Monday, December 14th due to illness.

5:28 CIVIC CENTER, PARKS & RECREATION
PM

10. Consider entering into a grant agreement and adopt a resolution accepting a grant from the State of Minnesota for the purchase of two electric ice resurfacers at the IRA Civic Center.

Dale Anderson announces that the Mighty Ducks grant has been awarded to the City of Grand Rapids. Though we are required to match funds for the purchase of new machines, the old machines will be sold to assist in meeting that requirement.

A motion was made by Councilor Zabinski, seconded by Councilor Blake to enter into grant agreement with State of Minnesota and adopt Resolution 15-97, accepting grant for the purchase of two electric ice re-surfacers. The motion carried by the following vote.

Aye 5 - Councilor Dale Christy
Councilor Ed Zabinski
Mayor Dale Adams
Councilor Bill Zeige
Councilor Rick Blake

5:35 COMMUNITY DEVELOPMENT
PM

11. Consider authorizing the submittal of a Grant Adjustment Request to modify the terms of the City of Grand Rapids' Small Cities Development Program Grant
Rob Mattei provides background on Small Cities grant awarded to the City and projects that benefited from the grant. As utilization has been lower than anticipated, staff is seeking an expansion of the residential target area. Seven multi-family properties would be included if the expansion is granted. Three of those property owners have indicated interest in program.

A motion was made by Councilor Zabinski, seconded by Councilor Zeige, to authorize submittal of grant adjustment request to the SCDP Grant program as

requested. The motion carried by the following vote.

- Aye 5 - Councilor Dale Christy
- Councilor Ed Zabinski
- Mayor Dale Adams
- Councilor Bill Zeige
- Councilor Rick Blake

5:40 VERIFIED CLAIMS
PM

12. Consider approving the verified claims for the period November 17, 2015 to November 30, 2015 in the total amount of \$313,955.30.

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

- Aye 5 - Councilor Dale Christy
- Councilor Ed Zabinski
- Mayor Dale Adams
- Councilor Bill Zeige
- Councilor Rick Blake

6:00 PUBLIC HEARINGS
PM

The meeting was recessed at 5:40 PM.

13. Conduct a Public Hearing on 2015 Levy Payable in 2016 and 2016 Budget at 6 p.m. as stated in the Truth in Taxation Statements.

City Administrator Pagel provides power point presentation explaining Levy payable in 2016 and proposed 2016 Budget.

A motion was made by Councilor Dale Christy, seconded by Councilor Rick Blake, to open the public hearing. The motion PASSED by unanimous vote.

Mayor Adams states that this is the time and place for all who wish to be heard regarding Truth in Taxation for the City of Grand Rapids. Clerk Gibeau states that all proper notice has been given and no correspondence regarding this matter has been received by the Clerks office.

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

A motion was made by Councilor Dale Christy, seconded by Councilor Rick Blake, to close the public hearing. The motion PASSED by unanimous vote.

6:30 ADJOURNMENT
PM

A motion was made by Councilor Ed Zabinski, seconded by Councilor Bill Zeige, to adjourn the meeting at 6:17 PM. The motion PASSED by unanimous vote.

Respectfully submitted & certified: Kimberly Gibeau, City Clerk





CITY OF GRAND RAPIDS

Minutes - Final - Draft City Council Work Session

Monday, November 30, 2015

4:00 PM

City Hall Conference Room 2A

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council was held on Monday, November 30, 2015 at 4:00 p.m. in City Hall Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

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

Present 5 - Mayor Dale Adams, Councilor Dale Christy, Councilor Ed Zabinski, Councilor Bill Zeige, and Councilor Rick Blake

Others:

Tom Pagel, Jeff Davies, Dale Anderson, Scott Johnson, Rob Mattei, Julie Kennedy

Discussion Items

1. Work on 2016 City Council Outcomes

City Administrator Pagel reviews the process for developing a work plan for future outcomes for the city. Various projects/plans are discussed including, but not limited to the following:

- ~ Vacant commercial buildings within the city*
- ~ Queries for new businesses, expansion and/or relocation of current businesses*
- ~ Support for new business and growth of current business*
- ~ Succession planning*
- ~ Fiscal disparities*
- ~ Rail service expansion*
- ~ Housing needs & family assistance*
- ~ School district facility needs*
- ~ Promote tourism during slower/off seasons*
- ~ Aviation expansion*
- ~ Department Store, encourage location in Grand Rapids*
- ~ Street maintenance*

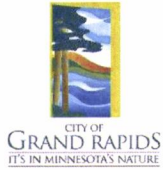
Mr. Pagel will compile recommendations and restructure draft. This will be addressed again at a later meeting.

ADJOURN

There being no further business, the meeting adjourned at 5:48 PM.

Respectfully submitted & certified: Kimberly Gibeau, City Clerk

Kimberly Gibeau



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1744 **Version:** 1 **Name:** Workers Compensation
Type: Agenda Item **Status:** Consent Agenda
File created: 11/2/2015 **In control:** City Council
On agenda: 12/14/2015 **Final action:**
Title: Consider approving the Workers Compensation coverage through Berkley Administration.

Sponsors:

Indexes:

Code sections:

Attachments: [2016 Workers Compensation Quote](#)

Date	Ver.	Action By	Action	Result
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Consider approving the Workers Compensation coverage through Berkley Administration.

Background Information:

We have received a quote of \$131,163 for our Workers Compensation coverage through Berkley Administrators for 2016. This is a \$10,261 price increase/increase from last years' rate.

Each year a rate is set by job classification. The rate changes do not mean that our City's actual premium will necessarily increase or decrease by these exact amounts. The actual premiums are also affected by changes in city expenditures, property values, payrolls, and other exposure methods, and also by changes in our experience rating. Berkley uses our actual claims for the three years preceding the present year (i.e. 2012, 2013, 2014) in figuring experience modification. This rate fluctuates based on claims made in previous years. The experience modification rate changed from .75 last year to .78 this year.

In the past few years we recommended not choosing the deductible option. In comparing the premium credit with the out-of-pocket deductible, it has been determined that it will continue to be more beneficial to not have a deductible. There is not an agent fee, since the Human Resources Director performs the functions of the insurance agent.

This is a budgeted expense in the 2016 budget.

Staff Recommendation:

Human Resources Director Lynn DeGrio is recommending the approval of the Workers Compensation coverage through Berkley Administrators for the 2016 plan year.

Requested City Council Action

Make a motion approving the Workers Compensation coverage through Berkley Administrators for the 2016 plan year at the proposed rate of \$131,163 and authorize payment of the premium.

League of Minnesota Cities Insurance Trust
 Group Self-Insured Workers' Compensation Plan
 145 University Avenue West St. Paul, MN 55103-2044 Phone (651)215-4173

Notice of Premium Options for Standard Premiums of \$100,000-\$150,000

GRAND RAPIDS & GRAND RAPIDS- ITASCA COUNTY AIRPORT
 ATTN: HUMAN RESOURCES
 420 N POKEGAMA AVE
 GRAND RAPIDS MN 55744-2658

Agreement No.: 0200016935
 Agreement Period: From: 1/01/2016
 To: 1/01/2017

Enclosed is a quotation for workers' compensation deposit premium. **Note: Renewal Coverage will be bound as per the expiring coverage arrangement, including coverage for elected and appointed officials, with the premium indicated on the quote, unless the member or agent sends a written request not to bind renewal coverage.**

PAYROLL DESCRIPTION	CODE	RATE	ESTIMATED PAYROLL	DEPOSIT PREMIUM
SEE ATTACHED SCHEDULE FOR DETAILS				

Manual Premium	186687.
Experience Modification .78	
Standard Premium	145616.
Deductible Credit 0%	.
Premium Discount	14453.
Net Deposit Premium	131163.

OPTIONS

Please indicate below the premium option you wish to select. You may choose only one option and you cannot change options during the agreement period.

1. <input type="checkbox"/> Regular Premium Option	<u>NET DEPOSIT PREMIUM</u> 131163.
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League of Minnesota Cities Insurance Trust
Group Self-Insured Workers' Compensation Plan
145 University Avenue West
St. Paul, MN 55103-2044
(651)215-4173

The "City"

Agreement No.: 0200016935
 Agreement Period From: 1/01/2016
 To: 1/01/2017

GRAND RAPIDS & GRAND RAPIDS- ITASCA COUNTY AIRPORT
 ATTN: HUMAN RESOURCES
 420 N POKEGAMA AVE
 GRAND RAPIDS MN 55744-2658

CONTINUATION SCHEDULE FOR QUOTATION PAGE

REMUNERATION	RATE	CODE	DESCRIPTION	EST. PREM
1966.	7.68	5192	PARKING METER READERS	151.
437078.	9.20	5506	STREET CONSTRUCTION	40211.
POP 17058.	206.56	7708	FIREFIGHTERS (VOLUNTEER)	35235.
1499167.	4.20	7721	POLICE-NON SMOKING	62965.
106282.	3.69	8227	CITY SHOP & YARD	3922.
709303.	.69	8810	CLERICAL OFFICE EMPLOYEES NOC	4894.
56277.	2.58	8831	ANIMAL CONTROL	1452.
65786.	4.98	9015	BUILDINGS-OPER BY OWNER	3276.
14117.	8.78	9016	SKATING RINK OPERATION	1239.
181960.	1.89	9060	CLUB-COUNTRY/GOLF	3439.
179945.	5.01	9102	PARKS	9015.
262977.	2.46	9182	CITY ARENA-OPERATIONS	6469.
97441.	7.16	9220	CEMETERY OPERATION	6977.
854139.	.52	9410	MUNICIPAL EMPLOYEES	4442.
18200.	.40	9411	ELECTED OR APPOINTED OFFICIALS	73.
424234.	.69	8810	LIBRARY OR MUSEUM- PROF & CLER	2927.
Manual Premium				186687.

Agent: TBD
 06071: CITY OF GRAND RAPIDS
 CITY CLERK
 420 N. POKEGAMA AVE.
 GRAND RAPIDS MN 55744-2658

2. **Deductible Premium Option**

Deductible options are available in return for a premium credit applied to your estimated standard premium of \$ 145616. The deductible will apply per occurrence to paid medical costs only. There is no aggregate limit.

	<u>Deductible per Occurrence</u>	<u>Premium Credit</u>	<u>Credit Amount</u>	<u>Net Deposit Premium</u>
<u> </u>	\$250	1.00%	1456.	129707.
<u> </u>	\$500	1.90%	2767.	128396.
<u> </u>	\$1,000	3.20%	4660.	126503.
<u> </u>	\$2,500	5.50%	8009.	123154.
<u> </u>	\$5,000	8.50%	12377.	118786.
<u> </u>	\$10,000	12.00%	17474.	113689.
<u> </u>	\$25,000	18.50%	26939.	104224.
<u> </u>	\$50,000	25.00%	36404.	94759.

3. **Retrospective Rates Premium Option**

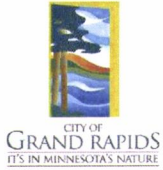
	<u>Retro-Rated Minimum Factor</u>	<u>Est.Minimum Premium</u>	<u>Retro-Rated Maximum Factor</u>	<u>Est.Maximum Premium</u>
<u> </u>	.498%	72517.	1.300%	189301.
<u> </u>	.453%	65964.	1.500%	218424.
<u> </u>	.371%	54024.	2.000%	291232.

This quotation is for a deposit premium based on your estimate of payroll and selected options. Your final actual premium will be computed after an audit of payroll subsequent to the close of your agreement year and will be subject to revisions in rates, payrolls and experience modification. While you are a member of the LMCIT workers' Compensation Plan, you will be eligible to participate in dividend distributions from the Trust based upon claims experience and earnings of the Trust.

If you desire the coverage offered above, please return this signed document for the option you have selected.

This quotation should be signed by an authorized representative of the city requesting coverage.

Signature Title Date



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	15-1745	Version:	1	Name:	Continuation of general liability insurance through the League of Minnesota Cities Insurance Trust for calendar year 2016.
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	11/3/2015	In control:		In control:	City Council
On agenda:	12/14/2015	Final action:		Final action:	
Title:	Consider approving the continuation of general liability insurance through the League of Minnesota Cities Insurance Trust for calendar year 2016.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	BINDER 12.09.15				

Date	Ver.	Action By	Action	Result
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Consider approving the continuation of general liability insurance through the League of Minnesota Cities Insurance Trust for calendar year 2016.

Background Information:

Finance Director Barb Baird, Public Works Director Jeff Davies, and Human Resources Director Lynn DeGrio have assisted Otis-Magie Insurance Agency, Inc. in the preparation of the City's general liability insurance coverage application for 2016 to the League of Minnesota Cities Insurance Trust. We have had our insurance coverage through the League for many years. The League's insurance coverage is very comprehensive and they have, for the past several years, given us a substantial refund check at the end of the year which represents our portion of the refund to cities insured by them because of lower than anticipated insurance claims.

Because of the volume of applications that the League receives at this time of year, they normally do not have a quote for our insurance back to us before the first of the year. However, Otis-Magie Insurance Services has given us a binder to indicate that we do have insurance coverage through the League even though we have not received the quote or paid the premium.

When the quote for the 2016 insurance is received, it will be placed on the agenda for your consideration.

Staff Recommendation:

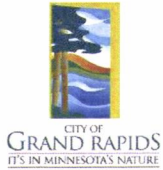
Human Resources Director Lynn DeGrio is recommending the approval of the General Liability Insurance through the League of Minnesota Cities Insurance Trust for the Calendar year 2016.

Requested City Council Action

A motion to approve the continuation of our general liability insurance through the League of Minnesota Cities Insurance Trust for the calendar year 2016.

Embedded Secure Document

The file <https://grandrapids.legistar.com/View.ashx?M=F&ID=4170309&GUID=D1E5C615-DDDD-4970-A349-A1020804FA25> is a secure document that has been embedded in this document. Double click the pushpin to view.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1820 **Version:** 1 **Name:** Delinquent Storm Water Properties
Type: Agenda Item **Status:** Consent Agenda
File created: 12/3/2015 **In control:** City Council
On agenda: 12/14/2015 **Final action:**
Title: Consider adopting a resolution authorizing the Itasca County Auditor to assess the delinquent Storm Water Utility Charges to the property tax statement of delinquent property tax owners.

Sponsors:

Indexes:

Code sections:

Attachments: [Storm water util delqnt to county 2015.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution authorizing the Itasca County Auditor to assess the delinquent Storm Water Utility Charges to the property tax statement of delinquent property tax owners.

Background Information:

The City Council adopted the Storm Water Utility Ordinance #04-08-10 on August 9, 2004, for implementation beginning January 1, 2005. Beginning on that date, city residents, commercial property, and industrial property have been charged a fee for storm water management based on a fee schedule approved by council.

The City is utilizing the service of the Grand Rapids Public Utilities for the billing. On a quarterly basis, they provide the City with a list of delinquent accounts. We currently have a list of delinquent accounts through November 30, 2015. These delinquent balances can be added to the property owner's tax statement as an assessment. The County Auditor requires a resolution from the City Council directing him to add these delinquencies to the tax statement. A letter was sent to all property owners with the delinquent balances giving them the opportunity to pay before it is sent to the County Auditor.

Staff Recommendation:

Staff is recommending adopting a resolution authorizing the Itasca County Auditor to assess the delinquent Storm Water Utility Charges to the property tax statement of delinquent property tax owners.

Requested City Council Action

A motion to adopt a resolution authorizing the Itasca County Auditor to assess the delinquent Storm Water Utility Charges to the property tax statement of delinquent property tax owners.

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

RESOLUTION NO. 15-

A RESOLUTION AUTHORIZING THE ITASCA COUNTY AUDITOR TO ASSESS DELINQUENT STORM WATER UTILITY CHARGES TO THE PROPERTY TAX STATEMENT OF DELINQUENT PROPERTY TAX OWNERS PER EXHIBIT A

WHEREAS, the Grand Rapids City Council adopted the Storm Water Utility Ordinance #04-08-10 on August 9, 2004 for implementation beginning January 1, 2005, and

WHEREAS, beginning on that date, City residents, commercial property, industrial and institutional property have been charged a fee for storm water management based on a fee schedule approved by the City Council, and

WHEREAS, the Grand Rapids Public Utilities is providing the City with a list of delinquent accounts, and

WHEREAS, the Section 70.203 (f) and (g) of the Ordinance states a penalty for late payment is 10% of the amount past due and past due fees and penalty can be certified to the County Auditor for collection with real estate taxes in the next year,

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, authorizes the County Auditor to assess the delinquent storm water utility charges to the property tax statement of the delinquent property tax owners identified in Exhibit A.

Adopted this 14th day of December 2015.

Dale Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

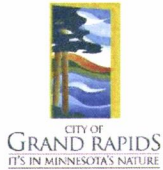
Councilmember seconded the foregoing resolution and the following voted in favor thereof: ; and the following voted against same: None, whereby the resolution was declared duly passed and adopted.

EXHIBIT A

DELINQUENT STORM WATER UTILITY CHARGES TO BE ASSESSED AGAINST THE FOLLOWING PARCELS

<u>Parcel Numbers</u>	<u>With 10% Penalty</u>
91-005-4410	\$111.10
91-015-3408	31.90
91-018-3414	29.04
91-026-3310	88.00
91-027-1221	54.78
91-027-4409	30.80
91-034-4402	88.00
91-034-4404	88.00
91-435-0040	103.85
91-035-3181	66.00
91-035-3205	88.00
91-035-3311	58.30
91-035-3422	58.30
91-035-4306	28.41
91-410-5725	67.10
91-410-5940	29.70
91-410-5950	60.50
91-415-1240	39.95
91-425-1150	44.00
91-425-1720	103.40
91-425-2620	23.65
91-445-0870	112.20
91-451-0010	32.34
91-451-0020	88.00
91-451-0031	88.00
91-451-0090	88.00
91-451-0101	88.00
91-453-0040	21.67
91-453-0060	88.00
91-490-0416	81.40

91-490-0418	51.70
91-550-0720	29.70
91-550-0780	36.96
91-585-2510	29.70
91-585-2660	35.42
91-590-0610	66.00
91-620-0041	96.95
91-719-0120	115.50
91-721-0060	66.66
91-721-0020	27.50
91-725-0250	<u>29.70</u>
	<u><u>\$2,566.19</u></u>



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	15-1830	Version:	1	Name:	Operating Transfer/Close Fund
Type:	Agenda Item	Status:		Status:	Consent Agenda
File created:	12/8/2015	In control:		In control:	City Council
On agenda:	12/14/2015	Final action:			
Title:	Consider adopting a resolution approving transferring approximately \$2,394 from the General Obligation State-Aid Bonds 2005B Debt Service Fund to the General Obligation State-Aid Bonds, 2012B Debt Service Fund and close the 2005B Debt Service Fund.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Close Fund 349 transfer to 362 \$2,394.pdf				

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution approving transferring approximately \$2,394 from the General Obligation State-Aid Bonds 2005B Debt Service Fund to the General Obligation State-Aid Bonds, 2012B Debt Service Fund and close the 2005B Debt Service Fund.

Background Information:

In August of 2005 the City Council issued \$1,105,000 in General Obligation State-Aid Street Bonds, Series 2005B. These State-Aid Street Bonds were used to finance improvements related to the 7th Avenue Southeast project.

On April 1, 2015, the final payment was made on the General Obligation State-Aid Street Bonds, Series 2005B in the amount of \$127,312.50. The balance of approximately \$2,394 will be transferred into the General Obligation State-Aid Bonds, Series 2012B Debt Service Fund which has an approximate deficit of \$1,191.

Staff Recommendation:

Staff is recommending the adoption of a resolution approving transferring approximately \$2,394 from the General Obligation State-Aid Bond 2005B Debt Service Fund to the General Obligation State-Aid Bonds, 2012B Debt Service Fund and close the 2005B Debt Service Fund.

Requested City Council Action

Make a motion adopting a resolution approving transferring approximately \$2,394 from the General Obligation State-Aid Bonds 2005B Debt Service Fund to the General Obligation State-Aid Bonds, 2012B Debt Service Fund and close the 2005B Debt Service Fund.

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

RESOLUTION NO. 15-
A RESOLUTION CLOSING FUND 349 GENERAL OBLIGATION STATE-AID BONDS
2005B AND TRANSFERRING THE REMAINING BALANCE OF APPROXIMATELY
\$2,394 TO FUND 362 GENERAL OBLIGATION STATE-AID BONDS 2012B

WHEREAS, in 2005, the City issued General Obligation State-Aid Bonds, Series 2005B to help finance improvements related to the 7th Avenue Southeast project, and

WHEREAS, the final payment on the 2005B bond was made on April 1, 2015, and

WHEREAS, there is a cash balance remaining of approximately \$2,394 in the Debt Service Fund, and

WHEREAS, the State-Aid funds in the Debt Service can be transferred to the newest General Obligation State-Aid Series 2012B Debt Service Fund that has a deficit,

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, authorizes an operating transfer of approximately \$2,394 from Fund 349 General Obligation State-Aid Bond Fund Series 2005B to Fund 362 General Obligation State-Aid Bond Series 2012B and close Fund 349.

Adopted this 14th day of December 2015.

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
IT'S IN MINNESOTA'S NATURE

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1831 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Consent Agenda
File created: 12/8/2015 **In control:** City Council
On agenda: 12/14/2015 **Final action:**
Title: Consider hiring part time employees for Park & Recreation / I.R.A. Civic Center

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider hiring part time employees for Park & Recreation / I.R.A. Civic Center

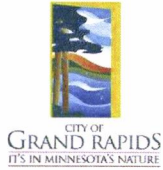
Background Information:

The following individuals will be hired with the Grand Rapids Park and Recreation Department, I.R.A. Civic Center, and/or the Grand Rapids Sports Complex. These positions are part of the annual operating budget, and will begin employment December 21, 2015 and complete employment by March 31, 2016.

- Brett Rodenberg, Outdoor Rink Attendant, Hourly Pay Rate: \$9.00
- Emily Groom, Outdoor Rink Attendant, Hourly Pay Rate: \$9.00
- Noah Johnson, Outdoor Rink Attendant, Hourly Pay Rate: \$9.00
- Dylan Christy, Outdoor Rink Attendant, Hourly Pay Rate: \$9.00
- Emily Olson, Outdoor Rink Attendant, Hourly Pay Rate: \$9.00

Staff Recommendation:

City staff is recommending the approval of the hiring of the seasonal part time employees with the Grand Rapids Park and Recreation Department, I.R.A. Civic Center, and/or the Grand Rapids Sports Complex.
Make a motion approving the hiring of seasonal part time employees with the Grand Rapids Park and Recreation Department, I.R.A. Civic Center, and/or the Grand Rapids Sports Complex.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1832 **Version:** 1 **Name:** 2016 Compensation for Exempt & Non-Exempt Non-Represented Employees.
Type: Agenda Item **Status:** Consent Agenda
File created: 12/8/2015 **In control:** City Council
On agenda: 12/14/2015 **Final action:**
Title: Consider adopting a resolution establishing 2016 compensation for City of Grand Rapids Exempt & Non-Exempt Non-Represented Employees.
Sponsors:
Indexes:
Code sections:
Attachments: [12-14-15 - Non-Represented Pay Adjustments](#)
[Resolution Establishing Compensation and Benefits for Non-Represented Employees](#)

Date	Ver.	Action By	Action	Result
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Consider adopting a resolution establishing 2016 compensation for City of Grand Rapids Exempt & Non-Exempt Non-Represented Employees.

Background Information:

The five bargaining unit agreements have 2016 wage increases of 2.5%. In the past, we have tried to keep pay increases consistent to avoid compression issues amongst the different classifications. Attached is a resolution along with a spreadsheet indicating the recommended wage increases for the City of Grand Rapids' Exempt and Non-Exempt Non-Represented employees. The recommended increases include a 2.50% cost of living adjustment as well as some longevity pay recommendations. Since the compensation study was completed in 2012, we have been trying to move employees through the position pay grade assignments in order to avoid compression issues.

The City's contribution to the Health Savings Account (HSA) will remain at the same level as 2015, which is \$4,000 for those employees with family coverage and \$2,000 for those employees with single coverage and health insurance premium split will remain as follows:

Family coverage 80% City/20% Employee
 Single coverage 90% City/10% Employee

For employees participating in a Phased Retirement Option, the City's contribution to their HSA will be equivalent to that of single coverage (\$2,000.00).

Staff Recommendation:

Attached is a resolution along with a spreadsheet indicating the recommended increases for 2016. We are recommending that the regular City employees who are in collective bargaining agreements with the City, part-time, seasonal and temporary are specifically excluded from this recommendation, as they will be addressed in separate proposals.

This is a budgeted request.

Requested City Council Action

Adopt a resolution establishing 2016 compensation for City of Grand Rapids Exempt & Non-Exempt, Non-Represented Employees.

PTS	DEPARTMENT	TITLE	GRADE	MINIMUM		MIDPOINT	MAXIMUM		ACTUAL	YRS IN POS	PROPOSED 2016 (2.5% or Steps)
				2016	2016		2016	2016			
135.5	Golf	Assistant Superintendent/ Equipment Supervisor	4	34,833.23	38,762.51	42,976.68	38,671.56	18	42,976.68		
200	Community Development	Building/Fire Inspector	7	42,672.21	47,485.74	52,648.28	49,694.32	4	50,936.68		
240	Information Technology	Network Technician	8	45,659.26	50,809.73	56,333.66	50,250.92	5	51,507.19		
270	Community Development	Community Development Specialist	9	48,855.41	54,366.42	60,277.02	58,806.80	11	60,277.02		
358	Community Development	Building Official	11	55,934.56	62,244.11	69,011.16	63,157.32	3	64,736.25		
388.5	Library	Assistant Library Director	11	55,934.56	62,244.11	69,011.16	60,726.01	6	63,597.52		
398	Golf	Director of Golf	11	55,934.56	62,244.11	69,011.16	62,929.98	27	64,503.23		
413	Finance	Assistant Finance Director	12	59,849.98	66,601.20	73,841.94	66,259.23	3	67,915.71		
510	Library	Director of Library Services	13	64,039.48	71,263.28	79,010.87	72,548.52	8	75,911.84		
513	Administration	Director of Human Resources	13	64,039.48	71,263.28	79,010.87	72,548.52	8	75,911.84		
	Parks and Recreation	Director of Parks and Recreation	13	64,039.48	71,263.28	79,010.87	77,083.76	16	79,010.87		
530	Information Technology	Director of Information Technology	14	68,522.23	76,251.72	84,541.64	76,009.44	7	79,567.69		
530	Police	Assistant Chief of Police	14	68,522.23	76,251.72	84,541.64	76,125.08	6	78,028.21		
615	Community Development	Director of Community Development	15	73,318.79	81,589.33	90,459.55	88,253.15	14	90,459.55		
615	Finance	Director of Finance	15	73,318.79	81,589.33	90,459.55	79,976.83	3	81,976.25		
615	Engineering	City Engineer	15	73,318.79	81,589.33	90,459.55	77,647.44	3	79,588.63		
665	Public Works	Director of Public Works	16	78,451.11	87,300.58	96,791.72	94,430.96	30	96,791.72		
790	Administration	City Administrator	18	89,818.68	99,950.45	110,816.84	105,600.56	3	108,240.57		

Councilor introduced the following resolution and moved for its adoption:

RESOLUTION No. 15-
ESTABLISHING COMPENSATION AND BENEFITS FOR
CITY OF GRAND RAPIDS
NON-REPRESENTED EMPLOYEES

WHEREAS, the Grand Rapids City Council has established that employment with the City of Grand Rapids should be attractive from a career perspective and that the compensation and benefit plan for the City of Grand Rapids' non-represented employees shall be founded on the principle of equitable and adequate compensation and benefits; and further, that said compensation and benefit plan shall be as competitive as possible in the judgment of the City in order to attract and retain people of the highest caliber so that the citizens of Grand Rapids can be assured that their best interests are being served; and,

WHEREAS, the City of Grand Rapids' past practices provide that adjustments to salary schedules are generally made on January 1st and are based on such factors as changes in the cost-of-living, labor markets, recruiting experience, financial condition of the City, reclassification studies, etc.; and

WHEREAS, the City has ratified all contracts with the City's bargaining units through December 31, 2017; and,

WHEREAS, the City has not adjusted salaries for non-represented employees for the period January 1, 2016 through December 31, 2016; and

WHEREAS, the City Administrator has evaluated all Department Heads and has determined that they all have either met or exceeded their job requirements; and

NOW, THEREFORE BE IT RESOLVED that the exempt and non-exempt non represented staff receive a cost of living adjustment of 2.5% of their base salary as well as other adjustments as indicated on the attached spreadsheet. Fire Department and Hospital Security personnel will receive a 2.5% increase. All increases will be effective January 1, 2016.

BE IT FINALLY RESOLVED that regular City employees who are in collective bargaining agreements with the City, part-time, temporary and seasonal employees, and elected officials are specifically excluded from this resolution. Pay increases for union employees are governed by their collective-bargaining agreements, and all other 2016 salary increases will have already been approved by the City Council.

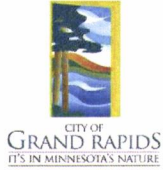
Adopted this 14th day of December, 2015.

Dale Adams, Mayor

ATTEST:

Kimberly Gibeau, City Clerk

Councilor _____ 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

Legislation Details (With Text)

File #: 15-1835 **Version:** 1 **Name:** Adv. Cont-Grand Properties, Iron Range Goalie, Perunovich
Type: Agenda Item **Status:** Consent Agenda
File created: 12/9/2015 **In control:** City Council
On agenda: 12/14/2015 **Final action:**
Title: Consider entering into agreements with area businesses for advertising at the IRA Civic Center.
Sponsors:
Indexes:
Code sections:
Attachments:

Date	Ver.	Action By	Action	Result
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Consider entering into agreements with area businesses for advertising at the IRA Civic Center.

Background Information:

In 1993, the City Council approved the Civic Center advertising policy to generate revenue to offset operating cost. As part of this policy, agreements are renewed at the end of each term. The following is a new agreement:

Grand Properties Real Estate and Management-January 1, 2016-December 31, 2017. Interior wall advertisement-\$600 for 2016 and \$600 for 2017.

Iron Range Goalie Academy-January 1, 2016-December 31, 2017. Dashboard advertisement-\$800 for 2016 and \$800 for 2017.

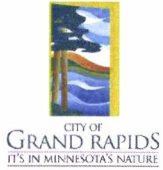
James Perunovich, Attorney-January 1, 2016-December 31, 2017. Interior wall advertisement-\$600 for 2016 and \$600 for 2017.

Staff Recommendation:

City staff is recommending entering into agreements with area businesses for advertising at the IRA Civic Center.

Requested City Council Action

Make a motion to approve entering into agreements with area businesses for advertising at the IRA Civic Center.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1836 **Version:** 1 **Name:** 2016 City Meeting Calendar
Type: Agenda Item **Status:** Consent Agenda
File created: 12/9/2015 **In control:** City Council
On agenda: 12/14/2015 **Final action:**
Title: Consider approving the Official 2016 Calendar

Sponsors:

Indexes:

Code sections:

Attachments: [2016 Calendar](#)

Date	Ver.	Action By	Action	Result
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Consider approving the Official 2016 Calendar

Background Information:

The Council By-Laws call for the adoption of an annual regular Council meeting calendar. Scheduled meeting dates are the second and fourth Mondays of each month except for those Mondays that are legal holidays, in which case the meetings are moved to Tuesday. In December 2016, meetings are the second (5th) and third (12th) Mondays.

Staff Recommendation:

Adopt the City Calendar for 2016.

Requested City Council Action

Make a motion adopting the calendar establishing the annual regular and worksession Council meeting dates for 2016 along with various Boards & Commissions.



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

2016

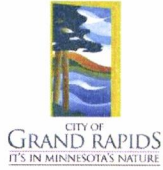
January							February							March						
Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.
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											PC							PC		
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24	25	26	27	28	29	30	28	29						27	28	29	30	31		
31																				

April							May							June								
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				PC																		
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24	25	26	27	28	29	30	29	30	31					26	27	28	29	30				

July							August							September							
Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	
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24	25	26	27	28	29	30	28	29	30	31				25	26	27	28	29	30		
31																					

October							November							December								
Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.	Sun.	Mon.	Tue.	Wed.	Thur.	Fri.	Sat.		
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				PC																		
9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17		
16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24		
23	24	25	26	27	28	29	27	28	29	30				25	26	27	28	29	30	31		
30	31																					

- Golf Course Board - 7 am
- Library Board - 5 pm
- Council Worksession 4:00 pm
- City Council Mtg - 5 pm
- Payroll
- Holiday
- Cable TV Comm. - Noon
- Arts & Culture Comm. - 3:45 pm
- Park & Rec Civic Center Board 5:30 pm
- Airport Advisory Board - 5:00 pm
- Public Util. Comm. - 4 pm
- Economic Dev. Authority - 4 pm
- Fire Dept. Bus. Mtg. - 7 pm
- Housing/Redev. Authority 4 pm
- Fire Relief Assn.
- Fire Relief Assn.
- Human Rights Comm. - 4:00 pm
- Flex Benefits Deadline
- PC Planning Comm. - 4 pm
- Library



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1839 **Version:** 1 **Name:** Fjui Liquor License
Type: Agenda Item **Status:** Consent Agenda
File created: 12/9/2015 **In control:** City Council
On agenda: 12/14/2015 **Final action:**
Title: Consider approving 2016 liquor license renewal of Fuji Grand Rapids Inc. dba Fuji Japanese Restaurant contingent upon receipt of all required documentation and fees.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider approving 2016 liquor license renewal of Fuji Grand Rapids Inc. dba Fuji Japanese Restaurant contingent upon receipt of all required documentation and fees.

Background Information:

Liquor licenses for the City of Grand Rapids expire on December 31, 2015. Fuji Japanese Restuarant is a new licensee and will have a very quick turn around on their new liquor license period.

Staff Recommendation:

Approve and authorize staff to move forward.

Requested City Council Action

Make a motion approving 2016 liquor license renewal of Fuji Grand Rapids Inc. dba Fuji Japanese Restaurant contingent upon receipt of all required documentation and fees.



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1841 **Version:** 1 **Name:** Taxi License Renewal
Type: Agenda Item **Status:** Consent Agenda
File created: 12/9/2015 **In control:** City Council
On agenda: 12/14/2015 **Final action:**
Title: Consider approving 2016 Taxi License for Northwoods Cab Inc. contingent upon receipt of all required documentation and fees.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider approving 2016 Taxi License for Northwoods Cab Inc. contingent upon receipt of all required documentation and fees.

Background Information:

On December 31, 2015, the current taxi license for Northwoods Cab Inc. will expire.

Staff Recommendation:

Approve with contingencies.

Requested City Council Action

Make a motion to approve Taxi License for Northwoods Cab Inc. contingent upon receipt of all required documentation and fees.



CITY OF GRAND RAPIDS

Legislative Master

File Number: 15-1864

File ID: 15-1864	Type: Agenda Item	Status: Consent Agenda
Version: 1	Reference:	In Control: City Council
File Name: Consider authorizing a change in group life insurance providers.		File Created: 12/13/2015
Title: Consider authorizing a change in group life insurance providers.		Final Action:

Notes:

Sponsors:

Enactment Date:

Attachments: Unum Application for Group Ins 11-2015, Unum Application for Group Ins Trust 11-2015, Unum Client Info form 11-2015, Unum Compensation Agreement 11-2015

Enactment Number:

Contact:

Hearing Date:

Drafter: Lynn DeGrio

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council	12/14/2015					

Text of Legislative File 15-1864

Consider authorizing a change in group life insurance providers.

Background Information:

The City of Grand Rapids provides group life insurance in the amount of \$10,000 per benefited employee. For several years we had the group policy with Pioneer Mutual. Eventually they merged with Lincoln Mutual, then Lincoln Republic and currently are Medco. Our benefits consultant has informed us that Medco is getting away from providing group life coverage. Therefore, it has been recommended that we apply for group insurance through Unum. We will be offered the same coverage at the same rate. We also have paid up life insurance policies for some of our retirees; they will remain with Medco and stay in force.

Staff Recommendation:

Human Resources Director Lynn DeGrio, at the advice from the City's Benefit Consultants, AT Group, is recommending switching from Medco to Unum for our group life insurance policies.

Requested City Council Action

Authorize City staff to apply for and enter into an agreement with Unum for group life insurance effective January 1, 2016.



CITY OF GRAND RAPIDS

Legislative Master

File Number: 15-1865

File ID: 15-1865	Type: Agenda Item	Status: Consent Agenda
Version: 1	Reference:	In Control: City Council
		File Created: 12/14/2015
File Name:	Final Action:	
<p>Title: Consider adding Neal Forst to the list of part-time intermittent maintenance workers for the 2015-2016 Snow Removal Season.</p>		

Notes:

Sponsors:

Enactment Date:

Attachments:

Enactment Number:

Contact:

Hearing Date:

Drafter:

Effective Date:

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	City Council	12/14/2015					

Text of Legislative File 15-1865

Consider adding Neal Forst to the list of part-time intermittent maintenance workers for the 2015-2016 Snow Removal Season.

Background Information:

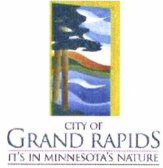
The Public Works Department utilizes part-time intermittent employees to facilitate snow plowing/removal and outdoor rink maintenance during the winter season. The start date will be December 15, 2015 through April 30, 2016. The approved wage rate is \$15.00 an hour and is part of Public Works budget.

Staff Recommendation:

Add Neal Forst to the list of part-time intermittent employees to assist with winter season.

Requested City Council Action

Make a motion adding Neal Forst to the list of part-time intermittent maintenance workers for the 2015-2016 Snow Removal Season.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1834 **Version:** 1 **Name:** Board & Commission Minutes
Type: Minutes **Status:** Approved
File created: 12/9/2015 **In control:** City Council
On agenda: 12/14/2015 **Final action:**
Title: Acknowledge the attached minutes for Boards & Commissions.

Sponsors:

Indexes:

Code sections:

Attachments: [May 7, 2015 Planning Commission Minutes](#)
[June 17, 2015 Planning Commission Minutes](#)
[July 7, 2015 Planning Commission](#)
[September 3, 2015 Planning Commission Minutes](#)
[August 20, 2015 GREDA Special Meeting Minutes](#)
[September 24, 2015 GREDA Minutes](#)
[October 22, 2015 GREDA Minutes](#)

Date	Ver.	Action By	Action	Result
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Acknowledge the attached minutes for Boards & Commissions.



CITY OF GRAND RAPIDS

NOTICE OF MEETING
PLANNING COMMISSION

Minutes - Final Planning Commission

COUNCIL CHAMBERS
CITY HALL - 420 N. Pokegama Ave.
Grand Rapids, MN 55744

Thursday, May 7, 2015

4:00 PM

Council Chambers

Call To Order

Call of Roll

- Present** 5 - Chairperson Julie Fedje-Johnston, Commissioner Mark Gothard, Commissioner Marn Flicker, Commissioner Charles Burress, and Commissioner Lester Kachinske
- Absent** 2 - Commissioner Katherine Sedore, and Commissioner Susan Lynch

Setting of Agenda - This is an opportunity to approve the regular agenda as presented or add/delete an agenda item by a majority vote of the Commissioners present.

Approved As Presented

Approval of Minutes

Approve the minutes of the December 4, 2014, 4:00 pm regular meeting, and the March 5, 2015 worksession.

Motion by Commissioner Burress, second by Commissioner Flicker to approve the minutes of the December 4, 2014 Regular Meeting and the March 5, 2015 Worksession. The following voted in favor thereof: Gothard, Flicker, Burress, Fedje-Johnston, Kachinske. Opposed: None, passed unanimously.

General Business

Consider a recommendation to the City Council regarding the rezoning of eight parcels of land, generally located in the Plat of Lakewood Heights, and three parcels of land directly adjacent to the west.

Community Development Specialist Trast provided the staff report. The petition submitted by Dr. Dan Margo, representing Horseshoe Properties, LLC. and, co-signed by Mr. Skip Duchesneau, representing Majestic Pines Grand, LLC., requests the rezoning of 11 parcels, totaling 38.9 acres of land, located generally in the plat of Lakewood Heights, and property owned by Majestic Pines. Map #1 illustrates the subject properties in relation to the existing zoning in the area: M (Medical) and R-1 (One-Family Residential) across Golf Course Road to the north, a combination R-1 and RR/SRR/UO (Rural Residential w/Urban Overlay) to the immediate west and south, and R-1 to the east. The Zoning Map Amendments, if approved, would allow for a variety of housing development opportunities on the Lakewood Heights lots, and would potentially allow for additional density and future expansion on the Majestic Pines properties.

The Commissioners reviewed the considerations.

1. Will the change affect the character of neighborhoods?

Why/Why not?

No, it will flow well with the the surrounding zoning districts.

2. Would the change foster economic growth in the community?

Why/Why not?

Yes, it will allow for development in the future which would foster economic growth.

3. Would the proposed change be in keeping with the spirit and intent of the ordinance?

Why/Why not?

Yes, there is a need for R-3 and R-4 property in this area.

4. Would the change be in the best interest of the general public?

Why/Why not?

Yes, there is a need for this type of development with the aging demographic in Itasca County.

5. Would the change be consistent with the Comprehensive Plan?

Why/Why not?

Yes, seeing there wasn't a need for Medical Zoning and changing it to fit and allow for development is consistent with the Comprehensive Plan.

Motion by Commissioner Kachinske, second by Commissioner Flicker that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward to the City Council a recommendation to approve the rezoning of properties legally described above and as depicted in the maps presented here today, submitted by Dr. Dan Margo, representing Horseshoe Properties, LLC. and Mr. Skip Duchesneau, representing Majestic Pines Grand, LLC. The following voted in favor thereof: Flicker, Kachinske, Fedje-Johnston, Burress. Opposed: None, Gothard abstained, motion passed.

Based on the considerations as discussed.

Consider a recommendation to the City Council regarding the vacation of platted utility easements within the plat of Lakewood Heights.

Mr. Trast reviewed the staff report with the Commissioners. Dr. Dan Margo, representing Horseshoe Properties LLC., submitted a valid petition on April 8, 2015 requesting the vacation of the following described public utility easements:

West-East utility easements between Lots 3 and 4, less the W 10 ft. and less the E 20 ft., and between Lots 4 and 5, less the W 10 ft. and less the E 20 ft., Block 1, all within the Plat of Lakewood Heights, Itasca County, Minnesota

There were no concerns or objections regarding the petitioned easement vacation from the staff review committee which consists of the Public Works Department, Engineering Department, Community Development Department, Fire Department, Police Department, and the Grand Rapids Public Utilities Commission.

The Commissioners reviewed the considerations.

1. *Is the easement needed for traffic purposes?*
No, there is no need for traffic purposes.
2. *Is the easement needed for pedestrian purposes?*
No, there is not a need for pedestrian purposes.
3. *Is the easement needed for utility purposes?*
No, it will no longer be needed for utility purposes.
4. *Would vacating the easement place additional land on the tax rolls?*
No, it is already on the tax rolls.
5. *Would vacating the easement facilitate economic development in the City?*
Yes, it will allow for future development.

Motion by Commissioner Flicker, second by Commissioner Burress that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward to the City Council a recommendation to approve the vacation of public utility easements described as:

West-East utility easements between Lots 3 and 4, less the W 10 ft. and less the E 20 ft., Block 1, all within the Plat of Lakewood Heights, Itasca County, Minnesota

The following voted in favor thereof: Burress, Flicker, Kachinske, Fedje-Johnston. Opposed: None, Gothard abstained, motion passed.

Based on the considerations as discussed.

Consider initiating a request to amend the text of the Zoning Ordinance that would increase the maximum height of buildings within the PU (Public Use) zoning district from 35 ft. to 60 ft.

Community Development Specialist Trast presented the staff report. During staff's zoning review of the Reif Center addition and remodeling project, it was noted the a portion of the existing building is proposed to be raised an additional 15 ft. to a height of 53 ft. The Reif Performing Arts Center is attached to the Grand Rapids Senior High School: 720 Conifer Drive, and is located within SPU (Shoreland Public Use) zoning district. In a letter dated April 21, 2015, School District #318 (grounds property owner) requests that the City consider amending the maximum building height requirement to 60 ft. within the PU/SPU zoning district.

The Commissioners reviewed the considerations.

1. *Will the change affect the character of neighborhoods?*
Why/Why not?
No, because of the larger campus like settings in Public Use Zoning it won't affect the surrounding neighborhoods.
2. *Would the change foster economic growth in the community?*
Why/Why not?
It would allow for structures with larger capacity to accomodate different uses which would draw people to the area.
3. *Would the proposed change be in keeping with the spirit and intent of the*

ordinance?

Why/Why not?

It will add consistency to what is already existing. The PU zoning is generally larger tracts of land therefore there isn't the concern of taller buildings blocking or shadowing other homes or buildings.

4. Would the change be in the best interest of the general public?

Why/Why not?

Yes, whether it be educational, arts and cultural or entertainment in public land use it would be a benefit to the general public.

5. Would the change be consistent with the Comprehensive Plan?

Why/Why not?

Yes, because the Comprehensive Plan allows for adaption to what is valued in the community.

Yes, by allowing

Motion by Commissioner Flicker, second by Commissioner Burress that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does initiate the subject amendments to the Zoning Ordinance, and hereby forward a favorable recommendation to the City Council regarding the draft text amendments to Section 30-512, Table 2-A District Development Regulations-Principal Structures, and Section 30-512, Talbe 17C-2 Minimum Setbacks/Coverage Standards Shoreland Districts, which would increase the maximum building height within the PU/SPU (Public Use) zoning district to 60 ft. The following voted in favor thereof: Kachinske, Fedje-Johnston, Burress, Flicker, Gothard. Opposed: None, passed unanimously

Based on the considerations as discussed.

Consider a recommendation to the City Council regarding amendments to the Zoning Ordinance which would define a driveway and provide additional direction for off-street parking in single or two-family residential areas.

The Mayor, City Administrator, and the GR Police Department have heard several concerns from citizens regarding the parking/storage of vehicles, on residentially zoned properties, in areas other than an established "driveway". Generally, the concerns are focused on storage of recreational vehicles within the front yard area of a property and parking of personal vehicles in the front yard of a property, on an area other than an established driveway. Additionally, staff, over the past several years, has observed the trend of ever expanding driveway widths, some as wide as 44'+ (street to home/garage).

Acting on these concerns, the City Council, at a work-session earlier this year, discussed the issue and directed the Planning Commission to review the issues, and make a recommendation to the City Council.

The Commissioners felt that it would be beneficial to form a sub committee to look at defining driveways and parking areas and what should be allowed. Commissioners Burress and Gothard volunteered to meet with staff and come up with a definition to bring back to the Planning Commission.

Consider the election of Planning Commission Officer's-Chairperson and Vice Chairperson/Secretary.

Motion by Commissioner Kachinke, second by Commissioner Flicker to appoint Commissioner Fedje-Johnston as Chair and Commissioner Flicker as Vice Chair/Secretary. The following voted in favor thereof: Gothard, Flicker, Burress, Fedje-Johnston, Kachinske. Opposed: None, passed unanimously.

Public Input

Miscellaneous\Updates

Mr. Trast noted that he had emailed out a document for the Commissioners to review on guidelines to amending the comp plan.

Commissioner Gothard noted he had abstained from the first to items under general business.

Adjourn

Adjourn



CITY OF GRAND RAPIDS

NOTICE OF MEETING
PLANNING COMMISSION

Minutes - Final Planning Commission

COUNCIL CHAMBERS
CITY HALL - 420 N. Pokegama Ave.
Grand Rapids, MN 55744

Wednesday, June 17, 2015

4:00 PM

Council Chambers

Call To Order

Call of Roll

Present 7 - Chairperson Julie Fedje-Johnston, Commissioner Mark Gothard, Commissioner Marn Flicker, Commissioner Katherine Sedore, Commissioner Charles Burress, Commissioner Lester Kachinske, and Commissioner Susan Lynch

Setting of Agenda - This is an opportunity to approve the regular agenda as presented or add/delete an agenda item by a majority vote of the Commissioners present.

Approved As Presented

Approval of Minutes

Approve the minutes of the May 7, 2015, 4:00 pm regular meeting.

Motion by Commissioner Kachinske, second by Commissioner Burress to approve the minutes of the May 7, 2015 regular meeting. The following voted in favor thereof: Gothard, Flicker, Burress, Fedje-Johnston, Lynch, Kachinske, Sedore. Opposed: None, passed unanimously.

Approved as Presented by Commission

Public Hearings

Conduct a Public Hearing to consider a variance petition submitted by Mike Krook, and on behalf of the estate of Mr. Leonard Krook.

Community Development Specialist Trast gave the staff report.

Motion by Commissioner Sedore, second by Commissioner Flicker to open the public hearing. The following voted in favor thereof: Sedore, Kachinske, Lynch, Fedje-Johnston, Burress, Flicker, Gothard. Opposed: None, passed unanimously.

Mr. Mike Krook of 2110 Oak Street, Grand Rapids is concerned about granting an easement not knowing who the owners would be. He also stated he has no plans to alter the building in any way and would be open to constructing a fence if the new owners requested. This building was built prior to being annexed into the City and therefore was not under their zoning jurisdiction.

Motion by Commissioner Kachinske, second by Commissioner Burress to close the

public hearing. The following voted in favor thereof: Gothard, Flicker, Burress, Fedje-Johnston, Lynch, Kachinske, Sedore. Opposed: None, passed unanimously.

The Commissioners reviewed the considerations.

1. Is this an "Area" variance rather than a "Use" variance?

This is an area variance.

2. Does the proposal put property to use in a reasonable manner?

Why/Why not-

Yes, the use of the property will not change however the lot size will be decreased but still meets the size requirements of the zoning ordinance.

3. Is the owner's plight due to circumstances which are unique to the property and which are not self-created by the owner?

Why/Why not-

Both, the homeowner built the garage with family and it has been accessed through a shared driveway due to the passing of Mr. Leonard Krook his son Mr. Mike Krook is not

comfortable entering into a access easement. Due to the contour of the lot and a fuel tank on the west side it is not feasible for Mr. Krook to put in a separate driveway.

4. Is the variance in harmony with the purposes and intent of the ordinance?

Why/Why not-

Yes, keeping the same sight lines is part of the spirit and intent of the ordinance and by granting this variance the Planning Commission would be doing that.

5. Will the variance, if granted, alter the essential character of the locality?

Why/Why not-

No, the character will not change the area will remain the same.

6. Is the variance consistent with the comprehensive plan?

Why/Why not-

Yes, it is the best use of the property for the individuals involved.

Motion by Commissioner Lynch, second by Commissioner Flicker that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby grant the following variances to Mr. Mike Krook, and the estate of Mr. Leonard Krook, for the properties legally described as : Lots 2-3, Block 5, 1st Addition to Singing Pines Court, Itasca County, Minnesota;

- to allow a one-time waiver of the requirements of Section 30-512 Table 2-A and Section 30-563(2) of the Municipal Code, allowing the splitting of the south 46 ft. of Lot 3, Block 5 (which contains an 840 sq. ft. detached garage), and merging that portion of Lot 3 with Lot 2, Block 5. The result of the proposed lot split would be; Variance #1: 12 ft. setback reduction from the required 30 ft. rear yard setback for the principal building (home) located on Lot 3, Block 5, and; Variance #2: with the addition of the south 46 ft. of Lot 3, Lot 2 would exceed the maximum allowable amount of accessory structure space allocated for the lot by 964 sq. ft., as depicted in the variance application submitted by Mr. Mike Krook.

with the considerations as drafted by the Planning Commission the following voted in favor thereof: Sedore, Kachinske, Lynch, Fedje-Johnston, Burress, Flicker, Gothard. Opposed: None, passed unanimously.

General Business

Consider a recommendation to the City Council regarding the vacation of public easements, retained by the Village of Grand Rapids in 1936, located within Block 26, Town of Grand Rapids.

Community Development Specialist Trast provided the staff report. In 1936 the Village of Grand Rapids vacated various portions of streets/avenues and alleys within Blocks 25 and 26, Town of Grand Rapids and at that time retained the rights for public purposes. The Blandin Foundation owns and occupies the properties the subject easements were retained upon. A part of a proposed remodeling/addition project, the Foundation would like to additionally encroach into one of the subject easements with a portion of their building. There were no concerns or objections regarding the petitioned easement vacation from the staff review committee.

The Commissioners discussed the following considerations.

1. *Is the easement needed for traffic purposes?*

Why/Why not?

No, the easement is not needed for traffic purposes.

2. *Is the easement needed for pedestrian purposes?*

Why/Why not?

No, the easement is not needed for pedestrian purposes.

3. *Is the easement needed for utility purposes?*

Why/Why not?

No, the easement is not needed for utility purposes.

4. *Would vacating the easement place additional land on the tax rolls?*

Why/Why not?

No, it will not.

5. *Would vacating the easement facilitate economic development in the City?*

Why/Why not?

Yes, it would allow for an expansion to the current facility.

Motion by Commissioner Flicker, second by Commissioner Burress that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward to the City Council a recommendation to approve the vacation of public easements described as: Easements within the N/S platted alley LYG between Lots 1-6 and 19-24, Block 26, and within the W/E platted alley LYG ADJ to Lots 7-12 and the E 7 ft. of Lot 13, Block 26, all within the Plat of Town of Grand Rapids, Itasca County, Minnesota

With the considerations as drafted by the Planning Commission the following voted in favor thereof: Sedore, Kachinske, Lynch, Fedje-Johnston, Burress, Flicker, Gothard. Opposed: None, passed unanimously.

Public Input

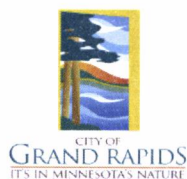
Miscellaneous\Updates

Mr. Trast noted the residential parking committee met with staff and will have more

information at the next meeting.

Adjourn

Adjourn



CITY OF GRAND RAPIDS

NOTICE OF MEETING
PLANNING COMMISSION

Minutes - Final Planning Commission

COUNCIL CHAMBERS
CITY HALL - 420 N. Pokegama Ave.
Grand Rapids, MN 55744

Tuesday, July 7, 2015

4:00 PM

Council Chambers

Call To Order

Call of Roll

- Present** 5 - Chairperson Julie Fedje-Johnston, Commissioner Mark Gothard, Commissioner Marn Flicker, Commissioner Charles Burress, and Commissioner Lester Kachinske
- Absent** 1 - Commissioner Susan Lynch

Setting of Agenda - This is an opportunity to approve the regular agenda as presented or add/delete an agenda item by a majority vote of the Commissioners present.

Approved As Presented

Approval of Minutes

Approve the minutes of the June 17, 2015, 4:00 pm special meeting.

Approved as Presented by Commission

General Business

Reconvene consideration of recommendation to the City Council regarding amendments to the Zoning Ordinance which would define a “driveway” and “recreational equipment”, and provide additional direction for off-street parking in single or two-family residential areas.

The Commissioners reviewed the following considerations:

- 1. Will the change affect the character of neighborhoods?
Why/Why not? It will establish additional guidelines for improving the appearance of neighborhoods.*
- 2. Would the change foster economic growth in the community?
Why/Why not? Indirectly, it will help maintain property value.*
- 3. Would the proposed change be in keeping with the spirit and intent of the ordinance?
Why/Why not? Yes.*
- 4. Would the change be in the best interest of the general public?*

Why/Why not? Yes, it will help maintain sight lines therefore increasing public safety.

5. *Would the change be consistent with the Comprehensive Plan?*

Why/Why not? Yes, it will provide consistency of neighborhoods and protect and enhance the livability.

Motion by Commissioner Kachinske, second by Commissioner Burress that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward a favorable recommendation to the City Council regarding the attached, draft text amendments. The following voted in favor thereof: Gothard, Flicker, Burress, Fedje-Johnston, Kachinske. Opposed: None, passed unanimously.

Consider a recommendation to the City Council regarding an amendment to the Comprehensive Plan for the inclusion of the Parks and Trails Master Plan and the GRMN Creates: *An Arts and Culture Roadmap.*

Motion by Commissioner Burress, second by Commissioner Flicker to forward a favorable recommendation to the City Council regarding amendments to the Comprehensive Plan for the inclusion of the Parks and Trails Master Plan and the GRMN Creates: An Arts and Culture Roadmap. The following voted in favor thereof: Kachinske, Fedje-Johnston, Burress, Flicker, Gothard. Opposed: None, passed unanimously.

Public Input

Miscellaneous\Updates

Chair Fedje-Johnston noted Commissioner Sedore has resigned and thanked her for her service. Chair Fedje-Johnston directed anyone interested in applying for the Planning Commission to contact the Administration Department.

Adjourn

Adjourn



CITY OF GRAND RAPIDS

NOTICE OF MEETING
PLANNING COMMISSION

Minutes - Final Planning Commission

COUNCIL CHAMBERS
CITY HALL - 420 N. Pokegama Ave.
Grand Rapids, MN 55744

Thursday, September 3, 2015

4:00 PM

Council Chambers

Call To Order

Call of Roll

Present 4 - Commissioner Mark Gothard, Commissioner Marn Flicker, Commissioner Lester Kachinske, and Commissioner Susan Lynch

Absent 2 - Chairperson Julie Fedje-Johnston, and Commissioner Charles Burress

Setting of Agenda - This is an opportunity to approve the regular agenda as presented or add/delete an agenda item by a majority vote of the Commissioners present.

Approved As Presented

Approval of Minutes

Approve the minutes of the July 7, 2015, 4:00 pm regular meeting.

Approved as Presented by Commission

General Business

Consider a recommendation to the City Council regarding the vacation of certain portions of public right-of-way and public easements located within the City of Grand Rapids.

Community Development Specialist Trast provided the staff report. Mr. Trast reviewed each of the vacations with the Commissioners.

Motion by Commissioner Lynch, second by Commissioner Kachinske that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward to the City Council a recommendation to approve the vacation of public right-of-ways and public easement identified as:

Exhibits: A, B, C, D, E-1, F

Commissioner Lynch read her considerations for the record.

1. Is the right-of-way needed for traffic purposes?

Why/Why not?

No, it is no longer needed for traffic purposes.

2. Is the right-of-way needed for pedestrian purposes?

Why/Why not?

No, they have been retained where an easement is needed.

3. Is the right-of-way needed for utility purposes?

Why/Why not?

No, utility easements have been retained by the PUC in the areas they are needed.

4. Would vacating the right-of-way place additional land on the tax rolls?

Why/Why not?

Yes, it would be a minimal amount.

5. Would vacating the right-of-way facilitate economic development in the City?

Why/Why not?

Yes, there is a minimal potential for economic development.

and

1. Is the easement needed for traffic purposes?

Why/Why not?

No, it is no longer needed for traffic purposes.

2. Is the easement needed for pedestrian purposes?

Why/Why not?

No, easments have been retained where they are needed.

3. Is the easement needed for utility purposes?

Why/Why not?

No, the utility easements that are needed have been retained.

4. Would vacating the easement place additional land on the tax rolls?

Why/Why not?

Yes, a very small amount.

5. Would vacating the easement facilitate economic development in the City?

Why/Why not?

Yes, there could be the possibility for a minimal amount.

The following voted in favor thereof: Flicker, Gothard, Lynch, Kachinske.

Opposed: None, passed unanimously.

Public Input

Miscellaneous\Updates

Community Development Specialist Trast noted that the vacancy on the Planning Commission should be filled by the October meeting. He is also continuing to look for training for the Commissioners.

Adjourn

Adjourn

**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY
SPECIAL MEETING
THURSDAY, AUGUST 20, 2015
4:00 P.M.
GRAND RAPIDS CITY HALL – CONFERENCE ROOM 2A
420 NORTH POKEGAMA AVE., GRAND RAPIDS, MINNESOTA**

CALL TO ORDER: Pursuant to due notice and call thereof, a Special Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Thursday, August 20, 2015 at 4:00 p.m. in Conference Room 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL: On a Call of Roll the following members were present: Commissioners: Sholom Blake, Dale Christy, Mike Przytarski, Cory Jackson, Michael Stefan. Absent: Chris Lynch, Rick Blake.

APPROVAL OF MINUTES:

MOTION BY COMMISSIONER CHRISTY, SECOND BY COMMISSIONER JACKSON TO APPROVE THE MINUTES OF THE JULY 16 AND JULY 27, 2015 SPECIAL MEETING. The following voted in favor thereof: Blake, Jackson, Christy, Przytarski, Stefan. Opposed: None, passed unanimously.

APPROVAL OF CLAIMS:

MOTION BY COMMISSIONER PRZYTARSKI, SECOND BY COMMISSIONER JACKSON TO APPROVE CLAIMS IN THE AMOUNT OF \$140,475.64.

City of Grand Rapids	\$1,465.53	Grand Rapids Newspapers	\$40.25
Kennedy & Graven	\$388.50	Minnesota Energy Resources	\$133,538.86
White Ivy Graphic Arts	\$42.50	John C & Lorette M Kent	\$5,000.00

The following voted in favor thereof: Christy, Przytarski, Stefan, Jackson, Blake. Opposed: None, passed unanimously.

IEDC Update- Mark Zimmerman

Mr. Zimmerman introduced Tamara Lowney and provided a handout highlighting the different activities IEDC is involved in throughout the year.

Small Cities Development Program (SCDP) rehabilitation grant update-Amanda MacDonell

Ms. MacDonell provided a power point presentation which highlighted the SCDP and the projects that are benefitting from the program.

Consider approval of the amended SCDP and CBIL loan application submitted by Dan and Jean Anderson.

The scope has not changed however the cost has increased by about \$5,000.00. The amended loan application needs to be approved.

MOTION BY COMMISSIONER STEFAN, SECOND BY COMMISSIONER JACKSON TO APPROVE THE AMENDED SCDP AND CBIL LOAN APPLICATION SUBMITTED BY DAN AND JEAN ANDERSON. The following voted in favor thereof: Przytarski, Christy, Blake, Jackson, Stefan. Opposed: None passed unanimously.

Consider approval of the SCDP and CBIL loans submitted by Nicole Toivonen dba Toivo's Restaurant.

MOTION BY COMMISSIONER PRZYTARSKI, SECOND BY COMMISSIONER CHRISTY TO APPROVE THE SCDP AND CBIL LOANS SUBMITTED BY NICOLE TOIVONEN DBA TOIVO'S RESTAURANT. The following voted in favor thereof: Stefan, Jackson, Blake, Christy, Przytarski. Opposed: None, passed unanimously.

Consider approval of SCDP and CBIL loans submitted by Gabe and Brandi Miskovich dba Dutch Room Inc.

Dennis and Anita Madden originally applied for this program however they sold the business to their granddaughter. Gabe and Brandi Miskovich revised the scope of work and have reapplied.

MOTION BY COMMISSIONER CHRISTY, SECOND BY COMMISSIONER JACKSON TO APPROVE THE SCDP AND CBIL LOANS SUBMITTED BY GABE AND BRANDI MISKOVICH DBA DUTCH ROOM INC. The following voted in favor thereof: Przytarski, Christy, Blake, Jackson, Stefan. Opposed: None, passed unanimously.

Consider approval of a CBIL loan submitted by Itasca Co. Farm Service.

MOTION BY COMMISSIONER PRZYTARSKI, SECOND BY COMMISSIONER JACKSON TO APPROVE THE CBIL LOAN SUBMITTED BY ITASCA COUNTY FARM SERVICE. The following voted in favor thereof: Stefan, Jackson, Blake, Christy, Przytarski. Opposed: None, passed unanimously.

Discuss the preliminary findings of the soil investigation and environmental phase 1 regarding the Kent acquisition.

Mr. Mattei reported there were no problems with the soils that showed up on the phase 1 environmental.

Consider approving payment for Kent acquisition.

MOTION BY COMMISSIONER CHRISTY, SECOND BY COMMISSIONER PRZYTARSKI TO APPROVE PAYMENT IN THE AMOUNT OF \$571,344.27 FOR THE PURCHASE OF THE KENT PROPERTY. The following voted in favor thereof: Przytarski, Christy, Blake, Jackson, Stefan. Opposed: None, passed unanimously.

There being no further business the meeting adjourned at 5:11 p.m.

Respectfully submitted:

Aurimy Groom, Recorder

**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
THURSDAY, SEPTEMBER 24, 2015
4:00 P.M.
GRAND RAPIDS CITY HALL – CONFERENCE ROOM 2A
420 NORTH POKEGAMA AVE., GRAND RAPIDS, MINNESOTA**

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Thursday, September 24, 2015 at 4:00 p.m. in Conference Room 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL: On a Call of Roll the following members were present: Commissioners: Sholom Blake, Dale Christy, Rick Blake, Cory Jackson, Mike Przytarski. Absent: Michael Stefan, Chris Lynch.

SETTING OF REGULAR AGENDA: Approved with addition.

- Approve payment to the H.R.A in the amount of \$16,034.63

APPROVAL OF MINUTES:

MOTION BY COMMISSIONER JACKSON, SECOND BY COMMISSIONER PRZYTARSKI TO APPROVE THE MINUTES OF THE AUGUST 20, 2015 SPECIAL MEETING. The following voted in favor thereof: Jackson, R. Blake, S. Blake, Przytarski, Christy. Opposed: None, passed unanimously.

APPROVAL OF CLAIMS:

MOTION BY COMMISSIONER CHRISTY, SECOND BY COMMISSIONER JACKSON TO APPROVE CLAIMS IN THE AMOUNT OF \$587,616.79.

Abstract Service Company	\$571,344.27	Itasca County H.R.A	\$3,125.52
Itasca County Treasurer	\$2,760.00	Itasca Economic Development	\$10,000.00
Kennedy & Graven	\$387.00		

The following voted in favor thereof: Jackson, R. Blake, S. Blake, Christy, Przytarski. Opposed: None, passed unanimously.

Approve payment to the H.R.A in the amount of \$16,034.63

Motion by Commissioner Jackson, second by Commissioner Blake to approve payment in the amount of \$16,034.63 for the SCDP program. The following voted in favor thereof: Przytarski, Christy, S. Blake, R. Blake, Jackson. Opposed: None, passed unanimously.

Central School Pre-development Agreement Update-Northrock Development.

Ed Zabinski and Matt Lehtinen of Northrock Development provided and update on the possibility of a restaurant/brewpub. There has been interest from developers with regard to this

project but they have yet to put together an agreement. Mr. Zabinski felt if any development were to happen it wouldn't take place until 2016.

Consider approval of a Commercial Building Improvement Loan to Linda Budrow for improvements to the McAlpine Building.

The Budrows intend to replace 28 windows in the upper level of the building and 3 doors. Commissioners Przytarski and Stefan met with staff to review the application. Their recommendation is to approve the loan.

MOTION BY COMMISSIONER JACKSON, SECOND BY COMMISSIONER CHRISTY TO APPROVE THE CBIL LOAN TO LINDA BUDROW DBA MCALPINE RENTALS, LLC IN THE AMOUNT OF \$34,735.50 FOR IMPROVEMENTS TO THE MCALPINE BUILDING. The following voted in favor thereof : Jackson, S. Blake, R. Blake, Przytarski, Christy.

Consider approval of a propane supply agreement with Northern Star Co-op.

The recently purchased Kent property had an agreement with Northern Star Co-op for their propane. Staff would like to continue using Northern Star Co-op and would like approval to enter into a tank and propane supply agreement with Northern Star Co-op.

MOTION BY COMMISSIONER PRZYTARSKI, SECOND BY COMMISSIONER R. BLAKE TO APPROVE ENTERING INTO AN AGREEMENT WITH NORTHERN STAR CO-OP FOR TANK RENTAL A PROPANE DELIVERY. The following voted in favor thereof: Christy, Przytarski, R. Blake, S. Blake, Jackson. Opposed: None, passed unanimously.

Consider approval of a lease with Brenda Valtinson for space in Central School.

Brenda Valtinson is interested in leasing out one of the empty spaces at the Central School through the end of the year at a reduced rate of \$200.00 per month.

MOTION BY COMMISSIONER PRZYTARSKI, SECOND BY COMMISSIONER CHRISTY TO APPROVE A LEASE AGREEMENT WITH BRENDA VALTINSON IN THE AMOUNT OF \$200.00 PER MONTH. The following voted in favor thereof: Jackson, Christy, Przytarski, R. Blake, S. Blake. Opposed: None, passed unanimously.

There being no further business the meeting adjourned at 4:29 p.m.

Respectfully submitted:

Aurimy Groom, Recorder

**GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY
REGULAR MEETING
THURSDAY, OCTOBER 22, 2015
4:00 P.M.
GRAND RAPIDS CITY HALL – CONFERENCE ROOM 2A
420 NORTH POKEGAMA AVE., GRAND RAPIDS, MINNESOTA**

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular Meeting of the Grand Rapids Economic Development Authority (GREDA) was called to order on Thursday, October 22, 2015 at 4:00 p.m. in Conference Room 2A of City Hall, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL: On a Call of Roll the following members were present: Commissioners: Sholom Blake, Dale Christy, Rick Blake, Chris Lynch, Mike Przytarski. Absent: Michael Stefan, Cory Jackson.

SETTING OF REGULAR AGENDA: Approved with addition.

- Approve payment to Dan and Jean Anderson in the amount of \$14,792.40

APPROVAL OF MINUTES:

MOTION BY COMMISSIONER CHRISTY, SECOND BY COMMISSIONER PRZYTARSKI TO APPROVE THE MINUTES OF THE SEPTEMBER 24, 2015 REGULAR MEETING. The following voted in favor thereof: Lynch, R. Blake, S. Blake, Przytarski, Christy. Opposed: None, passed unanimously.

APPROVAL OF CLAIMS:

MOTION BY COMMISSIONER PRZYTARSKI, SECOND BY COMMISSIONER BLAKE TO APPROVE CLAIMS IN THE AMOUNT OF \$69,169.87.

Abstract Service Company	\$571,344.27	Itasca County H.R.A	\$3,125.52
Itasca County Treasurer	\$2,760.00	Itasca Economic Development	\$10,000.00
Kennedy & Graven	\$387.00		

The following voted in favor thereof: Jackson, R. Blake, S. Blake, Christy, Przytarski. Opposed: None, passed unanimously.

Approve payment to Dan and Jean Anderson in the amount of \$14,792.40 for a CBIL Loan.

Motion by Commissioner Lynch, second by Commissioner Christy to approve payment in the amount of \$14,792.40 to Dan and Jean Anderson for a CBIL Loan. The following voted in favor thereof: Przytarski, Christy, S. Blake, R. Blake, Lynch. Opposed: None, passed unanimously.

Consider approval of the First Amendment to Preliminary Development Agreement with Northrock Development, LLC.

Community Development Director Mattei noted the only changes to the agreement would be not to renew any current leases or approve new leases that would extend beyond December 31st,

2016 and extend the term of the agreement to June 30th, 2016. Ed Zabinski and Matt Lehitnen of Northrock Development, LLC updated the GREDA on the current status of the project.

MOTION BY COMMISSIONER PRZYTARSKI, SECOND BY COMMISSIONER LYNCH TO APPROVE THE FIRST AMENDMENT TO THE PRELIMINARY DEVELOPMENT AGREEMENT WITH NORTHROCK DEVELOPMENT, LLC. The following voted in favor thereof: Przytarski, Christy, S. Blake, R. Blake, Lynch. Opposed: None, passed unanimously.

Review and consider a request for financial support from northlandconnection.com.

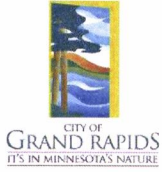
Chris Maddy of the Northland Connection is requesting \$2,500 for 2015. The GREDA discussed the benefits of the program.

MOTION BY COMMISSIONER LYNCH, SECOND BY COMMISSIONER CHRISTY TO APPROVE A CONTRIBUTION TO THE NORTHLAND CONNECTION IN THE AMOUNT OF \$1,500.00. The following voted in favor thereof: Lynch, R. Blake, S. Blake, Christy, Przytarski. Opposed: None, passed unanimously.

There being no further business the meeting adjourned at 4:27 p.m.

Respectfully submitted:

Aurimy Groom, Recorder



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1822 **Version:** 1 **Name:**
Type: Agenda Item **Status:** Department Head Report
File created: 12/3/2015 **In control:** City Council
On agenda: 12/14/2015 **Final action:**
Title: Information Technology ~ Erik Scott

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
12/7/2015	1	City Council		

Information Technology ~ Erik Scott



CITY OF
GRAND RAPIDS
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CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1843 **Version:** 1 **Name:** Dept Head Report - Park & Rec & CC
Type: Agenda Item **Status:** Department Head Report
File created: 12/10/2015 **In control:** City Council
On agenda: 12/14/2015 **Final action:**
Title: Recreation - Park & Civic Center ~ Dale Anderson
Sponsors:
Indexes:
Code sections:
Attachments: [Dep Head Rpt 12-14-15](#)

Date	Ver.	Action By	Action	Result
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Recreation - Park & Civic Center ~ Dale Anderson

A framed picture of a sunset over a river with a bridge. The frame is yellow. The scene shows a blue sky with a bright sun setting behind a dark silhouette of a bridge over a body of water. The water reflects the colors of the sky.

Civic Center / Parks & Recreation Department Head Report

December 14, 2015

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GRAND RAPIDS
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Mighty Ducks Grant

- We were awarded a \$135,000 State grant to purchase two new electric ice resurfacers
- This is a matching grant, our funds will come from:
 - \$40,000 Sale of existing machines
 - \$40,000 New beverage contract
 - \$40,000 Loan from the general fund
(paid back by savings in operating budget)
 - \$15,000 Local partnerships



Benefits of Electric Ice Resurfacers

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1. Guaranteed clean air for skaters – every year there are lawsuits in Minnesota and across the country due to carbon monoxide poisoning
2. No longer have to conduct air quality testing mandated by the MDH
3. Operations Savings:

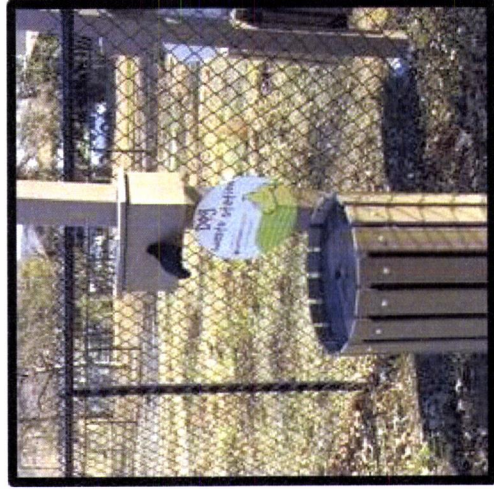
Annual Operating Costs

Current propane usage	7500
Current air testing equipment	1700
*Current exhaust fans and air handling	2500
Total expenses with propane machines	11,700
Estimated electricity for charging	550
Battery replacement budget	1850
Total expenses with electric machines	2400
Total Annual Operating Savings	9,300



GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

Dog Park Development



- Planning to open in June – fencing and benches
- ‘Friends of the Dog Park’ has raised over \$8,000
- \$10,000 from the City’s 2016 CIP



GRAND RAPIDS
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Grand Rapids Turns 125!

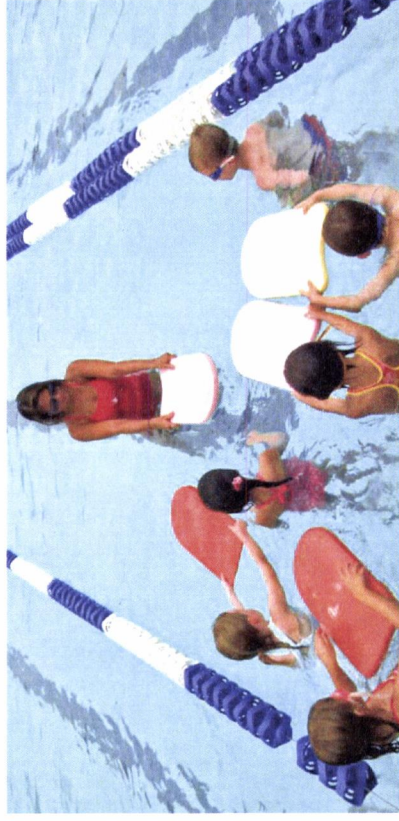
- 2016 marks the 125th anniversary of Itasca County and the City of Grand Rapids
- Monthly celebrations including:
 - Outdoor high school hockey game at Grussendorf Park on Feb. 6th
 - Opening of the 25 year time capsule at Central School grounds during the community fishing opener celebration
 - Other events being hosted by the Forest History Center, DBA, Itasca County Historical Society, MacRostie Art Center, the Blandin Foundation, and Get Fit Itasca



GRAND RAPIDS
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Recreation Programs

Activity	2014	2015
Flag Football	29	37
K-5 Soccer	159	138
Knee High Soccer	13	23
Youth Baseball	74	56
Pond Hockey	45	50
Swim Lessons	195	224
Volleyball	128	111
Summer Sports Camp	-	53
Totals	643	692



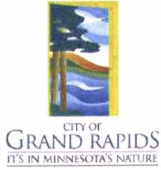


GRAND RAPIDS
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Outdoor Rinks

- This is the latest start to outdoor ice EVER...El Niño!





CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1824 **Version:** 1 **Name:** Municipal Engineering Assistance Agreement
Type: Agenda Item **Status:** Engineering
File created: 12/7/2015 **In control:** City Council
On agenda: 12/14/2015 **Final action:**
Title: Consider entering into a five-year Municipal Engineering Services Agreement between the City and Short Elliott Hendrickson.

Sponsors:

Indexes:

Code sections:

Attachments: [12-14-15 Attachment 2015 Municipal Engr Assistance Score sheet.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider entering into a five-year Municipal Engineering Services Agreement between the City and Short Elliott Hendrickson.

Background Information:

At the September 28, 2015, regular council meeting, the City Council approved the Municipal Engineering RFP process and assigned Council Member Ziege to the RFP review committee. Proposals were received from Benchmark Engineering of Mt. Iron, Bolton & Menk from Baxter, and Short Elliott Hendrickson (SEH) of Grand Rapids. The proposals were scored and ranked based on ten criteria recommended by the review committee. The highest scoring firm was SEH. These summary sheet are also attached for reference. The review committee is recommending the City enter into a five-year Municipal Engineering Contract with SEH. Though not considered as part of the scoring sheet, it its also noteworthy that SEH employs 14 full-time employees with an average hourly wage of \$27.13/hour and a a total 2014 salary paid, not including benefits, of \$739,912. These are excellent jobs located within the City of Grand Rapids.

Staff Recommendation:

Consider entering into a five-year Municipal Engineering Services Agreement between the City and Short Elliott Hendrickson.

Requested City Council Action

A motion approving a five-year Municipal Engineering Services Agreement between the City and Short Elliott Hendrickson.

2015 City Engineering Assistance Services
 Ranking Summary of Proposals

Firm Name	General Firm Information	Survey Information	Design / Construction Engr Staff	Hourly Rates for Services	Design / Construction Rates	Consultant Representative Review	RPR / Inspector Review	Other Services	Opinion to City/Consultant Relationship	Total Ranking Score
Benchmark Engineering	8	10	18	3	7	10	6	3	1	66
Bolton & Menk	2	7	14	4	10	11	7	4	2	61
Short Elliott Hendrickson	20	8	20	5	9	15	9	5	3	94
Max Points per Category	20	10	20	5	10	15	10	5	5	100



CITY OF
GRAND RAPIDS
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CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #:	15-1815	Version:	1	Name:	Adopt Levy/Budget Resolutions
Type:	Agenda Item	Status:		Status:	Finance
File created:	12/2/2015	In control:		In control:	City Council
On agenda:	12/14/2015	Final action:		Final action:	
Title:	Consider approving resolutions adopting the following: * 2015 Tax Levy Payable in 2016, the 2016 General Fund Revenue and Expenditure budget, * 2016 Special Revenue Fund budgets for the Library, Cemetery, Grand Rapids Economic Development Authority, Civic Center, Grand Rapids/Itasca County Airport, Recreation Programs, Police Forfeiture Fund, Haz-Mat Response Fund, Domestic animal control Facility, and Central School, * 2016 Enterprise Fund budgets for the Pokegama Golf Course and the Storm Water Utility Funds.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	Final 12142015 Levy/Budget Meeting.pdf				

Date	Ver.	Action By	Action	Result
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Consider approving resolutions adopting the following:

- * 2015 Tax Levy Payable in 2016, the 2016 General Fund Revenue and Expenditure budget,
- * 2016 Special Revenue Fund budgets for the Library, Cemetery, Grand Rapids Economic Development Authority, Civic Center, Grand Rapids/Itasca County Airport, Recreation Programs, Police Forfeiture Fund, Haz-Mat Response Fund, Domestic animal control Facility, and Central School,
- * 2016 Enterprise Fund budgets for the Pokegama Golf Course and the Storm Water Utility Funds.

Background Information:

The City Council and staff have been working on the 2016 budgets since early 2015. The 2015 tax levy payable in 2016 and the City budgets were discussed at the public forum on Monday, December 7, 2015.

We are requesting the Council adopt the resolutions listed to approve a tax levy for 2015 payable in 2016 and the 2016 budgets for the General Fund, Special Revenue Funds, and the Enterprise Funds.

Requested City Council Action

Approve resolutions adopting the following:

- * 2015 Tax Levy Payable in 2016, the 2016 General Fund Revenue and Expenditure budget,
- * 2016 Special Revenue Fund budgets for the Library, Cemetery, Grand Rapids Economic Development Authority, Civic Center, Grand Rapids/Itasca County Airport, Recreation Programs, Police Forfeiture Fund, Haz-Mat Response Fund, Domestic animal Control Facility, and Central School,
- * 2016 Enterprise Fund budgets for the Pokegama Golf Course and the Storm Water Utility Funds.

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION NO. 15-

A RESOLUTION APPROVING THE FINAL 2015 TAX LEVY
PAYABLE IN 2016

BE IT RESOLVED, that the City Council of the City of Grand Rapids, County of Itasca, Minnesota, levies the following sums of money for the current year 2015 collectible in 2016, upon the taxable property in the City of Grand Rapids, for the following purposes:

General Fund	\$4,390,829
Library Fund	632,999
Cemetery	198,500
Internal Loan-Public Works Equipment	141,588
Abatement Levies	25,000
GREDA	60,000
2006C Improvement Bonds	23,549
2007A Improvement Bonds	119,268
2008B GO Reconstruction Bonds	77,089
2008C Improvement Bonds	68,923
2008C Improvement Bonds-special levy	2,332
2009C Improvement Bonds	307,320
2009D Equipment Bonds	142,542
2010 Debt Study Reduction	(48,383)
2010A Improvement Bonds	135,610
2011B Improvement Bonds	54,675
2012 Improvement Bonds	132,061
2013A Refunding Bonds	94,791
2013B Reconstruction Bonds	114,812
2014A Reconstruction Bonds	<u>278,055</u>
TOTAL LEVY TO BE CERTIFIED	<u>\$6,951,560</u>

Adopted this 14th day of December 2015.

Dale Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

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

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION NO. 15-

A RESOLUTION ADOPTING THE 2016
GENERAL FUND REVENUE AND EXPENDITURE BUDGET

BE IT RESOLVED, that the City Council of the City of Grand Rapids, County of Itasca, Minnesota, adopts the following General Fund Revenue and Expenditure budget for 2016:

REVENUES

Taxes	\$4,390,829
Payment in Lieu of Taxes	901,000
Licenses and Permits	245,850
Intergovernmental	1,972,887
Charges for Services	818,839
Fines and Forfeits	94,500
Miscellaneous Revenue	47,300
Other Financing Sources	<u>3,500</u>
 TOTAL REVENUE	 <u>\$8,474,705</u>

EXPENDITURES

Administration	\$ 458,615
Building Maintenance	263,653
Community Development	469,020
Council/Boards	83,690
Engineering	259,343
Finance	466,463
Fire	620,465
Fleet Maintenance	265,370
Information Technology	213,971
Police	2,685,100
Public Works	1,636,883
Recreation	130,163
City Wide	414,000
Transfers	420,469
Fund Balance Payback	<u>87,500</u>
 TOTAL EXPENDITURES	 <u>\$8,474,705</u>

Adopted this 14th day of December 2015.

Dale Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

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

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION NO. 15-

A RESOLUTION ADOPTING THE 2016 SPECIAL REVENUE FUND
PUBLIC LIBRARY REVENUE AND EXPENDITURES BUDGET

BE IT RESOLVED, that the City Council of the City of Grand Rapids, County of Itasca, Minnesota, adopts the following Special Revenue Fund-Public Library revenue and expenditures budget for 2016:

REVENUES:	
Taxes	\$632,999
Intergovernmental	127,000
Charges for Services	11,182
Fines & Forfeits	14,000
Miscellaneous	<u>12,500</u>
TOTAL REVENUES	<u>\$797,681</u>
EXPENDITURES:	
Personnel	\$586,661
Supplies and Materials	87,750
Other Charges and Services	<u>123,270</u>
TOTAL EXPENDITURES	<u>\$797,681</u>
Revenue over Expenditures	<u>\$ 0</u>

Adopted this 14th day of December 2015.

Dale Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

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

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION NO 15-

A RESOLUTION ADOPTING THE 2016 SPECIAL REVENUE FUND
CEMETERY REVENUE AND EXPENDITURES BUDGET

BE IT RESOLVED, that the City Council of the City of Grand Rapids, County of Itasca, Minnesota, adopted the following Special Revenue Fund – Cemetery revenue and expenditures budget for 2016:

REVENUES:

Taxes	\$198,500
Charges for Services	<u>34,000</u>
Total Revenue	<u>\$232,500</u>

EXPENDITURES:

Personnel	\$175,898
Supplies & Materials	12,800
Other Charges	<u>43,650</u>
Total Expenditures	<u>\$232,348</u>

EXCESS REVENUE OVER EXPENDITURES \$ 152

Adopted this 14th day of December 2015.

Dale Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

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

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION NO 15-

A RESOLUTION ADOPTING THE 2016 SPECIAL REVENUE FUND
CENTRAL SCHOOL REVENUE AND EXPENDITURES BUDGET

BE IT RESOLVED, that the City Council of the City of Grand Rapids, County of Itasca, Minnesota, adopted the following Special Revenue Fund – Central School revenue and expenditures budget for 2016:

REVENUES:

Miscellaneous	\$ 84,300
Operating Transfer In	<u>26,850</u>

Total Revenue	<u>\$ 111,150</u>
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EXPENDITURES:

Supplies & Materials	\$ 3,500
Other Charges	102,250
Capital Reserve	<u>5,400</u>

Total Expenditures	<u>\$111,150</u>
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EXCESS REVENUE OVER EXPENDITURES	<u><u>\$ 0</u></u>
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Adopted this 14th day of December 2015.

Dale Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

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

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION NO 15-

A RESOLUTION ADOPTING THE SPECIAL REVENUE FUND
ECONOMIC DEVELOPMENT AUTHORITY 2016 REVENUE AND EXPENDITURES BUDGET

BE IT RESOLVED, that the City Council of the City of Grand Rapids, County of Itasca, Minnesota, adopts the following Special Revenue Fund – Economic Development Authority revenue and expenditures budget for 2016:

REVENUES:

Miscellaneous	\$ 800
Total Revenue	\$ 800

EXPENDITURES:

Supplies & Materials	\$ 100
Other Charges	<u>17,000</u>
Total Expenditures	\$ <u>17,100</u>
Excess Revenue Over Expenditures	<u>\$(16,300)</u>
Fund Balance Usage	<u>\$ 16,300</u>

Adopted this 14th day of December, 2015.

Dale Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

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

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION NO 15-

A RESOLUTION ADOPTING THE 2016 SPECIAL REVENUE FUND-CIVIC CENTER
REVENUE AND EXPENDITURES BUDGET

BE IT RESOLVED, that the City Council of the City of Grand Rapids, County of Itasca, Minnesota, adopt the following Special Revenue Fund – Civic Center revenue and expenditures budget for 2016:

REVENUES:

Charges for Services	\$138,500
Miscellaneous	<u>574,400</u>
Total Revenue	<u>\$712,900</u>

EXPENDITURES:

Personnel	\$349,803
Supplies & Materials	116,600
Other Charges	<u>230,755</u>
Total Expenditures	<u>\$697,158</u>

EXCESS REVENUE OVER EXPENDITURES	<u>\$ 15,742</u>
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Adopted this 14th day of December 2015.

Dale Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

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

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION NO 15-

A RESOLUTION ADOPTING THE 2016 REVENUE AND EXPENDITURES BUDGET
FOR THE GRAND RAPIDS/ITASCA COUNTY AIRPORT

BE IT RESOLVED, that the City Council of the City of Grand Rapids, County of Itasca, Minnesota, adopts the following revenue and expenditures budget for the Grand Rapids/Itasca County Airport for 2016:

REVENUES:

Intergovernmental	\$ 83,049
Charges for Services	4,800
Miscellaneous Revenue	113,282
Other Sources	<u>20,000</u>
Total Revenue	<u>\$221,131</u>

EXPENDITURES:

Personnel	\$ 87,214
Supplies & Materials	18,125
Other Charges	114,142
Terminal	<u>1,650</u>
Total Expenditures	<u>\$221,131</u>

EXCESS REVENUE OVER EXPENDITURES \$ 0

Adopted this 14th day of December 2015.

Dale Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

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

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION NO 15-

A RESOLUTION ADOPTING THE 2016 SPECIAL REVENUE FUND
RECREATION PROGRAMS REVENUE AND EXPENDITURES BUDGET

BE IT RESOLVED, that the City Council of the City of Grand Rapids, County of Itasca, Minnesota, adopted the following Special Revenue Fund – Recreation Programs revenue and expenditures budget for 2016:

REVENUES:

Charges for Services	<u>\$61,100</u>
Total Revenue	<u>\$61,100</u>

EXPENDITURES:

Personnel	\$51,145
Supplies & Materials	6,000
Other Charges	<u>3,600</u>
Total Expenditures	<u>\$60,745</u>
Excess Revenue over Expenditures	<u>\$ 355</u>

Adopted this 14th day of December 2015.

Dale Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

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

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION NO 15-

A RESOLUTION ADOPTING THE 2016 SPECIAL REVENUE FUND
POLICE DESIGNATED FORFEITURES REVENUE AND EXPENDITURES BUDGET

BE IT RESOLVED, that the City Council of the City of Grand Rapids, County of Itasca, Minnesota, adopts the following Special Revenue Fund – Police Designated Forfeitures revenue and expenditures budget for 2016:

REVENUES:

Intergovernmental	\$11,000
Miscellaneous	<u>6,500</u>
Total Revenue	<u>\$17,500</u>

EXPENDITURES:

Supplies & Materials	1,000
Other Charges	<u>2,000</u>
Total Expenditures	<u>\$ 3,000</u>

EXCESS REVENUE OVER EXPENDITURES	<u>\$14,500</u>
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Adopted this 14th day of December 2015.

Dale Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

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

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION NO 15-

A RESOLUTION ADOPTING THE 2016 SPECIAL REVENUE FUND
STATE HAZMAT RESPONSE TEAM REVENUE AND EXPENDITURES BUDGET

BE IT RESOLVED, that the City Council of the City of Grand Rapids, County of Itasca, Minnesota, adopts the following Special Revenue Fund – State Hazmat Response Team revenue and expenditures budget for 2016:

REVENUES:

Intergovernmental	<u>\$45,000</u>
Total Revenue	<u>\$45,000</u>

EXPENDITURES:

Personnel	\$24,800
Supplies & Materials	5,500
Other Charges	<u>14,700</u>

Total Expenditures	<u>\$45,000</u>
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EXCESS REVENUE OVER EXPENDITURES	<u>\$ 0</u>
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Adopted this 14th day of December 2015.

Dale Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

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

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION NO. 15-

A RESOLUTION ADOPTING THE 2016 SPECIAL REVENUE FUND
DOMESTIC ANIMAL CONTROL FACILITY REVENUE AND EXPENDITURES BUDGET

BE IT RESOLVED, that the City Council of the City of Grand Rapids, County of Itasca, Minnesota, adopts the following Special Revenue Fund-Domestic Animal Control Facility revenue and expenditures budget for 2016:

REVENUES:	
Fines & Fees	\$ 36,880
Operating Transfer In	<u>32,750</u>
TOTAL REVENUES	\$ <u>69,630</u>
EXPENDITURES:	
Personnel	\$ 40,191
Supplies and Materials	6,600
Other Charges and Services	<u>22,825</u>
TOTAL EXPENDITURES	\$ <u>69,616</u>
EXCESS REVENUE OVER EXPENDITURES	\$ <u>14</u>

Adopted this 14th day of December 2015.

Dale Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

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

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION NO. 15-

A RESOLUTION ADOPTING THE 2016 ENTERPRISE FUND-
POKEGAMA GOLF COURSE
REVENUE AND EXPENSE BUDGET

BE IT RESOLVED, that the City Council of the City of Grand Rapids, County of Itasca, Minnesota, adopts the following Enterprise Fund Pokegama Golf Course revenue and expense budget for 2016:

REVENUES:	
Charges for Services	\$574,505
Miscellaneous Revenue	<u>26,500</u>
Total Revenues	<u>\$601,005</u>
EXPENSES:	
Personnel	\$241,340
Supplies and Materials	60,900
Other Charges and Services	199,737
Depreciation Expense	<u>99,000</u>
Total Expenses	<u>\$600,977</u>
Net Income/(Loss)	<u>\$ 28</u>

Adopted this 14th day of December 2015.

Dale Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

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

Councilmember introduced the following resolution and moved for its adoption:

RESOLUTION NO. 15-

A RESOLUTION ADOPTING THE 2016 ENTERPRISE FUND-
STORM WATER UTILITY
REVENUE AND EXPENSE BUDGET

BE IT RESOLVED, that the City Council of the City of Grand Rapids, County of Itasca, Minnesota, adopts the following Enterprise Fund Storm Water Utility revenue and expense budget for 2016:

REVENUES:	
Charges for Services	\$550,000
Miscellaneous Revenue	<u>2,000</u>
Total Revenues	<u>\$552,000</u>
EXPENSES:	
Personnel	\$270,682
Supplies and Materials	54,500
Other Charges and Services	198,073
Depreciation Expense	<u>28,745</u>
Total Expenses	<u>\$552,000</u>
Net Income/(Loss)	<u>\$ -0-</u>

Adopted this 14th day of December, 2015.

Dale Adams, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

Councilmember seconded the forgoing 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
IT'S IN MINNESOTA'S NATURE

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1837 **Version:** 1 **Name:** Arts & Culture Vacancies
Type: Agenda Item **Status:** Administration Department
File created: 12/9/2015 **In control:** City Council
On agenda: 12/14/2015 **Final action:**
Title: Consider appointments to Arts & Culture Commission.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider appointments to Arts & Culture Commission.

Background Information:

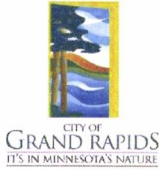
The Arts & Culture Commission has two terms expiring December 31, 2015. Both members have expressed interest in continuing on this commission for another term. Councilor Zabinski agreed to contact David Marty and Karen Walker and bring a recommendation back to the Council. New terms would be for a three year period from January 1, 2016 through December 31, 2018.

Staff Recommendation:

Consider appointments to fill upcoming three year terms.

Requested City Council Action

Make a motion appointing applicants to fill upcoming two vacancies beginning January 1, 2016, terms to expire December 31, 2018.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1838 **Version:** 1 **Name:** Library Board Appointments
Type: Agenda Item **Status:** Administration Department
File created: 12/9/2015 **In control:** City Council
On agenda: 12/14/2015 **Final action:**
Title: Consider appointments to Library Board.

Sponsors:

Indexes:

Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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Consider appointments to Library Board.

Background Information:

As of December 31, 2015, the Library will have three vacancies consisting of two non-resident terms and one resident term. Staff have advertised the current and upcoming vacancies and received applications/notice of interest from the following.

Lisa Tabbert (resident)
Shannon Benolken (non-resident, incumbent)
Mary Helen Haarklau (resident, incumbent)

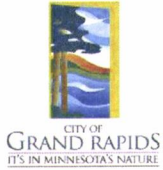
Councilor Christy has conducted interviews with the applicants and will bring recommendations for appointment to the Council meeting.

Staff Recommendation:

Make appointments to Library Board.

Requested City Council Action

Make a motion appointing applicants to two or more Library Board positions, one resident & two non-resident, terms to expire December 31, 2018.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1845 **Version:** 1 **Name:** Consider entering into an agreement with Ameriflex for Health Reimbursement Account (HRA) Services.
Type: Agenda Item **Status:** Administration Department
File created: 12/10/2015 **In control:** City Council
On agenda: 12/14/2015 **Final action:**
Title: Consider entering into an agreement with Ameriflex for Health Reimbursement Account (HRA) Services.
Sponsors:
Indexes:
Code sections:
Attachments: [City of Grand Rapids - AmeriFlex Proposal FSA HRA HSA 12-9-15](#)

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

Consider entering into an agreement with Ameriflex for Health Reimbursement Account (HRA) Services.

Background Information:

In 2015 the City of Grand Rapids changed from in-house administration of the Health Reimbursement Account (HRA) services to utilizing TASC, a third party administrator, that provides DirectPay HRA. DirectPay HRA is an administration service designed to assist us with the necessary compliance and administration requirements of a HRA Plan. As a client of DirectPay, we were to have received a comprehensive menu of administration services and tools designed to simplify the administrative process and reduce the workload.

Unfortunately, due to the complexity of our HRA plans, there have been significant issues with the program. AT Group, our Benefits Consultant, has researched options that will be more conducive to the City's needs. They are recommending using Ameriflex, which specializes in non-traditional financial service transactions that occur behind the scenes to support HR processes. Ameriflex has been recognized within the industry for its commitment to superior service and product innovation.

The Account Set-up Fee is \$400.00 (one-time fee, due with first month's invoice) and a combined HRA, FSA &/or HSA monthly per participating employee is \$7.95. This is an increase of approximately \$3,200 from 2015, but offers the opportunity to add the Flexible Spending Account in 2017 at no additional cost.

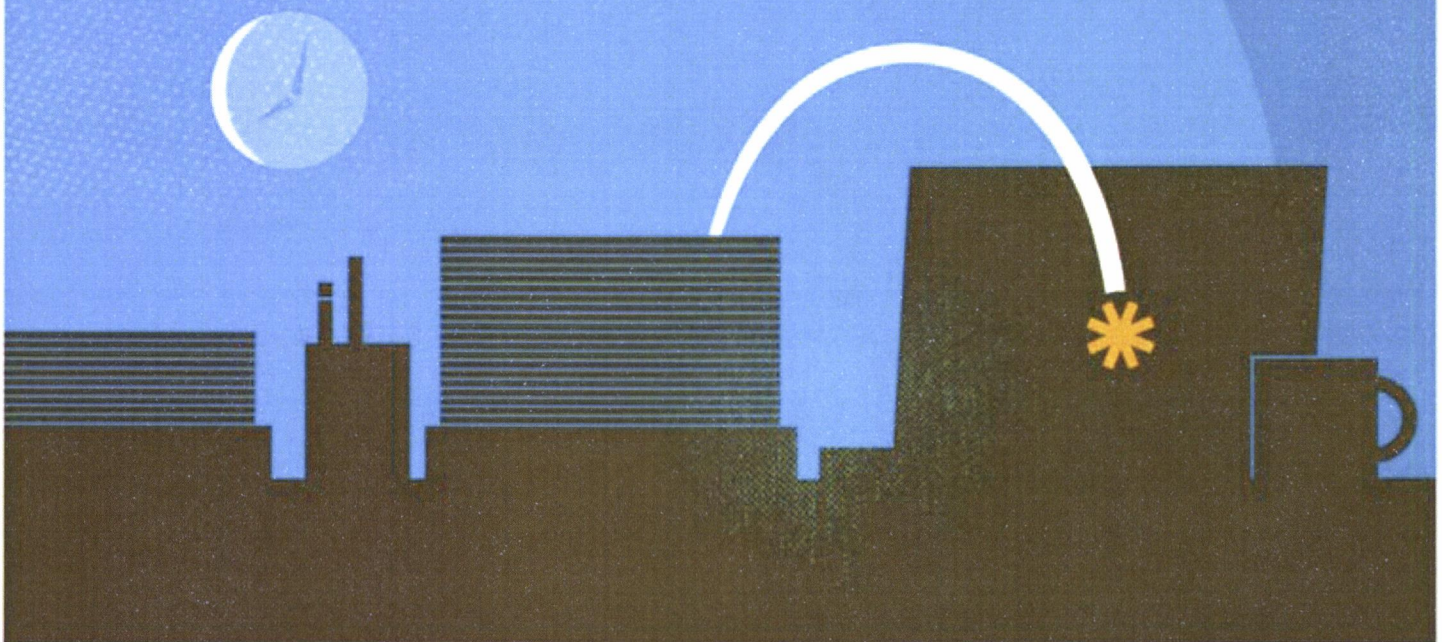
Staff Recommendation:

Human Resources Director Lynn DeGrio is recommending entering into an agreement with Ameriflex for Health Reimbursement Account Services beginning January 1, 2016.

Requested City Council Action

Make a motion entering into an agreement with Ameriflex for Health Reimbursement Account (HRA) Services effective January 1, 2016.

Leap HR Obstacles in a Single Bound.



FSA, HRA & HSA Proposal

Presented to **City of Grand**

December 9, 2015

Presented by:

Roberta Tessendorf

rtessendorf@myameriflex.com

844.423.4636 x234



888.868.FLEX (3539) • 2508 HIGHLANDER WAY, SUITE 200 • CARROLLTON, TEXAS 75006

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Company Profile

Established in 1998, Ameriflex specializes in non-traditional financial service transactions that occur behind the scenes to support our clients' HR processes. We proactively identify needs in our market space; and obtain, develop, or refine solutions to meet these needs. We strive to continually improve our technology, service, and operations in order to more efficiently deliver these solutions to our clients, at a competitive price point.



Ameriflex has been recognized within the industry for its commitment to superior service and product innovation. Most notably, Ameriflex has been honored with *Benefits Selling* magazine's "Readers' Choice" award (TPA Offering the Most Comprehensive Service) for each of the nine years that the award category was on the ballot. Ameriflex has also received the prestigious "Most Innovative TPA" and "CEO Leadership" awards from the Institute for Healthcare Consumerism (2014, 2013) and the "Best Benefits Delivery" award from Paybefore Awards (2014) for the Living Wage Card Program.

Thousands of employer-clients and millions of individual participants nationwide experience the Ameriflex difference each day. We look forward to putting our solutions to work for you!



Put Your HR on Autopilot.

Fee Guarantee

Ameriflex reserves the right to change fees/services without notice after 90 days from the date of this proposal if an Administrative Services Agreement has not been signed.

Thank you for taking your time to evaluate Ameriflex! We are confident our award-winning service and technology will help **Grand Rapids Public Utilities** grow and assist with a happier workforce! Please reach out to your sales manager **Roberta Tessendorf, (844) 423-4636 x234** for additional questions or to schedule a demo. To begin the application process, please click on the New Client Application link or visit www.myameriflex.com.

Flexible Spending Account

What is a Flexible Spending Account?

Flexible Spending Accounts, also referred to as FSAs, were developed as part of Internal Revenue Code Section 125 to provide employees with tax relief for their out-of-pocket medical and dependent day care costs. FSAs enable employees to utilize pre-tax dollars and save federal, FICA, FUTA and in most cases, state taxes.

With more and more employers shifting benefit dollars, FSAs are becoming the “go-to” benefit offering to help employees not only save money, but also have access to those pre-tax dollars day one of the plan year.

Medical and Dependent Care FSA

Medical FSAs – These accounts let employees use pre-tax dollars to pay for eligible out-of-pocket medical expenses.



Medical FSAs cover an endless list of eligible expenses for which an employee can seek reimbursement. Some examples include:

- Deductibles, co-insurance and office visit co-pays
- Prescription medication
- Prescribed over-the-counter drugs and medications
- Dental and orthodontia services
- Durable medical equipment
- Eyeglasses and contact lenses

Highlights

- ✓ Employees may only use their funds for eligible expenses as determined by the IRS.
- ✓ Employers are required to fund the reimbursement of an eligible expense up to the full amount of an employee’s annual election, regardless of the funds contributed to date by the employee (meaning, effectively, that all funds are available to the employee on day one of the plan year).

- ✓ The IRS “Use it or Lose it” rule states that the employee forfeits any unused funds at the end of the plan year. However, the employer has the option of requesting either a “grace period”, which allows employees to continue to use funds for two and a half months after the plan year ends; or the option of requesting the \$500 roll-over provision, which allows employees to roll over up to \$500 for use in the following plan year. An employer can request one of the two provisions – not both; or the employer can choose to offer neither. Any unused funds are forfeited to the employer at the end of the year; Ameriflex does not retain any unused funds. Also, please note that an employer cannot require an employee who terminates with a negative account balance to pay back the funds.
- ✓ Employers can set the maximum annual contribution limit for the Medical Flexible Spending Account (up to \$2550 for 2015), as well as the employee eligibility period.
- ✓ Employers can elect to make contributions to their employees’ accounts provided they satisfy all non-discrimination requirements.

Dependent Care Reimbursement Accounts

These accounts let participants use pre-tax dollars to pay for dependent day care expenses for an eligible child or adult dependent up to \$5,000 per family per year. Some qualified expenses include:

- Before- and after-school programs
- Nursery school or pre-school tuition
- Summer day camp
- Care in a home



Highlights

- ✓ Employees may contribute up to a maximum of \$5,000 per family per year. Employers may also contribute, although any employer dollars will be applied to the \$5,000 maximum.

- ✓ Unlike the medical spending account, employers may choose to make funds available only as they are deducted from payroll and deposited into an employee's account (meaning all funds may not be available day one of the plan year).
- ✓ Generally, a qualifying individual is a dependent child aged 12 or under or a dependent adult (including a spouse) who is mentally or physically incapable of self-care and lives with the taxpayer for more than half of the year.

Commuter Reimbursement

Commuter Reimbursement Accounts also referred to as a "CRA":



This account is a tax-favored program (Internal Revenue Code Section 132) that allows employees to set aside pre-tax money from their paychecks to pay for eligible transportation and parking expenses. Employers may also make contributions, though these contributions will be applied to the monthly limits. Eligible expenses include:

- Mass transportation to your place of employment such as the subway or a bus
- Parking near your place of employment
- Parking at or near a location from which you commute to work via mass transit or vanpool
- Transportation to your place of employment via a qualified vanpooling commuter vehicle

For Plan years beginning in 2015, Qualified Parking expenses are limited to \$250 per month and Transit Pass & Vanpooling expenses are collectively limited to \$130 per month. These limits are subject to change annually.

Key differences from traditional flexible spending accounts include:

- No Plan Documents or Summary Plan Descriptions (SPD) for distribution to participants
- No required discrimination testing
- Employee elections may be changed throughout the year (usually on a monthly basis)
- Unused election amounts can be rolled over.

- Similar to the Dependent Day Care Reimbursement Account, only the amount that has been deducted to date can be reimbursed to participants.

Ownership Eligibility Rules: The IRS prohibits certain owners and their immediate family members from participating in FSAs. Ask your sales manager about adding an HSA to cover anyone who meets the below criteria.

- More than 2% shareholders in a Subchapter S, as well as their spouses, parents, children, and grandchildren.
- Partners in a partnership including LLPs and LLDs that operate under partnership rules (spouses and dependents are eligible).
- Sole proprietors (spouses and dependents are eligible).

**Note: While owners may not participate, employees of these types of businesses can participate*

The Ameriflex Difference: The MyAmeriflex Debit Card

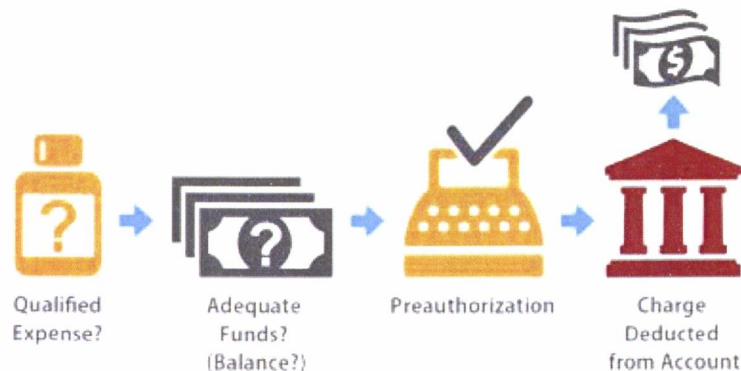
To further enhance the benefits of implementing FSAs, Ameriflex offers the MyAmeriflex MasterCard®. This single-platform debit card allows for the automatic electronic transfer of pre-tax dollars from an FSA when paying for qualified expenses. Most importantly, the MyAmeriflex card can accommodate and administer all spending accounts on the same card without an additional fee.



The MasterCard® system carves the world into more than 1,000 merchant category codes, each code reflecting whether the merchant is a restaurant, department store, pharmacy, doctor's office, etc. Therefore, the card will not work at an unauthorized MasterCard® merchant (e.g. gas station, restaurant, etc.) but it will recognize applicable healthcare, dependent care, and transit merchant category codes (MCC) or SIC codes, allowing Ameriflex to properly adjudicate claims according to IRS guidelines.

When the debit card is used, the system qualifies the expense based on the merchant's codes. Next, it determines if there is an adequate/available balance in the employee FSA account. Finally, pre-authorization occurs at the merchant point of service (POS) terminal. At this point, the merchant will get paid via ACH and the amount of the charge is deducted from the employee's FSA account. It is important for employees to

remember that in some cases further substantiation may be required, so they should always save their receipts.



Our Dedicated Service includes

Plan Installation/Takeover

- ✓ Flexible Spending Account Document Preparation
- ✓ MyAmeriflex Card® Account Setup and Installation
- ✓ Summary Plan Description (SPD) and Plan Document Preparation
- ✓ Online Enrollment Capabilities
- ✓ Initial Enrollment Report
- ✓ Coordination with the payroll supervisor to ensure proper deductions



Consulting

- ✓ A dedicated Account Manager supported by a full staff of consultants and claims administrators to manage all aspects of group administration
- ✓ Electronic education and enrollment materials

Monthly/Annual Administration

- ✓ Tracking of all FSA contributions
- ✓ Daily claims processing and coordination with MasterCard®

- ✓ Online access to claim forms and service documentation
- ✓ Monthly employer reports

Additional Employer Services Include:

- ✓ EDI File Feeds
- ✓ Plan Document Amendments
- ✓ \$500 Rollover administration
- ✓ 2.5 month grace period administration
- ✓ Discrimination Testing portal access
- ✓ FSA educational tools such as videos, worksheets and more
- ✓ 12-month fee guarantee. Multi-year guarantees available. Contact sales for details.
- ✓ Forms 5500 Support Assistance (Main Form, Schedule C)

Employee/Member Services

- ✓ Online portal and mobile app for on-the-go access to accounts
- ✓ Email notifications such as balance reminders, end of plan year notifications, etc.
- ✓ Paper claims submission via online upload, email, or fax
- ✓ Direct Deposit option for paper claims
- ✓ Employee statement with each claim check
- ✓ Online account access and reporting
- ✓ Toll-free 24/7 interactive voice response (IVR)
- ✓ Live Chat available
- ✓ Dedicated Member Services via toll-free phone
- ✓ One card for all Ameriflex spending accounts
- ✓ Unlimited replacement debit cards for employees and qualified dependents
- ✓ No employee application for the debit cards required
- ✓ Lost or stolen card fraud protection
- ✓ No card transaction fees

- ✓ Access to the [FSASore](#), a one-stop shopping experience where users can shop for all of their qualified FSA medical supplies

The Ameriflex Guarantee

Our mission is to provide creative, compliant benefits solutions built with our clients' needs in mind—to save you time and help reduce your costs in an effort to maximize the value of your plan for both the employer and the individual participants.



It is with this in mind that we are introducing the **Ameriflex Guarantee** for all health flexible spending account clients: protection against potential loss in your FSA plan.

How it Works

In the event that total annual claims exceed total annual employee contributions as well as the employer's tax savings, employers will have the option to file a claim in order to recoup the amount of the net aggregate plan year loss.

All Ameriflex FSA clients are eligible for our Guarantee, and there is nothing you need to do to sign up. We recognize that in doing business with us, you hold your plan to a high standard of compliance, and the Guarantee is our way of demonstrating our commitment to maintaining those high standards, and our appreciation for your support and partnership.

Details about the guarantee, including eligibility, can be found in our Administrative Services Agreement. If you have questions, please feel free to contact us.

Did You Know? All administration fees are tax deductible to the employer.

The screenshot displays a mobile application interface for calculating potential annual F.I.C.B. savings. It features several sections with input fields and corresponding calculations:

- Eligible Employees:** 50
- Flexible Spending Accounts*:**
 - MedFSA participants: 10 (selected), \$1,000 per participant, \$10,000 total. FICA saved: \$3,038.
 - DepFSA participants: 4, \$5,000 per participant, \$20,000 total.
 - CRA participants: 8, \$1,200 per participant, \$9,600 total. FICA saved: \$744.
- Voluntary Benefit Premiums:**
 - Voluntary participants: 18, \$540 per participant, \$9,720 total. FICA saved: \$744.
- Health Insurance Premiums:**
 - Health participants: 35, \$900 per participant, \$31,500 total. FICA saved: \$2,410.

Estimated Potential Annual F.I.C.B. Savings: \$6,183

Visit <https://www.myameriflex.com/Services/EmployeeBenefitPrograms> to start calculating your company's exact savings today!

Next Steps

Implementation

1. **Step 1: Online Application.** Complete the online New Client Application. Your broker and/or the Ameriflex Implementation team can assist with this process. The application collects all the information that is required to complete your plan documents and set up your account. Once your application has been reviewed for accuracy, you will receive your Administrative Services Agreement for review and signature.
2. **Step 2: Enrollment.** Ameriflex offers a number of electronic enrollment solutions to meet your specific needs. If your company uses enrollment software, Ameriflex can automate your enrollment process and continued plan maintenance through a process referred to as EDI (Electronic Data Interchange), which can be set up in 6-8 weeks or after your initial enrollment.
3. **Step 3: Welcome to Ameriflex!** Once the application is complete, you will be assigned a dedicated Account Manager who will work with our Account Management team to begin processing the enrollments. Your dedicated Account Manager will assist you with any day-to-day questions and needs that may arise. You can expect to receive a welcome e-mail from your new Account Manager (which will include contact information and login information for your account), followed by a phone call to review your plan and discuss your employee engagement strategy.

Once you have this information, you can begin using the [Ameriflex Employer Portal](#) to review your plan and employee/participant information.

Funding & Claims: How it Works

To pay approved claims made by plan participants, employers must set up a funding arrangement with Ameriflex and provide a bank account from which claims amounts will be debited. Ameriflex offers two different debit options along with our easy-to-use funding and invoicing tools to deliver a seamless process from beginning to end.

For compliance purposes, Ameriflex is required to collect a certain amount of funds from the employer, to be set aside as a deposit in a separate funding account. This account is maintained throughout the life of the plan, with the funding deposit balance automatically adjusted as required based on claims activity and total plan elections. To assist our clients with this requirement, Ameriflex does *not* require a single, upfront prefund of this account at the beginning of the plan year. Instead, with our unique **Preferred Funding** option, we allow employers to build up their funding deposit gradually, over the course of the plan year. To accomplish this, 5% is added onto each participant transaction, and the required funding deposit balance accrues as participants start making claims. The funding deposit grows until it reaches the required balance, and is automatically adjusted at the end of each plan year, as needed, depending on claims activity and changes to total plan elections.

Invoicing & Settlement: How it Works

Ameriflex offers two different Automated Clearing House (“ACH”) debit options to provide clients with greater flexibility and choice when it comes to payment of participant claims: **Daily Debit** and **Weekly Debit**. Ameriflex will email the employer a notification of a new claims activity report on a daily or weekly basis, depending on the debit option selected. The employer will then be able to log in to the MyAmeriflex Employer Portal to view all claims activity prior to settlement. Within 24 hours of receipt of the email notification, Ameriflex will debit the employer’s pre-designated claims account to pay the cumulative claims amount, plus the Preferred Funding Amount, for that period.

Health Savings Accounts (HSA)

With health insurance premiums ever on the rise, employers and employees must cope with higher co-payments, higher deductibles and increased provider restrictions. Many employers are now exploring alternatives to standard medical care that combine high-deductible health plans (HDHP) with Health Savings Accounts (HSA) to ease this burden.

A Health Savings Account (HSA) is a tax-advantaged account that allows participants to set aside pre-tax funds to pay for qualified medical expenses incurred by the participant, their spouse, and any tax dependents covered under the participant's qualified high-deductible health plan (HDHP).

HSAs are similar to FSAs, but with a few important differences. HSAs can be funded by the employer, the employee, or both. Unlike an FSA, funds in an HSA roll over from year to year, earning interest over time. Since the HSA is individually-owned, the funds always belong to the account holder, even if they switch jobs or insurance plans.

Investment Options

As account balances grow, Ameriflex provides various ways to invest. Participants may choose the method that best suits their investment style.

Please Note: We recommend that participants who use the investment options maintain a minimum balance of \$2,500 in their HSA banking account to ensure that there are always sufficient funds available for health care expenditures.

Implementation Process

Step 1: Online Application. Complete the online New Client Application. Your broker and/or the Ameriflex Implementation team can assist with this process. The application collects all the information that is required to complete your plan documents and set up your account. Once your application has been reviewed for accuracy, you will receive your Administrative Services Agreement for review and signature.

Step 2: Enrollment: Opening Accounts—HSA accounts are individual, employee owned accounts similar to a checking or savings account, maintained at a financial institution, with their own routing and account numbers; therefore, each employee must complete an application, subject to the US Patriot Act, to open their HSA. The US Patriot Act requires all financial institutions to obtain, verify and record information that identifies each person who opens an account. Due to the processing time associated with this requirement, Ameriflex must receive all completed applications at least two weeks prior to the effective date.

HSA enrollment forms can be provided in a customized PDF format to be distributed to employees who have elected the qualified high deductible health plan. In addition, employees can enroll online via a secure, customized portal. Most or all Patriot Act information can then be automated in order to provide instant application processing.

Funding—Employers can fund accounts in a variety of ways including: Direct deposit, ACH, wire transfer, etc. Contact your sales manager for more information on funding.

Step 3: Welcome to Ameriflex! Once the application is complete, you will be assigned a dedicated Account Manager who will work with our Account Management team to begin processing the enrollments. Your dedicated Account Manager will assist you with any day-to-day questions and needs that may arise. You can expect to receive a welcome e-mail from your new Account Manager (which will include contact information and login information for your account), followed by a phone call to review your plan and discuss your employee engagement strategy.

Once you have this information, you can begin using the **Ameriflex Employer Portal** to review your plan and employee/participant information.

Limited Purpose FSA

A Limited Purpose Flexible Spending Account (LPFSA) is much like a regular, general-purpose health FSA. It is an account set up by the employer into which participants can elect to set aside pre-tax dollars to pay for certain types of healthcare expenses. Unlike a regular FSA, however, funds in an LPFSA can only be used to pay for qualified dental, vision, and orthodontia expenses. It is set up in this way so that it can be used alongside an HSA. IRS regulations prohibit contributions to an HSA if an individual

participates in a traditional FSA, but with an LPFSA, participants (or their spouses) can make contributions to both the LPFSA and the HSA. This, in turn, allows participants to maximize their savings and tax benefits. Other than the restriction of eligible expenses to vision, dental, and orthodontia, the rules governing the LPFSA are the same as those that apply to the FSA; that is, the employer sets the annual contribution limit, funds are available on day one of the plan year, and any unused funds are forfeited at the end of the plan year.

Administrative Services

Plan Installation/Takeover

- ✓ Health Savings Account Document Preparation
- ✓ MyAmeriflex card Account Setup and Installation
- ✓ Summary Plan Description (SPD)
- ✓ Online Enrollment Capabilities
- ✓ Initial Enrollment Report



Consulting

- ✓ A dedicated Account Manager supported by a full staff of consultants and claims administrators to manage all aspects of group administration
- ✓ Electronic education and enrollment materials

Administration

- ✓ Tracking of all HSA contributions
- ✓ Daily claims processing and coordination with MasterCard®
- ✓ Monthly employer reports

Employee/Member Services

- ✓ Online portal and mobile app for on-the-go access to accounts
- ✓ Direct Deposit option for paper claims

- ✓ Employee statement with each claim check
- ✓ Online account access and reporting
- ✓ Toll-free 24/7 interactive voice response (IVR)
- ✓ Live Chat available
- ✓ Dedicated Member Services via toll-free phone
- ✓ One card for all Ameriflex spending accounts
- ✓ Unlimited debit cards for qualified dependents
- ✓ Lost or stolen card fraud protection
- ✓ No card transaction fees

HSA Administration Fees

New Comparability Testing: **Included**

IRS Form 5500 support assistance (if applicable): **Included**

Enrollment materials (PDF via e-mail): **Included**

Enrollment materials (hard copy): **Cost of Printing**

Health Reimbursement Account

What is a health reimbursement account?

Health Reimbursement Accounts (HRAs) are rapidly becoming the foundation for many consumer-driven health plans. HRAs combine the control and cost-saving tools employers are seeking with the flexibility and protection employees need.

With an HRA, employers fund individual reimbursement accounts for their employees and define what those funds can be used for—i.e., specified out-of-pocket expenses such as deductibles and co-pays. HRAs allow an employer to realize substantial savings by migrating from first dollar coverage to a higher-deductible option without having to increase their employees' out-of-pocket exposure. Many employers use the

Did You Know? HRA contributions and administrative costs are tax-deductible items, further enhancing the savings associated with an HRA plan design.

premium dollars saved from a benefits downgrade to fund the employees' accounts, thereby providing a savings to the benefits' budget.

"HRAs allow an employer to realize substantial savings by migrating from first dollar coverage to a higher-deductible option without having to increase their employees' out-of-pocket exposure."

HRA Plan Designs

HRAs provide employers with the flexibility to roll over unused balances from one year to the next or to have employees forfeit the balance at the end of the coverage period. Plans may, but are not required to, cover terminated or retired employees.

What should our HRA cover?

- **Comprehensive:** The Comprehensive HRA pays all medical expenses not covered by insurance. These expenses include, but are not limited to, dental and vision fees, chiropractic services, co-pays, deductibles, and insurance premiums. This plan could be coupled with a higher-deductible or limited-coverage insurance arrangement or could be used as an additional employee benefit.
- **Restricted:** The Restricted HRA covers only a group of expenses such as dental or vision. It can also be limited to a single medical expense like prescriptions or insurance premiums.

How should the plan design work?

Fewer restrictions and more plan flexibility allow employers to develop a consolidated consumer-driven benefits strategy. An emerging strategy that benefits both employers and employees is to implement an HRA plan with a Flexible Spending Account (FSA). Several strategic examples that focus on meeting corporate goals and satisfying employee needs are described below:

Best Practice: FSA Pays First. When implementing a dual HRA/FSA offering, employers can determine whether the HRA or the FSA is the primary payer. If the employee is required to utilize their FSA funds first, employers may feel secure enough to permit fund rollovers. Employees would then have an incentive to save their HRA funds for future years in which they may incur unexpected expenses. This type of plan lays the groundwork for responsible, consumer-driven healthcare.

Employee Rich HRA: In this HRA plan design, the HRA pays first, followed by an employee out of pocket amount that could be covered by the FSA. This type of plan gives HRA first dollar coverage to employees and generally has a higher utilization rate.

Embedded vs. Non-embedded Deductible Medical Plan options

In order to provide the best HRA plan design and service, Ameriflex will need to be notified as to which type of deductible you are offering to your employees; embedded or non-embedded.

Embedded Deductible

If you offer a family medical plan with an embedded deductible, your plan contains two components: an individual deductible and a family deductible. Having two components to the deductible allows each member of the family to have the insurance policy cover their medical bills prior to the entire dollar amount of the family deductible being met. The individual deductible is embedded in the family deductible.

Participant Example: You, your spouse and child are on a family plan with a \$3000 family deductible, and \$1000 embedded individual deductible. Let's say your child incurs \$1000 in medical bills. His or her deductible has been met and your insurance will help cover any subsequent medical bills for your child that year, even though the family deductible of \$3000 has not been met yet.

Non-embedded

If your insurance policy contains a non-embedded family deductible, there is not an individual deductible embedded in the family deductible. In this situation, before your insurance helps pay for any medical bills the entire amount of the deductible must be met. One family member or a combination of family members can meet it; however, there are no benefits paid by your insurance until expenses equaling the total deductible amount have been incurred.

HRA Compliance Items of Note:

- An HRA must be funded solely with employer contributions and must be integrated with a major medical plan.
- An HDHP is not required.
- An HRA cannot be used in conjunction with an individual plan.
- The HRA can only reimburse substantiated medical care expenses incurred by employees or former employees (including retirees) and their spouses and tax dependents (as defined in Code 152) during the current plan year.
- A "stand alone" HRA for vision and/or dental only is allowed.
- Unused HRA amounts cannot be cashed out, nor can any participant receive any other taxable or nontaxable benefit other than reimbursement of medical care

expenses. It is permissible, however, to let terminated employees spend down the balance in their HRA after their employment terminates.

- The IRS prohibits certain owners and their immediate family members from participating in the HRA. Ask your sales manager about adding an HSA to cover anyone who meets the below criteria.
 - More than 2% shareholders in a Subchapter S, as well as their spouses, parents, children, grandparents and grandchildren.
 - Partners in a partnership including LLPs and LLDs that operate under partnership rules (spouses and dependents are eligible).
 - Sole proprietors (spouses and dependents are eligible).

** Note: While owners may not participate, employees of these types of businesses can participate.*

- **Restricting HRAs:** By restricting the eligible expenses under an HRA, an employer can limit their exposure and provide incentive to their employees to participate in an FSA plan. An employee will be able to utilize HRA funds only for designated expenses but will have full control over the distribution of their FSA dollars. Strategies to enhance FSA participation increase the potential tax savings for the employer and their employees.
- **Synchronizing the Administration:** Ameriflex has the expertise to administer both an HRA and an FSA plan on one debit card. By creating a consolidated and simplistic approach for employees to access their funds, employers can reduce confusion and increase FSA participation and tax savings. Ameriflex conveniently includes special HRA/FSA combination pricing in this proposal.

The Ameriflex Difference

In addition to this innovative plan design, Ameriflex offers our **MyAmeriflex MasterCard®**, creating a clear win-win circumstance for both employer and employee. This single-platform debit card allows for the automatic electronic transfer of pre-tax dollars from an HRA when paying for qualified expenses. Most importantly, the **MyAmeriflex Card®** can accommodate and administer Flexible Spending Accounts (FSAs) on the same card. An HRA/FSA combination has become a popular strategy for

companies that seek to provide their employees with a broad range of benefits and control without raising costs or increasing their exposure.

FSA, HRA & H.S.A. Administration Fees

Account Set-up Fee: **\$400.00**

(one-time fee, due with first month's invoice)

Combined HRA, FSA &/or HSA Monthly per participating employee: **\$7.95**

-or-

Minimum Monthly fee (if participation drops below 15 enrolled employees): **\$75.00**

Annual renewal fee: **\$175.00**

(not charged until year two and beyond)

Did You Know? All Administration fees are tax deductible to the employer.

If you have questions on this proposal, please contact:

Roberta Tessendorf

rtessendorf@myameriflex.com

Thank you for letting us present our solutions to you!



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

CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 15-1852 **Version:** 1 **Name:** Verified Claims
Type: Agenda Item **Status:** Verified Claims
File created: 12/10/2015 **In control:** City Council
On agenda: 12/14/2015 **Final action:**
Title: Consider approving the verified claims for the period December 1, 2015 to December 7, 2015 in the total amount of \$436,217.07

Sponsors:

Indexes:

Code sections:

Attachments: [CITY COUNCIL BILL LIST 12/14/2015.pdf](#)

Date	Ver.	Action By	Action	Result
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Consider approving the verified claims for the period December 1, 2015 to December 7, 2015 in the total amount of \$436,217.07

Requested City Council Action

Make a motion approving the verified claims for the period December 1, 2015 to December 7, 2015 in the total amount of \$436,217.07

CITY OF GRAND RAPIDS COUNCIL BILL LIST - DECEMBER 14, 2015

DATE: 12/09/2015
 TIME: 15:05:19
 ID: AP443000.CGR

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 12/14/2015

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
0300200	CDW GOVERNMENT INC	1,285.20
	TOTAL	1,285.20
CITY WIDE		
1309495	MINUTEMAN PRESS	205.00
1900225	SEH-RCM	2,103.58
	TOTAL CITY WIDE	2,308.58
ADMINISTRATION		
0718060	GRAND RAPIDS NEWSPAPERS INC	120.75
1321525	MUNICIPAL CODE CORPORATION	374.00
	TOTAL ADMINISTRATION	494.75
BUILDING MAINTENANCE-CITY HALL		
0315455	COLE HARDWARE INC	150.93
0920060	ITASCA COUNTY TREASURER	40.20
1401650	NARDINI FIRE EQUIPMENT CO. INC	723.55
1909510	SIM SUPPLY INC	61.58
	TOTAL BUILDING MAINTENANCE-CITY HALL	976.26
COMMUNITY DEVELOPMENT		
0718060	GRAND RAPIDS NEWSPAPERS INC	610.00
0920060	ITASCA COUNTY TREASURER	49.48
1920555	STOKES PRINTING COMPANY	38.00
	TOTAL COMMUNITY DEVELOPMENT	697.48
ENGINEERING		
0718060	GRAND RAPIDS NEWSPAPERS INC	65.40
0920060	ITASCA COUNTY TREASURER	49.22
	TOTAL ENGINEERING	114.62
FIRE		
0401804	DAVIS OIL	369.55
0513235	EMERGENCY RESPONSE SOLUTIONS	1,498.76

CITY OF GRAND RAPIDS COUNCIL BILL LIST - DECEMBER 14, 2015

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INVOICES DUE ON/BEFORE 12/14/2015

VENDOR #	NAME	AMOUNT DUE

GENERAL FUND		
FIRE		
0701650	GARTNER REFRIGERATION CO	896.00
0717995	GRAND FORKS FIRE EQUIPMENT LLC	230.88
0920060	ITASCA COUNTY TREASURER	80.08
2015555	TOONSTRA PSYCHOLOGICAL SERVICE	350.00
	TOTAL FIRE	3,425.27
PUBLIC WORKS		
0114200	ANDERSON GLASS	88.30
0221650	BURGGRAF'S ACE HARDWARE INC	85.95
0301685	CARQUEST AUTO PARTS	230.08
0401804	DAVIS OIL	1,127.86
0409715	DISPLAY SALES COMPANY	605.00
0514802	ENVIROTECH SERVICES INC	5,359.76
0518366	ERICKSON'S ITASCA LUMBER INC	20.55
0801535	HAMMERLUND CONSTRUCTION INC	1,351.50
0920060	ITASCA COUNTY TREASURER	313.34
1200500	L&M SUPPLY	2.93
1301213	DAN MARTIN	62.36
1415640	NORTRAX EQUIPMENT COMPANY	14.20
1421155	NUCH'S IN THE CORNER	15.00
1503150	OCCUPATIONAL DEVELOPMENT CTR	887.50
1609550	PIONEER ELECTRIC, INC	210.00
2018560	TROUT ENTERPRISES INC	27.20
2209421	VIKING ELECTRIC SUPPLY INC	39.46
2300765	W.W. WALLWORK INC	533.45
	TOTAL PUBLIC WORKS	10,974.44
FLEET MAINTENANCE		
0103325	ACHESON TIRE COMPANY INC	35.00
0301685	CARQUEST AUTO PARTS	25.23
0920060	ITASCA COUNTY TREASURER	66.37
1201850	LAWSON PRODUCTS INC	325.38
	TOTAL FLEET MAINTENANCE	451.98
POLICE		
0221650	BURGGRAF'S ACE HARDWARE INC	2.59
0301685	CARQUEST AUTO PARTS	38.68
0409300	DIGITAL ALLY INC	245.00
0718060	GRAND RAPIDS NEWSPAPERS INC	610.00
0918575	IRON RANGE TIRE SERVICE INC	575.64

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CITY OF GRAND RAPIDS
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INVOICES DUE ON/BEFORE 12/14/2015

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
POLICE		
0920060	ITASCA COUNTY TREASURER	2,401.88
1201434	LAKE WOODS CHRYSLER	517.65
1801570	RAPIDS AUTO WASH	47.50
	TOTAL POLICE	4,438.94
RECREATION		
1506265	NORTHERN OFFICE OUTFITTER INC	85.03
	TOTAL RECREATION	85.03
CENTRAL SCHOOL		
0315455	COLE HARDWARE INC	18.48
0405223	DEER RIVER HIRED HANDS INC	30.00
1401650	NARDINI FIRE EQUIPMENT CO. INC	225.00
	TOTAL	273.48
AIRPORT		
0315455	COLE HARDWARE INC	9.98
0504825	EDWARDS OIL INC	519.80
0801836	HAWKINSON SAND & GRAVEL	232.34
0920060	ITASCA COUNTY TREASURER	102.62
1415640	NORTRAX EQUIPMENT COMPANY	981.04
1900225	SEH-RCM	2,103.59
	TOTAL	3,949.37
CIVIC CENTER		
GENERAL ADMINISTRATION		
0113233	AMERIPRIDE LINEN & APPAREL	15.05
0205153	BECKER ARENA PRODUCTS INC	251.30
0221650	BURGGRAF'S ACE HARDWARE INC	27.73
0315455	COLE HARDWARE INC	33.94
0315495	COMMERCIAL REFRIGERATION	53,556.00
0405223	DEER RIVER HIRED HANDS INC	20.00
0501656	THE EARTHGRAINS COMPANY INC	81.84
0605670	FERRELLGAS	396.00
0718035	GRAND RAPIDS GIRLS FASTPITCH	245.25
0718075	GRAND RAPIDS THUNDERHAWK	297.00

CITY OF GRAND RAPIDS COUNCIL BILL LIST - DECEMBER 14, 2015

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 12/14/2015

VENDOR #	NAME	AMOUNT DUE
CIVIC CENTER		
GENERAL ADMINISTRATION		
0920060	ITASCA COUNTY TREASURER	34.67
1105640	KERNEL CONCESSION SUPPLY	498.36
1200500	L&M SUPPLY	209.48
1301168	MARKETPLACE FOODS	63.63
1506265	NORTHERN OFFICE OUTFITTER INC	92.98
1605611	PEPSI-COLA	1,371.54
1901535	SANDSTROM COMPANY INC	1,653.72
1909510	SIM SUPPLY INC	167.77
2116600	UPPER LAKE FOODS INC	761.07
2300600	W.P. & R.S. MARS COMPANY	146.61
TOTAL GENERAL ADMINISTRATION		59,923.94
STATE HAZ-MAT RESPONSE TEAM		
0121721	AUTO VALUE - GRAND RAPIDS	116.99
TOTAL		116.99
CEMETERY		
0221650	BURGGRAF'S ACE HARDWARE INC	52.41
0920060	ITASCA COUNTY TREASURER	40.77
1609550	PIONEER ELECTRIC, INC	903.56
TOTAL		996.74
DOMESTIC ANIMAL CONTROL FAC		
0920060	ITASCA COUNTY TREASURER	87.28
TOTAL		87.28
STORM WATER UTILITY		
0401804	DAVIS OIL	1,037.45
0825201	HYDRO-KLEAN, LLC	9,741.69
0920060	ITASCA COUNTY TREASURER	218.36
1809154	RICHARD RYSAVY	250.00
TOTAL		11,247.50
TOTAL UNPAID TO BE APPROVED IN THE SUM OF		\$ 101,847.85

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CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 12/14/2015

VENDOR #	NAME	AMOUNT DUE

CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T	573.39
0104095	DALE ADAMS	67.85
0114210	D. ANDERSON - CHANGE FUND	3,000.00
0200024	BP	38.24
0201354	B. BAIRD-PETTY CASH FUND	19.99
0504610	RON EDMINSTER	313.95
0518445	ERLANDSON ELECTRIC LLC	25.00
0718015	GRAND RAPIDS CITY PAYROLL	288,168.99
0718070	GRAND RAPIDS STATE BANK	244.15
1201402	LAKE COUNTRY POWER	53.48
1209710	LISTON GENERAL CONTRACTING INC	28.00
1305046	MEDIACOM	75.90
1309053	MIDWEST ENERGY EFFICIENCY	1,400.00
1309199	MINNESOTA ENERGY RESOURCES	268.69
1601750	PAUL BUNYAN COMMUNICATIONS	275.51
1621225	JEREMIAH PUELSTON	184.16
2100265	U.S. BANK	450.00
2114360	UNITED PARCEL SERVICE	12.45
2201174	TIMBERLAKE LODGE	3,002.16
2209705	VISIT GRAND RAPIDS	33,183.52
2301700	WASTE MANAGEMENT	2,070.94
T001038	NTS	25.00
T001039	STEVEN ANDERSON	45.50
T001040	CONSOLIDATED COMMUNICATIONS	247.35
T001041	CHANCE LARSON	25.00
T001042	TONY BODWAY	570.00
	TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:	\$334,369.22
	TOTAL ALL DEPARTMENTS	436,217.07