



CITY OF GRAND RAPIDS

Meeting Agenda Full Detail

City Council Work Session

Monday, October 27, 2014

Conference Room 2A

CALL TO ORDER: Pursuant to due notice and call thereof a Special Meeting/Worksession of the Grand Rapids City Council will be held on Monday, October 27, 2014 immediately following the closed meeting in City Hall Conference Room 2A, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

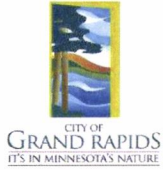
CALL OF ROLL: On a call of roll, the following members were present:

Discussion Items

1. [14-0844](#) GRMN Creates Presentation
2. [14-0835](#) 2015 Budget Discussion
Attachments: [2015 Budget 102714](#)
3. [14-0789](#) Review Regular meeting agenda and other business as noted.

ADJOURN

Attest: Kimberly Gibeau, City Clerk



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0844 **Version:** 1 **Name:**
Type: Agenda Item **Status:** CC Worksession
File created: 10/2/2014 **In control:** City Council Work Session
On agenda: 10/27/2014 **Final action:**
Title: GRMN Creates Presentation

Sponsors:

Indexes:

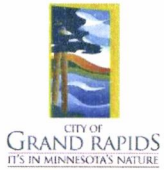
Code sections:

Attachments:

Date	Ver.	Action By	Action	Result
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GRMN Creates Presentation

Presentation by GRMN Creates consultants, Anne Gadwa Nicodemus, Metris Arts Consulting, and Lynn Osgood, GO collaborative.



CITY OF GRAND RAPIDS

Legislation Details (With Text)

File #: 14-0835 **Version:** 1 **Name:** 2015 Budget discussions
Type: Agenda Item **Status:** CC Worksession
File created: 9/23/2014 **In control:** City Council Work Session
On agenda: 10/27/2014 **Final action:**
Title: 2015 Budget Discussion
Sponsors:
Indexes:
Code sections:
Attachments: [2015 Budget 102714](#)

Date	Ver.	Action By	Action	Result
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2015 Budget Discussion

CITY OF GRAND RAPIDS

2015 PROPOSED BUDGET CALENDAR

June 23	Aggregate budget for 2015 distributed to Department Heads
June 30	Initial budgets for 2015 submitted to Finance Department
July 14	Initial presentation of 2015 preliminary City budget to Council.
July 21	Fire, Public Works, Library and Information Technology Departments present 2015 proposed budgets.
August 4	Continued Department presentation of 2015 proposed budgets: Finance, Administration/Council/City Wide, Engineering/Airport, Community Development.
September 22	Continued Department presentation of 2015 proposed budgets: Police/Domestic Animal Control Facility, Building Maintenance/Fleet Maintenance/Storm Water Utility/Cemetery/Airport, Recreation/Recreation Programs and Civic Center, and Administration/Council/City Wide.
September 22	Final Council review of 2015 proposed City budget before certification of proposed property tax levy.
September 22	City Council adoption of 2015 proposed budget and tax levy.
September 30	Certify tax levy to Itasca County.
October 14	Continued Department presentation of 2015 proposed budgets: Recreation/Recreation Programs and Civic Center, and Administration/Council/City Wide.
October 27	Continued Department presentation of 2015 proposed budgets: Administration/Council/City Wide
October 27- November 10	Continue refinement of 2015 proposed budget if necessary and review CIP
November 17	Present proposed final 2015 budget to the City Council.
December 8	Truth in Taxation Public Hearing.
December 15	Adopt Final Tax Levy and Final Budget.
January 2015	Publish Budget Book.

**CITY OF GRAND RAPIDS
ADMINISTRATION DEPARTMENT
ACTUAL 2010-2013 EXPENDITURES, 2014 BUDGET, YEAR TO DATE, PROPOSED 2015 BUDGETS**

	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	REVISED 2014 BUDGET	ACTUAL YTD 9/30/2014	PROPOSED 2015 BUDGET
PERSONNEL							
Salary-Fulltime	245,437	252,138	259,458	298,000	275,941	195,328	-
Salary-Overtime	15	-	-	-	-	-	-
Salary-Parttime	9,730	15,807	4,369	-	-	3,164	-
Salary-Parttime Overtime	-	-	7	-	-	-	-
Election Judges	11,559	-	9,818	-	16,000	4,374	-
PERA	17,804	19,339	18,709	21,142	20,006	13,956	-
FICA	14,708	15,373	14,992	17,080	17,108	11,516	-
Medicare	3,440	3,595	3,506	3,995	4,001	2,693	-
Health Insurance	40,800	41,097	30,856	48,714	42,459	31,857	-
Life Insurance	586	573	597	651	689	531	-
Dental Insurance	541	526	594	685	619	501	-
Unemployment	6	-	6,232	-	-	-	-
Workers Compensation	1,695	1,908	1,400	1,789	2,300	1,677	-
TOTAL PERSONNEL	346,322	350,356	350,538	392,056	379,123	265,597	379,389
SUPPLIES & MATERIALS							
Office Supplies	1,159	1,674	1,663	1,317	1,543	1,922	1,500
Copy Supplies	150	68	133	142	150	(2)	160
Computer Supplies	291	1,258	296	476	500	1,067	500
Computer Software	1,163	-	-	-	-	743	-
Training Supplies	85	-	-	17	-	179	-
Assets between \$700-\$4,999	4,115	721	3,759	4,070	-	720	5,000
Inventorial Supplies	1,075	848	665	2,383	3,000	822	1,000
Operating Supplies	-	-	-	185	-	-	-
Human Rights Commission	-	-	113	-	-	394	-
TOTAL SUPPLIES/MATERIALS	8,038	4,569	6,629	8,591	5,193	5,845	8,160
OTHER CHARGES & SERVICES							
Elections	2,181	2,661	3,086	225	3,500	488	-
Professional Services	7	4,079	21,117	1,595	-	877	-
Legal-Civil	35,509	41,050	51,725	49,645	-	1,516	-
Legal-Employment Negotiator	13,801	17,250	7,534	3,756	10,000	30,245	5,000
Recording Fees	-	46	-	-	-	-	-
Municipal Code Update	2,018	1,292	4,425	4,898	3,500	1,298	5,000
Rental Expense	-	-	-	-	-	-	-
Telephone	2,423	2,483	2,161	2,054	2,500	1,373	2,500
Postage/Freight	219	1,213	1,349	1,135	900	2,336	1,200
Prof Administrator Expense	11,600	12,350	14,400	4,900	-	-	-
Seminar/Meetings/Schools	5,383	7,339	8,213	2,289	8,000	5,802	8,000
Staff Training	1,311	800	56	682	2,000	7,335	2,000
Auto Mileage	602	-	-	325	-	-	-
Publishing & Advertising	3,483	4,321	4,771	5,709	4,000	760	6,000
City Newsletter	-	-	-	884	10,000	1,591	4,000
General Insurance	1,348	940	1,335	1,300	1,700	1,095	1,800
Microfilming Services	-	-	-	-	-	-	-
Maintenance Contracts	901	1,263	1,886	885	1,500	-	1,500
Building Maint/Repairs	-	-	-	-	-	-	-
Computer Maint/Repairs	-	-	-	-	-	-	-
Gen Equip Maint/Repair	-	-	-	-	-	-	-
Miscellaneous	-	30	183	1,169	-	-	-
Dues & Subscriptions	1,924	1,598	1,277	1,439	1,700	1,765	1,700
Copy Machine Lease	4,514	4,514	4,358	4,156	4,098	3,893	4,800
Human Rights Commission	1,549	3,588	2,077	4,406	3,000	749	3,000
TOTAL OTHER CHARGES/SER	88,772	106,817	129,953	91,452	56,398	61,122	46,500
GRAND TOTAL	443,132	461,742	487,120	492,098	440,714	332,563	434,049

8/18 Reduced assets between by \$1,999
8/18 Reduced inventorial supplies by \$2,000

**CITY OF GRAND RAPIDS
COUNCIL**

ACTUAL 2010-2013 EXPENDITURES, 2014 BUDGET, YEAR TO DATE, PROPOSED 2015

	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 BUDGET	ACTUAL YTD 9/30/2014	PROPOSED 2015 BUDGET
PERSONNEL							
Salary-Fulltime	38,400	38,400	38,400	37,800	38,400	28,800	-
PERA	1,440	1,440	1,440	1,140	1,439	810	-
FICA	595	595	595	930	1,042	781	-
Medicare	557	557	557	548	557	418	-
Life Insurance	98	98	98	94	123	65	-
Workers Compensation	78	95	76	99	125	100	-
TOTAL PERSONNEL	41,168	41,185	41,166	40,611	41,686	30,973	41,326
SUPPLIES & MATERIALS							
Office Supplies	-	-	-	-	-	-	-
Copy Supplies	66	62	70	108	-	-	-
Training Supplies	-	-	-	-	-	-	-
Inventorial Supplies	-	736	-	384	-	46	-
Operating Supplies	-	41	-	-	-	-	-
TOTAL SUPPLIES & MATERIALS	66	839	70	492	-	46	-
OTHER CHARGES & SERVICES							
Community Celebrations	3,500	3,500	3,500	3,500	3,500	3,500	3,500
Professional Services	-	-	-	-	-	-	-
Legal	34,355	34,388	34,010	31,983	-	-	-
Telephone	-	-	-	488	-	587	840
Postage/Freight	46	26	15	-	-	-	-
Seminar/Meetings/Schools	415	2,452	203	99	1,000	147	160
Board Training	-	-	-	-	-	-	-
Publishing & Advertising	-	-	-	919	-	-	-
General Insurance	8,798	8,300	7,197	1,869	1,000	1,754	1,900
Maintenance Contracts	388	667	688	635	750	-	750
Gen'l Equipment Maint/Rprs	-	-	-	-	-	-	-
Miscellaneous	-	-	-	140	-	-	-
Dues & Subscriptions	23,522	22,331	24,253	25,118	25,000	26,166	25,000
Itasca County Historical Soc	-	-	-	-	-	-	-
Contribution to Itasca Cty Ag As	-	-	-	-	-	-	-
Truth in Taxation	1,051	1,051	1,102	1,193	1,000	-	1,100
Volunteer Recognition	85	-	-	-	-	-	-
TOTAL OTHER CHARGES & SERVICES	72,159	72,714	70,968	65,943	32,250	32,154	33,250
TOTAL EXPENDITURES	113,392	114,738	112,204	107,046	73,936	63,173	74,576

**CITY OF GRAND RAPIDS
CITY WIDE
ACTUAL 2010-2013 EXPENDITURES, 2014 BUDGET AND PROPOSED 2015**

	2010 ACTUAL	2011 ACTUAL	2012 ACTUAL	2013 ACTUAL	2014 BUDGET	ACTUAL YTD 9/30/2014	PROPOSED 2015 BUDGET
Classification contingency	-	-	-	-	6,745	-	-
Copy Supplies/Postage	-	-	-	-	-	10,200	-
Work Comp Deductible	500	-	500	-	-	-	-
Health Co-pay-49's	7,433	13,562	11,590	9,977	11,000	5,613	11,000
Employee Assistance Program	1,944	1,944	1,962	413	2,000	855	2,000
Computer Replacement	-	5,302	19,247	13,900	5,500	-	10,925
Miscellaneous	810	7,262	204	4,785	-	1,551	-
Professional Services	323	358	12,104	23,407	-	425	30,000
Flex Benefit Plan	1,260	1,160	1,308	780	1,500	486	1,500
City Wide - Legal	-	-	-	-	109,600	82,800	114,000
City Wide - Computer Maintenance	-	-	-	8,549	6,000	4,210	7,000
Long Term Disability	4,044	3,852	3,659	3,550	4,000	3,007	4,000
City's Add'l 20/80 Ins Deduct	28,365	37,793	24,438	28,969	30,000	13,868	30,000
Health Insurance Deduct Contrib	141,279	117,580	119,950	129,300	142,250	139,725	118,200
Health & Wellness Program	8,017	3,629	6,488	4,633	7,500	2,797	7,500
Arts & Culture Expenditures	-	-	-	-	-	13,750	3,000
IEDC Fed EDA Grant Exp	727	-	-	-	-	-	-
Bldg Condemnation/Judgements	83,220	-	-	-	-	3,400	-
Pmt to Component Unit	-	-	-	-	-	-	-
Retirees Insurance	754	6,150	5,554	11,631	11,150	5,554	12,000
Retirees Ins Contribution	115,000	122,500	120,000	190,000	-	-	10,000
Admin Fee-EDA lease rev bonds	1,338	-	-	-	-	-	-
MC/VISA charges	2,102	1,407	1,276	2,164	2,500	1,743	2,500
Bank Charges	-	-	957	614	2,350	943	1,000
Electric-PD Impound Lot	-	394	122	-	-	-	-
Accounting software upgrades	-	6,108	-	-	-	-	-
Police & Fire Radio depreciation	-	19,323	19,322	21,606	19,322	21,521	-
Website Design	-	-	-	-	-	-	5,000
	<u>397,115</u>	<u>348,323</u>	<u>348,681</u>	<u>454,277</u>	<u>361,417</u>	<u>312,447</u>	<u>369,625</u>

8/18/14 Reduced Health Ins deduct cont by \$24,050