



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

**CITY COUNCIL MEETING AGENDA**  
**Monday, September 26, 2022**  
**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, September 26, 2022 at 5:00 PM in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL:

PUBLIC FORUM:

COUNCIL REPORTS:

APPROVAL OF MINUTES:

1. Approve Council minutes for Monday, September 12, 2022 Worksession and Regular meetings.

VERIFIED CLAIMS:

2. Approve the verified claims for the period September 7, 2022 to September 19, 2022 in the total amount of \$1,036,022.69 of which \$17,498.75 are debt service payments.

ACKNOWLEDGE MINUTES FOR BOARDS AND COMMISSIONS:

3. August 10, 2022 Library Board Meeting  
August 16, 2022 Golf Board Meeting

CONSENT AGENDA:

4. Consider accepting changes to Grand Rapids Police Policy 402 Bias-Based Profiling and consider accepting the addition of GRPD Policy 403 Avoiding Racial Profiling.
5. Consider adopting a resolution accepting \$42,600.00 for a 2022-2023 Toward Zero Deaths grant that includes a match requirement of \$1,500.00 for equipment.
6. Consider abolishing the eligibility list for Hospital Security Officer and accept previously received applications for consideration.
7. Consider hiring a part-time employee at the IRA Civic Center.
8. Consider authorizing the Police Department to sell one (1) city owned police squad through Mid State Auto online auction.

9. Consider approving temporary liquor permit for IEDC event on October 26, 2022.
10. Consider approving temporary liquor permit for Klockow Brewing for October 12, 2022 Pillars event.
11. Consider adopting Grand Rapids Police Policy 445 Portable Audio / Video Recorder
12. Consider abolishing the eligibility list for Police Officer.
13. Consider approving financing agreement with Aaron and Jessica Kalstad.

SET REGULAR AGENDA:

ADMINISTRATION:

14. Consider approving agreements with Enterprise Fleet Management

FINANCE:

15. Consider approving a resolution adopting the 2022 proposed levy/collectable 2023.

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR OCTOBER 10, 2022 AT 5:00 PM

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

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

ATTEST: Kimberly Gibeau, City Clerk



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**CITY COUNCIL MEETING MINUTES**  
**Monday, September 12, 2022**  
**5:00 PM**

Mayor Christy called the meeting to order at 5:03 PM.

**CALL OF ROLL:**

**PRESENT:** Mayor Dale Christy, Councilor Dale Adams, Councilor Michelle Toven, Councilor Rick Blake, Councilor Tasha Connelly

**STAFF:** Tom Pagel, Chad Sterle, Steve Schaar

**PRESENTATION:**

1. Officer Prudhomme Oath

Police Chief Schaar administered the Oath of Office for Officer Bryce Prudhomme.

**PUBLIC FORUM:**

No one from the public wished to speak.

**COUNCIL REPORTS:**

Councilor Blake noted participation in a successful Reading Celebration.

Mayor Christy expressed thanks to all who assisted with the annual Grand Rapids Riverfest event.

**APPROVAL OF MINUTES:**

2. Approve Council minutes for Monday, August 22, 2022 Regular meeting and Closed meeting summary.

Motion made by Councilor Toven, Seconded by Councilor Connelly to approve Council minutes as presented. Voting Yea: Mayor Christy, Councilor Adams, Councilor Toven, Councilor Blake, Councilor Connelly

**VERIFIED CLAIMS:**

3. Approve the verified claims for the period August 23, 2022 to September 6, 2022 in the total amount of \$1,605,078.09.

Motion made by Councilor Adams, Seconded by Councilor Connelly to approve the Verified Claims as presented. Voting Yea: Mayor Christy, Councilor Adams, Councilor Toven, Councilor Blake, Councilor Connelly

#### CONSENT AGENDA:

4. Consider approving Collective Bargaining Agreement with LELS for Grand Rapids Police Sergeants.
5. Consider approving the amended final payment in the amount of \$3,520 for AP 2021-1, Runway 16/34 Reconstruction.
6. Consider a resolution approving the plans and specifications for dasher boards and glass at the IRA Civic Center and authorize the advertisement of bids.

#### **Adopted Resolution 22-83**

7. Consider authorizing the advertisement for the open position of Building Inspector
8. Consider Voiding Lost Accounts Payable Check and Issue a Replacement Check

Motion made by Councilor Toven, Seconded by Councilor Connelly to approve the Consent agenda as presented. Voting Yea: Mayor Christy, Councilor Adams, Councilor Toven, Councilor Blake, Councilor Connelly

#### SET REGULAR AGENDA:

Motion made by Councilor Adams, Seconded by Councilor Toven to approve the Regular agenda as presented. Voting Yea: Mayor Christy, Councilor Adams, Councilor Toven, Councilor Blake, Councilor Connelly

#### ENGINEERING PUBLIC WORKS:

9. Consider adopting a resolution accepting a bench donation from the Stejskal Children and Grandchildren in honor of Cyril and Anna Stejskal & Henry and Gladys Stejskal.

Motion made by Councilor Blake, Seconded by Councilor Connelly to adopt **Resolution 22-84**, accepting bench donation. Voting Yea: Mayor Christy, Councilor Adams, Councilor Toven, Councilor Blake, Councilor Connelly

#### FIRE:

10. Consider allowing the Fire Department to purchase SCBAS from MacQueen Emergency Group.

Motion made by Councilor Toven, Seconded by Councilor Blake approving purchase of SCBAS from MacQueen Emergency Group. Voting Yea: Mayor Christy, Councilor Adams,

Councilor Toven, Councilor Blake, Councilor Connelly

11. Consider authorizing the purchase of a 2022 Polaris Ranger 1000 from Rays Sport & Cycle.

Motion made by Councilor Adams, Seconded by Councilor Connelly authorizing purchase of 2022 Polaris Ranger 1000 from Ray's Sport & Cycle. Voting Yea: Mayor Christy, Councilor Adams, Councilor Toven, Councilor Blake, Councilor Connelly

12. Consider allowing the Fire Department to Submit a Request for Proposal as a Chemical Assessment Team.

Motion made by Councilor Blake, Seconded by Councilor Adams to authorize request for proposal from the Fire Department for Chemical Assessment Team. Voting Yea: Mayor Christy, Councilor Adams, Councilor Toven, Councilor Blake, Councilor Connelly

POLICE:

13. Consider adopting a resolution to accept a \$500 donation from the Reif Arts Council, for the Grand Rapids Police Reserve Unit, for volunteer services at Grand Jam 2022.

Motion made by Councilor Adams, Seconded by Councilor Toven to adopt **Resolution 22-85**, accepting donation from the Reif Arts Council. Voting Yea: Mayor Christy, Councilor Adams, Councilor Toven, Councilor Blake, Councilor Connelly

ADJOURNMENT:

There being no further business, the meeting adjourned at 5:25 PM.

Respectfully submitted: Cynthia Lyman, Administrative Assistant



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**CITY COUNCIL WORKSESSION MINUTES**  
**Monday, September 12, 2022**  
**4:00 PM**

Mayor Christy called the meeting to order at 4:00 PM.

**ROLL CALL:**

**PRESENT:** Mayor Dale Christy, Councilor Dale Adams, Councilor Michelle Toven, Councilor Rick Blake, Councilor Tasha Connelly

**STAFF:** Tom Pagel, Chad Sterle

**BUSINESS:**

1. Discuss fleet maintenance.

Mr. Nystrom, Enterprise, presented review of City's fleet maintenance. His recommendation is to replace 15 vehicles, older than 10 years, and maintain with a vehicle rotation plan.

**REVIEW OF REGULAR AGENDA:**

Upon review, there were no changes or additions to the regular meeting agenda.

**DEPARTMENT HEAD REPORT:**

2. Housing & Redevelopment Authority - Diane Larson

Diane Larson, HRA Director, provided overview of Housing and Redevelopment Authority including properties, projects and goals.

**ADJOURN:**

There being no further business, the meeting adjourned at 5:00 PM.

Respectfully submitted:

Cynthia Lyman, Administrative Assistant

DATE: 09/21/2022  
 TIME: 14:01:40  
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 09/26/2022

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
SPECIAL PROJECTS-NON BUDGETED		
0104799	ADVANCED SERVICES INC	1,400.00
0221650	BURGGRAF'S ACE HARDWARE	168.72
0315455	COLE HARDWARE INC	135.59
0508450	EHLERS AND ASSOCIATES INC	550.00
1200500	L&M SUPPLY	93.97
1205110	LEASE LANDSCAPING INC	318.38
2018560	TROUT ENTERPRISES INC	668.80
TOTAL SPECIAL PROJECTS-NON BUDGETED		3,335.46
ADMINISTRATION		
1215630	LOREN SOLBERG CONSULTING, LLC	1,600.00
1301020	MADDEN GALANTER HANSEN, LLP	4,934.04
TOTAL ADMINISTRATION		6,534.04
BUILDING SAFETY DIVISION		
0100010	5 STAR PEST CONTROL &	600.00
0118100	ARAMARK UNIFORM SERVICES	52.89
0221650	BURGGRAF'S ACE HARDWARE	65.53
0401804	DAVIS OIL INC	75.28
0914540	INNOVATIVE OFFICE SOLUTIONS LL	4,167.00
1901535	SANDSTROM'S INC	134.40
TOTAL BUILDING SAFETY DIVISION		5,095.10
COMMUNITY DEVELOPMENT		
0508450	EHLERS AND ASSOCIATES INC	390.00
TOTAL COMMUNITY DEVELOPMENT		390.00
FIRE		
0100010	5 STAR PEST CONTROL &	500.00
0118100	ARAMARK UNIFORM SERVICES	27.56
0401804	DAVIS OIL INC	1,093.55
0513231	EMERGENCY APPARATUS	3,198.92
0920060	ITASCA COUNTY TREASURER	120.93
1815700	ROSENBAUER MINNESOTA LLC	835.69
TOTAL FIRE		5,776.65

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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 09/26/2022

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
INFORMATION TECHNOLOGY		
0309805	CIVICPLUS, LLC	6,325.00
0715808	GOVCONNECTION INC	716.08
1405735	NETWRIX CORPORATION	1,417.50
1915248	SHI INTERNATIONAL CORP	1,907.05
TOTAL INFORMATION TECHNOLOGY		10,365.63
PUBLIC WORKS		
0103325	ACHESON TIRE INC	605.00
0104799	ADVANCED SERVICES INC	2,030.00
0121725	AUTOMOTIVE ELECTRIC LLC	166.97
0201650	BARGEN INC	12,898.00
0215900	BOYER FORD TRUCKS INC.	187.16
0301685	CARQUEST AUTO PARTS	579.38
0315455	COLE HARDWARE INC	34.98
0400028	DP STUMP GRINDING LLC	273.00
0401804	DAVIS OIL INC	4,081.12
0601690	FASTENAL COMPANY	1,705.80
1200500	L&M SUPPLY	99.96
1201730	LATVALA LUMBER COMPANY INC.	174.24
1205110	LEASE LANDSCAPING INC	1,237.30
1415545	NORTHLAND LAWN & SPORT, LLC	53.74
1621125	PUBLIC UTILITIES COMMISSION	2,000.00
1801615	RAPIDS WELDING SUPPLY INC	18.49
2018560	TROUT ENTERPRISES INC	525.00
T001419	218 TREE SERVICE LLC	500.00
TOTAL PUBLIC WORKS		27,170.14
FLEET MAINTENANCE		
0301685	CARQUEST AUTO PARTS	33.37
0401804	DAVIS OIL INC	116.36
1415536	NORTHLAND HYDRAULICS SERVICE	1,534.00
1500700	OSI ENVIRONMENTAL BR 50	100.00
TOTAL FLEET MAINTENANCE		1,783.73
POLICE		
0103325	ACHESON TIRE INC	613.56
0118625	ARROW EMBROIDERY/PHOTO EXPRESS	821.60
0221650	BURGGRAF'S ACE HARDWARE	176.84
0301685	CARQUEST AUTO PARTS	514.92
1920233	STREICHER'S INC	344.94



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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 09/26/2022

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
POLICE		
1925500	SYMBOL ARTS, LLC	1,099.75
2000400	T J TOWING	102.00
	TOTAL POLICE	3,673.61
CENTRAL SCHOOL		
0315455	COLE HARDWARE INC	29.97
0718010	CITY OF GRAND RAPIDS	4,500.00
	TOTAL	4,529.97
AIRPORT		
0221650	BURGGRAF'S ACE HARDWARE	219.90
0315455	COLE HARDWARE INC	142.94
1608345	PHILS GARAGE DOOR	802.00
	TOTAL	1,164.84
CIVIC CENTER		
GENERAL ADMINISTRATION		
0221650	BURGGRAF'S ACE HARDWARE	144.97
0315455	COLE HARDWARE INC	73.83
0315495	COMMERCIAL REFRIGERATION	430.00
0503422	ECK DESIGN LLC	300.00
1615423	POKEGAMA ELECTRIC INC	221.00
1901535	SANDSTROM'S INC	402.45
1921300	SUGAR LAKE LODGE	151.35
	TOTAL GENERAL ADMINISTRATION	1,723.60
STATE HAZ-MAT RESPONSE TEAM		
0312110	CLAREY'S SAFETY EQUIPMENT INC	1,692.79
0920060	ITASCA COUNTY TREASURER	60.41
	TOTAL	1,753.20
CEMETERY		

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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

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INVOICES DUE ON/BEFORE 09/26/2022

VENDOR #	NAME	AMOUNT DUE
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CEMETERY		
0221650	BURGGRAF'S ACE HARDWARE	22.17
	TOTAL	22.17
GO STATE-AID BONDS 2012B		
0315515	COMPUTERSHARE TRUST CO, NA	17,498.75
	TOTAL	17,498.75
GENERAL CAPITAL IMPRV PROJECTS		
MAY MOBILITY		
1301895	MAY MOBILITY, INC	315,000.00
	TOTAL MAY MOBILITY	315,000.00
PARK ACQUISITION & DEVELOPMENT		
MS RIVER PARK		
0315455	COLE HARDWARE INC	57.09
1200500	L&M SUPPLY	163.95
	TOTAL MS RIVER PARK	221.04
2022 INFRASTRUCTURE/ARPA		
21ST STREET IMPROVEMENTS		
0218115	BRAUN INTERTEC CORPORATION	6,385.00
2000522	TNT CONSTRUCTION GROUP, LLC	63,693.72
	TOTAL 21ST STREET IMPROVEMENTS	70,078.72
PIR-PERMANENT IMPRV REVOLV FND		
NO PROJECT		
2500050	ITASCA COUNTY FAMILY YMCA INC	22,524.18
	TOTAL NO PROJECT	22,524.18
STORM WATER UTILITY		
0301685	CARQUEST AUTO PARTS	59.96
0301705	CASPER CONSTRUCTION INC	1,422.00

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CITY OF GRAND RAPIDS  
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INVOICES DUE ON/BEFORE 09/26/2022

VENDOR #	NAME	AMOUNT DUE
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STORM WATER UTILITY		
0401425	DAKOTA SUPPLY GROUP	1,730.15
0401804	DAVIS OIL INC	1,613.37
0514798	ENVIRONMENTAL EQUIPMENT AND	3,194.61
0920107	ITASCA SWCD	7,385.00
	TOTAL	15,405.09
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$514,045.92
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T MOBILITY	3,946.46
0113105	AMAZON CAPITAL SERVICES	191.96
0118240	MATTHEW ARFORD	510.00
0218755	CHARLES BRUEMMER	18.48
0305530	CENTURYLINK QC	259.00
0309600	CIRCLE K/HOLIDAY	206.61
0315515	COMPUTERSHARE TRUST CO, NA	400.00
0315543	CONSTELLATION NEWENERGY -GAS	723.82
0609575	FINNLY TECH INC	2,998.00
0718015	GRAND RAPIDS CITY PAYROLL	282,233.48
0718070	GRAND RAPIDS STATE BANK	670.63
0920055	ITASCA COUNTY RECORDER	46.00
1015323	KIM JOHNSON-GIBEAU	292.95
1205095	LEAGUE OF MN INSURANCE TRUST	1,000.00
1301146	MARCO TECHNOLOGIES, LLC	190.47
1309098	MINNESOTA MN IT SERVICES	453.21
1309302	MN DEPT OF PUBLIC SAFETY	72.00
1309332	MN STATE RETIREMENT SYSTEM	2,184.00
1309335	MINNESOTA REVENUE	9,505.00
1415026	MICHELLE NORRIS	81.00
1516220	OPERATING ENGINEERS LOCAL #49	112,341.00
1621130	P.U.C.	39,495.40
2000490	TDS Metrocom	651.13
2209665	VISA	2,366.06
2209705	VISIT GRAND RAPIDS INC	58,004.06
2301700	WM CORPORATE SERVICES, INC	2,953.55
T001448	REBECCA SUTHERLAND	182.50
	TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:	\$521,976.77
	TOTAL ALL DEPARTMENTS	\$1,036,022.69



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## **POKEGAMA GOLF COURSE BOARD MEETING MINUTES**

**Tuesday, August 16, 2022  
 7:30 AM**

**CALL TO ORDER:** Pursuant to due notice and call thereof, a Regular Meeting of the Pokegama Golf Course Board will be held on Tuesday, August 16, 2022 at 7:30 AM at Pokegama Golf Course, 3910 Golf Course Road, Grand Rapids, Minnesota. Pat Pollard called the meeting to order at 7:30AM.

**ROLL CALL:** Rick McDonald, Pat Pollard, John Bauer, John Ryan

**PUBLIC INPUT:** None

**SETTING THE AGENDA:** (This is an opportunity to approve the regular agenda as presented or add/delete an Agenda item by a majority vote of the Board members present.) Rick made a motion to approve the Agenda with the addition of 5. Course Maintenance. Pat second. Motion Carried.

**APPROVE MINUTES:**

1. Approve Golf Board Minutes for July 19, 2022 Golf Board Meeting. Pat made a motion to approve the Minutes. John Bauer Second. Motion Carried

**CLAIMS AND FINANCIAL STATEMENTS:**

2. A review of the financials took place. Pat made a motion to approve the claims in the amount of \$197,739.52 Rick Second. Motion Carried.

**VISITORS:** No visitors today

**REPORTS:** Steve Ross Report: Steve reported that he is now starting to lose many of his seasonal employees as they head off to school. We will be hiring replacements to get us through fall. Our irrigation water use this year is minimal due to all the rain. The Winter kill areas on the greens are mostly healed now. Steve has been topdressing, aerating, fertilizing, and seeding these areas.

It was decided to NOT install the privacy fences in front of the on course remote restrooms.

**Bob Cahill Report:** The golf shop staff will lose four cashiers to school this weekend. We will be hiring replacements to help us get through the fall.

Our Junior Golf Lesson program is now completed for the season with 234 participants in a variety of offerings for boys and girls ages 5-16.

Pokegama was one of 6 Minnesota course selected this season to hold Local Qualifying for the National Drive, Chip, Putt competition. Our event was held August 2. Local winners have advanced to Fargo for the sub Regional leg of the competition.

Financially, we have nearly caught up to our 2021 operating income. The Covid bump seems to be here to stay as many people are now working remotely and choosing this are to live. The Grand Slam Am is scheduled for this coming weekend and we have filled the field of 120 golfers.

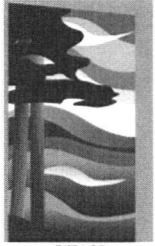
#### BUSINESS:

3. Discuss Seal Coating      The seal coating will commence soon with phase one which is crack sealing. Phase two, seal coating, and phase three, parking lot striping will take place next May/early June. We will pay for the Crack Sealing this summer, and phase two and three next May/June.
4. Discuss Forward Tees      Steve will be talking with Public Works about the availability of black dirt to be brought in in November this year. Bob, Steve, and Cody will review tee placement and sizing of Green and Red tees.
5. Course Maintenance. Pat Pollard discussed the issue of removing rocks from the bunkers. We are checking with Sugar Lake Lodge and Eagle Ridge to see if they would like to participate in renting the Big Yellow Rock eater from Pokegama should we make the purchase.

#### CORRESPONDENCE AND OPEN DISCUSSION:

ADJOURN: Motion made by Pat. Second by John Ryan. Motion Carried.

Minutes respectfully submitted by Bob Cahill



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## GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, August 10, 2022  
5:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular meeting of the Grand Rapids Area Library Board will be held on Wednesday, August 10, 2022 at 5:00 PM in City Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

Chair MacDonell called the meeting to order at 5:00 pm.

### CALL OF ROLL:

Present: Kee, Lassen, MacDonell, Martin, Richards, Squadroni, Tabbert, Teigland

Absent: Blocker

Staff present: Will Richter, Library Director

### APPROVAL OF AGENDA:

Motion to: approve agenda as presented

Mover: Kee

Secunder: Richards

Result: approved 7-0

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

None

### APPROVAL OF MINUTES:

1. Consider approval of Library Board Meeting Minutes from 07-13-2022

Motion to: approve July minutes as presented

Mover: Richards

Secunder: Martin

Result: approved 7-0

COMMUNICATIONS:

2. Letter from Minnesota Department of Education certifying minimum local support requirement (City of Grand Rapids) for 2023.

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

3. Consider a motion to approve financial reports and payment of bills as presented.

Motion to: approve financial reports and payment of bills as listed in Board packet

Mover: Kee

Secunder: Richards

Result: Approved 7-0 (roll-call)

CONSENT AGENDA (Roll Call Vote Required):

4. Donation Resolution 2022-07

Motion to: approve consent agenda accepting donation resolution 2022-07

Mover: Kee

Secunder: Teigland

Result: Approved 7-0 (roll-call)

REGULAR AGENDA:

5. Unique Management Services - Recovery Statistics  
Informational – no action taken

6. Library Board Terms  
Informational – no action taken

7. RIVERFEST update  
Motion to close the Library to the public Friday September 9<sup>th</sup> for RIVERFEST set-up.

UPDATES:

Friends of the Library

Teigland

Pop-up sale 9/9 and 9/10 at CPC

Next meeting is September

Library Foundation

Tabbert

Volunteer opportunity at RIVERFEST – email [jennider@kaxe.org](mailto:jennider@kaxe.org) to help (free ticket)!

Next meeting is 9/15 at Second Harvest Food Bank – more info at September Library Board Meeting

STAFF REPORTS:

- 8. Reports and Statistics  
Informational – no action taken

ADJOURNMENT:

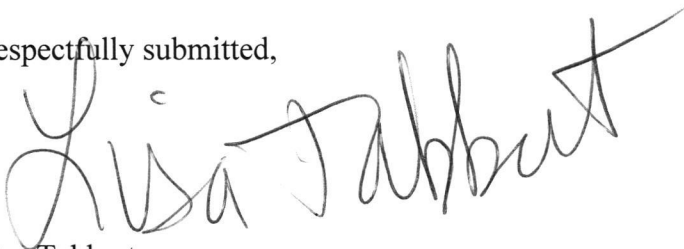
Meeting adjourned at 5:36 pm

NEXT REGULAR MEETING IS SCHEDULED FOR September 14, 2022, AT 5:00 PM.

VENUE: City Council Chambers, 420 North Pokegama Avenue, Grand Rapids, MN 55744

ATTEST:

Respectfully submitted,



Lisa Tabbert

Library Board Secretary



DATE: 08/03/2022  
 TIME: 14:34:22  
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 08/10/2022

VENDOR #	NAME	AMOUNT DUE
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PUBLIC LIBRARY		
0113100	AMAZON.COM	611.26
0118100	ARAMARK UNIFORM SERVICES	88.44
0118660	ARROWHEAD LIBRARY SYSTEM	51.85
0201428	BAKER & TAYLOR LLC	2,964.72
0205350	BEIER'S GREENHOUSE	128.03
0609525	FINDAWAY WORLD LLC	335.70
0715808	GOVCONNECTION INC	144.60
0718010	CITY OF GRAND RAPIDS	8,054.00
0914325	INGRAM ENTERTAINMENT INC.	110.60
0914540	INNOVATIVE OFFICE SOLUTIONS LL	26.50
0914800	INVEST EARLY PROJECT	500.00
1309525	UNIVERSITY OF MN (MINITEX)	1,849.00
1605665	PERSONNEL DYNAMICS LLC	137.70
1901535	SANDSTROM'S INC	347.26
1903340	SVL SERVICE CORPORATION	2,735.00
1915248	SHI INTERNATIONAL CORP	1,169.88
1920555	STOKES PRINTING & OFFICE	689.60
2000522	TNT CONSTRUCTION GROUP, LLC	402.00
2114356	UNIQUE MANAGEMENT SERVICES	69.90
2209421	VIKING ELECTRIC SUPPLY INC	317.15
T001426	SUSAN HAWKINSON	99.90

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$20,833.09

CHECKS ISSUED-PRIOR APPROVAL  
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.21
0605191	FIDELITY SECURITY LIFE	13.80
0718015	GRAND RAPIDS CITY PAYROLL	61,545.65
1301146	MARCO TECHNOLOGIES, LLC	192.30
1305725	METROPOLITAN LIFE INSURANCE CO	222.24
1309199	MINNESOTA ENERGY RESOURCES	45.00
1309335	MINNESOTA REVENUE	35.61
1516220	OPERATING ENGINEERS LOCAL #49	9,162.00
1601750	PAUL BUNYAN COMMUNICATIONS	322.67
1621130	P.U.C.	3,278.03
2209665	VISA	63.95
2301700	WM CORPORATE SERVICES, INC	137.47

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$75,072.93

TOTAL ALL DEPARTMENTS \$95,906.02

RESOLUTION NO. 2022-07  
A RESOLUTION ACCEPTING DONATIONS


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

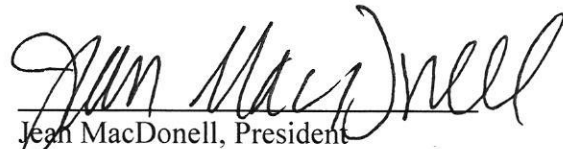
WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members,

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

**Library Foundation - \$5,000.00 for McCarty Park concrete**

Adopted this 10th day of August, 2022

  
\_\_\_\_\_  
Lisa Tabbert, Secretary

  
\_\_\_\_\_  
Jean MacDonell, President



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

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** September 26, 2022

**AGENDA ITEM:** Consider accepting changes to Grand Rapids Police Policy 402 Bias-Based Profiling and consider accepting the addition of GRPD Policy 403 Avoiding Racial Profiling.

**PREPARED BY:** Captain Andy Morgan

### BACKGROUND:

Minnesota Police Officer Standards and Training (POST) Board is the licensing authority for all law enforcement within the State of Minnesota. POST Board requires that each law enforcement agency have fourteen (14) Mandated Policies. Occasionally, additional policies are created or updated and then added to the list mandated policy list.

On July 21, 2022 the POST Board adopted an updated version of its existing Avoiding Racial Profiling Model Policy. Every state and local law enforcement agency is required to establish and enforce an “identical or substantially similar” written policy.

Grand Rapids Police Department has existing Policy 402 Racial or Bias Based Profiling that has been in effect for an extended period of time. Proposed GRPD Policy 402 Bias-Based Profiling has been updated and can be found within the attached material.

Proposed Avoiding Racial Profiling, as detailed by MN POST Board, will be identified as GRPD Policy 303 Avoiding Racial Profiling. Proposed Policy 303 can be found within the attached material.

### REQUESTED COUNCIL ACTION:

Make a motion to accept changes to GRPD Policy 402 Bias-Based Profiling and make a motion to accepting the addition of GRPD Policy 403 Avoiding Racial Profiling.



## **Chapter 4- Patrol Operations**

### **Section 403- Racial Profiling**

#### **403.1 PURPOSE AND SCOPE**

This policy provides guidance to department members and establishes appropriate controls to ensure that employees of the Grand Rapids Police Department do not engage in racial profiling or violate any related laws while serving the community.

#### **403.2 POLICY**

It is the policy of the Grand Rapids Police Department to reaffirm our commitment to impartial policing and to reinforce procedures that serve to assure the public we are providing service and enforcing law in a fair and equitable manner to all.

#### **403.3 DEFINITIONS**

Racial profiling has the meaning given to it in Minn. Stat. 626.8471, Sub. 2. Which states:

"Racial profiling," means any action initiated by law enforcement that relies upon the race, ethnicity, or national origin of an individual rather than:

- (1) The behavior of that individual; or
- (2) Information that leads law enforcement to a particular individual who has been identified as being engaged in or having been engaged in criminal activity.

Racial profiling includes use of racial or ethnic stereotypes as factors in selecting whom to stop and search. Racial profiling does not include law enforcement's use of race or ethnicity to determine whether a person matches a specific description of a particular subject.

#### **403.4 PROCEDURES**

A. Policing impartially, not racial profiling, is standard procedure for this agency meaning:

- 1. Investigative detentions, pedestrian and vehicle stops, arrests, searches and property seizures by peace officers will be based on a standard of reasonable suspicion or probable cause in accordance with the Fourth Amendment of the United States Constitution and peace officers must be able to articulate specific facts, circumstances and conclusions that support reasonable suspicion or probable cause for investigative

detentions, pedestrian and vehicle stops, arrests, nonconsensual searches and property seizures;

2. Except as provided in paragraph 3., Peace officers shall not consider race, ethnicity, national origin, gender, sexual orientation and religion in establishing either reasonable suspicion or probable cause; and
3. Peace officers may take into account the descriptors in paragraph 2. Based on information that links specific, suspected, unlawful or suspicious activity to a particular individual or group of individuals and this information may be used in the same manner officers use specific information regarding age, height, weight, or other physical characteristics about specific suspects.

B. In an effort to prevent the perception of biased law enforcement peace officers shall:

1. Be respectful and professional;
2. Introduce or identify themselves to the citizen and state the reason for the contact as soon as practical unless providing this information will compromise officer or public safety;
3. Ensure the detention is no longer than necessary to take appropriate action for the known or suspected offense;
4. Attempt to answer any relevant questions the citizen may have regarding the citizen/officer contact including relevant referrals to other agencies when appropriate;
5. Provide their last name or badge number when requested.
6. Explain and/or apologize if it is determined the reasonable suspicion was unfounded (e.g. after an investigatory stop).

C. Supervisors shall ensure all personnel in their command are familiar with the content of this policy and are in compliance.

#### **403.5 DUTY TO REPORT**

Every member of this department shall perform their duties in a fair and objective manner and are responsible for promptly reporting any suspected or known instances of bias-based policing to a supervisor. Members should, when reasonable to do so, intervene to prevent any biased-based actions by another member.

#### **403.6 VIOLATIONS**

Alleged violations of this policy must be reported to POST in accordance with the reporting requirements in Minn. Stat. 626.8457.







## **Chapter 4- Patrol Operations**

### **Section 402- Bias-Based Profiling**

#### **402.1 PURPOSE AND SCOPE**

This policy provides guidance to department members and establishes appropriate controls to ensure that employees of the Grand Rapids Police Department do not engage in bias-based profiling or violate any related laws while serving the community.

##### **402.1.1 DEFINITIONS**

Definitions related to this policy include:

Bias-based profiling - An inappropriate reliance on factors such as religion, sex, sexual orientation, economic status, age, cultural group, disability or affiliation with any other similar identifiable group as a factor in deciding whether to take law enforcement action or to provide service.

##### **402.2 POLICY**

The Grand Rapids Police Department is committed to providing law enforcement services to the community with due regard for the differences of those served. It is the policy of this department to provide law enforcement services and to enforce the law equally, fairly and without discrimination toward any individual or group. Religion, sex, sexual orientation, economic status, age, cultural group, disability or affiliation with any other similar identifiable group shall not be used as the basis for providing differing levels of law enforcement service or the enforcement of the law (Minn. Stat. § 626.8471, Subd. 3).

##### **402.3 BIAS-BASED PROFILING PROHIBITED**

Bias-based profiling is strictly prohibited. However, nothing in this policy is intended to prohibit an officer from considering above mentioned protected class in combination with other legitimate factors to establish reasonable suspicion or probable cause (e.g., suspect description is limited to a specific race or group). Officers may take into account factors including the gender, sexual orientation and religion of a specific suspect based on information that links specific, suspected, unlawful or suspicious activity to a particular individual or group of individuals. This information may be used in the same manner officers use specific information regarding age, height or weight about specific suspects.



#### **402.4 MEMBER RESPONSIBILITY**

Every member of this department shall perform his/her duties in a fair and objective manner and is responsible for promptly reporting any known instances of bias-based profiling to a supervisor.

##### **402.4.1 REASON FOR DETENTION**

Officers detaining a person shall be prepared to articulate sufficient reasonable suspicion to justify a detention, independent of the individual's membership in a protected class. To the extent that written documentation would otherwise be completed (e.g., arrest report, Field Interview (FI) card), the involved officer should include those facts giving rise to the officer's reasonable suspicion or probable cause for the detention, as applicable. Nothing in this policy shall require any officer to document a contact that would not otherwise require reporting.

##### **402.4.2 INFORMATION TO BE PROVIDED**

Officers shall (Minn. Stat. § 626.8471, Subd. 3):

- (a) Introduce or identify themselves and state the reason for a contact as soon as practicable unless providing the information could compromise officer or public safety.
- (b) Attempt to answer questions the person may have regarding the contact, including relevant referrals to other agencies when appropriate.
- (c) Explain the reason for the contact if it is determined the reasonable suspicion was unfounded.
- (d) When requested, officers have a duty to give their name, badge number and identify this department during routine stops.
- (e) When requested, officers should inform a member of the public of the process to file a misconduct complaint for bias-based profiling against a member of the Department, and that bias-based profiling complaints may be made by calling the Attorney General's office (Minn. Stat. § 626.9514).

#### **402.5 SUPERVISOR RESPONSIBILITY**

Supervisors shall monitor those individuals under their command for any behavior that may conflict with the purpose of this policy and shall handle any alleged or observed violation of this policy in accordance with the Personnel Complaints Policy.

- (a) Supervisors should discuss any issues with the involved officer and his/her supervisor in a timely manner.
- (b) Supervisors should periodically review BWC recordings, MDC data and any other available resource

used to document contact between officers and the public to ensure compliance with this policy.

1. Supervisors should document these periodic reviews.

2. Recordings that capture a potential instance of bias-based profiling should be appropriately retained for administrative investigation purposes.

(c) Supervisors shall initiate investigations of any actual or alleged violations of this policy.

(d) Supervisors should ensure that no retaliatory action is taken against any member of this department who discloses information concerning bias-based profiling.

#### **402.6 TRAINING**

Training on bias-based profiling and review of this policy should be conducted as directed by the Training Unit.

The Chief of Police and supervisors should receive and review training materials prepared by the Board of Peace Officer Standards and Training (POST) (Minn. Stat. § 626.8471, Subd. 7).





CITY OF  
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## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** 9/26/2022

**AGENDA ITEM:** Consider adopting a resolution accepting \$42,600.00 for a 2022-2023 Toward Zero Deaths grant that includes a match requirement of \$1,500.00 for equipment.

**PREPARED BY:** Kevin Ott

### BACKGROUND:

On July 25, 2022, the City Council authorized the Police Department to apply for a grant entitled Toward Zero Deaths (TZD) through the Minnesota Department of Public Safety- Office of Traffic Safety. The purpose of this grant is to provide funding for public education and additional enforcement activities targeted toward distracted driving, speed and seat belt violations and DWI during the fiscal year of 2022-2023. The goal is to reduce the number and severity of vehicle crashes in Grand Rapids and throughout Itasca County. The Grand Rapids Police Department is a member of the TZD- Itasca County Coalition consisting of community members, public health, court services and others committed to reducing deaths on our roadways. The TZD grant is a very important piece of funding for these efforts and we have been a grant recipient for over 25 years.

The Police Department was notified by the Department of Public Safety that our grant proposal will be funded in the award amount of \$42,600.00 along with a match requirement of \$1,500.00 for equipment. Typically, the Grand Rapids Police Department receives 50%-60% of the total grant dollars as we have acted as the fiscal agent for Itasca County Law Enforcement agencies. This is a partnership which includes the Itasca County Sheriff's Office, Bovey Police Department, Coleraine Police Department, Nashwauk Police Department, Keewatin Police Department, Deer River Police Department and the Minnesota State Patrol.

### REQUESTED COUNCIL ACTION:

Make a motion adopting a resolution accepting a 2022-2023 Toward Zero Deaths (TZD) grant in the amount of \$42,600.00 with a match requirement of \$1,500.00 for equipment.



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

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** 9/26/2022

**AGENDA ITEM:** Consider abolishing the eligibility list for Hospital Security Officer and accept previously received applications for consideration.

**PREPARED BY:** Kevin Ott

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### **BACKGROUND:**

On April 11, 2022 an eligibility list was created for the position of Hospital Security Officer which is no longer necessary. On June 24, 2022 the City Council authorized city staff to begin the process of filling a full-time position for a Hospital Security Officer due to Robert Sanders changing his status from full-time to part-time Hospital Security Officer.

### **REQUESTED COUNCIL ACTION:**

Make a motion to abolish the eligibility list for Hospital Security Officer and accept previously received applications for consideration.



CITY OF  
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## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** September 26, 2022

**AGENDA ITEM:** Consider hiring a part-time employee at the IRA Civic Center.

**PREPARED BY:** Dale Anderson, Director of Parks & Recreation

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### **BACKGROUND:**

I am proposing the hiring of Bryan Lundquist as a Maintenance employee at the IRA Civic Center. This is a regular part-time position that will begin October 3, 2022 at a wage of \$17.00 per hour.

### **REQUESTED COUNCIL ACTION:**

Make a motion to approve the hiring of Bryan Lundquist as a Maintenance employee at the IRA Civic Center. This is a regular part-time position that will begin October 3, 2022 at a wage of \$17.00 per hour.



CITY OF  
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## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** September 26, 2022

**AGENDA ITEM:** Consider authorizing the Police Department to sell one (1) city owned police squad through Mid State Auto online auction.

**PREPARED BY:** Captain Andy Morgan

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### BACKGROUND:

The Police Department has used the Minnesota DNR or Mid State Auto online action in the past to dispose of city owned, forfeited and abandoned vehicles. The auctions are continuously running and many government agencies are observed to frequently add assets in attempts to sell such. The following vehicle is a GRPD asset. It was previously utilized as a patrol squad but was replaced.

1. 2010 Dodge Charger Squad #316 VIN 2B3AA4CV5AH231958

### REQUESTED COUNCIL ACTION:

Make a motion authorizing the Police Department to sell one (1) city owned police squad through Mid State Auto online auction.



Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement Division  
 445 Minnesota Street, Suite 1600, St. Paul, MN 55101  
 651-201-7507 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Item 9.

Name of organization: Itasca Economic Development Corporation Date of organization: August 1981 Tax exempt number: 411413301

Organization Address (No PO Boxes): 12 NW 3rd St. City: Grand Rapids State: MN Zip Code: 55744

Name of person making application: Kayla Swanson - Kayla Swanson Business phone: 218-328-2189 Home phone: 218-259-4234

Date(s) of event: Wednesday, October 26th, 2022 Type of organization:  Microdistillery  Small Brewer  
 Club  Charitable  Religious  Other non-profit

Organization officer's name: Tamara Lowrey City: Grand Rapids State: MN Zip Code: 55744

Organization officer's name: Bart Johnson City: Grand Rapids State: MN Zip Code: 55744

Organization officer's name: Mike Auger City: Grand Rapids State: MN Zip Code: 55744

Location where permit will be used. If an outdoor area, describe.  
CoHaus patio, parking lot, and in the building.  
423 NE 6th Ave  
Grand Rapids, MN 55744

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

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.  
Greater Insurance Services

**APPROVAL**

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

City or County approving the license \_\_\_\_\_ Date Approved \_\_\_\_\_

Fee Amount \_\_\_\_\_ Permit Date \_\_\_\_\_

Event in conjunction with a community festival  Yes  No \_\_\_\_\_

Current population of city \_\_\_\_\_ City or County E-mail Address \_\_\_\_\_

Please Print Name of City Clerk or County Official \_\_\_\_\_

Signature City Clerk or County Official \_\_\_\_\_

**CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event  
 No Temp Applications faxed or mailed. Only emailed.**

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.**

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





CITY OF  
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## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** September 26, 2022

**AGENDA ITEM:** Consider approving temporary liquor permit for IEDC event on October 26, 2022.

**PREPARED BY:** Kimberly Gibeau

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### **BACKGROUND:**

IEDC has submitted an application for a temporary liquor license for an event on October 26, 2022. Event located at coHaus, 423 NE 6<sup>th</sup> Avenue, Grand Rapids.

### **REQUESTED COUNCIL ACTION:**

Make a motion to approve temporary liquor permit for IEDC event on October 26, 2022.



CITY OF  
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## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** September 26, 2022

**AGENDA ITEM:** Consider approving temporary liquor permit for October 12, 2022 Pillars event.

**PREPARED BY:** Kimberly Gibeau

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### BACKGROUND:

Klockow Brewing has submitted a request for a temporary permit to serve at the Pillars Grand Opening event on October 12, 2022. Proof of insurance has been received. It is important to note that this event was originally scheduled for an earlier date and was cancelled due to Covid. The fee was paid for the permit at that time and will not be charged for this event.

### REQUESTED COUNCIL ACTION:

Make a motion to approve a temporary liquor permit for Klockow Brewing on October 12, 2022.



Minnesota Department of Public Safety  
 Alcohol and Gambling Enforcement Division  
 445 Minnesota Street, Suite 1600, St. Paul, MN 55101  
 651-201-7507 Fax 651-297-5259 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Item 10.

Name of organization Klockow Brewing Company		Date organized 1/3/17	Tax exempt number 
Organization Address 36 SE 10th St.	City Grand Rapids	State Minnesota	Zip Code 55744
Name of person making application Andy Klockow		Business phone 2189997229	Home phone 7156613510
Date(s) of event 10/12/22	Type of organization <input type="checkbox"/> Microdistillery <input checked="" type="checkbox"/> Small Brewer <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input type="checkbox"/> Other non-profit		
Organization officer's name Andy Klockow	City Grand Rapids	State Minnesota	Zip Code 55744
Organization officer's name Tasha Klockow	City Grand Rapids	State Minnesota	Zip Code 55744
Organization officer's name 	City 	State Minnesota	Zip Code 

Location where permit will be used. If an outdoor area, describe.  
 2060 SW 8th St. Grand Rapids, MN 55744 - Serving in a tent, see attached diagram

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

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

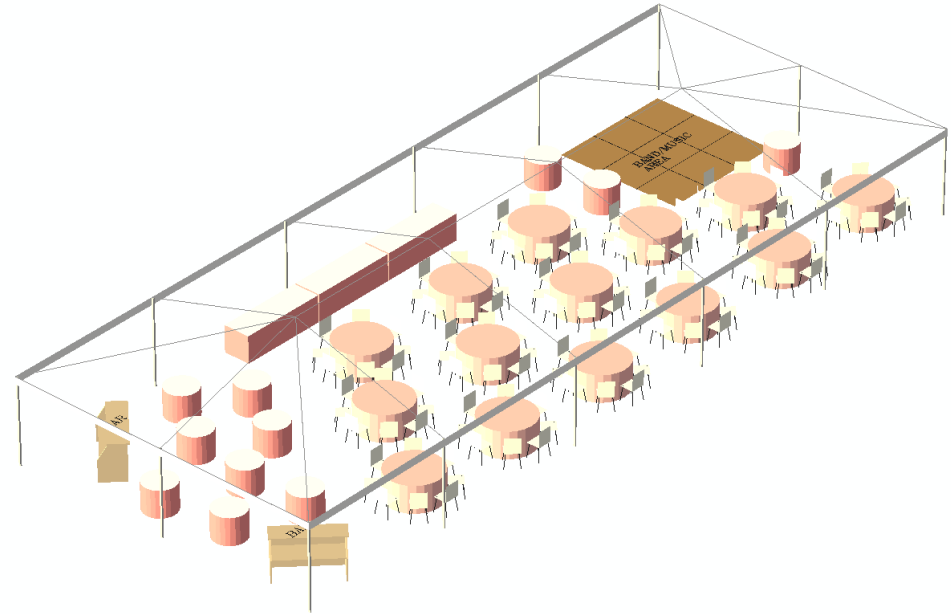
**APPROVAL**  
 APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license	Date Approved
Fee Amount	Permit Date
Date Fee Paid	City or County E-mail Address
	City or County Phone Number

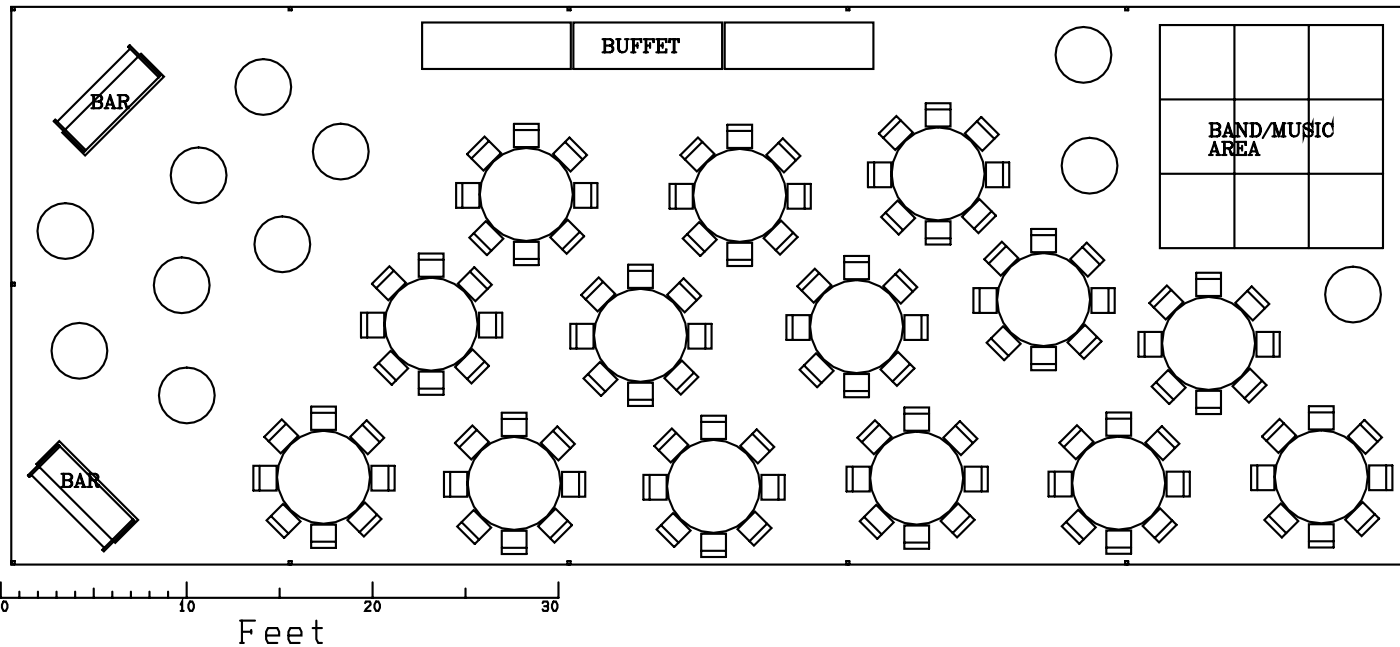
Signature City Clerk or County Official \_\_\_\_\_ Please Print Name of City Clerk or County Official \_\_\_\_\_

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

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.**  
**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO [AGE.TEMPORARYAPPLICATION@STATE.MN.US](mailto:AGE.TEMPORARYAPPLICATION@STATE.MN.US)**



Date: JUNE 9, 2022  
Project: 30X75 FRAME TENT-SPACE FOR 150+ GUESTS  
Owner: LEFTY'S  
Designer: SHANNON R.



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## Portable Audio/Video Recorders

### 445.1 PURPOSE AND SCOPE

The primary purpose of using Portable Audio/Video Recorders is to capture evidence arising from police-citizen encounters. This policy sets forth guidelines governing the use of Portable Audio/Video Recorders and administering the data that results. Compliance with these guidelines is mandatory, but it is recognized that officers must also attend to other primary duties and the safety of all concerned, sometimes in circumstances that are tense, uncertain, and rapidly evolving. Members should remain sensitive to the dignity of all individuals being recorded and exercise sound discretion to respect privacy by discontinuing recording whenever it reasonably appears to the member that such privacy may outweigh any legitimate law enforcement interest in recording. Requests by members of the public to stop recording should be considered using this same criterion. Recording should resume when privacy is no longer at issue unless the circumstances no longer fit the criteria for recording.

This policy governs the use of Portable Audio/Video Recorder's in the course of official duties. It does not apply to the use of squad-based (dash-cam) recording systems. The Chief or his designee may supersede this policy by providing specific instructions for Portable Audio/Video Recorder use to individual officers, or providing specific instructions pertaining to particular events or classes of events, including but not limited to political rallies and demonstrations. The Chief or designee may also provide specific instructions or standard operating procedures for Portable Audio/Video Recorder use to officers assigned to specialized details, such as carrying out duties in courts or guarding prisoners or patients in hospitals and mental health facilities.

#### 445.1.1 DEFINITIONS

- (a) MGDPA or Data Practices Act refers to the Minnesota Government Data Practices Act, Minn. Stat. § 13.01, et seq.
- (b) Records Retention Schedule refers to the General Records Retention Schedule for Minnesota Cities.
- (c) Law enforcement-related information means information captured or available for capture by use of a Portable Audio/Video Recorder that has evidentiary value because it documents events with respect to a stop, arrest, search, citation, or charging decision.
- (d) Evidentiary value means that the information may be useful as proof in a criminal prosecution, related civil or administrative proceeding, further investigation of an actual or suspected criminal act, or in considering an allegation against a law enforcement agency or officer.
- (e) General Citizen Contact means an informal encounter with a citizen that is not and does not become law enforcement-related or adversarial, and a recording of the event would not yield information relevant to an ongoing investigation. Examples include,

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**Portable Audio/Video Recorders**

but are not limited to, assisting a motorist with directions, summoning a wrecker, or receiving generalized concerns from a citizen about crime trends in his or her neighborhood.

- (f) Adversarial means a law enforcement encounter with a person that becomes confrontational, during which at least one person expresses anger, resentment, or hostility toward the other, or at least one person directs toward the other verbal conduct consisting of arguing, threatening, challenging, swearing, yelling, or shouting. Encounters in which a citizen demands to be recorded or initiates recording on his or her own are deemed adversarial.
- (g) Unintentionally recorded footage is a video recording that results from a officer's inadvertence or neglect in operating the officers Portable Audio/Video Recorder, provided that no portion of the resulting recording has evidentiary value. Examples of unintentionally recorded footage include, but are not limited to, recordings made in station house locker rooms, restrooms, and recordings made while deputies were engaged in conversations of a non-business, personal nature with the expectation that the conversation was not being recorded.
- (h) Official duties, for purposes of this policy, means that the officer is on duty and performing authorized law enforcement services on behalf of this agency.

**445.2 POLICY**

It is the policy of the Grand Rapids Police Department to authorize and require the use of office issued Portable Audio/Video Recorder's as set forth below, and to administer Portable Audio/Video Recorder data as provided by law. All recordings made by members on any office-issued device at any time or while acting in an official capacity of this office, shall remain the property of the Office. Members shall have no expectation of privacy or ownership interest in the content of these recordings.

**445.3 USE AND DOCUMENTATION**

- (a) Officers may use only office-issued Portable Audio/Video Recorder's in the performance of official duties for this agency or when otherwise performing authorized law enforcement services as an employee of the Grand Rapids Police Department.
- (b) Officers who have been issued a Portable Audio/Video Recorder shall operate and use them consistent with this policy. Officers shall conduct a function test of their issued Portable Audio/Video Recorder at the beginning of each shift to make sure the devices are operating properly. Officers noting a malfunction during testing or at any other time shall promptly report the malfunction to the officer's supervisor and shall document the report in writing. Supervisors shall take prompt action to address malfunctions and document the steps taken in writing. If the Portable Audio/Video Recorder cannot be returned to full working condition, it shall be removed from service for repair and the officer may use one of the spares (Investigations) until their issued Portable Audio/ Video Recorder is repaired.

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*Portable Audio/Video Recorders*

- (c) Officers should wear their issued Portable Audio/Video Recorders at the location on their body and in the manner specified in training.
- (d) Officers must document Portable Audio/Video Recorder use and non-use as follows:
  - 1. Whenever an officer makes a recording, the existence of the recording shall be documented in an incident report
  - 2. Whenever an officer fails to record an activity that is required to be recorded under this policy or captures only a part of the activity, the officer must document the circumstances and reasons for not recording in an incident report. Supervisors shall review these reports and initiate any corrective action deemed necessary.
- (e) The office will maintain the following records and documents relating to Portable Audio/ Video Recorder use, which are classified as public data:
  - 1. The total number of Portable Audio/Video Recorder's owned or maintained by the agency.
  - 2. A record of the total number of Portable Audio/Video Recorder's actually deployed and used by officers.
  - 3. The total amount of recorded Portable Audio/Video Recorder data collected and maintained; and
  - 4. This policy, together with the Records Retention Schedule.

**445.4 GENERAL GUIDELINES FOR RECORDING**

- (a) Officers shall immediately activate their Portable Audio/Video Recorder when responding to all calls for service and during all law enforcement-related encounters and activities, including but not limited to pursuits, Terry stops of motorists or pedestrians, arrests, searches, suspect interviews and interrogations, and during any police/citizen contacts that becomes adversarial. However, officers need not activate their cameras when it would be unsafe, impossible, or impractical to do so, but such instances of not recording when otherwise required must be documented as specified in the Use and Documentation guidelines, part (D)(2) (above).
- (b) Officers have discretion to record or not record general citizen contacts.
- (c) Officers have no affirmative duty to inform people that a Portable Audio/Video Recorder is being operated or that the individuals are being recorded.
- (d) Once activated, the Portable Audio/Video Recorder should continue recording until the conclusion of the incident or encounter, or until it becomes apparent that additional recording is unlikely to capture information having evidentiary value. The officer/ investigator having charge of a scene shall likewise direct the discontinuance of recording when further recording is unlikely to capture additional information having evidentiary value. If the recording is discontinued while an investigation, response, or

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*Portable Audio/Video Recorders*

incident is ongoing, officers shall state the reasons for ceasing the recording on camera before deactivating their Portable Audio/Video Recorder. If circumstances change, officers shall reactivate their cameras as required by this policy to capture information having evidentiary value.

- (e) Officers shall not intentionally block the Portable Audio/Video Recorders audio or visual recording functionality to defeat the purposes of this policy.
  - 1. Officers have the discretion of utilizing the mute function on the Portable Audio/Video Recorder when having conversations regarding tactics, operations planning or anything regarded as private and/or confidential.
- (f) Notwithstanding any other provision in this policy, officers shall not use their Portable Audio/Video Recorders to record other agency personnel during non-enforcement related activities, such as during pre- and post-shift time in locker rooms, during meal breaks, or during other private conversations, unless recording is authorized as part of an administrative or criminal investigation.

#### 445.4.1 SPECIAL GUIDELINES FOR RECORDING

Officers may, in the exercise of sound discretion, determine:

- (a) To use their Portable Audio/Video Recorder's to record any police-citizen encounter if there is reason to believe the recording would potentially yield information having evidentiary value, unless such recording is otherwise expressly prohibited.
- (b) To use their Portable Audio/Video Recorder's to take recorded statements from persons believed to be victims of and witnesses to crimes, and persons suspected of committing crimes, considering the needs of the investigation and the circumstances pertaining to the victim, witness, or suspect.

In addition,

- (a) Officers need not record persons being provided medical care unless there is reason to believe the recording would document information having evidentiary value. When responding to an apparent mental health crisis or event, Portable Audio/Video Recorder's shall be activated as necessary to document any use of force and the basis for it, and any other information having evidentiary value, but need not be activated when doing so would serve only to record symptoms or behaviors believed to be attributable to the mental health issue.
- (b) Officers shall use their Portable Audio/Video Recorder's or squad-based audio/ video systems to record their transportation and the physical transfer of persons in their custody to hospitals, detox and mental health care facilities, juvenile detention centers, and jails, but otherwise should not record in these facilities unless the officer anticipates witnessing a criminal event or being involved in or witnessing an adversarial encounter or use-of force incident.



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*Portable Audio/Video Recorders***445.5 DOWNLOADING AND LABELING DATA**

- (a) Each officer using a Portable Audio/Video Recorder is responsible for transferring or assuring the proper transfer of the data from his or her camera to the cloud by the end of that officer's shift. However, if the officer is involved in a shooting, in custody death, or other law enforcement activity resulting in death or great bodily harm, a supervisor shall take custody of the officer's Portable Audio/Video Recorder and assume responsibility for transferring the data from it.

(b) Officers shall tag the Portable Audio/Video Recorder data files after the video transfer to storage as soon as practicable, and should consult with a supervisor if in doubt as to the appropriate tag to be used. A few examples listed below but not limited to. Officers should assign as many of the following tags as are applicable to each file:

1. Homicide
2. Death
3. Officer Involved Shooting or Death
4. Use of Force
5. Officer Injury
6. Officer Complaint
7. Sex Assault
8. Juvenile
9. Felony
10. Gross Misdemeanor
11. Misdemeanor
12. DWI
13. Traffic Crash Charges
14. Traffic Crash No Charges
15. Traffic Stop
16. Traffic Warning
17. ICR with No Charges
18. Training Demo
19. Pending Review
20. Uncategorized
21. Unintentional Capture

- (c) Annotating and tagging designations may be corrected or amended based on additional information.

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*Portable Audio/Video Recorders***445.6 ADMINISTERING ACCESS TO PORTABLE AUDIO/VIDEO RECORDING DATA**

- (a) Data subjects. Under Minnesota law, the following are considered data subjects for purposes of administering access to Portable Audio/Video Recorder data:
1. Any person or entity whose image or voice is documented in the data.
  2. The officer who collected the data.
  3. Any other officer whose voice or image is documented in the data, regardless of whether that officer is or can be identified by the recording.
- (b) Portable Audio/Video Recorder data is presumptively private. Portable Audio/ Video Recorder recordings are classified as private data about the data subjects unless there is a specific law that provides differently. As a result:
1. Portable Audio/Video Recorder data pertaining to people is presumed private, as is Portable Audio/Video Recorder data pertaining to businesses or other entities.
  2. Some Portable Audio/Video Recorder data is classified as confidential (see C. below).
  3. Some Portable Audio/Video Recorder data is classified as public (see D. below).
- (c) Confidential data. Portable Audio/Video Recorder data that is collected or created as part of an active criminal investigation is confidential. This classification takes precedence over the "private" classification listed above and the "public" classifications listed below.
- (d) Public data. The following Portable Audio/Video Recorder data is public:
1. Data documenting the discharge of a firearm by a peace officer in the course of duty, other than for training or the killing of an animal that is sick, injured, or dangerous.
  2. Data that documents the use of force by a peace officer that result in substantial bodily harm.
  3. Data that a data subject requests to be made accessible to the public, subject to redaction. Data on any data subject (other than a peace officer) who has not consented to the public release must be redacted [if practicable]. In addition, any data on undercover officer must be redacted.
  4. Data that documents the final disposition of a disciplinary action against a public employee.
  5. However, if another provision of the Data Practices Act classifies data as private or otherwise not public, the data retains that other classification. For instance, data that reveals protected identities under Minn. Stat. § 13.82, sub. 17 (e.g., certain victims, witnesses, and others) should not be released even if it would otherwise fit into one of the public categories listed above.

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*Portable Audio/Video Recorders*

- (e) Access to Portable Audio/Video Recorder data by non-employees. Officers shall refer members of the media or public seeking access to Portable Audio/Video Recorder data to Grand Rapids Police Department Records Division, who shall process the request in accordance with the MGDPA and other governing laws. In particular:
1. An individual shall be allowed to review recorded Portable Audio/Video Recorder data about him- or herself and other data subjects in the recording, but access shall not be granted:
    - (a) If the data was collected or created as part of an active investigation.
    - (b) To portions of the data that the office would otherwise be prohibited by law from disclosing to the person seeking access, such as portions that would reveal identities protected by Minn. Stat. § 13.82, subd. 17.
  2. Unless the data is part of an active investigation, an individual data subject shall be provided with a copy of the recording upon request, but subject to the following guidelines on redaction.
    - (a) Data on other individuals in the recording who do not consent to the release must be redacted.
    - (b) Data that would identify undercover officers must be redacted.
    - (c) Data on other officers who are not undercover, and who are on duty and engaged in the performance of official duties, may not be redacted.
- (f) Access by peace officer and law enforcement employees. No employee may have access to the department's Portable Audio/Video Recorder data except for legitimate law enforcement or data administration purposes:
1. Officers may view stored Portable Audio/Video Recorder video only when there is a business need for doing so. When preparing written reports, members should review their recordings as a resource (See the Officer Involved Shootings and Deaths Policy for guidance in those cases). However, members shall not retain personal copies of recordings. Members should not use the fact that a recording was made as a reason to write a less detailed report
    - (a) Officers are prohibited from reviewing Portable Audio/Video Recorder footage following a police-citizen critical incident that results in great bodily harm or death to a citizen prior to giving a voluntary statement to the investigating authority.
    - (b) Under rare circumstances, when a given fact-set calls for clarification of a critical incident, and with unanimous agreement of the Chief or his/ her designee, the investigating authority, and the prosecuting authority, an involved officer may be authorized to review video prior to or during an investigatory interview of an incident. In the event that pre-statement Portable Audio/Video Recorder footage viewing is authorized, the Chief or his/her designee shall make pre-statement review authorization and the reason for the authorization publicly available upon request.

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*Portable Audio/Video Recorders*

2. Office personnel shall document their reasons for accessing stored Portable Audio/Video Recorder data in the Evidence.com cloud at the time of each access. Office personnel are prohibited from accessing Portable Audio/Video Recorder data for non-business reasons and from sharing the data for non-law enforcement related purposes, including but not limited to uploading data recorded or maintained by this agency to public and social media websites.
  3. Employees seeking access to Portable Audio/Video Recorder data for nonbusiness reasons may make a request for it in the same manner as any member of the public.
- (g) Other authorized disclosures of data. Officers may display portions of Portable Audio/Video Recorder footage to witnesses as necessary for purposes of investigation as allowed by Minn. Stat. § 13.82, subd. 15, as may be amended from time to time. Officers should generally limit these displays in order to protect against the incidental disclosure of individuals whose identities are not public. Protecting against incidental disclosure could involve, for instance, showing only a portion of the video, showing only screen shots, muting the audio, or playing the audio but not displaying video. In addition,
1. Portable Audio/Video Recorder data may be shared with other law enforcement agencies only for legitimate law enforcement purposes that are documented in writing at the time of the disclosure.
  2. Portable Audio/Video Recorder data shall be made available to prosecutors, courts, and other criminal justice entities as provided by law.

**445.6.1 SPECIAL CONSIDERATIONS OF DATA PRIOR TO RELEASE**

Prior to release of data, a supervisor shall determine if a file is appropriate for release if it contains subjects who may have rights under the MGDPA limiting public disclosure of information about them. These individuals include:

- (a) Victims and alleged victims of criminal sexual conduct.
- (b) Victims of child abuse or neglect.
- (c) Vulnerable adults who are victims of maltreatment.
- (d) Undercover officers.
- (e) Informants.
- (f) When the video is clearly offensive to common sensitivities.
- (g) Victims of and witnesses to crimes, if the victim or witness has requested not to be identified publicly.
- (h) Individuals who called 911 and services subscribers whose lines were used to place a call to the 911 system.
- (i) Mandated reporters.

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**Portable Audio/Video Recorders**

- (j) Juvenile witnesses, if the nature of the event or activity justifies protecting the identity of the witness.
- (k) Juveniles who are or may be delinquent or engaged in criminal acts.
- (l) Individuals who make complaints about violations with respect to the use of real property.
- (m) Officers and employees who are the subject of a complaint related to the events captured on video.
- (n) Other individuals whose identities the officer believes may be legally protected from public disclosure.

Prior to release of Portable Audio/Video Recorder data, the Records Division will consult with the officer/investigator to ensure that any of the above listed persons are potentially on any footage captured by the Portable Audio/Video Recorder.

**445.7 DATA SECURITY SAFEGUARDS**

- (a) All safeguards in place by Evidence.com will meet or exceed required security parameters. In addition:
- (b) Personally owned devices, including but not limited to computers and mobile devices, shall not be programed or used to access or view agency Portable Audio/Video Recorder data.
- (c) Officers shall not intentionally edit, alter, or erase any Portable Audio/Video Recorder recording unless otherwise expressly authorized by the Chief or his/her designee.
- (d) As required by Minn. Stat. § 13.825, subd. 9, as may be amended from time to time, this agency shall obtain an independent biennial audit of its Portable Audio/Video Recorder program.

**445.8 OFFICE USE OF DATA**

- (a) Supervisors will randomly review a minimum of four (4) videos per month, per supervised officer. Portable Audio/Video Recorder usage by each officer to ensure compliance with this policy
- (b) In addition, supervisors and other assigned personnel may access Portable Audio/Video Recorder data for the purposes of reviewing or investigating a specific incident that has given rise to a complaint or concern about officer misconduct or performance.
- (c) Nothing in this policy limits or prohibits the use of Portable Audio/Video Recorder data as evidence of misconduct or as a basis for discipline.
- (d) Officers should contact their supervisors to discuss retaining and using Portable Audio/Video Recorder footage for training purposes. Officer objections to preserving or using certain footage for training will be considered on a case-by-case basis. Field training officers may utilize Portable Audio/Video Recorder data with trainees for the purpose of providing coaching and feedback on the trainees' performance.

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*Portable Audio/Video Recorders***445.9 DATA RETENTION**

- (a) All Portable Audio/Video Recorder data shall be retained for a minimum period of 90 days. There are no exceptions non-evidentiary data.
- (b) Data documenting the discharge of a firearm by an officer in the course of duty, other than for training or the killing of an animal that is sick, injured, or dangerous, must be maintained for a minimum period of one year.
- (c) Certain kinds of BWC or portable audio/video records data must be retained for six years:
  - 1. Data that documents the use of deadly force by an officer, or force of a sufficient type or degree to require a use of force report or supervisory review.
  - 2. Data documenting circumstances that have given rise to a formal complaint against an officer.
- (d) Other data having evidentiary value shall be retained for the period specified in the Records Retention Schedule. When a particular recording is subject to multiple retention periods, it shall be maintained for the longest applicable period.
- (e) Subject to Part F (below), all other Portable Audio/Video Recorder footage that is classified as non-evidentiary, becomes classified as non-evidentiary, or is not maintained for training shall be destroyed after 90 days.
- (f) Upon written request by a Portable Audio/Video Recorder data subject, the office shall retain a recording pertaining to that subject for an additional time period requested by the subject of up to 365 days. The agency will notify the requestor at the time of the request that the data will then be destroyed unless a new written request is received.
- (g) Unintentionally recorded data will not be retained only after the following review.
  - (1) A sergeant is notified by the employee who collected the material.
  - (2) The sergeant will then approach a Police Captain and the Police Chief who will then review the request based on the material, referencing definitions provided in 445.1.1 and considering if the material poses any legitimate law enforcement value. Ultimately, the Police Chief will authorize not retaining the recorded data.

**445.10 COMPLIANCE**

Supervisors shall monitor for compliance with this policy. The unauthorized access to or disclosure of Portable Audio/Video Recorder data may constitute misconduct and subject individuals to disciplinary action and criminal penalties pursuant to Minn. Stat. § 13.09 and/or Minn. State Statute 262.8473.



CITY OF  
**GRAND RAPIDS**  
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## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** September 26, 2022

**AGENDA ITEM:** Consider adopting Grand Rapids Police Policy 445 Portable Audio / Video Recorder

**PREPARED BY:** Captain Andy Morgan

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### BACKGROUND:

Grand Rapids City Council approved the funding, purchase and implementation of fifteen (15) Body Worn Camera (BWC) during an October 11, 2021 Council Work Session.

Grand Rapids Police Leadership detailed the AXON Body 3 and proposed GRPD Portable Audio / Video Recorder Policy 445 on March 28, 2022 Council Work Session. Policy 445 was accepted by council on April 11, 2022 and BWCs have been utilized by department staff since. All levels of the department are pleased with the technology.

Department leadership understood that Policy 445 would need minor updates upon adjusting and customizing setting to best serve the needs of Grand Rapids Police Department. Department staff created *Labeling Categories* to ensure that recorded events were appropriate identified, retained and restricted in certain cases. This was done to comply with policy, state statute and best practices identified by League of Minnesota Cities. These changes are minor and do not change how and when the BWCs are utilized.

Proposed Grand Rapids Police Policy 445 Portable Audio / Video Recorder is attached

### REQUESTED COUNCIL ACTION:

Make a motion accepting Grand Rapids Police Policy 445 Portable Audio / Video Recorder



CITY OF  
**GRAND RAPIDS**  
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## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** 9/26/2022

**AGENDA ITEM:** Consider abolishing the eligibility list for Police Officer.

**PREPARED BY:** Kevin Ott

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### **BACKGROUND:**

On March 14, 2022 an eligibility list was created for the position of Police Officer which is no longer necessary.

### **REQUESTED COUNCIL ACTION:**

Make a motion to abolish the eligibility list for Police Officer.



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**FINANCING AGREEMENT**  
**(Service Line Repairs)**

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THIS FINANCING AGREEMENT (Service Line Repairs) (“**Agreement**”) is made and entered into by and among Aaron Kalstad and Jessica Kalstad (formerly Jessica Prebeck), husband and wife (jointly, “**Owner**”), the City of Grand Rapids, a Minnesota municipal corporation (“**City**”), and Grand Rapids Public Utilities Commission, a public utilities commission created under Minnesota Statutes, sections 412.321 to 412.391 (“**GRPUC**”). This Agreement is effective as of the signature date of the party who is last to execute this Agreement (“**Effective Date**”).

**RECITALS**

A. Owner owns that certain real estate located at 204 SE 3rd Ave, Grand Rapids, MN 55744, legally described on **Exhibit A** (“**Property**”).

B. The sewer service line (“**Service Line**”) connecting the main sewer line to Owner’s house on the Property has failed and is need of immediate repair.

C. Repairing or replacing the Service Line, and all costs related thereto, is the sole responsibility of Owner.

D. Owner does not have the expertise to manage the repair of the Service Line.

E. Owner does not have the financial ability to pay for the cost to repair the Service Line. Owner has met with local banks and they have been unwilling to finance the cost to repair the Service Line. Owner has also confirmed that Owner’s homeowner’s insurance does not provide coverage for the Service Line repair.

F. By Proposal dated June 24, 2022, TNT Construction Group, LLC, estimated that the cost to repair the Service Line would be \$16,900.

G. The failure of the Service Line is a health and safety issue, and GRPUC and the City deem its repair to be necessary for the proper and efficient operation of the Grand Rapids sewer system and related infrastructure. As a result of this, GRPUC and the City are willing to assist Owner with managing and financing the repair of the Service Line according to the terms of this Agreement.

**NOW, THEREFORE,** in consideration of the mutual covenants, undertakings, representations and warranties contained herein, the adequacy and receipt of which are hereby acknowledged by the parties, and subject to the conditions hereinafter set forth, the parties agree as follows:

**AGREEMENT**

1. **Recitals Incorporated.** The Recitals set forth above are incorporated into and are made a part of this Agreement.

2. **Responsibilities of GRPUC.** In conformance with its Procurement Policy and applicable law, and after the City has complied with any special assessment procedures required to occur prior to letting a contract, GRPUC will enter into a contract (“**Repair Contract**”) with a contractor (“**Contractor**”) to repair the Service Line (the “**Project**”) and will work with the Contractor to manage the Project. Subject to the requirements of its Procurement Policy and applicable law, GRPUC may hire the Contractor it deems appropriate for this Project, provided that the Contractor is duly qualified and licensed to complete the Project in a good and workmanlike manner in conformance with applicable law. The terms of the Repair Contract will be at GRPUC’s reasonable discretion, and will likely be in the form of GRPUC’s standard form procurement contract. GRPUC will pay the Contractor pursuant to the Repair Contract. The Owner will at all times be ultimately responsible to pay the Repair Cost pursuant to Section 4, below.

“**Repair Cost**” means the entire amount owed to the Contractor under the Repair Contract, plus all ancillary costs incurred by GRPUC in relation to the Project, specifically including, without limitation, legal fees and other transaction expenses.

3. **Responsibilities of City.** The City will follow the procedures set forth in Minnesota Statutes, chapter 429, the Grand Rapids City Code, and other applicable law to impose a special assessment (“**Project Special Assessment**”) on the Property in the amount of the Repair Costs. It is anticipated that the Project Special Assessment (in the amount of the Repair Costs) will be payable by Owner to the City over a term of ten (10) years, with interest accruing at a rate of three percent (3.0%) per annum. The City will pay GRPUC the amount of any Project Special Assessment payment it receives from Owner or Owner’s successors within thirty (30) days of the City’s receipt of same.

4. **Responsibilities of Owner.** Owner agrees to do and perform, or cause to be done and performed, all such further acts and things, and shall execute and deliver all such other agreements, certificates, instruments and documents, as GRPUC and/or the City may reasonably request in order to carry out the intent and accomplish the purposes of this Agreement and the consummation of the transactions contemplated hereby, including, without limitation:

- a. Cooperating with GRPUC and the Contractor to complete the Project, and
- b. Cooperating with the City to impose the Repair Costs as a special assessment on the Property. Owner agrees to take whatever actions are necessary to expedite the special assessment process.

Notwithstanding anything else to the contrary, Owner agrees that Owner is ultimately responsible for the Repair Costs. As such, unless and until the Repair Costs are imposed as a special assessment on the Property, Owner will be directly liable to the City and/or GRPUC for the Repair Costs. If, for any reason, the Repair Costs are not successfully imposed on the Property as a special assessment, Owner will reimburse GRPUC and/or the City for the Repair Costs within thirty (30) days of a written demand for same. Once the Repair Costs are successfully imposed on the Property as a special assessment, Owner will pay the assessments under the terms set by the City Council.

5. **Representations and Warranties of Owner.** Owner represents and warrants to the City and GRPUC that:

- a. Owner is the owner of the Property, Owner has full legal power and authority to encumber the Property as herein provided, Owner has fee simple absolute title in the Property, and Owner does not need the consent of any third party to enter into this Agreement.
- b. Except as specifically stated in this Agreement, Owner is solely responsible for repairing and replacing the Service Line.
- c. Owner is unable to finance the Repair Costs and is unable to obtain third-party financing for the Repair Costs.
- d. The Project will directly benefit the Property and Owners and therefore, it is fair and reasonable for the Repair Costs to be assessed one hundred percent (100%) against the Property.

6. **Governmental Approvals.** The obligations of GRPUC and the City under this Agreement are subject at all times to receiving all necessary internal approvals.

7. **Insurance.** During the term of the Project, Owner, at its sole cost and expense, shall carry and maintain adequate liability, property and casualty insurance on the Property. Owner shall provide GRPUC with a Certificate of Insurance stating that the insurance policy is in force and effect and cannot be cancelled without at least sixty (60) days prior notification by the insurer. Neither GRPUC's failure to require or insist upon certificates changes Owner's responsibility to comply with the insurance specifications.

8. **Term.** This Agreement shall commence on the Effective Date and terminate upon the completion of the Project and the imposition of the special assessments against the Property.

However, the agreements, covenants, representations, warranties, and indemnity obligations of Owner under this Agreement shall survive the termination of this Agreement.

9. **Indemnification.** Owner shall, to the fullest extent permitted by law, indemnify, defend, and hold harmless GRPUC and the City, and their respective commissioners, council members, officers, employees and agents, and save them harmless from and against any and all claims, damages, losses, liabilities, suits, judgments, actions, and all expenses (including attorneys' fees and disbursements) arising out of or relating in any way to the Project (unless arising from the gross negligence or intentional misconduct of GRPUC or the City), including, without limitation, any negligent or wrongful act, error or omission, or breach of contract by Owner or Owner's guests, invitees, heirs, successors, or assigns.

10. **Waiver of Consequential Damages.** In no event shall any party be liable under this Agreement to any other party or any third party for consequential, indirect, incidental, special, exemplary, punitive or enhanced damages, lost profits or revenues, or diminution in value, arising out of or related to this Agreement, whether arising out of or related to breach of contract, tort (including negligence) or otherwise.

11. **No Representations or Warranties by GRPUC or the City.** Owner acknowledges and agrees that neither GRPUC nor City has made any representation or warranty of any kind, oral or written, express or implied, or arising by operation of law, with respect to the Project or Contractor's performance thereof.

12. **Other Obligations.** Nothing in this Agreement shall affect the obligation of Owner or Owner's successors in interest to pay all usage and consumption fees charged by GRPUC or other governmental entities.

13. **General / Miscellaneous.**

a. **Notices.** Any notice or other communication to any party in connection with this Agreement shall be in writing and shall be sent by hand-delivery, email, fax, overnight courier, or United States mail (postage prepaid) addressed to the address set forth below. All periods of notice shall be measured from the date of delivery thereof if hand-delivered, from the date of sending thereof if sent by email or fax (effective upon confirmation of receipt), from the first day after the date of sending if sent by overnight courier, or from three (3) business days after the date of mailing if mailed. Any party may change such party's address for notices by notice given not less than ten (10) calendar days prior to the effective date of the change.

GRPUC  
500 SE 4<sup>th</sup> Street  
Grand Rapids, MN 55744  
Attn: Julie A. Kennedy, GM  
Email: jakennedy@grpuc.org

Aaron Kalstad  
204 SE 3<sup>rd</sup> Avenue  
Grand Rapids, MN 55744

City of Grand Rapids  
420 N Pokegama Avenue  
Grand Rapids, MN 55744  
Attn: Tom Pagel  
Email: tpagel@ci.grand-rapids.mn.us

b. Entire Agreement. This Agreement represents the only agreement between the parties concerning the subject matter hereof and supersedes all other prior agreements whether written or oral, relating thereto.

c. Recording. Either GRPUC or City may record this Agreement among the land records of Itasca County, Minnesota. The parties agree to make any changes in this Agreement which may be necessary to effect the recording and filing of this Agreement against the title of the Property.

d. Modification and Waiver. No purported amendment, modification, or waiver of any provision hereof shall be binding unless set forth in a written document signed by all parties (in the case of amendments or modifications) or by a party to be charged thereby (in the case of waivers). Any waiver shall be limited to the circumstance or event specifically referenced in the written waiver document and shall not be deemed a waiver of any other term hereof or of the same circumstance or event upon any recurrence thereof.

e. Governing Law. This Agreement and the legal relations between the parties shall be governed by and construed in accordance with the internal laws of the State of Minnesota.

f. Severability. If any provision of this Agreement is held to be illegal, invalid, or unenforceable under present or future laws, such provision shall be fully severable and this Agreement shall be construed and enforced as if such illegal, invalid, or unenforceable provision had never constituted a part hereof, and the remaining provisions shall remain in full force and effect and shall not be affected by the illegal, invalid, or unenforceable provision or by its severance therefrom. Furthermore, in lieu of such illegal, invalid or unenforceable provision there shall be added automatically as part of this Agreement a legal, valid, and enforceable provision as similar in terms to the illegal, invalid, or unenforceable provision as may be possible.

g. Binding Effect. All terms of this Agreement are binding upon all heirs, successors, assigns, mortgagees, lien holders, trustees, receivers, or any other person or entity which shall succeed to any rights of Owner in the Property.

h. Counterparts; Electronic Signatures. This Agreement may be executed in separate counterparts with the same effect as if all signatures were on the same Agreement. For purposes of this Agreement, a telecopy, electronic, or facsimile Agreement and signature shall be deemed as, and shall serve as, an original Agreement and signature.

i. Attorneys' Fees. In the event of any litigation between the parties hereto with respect to this Agreement, the prevailing party (the party entitled to recover the costs of suit, at such time as all appeals have been exhausted or the time for taking such appeals has expired) shall be entitled to recover reasonable attorneys' fees in addition to such other relief as the court may award.

**[Signature Pages Follow]**

THIS DOCUMENT WAS DRAFTED BY:

Jacob K. Stonesifer

Johnson, Killen & Seiler, P.A.

230 West Superior Street, Suite 800

Duluth, MN 55802

Phone: 218.722.6331 | Fax: 218.722.3031

Email: [jstonesifer@duluthlaw.com](mailto:jstonesifer@duluthlaw.com)

IN WITNESS WHEREOF, the undersigned has executed this Agreement on the date set forth in the notary block.

Aaron Kalstad  
Aaron Kalstad

\_\_\_\_\_  
Jessica Kalstad (formerly Jessica Prebeck)

State of Minnesota, County of Itasca

This instrument was acknowledged before me on the 9<sup>th</sup> day of Sept, 2022, by Aaron Kalstad and Jessica Kalstad (formerly Jessica Prebeck), husband and wife.

(Stamp)



Kari L. Helal  
(signature of notarial officer)

Title (and Rank): \_\_\_\_\_

My commission expires: 1/31/2024  
(month/day/year)

[Signature Page of Aaron Kalstad and Jessica Kalstad (formerly Jessica Prebeck)  
to  
Financing Agreement]

IN WITNESS WHEREOF, the undersigned has executed this Agreement on the date set forth in the notary block.

**City of Grand Rapids**

By: \_\_\_\_\_

Its: \_\_\_\_\_

State of \_\_\_\_\_, County of \_\_\_\_\_

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2022, by \_\_\_\_\_, as \_\_\_\_\_ of the City of Grand Rapids, on behalf of the City of Grand Rapids.

(Stamp)

\_\_\_\_\_  
*(signature of notarial officer)*

Title (and Rank): \_\_\_\_\_

My commission expires: \_\_\_\_\_  
*(month/day/year)*

**[Signature Page of City of Grand Rapids to  
Financing Agreement]**



IN WITNESS WHEREOF, the undersigned has executed this Agreement on the date set forth in the notary block.

**Grand Rapids Public Utilities Commission**

By: \_\_\_\_\_

Its: \_\_\_\_\_

State of \_\_\_\_\_, County of \_\_\_\_\_

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2022, by \_\_\_\_\_, as \_\_\_\_\_ Grand Rapids Public Utilities Commission, on behalf of Grand Rapids Public Utilities Commission s.

(Stamp)

\_\_\_\_\_  
*(signature of notarial officer)*

Title (and Rank): \_\_\_\_\_

My commission expires: \_\_\_\_\_  
*(month/day/year)*

**[Signature Page of Grand Rapids Public Utilities Commission  
to  
Financing Agreement]**

**Exhibit A**

**Legal Description of Property**

Real property in Itasca County, Minnesota legally described as follows:

Lots 1 and 2, Block 56, and the South 30 feet of vacated Second Street Southeast lying adjacent to said Lot 1, Town of Grand Rapids, Itasca County, Minnesota.



CITY OF  
**GRAND RAPIDS**  
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## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** 9/26/2022

**AGENDA ITEM:** Consider approving financing agreement with Aaron and Jessica Kalstad.

**PREPARED BY:** Barb Baird

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### BACKGROUND:

There is a sewer service line failure at 204 SE 3<sup>rd</sup> Avenue owned by Aaron and Jessica Kalstad. Per Grand Rapids Public Utility policy, repair costs of the sewer service line is the responsibility of the property owner. Following the GRPU standard operating procedure for service line failure the GRPU will manage the repair of sewer service line for the property owner. The City of Grand Rapids will then follow the special assessment process and assess the repair costs over a set period of time to the property.

Attached is the financing agreement signed by Aaron Kalstad. Jessica Kalstad is unavailable at this time and will sign the document upon her return. The Grand Rapids Public Utilities Commission has approved the financing agreement.

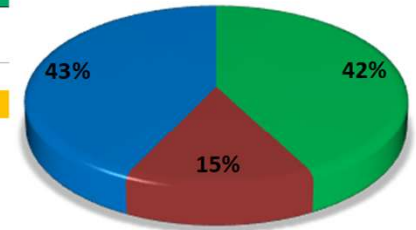
### REQUESTED COUNCIL ACTION:

Make a motion to approve the financing agreement between the Grand Rapids Public Utilities and Aaron and Jessica Kalstad. The \$16,900 costs of repairs will be assessed by the City of Grand Rapids.

# City of Grand Rapids, MN - Fleet Planning Analysis

Current Fleet	41	Fleet Growth	-3.36%	Proposed Fleet	35
Current Cycle	9.11	Annual Miles	17,300	Proposed Cycle	4.14
Current Maint.	\$109.13			Proposed Maint.	\$58.75
Maint. Cents Per Mile	\$0.08	Current MPG	14	Price/Gallon	\$3.50

## Fleet Costs Analysis



Fiscal Year	Fleet Mix			Fleet Cost							Annual Net Cash	
	Fleet Size	Annual Needs	Owned	Leased	Purchase	Lease*	Equity (Owned)	Equity (Leased)	Maintenance	Fuel		Fleet Budget
Average	41	4.5	41	0	153,800	0			53,692	151,700	359,192	0
'23	35	15	20	15	0	171,525	-114,500		36,766	136,697	230,487	128,705
'24	35	5	15	20	0	231,567	-94,050	-45,350	33,743	131,696	257,605	101,587
'25	35	12	6	29	0	341,895	-196,000	-31,903	28,301	122,694	264,986	94,206
'26	35	4	4	31	0	364,874	-33,600	-128,597	27,092	120,693	350,462	8,730
'27	35	12	0	35	0	409,214	-71,100	-295,270	24,673	116,692	184,210	174,981
'28	35	14	0	35	0	409,214		-162,151	24,673	116,692	388,429	-29,237
'29	35	11	0	35	0	409,214		-76,643	24,673	116,692	473,937	-114,746
'30	35	6	0	35	0	409,214		-150,966	24,673	116,692	399,614	-40,422
'31	35	10	0	35	0	409,214		-85,383	24,673	116,692	465,197	-106,006
'32	35	6	0	35	0	409,214		-391,963	24,673	116,692	158,617	200,574

<b>10 Year Savings</b>	<b>\$418,373</b>	<b>Avg. Sustainable Savings</b>	<b>-\$17,967</b>
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## Current Fleet Equity Analysis

YEAR	2023	2024	2025	2026	2027	Under-Utilized
QTY	15	5	9	2	4	6
Est \$	\$7,300	\$18,810	\$21,778	\$16,800	\$17,775	\$833
TOTAL	\$109,500	\$94,050	\$196,000	\$33,600	\$71,100	\$5,000
	<b>Estimated Current Fleet Equity**</b>				<b>\$509,250</b>	

\* Lease Rates are conservative estimates  
 \*\*Estimated Current Fleet Equity is based on the current fleet "sight unseen" and can be adjusted after physical inspection  
 Lease Maintenance costs are exclusive of tires unless noted on the lease rate quote.

## KEY OBJECTIVES

- Lower average age of the fleet**  
 41% of the current light and medium duty fleet is over 10 years old  
 Resale of the aging fleet is significantly reduced
- Reduce operating costs**  
 Newer vehicles have a significantly lower maintenance expense  
 Newer vehicles have increased fuel efficiency with new technology implementations
- Maintain a manageable vehicle budget**  
 Challenged by inconsistent yearly budgets  
 Currently vehicle budget is underfunded



FLEET MANAGEMENT

# Form ST3, Certificate of Exemption

**Purchaser:** Complete this certificate and **give it to the seller.**

**Seller:** If this certificate is not completed, you must charge sales tax. Keep this certificate as part of your records.

This is a blanket certificate, unless one of the boxes below is checked. This certificate remains in force as long as the purchaser continues making purchases or until otherwise cancelled by the purchaser.

Check if this certificate is for a single purchase and enter the related invoice/purchase order # \_\_\_\_\_.

If you are a contractor and have a purchasing agent agreement with an exempt organization, check the box to make purchases for a specific job. Enter the exempt entity name and specific project:

Exempt entity name \_\_\_\_\_ Project description \_\_\_\_\_

Name of Purchaser

City of Grand Rapids (excluding Pokegama Golf Course)

Business Address	City	State	ZIP code
420 N Pokegama Ave	Grand Rapids	MN	55744

Purchaser's Tax ID Number	State of Issue
8022490	Minnesota

If no tax ID number, Enter one of the following:	FEIN	Driver's license number/State issued ID number
		State of Issue                      Number

Name of seller from whom you are purchasing, leasing, or renting  
Enterprise Fleet Management

Seller's Address	City	State	ZIP code
------------------	------	-------	----------

**Type of Business**

- |  |  |
|--|--|
| <input type="checkbox"/> 01 Accommodation and food services            | <input type="checkbox"/> 11 Transportation and warehousing     |
| <input type="checkbox"/> 02 Agricultural, forestry, fishing, hunting   | <input type="checkbox"/> 12 Utilities                          |
| <input type="checkbox"/> 03 Construction                               | <input type="checkbox"/> 13 Wholesale trade                    |
| <input type="checkbox"/> 04 Finance and insurance                      | <input type="checkbox"/> 14 Business services                  |
| <input type="checkbox"/> 05 Information, publishing and communications | <input type="checkbox"/> 15 Professional services              |
| <input type="checkbox"/> 06 Manufacturing                              | <input type="checkbox"/> 16 Education and health-care services |
| <input type="checkbox"/> 07 Mining                                     | <input type="checkbox"/> 17 Nonprofit organization             |
| <input type="checkbox"/> 08 Real estate                                | <input checked="" type="checkbox"/> 18 Government              |
| <input type="checkbox"/> 09 Rental and leasing                         | <input type="checkbox"/> 19 Not a business (explain) _____     |
| <input type="checkbox"/> 10 Retail trade                               | <input type="checkbox"/> 20 Other (explain) _____              |

**Reason for Exemption (See Instructions)**

- |   |  |
|---|--|
| <input type="checkbox"/> A Federal government (department) _____  | <input type="checkbox"/> J Agricultural production   |
| <input checked="" type="checkbox"/> B Specific government exemption<br>Local Government   | <input type="checkbox"/> K Industrial production/manufacturing   |
| <input type="checkbox"/> C Tribal government (name) _____   | <input type="checkbox"/> L Direct pay authorization  |
| <input type="checkbox"/> D Foreign diplomat # _____   | <input type="checkbox"/> M Multiple points of use (services, digital goods, or computer software delivered electronically) |
| <input type="checkbox"/> E Charitable organization # _____  | <input type="checkbox"/> N Direct mail   |
| <input type="checkbox"/> F Educational organization # _____   | <input type="checkbox"/> O Other (enter number from instructions) _____  |
| <input type="checkbox"/> G Religious organization # _____   | <input type="checkbox"/> P Percentage exemption  |
| <input type="checkbox"/> H Resale   | <input type="checkbox"/> Advertising (enter percentage) _____%   |
| <input type="checkbox"/> I Qualifying capital equipment (see instructions when equipment claimed is part of a construction project) | <input type="checkbox"/> Utilities (enter percentage) _____%   |
|   | <input type="checkbox"/> Electricity (enter percentage) _____%   |

I declare that the information on this certificate is correct and complete to the best of my knowledge and belief. (PENALTY: If you try to evade paying sales tax by using an exemption certificate for items or services that will be used for purposes other than those being claimed, you may be fined \$100 under Minnesota law for each transaction for which the certificate is used.)

Signature of Authorized Purchaser	Print Name Here	Title	Date
<i>Barbara Baird</i>	Barbara Baird	Finance Dir.	07/26/2021

Fact sheets and industry guides are available on our website at [www.revenue.state.mn.us](http://www.revenue.state.mn.us).

## Purchasers

Complete this certificate and give it to the seller. Include your Minnesota tax identification number if you have one. Do not send it to the Minnesota Department of Revenue.

**Note:** You are responsible for knowing if you qualify to claim exemption from tax and will be held liable for any use tax, interest and possible penalties due if the items you purchased are not eligible for exemption.

## Sellers

Keep this certificate as part of your records. Accepting a completed exemption certificate relieves you from collecting the tax. If this certificate is not completed, you must charge sales tax. You may be required to provide this exemption certificate (or the data elements required on the form) to the state to verify this exemption.

## Exemption Descriptions

Use these descriptions to complete the **Reason for Exemption** section.

- A. Federal government** — Enter the name of the department. The seller must obtain a purchase order, payment voucher, work order, a completed Form ST3 or similar documentation to show the purchase was from the federal government. See the *Government - Federal Government Industry Guide*.
- B. Specific government exemptions** — Enter the specific exemption from the list below.
- Ambulance services
  - Biosolids processing equipment
  - Bullet-resistant body armor
  - Chore/homemaking services
  - Correctional facility meals or drinks
  - Emergency rescue vehicle repair and replacement parts
  - Emergency vehicle accessory items
  - Firefighter equipment
  - Hospitals
  - Libraries
  - Local Governments
  - Metropolitan Council
  - Nursing homes
  - Petroleum products used by government
  - Regionwide public safety radio communication system
  - Solid waste disposal facility
  - State or local government agency from another state
  - Transit program vehicles
  - Water used directly in providing fire protection
- See *Fact Sheet 142, Sales to Governments*, *Fact Sheet 135, Fire Fighting, Police and Emergency Equipment*, *Government - Local Governments Industry Guide*, and *Fact Sheet 139, Libraries*.
- C. Tribal government** — All sales to tribal governments are exempt. Enter the name of the tribe. See *Fact Sheet 160, Tribal Governments and Members*.
- D. Foreign diplomat** — Sales tax exemption cards are issued to some foreign diplomats and consular officials stationed in this country. Enter the number issued to the foreign diplomat. See the *Government - Federal Government Industry Guide*.
- E. Charitable organizations** — Must be operated exclusively for charitable purposes. You must apply for and receive exempt status authorization from the department. Some nonprofit organizations do not qualify for sales tax exemption. This exemption may not be used for the purchase of lodging or prepared food. See the *Nonprofit Organizations Industry Guide*.
- F. Educational organizations** — Educational organizations operated exclusively for educational purposes must use Form ST3 on qualifying purchases. Organizations such as nonprofit professional and trade schools, scouts, youth groups, youth athletic and recreational programs, etc., operated exclusively for educational purposes must apply for exempt status authorization from the department and use Form ST3 on qualifying purchases. This exemption may not be used for the purchase of lodging or prepared food. See the *Nonprofit Organizations Industry Guide*.

- G. Religious organizations** — Churches and other religious organizations operated exclusively for religious purposes can use Form ST3 without exempt status authorization or may apply for exempt status authorization from the department. This exemption may not be used for the purchase of lodging or prepared food. See the *Nonprofit Organizations Industry Guide*.
- H. Resale** — Items or services must be purchased for resale in the normal course of business. You may not use this exemption if the vendor is restricted by federal or state law from selling certain products for resale. **Liquor retailers cannot sell alcoholic beverages exempt for resale.** *M.S.340A.505*
- I. Qualifying Capital Equipment** — Machinery and equipment purchased or leased primarily for manufacturing, fabricating, mining, or refining tangible personal property to be sold ultimately at retail if the machinery and equipment are essential to the integrated production process.
- Additional information needs to be provided when the CE exemption is claimed for a construction project that would normally be considered an improvement to real property. The purchaser must provide documentation to the contractor to identify the exempt portion of the project.
- See *Fact Sheet 103, Capital Equipment* and *Fact Sheet 128, Contractors*.
- J. Agricultural production** — Materials and supplies used or consumed in agricultural production of items intended to be sold ultimately at retail. Does not cover furniture, fixtures, machinery, tools (except qualifying detachable tools and special tooling) or accessories used to produce a product. See the *Agricultural and Farming Industry Guide*.
- K. Industrial production** — Materials and supplies used or consumed in industrial production of items intended to be sold ultimately at retail. Does not cover furniture, fixtures, machinery, tools (except qualifying detachable tools and special tooling) or accessories used to produce a product. See *Fact Sheet 145, Industrial Production*.
- L. Direct pay** — Allows the buyer to pay sales tax on certain items directly to the state instead of to the seller. Applicants must be registered to collect sales tax in order to qualify and must apply for and receive direct pay authorization from the department. The State of Minnesota (all state agencies) has direct pay authorization. This means state agencies pay sales tax directly to the department, rather than to the seller. Direct pay authorization may not be used for meals and drinks; lodging or related lodging services; admissions to places of amusement or athletic events, or use of amusement devices; motor vehicles; certain services; or memberships to sports and athletic facilities. If you sell any of the excluded items, you should charge sales tax.
- M. Multiple points of use** — Taxable services, digital goods, or electronically delivered computer software that is concurrently available for use in more than one taxing jurisdiction at the time of purchase. Purchaser is responsible for apportioning and remitting the tax due to each taxing jurisdiction.
- N. Direct mail** — Allows the buyer to pay sales tax on direct mail directly to the state instead of to the seller. Direct mail is printed material that meets the three following criteria:
- It is delivered or distributed by U.S. Mail or other delivery service.
  - It is sent to a mass audience or to addresses on a mailing list provided by the purchaser or at the direction of the purchaser.
  - The cost of the items is not billed directly to recipients.
- O. Other exemptions** —
- 1. Aggregate delivered by a third party hauler to be used in road construction.** Charges for delivery of aggregate materials by *third party haulers* are exempt if the aggregate will be used in road construction.
  - 2. Airflight equipment.** The aircraft must be operated under Federal Aviation Regulations, parts 91 and 135. See the *Aircraft Industry Guide*.
  - 3. Ambulance services** — privately owned (leases of vehicles used as an ambulance or equipped and intended for emergency response). Must be used by an ambulance service licensed by the EMS Regulatory Board under section 144E.10. See *Fact Sheet 135, Fire Fighting, Police, and Emergency Equipment*.
  - 4. Aquaculture production equipment.** Qualifying aquaculture production equipment, and repair or replacement parts used to maintain and repair it. See the *Agricultural and Farming Industry Guide*.
  - 5. Automatic fire-safety sprinkler systems.** Fire-safety sprinkler systems and all component parts (including waterline expansions and additions) are exempt when installed in an existing residential dwelling, hotel, motel or lodging house that contains four or more dwelling units.
  - 6. Coin-operated entertainment and amusement devices** are exempt when purchased by retailers who (1) sell admission to places of amusement, or (2) make available amusement devices. See *Fact Sheet 158, Vending Machines and Other Coin-Operated Devices*.
  - 7. Construction exemption for special projects under M.S. 297A.71.** Certain purchases for the construction of a specific project or facility are exempt under M.S. 297A.71, such as waste recovery facilities. This exemption does not apply to projects for which you must pay sales or use tax on qualifying purchases and then apply for a refund.
  - 8. Exempt publications.** Materials and supplies used or consumed in the production of newspapers and publications issued at average intervals of three months or less. Includes publications issued on CD-ROM, audio tape, etc. See *Fact Sheet 109, Printing Industry*.

9. **Farm machinery.** Qualifying farm machinery, and repair or replacement parts (except tires) used to maintain and repair it. See the *Agricultural and Farming Industry Guide*.
10. **Handicapped accessible (residential building materials).** Building materials and equipment purchased by nonprofit organizations if the materials are used in an existing residential structure to make it handicapped accessible, and the homeowner would have qualified for a refund of tax paid on the materials under M.S. 297A.71, subd. 11 or subd. 22. Nonprofit organizations include those entities organized and operated exclusively for charitable, religious, educational or civic purposes; and veteran groups exempt from federal taxation under IRC 501(c)(19).
11. **Handicapped accessible (vehicle costs).** Conversion costs to make vehicles handicapped accessible. Covers parts, accessories and labor.
12. **Herbicides for use on invasive aquatic plants.** Starting July 1, 2019, herbicides used under an invasive aquatic plant management permit are exempt from sales tax. The exemption only applies to herbicides labeled for use in water and registered with the Department of Agriculture for use on invasive aquatic plants. The herbicides must be purchased by lakeshore property owners, a lakeshore property association, or a contractor hired to provide invasive aquatic plant management.
13. **Horse materials.** Covers consumable items such as feed, medications, bandages and antiseptics purchased for horses. Does not cover machinery, tools, appliances, furniture and fixtures. See the *Veterinary Practice Industry Guide*.
14. **Hospitals and outpatient surgical centers.** Sales to a hospital and outpatient surgical center are exempt if the items purchased are used in providing hospital or outpatient surgical services. (M.S. 297A.70, subd. 7)
15. **Instructional materials** required for study courses by college or private career school students (M.S. 297A.67, subd. 13a)
16. **Logging equipment.** Qualifying logging equipment, and repair or replacement parts (except tires) used to maintain and repair it. See *Fact Sheet 108, Logging Equipment*.
17. **Materials used for business outside Minnesota** in a state where no sales tax applies to such items; or for use as part of a maintenance contract. This exemption applies only if the items would not be taxable if purchased in the other state (e.g., a state that does not have sales tax).
18. **Materials used to provide certain taxable services.** Materials must be used or consumed directly in providing services taxable under M.S. 297A.61, subd. 3(g)(6).
19. **Medical supplies for a health-care facility.** Purchases by a licensed health care facility, outpatient surgical center or licensed health-care professional of medical supplies used directly on a patient or resident to provide medical treatment. The exemption does not apply to equipment, lab or radiological supplies, etc. See *Fact Sheet 172, Health Care Facilities*.
20. **Motor carrier direct pay (MCDP).** Allows motor carriers to pay tax directly to the state when they lease mobile transportation equipment or buy certain parts and accessories. Applicants must be registered for sales tax in order to apply. You must apply for and receive MCDP authorization from the Department of Revenue. See the *Motor Vehicle Industry Guide*.
21. **Nonprofit snowmobile clubs.** Certain machinery and equipment is exempt when used primarily to groom state (or grant-in-aid) trails. Prior certification from DNR must be received.
22. **Nursing homes and bonding care homes.** Sales to nursing homes and boarding care homes are exempt. Nursing homes must be licensed by the state. Boarding care homes must be certified as a nursing facility.
23. **Packing materials.** Packing materials used to pack and ship household goods to destinations outside of Minnesota.
24. **Poultry feed.** The poultry must be for human consumption.
25. **Preexisting construction bids and contracts.** Tangible personal property or services purchased in relation to a preexisting construction bid or contract are exempt from a new local tax or a tax rate increase for six months from the effective date of the new local tax or rate increase. This exemption is only for the change in tax on items or services purchased during the transitional period. The preexisting bid must be submitted and accepted before the effective date of the tax change and the building materials or services must be used pursuant to an obligation of the bid. A construction contract must have documentation of a bona fide written lump-sum or fixed price construction contract in force from before the effective date of the tax change.
26. **Prizes.** Items given to players as prizes in games of skill or chance at events such as community festivals, fairs and carnivals lasting fewer than six days.
27. **Purchasing agent.** Allows a business who has been appointed as a purchasing agent by an exempt organization to make purchases exempt from sales tax. All documentation pertaining to the purchasing agent agreement is kept by the purchasing agent to verify exemption.
28. **Repair or replacement parts used in another state or country** as part of a maintenance contract. This does not apply to equipment or tools used in a repair business.
29. **Resource recovery facilities.** Applies to equipment used for processing solid or hazardous waste (after collection and before disposal) at a resource recovery facility. You must apply for and receive approval from the department.



30. **Rolling-stock for railroad use.** Railroad businesses involved in interstate or intrastate commerce can buy certain rolling-stock items exempt. See the *Transportation Service Providers Industry Guide*.
31. **Senior citizen groups.** Groups must limit membership to senior citizens age 55 or older, or under 55 but physically disabled. They **must** apply for and receive exempt status authorization from the department.
32. **Ship repair or replacement parts and lubricants.** Repair or replacement parts and lubricants for ships and vessels engaged principally in interstate or foreign commerce. See the *Transportation Service Providers Industry Guide*.
33. **Ski areas.** Items used or consumed primarily and directly for tramways at ski areas, or in snowmaking and snow-grooming operations at ski hills, ski slopes or ski trails. Includes machinery, equipment, water additives and electricity used in the production and maintenance of machine-made snow.
34. **Solar energy system** means a set of devices whose primary purpose is to collect solar energy and convert and store it for useful purposes including heating and cooling buildings or other energy using processes, or to produce generated power by means of any combination of collecting, transferring, or converting solar-generated energy.
35. **Taconite production items.** Mill liners, grinding rods and grinding balls used in taconite production if purchased by a company taxed under the in-lieu provisions of M.S. 298 if they are substantially consumed in the production of taconite. See *Fact Sheet 147, Taconite and Iron Mining*.
36. **Telecommunications, cable television and direct satellite equipment** used directly by a service provider primarily to provide those services for sale at retail. See *Fact Sheet 119, Telecommunications, Pay Television, and Related Services*. **This exemption was not in effect from July 1, 2013 through March 31, 2014.**
37. **Textbooks** required for study to students who are regularly enrolled.
38. **Tribal government construction contract.** Materials purchased on or off the reservation by tribal government or non-tribal government contractors and subcontractors for use in construction projects on the reservation when the tribe or a tribally owned entity is a party to the contract, and the contract is being undertaken for the purpose of the tribe's welfare. It does not extend to the purchase or lease of equipment or tools for use on the project.
41. **TV commercials.** Covers TV commercials and tangible personal property primarily used or consumed in preproduction, production or post-production of a TV commercial. Includes rental equipment for preproduction and production activities only. (Equipment purchased for use in any of these activities is taxable.) See *Fact Sheet 163, TV Commercials*.
42. **Veteran organizations.** Limited exemption applies to purchases by veteran organizations and their auxiliaries if they are organized in Minnesota and exempt from federal income tax under IRC Section 501(c)(19); and the items are for charitable, civic, educational or nonprofit use (e.g. flags, equipment for youth sports teams, materials to make poppies given for donations).
43. **Waste-management containers and compactors** purchased by a waste-management service provider to use in providing waste-management services that are subject to solid-waste management tax.
44. **Wind energy systems.** Wind energy conversion systems and materials used to construct, install, repair or replace them.

#### P. Percentage Exemptions —

- **Advertising materials:** Percentage exemptions may be claimed for advertising materials for use outside of Minnesota or local taxing area. Purchaser must enter exempt percentage on Form ST3. See *Fact Sheet 133, Advertising*.
- **Utilities:** Exemption applies to percent of utilities used in agricultural or industrial production. General space heating and lighting is not included in the exemption. Purchaser must enter exempt percentage on Form ST3. See the *Agricultural and Farming Industry Guide* and *Fact Sheet 129, Utilities Used in Production*.
- **Electricity:** Exemption applies to percent of electricity used to operate enterprise information technology equipment, or used in office and meeting spaces, and other support facilities in support of enterprise information technology equipment. Purchaser must enter exempt percentage on Form ST3. See *Revenue Notice 16-07: Sales Tax – Exemptions – Qualified Data Centers*.

## Forms and Information

Website: [www.revenue.state.mn.us](http://www.revenue.state.mn.us).

Email: [SalesUse.Tax@state.mn.us](mailto:SalesUse.Tax@state.mn.us)

Phone: 651-296-6181 or 1-800-657-3777

Please complete all applicable items.

Company Name City of Grand Rapids, Minnesota ("Credit Applicant") DBA Name City of Grand Rapids, MN Year Business Started \_\_\_\_\_  
 Street Address 420 North Pokegama Avenue City Grand Rapids State MN Zip 55744  
 E-mail tpagel@ci.grand-rapids.mn.us Phone # 218.326.7600 Fax # 218.326.7608  
 Ownership:  LLC  Partnership  Sole Proprietorship  C-Corp  S-Corp  Non-Profit  
 Type of Business Municipal Government Duns Number \_\_\_\_\_  
 Parent Company or Affiliates(Name & Address): \_\_\_\_\_

**FLEET MANAGER CONTACT INFORMATION**

Name Barb Baird E-mail bbaird@ci.grand-rapids.mn.us Phone # 218.326.7615  
 Fleet Manager Address 420 North Pokegama Avenue, Grand Rapids, MN 55744

**FINANCIAL INFORMATION**

Are your books prepared by an outside Accountant?  Yes  No  
 Accounting/CPA Firm Redpath and Company Email Address rpetersen@redpathcpas.com Phone # \_\_\_\_\_  
 Has Credit Applicant, or any principal involved in Credit Applicant, ever filed for protection under bankruptcy laws?  Yes  No  
 If yes, please explain: \_\_\_\_\_

**ENCLOSING WITH APPLICATION**

Three years of Financial Statements (with footnotes)  Audited  Opined  Internal  
 Published Annual Reports  Yes  No  
 Income Tax Returns (3 years)  Yes  No  
 Other Items Included: \_\_\_\_\_  
 Federal ID Number: 41-6005201  
 Fiscal Year End (Month): December 31

**CURRENT VEHICLE SUPPLIER**

Purchasing  Leasing  Finance

Leasing Supplier	Phone #	E-Mail Address	Acct #	# of Vehicles
Financing Source	Phone #	E-Mail Address	Acct #	# of Vehicles

**INSURANCE**

Company League of Minnesota Cities Agent Marsh McLennan Agency Policy # CMC 1000942 Exp. Date 1/2023  
 Street Address PO Box 137 City Duluth State MN Zip 55801-0137  
 Phone # 218-652-2133 Fax # \_\_\_\_\_

## ACH AUTHORIZATION AGREEMENT

## LESSEE INFORMATION

Company Name City of Grand Rapids SSN / FEIN 41-6005201  
 Street Address 420 N Pokegama Ave City Grand Rapids State MN Zip 55744  
 Contact Name Tom Pagel Phone # 218-326-7600 Fax # \_\_\_\_\_  
 Email Address tpagel@ci.grand-rapids.mn.us

## BANK INFORMATION

Bank Name Grand Rapids State Bank Checking Account Only 41-10167  
 Street Address 523 NW 1st Avenue City Grand Rapids State MN Zip 55744  
 Bank Contact Name Customer Support Phone # 218-326-9414 Fax # \_\_\_\_\_  
 ABA / Routing Number: 091211170 Account Number: 41-10167

**\*\*PLEASE ATTACH A VOIDED CHECK FOR THE ACCOUNT LISTED ABOVE\*\***

Upon approval of this Credit Application, I (we) hereby authorize Enterprise Fleet Management, Inc., hereinafter called "EFM", to initiate, if necessary, credit entries and adjustments for any debit entries in error, to my/our checking account indicated above and to further authorize the depository named above, hereinafter called "DEPOSITORY", to debit and/or credit the same to such account. I (we) covenant and agree to instruct any and all banks or other financial institution specified in this Credit Application and ACH authorization to process debits using the Automated Clearing House funds-transfer system.

This transaction will be completed in accordance with the following provisions:

1. The withdrawal will occur on the 20th of each month. If the 20th of each month falls on a weekend, amounts will be withdrawn on the next business day.
2. An electronic copy of the invoice and/or statement will be available on EFM's website (<http://efmfleetaccess.efleets.com>) by the 5th business day of each month. The Lessee will be expected to review the invoice/statement prior to the 15th of each month. The Lessee reserves the right to call EFM and dispute a charge by the 15th of the month. EFM will withdraw the entire invoice amount each month if no charges have been disputed by the 15th of each month. Upon request to EFM, a hard copy of an invoice or statement will be mailed to the lessee each month via the United States Postal Service.
3. For any amount owed by the Lessee to EFM that is not paid due to insufficient funds on the date the debit should occur, a \$25 non-sufficient funds transaction fee will be assessed. The transaction fee shall be paid by the Lessee to EFM on demand.
4. This authorization is to remain in full force and effect until EFM has received written notification from the Lessee of its termination in such time and in such manner as to afford EFM and DEPOSITORY a reasonable opportunity to act on it. Cancellation will also occur if EFM has sent the Lessee a ten day written notice for EFM's termination of the agreement. Cancellation requests for this agreement should be forwarded to:

[ARBilling@efleets.com](mailto:ARBilling@efleets.com)

## STATEMENT OF POLICY AND PROCEDURES

Enterprise Fleet Management, Inc. and affiliates will use the information provided in this for the purpose of fleet and rental related services/programs.

Enterprise Fleet Management, Inc. reserves the right to return this application if all sections are not completed or determined misleading.

Enterprise Fleet Management, Inc. will conduct future inquiries on an annual basis as part of the annual credit review process or as fleet size increases, and reserves the right to ask for additional or updated financial information as the need warrants as part of the credit underwriting process.

## AUTHORIZED SIGNERS FOR MOTOR VEHICLE LEASE(S)

RESOLVED, That this Company lease from Enterprise Fleet Management, Inc., hereinafter called EFM, from time to time, such motor vehicles upon such terms and conditions, as in the judgment of the Officer(s) or employee(s) hereinafter authorized, this Company may require.

RESOLVED FURTHER, that:

<p><b>NAME</b> <u>Tom Pagel</u> Print Name</p>	<p><u>City Administrator</u> Title</p>
<p><b>NAME</b> <u>Barb Baird</u> Print Name</p>	<p><u>Finance Director</u> Title</p>
<p><b>NAME</b> _____ Print Name</p>	<p>_____ Title</p>
<p><b>NAME</b> _____ Print Name</p>	<p>_____ Title</p>

are authorized and empowered on behalf of and in the name of this Company to execute Motor Vehicle Leases with EFM on such terms as may be agreed to by said person.

RESOLVED FURTHER, that EFM is authorized to act upon this authorization until written notice of its revocation is received by EFM.

I do hereby certify that the information contained in this Credit Application is accurate in all material aspects as required by law. Further, I do hereby certify that I am an authorized representative of this Company and have been given the authority to sign this agreement on behalf of the Company.

Dale Christy

Print Name

Signature

9-26-2022

Date

Mayor

Title

City of Grand Rapids

Company Name

For the purpose of seeking to secure credit from Enterprise Fleet Management, Inc. (together with its affiliates, successors, assigns and third party service providers, "EFM"), Credit Applicant (a) authorizes (i) EFM to run a credit report, investigate and verify the information in this Credit Agreement, and/or obtain financial and/or credit information from any person or entity with which Credit Applicant has or had financial dealings, including banks, lending institutions and trade or credit references, whether or not such person or entity is identified in this Credit Application, which information may include financial statements, tax returns, and banking records, (ii) EFM to contact any of Credit Applicant's current or former employers or creditors to verify any information contained herein or received in connection with this Credit Application if Credit Applicant is a sole proprietor, and (iii) any third party who may have relevant information to provide such information to EFM, (b) will notify EFM if there is any change in name, address, or any material adverse change (i) in any of the information contained in this Credit Application, (ii) in Credit Applicant's financial condition, or (iii) in Credit Applicant's ability to perform their respective obligations to EFM, and (c) represents and warrants that any and all information provided to EFM by Credit Applicant is true, correct and complete as of the date hereof. The lack of any notice of change in the representations and warranties included in this Credit Application shall be considered a continuing statement that the information provided in this Credit Application remains true, correct and complete.

As permitted by law, EFM may also release information about EFM's credit experience with Credit Applicant. Credit Applicant understands and agrees that all reports and records developed by EFM or any third party agent in connection with the foregoing investigations are the sole property of EFM and will not be provided to Credit Applicant unless otherwise required by applicable law or agreed to by EFM in writing.

The Equal Credit Opportunity Act prohibits creditors from discriminating against credit applicants on the basis of race, color, religion, national origin, sex, marital status, age (provided that Credit Applicant has the capacity to enter into a binding contract); because all or part of Credit Applicant's income derives from any public assistance program; or because Credit Applicant has in good faith exercised any right under the Consumer Credit Protection Act. If this credit application is denied, Credit Applicant may have the right to a written statement of the specific reason(s) for the denial. To request to obtain the statement, Credit Applicant may contact EFM at: 600 Corporate Park Drive, ATTN: EFM Credit Department, St. Louis, MO 63105, within 60 days from the date Credit Applicant is notified of the denial. If applicable, within 30 days of EFM's receipt of the request, EFM will send Credit Applicant a written statement specifying the reason(s) for the denial.

**THE FOLLOWING ARE ONLY APPLICABLE TO CREDIT APPLICANTS THAT ARE SOLE PROPRIETORS**

If Credit Applicant is a sole proprietor, upon request from Credit Applicant, EFM will advise Credit Applicant whether a credit report was requested and if such a report was requested, EFM, will inform Credit Applicant of the name and address of the credit reporting agency that furnished the report. In the event the Credit Applicant is a sole proprietor and is a resident of the state of California, Ohio, Rhode Island or Vermont, Credit Applicant agrees that, in addition to all of the foregoing, by signing below, he or she has been provided state notices and agree to the additional terms listed below:

**California Disclosure** – The Credit Applicant, if married, may apply for a separate account.

**Ohio Disclosure** - The Ohio laws against discrimination require that all creditors make credit equally available to all creditworthy customers and that credit reporting agencies maintain separate credit histories on each individual upon request. The Ohio Civil Rights Commission administers compliance with this law.

**Rhode Island Resident** - A credit report may be requested in connection with this application for credit.

**Vermont Resident** - By signing this Credit Application, the credit applicant consents to your obtaining a credit report for the purposes of evaluating this Credit Application and to obtain subsequent credit reports, in connection with this transaction, for the purpose of reviewing the account, taking collection action on the account or for any other legitimate purpose associated with the account.

The person signing below personally represents and warrants to EFM that he/she is authorized to make this application for credit on behalf of Credit Applicant.

Please note that this Credit Application is an application and does not commit or require EFM to extend any credit whatsoever to Credit Applicant.

### AGREEMENT TO SELL CUSTOMER VEHICLES

THIS AGREEMENT is entered into by and among the entities set forth on the attached Schedule 1 (hereinafter each an “Enterprise Entity” and collectively the “Enterprise Entities”) and Enterprise Fleet Management, Inc. (hereinafter referred to as “EFM”) (the “Enterprise Entities” and “EFM” shall collectively be referred to as “Enterprise”) on the one hand and City of Grand Rapids, Minnesota (hereinafter referred to as “CUSTOMER”), on the other hand on this 26th day of September, 2022 (hereinafter referred to as the “Execution Date”).

#### RECITALS

- A. Enterprise FM Trust and CUSTOMER have entered into an agreement whereby Customer has agreed to lease certain vehicles set forth in the agreement between Customer and Enterprise FM Trust;
- B. EFM is the servicer of the lease agreement between Enterprise FM Trust and Customer;
- C. Enterprise, from time to time, sells vehicles at wholesale auctions and other outlets; and
- D. The CUSTOMER and Enterprise wish to enter into an agreement whereby Enterprise will sell at wholesale, CUSTOMER’s vehicles set forth on Exhibit A, attached hereto and incorporated herein, as supplemented from time to time (collectively, the “Vehicles”).

NOW, THEREFORE, for and in consideration of the mutual promises and covenants hereinafter set forth, the parties agree as follows:

#### TERMS AND CONDITIONS

1. Right to Sell: Enterprise shall have the non-exclusive right to sell any Vehicles assigned to Enterprise by CUSTOMER, or under consignment from Customer to Enterprise, as the case may be dependent upon applicable law in the jurisdiction in which the Vehicle is to be sold. For Vehicles to be sold under assignment, Customer shall assign the title to Enterprise and deliver the assigned title to Enterprise with the Vehicle. For Vehicles to be sold under consignment, Customer shall execute a consignment agreement granting Enterprise power in any and all matters pertaining to the transfer of Vehicle titles and any papers necessary thereto on behalf of CUSTOMER.
2. Additional Documentation: Where necessary, CUSTOMER shall execute any and all additional documentation, required to effectuate the sale of Vehicle(s).
3. Service Fee: For each Vehicle sold, the CUSTOMER shall pay Enterprise an administrative fee of the lesser of \$ 500.00 or the maximum permitted by law (“Service Fee”).
4. Sales Process: Enterprise shall use reasonable efforts in its sole discretion to sell each Vehicle. CUSTOMER may, at its discretion, place a Minimum Bid or Bid to be Approved (BTBA) on any Vehicle by providing prior written notification to Enterprise. Enterprise shall have full discretion to accept any bid at or above the designated minimum bid or BTBA. Absent any such minimum bid or BTBA, Enterprise shall have full discretion to accept any bid on a Vehicle.
5. Time for Payment:
  - (a) No later than twenty-one (21) business days after the collection of funds by Enterprise for the sale of a Vehicle, Enterprise will remit to the CUSTOMER an amount equal to the Vehicle sale price minus any seller fees, auction fees, Service Fees, towing costs, title service fees, enhancement fees and any expenses incurred by Enterprise while selling Vehicle, regardless of whether the purchaser pays for the Vehicle.
  - (b) Enterprise’s obligations pursuant to Section 6(a) shall not apply to Vehicle sales involving mistakes or inadvertences in the sales process where Enterprise reasonably believes in its sole discretion that fairness to the buyer or seller justifies the cancellation or reversal of the sale. If Enterprise has already remitted payment to CUSTOMER pursuant to Section 6(a) prior to the sale being reversed or cancelled, CUSTOMER agrees to reimburse Enterprise said payment in full. Enterprise will then re-list the Vehicle and pay CUSTOMER in accordance with this Section 6. Examples of mistakes or inadvertences include, but are not limited, to Vehicles sold using inaccurate or incomplete vehicle or title descriptions and bids entered erroneously.

6. Indemnification and Hold Harmless: Except as otherwise provided herein, CUSTOMER agrees to indemnify, defend and hold EFM and each Enterprise Entity and their parents and affiliated entities, employees and agents harmless to the extent any loss, damage, or liability arises from EFM or any Enterprise Entity's use or operation of a vehicle and for the negligence or willful misconduct of Customer, its agents or employees, and for its breach of any term of this Agreement. The parties' obligations under this section shall survive termination of this Agreement.
7. Risk of Loss: Notwithstanding anything to the contrary hereunder, CUSTOMER shall assume all risk of loss for damage to or loss of any Vehicle or any part or accessory regardless of fault or negligence of CUSTOMER, Enterprise, EFM or any other person or entity or act of God.
8. Liens, Judgments, Titles and Defects: CUSTOMER represents and warrants it holds full legal title to each such Vehicle, title to each such Vehicle is clean and not subject to being branded for any reason, or requires any form of additional disclosure to a purchaser and that there are no open recalls on each such Vehicle. CUSTOMER shall defend, indemnify and hold Enterprise, EFM, their parents, employees and agents harmless from and against any and all claims, expenses (including reasonable attorney's fees), suits and demands arising out of, based upon, or resulting from any judgments, liens or citations that were placed on the Vehicle, defects in the Vehicle's title, or mechanical or design defects in the Vehicle.
9. Odometer: Neither EFM nor Enterprise assume responsibility for the correctness of the odometer reading on any Vehicle and the CUSTOMER shall defend, indemnify and hold EFM, Enterprise, their parents, employees and agents harmless from and against any and all claims, expenses (including reasonable attorney's fees), suits and demands arising out of, based upon or resulting from inaccuracy of the odometer reading on any Vehicle or any odometer statement prepared in connection with the sale of any Vehicle, unless such inaccuracy is caused by EFM, Enterprise, their employees or officers.
10. Bankruptcy: Subject to applicable law, in the event of the filing by CUSTOMER of a petition in bankruptcy or an involuntary assignment of its assets for the benefit of creditors, EFM or Enterprise may accumulate sales proceeds from the sale of all Vehicles and deduct seller fees, auction fees, Service Fees, towing costs, title service fees, enhancement fees and any expenses incurred by EFM or Enterprise while selling Vehicle from said funds. EFM or Enterprise will thereafter remit to CUSTOMER the net proceeds of said accumulated sales proceeds, if any.
11. Compliance with Laws: EFM, Enterprise and CUSTOMER shall comply with all federal, state, and local laws, regulations, ordinances, and statutes, including those of any state motor vehicle departments, department of insurance, and the Federal Odometer Act.
12. Insurance: CUSTOMER shall maintain and provide proof of Automobile Liability Insurance until the later of title transfer to purchaser of Vehicle or transfer of sales proceeds to Customer covering liability arising out of maintenance, use or operation of any Vehicle (owned, hired and non-owned) under this Agreement, with limits of not less than one million dollars (\$1,000,000) per occurrence for bodily injury and property damage. EFM, Enterprise, and their subsidiaries and affiliates are to be named as Additional Insureds. This insurance shall be written as a primary policy and not contributing with any insurance coverage or self-insurance or other means of owner's financial responsibility applicable to EFM or Enterprise. CUSTOMER must waive and must require that its insurer waive its right of subrogation against EFM and Enterprise and their affiliates, employees, successors and permitted assigns on account of any and all claims CUSTOMER may have against EFM or Enterprise with respect to insurance actually carried or required to be carried pursuant to this Agreement.
13. Term: This agreement is effective on the Execution Date and shall continue until such time as either party shall notify the other party with thirty (30) days prior written notice to terminate the Agreement with or without cause.
14. Modification: No modification, amendment or waiver of this Agreement or any of its provisions shall be binding unless in writing and duly signed by the parties hereto.
15. Entire Agreement: This Agreement constitutes the entire Agreement between the parties and supersedes all previous agreements, promises, representations, understandings, and negotiations, whether written or oral, with respect to the subject matter hereto.
16. Liability Limit: EXCEPT TO THE EXTENT A PARTY HERETO BECOMES LIABLE FOR ANY DAMAGES OF THE TYPES DESCRIBED BELOW TO A THIRD PARTY AS A RESULT OF A THIRD PARTY CLAIM AND SUCH PARTY IS ENTITLED TO INDEMNIFICATION WITH RESPECT THERETO UNDER THE PROVISIONS OF THIS AGREEMENT, IN NO EVENT SHALL EITHER PARTY HEREUNDER BE LIABLE TO OTHER PARTY FOR ANY SPECIAL, INCIDENTAL, CONSEQUENTIAL, PUNITIVE, EXEMPLARY, OR INDIRECT DAMAGES (INCLUDING WITHOUT LIMITATION, LOSS OF GOODWILL, LOSS OF PROFITS OR REVENUES, LOSS OF SAVINGS AND/OR INTERRUPTIONS OF BUSINESS), EVEN IF SUCH PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.
17. Attorney's Fees: In the event that a party hereto institutes any action or proceeding to enforce the provisions of this Agreement, the prevailing party shall be entitled to receive from the losing party reasonable attorney's fees and costs for legal services rendered to the prevailing party.

18. Authorization: Each party represents and warrants to the other party that the person signing this Agreement on behalf of such party is duly authorized to bind such party.

19. Independent Contractor: EFM and Enterprise shall perform the services hereunder as an independent contractor of Customer and no term of this Agreement shall be deemed or construed to render CUSTOMER and EFM or Enterprise as joint venturers or partners.

20. Unsold Vehicles: Should such Vehicle not sell, Customer shall pick up Vehicle within five (5) business days of being provided notice that the Vehicle has not been sold and, for Vehicles assigned to Enterprise by Customer, Enterprise shall assign title back to CUSTOMER.

“ENTERPRISE”  
Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date Signed: \_\_\_\_\_, \_\_\_\_\_

“CUSTOMER”  
Signature: \_\_\_\_\_

Printed Name: **Dale Christy**

Title: **Mayor**

Date Signed: \_\_\_\_\_, \_\_\_\_\_

Schedule 1

- Enterprise Leasing Company of STL, LLC
- Enterprise Leasing Company of Georgia, LLC
- Enterprise Leasing Company of Florida, LLC
- Enterprise Leasing Company of KS LLC
- EAN Holdings, LLC
- Enterprise Leasing Company of Orlando, LLC
- Enterprise Leasing Company of Indianapolis, LLC
- Enterprise Rent-A-Car Company of Boston, LLC
- Enterprise Leasing Company of Denver, LLC
- Enterprise Leasing Company of Chicago, LLC
- Enterprise RAC Company of Maryland, LLC
- Enterprise Leasing Company of Philadelphia, LLC
- Enterprise RAC Company of Baltimore, LLC
- Enterprise Leasing Company of Minnesota, LLC
- Enterprise Leasing Company of Detroit, LLC
- Enterprise Leasing Co of Norfolk/ Richmond, LLC
- Enterprise Rent-A-Car Co of San Francisco, LLC
- ELRAC, LLC
- SNORAC, LLC

- Enterprise Rent-A-Car Company of Sacramento, LLC
- Enterprise Rent-A-Car Company of Los Angeles, LLC
- Enterprise RAC Company of Cincinnati, LLC
- CLERAC, LLC
- Enterprise Rent-A-Car Company of Pittsburgh, LLC
- Enterprise Rent-A-Car Company of Wisconsin, LLC
- Enterprise Rent-A-Car Company of UT, LLC
- CAMRAC, LLC
- Enterprise Rent-A-Car Company of Rhode Island, LLC
- Enterprise Leasing Company of Phoenix, LLC
- Enterprise Leasing Company- Southeast, LLC
- Enterprise Leasing Company- West, LLC
- Enterprise Leasing Company- South Central, LLC
- PENRAC, LLC
- Enterprise Rent-A-Car Company of KY, LLC
- Enterprise Rent-A-Car Company - Midwest, LLC
- Enterprise RAC Company of Montana/Wyoming, LLC



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

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** 9-26-22

**AGENDA ITEM:** Consider approving agreements with Enterprise Fleet Management

**PREPARED BY:** Tom Pagel, City Administrator

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### BACKGROUND:

One of the biggest budget challenges for the City is levying for the replacement of vehicles. The City has traditionally owned and maintained vehicles beyond ten years, investing thousands of dollars into each vehicle to keep them running. In addition, on average, the city replaces at least three vehicles per year requiring the need for over \$120k in cash to purchase the vehicles.

In a discussion with Itasca County on the challenges of cash flowing vehicles, they recommended utilizing Enterprise Fleet Management. In working with Enterprise we determined we do a great job of maintaining our fleet and a poor job of managing our fleet. The key to managing the fleet is purchasing the vehicle at a lower government rate and then utilizing the vehicle until its retail value drops down to the government purchase price. This can be anywhere from 3 to 5 years. By managing the fleet in this manner the City will lower the average age of the fleet, reduce operating costs, and maintain a manageable vehicle budget.

Attached is a spreadsheet from Enterprise with a ten-year vehicle management recommendation. In calendar year 2023 it is recommended to change out 15 vehicles. The lease cost is estimated at \$171,525 with a trade-in value of \$114,500. This will result in a net cost to the City of \$57,025.

In order to move forward, the attached agreements must be approved.

### REQUESTED COUNCIL ACTION:

Make a motion to approve agreements with Enterprise Fleet Management for the lease, management, and sale of city vehicles.



### CONSIGNMENT AUCTION AGREEMENT

THIS AGREEMENT is entered into by and between Enterprise Fleet Management, Inc. a Missouri Corporation (hereinafter referred to as "Enterprise") and City of Grand Rapids, Minnesota (hereinafter referred to as "CUSTOMER") on this 26th day of September, 2022 (hereinafter referred to as the "Execution Date").

### RECITALS

- A. Enterprise is in the business of selling previous leased and rental vehicles at wholesale auctions; and
- B. The CUSTOMER is in the business of Municipal Government.
- C. The CUSTOMER and Enterprise wish to enter into an agreement whereby Enterprise will sell at wholesale auction, CUSTOMER's vehicles set forth on Exhibit A, attached hereto and incorporated herein, as supplemented from time to time (collectively, the "Vehicles").

NOW, THEREFORE, for and in consideration of the mutual promises and covenants hereinafter set forth, the parties agree as follows:

### TERMS AND CONDITIONS

1. Right to Sell: Enterprise shall have the non-exclusive right to sell any Vehicles consigned to Enterprise by a CUSTOMER within the Geographic Territory.
2. Power of Attorney: CUSTOMER appoints Enterprise as its true and lawful attorney-in-fact to sign Vehicle titles on behalf of CUSTOMER for transfer of same and hereby grant it power in any and all matters pertaining to the transfer of Vehicle titles and any papers necessary thereto on behalf of CUSTOMER. The rights, powers and authorities of said attorney-in-fact granted in this instrument shall commence and be in full force and effect on the Execution Date, and such rights, powers and authority shall remain in full force and effect thereafter until terminated as set forth herein.
3. Assignments: Vehicle assignments may be issued to Enterprise by phone, fax, or electronically.
4. Service Fee: For each Vehicle sold, the CUSTOMER shall pay Enterprise a fee of \$ 500.00 ("Service Fee") plus towing at prevailing rates.
5. Sales Process: Enterprise shall use reasonable efforts sell each Vehicle. CUSTOMER may, at its discretion, place a Minimum Bid or Bid to be Approved (BTBA) on any Vehicle by providing prior written notification to Enterprise.
6. Time for Payment:
  - (a) No later than ten (10) business days after the collection of funds for the sale of a Vehicle, Enterprise will remit to the CUSTOMER an amount equal to the Vehicle sale price minus any seller fees, auction fees, Service Fees, towing costs, title service fees, enhancement fees and any expenses incurred by Enterprise while selling Vehicle, regardless of whether the purchaser pays for the Vehicle.
  - (b) Enterprise's obligations pursuant to Section 6(a) shall not apply to Vehicle sales involving mistakes or inadvertences in the sales process where Enterprise reasonably believes that fairness to the buyer or seller justifies the cancellation or reversal of the sale. If Enterprise has already remitted payment to CUSTOMER pursuant to Section 6(a) prior to the sale being reversed or cancelled, CUSTOMER agrees to reimburse Enterprise said payment in full. Enterprise will then re-list the Vehicle and pay CUSTOMER in accordance with this Section 6. Examples of mistakes or inadvertences include, but are not limited, to Vehicles sold using inaccurate or incomplete vehicle or title descriptions and bids entered erroneously.
7. Indemnification and Hold Harmless: Enterprise and CUSTOMER agree to indemnify, defend and hold each other and its parent, employees and agents harmless to the extent any loss, damage, or liability arises from the negligence or willful misconduct of the other, its agents or employees, and for its breach of any term of this Agreement. The parties' obligations under this section shall survive termination of this Agreement.

8. Liens, Judgments, Titles and Defects: CUSTOMER shall defend, indemnify and hold Enterprise its parent, employees and agents harmless from and against any and all claims, expenses (including reasonable attorney’s fees), suits and demands arising out of, based upon, or resulting from any judgments, liens or citations that were placed on the Vehicle, defects in the Vehicle’s title, or mechanical or design defects in the Vehicle.

9. Odometer: Enterprise assumes no responsibility for the correctness of the odometer reading on any Vehicle and the CUSTOMER shall defend, indemnify and hold Enterprise its parent, employees and agents harmless from and against any and all claims, expenses (including reasonable attorney’s fees), suits and demands arising out of, based upon or resulting from inaccuracy of the odometer reading on any Vehicle or any odometer statement prepared in connection with the sale of any Vehicle, unless such inaccuracy is caused by an employee, Enterprise, or officer of Enterprise.

10. Bankruptcy: Subject to applicable law, in the event of the filing by CUSTOMER of a petition in bankruptcy or an involuntary assignment of its assets for the benefit of creditors, Enterprise may accumulate sales proceeds from the sale of all Vehicles and deduct seller fees, auction fees, Service Fees, towing costs, title service fees, enhancement fees and any expenses incurred by Enterprise while selling Vehicle from said funds. Enterprise will thereafter remit to CUSTOMER the net proceeds of said accumulated sales proceeds, if any.

11. Compliance with Laws: Enterprise shall comply with all federal, state, and local laws, regulations, ordinances, and statutes, including those of any state motor vehicle departments, department of insurance, and the Federal Odometer Act.

12. Insurance: CUSTOMER shall obtain and maintain in force at all times during the term of this Agreement and keep in place until each Vehicle is sold and title is transferred on each Vehicle, automobile third party liability of \$1,000,000 per occurrence and physical damage coverage on all Vehicles. This insurance shall be written as a primary policy and not contributing with any insurance coverage or self-insurance applicable to Enterprise.

13. Term: This agreement is effective on the Execution Date and shall continue until such time as either party shall notify the other party with thirty (30) days prior written notice to terminate the Agreement with or without cause.

14. Modification: No modification, amendment or waiver of this Agreement or any of its provisions shall be binding unless in writing and duly signed by the parties hereto.

15. Entire Agreement: This Agreement constitutes the entire Agreement between the parties and supersedes all previous agreements, promises, representations, understandings, and negotiations, whether written or oral, with respect to the subject matter hereto.

16. Liability Limit: In the event Enterprise is responsible for any damage to a Vehicle, Enterprise’s liability for damage to a Vehicle in its possession shall be limited to the lesser of: (1) the actual cost to repair the damage to such vehicle suffered while in Enterprise’s possession; or (2) the negative impact to the salvage value of such vehicle. Enterprise shall not be liable for any other damages to a Vehicle of any kind, including but not limited to special, incidental, consequential or other damages.

17. Attorney’s Fees: In the event that a party hereto institutes any action or proceeding to enforce the provisions of this Agreement, the prevailing party shall be entitled to receive from the losing party reasonable attorney’s fees and costs for legal services rendered to the prevailing party.

18. Authorization: Each party represents and warrants to the other party that the person signing this Agreement on behalf of such party is duly authorized to bind such party.

“ENTERPRISE”  
Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date Signed: \_\_\_\_\_, \_\_\_\_\_

“CUSTOMER”  
Signature: \_\_\_\_\_

Printed Name: **Dale Christy**

Title: **Mayor**

Date Signed: \_\_\_\_\_, \_\_\_\_\_

**MASTER EQUITY LEASE AGREEMENT**

This Master Equity Lease Agreement is entered into this 26th day of September, by and between Enterprise FM Trust, a Delaware statutory trust ("Lessor"), and the lessee whose name and address is set forth on the signature page below ("Lessee").

**1. LEASE OF VEHICLES:** Lessor hereby leases to Lessee and Lessee hereby leases from Lessor the vehicles (individually, a "Vehicle" and collectively, the "Vehicles") described in the schedules from time to time delivered by Lessor to Lessee as set forth below ("Schedule(s)") for the rentals and on the terms set forth in this Agreement and in the applicable Schedule. References to this "Agreement" shall include this Master Equity Lease Agreement and the various Schedules and addenda to this Master Equity Lease Agreement. Lessor will, on or about the date of delivery of each Vehicle to Lessee, send Lessee a Schedule covering the Vehicle, which will include, among other things, a description of the Vehicle, the lease term and the monthly rental and other payments due with respect to the Vehicle. The terms contained in each such Schedule will be binding on Lessee unless Lessee objects in writing to such Schedule within ten (10) days after the date of delivery of the Vehicle covered by such Schedule. Lessor is the sole legal owner of each Vehicle. This Agreement is a lease only and Lessee will have no right, title or interest in or to the Vehicles except for the use of the Vehicles as described in this Agreement. This Agreement shall be treated as a true lease for federal and applicable state income tax purposes with Lessor having all benefits of ownership of the Vehicles. It is understood and agreed that Enterprise Fleet Management, Inc. or an affiliate thereof (together with any subservicer, agent, successor or assign as servicer on behalf of Lessor, "Servicer") may administer this Agreement on behalf of Lessor and may perform the service functions herein provided to be performed by Lessor.

**2. TERM:** The term of this Agreement ("Term") for each Vehicle begins on the date such Vehicle is delivered to Lessee (the "Delivery Date") and, unless terminated earlier in accordance with the terms of this Agreement, continues for the "Lease Term" as described in the applicable Schedule.

**3. RENT AND OTHER CHARGES:**

(a) Lessee agrees to pay Lessor monthly rental and other payments according to the Schedules and this Agreement. The monthly payments will be in the amount listed as the "Total Monthly Rental Including Additional Services" on the applicable Schedule (with any portion of such amount identified as a charge for maintenance services under Section 4 of the applicable Schedule being payable to Lessor as agent for Enterprise Fleet Management, Inc.) and will be due and payable in advance on the first day of each month. If a Vehicle is delivered to Lessee on any day other than the first day of a month, monthly rental payments will begin on the first day of the next month. In addition to the monthly rental payments, Lessee agrees to pay Lessor a pro-rated rental charge for the number of days that the Delivery Date precedes the first monthly rental payment date. A portion of each monthly rental payment, being the amount designated as "Depreciation Reserve" on the applicable Schedule, will be considered as a reserve for depreciation and will be credited against the Delivered Price of the Vehicle for purposes of computing the Book Value of the Vehicle under Section 3(c). Lessee agrees to pay Lessor the "Total Initial Charges" set forth in each Schedule on the due date of the first monthly rental payment under such Schedule. Lessee agrees to pay Lessor the "Service Charge Due at Lease Termination" set forth in each Schedule at the end of the applicable Term (whether by reason of expiration, early termination or otherwise).

(b) In the event the Term for any Vehicle ends prior to the last day of the scheduled Term, whether as a result of a default by Lessee, a Casualty Occurrence or any other reason, the rentals and management fees paid by Lessee will be recalculated in accordance with the rule of 78's and the adjusted amount will be payable by Lessee to Lessor on the termination date.

(c) Lessee agrees to pay Lessor within thirty (30) days after the end of the Term for each Vehicle, additional rent equal to the excess, if any, of the Book Value of such Vehicle over the greater of (i) the wholesale value of such Vehicle as determined by Lessor in good faith or (ii) except as provided below, twenty percent (20%) of the Delivered Price of such Vehicle as set forth in the applicable Schedule. If the Book Value of such Vehicle is less than the greater of (i) the wholesale value of such Vehicle as determined by Lessor in good faith or (ii) except as provided below, twenty percent (20%) of the Delivered Price of such Vehicle as set forth in the applicable Schedule, Lessor agrees to pay such deficiency to Lessee as a terminal rental adjustment within thirty (30) days after the end of the applicable Term. Notwithstanding the foregoing, if (i) the Term for a Vehicle is greater than forty-eight (48) months (including any extension of the Term for such Vehicle), (ii) the mileage on a Vehicle at the end of the Term is greater than 15,000 miles per year on average (prorated on a daily basis) (i.e., if the mileage on a Vehicle with a Term of thirty-six (36) months is greater than 45,000 miles) or (iii) in the sole judgment of Lessor, a Vehicle has been subject to damage or any abnormal or excessive wear and tear, the calculations described in the two immediately preceding sentences shall be made without giving effect to clause (ii) in each such sentence. The "Book Value" of a Vehicle means the sum of (i) the "Delivered Price" of the Vehicle as set forth in the applicable Schedule minus (ii) the total Depreciation Reserve paid by Lessee to Lessor with respect to such Vehicle plus (iii) all accrued and unpaid rent and/or other amounts owed by Lessee with respect to such Vehicle.

(d) Any security deposit of Lessee will be returned to Lessee at the end of the applicable Term, except that the deposit will first be applied to any losses and/or damages suffered by Lessor as a result of Lessee's breach of or default under this Agreement and/or to any other amounts then owed by Lessee to Lessor.

(e) Any rental payment or other amount owed by Lessee to Lessor which is not paid within twenty (20) days after its due date will accrue interest, payable on demand of Lessor, from the date due until paid in full at a rate per annum equal to the lesser of (i) Eighteen Percent (18%) per annum or (ii) the highest rate permitted by applicable law (the "Default Rate").

(f) If Lessee fails to pay any amount due under this Agreement or to comply with any of the covenants contained in this Agreement, Lessor, Servicer or any other agent of Lessor may, at its option, pay such amounts or perform such covenants and all sums paid or incurred by Lessor in connection therewith will be repayable by Lessee to Lessor upon demand together with interest thereon at the Default Rate.

(g) Lessee's obligations to make all payments of rent and other amounts under this Agreement are absolute and unconditional and such payments shall be made in immediately available funds without setoff, counterclaim or deduction of any kind. Lessee acknowledges and agrees that neither any Casualty Occurrence to any Vehicle nor any defect, unfitness or lack of governmental approval in, of, or with respect to, any Vehicle regardless of the cause or consequence nor any breach by Enterprise Fleet Management, Inc. of any maintenance agreement between Enterprise Fleet Management, Inc. and Lessee covering any Vehicle regardless of the cause or consequence will relieve Lessee from the performance of any of its obligations under this Agreement, including, without limitation, the payment of rent and other amounts under this Agreement.

**4. USE AND SURRENDER OF VEHICLES:** Lessee agrees to allow only duly authorized, licensed and insured drivers to use and operate the Vehicles. Lessee agrees to comply with, and cause its drivers to comply with, all laws, statutes, rules, regulations and ordinances and the provisions of all insurance policies affecting or covering the Vehicles or their use or operation. Lessee agrees to keep the Vehicles free of all liens, charges and encumbrances. Lessee agrees that in no event will any Vehicle be used or operated for transporting hazardous substances or persons for hire, for any illegal purpose or to pull trailers that exceed the manufacturer's trailer towing recommendations. Lessee agrees that no Vehicle is intended to be or will be utilized as a "school bus" as defined in the Code of Federal Regulations or any applicable state or municipal statute or regulation. Lessee agrees not to remove any Vehicle from the continental United States without first obtaining Lessor's written consent. At the expiration or earlier termination of this Agreement with respect to each Vehicle, or upon demand by Lessor made pursuant to Section 14, Lessee at its risk and expense agrees to return such Vehicle to Lessor at such place and by such reasonable means as may be designated by Lessor. If for any reason Lessee fails to return any Vehicle to Lessor as and when required in accordance with this Section, Lessee agrees to pay Lessor additional rent for such Vehicle at twice the normal pro-rated daily rent. Acceptance of such additional rent by Lessor will in no way limit Lessor's remedies with respect to Lessee's failure to return any Vehicle as required hereunder.

**5. COSTS, EXPENSES, FEES AND CHARGES:** Lessee agrees to pay all costs, expenses, fees, charges, fines, tickets, penalties and taxes (other than federal and state income taxes on the income of Lessor) incurred in connection with the titling, registration, delivery, purchase, sale, rental, use or operation of the Vehicles during the Term. If Lessor, Servicer or any other agent of Lessor incurs any such costs or expenses, Lessee agrees to promptly reimburse Lessor for the same.

**6. LICENSE AND CHARGES:** Each Vehicle will be titled and licensed in the name designated by Lessor at Lessee's expense. Certain other charges relating to the acquisition of each Vehicle and paid or satisfied by Lessor have been capitalized in determining the monthly rental, treated as an initial charge or otherwise charged to Lessee. Such charges have been determined without reduction for trade-in, exchange allowance or other credit attributable to any Lessor-owned vehicle.

**7. REGISTRATION PLATES, ETC.:** Lessee agrees, at its expense, to obtain in the name designated by Lessor all registration plates and other plates, permits, inspections and/or licenses required in connection with the Vehicles, except for the initial registration plates which Lessor will obtain at Lessee's expense. The parties agree to cooperate and to furnish any and all information or documentation, which may be reasonably necessary for compliance with the provisions of this Section or any federal, state or local law, rule, regulation or ordinance. Lessee agrees that it will not permit any Vehicle to be located in a state other than the state in which such Vehicle is then titled for any continuous period of time that would require such Vehicle to become subject to the titling and/or registration laws of such other state.

**8. MAINTENANCE OF AND IMPROVEMENTS TO VEHICLES:**

(a) Lessee agrees, at its expense, to (i) maintain the Vehicles in good condition, repair, maintenance and running order and in accordance with all manufacturer's instructions and warranty requirements and all legal requirements and (ii) furnish all labor, materials, parts and other essentials required for the proper operation and maintenance of the Vehicles. Any alterations, additions, replacement parts or improvements to a Vehicle will become and remain the property of Lessor and will be returned with such Vehicle upon such Vehicle's return pursuant to Section 4. Notwithstanding the foregoing, so long as no Event of Default has occurred and is continuing, Lessee shall have the right to remove any additional equipment installed by Lessee on a Vehicle prior to returning such Vehicle to Lessor under Section 4. The value of such alterations, additions, replacement parts and improvements will in no instance be regarded as rent. Without the prior written consent of Lessor, Lessee will not make any alterations, additions, replacement parts or improvements to any Vehicle which detract from its economic value or functional utility. Lessor will not be required to make any repairs or replacements of any nature or description with respect to any Vehicle, to maintain or repair any Vehicle or to make any expenditure whatsoever in connection with any Vehicle or this Agreement.

(b) Lessor and Lessee acknowledge and agree that if Section 4 of a Schedule includes a charge for maintenance, (i) the Vehicle(s) covered by such Schedule are subject to a separate maintenance agreement between Enterprise Fleet Management, Inc. and Lessee and (ii) Lessor shall have no liability or responsibility for any failure of Enterprise Fleet Management, Inc. to perform any of its obligations thereunder or to pay or reimburse Lessee for its payment of any costs and expenses incurred in connection with the maintenance or repair of any such Vehicle(s).

**9. SELECTION OF VEHICLES AND DISCLAIMER OF WARRANTIES:**

(a) LESSEE ACCEPTANCE OF DELIVERY AND USE OF EACH VEHICLE WILL CONCLUSIVELY ESTABLISH THAT SUCH VEHICLE IS OF A SIZE, DESIGN, CAPACITY, TYPE AND MANUFACTURE SELECTED BY LESSEE AND THAT SUCH VEHICLE IS IN GOOD CONDITION AND REPAIR AND IS SATISFACTORY IN ALL RESPECTS AND IS SUITABLE FOR LESSEE'S PURPOSE. LESSEE ACKNOWLEDGES THAT LESSOR IS NOT A MANUFACTURER OF ANY VEHICLE OR AN AGENT OF A MANUFACTURER OF ANY VEHICLE.

(b) LESSOR MAKES NO REPRESENTATION OR WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO ANY VEHICLE, INCLUDING, WITHOUT LIMITATION, ANY REPRESENTATION OR WARRANTY AS TO CONDITION, MERCHANTABILITY OR FITNESS FOR ANY PARTICULAR PURPOSE, IT BEING AGREED THAT ALL SUCH RISKS ARE TO BE BORNE BY LESSEE. THE VEHICLES ARE LEASED "AS IS," "WITH ALL FAULTS." All warranties made by any supplier, vendor and/or manufacturer of a Vehicle are hereby assigned by Lessor to Lessee for the applicable Term and Lessee's only remedy, if any, is against the supplier, vendor or manufacturer of the Vehicle.

(c) None of Lessor, Servicer or any other agent of Lessor will be liable to Lessee for any liability, claim, loss, damage (direct, incidental or consequential) or expense of any kind or nature, caused directly or indirectly, by any Vehicle or any inadequacy of any Vehicle for any purpose or any defect (latent or patent) in any Vehicle or the use or maintenance of any Vehicle or any repair, servicing or adjustment of or to any Vehicle, or any delay in providing or failure to provide any Vehicle, or any interruption or loss of service or use of any Vehicle, or any loss of business or any damage whatsoever and however caused. In addition, none of Lessor, Servicer or any other agent of Lessor will have any liability to Lessee under this Agreement or under any order authorization form executed by Lessee if Lessor is unable to locate or purchase a Vehicle ordered by Lessee or for any delay in delivery of any Vehicle ordered by Lessee.

**10. RISK OF LOSS:** Lessee assumes and agrees to bear the entire risk of loss of, theft of, damage to or destruction of any Vehicle from any cause whatsoever ("Casualty Occurrence"). In the event of a Casualty Occurrence to a Vehicle, Lessee shall give Lessor prompt notice of the Casualty Occurrence and thereafter will place the applicable Vehicle in good repair, condition and working order; provided, however, that if the applicable Vehicle is determined by Lessor to be lost, stolen, destroyed or damaged beyond repair (a "Totaled Vehicle"), Lessee agrees to pay Lessor no later than the date thirty (30) days after the date of the Casualty Occurrence the amounts owed under Sections 3(b) and 3(c) with respect to such Totaled Vehicle. Upon such payment, this Agreement will terminate with respect to such Totaled Vehicle.

**11. INSURANCE:**

(a) Lessee agrees to purchase and maintain in force during the Term, insurance policies in at least the amounts listed below covering each Vehicle, to be written by an insurance company or companies satisfactory to Lessor, insuring Lessee, Lessor and any other person or entity designated by Lessor against any damage, claim, suit, action or liability:

(i) Commercial Automobile Liability Insurance (including Uninsured/Underinsured Motorist Coverage and No-Fault Protection where required by law) for the limits listed below (Note - \$2,000,000 Combined Single Limit Bodily Injury and Property Damage with No Deductible is required for each Vehicle capable of transporting more than 8 passengers):

<u>State of Vehicle Registration</u>	<u>Coverage</u>
Connecticut, Massachusetts, Maine, New Hampshire, New Jersey, New York, Pennsylvania, Rhode Island, and Vermont	\$1,000,000 Combined Single Limit Bodily Injury and Property Damage - No Deductible
Florida	\$500,000 Combined Single Limit Bodily Injury and Property Damage or \$100,000 Bodily Injury Per Person, \$300,000 Per Occurrence and \$50,000 Property Damage (100/300/50) - No Deductible
All Other States	\$300,000 Combined Single Limit Bodily Injury and Property Damage or \$100,000 Bodily Injury Per Person, \$300,000 Per Occurrence and \$50,000 Property Damage (100/300/50) - No Deductible

(ii) Physical Damage Insurance (Collision & Comprehensive): Actual cash value of the applicable Vehicle. Maximum deductible of \$500 per occurrence - Collision and \$250 per occurrence - Comprehensive).

If the requirements of any governmental or regulatory agency exceed the minimums stated in this Agreement, Lessee must obtain and maintain the higher insurance requirements. Lessee agrees that each required policy of insurance will by appropriate endorsement or otherwise name Lessor and any other person or entity designated by Lessor as additional insureds and loss payees, as their respective interests may appear. Further, each such insurance policy must provide the following: (i) that the same may not be cancelled, changed or modified until after the insurer has given to Lessor, Servicer and any other person or entity designated by Lessor at least thirty (30) days prior written notice of such proposed cancellation, change or modification, (ii) that no act or default of Lessee or any other person or entity shall affect the right of Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns to recover under such policy or policies of insurance in the event of any loss of or damage to any Vehicle and (iii) that the coverage is "primary coverage" for the protection of Lessee, Lessor, Servicer, any other agent of Lessor and their respective successors and assigns notwithstanding any other coverage carried by Lessee, Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns protecting against similar risks. Original certificates evidencing such coverage and naming Lessor, Servicer, any other agent of Lessor and any other person or entity designated by Lessor as additional insureds and loss payees shall be furnished to Lessor prior to the Delivery Date, and annually thereafter and/or as reasonably requested by Lessor from time to time. In the event of default, Lessee hereby appoints Lessor, Servicer and any other agent of Lessor as Lessee's attorney-in-fact to receive payment of, to endorse all checks and other documents and to take any other actions necessary to pursue insurance claims and recover payments if Lessee fails to do so. Any expense of Lessor, Servicer or any other agent of Lessor in adjusting or collecting insurance shall be borne by Lessee.

Lessee, its drivers, servants and agents agree to cooperate fully with Lessor, Servicer, any other agent of Lessor and any insurance carriers in the investigation, defense and prosecution of all claims or suits arising from the use or operation of any Vehicle. If any claim is made or action commenced for death, personal injury or property damage resulting from the ownership, maintenance, use or operation of any Vehicle, Lessee will promptly notify Lessor of such action or claim and forward to Lessor a copy of every demand, notice, summons or other process received in connection with such claim or action.

(b) Notwithstanding the provisions of Section 11(a) above: (i) if Section 4 of a Schedule includes a charge for physical damage waiver, Lessor agrees that (A) Lessee will not be required to obtain or maintain the minimum physical damage insurance (collision and comprehensive) required under Section 11(a) for the Vehicle(s) covered by such Schedule and (B) Lessor will assume the risk of physical damage (collision and comprehensive) to the Vehicle(s) covered by such Schedule; provided, however, that such physical damage waiver shall not apply to, and Lessee shall be and remain liable and responsible for, damage to a covered Vehicle caused by wear and tear or mechanical breakdown or failure, damage to or loss of any parts, accessories or components added to a

Vehicle by Lessee without the prior written consent of Lessor and/or damage to or loss of any property and/or personal effects contained in a covered Vehicle. In the event of a Casualty Occurrence to a covered Vehicle, Lessor may, at its option, replace, rather than repair, the damaged Vehicle with an equivalent vehicle, which replacement vehicle will then constitute the "Vehicle" for purposes of this Agreement; and (ii) if Section 4 of a Schedule includes a charge for commercial automobile liability enrollment, Lessor agrees that it will, at its expense, obtain for and on behalf of Lessee, by adding Lessee as an additional insured under a commercial automobile liability insurance policy issued by an insurance company selected by Lessor, commercial automobile liability insurance satisfying the minimum commercial automobile liability insurance required under Section 11(a) for the Vehicle(s) covered by such Schedule. Lessor may at any time during the applicable Term terminate said obligation to provide physical damage waiver and/or commercial automobile liability enrollment and cancel such physical damage waiver and/or commercial automobile liability enrollment upon giving Lessee at least ten (10) days prior written notice. Upon such cancellation, insurance in the minimum amounts as set forth in 11(a) shall be obtained and maintained by Lessee at Lessee's expense. An adjustment will be made in monthly rental charges payable by Lessee to reflect any such change and Lessee agrees to furnish Lessor with satisfactory proof of insurance coverage within ten (10) days after mailing of the notice. In addition, Lessor may change the rates charged by Lessor under this Section 11(b) for physical damage waiver and/or commercial automobile liability enrollment upon giving Lessee at least thirty (30) days prior written notice.

**12. INDEMNITY:** To the extent permitted by state law, Lessee agrees to defend and indemnify Lessor, Servicer, any other agent of Lessor and their respective successors and assigns from and against any and all losses, damages, liabilities, suits, claims, demands, costs and expenses (including, without limitation, reasonable attorneys' fees and expenses) which Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns may incur by reason of Lessee's breach or violation of, or failure to observe or perform, any term, provision or covenant of this Agreement, or as a result of any loss, damage, theft or destruction of any Vehicle or related to or arising out of or in connection with the use, operation or condition of any Vehicle. The provisions of this Section 12 shall survive any expiration or termination of this Agreement. Nothing herein shall be deemed to affect the rights, privileges, and immunities of Lessee and the foregoing indemnity provision is not intended to be a waiver of any sovereign immunity afforded to Lessee pursuant to the law.

**13. INSPECTION OF VEHICLES; ODOMETER DISCLOSURE; FINANCIAL STATEMENTS:** Lessee agrees to accomplish, at its expense, all inspections of the Vehicles required by any governmental authority during the Term. Lessor, Servicer, any other agent of Lessor and any of their respective successors or assigns will have the right to inspect any Vehicle at any reasonable time(s) during the Term and for this purpose to enter into or upon any building or place where any Vehicle is located. Lessee agrees to comply with all odometer disclosure laws, rules and regulations and to provide such written and signed disclosure information on such forms and in such manner as directed by Lessor. Providing false information or failure to complete the odometer disclosure form as required by law may result in fines and/or imprisonment. Lessee hereby agrees to promptly deliver to Lessor such financial statements and other financial information regarding Lessee as Lessor may from time to time reasonably request.

**14. DEFAULT; REMEDIES:** The following shall constitute events of default ("Events of Default") by Lessee under this Agreement: (a) if Lessee fails to pay when due any rent or other amount due under this Agreement and any such failure shall remain unremedied for ten (10) days; (b) if Lessee fails to perform, keep or observe any term, provision or covenant contained in Section 11 of this Agreement; (c) if Lessee fails to perform, keep or observe any other term, provision or covenant contained in this Agreement and any such failure shall remain unremedied for thirty (30) days after written notice thereof is given by Lessor, Servicer or any other agent of Lessor to Lessee; (d) any seizure or confiscation of any Vehicle or any other act (other than a Casualty Occurrence) otherwise rendering any Vehicle unsuitable for use (as determined by Lessor); (e) if any present or future guaranty in favor of Lessor of all or any portion of the obligations of Lessee under this Agreement shall at any time for any reason cease to be in full force and effect or shall be declared to be null and void by a court of competent jurisdiction, or if the validity or enforceability of any such guaranty shall be contested or denied by any guarantor, or if any guarantor shall deny that it, he or she has any further liability or obligation under any such guaranty or if any guarantor shall fail to comply with or observe any of the terms, provisions or conditions contained in any such guaranty; (f) the occurrence of a material adverse change in the financial condition or business of Lessee or any guarantor; or (g) if Lessee or any guarantor is in default under or fails to comply with any other present or future agreement with or in favor of Lessor, The Crawford Group, Inc. or any direct or indirect subsidiary of The Crawford Group, Inc.. For purposes of this Section 14, the term "guarantor" shall mean any present or future guarantor of all or any portion of the obligations of Lessee under this Agreement.

Upon the occurrence of any Event of Default, Lessor, without notice to Lessee, will have the right to exercise concurrently or separately (and without any election of remedies being deemed made), the following remedies: (a) Lessor may demand and receive immediate possession of any or all of the Vehicles from Lessee, without releasing Lessee from its obligations under this Agreement; if Lessee fails to surrender possession of the Vehicles to Lessor on default (or termination or expiration of the Term), Lessor, Servicer, any other agent of Lessor and any of Lessor's independent contractors shall have the right to enter upon any premises where the Vehicles may be located and to remove and repossess the Vehicles; (b) Lessor may enforce performance by Lessee of its obligations under this Agreement; (c) Lessor may recover damages and expenses sustained by Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns by reason of Lessee's default including, to the extent permitted by applicable law, all costs and expenses, including court costs and reasonable attorneys' fees and expenses, incurred by Lessor, Servicer, any other agent of Lessor or any of their respective successors or assigns in attempting or effecting enforcement of Lessor's rights under this Agreement (whether or not litigation is commenced) and/or in connection with bankruptcy or insolvency proceedings; (d) upon written notice to Lessee, Lessor may terminate Lessee's rights under this Agreement; (e) with respect to each Vehicle, Lessor may recover from Lessee all amounts owed by Lessee under Sections 3(b) and 3(c) of this Agreement (and, if Lessor does not recover possession of a Vehicle, (i) the estimated wholesale value of such Vehicle for purposes of Section 3(c) shall be deemed to be \$0.00 and (ii) the calculations described in the first two sentences of Section 3(c) shall be made without giving effect to clause (ii) in each such sentence); and/or (f) Lessor may exercise any other right or remedy which may be available to Lessor under the Uniform Commercial Code, any other applicable law or in equity. A termination of this Agreement shall occur only upon written notice by Lessor to Lessee. Any termination shall not affect Lessee's obligation to pay all amounts due for periods prior to the effective date of such termination or Lessee's obligation to pay any indemnities under this Agreement. All remedies of Lessor under this Agreement or at law or in equity are cumulative.

**15. ASSIGNMENTS:** Lessor may from time to time assign, pledge or transfer this Agreement and/or any or all of its rights and obligations under this Agreement to any person or entity. Lessee agrees, upon notice of any such assignment, pledge or transfer of any amounts due or to become due to Lessor under this Agreement to pay all such amounts to such assignee, pledgee or transferee. Any such assignee, pledgee or transferee of any rights or obligations of Lessor under this Agreement will have all of the rights and obligations that have been assigned to it. Lessee's rights and interest in and to the Vehicles are and will continue

at all times to be subject and subordinate in all respects to any assignment, pledge or transfer now or hereafter executed by Lessor with or in favor of any such assignee, pledgee or transferee, provided that Lessee shall have the right of quiet enjoyment of the Vehicles so long as no Event of Default under this Agreement has occurred and is continuing. Lessee acknowledges and agrees that the rights of any assignee, pledgee or transferee in and to any amounts payable by the Lessee under any provisions of this Agreement shall be absolute and unconditional and shall not be subject to any abatement whatsoever, or to any defense, setoff, counterclaim or recoupment whatsoever, whether by reason of any damage to or loss or destruction of any Vehicle or by reason of any defect in or failure of title of the Lessor or interruption from whatsoever cause in the use, operation or possession of any Vehicle, or by reason of any indebtedness or liability howsoever and whenever arising of the Lessor or any of its affiliates to the Lessee or to any other person or entity, or for any other reason.

Without the prior written consent of Lessor, Lessee may not assign, sublease, transfer or pledge this Agreement, any Vehicle, or any interest in this Agreement or in and to any Vehicle, or permit its rights under this Agreement or any Vehicle to be subject to any lien, charge or encumbrance. Lessee's interest in this Agreement is not assignable and cannot be assigned or transferred by operation of law. Lessee will not transfer or relinquish possession of any Vehicle (except for the sole purpose of repair or service of such Vehicle) without the prior written consent of Lessor.

**16. MISCELLANEOUS:** This Agreement contains the entire understanding of the parties. This Agreement may only be amended or modified by an instrument in writing executed by both parties. Lessor shall not by any act, delay, omission or otherwise be deemed to have waived any of its rights or remedies under this Agreement and no waiver whatsoever shall be valid unless in writing and signed by Lessor and then only to the extent therein set forth. A waiver by Lessor of any right or remedy under this Agreement on any one occasion shall not be construed as a bar to any right or remedy, which Lessor would otherwise have on any future occasion. If any term or provision of this Agreement or any application of any such term or provision is invalid or unenforceable, the remainder of this Agreement and any other application of such term or provision will not be affected thereby. Giving of all notices under this Agreement will be sufficient if mailed by certified mail to a party at its address set forth below or at such other address as such party may provide in writing from time to time. Any such notice mailed to such address will be effective one (1) day after deposit in the United States mail, duly addressed, with certified mail, postage prepaid. Lessee will promptly notify Lessor of any change in Lessee's address. This Agreement may be executed in multiple counterparts (including facsimile and pdf counterparts), but the counterpart marked "ORIGINAL" by Lessor will be the original lease for purposes of applicable law. All of the representations, warranties, covenants, agreements and obligations of each Lessee under this Agreement (if more than one) are joint and several.

**17. SUCCESSORS AND ASSIGNS; GOVERNING LAW:** Subject to the provisions of Section 15, this Agreement will be binding upon Lessee and its heirs, executors, personal representatives, successors and assigns, and will inure to the benefit of Lessor, Servicer, any other agent of Lessor and their respective successors and assigns. This Agreement will be governed by and construed in accordance with the substantive laws of the State of Missouri (determined without reference to conflict of law principles).

**18. NON-PETITION:** Each party hereto hereby covenants and agrees that, prior to the date which is one year and one day after payment in full of all indebtedness of Lessor, it shall not institute against, or join any other person in instituting against, Lessor any bankruptcy, reorganization, arrangement, insolvency or liquidation proceedings or other similar proceeding under the laws of the United States or any state of the United States. The provisions of this Section 18 shall survive termination of this Master Equity Lease Agreement.

**19. NON-APPROPRIATION:** Lessee's funding of this Agreement shall be on a Fiscal Year basis and is subject to annual appropriations. Lessor acknowledges that Lessee is a municipal corporation, is precluded by the County or State Constitution and other laws from entering into obligations that financially bind future governing bodies, and that, therefore, nothing in this Agreement shall constitute an obligation of future legislative bodies of the County or State to appropriate funds for purposes of this Agreement. Accordingly, the parties agree that the lease terms within this Agreement or any Schedules relating hereto are contingent upon appropriation of funds. The parties further agree that should the County or State fail to appropriate such funds, the Lessor shall be paid all rentals due and owing hereunder up until the actual day of termination. In addition, Lessor reserves the right to be paid for any reasonable damages. These reasonable damages will be limited to the losses incurred by the Lessor for having to sell the vehicles on the open used car market prior to the end of the scheduled term (as determined in Section 3 and Section 14 of this Agreement).

IN WITNESS WHEREOF, Lessor and Lessee have duly executed this Master Equity Lease Agreement as of the day and year first above written.

LESSEE: City of Grand Rapids, MN  
Signature: \_\_\_\_\_  
By: Dale Christy  
Title: Mayor  
Address: 420 North Pokegama Avenue  
Grand Rapids, MN 55744  
Date Signed: September 26, 2022

LESSOR: Enterprise FM Trust  
By: Enterprise Fleet Management, Inc. its attorney in fact  
Signature: \_\_\_\_\_  
By: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
Date Signed: \_\_\_\_\_, \_\_\_\_\_

Initials: EFM \_\_\_\_\_ Customer \_\_\_\_\_



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

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** 9/26/2022

**AGENDA ITEM:** Consider approving a resolution adopting the 2022 proposed levy/collectable 2023.

**PREPARED BY:** Barb Baird

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### BACKGROUND:

Cities are no longer required to hold a Truth in Taxation hearing, but they are required to hold a single meeting to discuss the budget and levy and at which time the public is allowed to speak. This meeting maybe part of a regular scheduled meeting but must be held after 6:00 p.m. When the City calendar was adopted in December 2021, it was determined that the date for the hearing would be December 5, 2022. The time and dates will be on the parcel specific notices sent out by Itasca County, so they cannot be changed once certified to the County.

The City has to certify a preliminary levy to the County Auditor by September 30, 2022. The final levy adopted by the Council in December can be less than the preliminary levy, but it cannot be more. The Council will continue to work on the budget until its adoption in December.

The City Council has recommended using fund balance to reduce the levy by \$301,187. Over the past four years the City has increased the fund balance by \$1,284,000. By using the fund balance the City is able to have a 0% increase over last year's certified levy.

### REQUESTED COUNCIL ACTION:

Make a motion approving a resolution adopting the 2022 proposed levy/collectable 2023 and setting December 5, 2022 at 7:00 p.m. to discuss the proposed budget, levy and allow for public comment and December 19, 2022 for the subsequent meeting to adopt the final levy and budget.



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

RESOLUTION NO. 22-

A RESOLUTION ADOPTING THE PROPOSED 2021 LEVIES PAYABLE IN 2022 AND THE PROPOSED 2022 OPERATING EXPENDITURE BUDGET

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

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

WHEREAS, this meeting may be part of a regularly scheduled meeting, but must occur between the dates of November 24, 2022 and no later than December 28, 2022 and be held after 6:00 p.m. and the public must be allowed to speak, and

WHEREAS, the City staff has been working with the City Council to set the 2023 proposed budget and this budget and levy were presented to the City Council on September 19, 2022, and

WHEREAS, the City of Grand Rapids acknowledge the Greenway Joint Recreation Association Board levy of \$350,000 for 2022 taxes collectable 2023, and

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Grand Rapids, Minnesota that it does establish a proposed operating expenditure budget for the year of 2023 of \$10,906,514, and

BE IT FURTHER RESOLVED, by the City Council of the City of Grand Rapids, Minnesota, that the initial levy for the City of Grand Rapids for 2022 taxes collectible 2023 be as follows:

General Fund	\$5,629,888
Library Fund	759,331
Itasca Calvary Cemetery	226,157
Grand Rapids Economic Development Authority	80,000
Inter-fund Loan Repayment	224,000
Abatement Levies	20,000
2009C Improvement Bonds	303,482
2010A Improvement Bonds	53,936
2010 Debt Study Reduction	(150,000)
2011B Improvement Bonds	54,615
2012A Improvement Bonds	129,704
2013B Reconstruction Bonds	106,465
2014A Reconstruction Bonds	235,301
2016A Reconstruction Bonds	148,819
2017A Reconstruction Bonds	170,400
2017B Refunding Bonds	63,448
2018A St. Reconst. & CIP Bonds	139,506
2019A Improvement Bonds	133,907
2020A Reconstruction Bonds	166,452
2021 GO/Abatement Bonds	101,232
2021B Fire Hall GO Bonds	<u>307,809</u>

TOTAL CERTIFIED TO COUNTY AUDITOR \$8,904,452

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

- December 5, 2022 at 7:00 p.m.to discuss the proposed budget and levy and allow for public comment and
- December 19, 2022 for the subsequent meeting for the adoption of the final levy and budget.

Adopted this 26th day of September 2022.

—  
\_\_\_\_\_  
Dale Christy, Mayor

Attest:

\_\_\_\_\_  
Kim 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.

**RECAP SHEET  
CITY OF GRAND RAPIDS  
2023 RECAP OF REVENUES, EXPENDITURES AND LEVY REQUIREMENTS**

	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Budget	2023 Proposed	Increase/ (Decrease) over 2022	Percent Increase
<b>NON TAX REVENUES:</b>								
Payment in Lieu of Taxes (PILOT)	\$ 915,788	\$ 913,682	\$ 911,762	914,886	\$ 913,000	\$ 913,000	\$ -	0.14%
Licenses and Permits	212,505	499,945	450,688	384,777	297,805	307,865	10,060	3.38%
Local Government Aid (LGA)	1,424,202	1,432,525	1,615,919	1,695,670	1,752,003	1,820,524	68,521	3.91%
Intergovernmental Revenues	1,201,960	677,074	2,130,046	1,353,606	688,040	702,868	14,828	2.16%
Charges for Services	953,216	1,000,863	1,090,118	1,153,571	1,168,523	1,393,169	224,646	19.22%
Fines and Forfeitures	54,591	57,981	54,331	73,726	56,000	67,000	11,000	19.64%
Interest Income	49,955	80,846	47,889	43,266	35,000	35,000	-	0.00%
Miscellaneous	31,846	112,671	12,654	71,208	36,700	37,200	500	1.36%
Other Financing Sources	10,689	30,035	16,813	11,081	-	-	-	0.00%
Transfers In	3,500	3,500	-	-	-	-	-	0.00%
Total non-tax revenues	4,658,252	4,809,122	6,330,220	5,701,791	4,947,071	5,276,626	329,555	6.66%
<b>EXPENDITURES:</b>								
Administration	556,215	552,593	614,311	653,438	619,700	590,807	(28,893)	-4.66%
Building Safety Division	228,222	234,860	242,280	348,397	448,301	457,219	8,918	1.99%
Community Development	494,559	552,955	526,418	519,554	558,963	581,857	22,894	4.10%
Council/Boards	85,798	101,137	89,798	99,597	126,769	127,958	1,189	0.94%
Engineering (Included with PW)	-	-	-	-	-	-	-	-
Finance	520,006	534,749	555,535	568,551	585,152	603,448	18,296	3.13%
Fire	544,246	566,058	634,573	688,814	814,078	831,136	17,058	2.10%
Fleet Maintenance	244,085	248,568	245,586	258,882	280,478	283,942	3,464	1.24%
Information Technology	260,392	263,686	270,560	295,899	327,941	331,980	4,039	1.23%
Police	2,986,122	3,090,709	3,108,162	3,242,231	3,411,091	3,733,597	322,506	9.45%
Public Works	2,071,828	2,152,484	2,231,578	2,500,731	2,253,026	2,339,621	86,595	3.84%
Recreation	135,425	81,172	119,827	76,075	92,119	93,607	1,488	1.62%
City Wide	492,575	332,564	1,337,766	527,999	262,465	334,843	72,378	27.58%
Special Projects-Council	-	-	-	41,300	-	-	-	-
Special Projects-Non-Budgeted	34,412	-	-	-	-	-	-	-
Total Department Expenditures	8,653,885	8,711,535	9,976,395	9,821,468	9,780,083	10,310,015	529,932	5.42%
Transfers Out	-	-	-	-	-	-	-	-
Transfer to Capital Equipment	175,000	176,750	132,000	130,622	20,000	201,000	181,000	905.00%
Transfer to Iasca Historical Soc	10,869	10,869	10,869	11,300	11,300	11,126	(174)	-1.54%
Transfer to Debt Service	150,000	150,000	150,000	150,000	150,000	150,000	-	0.00%
Transfer to Airport	20,000	20,000	20,000	20,000	20,000	20,000	-	0.00%
Transfer to DACF	23,540	25,677	24,100	37,778	35,589	36,923	1,334	3.75%
Transfer to Central School	56,361	44,230	27,464	50,716	56,450	59,950	3,500	6.20%
Transfers-Other	176,825	221,457	6,241	-	-	-	-	-
Active Living Contribution	25,000	25,000	25,000	30,000	30,000	30,000	-	0.00%
Fund Balance Payback	-	-	-	87,500	87,500	87,500	-	0.00%
<b>Total Expenditures and Other Uses</b>	<b>9,291,480</b>	<b>9,385,518</b>	<b>10,372,069</b>	<b>10,339,384</b>	<b>10,190,922</b>	<b>10,906,514</b>	<b>715,592</b>	<b>5.49%</b>
Net Levy Required for General Fund	4,575,478	4,809,012	4,931,764	4,963,402	5,197,994	5,629,888	431,894	8.31%
Net Levy for Library	702,687	702,687	702,687	711,010	759,331	759,331	-	0.00%
Net Levy for Cemetery	198,575	203,540	200,313	212,812	218,427	226,157	7,730	3.54%
GREDA Levy Request	60,000	60,000	60,000	60,000	60,000	80,000	20,000	33.33%
Abatement Levy	25,000	25,000	25,000	25,000	15,000	20,000	5,000	33.33%
Capital Equipmt Loan	175,000	219,000	179,000	192,000	224,000	224,000	-	0.00%
<b>Total Levy Required for Operations</b>	<b>\$ 5,736,740</b>	<b>\$ 6,019,239</b>	<b>\$ 6,098,764</b>	<b>\$ 6,164,224</b>	<b>\$ 6,474,752</b>	<b>\$ 6,939,376</b>	<b>464,624</b>	<b>7.18%</b>

**PROJECTED LEVY & TAX RATE  
CITY OF GRAND RAPIDS  
PREVIOUSLY CERTIFIED LEVIES AND 2023 PROPOSED LEVY**

	2018 Levy Payable 2019	2019 Levy Payable 2020	2020 Levy Payable 2021	2021 Levy Payable 2022	2022 Levy Payable 2023
General Fund	4,809,012	4,931,764	5,197,994	5,243,850	5,629,888
Library Fund	702,687	702,687	711,010	759,331	759,331
Cemetery	203,540	200,313	212,812	218,427	226,157
GREDA Levy	60,000	60,000	60,000	60,000	80,000
Levy Internal Loan-Equip Purchases	219,000	179,000	192,000	224,000	224,000
Abatement Levies	25,000	25,000	25,000	15,000	20,000
Special Levies	-	-	-	-	-
<b>Total Levy Required for Operations</b>	<b>6,019,239</b>	<b>6,098,764</b>	<b>6,398,816</b>	<b>6,520,608</b>	<b>6,939,376</b>
Bonded Indebtedness	1,669,784	1,694,906	1,680,512	2,082,657	1,965,076
<b>GROSS LEVY</b>	<b>7,689,023</b>	<b>7,793,670</b>	<b>8,079,328</b>	<b>8,603,265</b>	<b>8,904,452</b>
Less:					
Fund Balance Contribution	-	-	-	-	(301,187)
<b>CERTIFIED LEVY</b>	<b>7,689,023</b>	<b>7,793,670</b>	<b>8,079,328</b>	<b>8,603,265</b>	<b>8,603,265</b>
	3.79%	1.36%	3.67%	6.48%	0.00%

**2022 ESTIMATED TAX CAPACITY AND PROPOSED LEVY**

TAX CAPACITY	\$12,549,104
Less:	
-	-
Abatement Levy	-
TIF Captured tax increment	(416,980)
Fiscal Disparities contribution	(1,002,186)
<b>Taxable tax capacity*</b>	<b>\$11,129,938</b>

CERTIFIED LEVY	8,603,265
Less:	
Fiscal disparities distribution levy	(627,298)
<b>Net amount levied to property owners</b>	<b>\$7,975,967</b>

**2008 - 2022 TAXABLE TAX CAPACITY, CERTIFIED LEVY and CITY TAX RATE  
and 2022 ESTIMATED TAXABLE TAX CAPACITY  
and 2023 ESTIMATED LEVY and CITY TAX RATE**

TAX YEAR PAYABLE	TAXABLE TAX CAPACITY	NET CERTIFIED LEVY	CITY TAX RATE	CEMETERY TAX RATE	TOTAL TAX RATE
2011	7,647,353	4,885,894	61.602	2.288	63.890
2012	7,014,456	4,874,006	67.019	2.466	69.485
2013	7,346,013	5,068,674	66.644	2.355	68.999
2014	7,014,208	5,562,859	76.842	2.466	79.308
2015	8,067,867	6,393,379	77.206	2.039	79.245
2016	8,140,678	6,450,063	76.794	2.438	79.232
2017	8,171,794	6,717,854	79.890	2.318	82.208
2018	8,142,204	6,716,767	80.054	2.439	82.493
2019	8,329,612	6,937,752	80.847	2.443	83.290
2020	8,475,628	7,073,543	81.094	2.363	83.457
2021	8,851,302	7,386,756	81.050	2.404	83.454
2022	9,421,233	7,777,491	80.234	2.318	82.553
2023	11,129,938	7,975,967	69.630	2.032	71.662

**CITY OF GRAND RAPIDS  
ADMINISTRATION DEPARTMENT  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET, YEAR TO DATE, PROPOSED 2023 BUDGETS**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
<b>PERSONNEL</b>							
Salary-Fulltime	361,570	361,733	374,396	410,652	397,242	256,100	395,721
Salary-Overtime	510	39	1,565	1,517	-	1,438	-
Salary-Parttime	16,591	8,662	27,738	-	-	-	-
Contracted Services	140	5,176	-	-	-	-	-
Election Judges	10,682	-	12,543	-	14,000	8,161	-
PERA	28,239	27,782	30,181	30,734	29,793	18,298	29,679
FICA	22,928	22,293	24,347	24,803	24,629	14,765	24,535
Medicare	5,362	5,214	5,694	5,801	5,760	3,453	5,738
Health Insurance	61,059	62,320	66,331	74,222	71,284	43,306	71,284
Life Insurance	722	722	830	918	692	553	692
Unemployment	-	-	-	43	-	-	-
Workers Compensation	1,468	1,864	1,821	2,285	2,200	1,509	2,313
<b>TOTAL PERSONNEL</b>	<b>509,271</b>	<b>495,805</b>	<b>545,446</b>	<b>550,974</b>	<b>545,600</b>	<b>347,583</b>	<b>529,962</b>
<b>SUPPLIES &amp; MATERIALS</b>							
Office Supplies	913	371	1,170	1,116	1,200	68	1,200
Copy Supplies	258	99	111	80	150	-	150
Computer Supplies	713	-	-	-	-	-	-
Training Supplies	-	611	-	-	-	-	-
Assets between \$700-\$4,999	-	-	-	-	-	-	-
Inventorial Supplies	6,817	229	346	1,255	500	-	500
Operating Supplies	-	-	-	-	-	-	-
<b>TOTAL SUPPLIES/MATERIALS</b>	<b>8,701</b>	<b>1,310</b>	<b>1,627</b>	<b>2,451</b>	<b>1,850</b>	<b>68</b>	<b>1,850</b>
<b>OTHER CHARGES &amp; SERVICES</b>							
Professional Services	385	28,434	28,293	40,778	30,000	18,646	35,000
Elections	8,049	-	18,303	22	14,000	944	-
Legal	-	-	3,404	24,429	-	-	-
Legal-Employment Negotiation	11,589	9,541	7,550	16,371	10,000	4,425	8,000
Recording Fees	-	-	-	-	-	-	-
Municipal Code Update	3,317	1,855	2,722	10,320	5,000	2,995	2,995
Telephone	2,399	632	-	-	-	-	-
Postage/Freight	859	1,097	526	413	750	8	500
Prof Administrator Expense	-	-	-	-	-	-	-
Seminar/Meetings/Schools	3,237	3,612	1,791	86	4,000	3,676	4,000
Staff Training	-	859	24	2,565	2,000	2,340	2,500
Auto Mileage	-	-	-	-	-	-	-
Publishing & Advertising	3,717	5,698	1,170	1,586	3,000	801	3,000
City Newsletter	-	-	-	-	-	-	-
General Insurance	2,073	1,092	1,319	1,227	1,500	1,376	1,500
Maintenance Contracts	1,772	1,189	1,230	828	-	-	-
Miscellaneous	50	-	-	46	-	-	-
Dues & Subscriptions	797	1,466	904	1,341	2,000	746	1,500
Copy Machine Lease	-	-	-	-	-	-	-
<b>TOTAL OTHER CHARGES/SER</b>	<b>38,244</b>	<b>55,475</b>	<b>67,236</b>	<b>100,011</b>	<b>72,250</b>	<b>35,957</b>	<b>58,995</b>
<b>GRAND TOTAL</b>	<b>556,216</b>	<b>552,590</b>	<b>614,309</b>	<b>653,437</b>	<b>619,700</b>	<b>383,608</b>	<b>590,807</b>

**CITY OF GRAND RAPIDS  
BUILDING SAFETY DIVISION  
ACTUAL 2018 - 2021 EXPENDITURES, 2022 BUDGET, YEAR TO DATE, PROPOSED 2023 BUDGET**

	2018 Actual	2019 Actual	2020 Actual	2021 Actual	2022 Budget	ACTUAL YTD 8/31/2022	Proposed 2023 Budget
<b>EXPENDITURES:</b>							
<b>PERSONNEL</b>							
Salary-Fulltime	71,709	63,286	97,996	164,794	231,402	149,764	240,059
Salary-Overtime	228	395	204	929	1,000	641	1,000
Salary-Parttime	25,150	17,435	-	-	-	-	-
PERA	5,301	4,703	7,221	12,301	17,313	11,280	17,962
FICA	5,945	4,923	5,702	9,571	14,409	8,763	14,946
Medicare	1,390	1,151	1,333	2,238	3,370	2,049	3,495
Health Insurance	27,725	29,224	32,170	51,666	77,694	45,872	77,694
Life Insurance	31	38	68	108	103	158	103
Healthcare Savings	1,320	1,890	3,387	6,240	-	2,992	-
Workers Compensation	3,589	5,796	7,161	10,385	10,110	3,791	5,859
<b>TOTAL PERSONNEL</b>	<b>142,388</b>	<b>128,841</b>	<b>155,242</b>	<b>258,232</b>	<b>355,401</b>	<b>225,311</b>	<b>361,119</b>
<b>SUPPLIES &amp; MATERIALS</b>							
Assets between \$700-\$4,999	1,920	3,246	1,661	-	-	-	-
Inventorial Supplies	4,400	1,003	1,268	180	4,000	585	2,000
Operating Supplies	694	265	2,018	2,606	1,000	1,906	1,000
Motor Fuels	2,212	2,142	1,694	2,391	1,800	2,603	2,000
Maintenance Supplies	5,038	4,831	2,844	1,657	4,500	1,313	2,000
Uniforms/Clothing/Safety	243	949	544	390	200	118	200
Small Tools	852	1,565	1,236	1,191	800	168	800
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>15,359</b>	<b>14,001</b>	<b>11,265</b>	<b>8,414</b>	<b>12,300</b>	<b>6,693</b>	<b>8,000</b>
<b>OTHER CHARGES &amp; SERVICES</b>							
Professional Services	-	1,951	93	-	600	-	600
Legal	-	-	-	-	200	-	200
Exterminator Service	814	814	814	839	800	132	800
Janitorial Service	576	1,392	1,778	725	1,500	1,701	1,500
Telephone	3,574	914	-	-	-	-	-
Postage/Freight	-	-	-	6	-	6	-
Seminar/Meetings/Schools	700	10	-	676	1,000	3,436	2,500
Auto Mileage	850	528	-	-	800	-	800
Auto License	32	-	19	-	-	58	-
Publishing & Advertising	-	458	-	-	-	225	-
General Insurance	6,203	6,984	6,237	5,667	7,000	6,408	7,000
Electricity	18,967	18,460	19,335	22,661	23,000	13,732	23,000
Garbage Removal	1,548	1,421	1,242	1,832	2,000	1,558	2,000
Heat	6,238	6,164	5,474	7,670	8,000	5,957	8,000
Maintenance Contracts	13,891	14,106	10,556	11,262	15,000	10,963	16,000
Building Maintenance/Repair:	16,452	7,035	25,282	26,613	14,000	22,470	19,000
Vehicle Maintenance/Repairs	293	1,312	1,585	83	1,000	-	1,000
General Eqpt Maint./Repairs	76	34	389	70	2,000	-	2,000
Miscellaneous	-	474	-	-	-	-	-
Dues/Subscriptions/License f	260	1,489	2,968	3,646	3,700	1,670	3,700
<b>TOTAL OTHER CHARGES &amp; SEI</b>	<b>70,474</b>	<b>63,546</b>	<b>75,772</b>	<b>81,750</b>	<b>80,600</b>	<b>68,316</b>	<b>88,100</b>
<b>TOTAL EXPENDITURES</b>	<b>228,221</b>	<b>206,388</b>	<b>242,279</b>	<b>348,396</b>	<b>448,301</b>	<b>300,320</b>	<b>457,219</b>

**CITY OF GRAND RAPIDS  
CITY WIDE  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET AND PROPOSED 2023**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
Personnel/Ins Contingency	-	-	-	-	-	-	-
Cash (over)/short	17	-	-	(5)	-	-	-
Work Comp Deductible	-	-	-	-	-	-	-
49er's Health Co-Pay	3,297	-	-	-	-	-	-
Employee Assistance Program	-	-	270	-	-	-	-
Computer Replacement	17,851	15,807	13,533	16,568	8,000	7,435	17,100
Miscellaneous	-	-	-	-	-	-	-
City Wide - Legal	-	426	334	-	-	-	-
Copy Supplies/Postage	-	-	-	-	-	8,819	-
City Wide - Maintenance	5,633	7,194	4,525	9,524	7,000	4,043	7,000
Prof Services/COBRA/HRA	36,918	47,478	367	592	370	245	370
GIS - ELA	12,500	12,500	25,000	27,500	27,500	32,500	27,500
City Work - ELA	13,800	14,600	13,800	13,800	13,800	14,950	14,950
Flex Benefit Plan	828	876	732	585	1,000	585	1,000
Long Term Disability	4,240	6,677	6,601	8,162	6,600	6,127	10,000
City's Add'l 20/80 Ins Deduct	3,717	-	-	-	-	-	-
Health Insurance Deduct Contrib	-	-	-	-	-	-	-
City Wide Special Events	8,434	1,977	418,736	5,616	-	-	-
City Wide Cell/Land Phone	-	31,057	46,509	49,194	50,000	32,873	51,000
Arts & Culture Expenditures	383	2,236	1,576	13,492	7,500	1,144	7,500
Human Rights Commission	5,994	4,790	3,233	10,431	7,500	3,068	7,500
Bad Debt Expense	-	-	-	-	-	-	-
Payment to Comonent Unit-EDA	300,000	-	711,000	230,000	-	-	-
Software Maintenance Contracts	50,701	55,663	73,972	70,019	95,395	97,377	131,500
MC/VISA charges	3,234	4,139	8,082	8,200	7,000	3,719	8,000
Bank Charges	920	820	435	780	800	1,541	2,000
City Wide Miscellaneous	1,231	29	2,327	189	-	3,830	-
Website Design	-	-	-	-	-	-	-
Bldg Condemnation/Judgements	6,984	41,810	44,158	480	-	-	-
Police & Fire Radio depreciation	-	-	-	-	-	-	-
Retirees Insurance	15,894	10,441	-	-	-	10	19,423
Retirees Ins Contribution	-	-	-	-	-	30,000	30,000
	<u>492,576</u>	<u>258,520</u>	<u>1,375,190</u>	<u>465,126</u>	<u>232,465</u>	<u>248,265</u>	<u>334,843</u>

**CITY OF GRAND RAPIDS  
COMMUNITY DEVELOPMENT DEPARTMENT  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET, YEAR TO DATE, PROPOSED 2023 BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
<b>PERSONNEL</b>							
Salary-Fulltime	332,929	355,294	342,360	356,429	367,382	239,541	386,486
Salary-Fulltime/Overtime	-	77	79	60	3,000	373	3,000
Salary-Parttime	-	-	-	-	-	-	-
PERA	24,364	26,517	25,588	26,628	27,777	17,729	29,211
FICA	19,421	21,029	20,460	21,372	22,964	14,158	24,148
Medicare	4,542	4,918	4,785	4,998	5,371	3,311	5,648
Health Insurance	75,579	76,614	81,942	83,120	88,377	55,433	88,377
Life Insurance	112	112	87	92	92	(50)	117
Dental Insurance	-	-	-	-	-	-	-
Unemployment	-	-	-	-	-	-	-
Workers Compensation	1,081	1,566	1,458	1,662	1,700	1,468	2,270
<b>TOTAL PERSONNEL</b>	<b>458,028</b>	<b>486,127</b>	<b>476,759</b>	<b>494,361</b>	<b>516,663</b>	<b>331,962</b>	<b>539,257</b>
<b>SUPPLIES &amp; MATERIALS</b>							
Office Supplies	409	382	226	590	700	76	600
Copy Supplies	147	134	183	135	300	-	300
Printing & Binding	403	255	1,330	-	500	-	400
Computer Supplies	-	148	-	-	300	-	200
Assets between \$700-\$4,999	-	-	-	-	-	-	-
Inventorial Supplies	913	713	3,395	-	2,000	340	2,000
Motor Fuels	941	1,358	993	1,732	1,500	1,204	2,500
Uniforms/Clothing/Safety	390	337	110	119	500	204	400
Other Supplies/Materials	197	120	-	1,222	300	-	300
<b>TOTAL SUPPLIES/MATERIALS</b>	<b>3,400</b>	<b>3,447</b>	<b>6,237</b>	<b>3,799</b>	<b>6,100</b>	<b>1,824</b>	<b>6,700</b>
<b>OTHER CHARGES &amp; SERVICES</b>							
Professional Services	-	4,455	6,022	-	4,500	8,325	6,000
Legal	1,957	2,320	5,069	620	3,000	929	2,500
Telephone	4,695	879	-	-	-	-	-
Postage/Freight	197	180	6	354	500	27	300
Seminar/Meetings/Schools	6,109	8,331	5,588	1,690	8,500	5,130	7,500
Board Member Training	-	-	-	-	300	-	300
Auto Mileage	-	-	-	-	-	-	-
Auto Licenses	32	-	58	-	200	-	200
Publishing & Advertising	754	1,025	1,282	733	1,200	-	1,200
General Insurance	14,352	11,398	11,913	9,894	12,500	10,072	13,000
Maintenance Contracts	2,334	3,165	1,929	3,486	3,000	1,434	2,500
Computer Maint/Upgrades	1,213	-	-	-	400	-	400
Vehicle Maint/Repairs	442	670	43	-	500	8	500
Equipment Rental	-	-	-	-	-	-	-
Miscellaneous	117	279	138	4,025	800	155	700
Dues & Subscriptions	929	799	638	593	800	708	800
<b>TOTAL OTHER CHARGES/SERV</b>	<b>33,131</b>	<b>33,501</b>	<b>32,686</b>	<b>21,395</b>	<b>36,200</b>	<b>26,787</b>	<b>35,900</b>
<b>CAPITAL OUTLAY</b>							
Eqpt/Machinery/Furn/Fix	-	29,879	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>494,559</b>	<b>552,954</b>	<b>515,682</b>	<b>519,555</b>	<b>558,963</b>	<b>360,573</b>	<b>581,857</b>



**CITY OF GRAND RAPIDS  
COUNCIL  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET, YEAR TO DATE, PROPOSED 2023**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
<b>PERSONNEL</b>							
Salary-Fulltime	42,240	42,240	42,240	42,240	42,240	28,160	42,240
PERA	1,584	1,584	1,584	1,716	1,716	1,144	1,716
FICA	655	655	655	491	491	327	491
Medicare	612	612	613	612	612	408	612
Life Insurance	94	99	103	108	129	70	129
Workers Compensation	51	66	67	79	80	45	70
<b>TOTAL PERSONNEL</b>	<b>45,236</b>	<b>45,256</b>	<b>45,262</b>	<b>45,247</b>	<b>45,268</b>	<b>30,155</b>	<b>45,258</b>
<b>SUPPLIES &amp; MATERIALS</b>							
Office Supplies	-	65	-	259	-	-	-
Copy Supplies	147	80	24	19	-	-	-
Inventorial Supplies	-	24	-	-	-	-	-
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>147</b>	<b>169</b>	<b>24</b>	<b>278</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>OTHER CHARGES &amp; SERVICES</b>							
Community Celebrations	-	16,500	6,000	16,500	41,000	107,300	41,000
Legal	-	-	-	560	-	-	-
Telephone	765	153	-	-	-	-	-
Postage/Freight	-	-	-	-	-	-	-
Seminar/Meetings/Schools	2,683	4,085	3,149	1,498	4,000	2,973	4,000
Publishing & Advertising	-	-	-	-	-	-	-
General Insurance	2,243	2,218	2,378	2,221	2,400	2,032	2,400
Maintenance Contracts	935	916	244	188	-	-	-
Gen'l Equipment Maint/Rprs	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Dues & Subscriptions	31,302	30,710	31,587	31,920	32,000	32,042	34,000
Truth in Taxation	896	1,054	1,156	1,186	1,100	-	1,300
Volunteer Recognition	1,591	76	-	-	1,000	-	-
<b>TOTAL OTHER CHARGES &amp; SERV</b>	<b>40,416</b>	<b>55,712</b>	<b>44,514</b>	<b>54,073</b>	<b>81,500</b>	<b>144,347</b>	<b>82,700</b>
<b>TOTAL EXPENDITURES</b>	<b>85,799</b>	<b>101,137</b>	<b>89,800</b>	<b>99,598</b>	<b>126,768</b>	<b>174,502</b>	<b>127,958</b>

**CITY OF GRAND RAPIDS  
FINANCE DEPARTMENT  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET, YEAR TO DATE, PROPOSED 2023 BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
<b>PERSONNEL</b>							
Salary-Fulltime	334,400	340,031	362,746	368,190	372,932	236,669	389,273
Salary-Overtime	-	-	115	-	-	-	-
PERA	24,807	25,461	26,708	27,387	27,970	17,750	29,195
FICA	19,940	20,415	21,510	22,035	23,121	14,293	24,135
Medicare	4,663	4,774	5,030	5,154	5,405	3,343	5,644
Health Insurance	82,840	85,848	88,843	91,620	97,117	61,176	97,117
Life Insurance	123	123	118	129	129	96	129
Unemployment	-	-	-	-	-	-	-
Workers Compensation	1,561	2,018	1,769	2,453	2,200	1,273	1,970
<b>TOTAL PERSONNEL</b>	<b>468,334</b>	<b>478,670</b>	<b>506,839</b>	<b>516,967</b>	<b>528,874</b>	<b>334,599</b>	<b>547,463</b>
<b>SUPPLIES &amp; MATERIALS</b>							
Office Supplies	299	570	986	550	500	121	500
Copy Supplies	423	201	257	248	450	-	450
Printing/Binding	205	210	193	192	250	204	250
Computer Supplies	1,502	1,376	2,115	1,507	1,700	87	1,700
Assets between \$700-\$4,999	2,837	-	-	-	-	-	-
Inventorial Supplies	-	106	110	-	400	-	400
<b>TOTAL SUPPLIES &amp; MATERIAL</b>	<b>5,266</b>	<b>2,463</b>	<b>3,661</b>	<b>2,496</b>	<b>3,300</b>	<b>412</b>	<b>3,300</b>
<b>OTHER CHARGES &amp; SERVICES</b>							
Professional Services	1,375	7,710	2,370	4,810	4,500	1,100	4,500
Auditing/Accounting	32,426	32,684	31,664	31,739	34,500	33,028	34,500
Legal	-	80	-	-	200	-	-
Telephone	700	184	-	-	-	-	-
Postage/Freight	1,334	1,346	1,554	1,363	2,000	(18)	1,600
Seminar/Meetings/Schools	1,975	3,258	170	1,009	2,500	230	2,500
Publishing & Advertising	849	954	1,071	929	1,000	962	1,000
General Insurance	1,235	1,251	1,419	1,232	1,400	1,480	1,500
Maintenance Contracts	5,022	4,756	5,274	6,466	5,400	-	5,400
Miscellaneous	-	-	40	-	-	-	-
Dues & Subscriptions	1,485	1,393	1,473	1,538	1,475	1,290	1,685
<b>TOTAL OTHER CHARGES &amp; SE</b>	<b>46,401</b>	<b>53,616</b>	<b>45,035</b>	<b>49,086</b>	<b>52,975</b>	<b>38,072</b>	<b>52,685</b>
<b>CAPITAL OUTLAY</b>							
Computer Equipment	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>520,001</b>	<b>534,749</b>	<b>555,535</b>	<b>568,549</b>	<b>585,149</b>	<b>373,083</b>	<b>603,448</b>

**CITY OF GRAND RAPIDS  
FIRE DEPARTMENT  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET, YEAR TO DATE, PROPOSED 2023 BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
<b>PERSONNEL</b>							
Salary-Fulltime	57,329	57,545	114,267	131,977	127,678	81,342	131,189
Salary-Fulltime OT	-	-	-	-	-	-	-
Salary-Parttime	117,128	152,808	156,405	149,548	163,955	76,355	168,933
Salary-Parttime/Overtime	13,961	13,364	13,370	20,740	15,000	9,414	15,000
FICA	11,683	13,871	13,401	13,777	13,943	7,033	14,330
PERA/Fire Pension	-	-	12,088	14,170	14,469	9,182	14,867
Fire Pension-St of MN	129,511	133,658	137,585	143,391	130,000	-	130,000
Fire Relief-City contribution	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Medicare	2,733	3,244	4,108	4,367	4,446	2,387	4,569
Health Insurance	-	-	13,743	18,324	19,423	12,216	19,423
Life Insurance	654	629	617	636	800	392	800
Unemployment	-	-	801	(484)	-	-	-
Workers Compensation	25,845	30,335	30,661	32,623	31,300	21,617	33,451
<b>TOTAL PERSONNEL</b>	<b>363,844</b>	<b>410,454</b>	<b>502,046</b>	<b>534,071</b>	<b>526,014</b>	<b>224,938</b>	<b>537,562</b>
<b>SUPPLIES &amp; MATERIALS</b>							
Office Supplies	914	495	504	98	500	281	500
Copy Supplies	610	17	5	8	200	-	200
Computer Supplies	59	-	-	-	500	-	500
Training Supplies	311	417	657	309	500	475	500
Assets between \$700-\$4,999	8,993	3,410	10,349	6,099	9,000	-	9,000
Inventorial Supplies	11,554	7,687	7,880	1,363	8,000	544	8,000
Operating Supplies	6,202	8,225	2,182	5,539	9,000	7,068	9,000
Motor Fuels	6,500	7,244	5,413	11,130	7,500	6,086	7,500
Lubricants	568	-	74	8	400	-	400
Uniforms/Clothing/Safety	30,458	15,379	18,232	19,608	20,000	1,461	20,000
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>66,169</b>	<b>42,874</b>	<b>45,296</b>	<b>44,162</b>	<b>55,600</b>	<b>15,914</b>	<b>55,600</b>
<b>OTHER CHARGES &amp; SERVICES</b>							
Professional Services	-	-	-	-	1,000	-	1,000
Physicals	5,379	2,247	4,724	1,050	2,500	3,668	2,500
Legal	-	-	-	-	-	-	-
Janitorial	-	-	-	-	600	-	600
Telephone	1,425	694	-	-	-	-	-
Postage/Freight	177	115	56	590	300	-	300
Seminar/Meetings/Schools	9,079	23,785	5,913	9,561	15,000	3,178	15,000
Community Education/Promo	4,794	3,755	340	5,066	5,000	4,207	5,000
Auto Mileage-Inspector	-	-	-	-	-	-	-
Auto Licenses	-	-	-	-	-	-	-
Publishing & Advertising	987	2,046	692	761	650	-	650
General Insurance	9,556	8,964	9,669	11,982	17,000	13,696	8,560
Electricity	5,071	5,877	5,764	10,917	5,000	6,719	10,000
Garbage Removal	1,199	1,491	1,198	1,467	1,200	665	1,200
Heat-Natural Gas	3,845	3,592	2,797	3,299	4,500	1,847	4,500
Maintenance Contracts	900	718	586	188	500	3,168	9,500
Building Maint/Repairs	4,183	7,260	6,177	7,321	4,000	1,879	4,000
Television Service	-	-	-	-	-	1,133	750
Radio Maint/Repair	-	110	-	-	1,000	-	1,000
Vehicle Maint/Repair-Car #118	622	1,038	1,327	1,897	1,000	247	1,000
Air Trailer Repairs & Maintenance	23	-	645	1,038	500	1,058	500
Vehicle Maint/Repair-Eng #115	1,514	841	1,277	4,571	4,000	9,874	4,000
Vehicle Maint/Repair-Pickup #117	-	-	-	107	300	169	300
Vehicle Maint/Repair-Ladder #119	4,549	12,833	13,494	8,120	8,000	11,741	8,000
Vehicle Maint/Repair-Rescue #114	13,857	15,753	7,118	15,738	6,000	24,741	6,000
Vehicle Maint/Repair-Engine #113	1,892	1,789	4,191	385	5,000	854	3,000
Vehicle Maint/Repair-Engine #21	2,520	1,053	3,391	3,442	3,000	1,584	3,000
Vehicle Maint/Repair-Engine #111	4,931	4,795	2,517	6,230	5,000	11,592	5,000
Gen Equip Maint/Repair & SCBA Ser	7,323	7,065	7,220	4,995	6,000	3,640	6,000
Miscellaneous	-	-	-	-	-	-	-
Dues & Subscriptions	1,868	1,295	1,717	1,836	2,000	1,011	2,000

**CITY OF GRAND RAPIDS  
FIRE DEPARTMENT  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET, YEAR TO DATE, PROPOSED 2023 BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
Copier lease	-	246	1,049	1,211	-	845	1,200
Depreciation	125,000	125,000	150,000	-	125,000	-	125,000
Radio Depreciation	5,369	5,369	5,369	8,811	8,414	-	8,414
<b>TOTAL OTHER CHARGES &amp; SERV</b>	<u>216,063</u>	<u>237,731</u>	<u>237,231</u>	<u>110,582</u>	<u>232,464</u>	<u>107,514</u>	<u>237,974</u>
<b>CAPITAL OUTLAY</b>							
Equip/Mach/Furn/Fix	23,170	-	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<u>23,170</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>TOTAL EXPENDITURES</b>	<u>669,246</u>	<u>691,059</u>	<u>784,573</u>	<u>688,815</u>	<u>814,078</u>	<u>348,366</u>	<u>831,136</u>

Travis Cole's time is split 87/13% for 2023.

Electric costs increased due to new building size.  
PMI and AVI increased due to new building and equipment. (Mechanical and Audio/visual equipment maintenance contracts)  
Copier Lease was not in previous budget cycles

**CITY OF GRAND RAPIDS  
Fleet Maintenance**

**Actual 2018-2021 Expenditures, 2022 Budget, Year To Date Totals, Proposed 2023 Budget**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	YTD ACTUAL 8/31/2022	PROPOSED 2023 BUDGET
<b>EXPENDITURES:</b>							
<i><b>Personnel</b></i>							
Salary-Fulltime	135,807	135,989	139,846	139,201	143,542	87,061	147,415
Salary-Overtime	1,638	3,774	4,265	1,878	1,000	2,403	1,000
PERA	10,065	10,388	10,705	10,082	10,747	6,710	11,037
FICA	8,379	8,404	8,551	8,241	8,962	5,155	9,202
Medicare	1,960	1,966	2,000	1,927	2,096	1,206	2,152
Health Insurance	29,480	29,760	30,260	30,235	38,847	21,440	38,847
Life Insurance	49	49	49	49	52	225	52
Healthcare Savings	3,520	5,040	5,888	4,886	-	2,992	-
Workers Compensation	3,018	3,720	4,035	5,925	5,033	2,544	3,938
<b>TOTAL PERSONNEL</b>	<b>193,916</b>	<b>199,090</b>	<b>205,599</b>	<b>202,424</b>	<b>210,279</b>	<b>129,736</b>	<b>213,642</b>
<i><b>Supplies &amp; Materials</b></i>							
Office Supplies	21	181	-	91	500	-	500
Assets Between \$700-\$4999	-	2,967	800	1,595	4,000	-	4,000
Operating Supplies	5,830	6,908	3,870	3,159	6,800	2,845	6,800
Motor Fuel	815	794	435	662	2,200	528	2,200
Lubricants	6,895	6,295	6,469	6,520	6,800	7,229	6,800
Uniforms/Clothing	1,049	958	1,045	1,019	1,000	1,124	1,100
Small Tools	5,446	3,958	1,527	3,760	4,500	4,906	4,500
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>20,056</b>	<b>22,061</b>	<b>14,146</b>	<b>16,805</b>	<b>25,800</b>	<b>16,632</b>	<b>25,900</b>
<i><b>Other Charges &amp; Services</b></i>							
Seminars/Mtgs/School	1,356	3,244	1,519	1,666	2,500	1,527	2,500
General Insurance	560	535	609	572	700	672	700
Electricity	13,578	14,950	13,344	11,850	13,500	7,027	13,500
Hazardous Waste Disposal	1,663	1,630	2,351	1,614	1,700	1,286	1,700
Vehicle Equip Maint/Repair	9,017	4,690	4,018	12,145	22,000	9,573	22,000
Dues & Subscriptions	3,940	2,368	4,000	2,360	4,000	1,887	4,000
<b>TOTAL OTHER CHGS &amp; SERVICES</b>	<b>30,114</b>	<b>27,417</b>	<b>25,841</b>	<b>30,206</b>	<b>44,400</b>	<b>21,971</b>	<b>44,400</b>
<i><b>Capital Outlay</b></i>							
Equip/Mach/Furn/Fixtures	-	-	-	9,445	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>9,445</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>244,086</b>	<b>248,568</b>	<b>245,586</b>	<b>258,881</b>	<b>280,479</b>	<b>168,339</b>	<b>283,942</b>

**CITY OF GRAND RAPIDS  
INFORMATION TECHNOLOGY DEPARTMENT  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET, YEAR TO DATE, PROPOSED 2023 BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
<b>PERSONNEL</b>							
Salary-Fulltime	141,683	149,068	155,230	172,455	176,750	114,345	181,611
Salary-Fulltime Overtime	966	991	1,853	960	-	-	-
PERA	10,601	11,141	11,649	12,938	13,255	8,413	13,621
FICA	8,596	9,049	9,468	10,469	10,959	6,806	11,260
Medicare	2,011	2,116	2,214	2,449	2,563	1,592	2,633
Health Insurance	33,340	33,648	36,148	36,648	38,847	24,432	38,847
Life Insurance	49	49	49	59	52	152	52
Workers Compensation	478	624	646	717	750	705	1,091
<b>TOTAL PERSONNEL</b>	<b>197,724</b>	<b>206,686</b>	<b>217,257</b>	<b>236,694</b>	<b>243,176</b>	<b>156,444</b>	<b>249,115</b>
<b>SUPPLIES &amp; MATERIALS</b>							
Office Supplies	121	129	75	167	300	27	300
Copy Supplies	9	4	10	5	50	-	50
Computer Supplies	163	-	482	-	200	-	200
Assets between \$700-\$4,999	12,020	12,286	4,946	9,601	7,000	3,428	5,000
Inventorial Supplies	-	60	-	-	-	-	-
Maint Tools/Supplies	451	1,401	591	909	800	263	800
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>12,764</b>	<b>13,880</b>	<b>6,104</b>	<b>10,681</b>	<b>8,350</b>	<b>3,717</b>	<b>6,350</b>
<b>OTHER CHARGES &amp; SERVICES</b>							
Professional Service/Web Page	14,112	3,966	3,994	4,166	9,000	1,798	6,000
Legal	-	-	-	-	-	-	-
Telephone	2,447	504	-	-	-	-	-
Postage	-	16	-	-	50	-	50
Seminar/Meetings/Schools	2,116	-	4,804	-	4,500	-	4,500
Auto Mileage	-	-	273	289	-	-	-
General Insurance	690	694	781	967	1,310	1,400	1,310
Garbage Disposal	530	100	-	211	300	-	300
Dept Maintenance Contracts	59	50	96	46	-	-	-
System Maintenance Contracts	19,819	20,101	25,396	28,666	39,000	18,745	42,000
Telephone System Maint/Repair	686	-	-	24	800	-	800
Datacenter Maint/Repairs	3,157	3,283	4,887	4,329	7,000	2,777	7,000
Network Internet Services	6,235	6,356	6,910	9,769	14,400	7,802	14,500
Equipment Maint/Repairs	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-
Dues/Subscriptions/License Fee	55	55	60	55	55	55	55
<b>TOTAL OTHER CHARGES &amp; SERV</b>	<b>49,906</b>	<b>35,125</b>	<b>47,201</b>	<b>48,522</b>	<b>76,415</b>	<b>32,577</b>	<b>76,515</b>
<b>CAPITAL OUTLAY</b>							
Computer Equipment	-	7,995	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>7,995</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>260,394</b>	<b>263,686</b>	<b>270,562</b>	<b>295,897</b>	<b>327,941</b>	<b>192,738</b>	<b>331,980</b>
1010100001450 Cmptr Rplcmnt	17,851	15,807	13,533	16,568	8,000		17,100
1010100002027 City Wide Maint	5,633	7,194	4,525	9,524	7,000		7,000
1010100004000 Maint Contracts	50,701	55,663	73,972	70,019	95,395		131,000

**CITY OF GRAND RAPIDS  
POLICE DEPARTMENT  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET, YEAR TO DATE, PROPOSED 2023 BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
<b>PERSONNEL</b>							
Salary-Fulltime	1,595,059	1,623,522	1,585,034	1,540,258	1,691,222	1,019,036	1,791,269
Salary-Overtime	71,261	65,369	108,302	132,454	75,000	56,005	75,000
Salary-Overtime TZD Grant	12,342	6,201	4,204	5,145	40,000	2,869	40,000
Salary-Parttime	-	1,844	821	25,893	-	-	-
Contracted Services	10,625	5,674	-	1,810	4,000	-	4,000
PERA	8,810	9,435	9,837	10,138	10,029	6,209	10,321
FICA	7,259	7,700	8,033	8,267	8,290	5,072	8,532
Police Pension	233,866	249,076	257,767	265,377	295,184	174,671	313,051
Medicare	23,828	24,052	24,004	24,063	26,190	15,054	27,641
Health Insurance	385,728	394,153	396,441	394,516	437,027	268,752	437,027
Life Insurance	557	554	569	583	582	867	581
Workers Compensation	50,744	71,705	71,648	101,108	102,180	79,605	116,959
<b>TOTAL PERSONNEL</b>	<b>2,400,079</b>	<b>2,459,285</b>	<b>2,466,660</b>	<b>2,509,612</b>	<b>2,689,704</b>	<b>1,628,140</b>	<b>2,824,382</b>
<b>SUPPLIES &amp; MATERIALS</b>							
Office Supplies	1,042	2,458	661	796	1,000	451	1,000
Copy Supplies	497	455	448	434	750	552	500
Printing & Binding	1,487	1,605	315	691	1,000	367	500
Computer Supplies	1,313	83	1,476	-	1,500	-	1,500
Assets between \$700-\$4,999	3,510	12,014	15,535	5,279	4,950	-	-
Inventorial Supplies	2,349	12,611	5,562	1,381	3,500	150	3,500
Operating Supplies	4,427	3,829	4,827	6,806	6,500	1,946	6,500
Motor Fuels	45,629	43,926	30,843	44,758	45,000	36,625	60,000
Lubricants	16	36	-	-	-	-	-
Police Reserves Supplies-Donor	2,684	2,931	626	3,162	3,000	424	3,000
Uniforms/Clothing/Safety	20,136	20,391	19,050	29,034	25,000	21,206	25,000
Ammunition	4,941	5,924	5,309	7,766	6,000	11,172	6,000
SWAT	4,896	5,720	2,163	3,879	6,000	4,883	6,000
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>92,927</b>	<b>111,983</b>	<b>86,815</b>	<b>103,986</b>	<b>104,200</b>	<b>77,776</b>	<b>113,500</b>
<b>OTHER CHARGES &amp; SERVICES</b>							
Professional Services	1,485	25	-	45	-	-	-
Legal	3,798	1,201	2,096	560	2,000	10,786	2,000
Legal - Prosecutions	55,000	55,000	55,000	55,000	55,000	36,667	55,000
Other Contracted Services	-	-	-	881	-	-	-
Telephone	27,467	7,804	50	-	-	-	-
Postage/Freight	774	1,099	876	1,199	500	252	500
Seminar/Meetings/Schools	19,685	19,683	12,912	26,854	25,000	20,271	25,000
Hiring Expense/Background	-	835	-	912	-	1,343	1,400
Subpeona Fees	-	-	-	-	500	-	-
Community Education/Promo	4,736	4,247	2,904	2,495	2,500	2,610	2,500
Auto Licenses	158	124	113	86	200	185	200
Post Brd License Fee Reimburse	810	450	542	902	630	542	630
Publishing & Advertising	-	-	-	875	-	1,497	1,500
General Insurance	57,911	60,487	64,517	55,106	65,000	57,184	80,000
Electricity	-	-	-	1,309	-	1,227	1,000
Heat-Natural Gas	626	586	455	255	1,000	-	1,000
Maintenance Contracts	2,440	2,769	2,119	2,427	18,000	1,369	3,000
Building Maint/Repairs	129	560	342	904	1,000	624	1,000
Body Worn Cameras	-	-	-	-	-	-	70,000
Radio Maint/Repair	336	95	-	-	500	-	-
Vehicle Maint/Repair	17,993	28,385	19,656	40,939	20,000	13,975	20,000
Gen Equip Maint/Repair	1,944	1,969	1,972	1,704	3,500	1,296	3,500
General Equipment	1,409	665	3,347	4,799	2,600	-	2,600
Miscellaneous	-	-	57	60	-	-	-
Dues & Subscriptions	1,986	1,668	1,924	2,056	2,050	1,788	2,000
Copier Lease	1,616	1,212	1,212	1,616	1,700	1,212	1,700

**CITY OF GRAND RAPIDS  
POLICE DEPARTMENT  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET, YEAR TO DATE, PROPOSED 2023 BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
Towing Charges	3,800	2,990	2,234	3,655	6,000	1,521	3,500
Out of Town Court Expenses	-	-	-	-	-	-	-
Radio Deprecation	15,500	13,538	15,500	16,649	16,390	-	16,390
<b>TOTAL OTHER CHARGES &amp; SEF</b>	<b>219,603</b>	<b>205,392</b>	<b>187,828</b>	<b>221,287</b>	<b>224,070</b>	<b>154,349</b>	<b>294,420</b>
<b>CAPITAL OUTLAY</b>							
Eqpt/Machinery/Furn/Fix	42,942	-	-	42,614	-	-	-
<b>TOTAL POLICE EXPENDITURES</b>	<b>2,755,551</b>	<b>2,776,660</b>	<b>2,741,303</b>	<b>2,877,500</b>	<b>3,017,974</b>	<b>1,860,265</b>	<b>3,232,302</b>
<b>GRAND ITASCA SECURITY PERSONNEL</b>							
Salary-Fulltime	123,819	165,836	170,103	186,048	210,520	118,640	265,904
Salary-Overtime	2,320	9,344	19,524	20,979	-	13,006	-
Salary-Parttime	16,113	24,225	27,572	23,078	21,228	21,098	22,369
Salary-PT Overtime	298	494	129	-	-	966	-
PERA	9,451	14,077	14,161	16,266	17,381	9,766	21,620
FICA	8,667	11,948	13,275	13,686	14,368	9,181	17,873
Police Pension	21	-	-	1,107	-	397	-
Medicare	2,029	2,794	3,105	3,288	3,360	2,179	4,180
Health Insurance	50,010	63,090	69,492	73,296	77,695	50,391	97,140
Life Insurance	61	85	92	95	150	209	181
Unemployment	-	8	86	15	-	-	-
Workers Compensation	3,578	7,157	8,020	13,335	11,587	11,167	28,020
<b>TOTAL PERSONNEL</b>	<b>216,367</b>	<b>299,058</b>	<b>325,559</b>	<b>351,192</b>	<b>356,289</b>	<b>237,000</b>	<b>457,287</b>
<b>SUPPLIES &amp; MATERIALS</b>							
Office Supplies	-	-	-	-	500	-	200
Copy Supplies	-	-	1	1	-	-	-
* Assets between \$700-\$4,999	1,474	-	862	1,224	1,000	-	-
Inventorial Supplies	-	-	-	-	800	-	-
Operating Supplies	306	10	-	-	800	-	-
Uniforms/Clothing/Safety	4,569	2,836	6,707	3,586	3,000	2,218	3,000
Taser Cartridges/Mace	-	-	-	-	-	-	-
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>6,349</b>	<b>2,846</b>	<b>7,570</b>	<b>4,811</b>	<b>6,100</b>	<b>2,218</b>	<b>3,200</b>
<b>OTHER CHARGES &amp; SERVICES</b>							
Administrative Costs/Prof Svcs	165	-	-	-	28,503	-	36,583
Supervisor Costs	-	-	-	-	-	-	-
Other Contracted Services	-	-	-	-	-	-	-
Professional Services	-	-	-	-	-	-	-
Legal	-	155	-	-	-	-	-
Telephone	-	-	-	-	-	-	-
Postage/Freight	7	9	12	10	-	-	-
Seminar/Meetings/Schools	111	658	-	-	-	45	-
Hiring Expense/Background	790	4,142	3,379	6,826	-	2,644	2,500
Staff Training	-	-	-	-	1,000	-	-
Publishing & Advertising	229	458	458	812	-	581	500
General Insurance	1,040	1,001	1,238	1,069	1,225	1,352	1,225
Maintenance Contracts	-	2	9	10	-	-	-
Radio Maintenance	-	1,225	-	-	-	-	-
<b>TOTAL OTHER CHARGES &amp; SEF</b>	<b>2,342</b>	<b>7,650</b>	<b>5,096</b>	<b>8,727</b>	<b>30,728</b>	<b>4,622</b>	<b>40,808</b>
<b>TOTAL SECURITY EXPENDITURE</b>	<b>225,058</b>	<b>309,554</b>	<b>338,225</b>	<b>364,730</b>	<b>393,117</b>	<b>243,839</b>	<b>501,295</b>
<b>TOTAL POLICE/SECURITY EXPEN</b>	<b>2,980,609</b>	<b>3,086,214</b>	<b>3,079,528</b>	<b>3,242,230</b>	<b>3,411,091</b>	<b>2,104,104</b>	<b>3,733,597</b>



**CITY OF GRAND RAPIDS  
PUBLIC WORKS/ENGINEERING DEPARTMENT  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET, YEAR TO DATE, PROPOSED 2023 BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
<b>PERSONNEL</b>							
Salary-Fulltime	687,312	715,186	800,646	844,492	736,698	471,495	792,536
Salary-Overtime	9,363	12,726	25,593	23,183	22,000	11,677	22,000
Salary-Parttime	113,965	132,729	72,190	130,419	92,000	117,519	70,000
Salary-Parttime/Overtime	6,149	8,169	3,649	4,037	4,750	3,865	4,750
Contracted Services	-	-	-	-	-	14,786	-
PERA	52,976	55,531	62,451	65,549	57,090	36,243	61,278
FICA	49,472	52,073	53,687	59,349	52,681	35,813	56,143
Medicare	11,567	12,175	12,555	13,878	12,321	8,374	13,130
Health Insurance	151,678	170,211	216,929	209,072	233,002	138,101	247,613
Life Insurance	226	248	293	312	319	190	326
HealthCare Savings	9,018	14,270	22,083	16,923	-	9,674	-
Unemployment	6,311	5,685	11,982	4,611	7,510	2,606	7,510
Workers Compensation	24,507	29,275	41,337	47,777	49,755	29,387	46,634
<b>TOTAL PERSONNEL</b>	<b>1,122,545</b>	<b>1,208,278</b>	<b>1,323,395</b>	<b>1,419,599</b>	<b>1,268,126</b>	<b>879,730</b>	<b>1,321,921</b>
<b>SUPPLIES &amp; MATERIALS</b>							
Office Supplies	136	513	375	357	800	95	800
Copy Supplies	553	519	83	436	1,200	506	1,200
Printing/Binding	58	121	-	-	100	-	100
Computer Supplies	32	1,583	-	67	1,500	-	1,500
Assets between \$700-\$4,999	-	6,058	5,430	5,049	6,000	-	6,000
Inventorial Supplies	470	393	804	881	400	-	400
Operating Supplies	231	1,128	554	463	1,300	536	1,300
Motor Fuels	44,717	46,263	30,018	43,271	45,000	39,643	50,000
Lubricants	755	127	2,782	881	1,000	27	1,000
Maintenance Tools/Sup	1,211	1,516	1,673	5,983	1,500	1,786	1,500
Building Maint Supplies	195	1,600	515	52	1,000	152	1,000
Chemicals	525	830	346	358	800	1,032	800
Uniforms/Clothing/Safety	3,818	5,692	6,039	9,247	4,200	7,204	5,000
Sign Repair Materials	13,595	18,502	13,856	8,198	15,000	14,486	15,000
Bituminous/Pot hole patching	44,661	23,018	66,805	74,015	45,000	9,094	45,000
Concrete	789	108	-	73	1,000	2,221	1,000
Granular/Riprap/Dirt	2,839	4,806	11,039	1,137	6,000	665	6,000
Small Tools	2,445	1,662	1,605	2,503	1,500	992	2,000
Sand/Salt	46,251	54,757	50,027	46,149	55,000	26,733	60,000
Liquid De-Icer	27,642	37,882	26,644	29,793	30,000	8,994	30,000
Grounds Maint/Supplies	29,266	27,717	53,304	58,089	35,000	37,484	35,000
<b>TOTAL SUPPLIES/ MATERIALS</b>	<b>220,191</b>	<b>234,795</b>	<b>271,899</b>	<b>287,002</b>	<b>253,300</b>	<b>151,650</b>	<b>264,600</b>
<b>OTHER CHARGES &amp; SERVICES</b>							
Professional Services	-	1,313	159	2,986	10,000	18,219	10,000
Engineering Fees	26,054	7,975	15,648	10,423	8,000	5,594	8,000
Legal	60	-	543	2,512	2,000	-	2,000
Other Contracted Services	69,934	102,202	74,860	188,904	85,000	51,474	85,000
PUC Telephone Chgs	7,846	2,194	599	629	-	149	-
S/W Trip Haz Repairs	23,817	6,393	4,154	15,760	10,000	10,591	20,000
Postage/Freight	528	466	350	227	1,600	17	1,600
Seminar/Meetings/Schools	9,706	8,678	2,668	2,084	11,000	3,637	11,000
Auto Mileage	842	1,507	1,127	1,232	1,500	1,016	1,500
Auto Licenses	608	-	740	-	500	635	750
Publishing & Advertising	795	1,113	117	1,446	700	210	700
General Insurance	20,414	20,836	28,592	20,841	29,500	15,100	29,500
Electricity	35,066	36,483	32,314	43,670	35,000	35,507	45,000
Water	2,677	6,884	8,768	12,841	6,000	4,877	10,000
Garbage Removal	17,924	15,078	16,221	15,870	16,000	13,938	16,000
Heat-Natural Gas	856	987	867	626	1,000	698	1,000
Maintenance Contracts	3,139	3,252	6,448	3,521	3,500	2,400	3,500
Computer Maint/Upgrades	2,913	-	-	-	-	-	-
Building Maint/Repairs	20,529	44,810	38,669	20,550	25,000	14,176	25,000

**CITY OF GRAND RAPIDS  
PUBLIC WORKS/ENGINEERING DEPARTMENT  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET, YEAR TO DATE, PROPOSED 2023 BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
Ground Maint/Repairs	4,378	4,978	20,843	12,654	7,000	3,702	7,000
Irrigation Maint/Repair	7,714	1,056	9,375	8,074	7,500	2,854	7,500
Vehicle Maint/Repair	106,617	149,281	106,188	114,776	115,000	101,985	115,000
Gen Equip Maint/Repair	59	1	605	334	300	485	300
Fixture Maint/Repair	1,356	442	258	1,054	1,000	39	1,000
Equipment Rental	45	700	11,801	650	1,500	-	1,500
Portable Restroom Rental	12,930	11,941	3,603	15,917	12,500	5,023	15,000
Miscellaneous	172	3,385	92	-	500	(454)	500
Dues & Subscriptions	644	594	844	626	1,000	668	750
Banner Replacement	2,761	3,335	-	4,329	4,000	7,294	4,000
Demo Dump Charges	-	50	-	415	-	-	-
Crack Sealing-ST Aid Maint	94,532	53,977	41,411	35,520	60,000	-	55,000
Striping-ROW Paint	10,392	13,740	15,698	14,186	15,000	70	15,000
Fleet Maintenance	-	-	-	20	-	-	-
Facility Maint Charges	-	-	-	2,561	20,000	-	20,000
Street Lighting	121,952	115,767	112,585	122,573	120,000	67,818	120,000
Street Lighting Supplies	-	-	-	932	-	-	-
Street Lighting Maint	111,972	89,833	60,479	115,384	120,000	87,083	120,000
<b>TOTAL OTHER CHGS/SERV</b>	<b>719,232</b>	<b>709,251</b>	<b>616,626</b>	<b>794,126</b>	<b>731,600</b>	<b>454,803</b>	<b>753,100</b>
<b>CAPITAL OUTLAY-PUBLIC WORKS</b>							
Equipment/Mach/Furn & Fix	-	-	19,654	-	-	-	-
Building/Building Improvements	9,859	-	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>9,859</b>	<b>-</b>	<b>19,654</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>2,071,827</b>	<b>2,152,324</b>	<b>2,231,574</b>	<b>2,500,727</b>	<b>2,253,026</b>	<b>1,486,183</b>	<b>2,339,621</b>

**CITY OF GRAND RAPIDS  
RECREATION DEPARTMENT**

**ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET, YEAR TO DATE ACTUAL AND PROPOSED 2023 BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
<b>PERSONNEL</b>							
Salary-Fulltime	57,618	42,081	43,403	44,535	45,474	28,858	46,724
Salary-Parttime	17,594	14,983	14,122	7,383	18,010	16,178	16,010
PERA	4,303	3,156	3,255	3,340	3,521	2,164	3,614
FICA	4,390	3,395	3,486	3,138	3,936	2,743	3,890
Medicare	1,027	794	815	734	921	641	910
Health Insurance	12,460	8,412	9,037	9,162	9,712	6,108	9,712
Life Insurance	18	12	12	13	12	8	12
Unemployment	-	-	47	283	500	-	500
Workers Compensation	2,103	2,334	1,752	1,992	2,035	1,444	2,235
<b>TOTAL PERSONNEL</b>	<b>99,513</b>	<b>75,167</b>	<b>75,929</b>	<b>70,580</b>	<b>84,121</b>	<b>58,145</b>	<b>83,607</b>
<b>SUPPLIES &amp; MATERIALS</b>							
Office Supplies	45	-	-	-	500	-	500
Copy Supplies	3	1	-	0	-	-	-
Inventorial Supplies	24	192	-	-	-	-	-
Operating/Program Supplies	666	230	303	25	-	-	-
Motor Fuels	-	-	-	-	-	-	-
Maintenance Tools/Supplies	115	26	-	12	-	-	-
Activity Passes	-	-	-	-	-	-	-
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>853</b>	<b>449</b>	<b>303</b>	<b>37</b>	<b>500</b>	<b>-</b>	<b>500</b>
<b>OTHER CHARGES &amp; SERVICES</b>							
Legal	-	-	-	-	1,000	-	1,000
Other Contracted Services	-	-	-	-	-	-	-
Telephone	2,087	966	-	-	-	-	-
Postage/Freight	9	1	2	1	-	-	-
Seminar/Meetings/Schools	2,792	-	-	-	1,000	-	1,000
Auto License	16	-	-	-	-	-	-
Publishing & Advertising	-	9	407	188	-	-	-
General Insurance	1,240	717	600	329	1,000	336	1,000
Maintenance Contracts	668	635	1,084	1,764	1,000	1,062	3,000
Computer Maint/Repair	-	-	-	-	-	-	-
Gen Equip Maint/Repair	-	-	1,383	148	-	-	-
Vehicle Maint/Repair	270	-	-	-	-	-	-
Equipment Rental	373	464	464	471	-	367	-
Miscellaneous	-	-	-	20	-	-	-
Dues & Subscriptions	63	65	37	37	500	71	500
Snowmobile Trail Grooming	2,000	2,000	2,500	2,500	3,000	2,500	3,000
<b>TOTAL OTHER CHARGES &amp; SERV</b>	<b>9,518</b>	<b>4,857</b>	<b>6,477</b>	<b>5,458</b>	<b>7,500</b>	<b>4,336</b>	<b>9,500</b>
Land/Land Improvements	25,540	700	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>135,424</b>	<b>81,173</b>	<b>82,709</b>	<b>76,074</b>	<b>92,121</b>	<b>62,481</b>	<b>93,607</b>

**CITY OF GRAND RAPIDS  
CENTRAL SCHOOL  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET, PROPOSED 2023 BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
<b>REVENUES:</b>							
Leases	\$ 56,201	\$ 70,858	\$ 73,001	\$ 47,609	\$ 60,000	\$ 42,646	\$ 56,000
Late Lease Payments	188	142	64	42	100	20	\$ 100
State of Minnesota-Grant	-	-	-	-	-	-	
Blandin Foundation	-	-	-	-	-	-	
Cookbook Sales	14	-	-	-	-	-	
Miscellaneous	572	1,250	350	1,359	-	50	
Interest from Investment-Cap	316	732	765	431	-	156	
Insurance Recovery	-	2,244	-	8,293	-	-	
Operating Transfer -In	56,361	44,230	27,464	50,716	56,450	-	\$ 59,950
<b>TOTAL REVENUE:</b>	<b>113,652</b>	<b>119,456</b>	<b>101,644</b>	<b>108,450</b>	<b>116,550</b>	<b>42,872</b>	<b>116,050</b>
<b>EXPENDITURES:</b>							
Supplies & Materials:							
Office Supplies	15	34	12	13	-	-	
Inventorial Supplies	153	278	115	116	150	820	300
Maintenance Tools/Supplies	2,678	2,167	783	1,553	1,500	502	1,500
Total Supplies & Materials:	2,846	2,479	910	1,682	1,650	1,321	1,800
Other Charges & Services:							
Professional Services	-	810	-	-	-	-	
Accounting/Audit	660	679	698	668	800	674	750
Legal	-	-	-	-	-	-	
Exterminator	443	443	443	506	500	253	500
Janitorial	13,786	13,795	15,204	18,000	18,000	7,125	18,000
Management Contract Service	4,726	4,653	4,762	2,423	4,500	4,941	3,800
Telephone	1,458	1,441	1,419	1,438	1,500	901	1,500
Postage/Freight	2	1	1	-	-	-	
Promotions/Advertising/Publishing	240	240	-	649	1,000	450	1,000
General Insurance	11,331	11,167	11,650	10,336	11,500	14,248	11,500
Electricity	20,860	20,059	18,964	21,731	20,000	12,946	20,000
Garbage	6,384	5,232	2,829	3,620	5,500	2,483	4,500
Heat-Natural Gas	14,968	13,384	10,267	13,838	14,000	11,031	15,000
Maintenance Contracts - Elevator	2,598	2,764	2,839	1,682	2,900	3,046	3,000
Building Maint/Repairs	20,073	22,745	24,433	35,410	21,000	14,624	22,000
Fire Alarm & Heating Contracts	7,646	7,866	4,202	312	8,000	312	7,000
Gen Equip Maint/Repair	-	100	-	100	300	-	300
Miscellaneous	-	-	-	150	-	-	
Dues/Subscriptions	120	210	120	120	-	20	
Property Taxes	-	-	-	-	-	-	
Building Maint/Cap Res	-	-	-	-	-	-	
Total Other Charges & Services:	105,295	105,589	97,831	110,983	109,500	73,054	108,850
Capital Outlay:							
Bldg Improvement	-	-	-	-	-	-	-
Bldg Imprv-Capital Reserve	5,400	-	5,400	-	5,400	-	5,400
Total Capital Outlay:	5,400	-	5,400	-	5,400	-	5,400
<b>TOTAL EXPENDITURES:</b>	<b>113,541</b>	<b>108,068</b>	<b>104,141</b>	<b>112,664</b>	<b>116,550</b>	<b>74,376</b>	<b>116,050</b>
<b>Excess Revenue &gt; Expenditures:</b>	<b>111</b>	<b>11,388</b>	<b>(2,497)</b>	<b>(4,214)</b>	<b>-</b>	<b>(31,504)</b>	<b>-</b>

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

**CITY OF GRAND RAPIDS  
CIVIC CENTER DEPARTMENT  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET, YEAR TO DATE, PROPOSED 2023 BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
<b>REVENUES:</b>							
<b>INTERGOVERNMENTAL</b>							
State of Minnesota	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>CHARGES FOR SERVICES</b>							
Open Skating	2,842	2,446	817	2,431	2,500	1,039	1,000
Concessions-Lower Level	92,079	84,974	51,598	-	-	-	-
Concessions-Upper Level	8,249	3,661	5,617	-	-	-	-
Concessions-Sports Complex	-	-	-	-	-	-	-
<b>TOTAL CHARGES FOR SERVICE</b>	<b>103,170</b>	<b>91,081</b>	<b>58,032</b>	<b>2,431</b>	<b>2,500</b>	<b>1,039</b>	<b>1,000</b>
<b>MISCELLANEOUS REVENUE</b>							
Rent-Ice-Other	76,765	88,249	93,414	80,560	496,000	65,286	60,000
GRAHA	142,546	171,909	118,795	220,870	-	88,644	219,000
ISD 318	150,578	159,792	140,369	169,521	-	115,544	180,000
Rent-MUP	75	-	-	-	-	-	-
Rent-Summer Ice	49,929	39,265	12,768	39,828	62,000	-	-
Ice Rent - Tournaments	64,373	59,819	48,596	59,827	-	45,182 *	-
Rent - Dry Floor	34,338	36,248	6,000	12,380	5,000	18,248	9,000
Rent - Dry Floor MUP	1,885	300	600	1,996	1,000	1,300	-
Rent - Table/Chair	6,351	6,469	577	3,604	1,000	3,388	2,000
Advertising Signs	72,184	70,184	66,321	57,642	67,000	60,346	33,000
Zamboni Advertising	4,500	4,500	5,000	5,488	4,000	3,000	3,000
Skate Sharpening	1,277	1,284	1,073	223	1,000	310	1,000
Contributions	-	-	-	-	-	-	-
Miscellaneous	27	139	1,216	3,636	-	1,082	-
Rebates	2,471	1,986	858	1,093	-	658	-
Vending Machines	3,465	3,506	1,380	-	-	-	-
Video Game Vending	1,070	966	428	656	500	765	600
Candy Vending	3,359	2,774	1,468	-	-	-	-
ATM Commissions	1,712	1,743	923	-	-	-	-
Pro Shop	1,109	943	473	-	-	-	-
Commissions-Vending	148	-	-	-	-	-	-
Investment Income	23	-	-	1	-	86	-
<b>TOTAL MISCELLANEOUS REVENUE</b>	<b>618,185</b>	<b>650,076</b>	<b>500,259</b>	<b>657,325</b>	<b>637,500</b>	<b>403,837</b>	<b>507,600</b>
<b>OTHER SOURCES</b>							
Sale of Genl Fixed Assets	-	-	-	-	-	-	-
Insurance Recovery	5,493	-	-	41,244	-	-	-
Operating Transfer in	-	-	-	-	-	-	-
<b>TOTAL OTHER SOURCES</b>	<b>5,493</b>	<b>-</b>	<b>-</b>	<b>41,244</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>\$ 726,848</b>	<b>\$ 741,157</b>	<b>\$ 558,291</b>	<b>\$ 701,000</b>	<b>\$ 640,000</b>	<b>\$ 404,875</b>	<b>\$ 508,600</b>
<b>EXPENDITURES:</b>							
Operating Transfer Out	-	-	-	-	-	-	-

**CITY OF GRAND RAPIDS  
CIVIC CENTER DEPARTMENT  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET, YEAR TO DATE, PROPOSED 2023 BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
Salary-Fulltime	175,172	179,197	97,017	88,410	105,566	56,553	77,869
Salary-Fulltime/Overtime	-	462	5,669	2,249	-	-	-
Salary-Parttime	88,601	89,289	58,019	65,994	91,616	41,277	66,385
Salary-Parttime/Overtime	2,186	671	249	353	2,010	142	2,010
Contracted Svs - Police/Alleman	1,688	798	3,222	873	2,010	591	14,623
PERA	14,919	15,721	9,363	9,971	9,958	6,558	9,133
FICA	16,058	16,190	9,635	9,367	12,350	5,782	9,068
Police Pension	260	136	571	137	356	105	356
Medicare	3,779	3,798	2,299	2,203	2,917	1,361	2,150
Health Insurance	50,630	51,852	29,093	24,942	29,135	16,828	29,135
Life Insurance	80	80	72	39	39	97	39
Healthcare Savings	3,080	4,410	2,925	2,544	-	1,496	-
Reemployment Insurance	236	1,732	1,820	182	1,010	-	1,010
Workers Compensation	4,397	5,509	5,941	7,122	7,277	3,718	5,755
<b>Total Personnel</b>	<b>361,086</b>	<b>369,845</b>	<b>225,895</b>	<b>214,386</b>	<b>264,244</b>	<b>134,507</b>	<b>217,533</b>
Office Supplies	123	52	31	37	500	162	500
Copy Supplies	22	11	10	8	-	-	-
Assets Between \$700 - \$4,999	-	2,259	-	-	-	5,027	-
Inventorial Supplies	866	434	-	209	-	959	-
Operating Supplies	11,606	11,954	7,744	9,198	8,000	5,876	5,000
MUP Supplies	-	-	2,698	-	-	-	-
Dry Floor Event Supplies	451	794	763	1,338	1,500	6,062	-
Motor Fuels	491	621	207	384	400	177	300
Maintenance Tools/Sup	1,088	1,159	836	1,872	1,200	2,559	1,200
Uniforms/Clothing/Safety	500	1,539	713	500	1,500	500	-
Concessions Supplies	55,621	48,170	27,145	-	-	-	-
Vending Supplies	7,360	6,560	3,322	-	-	-	-
Pro Shop Supplies	2,181	-	-	-	-	-	-
<b>Total Supplies &amp; Materials:</b>	<b>80,309</b>	<b>73,553</b>	<b>43,469</b>	<b>13,546</b>	<b>13,100</b>	<b>21,322</b>	<b>7,000</b>
Professional Service	-	1,027	-	-	-	138	-
Accounting/Auditing Services	700	1,718	1,746	11,001	11,700	1,011	7,000
Legal	-	-	-	-	-	-	-
Other Contract Services	13,950	8,865	5,608	4,357	5,600	4,611	5,600
Facilities Maintenance Charge	3,500	3,500	-	-	-	-	-
Telephone	5,692	4,739	4,661	4,283	5,000	2,777	4,400
Postage/Freight	142	105	119	80	-	-	100
Seminar/Meetings/Schools	732	726	82	773	1,000	400	1,000
Auto Licenses	16	-	39	-	-	19	-
Publishing & Advertising	510	-	350	-	350	-	-
General Insurance	8,754	9,343	9,656	8,075	9,700	13,800	10,000
Electricity	130,713	132,390	110,428	165,034	105,000	86,421	130,000
Water	5,679	5,820	4,161	5,679	4,500	3,225	3,000
Sewer	5,862	5,755	3,340	5,587	3,500	3,128	2,500
Garbage Removal	6,960	8,079	6,824	4,390	7,000	5,380	3,500
Heat-Natural Gas	37,171	39,210	31,944	16,349	35,000	7,768	20,000
Maintenance Contracts	164	142	124	93	-	-	-
Building Maint/Repairs	37,963	39,414	24,388	41,174	25,000	32,558	20,000
Computer Maintenance/Repair	1,103	1,000	1,000	1,000	1,000	-	1,000
Gen Equip Maint/Repair	20,121	41,386	39,258	116,513	30,000	19,473	30,000
MC/VISA Bank Charges	670	573	302	427	-	559	-
Miscellaneous Expense	-	-	-	47	-	-	-

**CITY OF GRAND RAPIDS  
CIVIC CENTER DEPARTMENT  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET, YEAR TO DATE, PROPOSED 2023 BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
Cash Short and Over	(144)	(220)	(70)	(1)	-	-	-
Dues & Subscriptions	828	800	832	487	1,000	526	-
Advertising Production	1,141	493	427	811	1,000	661	1,000
Summer Ice Programming	3,748	2,943	513	18	3,000	19	-
Marketing	350	710	-	-	1,000	-	-
Copy Machine Lease	373	356	364	371	400	267	400
Loan Repayment	431	373	315	256	14,583	-	14,583
Operating Transfer-Out	-	-	-	-	-	24,437	-
<b>Total Other Charges &amp; Services:</b>	<b>287,129</b>	<b>309,247</b>	<b>246,411</b>	<b>386,804</b>	<b>265,333</b>	<b>207,180</b>	<b>254,083</b>
Eqpt/Machinery/Furn/Fix	-	-	-	-	-	-	-
Building/Bldg Improvements	-	-	-	-	-	-	-
<b>TOTAL EXPENDITURES</b>	<b>728,524</b>	<b>752,645</b>	<b>515,775</b>	<b>614,736</b>	<b>542,677</b>	<b>363,008</b>	<b>478,616</b>
<b>Excess Revenue &gt; Expenditu</b>	<b>\$ (1,676)</b>	<b>\$ (11,488)</b>	<b>\$ 42,516</b>	<b>\$ 86,264</b>	<b>\$ 97,323</b>	<b>\$ 41,867</b>	<b>\$ 29,984</b>

**CITY OF GRAND RAPIDS**  
**Grand Rapids Domestic Animal Control Facility**  
**Actual 2018-2021 Expenditures, 2022 Budget, Year to Date and 2023 Proposed Budget**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
<b>Revenue:</b>							
Intergovernmental: County	\$ -	\$ 3,000	\$ 3,000	\$ 3,262	\$ 3,000	\$ 1,500	\$ 3,000
City of Cohasset	-	-	-	-	-	-	-
Itasca County	35,278	36,288	35,280	22,530	36,500	14,940	37,250
City of Bovey	-	-	-	-	-	-	-
City of Coleraine	-	-	-	-	-	-	-
City of Hill City	-	-	-	-	-	-	-
City of LaPrairie	-	-	-	-	-	-	-
Dog License	-	-	-	-	-	-	-
Pound Fees	1,094	-	-	-	-	530	-
Miscellaneous	73	101	1	0	-	10	-
Operating Transfer - In	23,540	25,677	24,100	37,778	35,589	-	36,923
<b>Total Revenue</b>	<b>59,985</b>	<b>65,066</b>	<b>62,381</b>	<b>63,570</b>	<b>75,089</b>	<b>16,980</b>	<b>77,173</b>
<b>Expenditures:</b>							
<b>Personnel</b>							
Salary-Fulltime	24,202	25,400	26,154	24,370	27,446	16,342	28,200
Salary-Overtime	-	-	-	-	2,000	-	2,000
Salary-Parttime	5,423	5,651	4,740	8,295	8,040	6,300	8,040
Contracted Services	-	-	-	-	-	-	-
PERA	2,203	2,273	2,048	1,827	2,811	1,226	2,868
FICA	1,819	1,906	1,895	2,007	2,324	1,392	2,371
Medicare	425	446	443	469	544	326	554
Health Insurance	8,250	8,700	9,037	9,162	9,162	6,108	9,162
Life Insurance	12	12	12	13	13	8	13
Unemployment	-	-	13	734	-	-	-
Workers Compensation	436	526	566	709	724	607	939
<b>Total Personnel</b>	<b>42,770</b>	<b>44,914</b>	<b>44,908</b>	<b>47,587</b>	<b>53,064</b>	<b>32,309</b>	<b>54,148</b>
<b>Supplies &amp; Materials</b>							
Assets between \$700-\$4,999	-	-	-	-	-	-	-
Inventorial Supplies	-	380	-	330	-	-	-
Supplies	817	962	853	1,141	1,500	770	1,500
Motor Fuel	1,647	1,417	1,125	1,941	2,000	1,820	2,500
<b>Total Supplies &amp; Materials</b>	<b>2,464</b>	<b>2,759</b>	<b>1,978</b>	<b>3,411</b>	<b>3,500</b>	<b>2,590</b>	<b>4,000</b>
<b>Other Charges &amp; Services</b>							
Professional Services	419	228	1,046	262	1,000	-	500
Telephone	593	97	543	584	1,080	361	1,080
Seminars/Training	-	-	-	-	500	-	-
General Liability Insurance	3,730	3,377	3,575	2,869	4,500	1,856	4,500
Electric	6,524	6,567	5,964	5,793	6,200	2,862	6,200
Garbage Removal	45	45	45	45	45	45	45
Natural Gas	1,277	1,497	1,247	1,616	1,500	1,765	3,000
Maint Contracts	191	1,175	938	769	700	301	700
Building Maintenance	810	657	696	1,131	2,000	1,220	2,000
General Eqpt Maint/Repairs	661	250	60	-	500	28	500
Facility Maint Charge	500	500	500	500	500	-	500
<b>Total Other Charges &amp; Services</b>	<b>14,750</b>	<b>14,393</b>	<b>14,614</b>	<b>13,570</b>	<b>18,525</b>	<b>8,438</b>	<b>19,025</b>
<b>Total Operating Costs</b>	<b>59,984</b>	<b>62,066</b>	<b>61,500</b>	<b>64,568</b>	<b>75,089</b>	<b>43,338</b>	<b>77,173</b>
<b>REVENUES/(EXPENDITURES)</b>	<b>\$ 1</b>	<b>\$ 3,000</b>	<b>\$ 881</b>	<b>\$ (998)</b>	<b>\$ -</b>	<b>\$ (26,358)</b>	<b>\$ 0</b>



**GRAND RAPIDS/ITASCA COUNTY AIRPORT  
AIRPORT OPERATIONS FUND WORKSHEET  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET AND 2023 PROPOSED BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
<b>REVENUES:</b>							
<b>INTERGOVERNMENTAL</b>							
State Operations Reimb	66,488	66,488	30,689	66,231	66,488	66,231	66,231
State Project Reimb	-	-	-	-	-	-	-
Federal Project	-	-	53,472	24,158	-	1,403	-
Itasca County	20,000	20,000	20,000	20,000	20,000	20,000	20,000
<b>TOTAL INTERGOVERNMENTAL</b>	<b>86,488</b>	<b>86,488</b>	<b>104,161</b>	<b>110,389</b>	<b>86,488</b>	<b>87,634</b>	<b>86,231</b>
<b>CHARGES FOR SERVICES</b>							
Landing Fees	847	922	993	783	900	1,030	1,000
Gas Sales/Fuel Flowage	4,797	6,820	5,212	8,031	5,000	4,451	5,000
<b>TOTAL CHARGES FOR SERVICES</b>	<b>5,644</b>	<b>7,742</b>	<b>6,205</b>	<b>8,814</b>	<b>5,900</b>	<b>5,481</b>	<b>6,000</b>
<b>MISCELLANEOUS</b>							
Private Lease Rental	18,974	20,891	21,190	21,474	25,000	21,823	25,000
Solar Lease Payment	-	-	-	-	14,550	3,002	14,696
Tie Down Area/Old T-Hangar	7,044	7,115	7,186	7,258	7,000	4,887	7,000
Rent-DNR Fire CACHE	833	833	833	833	800	-	800
FBO Rent	20,410	20,614	20,821	21,029	20,400	14,159	21,250
T-Hangar Rent	69,095	67,528	64,910	69,515	68,000	51,635	68,000
ACAR - Maint BLDG	1,200	1,200	1,200	1,200	1,200	700	-
Miscellaneous	-	2,211	-	2,213	-	-	-
Energy Rebates	-	-	-	999	-	-	-
Investment Income	2,159	2,766	565	262	500	420	300
<b>TOTAL MISCELLANEOUS</b>	<b>119,715</b>	<b>123,158</b>	<b>116,705</b>	<b>124,782</b>	<b>137,450</b>	<b>96,627</b>	<b>137,046</b>
<b>OTHER SOURCES</b>							
Sale of Fixed Assets	-	5,859	4,000	-	-	-	-
Insurance Recovery	-	-	-	5,914	-	-	-
Operating Transfers In - City	20,000	20,000	20,000	20,000	20,000	20,000	20,000
Fund Balance Usage	-	-	-	-	-	-	8,260
<b>TOTAL OTHER SOURCES</b>	<b>20,000</b>	<b>25,859</b>	<b>24,000</b>	<b>25,914</b>	<b>20,000</b>	<b>20,000</b>	<b>28,260</b>
<b>TOTAL REVENUES</b>	<b>231,847</b>	<b>243,247</b>	<b>251,071</b>	<b>269,899</b>	<b>249,838</b>	<b>209,742</b>	<b>257,537</b>
<b>EXPENDITURES</b>							
<b>PERSONNEL</b>							
Salary-Fulltime	63,255	61,788	70,594	50,778	62,797	31,495	65,050
Salary-Overtime	2,093	2,413	3,271	2,709	1,000	1,655	1,000
Salary-Parttime	6,087	12,200	9,614	13,638	8,000	6,929	8,000
Salary-Parttime Overtime	8	183	-	23	-	-	-
PERA	4,801	4,752	5,517	3,976	4,752	2,486	4,921
FICA	4,337	4,598	4,967	3,973	4,451	2,350	4,591
Medicare	1,014	1,075	1,162	929	1,041	550	1,074
Health Insurance	10,318	10,416	15,651	11,046	23,038	12,864	23,308
Life Insurance	25	25	25	26	26	93	26
Healthcare Savings	1,232	1,764	3,109	1,781	-	1,795	-
Unemployment	-	-	-	-	-	-	-
Workers Compensation	935	1,353	1,404	1,714	1,500	1,982	3,067
<b>TOTAL PERSONNEL</b>	<b>94,105</b>	<b>100,567</b>	<b>115,314</b>	<b>90,591</b>	<b>106,605</b>	<b>62,199</b>	<b>111,037</b>

**GRAND RAPIDS/ITASCA COUNTY AIRPORT  
AIRPORT OPERATIONS FUND WORKSHEET  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET AND 2023 PROPOSED BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
<b>SUPPLIES</b>							
Office Supplies	-	-	6	-	-	-	-
Copy Supplies	20	7	9	15	-	-	-
Computer Supplies	-	-	-	-	500	-	500
Assets between \$700-\$4,999	-	800	-	-	-	-	-
Inventorial Supplies	501	434	233	-	1,500	280	1,500
Operating Supplies	630	-	152	281	-	333	-
Motor Fuels	9,524	12,936	9,982	9,791	11,000	10,151	11,000
Lubricants	91	146	123	46	500	-	500
Maintenance Tools/Sup	759	440	559	703	500	148	500
Uniforms/Clothing	128	125	125	140	125	250	250
Other Supplies/Materials	4	-	45	-	250	-	250
Equipment Parts	-	4	-	-	-	-	-
Tires	-	-	-	-	1,000	-	1,000
Small Tools (Shop)	538	737	515	468	1,000	83	1,000
Liquid Deicer	403	1,093	479	20,239	23,000	233	23,000
<b>TOTAL SUPPLIES</b>	<b>12,598</b>	<b>16,722</b>	<b>12,228</b>	<b>31,682</b>	<b>39,375</b>	<b>11,477</b>	<b>39,500</b>
<b>OTHER CHARGES &amp; SERVICES</b>							
Professional Services	-	-	1,520	-	-	5,238	-
Accounting Services	770	792	814	779	1,200	787	1,200
Engineering	-	-	-	-	1,500	-	1,500
Legal	266	1,189	310	5,012	2,000	1,854	2,000
Other Contracted Services	20,100	1,908	25,043	3,000	3,500	-	3,500
Telephone	1,054	491	569	640	1,500	451	1,500
Postage/Freight	97	71	74	88	200	-	200
Seminar/Meetings	1,063	41	51	31	1,650	-	1,650
Auto Mileage/Travel	-	-	-	-	1,500	68	1,500
Auto Licenses	32	-	77	-	44	96	100
Publishing/Advertising	-	1,932	-	-	200	-	200
General Insurance	22,087	22,084	21,278	17,380	20,000	10,008	20,000
Electricity	13,400	14,023	12,965	15,834	15,000	8,048	15,000
Garbage Removal	2,094	2,165	1,242	1,247	2,000	1,090	2,000
Heat-Natural Gas	3,683	4,461	3,191	3,515	4,000	4,114	4,000
Maintenance Contract	142	98	107	159	-	-	-
Building Maint/Repair	13,924	5,747	21,302	18,162	8,914	11,301	10,000
Grounds Maint/Repair	7,268	10,343	20,542	11,782	10,000	6,685	10,000
Pavement Maintenance	-	-	-	-	-	-	-
T Hangar Maintenance	3,966	13,786	8,071	6,094	5,000	2,305	7,500
Computer Maint/Repair	300	300	300	300	500	-	500
Lighting Maint/Repair	10,539	2,651	4,360	4,145	5,000	2,480	5,000
Radio Maint/Repair	-	50	-	-	-	-	-
Vehicle Maint/Repair	3,374	7,716	5,764	6,360	3,000	936	3,500
General Equip Maint/Repair	7,010	15,463	18,395	18,699	15,500	34,387	15,500
Land Rental	1,064	1,096	1,129	1,163	1,000	-	-
Miscellaneous	-	150	-	-	-	-	-
Drug Screening	31	90	-	-	-	-	-
Dues/Subscriptions/Lic Fee	198	198	198	198	650	219	650
<b>TOTAL OTHER CHARGES</b>	<b>112,462</b>	<b>106,845</b>	<b>147,302</b>	<b>114,588</b>	<b>103,858</b>	<b>90,067</b>	<b>107,000</b>

**GRAND RAPIDS/ITASCA COUNTY AIRPORT  
AIRPORT OPERATIONS FUND WORKSHEET  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET AND 2023 PROPOSED BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2023 BUDGET
<b>CAPITAL OUTLAY</b>							
Equipment	42,670	33,140	-	11,239	-	-	-
Bldg/Bldg Improvements	-	-	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>42,670</b>	<b>33,140</b>	<b>-</b>	<b>11,239</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>261,835</b>	<b>257,274</b>	<b>274,844</b>	<b>248,101</b>	<b>249,838</b>	<b>163,743</b>	<b>257,537</b>
Total Operating Revenue	231,847	243,247	251,071	269,899	249,838	209,742	257,537
Total Operating Expenditures	261,835	257,274	274,844	248,101	249,838	163,743	257,537
Revenue over (under) Expenditures	(29,988)	(14,027)	(23,773)	21,798	-	45,998	-

**CITY OF GRAND RAPIDS  
ITASCA CALVARY CEMETERY  
2018 - 2021 ACTUAL, 2022 ADOPTED BUDGET, YEAR TO DATE AND 2023 PROPOSED BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2022 BUDGET
<b>TAXES</b>							
Current	\$ 166,445	\$ 171,881	\$ 170,380	\$ 181,161	\$ 218,427	\$ 106,457	\$ 226,157
Delinquent	810	1,400	826	2,470	-	665	
Fiscal Disparities	17,327	18,255	17,997	15,679	-	17,907	
<b>TOTAL TAXES</b>	<b>184,582</b>	<b>191,536</b>	<b>189,203</b>	<b>199,310</b>	<b>218,427</b>	<b>125,029</b>	<b>226,157</b>
<b>INTERGOVERNMENTAL</b>							
Supplemental Aid	10,579	9,910	9,582	10,084	-	-	
State of Minnesota (Storm)	-	-	-	13,539	-	-	
Taconite Credit-Residential	-	-	-	-	-	-	
<b>TOTAL INTERGOVERNMENTAL</b>	<b>10,579</b>	<b>9,910</b>	<b>9,582</b>	<b>23,623</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>CHARGES FOR SERVICES</b>							
Cohasset Cemetery Sexton	3,788	4,642	6,413	5,721	4,500	3,868	4,500
Restitution for Damages	193	189	131	817	-	-	-
Cemetery Lots	10,440	14,750	21,000	13,000	12,500	13,500	12,000
Grave Openings	20,895	17,250	28,770	32,370	18,000	12,850	18,000
<b>TOTAL CHARGES FOR SERVICES</b>	<b>35,316</b>	<b>36,831</b>	<b>56,314</b>	<b>51,907</b>	<b>35,000</b>	<b>30,218</b>	<b>34,500</b>
<b>MISCELLANEOUS INCOME</b>							
Miscellaneous Income (Foundations)	3,033	420	1,621	1,195	1,000	70	1,000
Investment Income	649	932	648	530	500	238	300
<b>TOTAL MISC REVENUE</b>	<b>3,682</b>	<b>1,352</b>	<b>2,269</b>	<b>1,725</b>	<b>1,500</b>	<b>308</b>	<b>1,300</b>
<b>OTHER FINANCING SOURCES</b>							
Insurance Recovery	-	-	-	-	-	-	
Operating Transfer In	-	-	32,475	82,585	-	-	
Extraordinary Item	-	-	-	7,743	-	-	
<b>TOTAL OTHER FINANCING SOURCES</b>	<b>-</b>	<b>-</b>	<b>32,475</b>	<b>90,328</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL REVENUES</b>	<b>234,159</b>	<b>239,629</b>	<b>289,843</b>	<b>366,893</b>	<b>254,927</b>	<b>155,555</b>	<b>261,957</b>
<b>PERSONNEL</b>							
Salary-Full-time	114,701	110,269	115,956	120,969	115,636	75,401	118,722
Salary-Full-time-OT	373	-	4,642	1,975	-	113	-
Salary-Parttime	18,371	23,970	21,240	28,761	23,010	21,792	25,010
Salary-Parttime-OT	239	144	27	281	775	-	775
PERA	8,856	8,337	8,973	9,146	8,865	5,664	8,893
FICA	8,169	8,108	8,434	8,956	8,644	5,664	8,959
Medicare	1,911	1,896	1,973	2,095	2,032	1,325	2,107
Health Insurance	26,532	26,784	27,234	28,404	34,960	19,296	34,962
Life Insurance	37	34	37	39	52	229	52
Healthcare Savings	3,168	4,536	5,299	4,579	-	2,693	-
Unemployment	-	-	-	-	-	-	-
Workers Compensation	5,336	7,343	7,480	9,749	9,963	6,227	9,636
<b>Total Personnel</b>	<b>187,693</b>	<b>191,421</b>	<b>201,295</b>	<b>214,954</b>	<b>203,937</b>	<b>138,403</b>	<b>209,117</b>

**CITY OF GRAND RAPIDS  
ITASCA CALVARY CEMETERY  
2018 - 2021 ACTUAL, 2022 ADOPTED BUDGET, YEAR TO DATE AND 2023 PROPOSED BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	ACTUAL YTD 8/31/2022	PROPOSED 2022 BUDGET
<b>SUPPLIES &amp; MATERIALS</b>							
Office Supplies	5	-	22	16	-	3	-
Copy Supplies	4	18	19	3	-	-	-
Computer Supplies	400	-	-	-	-	-	-
Assets between \$700-\$4,999	4,007	4,239	6,044	4,395	5,000	-	5,000
Operating Supplies	371	224	394	251	1,000	79	1,000
Motor fuels	4,292	1,514	2,898	4,225	3,000	3,467	3,000
Uniform/Clothing/Safety	527	531	546	518	600	508	600
Small Tools	540	85	978	727	1,000	14	1,000
Grounds Maint/Supplies	2,927	2,793	2,405	243	3,000	595	3,000
<b>Total supplies and materials</b>	<b>13,073</b>	<b>9,404</b>	<b>13,306</b>	<b>10,378</b>	<b>13,600</b>	<b>4,665</b>	<b>13,600</b>
<b>OTHER CHARGES &amp; SERVICES</b>							
Professional Services	-	-	-	-	-	-	-
Auditing/Accounting	770	792	813	779	800	787	800
Legal	-	-	-	-	200	-	200
Recording/Filing fees	1,150	1,334	1,426	1,567	1,850	1,334	1,850
Other contracted services	1,722	266	6,522	3,610	4,900	255	5,000
Telephone	1,319	1,218	1,343	1,227	1,700	834	1,700
Postage	14	18	21	18	50	-	50
Seminars/Meetings/School	138	62	102	62	200	55	200
Auto License	16	-	178	-	100	39	100
General Insurance	4,791	4,482	4,850	4,001	4,500	2,584	4,500
Electricity	2,282	2,319	2,141	2,344	2,700	1,459	2,700
Water	431	462	542	774	450	317	450
LP Gas	8,927	4,064	4,473	5,394	5,000	4,596	5,000
Garbage removal	1,348	1,124	776	697	1,200	483	1,200
Maintenance Contracts	24	17	21	31	100	-	100
Building Maint/Repairs	88	17	60	49	2,000	3,238	3,000
Grounds Maint/Repair	4,567	891	121	4,541	3,800	55	4,000
Computer Maintenance/Repairs	687	552	570	400	500	524	500
Internet Services	1,294	1,582	1,643	1,671	1,500	1,095	1,500
Vehicle Maint/Repair	339	225	83	4	-	75	500
General Equipment Maint/Repair	3,771	6,583	6,489	3,183	5,500	2,482	5,500
Miscellaneous	-	100	-	2,620	-	-	-
Dues and Subscriptions	339	339	390	390	340	390	390
<b>Total Other Charges &amp; Services</b>	<b>34,017</b>	<b>26,447</b>	<b>32,564</b>	<b>33,359</b>	<b>37,390</b>	<b>20,602</b>	<b>39,240</b>
<b>CAPITAL OUTLAY</b>							
Land Improvements	-	-	17,750	56	-	-	-
Cemetery Lots Repurchased	-	-	200	300	-	-	-
Equip/Machinery/Furn/Fix	135	-	14,725	82,585	-	-	-
<b>Total Capital Outlay</b>	<b>135</b>	<b>-</b>	<b>32,675</b>	<b>82,941</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>234,918</b>	<b>227,272</b>	<b>279,840</b>	<b>341,632</b>	<b>254,927</b>	<b>163,670</b>	<b>261,957</b>
<b>REVENUE/(EXPENDITURES)</b>	<b>(759)</b>	<b>12,357</b>	<b>10,003</b>	<b>25,261</b>	<b>-</b>	<b>(8,114)</b>	<b>0</b>

**POLICE DESIGNATED FORFEITURES**

**POLICE DEPT**

**ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET, YEAR TO DATE AND PROPOSED 2023 BUDGET**

**REVENUES**

<b>SOURCE</b>	<b>2018 ACTUAL</b>	<b>2019 ACTUAL</b>	<b>2020 ACTUAL</b>	<b>2021 ACTUAL</b>	<b>2022 BUDGET</b>	<b>ACTUAL YTD 8/31/2022</b>	<b>PROPOSED 2023 BUDGET</b>
Intergovernmental	12,556	9,749	10,660	4,299	8,000	7,999	4,000
Miscellaneous	665	1,127	805	10,728	500	146	250
Insurance Recovery	-	-	-	-	-	-	-
Fund Balance Usage	-	-	-	-	17,000	-	-
<b>TOTAL REVENUE</b>	<b>13,221</b>	<b>10,876</b>	<b>11,465</b>	<b>15,026</b>	<b>25,500</b>	<b>8,145</b>	<b>4,250</b>

**EXPENDITURES**

<i>Operating Transfer Out</i>	-	-	-	-	-	-	-
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**SUPPLIES**

Assets between \$700-\$4,999	-	-	10,469	2,928	2,500	38,791	2,500
Inventorial Supplies	-	-	-	10,115	1,000	1,554	1,000
Operating Supplies	56	422	27	-	-	188	-
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>56</b>	<b>422</b>	<b>10,496</b>	<b>13,043</b>	<b>3,500</b>	<b>40,533</b>	<b>3,500</b>

**OTHER CHARGES & SERVICES**

Seminars/Meetings/School	-	2,853	-	-	-	-	-
Vehicle Maint-Drug Car	-	-	-	-	-	-	-
Publishing/Advertising	-	-	-	-	-	-	-
Police Forfeiture-Petty Cash	5,000	3,000	1,200	-	2,000	-	-
Towing Charges	-	-	-	-	-	-	-
<b>TOTAL OTHER CHARGES &amp; SERV</b>	<b>5,000</b>	<b>5,853</b>	<b>1,200</b>	<b>-</b>	<b>2,000</b>	<b>-</b>	<b>-</b>

**CAPITAL OUTLAY**

Equipment	-	-	-	-	20,000	-	-
Computer Equipment	-	-	-	-	-	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>20,000</b>	<b>-</b>	<b>-</b>

<b>TOTAL EXPENDITURES</b>	<b>5,056</b>	<b>6,275</b>	<b>11,696</b>	<b>13,043</b>	<b>25,500</b>	<b>40,533</b>	<b>3,500</b>
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<b>REVENUES/(EXPENDITURES)</b>	<b>\$ 8,165</b>	<b>\$ 4,601</b>	<b>\$ (231)</b>	<b>\$ 1,983</b>	<b>\$ -</b>	<b>\$ (32,387)</b>	<b>\$ 750</b>
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**CITY OF GRAND RAPIDS  
GRAND RAPIDS AREA LIBRARY  
ACTUAL 2018-2021 EXPENDITURES, 2022 ADOPTED BUDGET, YEAR TO DATE, PROPOSED 2023 BUDGET**

	<u>2018 ACTUAL</u>	<u>2019 ACTUAL</u>	<u>2020 ACTUAL</u>	<u>2021 ACTUAL</u>	<u>2022 BUDGET</u>	<u>YTD ACTUAL 8/31/2022</u>	<u>PROPOSED 2023 BUDGET</u>
<b>REVENUES</b>							
<b>Taxes</b>							
Current	\$ 589,054	\$ 592,536	\$ 597,651	\$ 605,929	\$ 759,331	\$ 370,503	\$ 759,331
Delinquent	2,901	4,966	3,003	8,908	-	2,398	
Fiscal Disparities	61,320	62,931	63,130	52,442	-	62,323	
<b>Total Taxes</b>	<u>653,275</u>	<u>660,433</u>	<u>663,784</u>	<u>667,279</u>	<u>759,331</u>	<u>435,225</u>	<u>759,331</u>
<b>Intergovernmental</b>							
Supplemental Aid	37,441	34,162	33,613	33,728	-	-	
State of Minnesota	10,020	206	-	-	-	-	
Library Contracts	131,961	133,463	144,800	146,043	128,000	91,773	128,000
<b>Total Intergovernmental</b>	<u>179,422</u>	<u>167,831</u>	<u>178,413</u>	<u>179,771</u>	<u>128,000</u>	<u>91,773</u>	<u>128,000</u>
<b>Charges for Services</b>							
ALS Cross-overs	5,282	5,282	8,045	8,045	5,281	8,045	5,281
Photo Copies	3,149	3,676	851	1,579	2,000	1,399	2,000
Internet	3,442	2,837	480	876	2,000	974	2,000
Library Fees-Proctoring	540	400	160	130	100	120	100
Passport Processing Fee	36,815	34,755	10,745	17,185	18,200	17,075	18,200
Fax Machine Use	1,219	1,776	533	367	500	311	500
<b>Total Charges for Services</b>	<u>50,447</u>	<u>48,726</u>	<u>20,814</u>	<u>28,182</u>	<u>28,081</u>	<u>27,924</u>	<u>28,081</u>
<b>Fines and Forfeits</b>							
Library Fines	11,309	11,135	2,270	220	-	13	-
<b>Total Fines and Forfeits</b>	<u>11,309</u>	<u>11,135</u>	<u>2,270</u>	<u>220</u>	<u>-</u>	<u>13</u>	<u>-</u>
<b>Miscellaneous Revenue</b>							
Donations	15,688	18,648	5,728	4,089	1,500	7,379	1,500
Memorial Books	985	315	-	-	-	-	-
Donations-Children's Library	1,181	-	-	-	-	-	-
Donations-Library Programs	-	-	-	330	-	-	-
Endowment Fund Income	(1,915)	4,456	2,367	6,981	1,300	1,423	1,300
Donations-ADA Project	4,000	-	-	-	-	-	-
Grand Rapids Lib Foundation	13,225	22,752	7,170	3,400	-	25,410	-
Meeting Room Receipts	4,140	3,517	1,225	-	2,000	-	-
Blandin Grants	-	-	-	-	-	-	-
MIRC	-	-	-	-	-	-	-
Miscellaneous	1,674	2,640	1,414	2,311	-	1,892	-
Energy Rebates	450	-	-	-	-	-	-
Investment Income	4,092	5,783	4,557	4,001	3,000	1,167	3,000
<b>Total Miscellaneous Revenue</b>	<u>43,520</u>	<u>58,111</u>	<u>22,461</u>	<u>21,112</u>	<u>7,800</u>	<u>37,271</u>	<u>5,800</u>
<b>Other Sources</b>							
Insurance Recovery	-	-	-	-	-	-	-
Operating Transfer - In	-	-	6,241	-	-	-	-
Fund Balance Usage	-	-	-	-	-	-	-
<b>Total Revenues</b>	<u>937,973</u>	<u>946,236</u>	<u>893,983</u>	<u>896,564</u>	<u>923,212</u>	<u>592,205</u>	<u>921,212</u>

**EXPENSES**

**CITY OF GRAND RAPIDS  
GRAND RAPIDS AREA LIBRARY  
ACTUAL 2018-2021 EXPENDITURES, 2022 ADOPTED BUDGET, YEAR TO DATE, PROPOSED 2023 BUDGET**

	<u>2018 ACTUAL</u>	<u>2019 ACTUAL</u>	<u>2020 ACTUAL</u>	<u>2021 ACTUAL</u>	<u>2022 BUDGET</u>	<u>YTD ACTUAL 8/31/2022</u>	<u>PROPOSED 2023 BUDGET</u>
Operating Transfer Out	-	-	-	-	-	-	
<b>Personnel</b>							
Salary-Full time	431,071	436,190	411,174	398,402	387,168	247,982	398,042
Salary-Full time overtime	-	-	-	-	-	-	-
Salary-Part Time	25,278	23,023	24,748	53,774	80,820	43,455	83,667
Salary-Part time overtime	-	-	-	-	-	-	-
Contracted Services	8,384	8,067	490	4,845	8,510	11,129	8,510
PERA	33,828	33,584	32,259	35,699	35,099	21,687	36,128
FICA	27,966	27,621	26,777	27,825	29,015	17,776	29,866
Medicare	6,540	6,460	6,263	6,508	6,786	4,157	6,985
Health Insurance	133,360	131,788	144,592	115,625	116,541	73,296	116,541
Life Insurance	243	242	176	199	232	121	206
Unemployment	-	-	-	8,787	-	-	-
Worker's Comp	2,140	2,460	2,443	2,954	3,018	1,648	2,548
<b>Total Personnel</b>	<u>668,810</u>	<u>669,435</u>	<u>648,922</u>	<u>654,619</u>	<u>667,189</u>	<u>421,251</u>	<u>682,494</u>
<b>Supplies and materials</b>							
Office Supplies	8,679	5,856	4,883	3,732	8,500	4,942	8,000
Copy Supplies	1,178	1,637	441	450	1,500	190	1,500
Printing/binding	773	1,185	611	478	1,000	439	1,000
Computer Supplies	4,567	3,192	1,253	3,522	3,000	2,043	3,000
Computer Inventory	2,696	3,502	883	10,560	2,500	296	2,500
Assets between 700 and 4999	10,804	11,680	1,099	1,529	12,000	13,361	10,000
Inventorial Supplies Equip<700	2,164	921	943	790	1,000	1,545	1,000
Volunteer Prgm Supplies & Mat	663	483	175	414	500	1,525	718
Operating Supplies	1,567	1,187	1,720	2,744	2,000	2,708	2,000
Books	42,533	38,622	36,273	41,791	39,000	33,549	39,000
Audio/Visual	8,174	8,471	6,020	8,787	9,000	5,367	9,000
Newspapers	2,525	2,681	1,236	1,459	2,000	1,228	2,000
Periodicals	6,275	5,697	5,345	5,588	7,500	26	7,500
Maintenance Tools/Supplies	3,241	3,173	1,572	2,061	3,000	1,284	3,000
Other Supplies/Materials	-	-	-	90	-	360	-
Equipment/Parts	-	-	-	-	-	-	-
Volunteer Coordinator Materials	-	-	-	-	-	-	-
<b>Total supplies and materials</b>	<u>95,839</u>	<u>88,287</u>	<u>62,454</u>	<u>83,995</u>	<u>92,500</u>	<u>68,862</u>	<u>90,218</u>
<b>Services and Charges</b>							
Professional Services	7,085	395	-	-	500	400	500
Accounting Services	1,100	1,131	1,163	1,113	1,500	1,124	1,500
Legal	-	-	-	-	-	-	-
Laundry	709	902	242	457	1,000	487	1,000
Janitorial Services	20,400	19,632	15,613	20,400	20,400	11,475	20,400
Other Contracted Services	13,448	25,365	3,935	4,289	26,323	13,553	12,000
Telephone	5,280	5,515	4,570	4,811	6,000	3,045	6,000
Postage/Freight	2,967	3,100	1,256	1,743	3,500	1,892	3,500
Seminar/Meetings/School	523	144	20	-	-	-	-
Staff Training	-	191	-	-	-	-	-
Community Ed/Promotion	295	205	216	216	-	216	-
Professional Service-Collections	1,638	1,647	367	343	2,000	1,003	2,000
Auto Mileage/travel	60	-	-	-	-	-	-
Publishing and Advertising	1,213	458	-	105	600	420	600



**CITY OF GRAND RAPIDS  
 GRAND RAPIDS AREA LIBRARY  
 ACTUAL 2018-2021 EXPENDITURES, 2022 ADOPTED BUDGET, YEAR TO DATE, PROPOSED 2023 BUDGET**

	<u>2018 ACTUAL</u>	<u>2019 ACTUAL</u>	<u>2020 ACTUAL</u>	<u>2021 ACTUAL</u>	<u>2022 BUDGET</u>	<u>YTD ACTUAL 8/31/2022</u>	<u>PROPOSED 2023 BUDGET</u>
General Insurance	8,508	8,255	8,745	8,043	9,000	13,736	9,000
Electricity	33,701	32,875	27,668	34,158	35,000	19,425	35,000
Garbage Removal	4,153	3,695	1,680	1,766	2,000	1,108	2,000
Heat-Natural Gas	2,939	3,597	4,399	5,031	8,000	2,530	8,000
Maintenance Contracts	9,843	10,224	10,231	10,499	9,500	6,122	9,500
Building Maintenance/Repairs	16,234	6,239	13,796	7,006	15,000	15,340	15,000
Grounds Maintenance	1,312	328	-	-	1,000	1,536	1,000
Computer Maintenance/Repairs	8,174	9,204	8,758	8,766	9,000	2,127	9,000
On-line Services	2,564	2,564	2,564	2,564	3,500	1,753	3,000
General Equip Maint/Repair	4,952	6,861	7,687	5,525	8,000	2,006	8,000
Equipment Leases	1,869	1,445	1,445	1,451	1,500	963	1,500
Miscellaneous	-	-	852	20	-	-	-
Dues & Subscriptions	30	30	30	30	-	30	-
Interlibrary Loan Charges	28	80	-	-	200	-	-
Endowment Fund Expenditures	-	-	-	-	-	-	-
Fund Balance Payback	-	-	-	-	-	-	-
Total Other Services	<u>149,025</u>	<u>144,082</u>	<u>115,237</u>	<u>118,335</u>	<u>163,523</u>	<u>100,292</u>	<u>148,500</u>
Capital Outlay							
Equipment/Mach/Furn/Fixture	-	7,708	5,536	-	-	-	-
Building/Bldg Improvements	20,041	813	-	-	-	-	-
Total Capital Outlay	<u>20,041</u>	<u>8,521</u>	<u>5,536</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
<b>GRAND TOTAL</b>	<u>933,715</u>	<u>910,325</u>	<u>832,149</u>	<u>856,949</u>	<u>923,212</u>	<u>590,405</u>	<u>921,212</u>
<b>REVENUE/(EXPENDITURES)</b>	<u>\$ 4,258</u>	<u>\$ 35,911</u>	<u>\$ 61,834</u>	<u>\$ 39,615</u>	<u>\$ -</u>	<u>\$ 1,800</u>	<u>\$ 0</u>

**CITY OF GRAND RAPIDS  
STATE HAZ-MAT RESPONSE TEAM  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET AND PROPOSED 2023 BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	PROPOSED 2023 BUDGET
<b>REVENUE</b>						
Intergovernmental	\$ 78,829	\$ 70,388	\$ 58,469	\$ 65,057	\$ 60,000	\$ 60,000
Miscellaneous	-	3,108	1,091	-	-	-
<b>TOTAL REVENUE</b>	<b>78,829</b>	<b>73,496</b>	<b>59,560</b>	<b>65,057</b>	<b>60,000</b>	<b>60,000</b>
<b>EXPENDITURES</b>						
<b>PERSONNEL</b>						
Salary-Fulltime	8,961	9,141	11,295	17,485	15,997	16,131
Salary-Parttime	21,405	10,440	6,500	3,666	10,000	12,500
FICA	1,882	1,214	665	520	854	976
PERA/Fire Pension	-	-	1,182	2,159	2,162	2,168
Medicare	440	283	251	303	377	415
<b>TOTAL PERSONNEL</b>	<b>32,688</b>	<b>21,078</b>	<b>19,893</b>	<b>24,133</b>	<b>29,390</b>	<b>32,190</b>
<b>SUPPLIES</b>						
Training Supplies	786	-	-	-	1,800	1,000
Assets between \$700-\$4999	3,930	2,513	8,069	8,009	1,810	1,810
Operating Supplies	4,404	22,633	18,333	5,038	8,000	8,000
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>9,120</b>	<b>25,146</b>	<b>26,402</b>	<b>13,047</b>	<b>11,610</b>	<b>10,810</b>
<b>OTHER CHARGES &amp; SERVICES</b>						
Medical Exams	4,224	4,292	4,225	4,960	5,000	4,000
Telephone	1,781	2,203	3,339	3,095	1,800	1,800
Seminars/Meetings/School	26,324	12,715	1,495	8,765	5,000	4,000
General Insurance	729	722	815	480	2,000	2,000
General Equip Maint/Repair	3,928	7,340	3,391	168	5,200	5,200
<b>TOTAL OTHER CHGS &amp; SERVICES</b>	<b>36,986</b>	<b>27,272</b>	<b>13,265</b>	<b>17,468</b>	<b>19,000</b>	<b>17,000</b>
<b>CAPITAL OUTLAY</b>						
Equipment	-	-	-	10,409	-	-
<b>TOTAL CAPITAL OUTLAY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,409</b>	<b>-</b>	<b>-</b>
<b>TOTAL EXPENDITURES</b>	<b>78,794</b>	<b>73,496</b>	<b>59,560</b>	<b>65,057</b>	<b>60,000</b>	<b>60,000</b>
<b>REVENUE/(EXPENDITURES)</b>	<b>\$ 35</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 0</b>	<b>\$ -</b>	<b>\$ -</b>

**CITY OF GRAND RAPIDS  
STORM WATER UTILITY  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET, YEAR TO DATE ACTUAL AND PROPOSED 2023 BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	YTD ACTUAL 8/31/2022	PROPOSED 2023 BUDGET
<b>Revenues:</b>							
<b>Licenses &amp; Permits</b>							
SW Permit Application Fee	\$ 2,075	\$ 2,350	\$ 2,825	\$ 2,325	\$ 2,000	\$ 1,200	\$ 1,500
<b>Total Licenses &amp; Permits</b>	<b>2,075</b>	<b>2,350</b>	<b>2,825</b>	<b>2,325</b>	<b>2,000</b>	<b>1,200</b>	<b>1,500</b>
<b>Intergovernmental</b>							
Itasca County Grant	11,433	-	-	-	-	-	-
Public Utilities	-	-	-	-	-	-	-
<b>Total Intergovernmental</b>	<b>11,433</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Charges for Services</b>							
Charges for Service	697,344	687,777	741,694	869,961	845,000	427,794	850,000
<b>Total Charges for Service</b>	<b>697,344</b>	<b>687,777</b>	<b>741,694</b>	<b>869,961</b>	<b>845,000</b>	<b>427,794</b>	<b>850,000</b>
<b>Special Assessments:</b>							
Current	2,040	5,562	1,344	(1,948)	-	201	-
Delinquent	391	739	459	4,462	-	225	-
Penalties & Interest	122	201	164	1,088	-	68	-
<b>Total Special Assessments</b>	<b>2,553</b>	<b>6,501</b>	<b>1,967</b>	<b>3,602</b>	<b>-</b>	<b>494</b>	<b>-</b>
<b>Miscellaneous:</b>							
Miscellaneous	-	-	-	-	-	-	-
Investment Income	1,568	1,213	1,298	2,937	-	1,231	500
<b>Total Miscellaneous</b>	<b>1,568</b>	<b>1,213</b>	<b>1,298</b>	<b>2,937</b>	<b>-</b>	<b>1,231</b>	<b>500</b>
<b>Operating Transfer In</b>	<b>33,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL REVENUES:</b>	<b>747,973</b>	<b>697,841</b>	<b>747,784</b>	<b>878,826</b>	<b>847,000</b>	<b>430,719</b>	<b>852,000</b>
<b>Expenditures:</b>							
<b>Personnel</b>							
Salary-Fulltime	186,683	210,130	171,410	149,294	210,000	119,055	210,000
Salary-Overtime	8,928	7,360	5,524	5,839	5,000	7,414	5,000
Salary-Parttime	12,559	24,786	17,367	11,319	20,000	17,408	20,000
Salary-Parttime Overtime	985	3,934	1,053	781	1,000	1,103	1,000
PERA	14,578	16,441	13,464	11,468	16,078	9,487	16,078
FICA	12,621	14,720	11,432	9,536	14,632	8,373	14,632
Medicare	2,954	3,444	2,676	2,232	3,422	1,959	3,422
Health Insurance	86,163	74,310	61,497	60,547	72,102	37,322	52,479
Life Insurance	129	114	87	98	86	101	73
Healthcare Savings	8,582	10,510	7,680	7,829	-	3,790	-
Workers Compensation	17,453	16,151	9,111	14,310	18,120	11,151	14,551
<b>TOTAL PERSONNEL</b>	<b>351,635</b>	<b>381,901</b>	<b>301,301</b>	<b>273,252</b>	<b>360,440</b>	<b>217,162</b>	<b>337,235</b>
<b>Supplies &amp; Materials</b>							
Office Supplies	240	-	-	-	-	-	-
Copy Supplies	92	5	-	6	-	-	-
Printing & Binding	29	7	-	-	1,000	-	1,000
Computer Supplies	-	-	-	-	-	-	-
Assets Between \$700-\$4,999	-	-	-	-	-	-	-
Motor Fuels	33,512	48,916	31,033	35,491	45,000	50,361	50,000
Uniforms/Clothing/Safety	270	346	262	250	500	-	500
Bituminous	5,040	3,186	4,215	13,735	10,000	-	15,000
Concrete	167	108	-	657	10,000	481	10,000
Granular/Riprap/Dirt	854	1,219	3,212	788	3,000	2,463	5,000
Small Tools	80	48	170	66	500	39	500
Grounds Maint/Supplies	2,654	5,176	13,471	7,589	5,000	2,777	5,000
<b>TOTAL SUPPLIES &amp; MATERIALS</b>	<b>42,938</b>	<b>59,011</b>	<b>52,363</b>	<b>58,583</b>	<b>75,000</b>	<b>56,121</b>	<b>87,000</b>
<b>Other Charges &amp; Services</b>							
Professional Services	5,313	2,801	-	5,930	3,000	30	5,000
Accounting Services	500	1,405	1,430	1,390	1,600	899	1,600
GIS Fees - ELA	-	-	-	-	-	-	-
City Works ELA	9,200	9,200	9,200	9,200	9,200	9,200	9,200
Engineering Fees	-	3,885	2,681	11,370	7,500	3,931	7,500

101-01 Pays w/ 101-01 Pays whole bill, prorated for PUC

**CITY OF GRAND RAPIDS  
STORM WATER UTILITY  
ACTUAL 2018-2021 EXPENDITURES, 2022 BUDGET, YEAR TO DATE ACTUAL AND PROPOSED 2023 BUDGET**

	2018 ACTUAL	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 BUDGET	YTD ACTUAL 8/31/2022	PROPOSED 2023 BUDGET
Legal	-	-	-	-	-	-	-
Contracted Services	206,982	142,704	78,840	143,154	200,000	57,595	200,000
Telephone	1,280	978	1,167	1,080	1,200	783	1,200
Postage	3,151	3,250	2,591	650	5,000	-	5,000
Seminars/Mtgs/Schools	1,655	981	531	2,203	3,500	-	3,500
Auto Mileage	-	-	-	-	-	-	-
Auto Licenses	16	-	39	-	55	39	55
Publishing & Advertising	536	149	449	715	500	2,017	2,500
General Insurance	16,268	12,774	7,941	9,392	7,750	8,044	7,750
Water	-	-	-	-	-	-	-
Maintenance Contracts	6	5	6	1	-	-	-
Building Maint/Repair	-	1,222	-	-	-	-	-
Vehicle Maint/Repair	14,196	28,677	35,107	26,902	37,000	21,294	37,000
PUC Billing Fee	26,400	26,400	27,401	26,400	26,400	15,400	26,400
NPDES Funding-(City Works)	400	477	-	-	4,000	692	4,000
Easements	-	-	-	1,086	-	-	-
Miscellaneous	284	-	75,873	46	-	23	-
Dues & Subscriptions	760	783	780	780	785	780	785
Demo Dump Charges	2,430	-	1,997	-	-	-	-
CIP Loan Repayment-Sweeper	1,241	-	-	-	50,000	-	50,000
Interest Expense	-	327	-	-	-	23	-
Depreciation Expense	63,660	63,878	63,878	52,361	50,057	33,371	50,088
Loss on Retirement-FA	6,309	-	-	-	-	-	-
Operating Transfer Out/Capital	-	-	-	-	4,013	-	16,187
<b>TOTAL CHARGES &amp; SERVICES</b>	<b>360,587</b>	<b>299,895</b>	<b>309,911</b>	<b>292,662</b>	<b>411,560</b>	<b>154,120</b>	<b>427,765</b>
<b>TOTAL EXPENDITURES</b>	<b>755,160</b>	<b>740,808</b>	<b>663,575</b>	<b>624,496</b>	<b>847,000</b>	<b>427,403</b>	<b>852,000</b>
Revenue > Expenditures	<u>\$ (7,187)</u>	<u>\$ (42,967)</u>	<u>\$ 84,209</u>	<u>\$ 254,329</u>	<u>\$ -</u>	<u>\$ 3,316</u>	<u>\$ -</u>

This may be going up. PU is reviewing.  
Proposed fee change

City/Township Number 999

City/Township Name City of Grand Rapids

Item 15.

Current Yr 2022

Proposed Yr 2023

City/Township Summary			
Category	2022 Current	2023 Proposed	Percent Change
Levy Information			
999-City of Grand Rapids	\$8,630,265	\$8,630,265	0.0%
Budget Information			
Revenues			
Property Taxes	\$6,221,608	\$6,650,376	6.9%
Special Assessments	\$0	\$0	0.0%
State General Purpose Aid	\$1,752,003	\$1,820,524	3.9%
State Categorical Aid	\$3,635,531	\$3,717,623	2.3%
All Other Revenues	\$910,096	\$951,710	4.6%
Expenditures			
General Government	\$3,450,305	\$3,593,756	4.2%
Public Safety	\$4,525,997	\$4,847,377	7.1%
Streets and Highways	\$2,393,265	\$2,481,592	3.7%
Sanitation	\$0	\$0	0.0%
Human Services	\$0	\$0	0.0%
Health	\$0	\$0	0.0%
Culture and Recreation	\$1,674,559	\$1,609,485	-3.9%
Conservation of Nat'l Res	\$0	\$0	0.0%
Economic Dev & Housing	\$0	\$0	0.0%
All Other Current Exp	\$323,339	\$478,999	48.1%