

AGENDA  
CITY COUNCIL MEETING  
July 13, 2016  
6:30 P.M.

A. 6:30 Call to Order

B. Roll Call

C. Open Forum

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

D. 6:35 Approve Consent Agenda

1. Approve Agenda
2. Approve Meeting Minutes
3. Approve Payment of Bills
4. Street Permit—Lion's Club Fisherman's Picnic

E. 6:40 Planning Commission Report  
Resolution 2016-09 Bergeron C.U.P.

F. 6:50 2017 Library Budget

G. 7:10 Rec Park Paving Project

H. 7:15 Community Visioning Update  
-CDG Weber Service Contract—Insurance Provisions

I. 7:20 Temporary Family Health Care Dwellings—Information

J. 7:30 Meeting Live-Stream Proposal

K. 7:40 Public Works Facility Update

L. Other items as necessary

M. 7:50 Council & Staff Reports

N. Attached correspondence:

1. Other Meeting Minutes
2. Upcoming Meeting Schedule

O. 8:00 Adjourn

*CITY OF GRAND MARAIS  
MINUTES  
June 29, 2016*

Mayor Arrowsmith-DeCoux called the meeting to order at 6:30 p.m.

Members present: Anton Moody, Tracy Benson, Tim Kennedy, Dave Mills and Jay Arrowsmith-DeCoux

Members absent: None

Staff present: Mike Roth and Chris Hood

Mayor Arrowsmith-DeCoux invited the public to speak during a period of open forum. No one spoke.

**Motion by Kennedy, seconded by Mills to approve the Agenda; June 8, 2016, Minutes; Payment of Bills, and NSFCU street use permit. Approved unanimously.**

Terry Breithaup, American Legion post 413 and Grandma Ray's, presented his application for a temporary liquor license for the American Legion Bingo tent. The American Legion will hold the permit and use Grandma Rays to serve the beer using the same methods as in past years.

**Motion by Mills, seconded by Moody to approve the American Legion post 413 temporary liquor license. Approved unanimously.**

The Council reviewed a draft position description for Assistant Library Director. This position description was developed at the behest of the Library Board. The Library Board and the personnel committee have reviewed the description. After approval, the personnel committee will meet and confer with AFSCME as called for in the collective bargaining agreement.

**Motion by Mills, seconded by Kennedy to approve the Assistant Library Director position description. Approved unanimously.**

The Council reviewed the draft service contract with CDG Weber for planning services for the community visioning and comprehensive plan project. The contract is based on a service contract developed by Attorney Hood. Mills asked about provisions in the contract that didn't seem to apply. They are present as the contract is used for multiple service disciplines, including engineering.

**Motion by Kennedy, seconded by Benson to approve the service contract with CDG Weber. Approved unanimously.**

Staff presented an application to IRRRB for their FY16 Comprehensive Plan grant program. The application asks for \$20,000, and requires a resolution.

**Motion by Mills, seconded by Moody to approve Resolution 2016-08 Authorizing Application to the IRRRB FY16 Comprehensive Plan Grant Program. Approved unanimously.**

Roth and Arrowsmith Decoux updated the Council on the recruitment process for the project steering committee. So far Grant Adams, Kyle Anderson, Devlin Duvall, Barry Peterson, Chelsea Pusc, and Paul Sporn have said they will serve. Sarah Jorgenson and Patrick Knight declined. Three more invitations are pending.

The Gunflint Lake Property Owner's Association is holding a raffle for the Gunflint Canoe Races, and wished to sell tickets in the City.

**Motion by Mills, seconded by Moody to approve the sale of raffle tickets by GLPOA for the Gunflint Canoe Races. Approved unanimously.**

The Council reviewed a proposal to video and live-stream city meetings. Council will consider the proposal at their next meeting.

Councilor Moody's Report:

- Is working with state officials to investigate wetland rules for platted property in the residential zones inside the City Limits.

Councilor Benson's Report:

- Attended North Shore Management Board meeting.
- Suggested adding a prominent sign on the West wall of the Liquor Store for additional visibility to the Highway.
- Recommended that the Council be prepared in understanding the space needs of staff and existing tenants in City Hall.
- Pointed out the new County web site design with its many interactive features, and suggested talking to the County about using their template.

Mayor Arrowsmith-DeCoux's Report:

- Spoke with concerned business owner regarding seagulls.
- Met with Representative Nolan.
- Inquired about fractional ownership for properties in the City Limits.

Councilor Mills' Report:

- Reiterated his position regarding formula businesses given the hypothetical facebook discussion regarding Tim Horton's.
- The YMCA board met. Some interesting numbers: 40 daycare kids are on individual education plans, the Y has 10 full time and 30 part time employees, there are more than 1,700 members and they have an 85% retention rate.

Councilor Kennedy's Report:

- Attended Greater MN Parks and Trails Council meeting. Both city applications received high rankings.

There being no further business, the meeting adjourned at 8:21 p.m.



# CITY OF GRAND MARAIS

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## Payments

City of Grand Marais

Current Period: July 2016

Batch Name 782016CPAP  
 Payment  
 Computer Dollar Amt \$108,949.29 Posted

|                  |                 |                                   |                            |                          |
|------------------|-----------------|-----------------------------------|----------------------------|--------------------------|
| Refer            | 67781           | <i>SOUTHERN GLAZER S OF MN</i>    | <u>Ck# 074653 7/8/2016</u> |                          |
| Cash Payment     | E 609-49750-252 | Beer For Resale                   |                            | \$1,079.50               |
| Invoice          | 1425098         | 6/29/2016                         |                            |                          |
| Cash Payment     | E 609-49750-333 | Freight and Express               |                            | \$28.70                  |
| Invoice          | 1425098         | 6/29/2016                         |                            |                          |
| Transaction Date | 7/1/2016        | Due 0                             | MAIN CHECKING G 10100      | <b>Total</b> \$1,108.20  |
| Refer            | 67782           | <i>PAUSTIS WINE COMPANY</i>       | <u>Ck# 074650 7/8/2016</u> |                          |
| Cash Payment     | E 609-49750-251 | Liquor For Resale                 |                            | \$990.02                 |
| Invoice          | 8553181-IN      | 6/28/2016                         |                            |                          |
| Cash Payment     | E 609-49750-333 | Freight and Express               |                            | \$60.00                  |
| Invoice          | 8553181-IN      | 6/28/2016                         |                            |                          |
| Transaction Date | 7/1/2016        | Due 0                             | MAIN CHECKING G 10100      | <b>Total</b> \$1,050.02  |
| Refer            | 67783           | <i>ROHLFING INC.</i>              | <u>Ck# 074652 7/8/2016</u> |                          |
| Cash Payment     | E 609-49750-252 | Beer For Resale                   |                            | \$7,334.17               |
| Invoice          | 428275          | 6/29/2016                         |                            |                          |
| Cash Payment     | E 609-49750-252 | Beer For Resale                   |                            | \$8,561.37               |
| Invoice          | 428600          | 7/6/2016                          |                            |                          |
| Transaction Date | 7/1/2016        | Due 0                             | MAIN CHECKING G 10100      | <b>Total</b> \$15,895.54 |
| Refer            | 67784           | <i>THE AMERICAN BOTTLING COMP</i> | <u>Ck# 074655 7/8/2016</u> |                          |
| Cash Payment     | E 609-49750-260 | Soft Drinks/Mix For Resa          |                            | \$163.35                 |
| Invoice          | 7379435607      | 6/27/2016                         |                            |                          |
| Transaction Date | 7/1/2016        | Due 0                             | MAIN CHECKING G 10100      | <b>Total</b> \$163.35    |
| Refer            | 67785           | <i>SUPERIOR BEVERAGES LLP</i>     | <u>Ck# 074654 7/8/2016</u> |                          |
| Cash Payment     | E 609-49750-252 | Beer For Resale                   |                            | \$4,296.00               |
| Invoice          | 498993          | 6/29/2016                         |                            |                          |
| Cash Payment     | E 609-49750-252 | Beer For Resale                   |                            | \$8,287.60               |
| Invoice          | 499444          | 7/6/2016                          |                            |                          |
| Transaction Date | 7/1/2016        | Due 0                             | MAIN CHECKING G 10100      | <b>Total</b> \$12,583.60 |
| Refer            | 67786           | <i>VOYAGEUR BREWING COMPANY</i>   | <u>Ck# 074656 7/8/2016</u> |                          |
| Cash Payment     | E 609-49750-252 | Beer For Resale                   |                            | \$1,225.00               |
| Invoice          | 16-26-03        | 6/29/2016                         |                            |                          |
| Cash Payment     | E 609-49750-252 | Beer For Resale                   |                            | \$1,050.00               |
| Invoice          | 16-27-03        | 7/6/2016                          |                            |                          |
| Transaction Date | 7/1/2016        | Due 0                             | MAIN CHECKING G 10100      | <b>Total</b> \$2,275.00  |
| Refer            | 67787           | <i>BERNICKS</i>                   | <u>Ck# 074639 7/8/2016</u> |                          |
| Cash Payment     | E 609-49750-252 | Beer For Resale                   |                            | \$134.00                 |
| Invoice          | 8969            | 6/27/2016                         |                            |                          |
| Cash Payment     | E 609-49750-260 | Soft Drinks/Mix For Resa          |                            | \$98.00                  |
| Invoice          | 515832          | 6/30/2016                         |                            |                          |
| Cash Payment     | E 609-49750-252 | Beer For Resale                   |                            | \$6,197.45               |
| Invoice          | 515833          | 6/30/2016                         |                            |                          |
| Cash Payment     | E 609-49750-252 | Beer For Resale                   |                            | \$7,749.55               |
| Invoice          | 516952          | 7/7/2016                          |                            |                          |



**CITY OF GRAND MARAIS**  
**Payments**

**City of Grand Marais**

Current Period: July 2016

|                  |  |           |                            |              |             |
|------------------|--|-----------|----------------------------|--------------|-------------|
| Cash Payment     | E 609-49750-260 Soft Drinks/Mix For Resa |           |                            |              | \$31.00     |
| Invoice          | 516951                                   | 7/7/2016  |                            |              |             |
| Transaction Date | 7/1/2016                                 | Due 0     | MAIN CHECKING G 10100      | <b>Total</b> | \$14,210.00 |
| Refer            | 67788 <u>ARTISAN BEER COMPANY</u>        |           | <u>Ck# 074637 7/8/2016</u> |              |             |
| Cash Payment     | E 609-49750-252 Beer For Resale          |           |                            |              | \$135.00    |
| Invoice          | 3109832                                  | 6/29/2016 |                            |              |             |
| Transaction Date | 7/1/2016                                 | Due 0     | MAIN CHECKING G 10100      | <b>Total</b> | \$135.00    |
| Refer            | 67789 <u>WINE MERCHANTS</u>              |           | <u>Ck# 074657 7/8/2016</u> |              |             |
| Cash Payment     | E 609-49750-251 Liquor For Resale        |           |                            |              | \$458.00    |
| Invoice          | 7088018                                  | 6/29/2016 |                            |              |             |
| Cash Payment     | E 609-49750-333 Freight and Express      |           |                            |              | \$12.55     |
| Invoice          | 7088018                                  | 6/29/2016 |                            |              |             |
| Transaction Date | 7/1/2016                                 | Due 0     | MAIN CHECKING G 10100      | <b>Total</b> | \$470.55    |
| Refer            | 67790 <u>JOHNSON BROTHER LIQUOR</u>      |           | <u>Ck# 074646 7/8/2016</u> |              |             |
| Cash Payment     | E 609-49750-251 Liquor For Resale        |           |                            |              | \$3,598.38  |
| Invoice          | 5478039                                  | 6/29/2016 |                            |              |             |
| Cash Payment     | E 609-49750-333 Freight and Express      |           |                            |              | \$112.96    |
| Invoice          | 5478039                                  | 6/29/2016 |                            |              |             |
| Cash Payment     | E 609-49750-251 Liquor For Resale        |           |                            |              | \$2,519.90  |
| Invoice          | 5478038                                  | 6/29/2016 |                            |              |             |
| Cash Payment     | E 609-49750-333 Freight and Express      |           |                            |              | \$103.75    |
| Invoice          | 5478038                                  | 6/29/2016 |                            |              |             |
| Transaction Date | 7/1/2016                                 | Due 0     | MAIN CHECKING G 10100      | <b>Total</b> | \$6,334.99  |
| Refer            | 67791 <u>PHILLIPS WINE &amp; SPIRITS</u> |           | <u>Ck# 074651 7/8/2016</u> |              |             |
| Cash Payment     | E 609-49750-251 Liquor For Resale        |           |                            |              | \$4,382.57  |
| Invoice          | 2001054                                  | 6/29/2016 |                            |              |             |
| Cash Payment     | E 609-49750-333 Freight and Express      |           |                            |              | \$112.96    |
| Invoice          | 2001054                                  | 6/29/2016 |                            |              |             |
| Transaction Date | 7/1/2016                                 | Due 0     | MAIN CHECKING G 10100      | <b>Total</b> | \$4,495.53  |
| Refer            | 67792 <u>BREAKTHRU BEVERAGE</u>          |           | <u>Ck# 074641 7/8/2016</u> |              |             |
| Cash Payment     | E 609-49750-333 Freight and Express      |           |                            |              | \$151.70    |
| Invoice          | 1080487700                               | 6/21/2016 |                            |              |             |
| Cash Payment     | E 609-49750-251 Liquor For Resale        |           |                            |              | \$4,018.41  |
| Invoice          | 1080493832                               | 7/5/2016  |                            |              |             |
| Cash Payment     | E 609-49750-333 Freight and Express      |           |                            |              | \$59.20     |
| Invoice          | 1080493832                               | 7/5/2016  |                            |              |             |
| Transaction Date | 7/1/2016                                 | Due 0     | MAIN CHECKING G 10100      | <b>Total</b> | \$4,229.31  |
| Refer            | 67793 <u>CANNON RIVER WINERY</u>         |           | <u>Ck# 074642 7/8/2016</u> |              |             |
| Cash Payment     | E 609-49750-251 Liquor For Resale        |           |                            |              | \$966.00    |
| Invoice          | 9000                                     | 7/1/2016  |                            |              |             |
| Transaction Date | 7/1/2016                                 | Due 0     | MAIN CHECKING G 10100      | <b>Total</b> | \$966.00    |
| Refer            | 67795 <u>BLUE CROSS/BLUE SHIELD OF M</u> |           | <u>Ck# 074640 7/8/2016</u> |              |             |
| Cash Payment     | G 101-21706 Health Insurance             |           |                            |              | \$13,879.50 |
| Invoice          | CI926-VO 8                               | 6/28/2016 |                            |              |             |
| Transaction Date | 7/6/2016                                 | Due 0     | MAIN CHECKING G 10100      | <b>Total</b> | \$13,879.50 |
| Refer            | 67796 <u>MINNESOTA LIFE</u>              |           | <u>Ck# 074648 7/8/2016</u> |              |             |



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## Payments

City of Grand Marais

Current Period: July 2016

|                  |  |           |                             |              |             |
|------------------|--|-----------|-----------------------------|--------------|-------------|
| Cash Payment     | G 101-21716 MN Mutual Life             |           |                             |              | \$172.25    |
| Invoice          | 0028722                                | 6/22/2016 |                             |              |             |
| Transaction Date | 7/6/2016                               | Due 0     | MAIN CHECKING G 10100       | <b>Total</b> | \$172.25    |
| Refer            | <u>67797 NCPERS GROUP LIFE INS.</u>    |           | <u>Ck# 074649 7/8/2016</u>  |              |             |
| Cash Payment     | G 101-21710 NCPERS-Pera                |           |                             |              | \$16.00     |
| Invoice          | 493600                                 | 6/23/2016 |                             |              |             |
| Transaction Date | 7/6/2016                               | Due 0     | MAIN CHECKING G 10100       | <b>Total</b> | \$16.00     |
| Refer            | <u>67798 ARROWHEAD COOPERATIVE</u>     |           | <u>Ck# 074636 7/8/2016</u>  |              |             |
| Cash Payment     | E 101-41400-321 Telephone              |           |                             |              | \$305.77    |
| Invoice          | 985                                    | 7/1/2016  |                             |              |             |
| Cash Payment     | E 609-49750-321 Telephone              |           |                             |              | \$39.83     |
| Invoice          | 985                                    | 7/1/2016  |                             |              |             |
| Transaction Date | 7/6/2016                               | Due 0     | MAIN CHECKING G 10100       | <b>Total</b> | \$345.60    |
| Refer            | <u>67799 FLEET ONE LLC</u>             |           | <u>Ck# 074645 7/8/2016</u>  |              |             |
| Cash Payment     | E 101-45100-212 Motor Fuels            |           |                             |              | \$6.85      |
| Invoice          | 4452920058                             | 6/30/2016 |                             |              |             |
| Cash Payment     | E 101-45100-212 Motor Fuels            |           |                             |              | \$509.06    |
| Invoice          | 4452890058                             | 6/30/2016 |                             |              |             |
| Cash Payment     | E 101-43100-212 Motor Fuels            |           |                             |              | \$23.98     |
| Invoice          | 4452920058                             | 6/30/2016 |                             |              |             |
| Cash Payment     | E 101-43100-212 Motor Fuels            |           |                             |              | \$180.27    |
| Invoice          | 4452910058                             | 6/30/2016 |                             |              |             |
| Cash Payment     | E 101-42200-212 Motor Fuels            |           |                             |              | \$45.71     |
| Invoice          | 4453160058                             | 6/30/2016 |                             |              |             |
| Cash Payment     | E 613-45125-212 Motor Fuels            |           |                             |              | \$526.94    |
| Invoice          | 4453130058                             | 6/30/2016 |                             |              |             |
| Transaction Date | 7/6/2016                               | Due 0     | MAIN CHECKING G 10100       | <b>Total</b> | \$1,292.81  |
| Refer            | <u>67828 EMPOWER</u>                   |           | <u>Ck# 003437E 7/7/2016</u> |              |             |
| Cash Payment     | G 101-21720 MN State Retirement DeferC |           |                             |              | \$445.00    |
| Invoice          | 628953553                              | 7/8/2016  |                             |              |             |
| Transaction Date | 7/6/2016                               | Due 0     | MAIN CHECKING G 10100       | <b>Total</b> | \$445.00    |
| Refer            | <u>67829 PERA</u>                      |           | <u>Ck# 003438E 7/8/2016</u> |              |             |
| Cash Payment     | G 101-21704 PERA                       |           |                             |              | \$4,849.61  |
| Invoice          | 379985                                 | 7/8/2016  |                             |              |             |
| Transaction Date | 7/6/2016                               | Due 0     | MAIN CHECKING G 10100       | <b>Total</b> | \$4,849.61  |
| Refer            | <u>67830 DEPT OT THE TREASURY IRS</u>  |           | <u>Ck# 003439E 7/8/2016</u> |              |             |
| Cash Payment     | G 101-21703 FICA Tax Withholding       |           |                             |              | \$5,519.58  |
| Invoice          | 14 cpyr 16                             | 7/8/2016  |                             |              |             |
| Cash Payment     | G 101-21717 Medicare                   |           |                             |              | \$1,296.28  |
| Invoice          | 14 cpyr 16                             | 7/8/2016  |                             |              |             |
| Cash Payment     | G 101-21701 Federal Withholding        |           |                             |              | \$4,074.26  |
| Invoice          | 14 cpyr 16                             | 7/8/2016  |                             |              |             |
| Transaction Date | 7/6/2016                               | Due 0     | MAIN CHECKING G 10100       | <b>Total</b> | \$10,890.12 |
| Refer            | <u>67831 MN DEPT OF REVENUE-EFTPS</u>  |           | <u>Ck# 003440E 7/8/2016</u> |              |             |
| Cash Payment     | G 101-21702 State Withholding          |           |                             |              | \$1,923.84  |
| Invoice          | 14 CPYR 16                             | 7/8/2016  |                             |              |             |



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## Payments



Current Period: July 2016

|                  |  |       |                       |       |            |
|------------------|--|-------|-----------------------|-------|------------|
| Transaction Date | 7/6/2016                                 | Due 0 | MAIN CHECKING G 10100 | Total | \$1,923.84 |
| Refer            | 67832 MII LIFE- HRA                      |       | Ck# 003441E 7/7/2016  |       |            |
| Cash Payment     | E 101-41400-131 Employer Paid Health     |       |                       |       | \$22.59    |
| Invoice          | 38228902 7/5/2016                        |       |                       |       |            |
| Transaction Date | 7/6/2016                                 | Due 0 | MAIN CHECKING G 10100 | Total | \$22.59    |
| Refer            | 67833 MN DEPT OF REVENUE-EFTPS           |       | Ck# 003442E 7/6/2016  |       |            |
| Cash Payment     | G 101-21702 State Withholding            |       |                       |       | \$9.47     |
| Invoice          | 12 cpyr 16 6/10/2016                     |       |                       |       |            |
| Transaction Date | 7/6/2016                                 | Due 0 | MAIN CHECKING G 10100 | Total | \$9.47     |
| Refer            | 67834 COCA-COLA REFRESHMENTS             |       | Ck# 074643 7/8/2016   |       |            |
| Cash Payment     | E 609-49750-260 Soft Drinks/Mix For Resa |       |                       |       | \$166.54   |
| Invoice          | 0638043105 7/6/2016                      |       |                       |       |            |
| Transaction Date | 7/7/2016                                 | Due 0 | MAIN CHECKING G 10100 | Total | \$166.54   |
| Refer            | 67835 SOUTHERN GLAZER S OF MN            |       | Ck# 074653 7/8/2016   |       |            |
| Cash Payment     | E 609-49750-251 Liquor For Resale        |       |                       |       | \$5,770.44 |
| Invoice          | 1427604 7/6/2016                         |       |                       |       |            |
| Cash Payment     | E 609-49750-333 Freight and Express      |       |                       |       | \$146.89   |
| Invoice          | 1427604 7/6/2016                         |       |                       |       |            |
| Transaction Date | 7/7/2016                                 | Due 0 | MAIN CHECKING G 10100 | Total | \$5,917.33 |
| Refer            | 67860 COOK COUNTY AUDITOR-TREASU         |       | Ck# 074644 7/8/2016   |       |            |
| Cash Payment     | G 101-20800 Taxes Due (State MN)         |       |                       |       | \$3,987.18 |
| Invoice          | June Lodg tx 6/30/2016                   |       |                       |       |            |
| Transaction Date | 7/7/2016                                 | Due 0 | MAIN CHECKING G 10100 | Total | \$3,987.18 |
| Refer            | 67861 BELLBOY CORPORATION - LIQUO        |       | Ck# 074638 7/8/2016   |       |            |
| Cash Payment     | E 609-49750-259 Other For Resale         |       |                       |       | \$137.81   |
| Invoice          | 94223600 7/6/2016                        |       |                       |       |            |
| Cash Payment     | E 609-49750-333 Freight and Express      |       |                       |       | \$5.00     |
| Invoice          | 94223600 7/6/2016                        |       |                       |       |            |
| Cash Payment     | E 609-49750-251 Liquor For Resale        |       |                       |       | \$131.90   |
| Invoice          | 54383800 7/6/2016                        |       |                       |       |            |
| Cash Payment     | E 609-49750-333 Freight and Express      |       |                       |       | \$7.35     |
| Invoice          | 54383800 7/6/2016                        |       |                       |       |            |
| Transaction Date | 7/8/2016                                 | Due 0 | MAIN CHECKING G 10100 | Total | \$282.06   |
| Refer            | 67862 MILLNER HERITAGE VINEYARD &        |       | Ck# 074647 7/8/2016   |       |            |
| Cash Payment     | E 609-49750-251 Liquor For Resale        |       |                       |       | \$832.30   |
| Invoice          | 1834 7/2/2016                            |       |                       |       |            |
| Transaction Date | 7/8/2016                                 | Due 0 | MAIN CHECKING G 10100 | Total | \$832.30   |



# CITY OF GRAND MARAIS

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## Payments



Current Period: July 2016

### Fund Summary

|                           |                          |              |
|---------------------------|--------------------------|--------------|
|                           | 10100 MAIN CHECKING GMSB |              |
| 613 GOLF COURSE           |                          | \$526.94     |
| 609 MUNICIPAL LIQUOR FUND |                          | \$71,155.15  |
| 101 GENERAL FUND          |                          | \$37,267.20  |
|                           |                          | <hr/>        |
|                           |                          | \$108,949.29 |

|  |              |
|--|--------------|
| Pre-Written Checks                     | \$108,949.29 |
| Checks to be Generated by the Computer | \$0.00       |
| Total                                  | <hr/>        |
|  | \$108,949.29 |



CITY OF GRAND MARAIS

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Payments

City of Grand Marais

Current Period: July 2016

Batch Name 7142016AP User Dollar Amt \$172,174.72
Payments Computer Dollar Amt \$172,174.72

\$0.00 In Balance

Refer 67778 BUCK S HARDWARE HANK

Cash Payment E 613-45125-221 Equipment Parts/Building \$20.88
Invoice 9988 5/31/2016
Cash Payment E 211-45500-200 Office Supplies (GENER \$11.69
Invoice 1140 6/30/2016
Cash Payment E 211-45500-221 Equipment Parts/Building \$8.34
Invoice 1140 6/30/2016
Cash Payment E 101-41400-210 Operating Supplies (GE \$20.23
Invoice 1848 6/30/2016
Cash Payment E 101-45100-210 Operating Supplies (GE \$252.35
Invoice 1712 6/30/2016
Cash Payment E 101-45100-220 Repair/Maint Supply (GE \$464.49
Invoice 1712 6/30/2016
Cash Payment E 609-49750-210 Operating Supplies (GE \$11.47
Invoice 1630 6/30/2016

Transaction Date 7/1/2016 MAIN CHECKING G 10100 Total \$789.45

Refer 67779 GRAND MARAIS AUTO PARTS, INC

Cash Payment E 101-42200-220 Repair/Maint Supply (GE \$53.91
Invoice 9088 6/23/2016
Cash Payment E 101-45100-220 Repair/Maint Supply (GE \$39.29
Invoice 1712 6/23/2016

Transaction Date 7/1/2016 MAIN CHECKING G 10100 Total \$93.20

Refer 67780 PUBLIC UTILITIES COMMISSION1 Ck# 003431E 7/1/2016

Cash Payment E 101-41940-380 Utility Services (GENER \$1,201.31
Invoice JUNE 2016 7/1/2016
Cash Payment E 101-43100-380 Utility Services (GENER \$26.46
Invoice JUNE 2016 7/1/2016
Cash Payment E 101-45100-380 Utility Services (GENER \$10,385.96
Invoice JUNE 2016 7/1/2016
Cash Payment E 101-43100-381 Street Light Utilities \$1,934.47
Invoice JUNE 2016 7/1/2016
Cash Payment E 101-42700-380 Utility Services (GENER \$54.94
Invoice JUNE 2016 7/1/2016
Cash Payment E 101-42200-382 Fire Hydrant Utilities \$1,103.70
Invoice JUNE 2016 7/1/2016
Cash Payment E 211-45500-380 Utility Services (GENER \$642.73
Invoice JUNE 2016 7/1/2016
Cash Payment E 101-45184-380 Utility Services (GENER \$259.86
Invoice JUNE 2016 7/1/2016
Cash Payment E 101-42200-380 Utility Services (GENER \$78.33
Invoice JUNE 2016 7/1/2016

Transaction Date 7/1/2016 MAIN CHECKING G 10100 Total \$15,687.76

Refer 67794 ARCTIC GLACIER INC.

Cash Payment E 609-49750-259 Other For Resale \$104.40
Invoice 2047618201 6/30/2016



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| Transaction Date | 7/1/2016                                 | MAIN CHECKING G                     | 10100 | <b>Total</b> | \$104.40    |
| Refer            | 67800                                    | <i>BANYON DATA SYSTEMS, INC</i>     |       |              |             |
| Cash Payment     | E 101-41400-300 Professional Svcs (GEN   |                                     |       |              | \$195.00    |
| Invoice          | 00154427                                 | 7/1/2016                            |       |              |             |
| Transaction Date | 7/6/2016                                 | MAIN CHECKING G                     | 10100 | <b>Total</b> | \$195.00    |
| Refer            | 67801                                    | <i>RIVER BEND INDUSTRIES</i>        |       |              |             |
| Cash Payment     | E 613-45125-221 Equipment Parts/Builing  |                                     |       |              | \$402.68    |
| Invoice          | IN081713                                 | 6/28/2016                           |       |              |             |
| Transaction Date | 7/6/2016                                 | MAIN CHECKING G                     | 10100 | <b>Total</b> | \$402.68    |
| Refer            | 67802                                    | <i>HORNUNG S PRO GOLF SALES, IN</i> |       |              |             |
| Cash Payment     | E 613-45125-254 Golf Supplies For Resale |                                     |       |              | \$21.75     |
| Invoice          | 390538                                   | 6/20/2016                           |       |              |             |
| Transaction Date | 7/6/2016                                 | MAIN CHECKING G                     | 10100 | <b>Total</b> | \$21.75     |
| Refer            | 67803                                    | <i>MINNESOTA WANNER COMPANY</i>     |       |              |             |
| Cash Payment     | E 613-45125-221 Equipment Parts/Builing  |                                     |       |              | \$150.37    |
| Invoice          | 0115632-IN                               | 6/24/2016                           |       |              |             |
| Transaction Date | 7/6/2016                                 | MAIN CHECKING G                     | 10100 | <b>Total</b> | \$150.37    |
| Refer            | 67804                                    | <i>TDS MEDIA DIRECT, INC.</i>       |       |              |             |
| Cash Payment     | E 613-45125-340 Advertising              |                                     |       |              | \$125.00    |
| Invoice          | 66344                                    | 6/21/2016                           |       |              |             |
| Transaction Date | 7/6/2016                                 | MAIN CHECKING G                     | 10100 | <b>Total</b> | \$125.00    |
| Refer            | 67805                                    | <i>GRAND MARAIS AUTO PARTS, INC</i> |       |              |             |
| Cash Payment     | E 613-45125-211 Operating Supplies       |                                     |       |              | \$137.45    |
| Invoice          | 9988                                     | 6/23/2016                           |       |              |             |
| Cash Payment     | E 613-45125-221 Equipment Parts/Builing  |                                     |       |              | \$61.10     |
| Invoice          | 9988                                     | 6/23/2016                           |       |              |             |
| Cash Payment     | E 101-43100-220 Repair/Maint Supply (GE  |                                     |       |              | \$50.97     |
| Invoice          | 3125                                     | 6/23/2016                           |       |              |             |
| Transaction Date | 7/6/2016                                 | MAIN CHECKING G                     | 10100 | <b>Total</b> | \$249.52    |
| Refer            | 67806                                    | <i>TURFWERKS</i>                    |       |              |             |
| Cash Payment     | E 613-45125-221 Equipment Parts/Builing  |                                     |       |              | \$143.80    |
| Invoice          | OI39763                                  | 6/27/2016                           |       |              |             |
| Transaction Date | 7/6/2016                                 | MAIN CHECKING G                     | 10100 | <b>Total</b> | \$143.80    |
| Refer            | 67807                                    | <i>NORTH SHORE WASTE</i>            |       |              |             |
| Cash Payment     | E 101-43100-384 Refuse/Garbage Disposa   |                                     |       |              | \$526.50    |
| Invoice          | 53166                                    | 6/30/2016                           |       |              |             |
| Cash Payment     | E 101-41940-384 Refuse/Garbage Disposa   |                                     |       |              | \$403.65    |
| Invoice          | 53160                                    | 6/30/2016                           |       |              |             |
| Cash Payment     | E 101-45100-384 Refuse/Garbage Disposa   |                                     |       |              | \$1,391.60  |
| Invoice          | 53169                                    | 6/30/2016                           |       |              |             |
| Cash Payment     | E 101-45184-384 Refuse/Garbage Disposa   |                                     |       |              | \$200.00    |
| Invoice          | 53169                                    | 6/30/2016                           |       |              |             |
| Transaction Date | 7/6/2016                                 | MAIN CHECKING G                     | 10100 | <b>Total</b> | \$2,521.75  |
| Refer            | 67808                                    | <i>BOND TRUST SERVICES CORPOR</i>   |       |              |             |
| Cash Payment     | E 301-47029-611 Bond Interest            |                                     |       |              | \$28,510.00 |
| Invoice          | 30284                                    | 6/15/2016                           |       |              |             |



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| Cash Payment     | E 301-47031-611 Bond Interest           |                              |       |              | \$40,170.00 |
| Invoice          | 30285                                   | 6/15/2016                    |       |              |             |
| Cash Payment     | E 301-47029-620 Fiscal Agent s Fees     |                              |       |              | \$450.00    |
| Invoice          | 31172                                   | 6/16/2016                    |       |              |             |
| Transaction Date | 7/6/2016                                | MAIN CHECKING G              | 10100 | <b>Total</b> | \$69,130.00 |
| Refer            | 67809                                   | COOK COUNTY AUDITOR-TREASU   |       |              |             |
| Cash Payment     | E 101-41610-306 Attorney (Criminal)     |                              |       |              | \$3,125.00  |
| Invoice          | 5771                                    | 6/20/2016                    |       |              |             |
| Transaction Date | 7/6/2016                                | MAIN CHECKING G              | 10100 | <b>Total</b> | \$3,125.00  |
| Refer            | 67810                                   | MMUA                         |       |              |             |
| Cash Payment     | E 101-41900-308 Safety Assistance Progr |                              |       |              | \$3,550.00  |
| Invoice          | 47296                                   | 7/1/2016                     |       |              |             |
| Transaction Date | 7/6/2016                                | MAIN CHECKING G              | 10100 | <b>Total</b> | \$3,550.00  |
| Refer            | 67826                                   | TESSMAN SEED COMPANY         |       |              |             |
| Cash Payment     | E 613-45125-211 Operating Supplies      |                              |       |              | \$2,477.81  |
| Invoice          | S234597-IN                              | 6/1/2016                     |       |              |             |
| Transaction Date | 7/6/2016                                | MAIN CHECKING G              | 10100 | <b>Total</b> | \$2,477.81  |
| Refer            | 67827                                   | DISH NETWORK                 |       |              |             |
| Cash Payment     | E 613-45125-310 Service Agreements      |                              |       |              | \$66.61     |
| Invoice          | 82557070825987                          | 6/25/2016                    |       |              |             |
| Transaction Date | 7/6/2016                                | MAIN CHECKING G              | 10100 | <b>Total</b> | \$66.61     |
| Refer            | 67836                                   | TWIN PORTS PAPER & SUPPLY IN |       |              |             |
| Cash Payment     | E 609-49750-210 Operating Supplies (GE  |                              |       |              | \$125.16    |
| Invoice          | 299195                                  | 7/5/2016                     |       |              |             |
| Cash Payment     | E 101-45100-210 Operating Supplies (GE  |                              |       |              | \$697.90    |
| Invoice          | 299274                                  | 7/6/2016                     |       |              |             |
| Transaction Date | 7/7/2016                                | MAIN CHECKING G              | 10100 | <b>Total</b> | \$823.06    |
| Refer            | 67837                                   | COMO OIL & PROPANE           |       |              |             |
| Cash Payment     | E 211-45500-217 Heating Fuel            |                              |       |              | \$229.11    |
| Invoice          | 521468                                  | 6/23/2016                    |       |              |             |
| Transaction Date | 7/7/2016                                | MAIN CHECKING G              | 10100 | <b>Total</b> | \$229.11    |
| Refer            | 67838                                   | BAKER & TAYLOR               |       |              |             |
| Cash Payment     | E 215-45500-435 Books, Periodicals      |                              |       |              | \$397.15    |
| Invoice          | 2032095617                              | 6/17/2016                    |       |              |             |
| Cash Payment     | E 215-45500-435 Books, Periodicals      |                              |       |              | \$41.09     |
| Invoice          | 2032117414                              | 6/27/2016                    |       |              |             |
| Transaction Date | 7/7/2016                                | MAIN CHECKING G              | 10100 | <b>Total</b> | \$438.24    |
| Refer            | 67839                                   | IMAGINE VIDEO PRODUCTIONS    |       |              |             |
| Cash Payment     | E 211-45500-437 Audio Visual / DVD      |                              |       |              | \$54.00     |
| Invoice          | 3152                                    | 6/28/2016                    |       |              |             |
| Transaction Date | 7/7/2016                                | MAIN CHECKING G              | 10100 | <b>Total</b> | \$54.00     |
| Refer            | 67840                                   | RUDE, BRAD                   |       |              |             |
| Cash Payment     | E 101-45184-220 Repair/Maint Supply (GE |                              |       |              | \$300.00    |
| Invoice          | 461487                                  | 6/24/2016                    |       |              |             |
| Transaction Date | 7/7/2016                                | MAIN CHECKING G              | 10100 | <b>Total</b> | \$300.00    |



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| Refer            | 67841           | <i>ARCO COFFEE</i>                    | -     |              |            |
| Cash Payment     | E 101-45100-200 | Office Supplies (GENER                |       | \$65.82      |            |
| Invoice          | 210830          | 6/29/2016                             |       |              |            |
| Cash Payment     | E 101-45100-200 | Office Supplies (GENER                |       | \$78.00      |            |
| Invoice          | 210718          | 6/23/2016                             |       |              |            |
| Transaction Date | 7/7/2016        | MAIN CHECKING G                       | 10100 | <b>Total</b> | \$143.82   |
| Refer            | 67842           | <i>GRAINGER</i>                       | -     |              |            |
| Cash Payment     | E 101-45100-220 | Repair/Maint Supply (GE               |       | \$128.55     |            |
| Invoice          | 9146287728      | 6/21/2016                             |       |              |            |
| Cash Payment     | E 101-45100-220 | Repair/Maint Supply (GE               |       | \$115.03     |            |
| Invoice          | 9150075860      | 6/24/2016                             |       |              |            |
| Cash Payment     | E 101-45100-220 | Repair/Maint Supply (GE               |       | \$208.12     |            |
| Invoice          | 9151314995      | 6/27/2016                             |       |              |            |
| Transaction Date | 7/7/2016        | MAIN CHECKING G                       | 10100 | <b>Total</b> | \$451.70   |
| Refer            | 67843           | <i>NORTHERN WILDS</i>                 | -     |              |            |
| Cash Payment     | E 101-45100-210 | Operating Supplies (GE                |       | \$231.93     |            |
| Invoice          | 17079           | 6/30/2016                             |       |              |            |
| Transaction Date | 7/7/2016        | MAIN CHECKING G                       | 10100 | <b>Total</b> | \$231.93   |
| Refer            | 67844           | <i>EVERSON, TAYLOR</i>                | -     |              |            |
| Cash Payment     | E 101-45100-250 | Merchandise Resale (GE                |       | \$132.00     |            |
| Invoice          | FIRE STARTERS   | 7/7/2016                              |       |              |            |
| Transaction Date | 7/7/2016        | MAIN CHECKING G                       | 10100 | <b>Total</b> | \$132.00   |
| Refer            | 67845           | <i>COOK COUNTY VISITORS BUREA</i>     | -     |              |            |
| Cash Payment     | E 101-45100-429 | Entertainment                         |       | \$500.00     |            |
| Invoice          | 3678            | 7/1/2016                              |       |              |            |
| Transaction Date | 7/7/2016        | MAIN CHECKING G                       | 10100 | <b>Total</b> | \$500.00   |
| Refer            | 67846           | <i>MN RESORT &amp; CAMPGRD ASSOC.</i> | -     |              |            |
| Cash Payment     | E 101-45100-436 | Membership Dues                       |       | \$1,497.00   |            |
| Invoice          | 53435           | 6/1/2016                              |       |              |            |
| Transaction Date | 7/7/2016        | MAIN CHECKING G                       | 10100 | <b>Total</b> | \$1,497.00 |
| Refer            | 67847           | <i>INTELLIGENT PRODUCTS INC.</i>      | -     |              |            |
| Cash Payment     | E 101-45100-210 | Operating Supplies (GE                |       | \$400.00     |            |
| Invoice          | 220755A         | 6/27/2016                             |       |              |            |
| Cash Payment     | E 101-45189-210 | Operating Supplies (GE                |       | \$632.70     |            |
| Invoice          | 220755A         | 6/27/2016                             |       |              |            |
| Transaction Date | 7/7/2016        | MAIN CHECKING G                       | 10100 | <b>Total</b> | \$1,032.70 |
| Refer            | 67848           | <i>NORDIC ELECTRIC</i>                | -     |              |            |
| Cash Payment     | E 101-45100-220 | Repair/Maint Supply (GE               |       | \$410.40     |            |
| Invoice          | 15039           | 6/29/2016                             |       |              |            |
| Transaction Date | 7/7/2016        | MAIN CHECKING G                       | 10100 | <b>Total</b> | \$410.40   |
| Refer            | 67849           | <i>CARLSON REFRIGERATION</i>          | -     |              |            |
| Cash Payment     | E 101-45100-250 | Merchandise Resale (GE                |       | \$380.37     |            |
| Invoice          | JUNE 2016       | 6/30/2016                             |       |              |            |
| Transaction Date | 7/7/2016        | MAIN CHECKING G                       | 10100 | <b>Total</b> | \$380.37   |
| Refer            | 67850           | <i>MINNESOTA DEPARTMENT OF HE</i>     | -     |              |            |



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| Cash Payment     | E 101-45100-439 Licenses                |                                  |       |              | \$1,860.00 |
| Invoice          | 2016 DUES                               | 7/7/2016                         |       |              |            |
| Transaction Date | 7/7/2016                                | MAIN CHECKING G                  | 10100 | <b>Total</b> | \$1,860.00 |
| Refer            | 67851                                   | <u>SUNDEW TECHNICAL SERVICES</u> |       |              |            |
| Cash Payment     | E 101-45100-200 Office Supplies (GENER  |                                  |       |              | \$40.00    |
| Invoice          | GMREC PARK                              | 6/20/2016                        |       |              |            |
| Transaction Date | 7/7/2016                                | MAIN CHECKING G                  | 10100 | <b>Total</b> | \$40.00    |
| Refer            | 67852                                   | <u>COOK COUNTY NEWS HERALD</u>   |       |              |            |
| Cash Payment     | E 101-41400-350 Publishing              |                                  |       |              | \$52.50    |
| Invoice          | 6450                                    | 5/21/2016                        |       |              |            |
| Cash Payment     | E 101-41400-350 Publishing              |                                  |       |              | \$332.50   |
| Invoice          | 6442                                    | 6/18/2016                        |       |              |            |
| Cash Payment     | E 101-41400-350 Publishing              |                                  |       |              | \$52.50    |
| Invoice          | 6447                                    | 6/18/2016                        |       |              |            |
| Cash Payment     | E 101-41400-350 Publishing              |                                  |       |              | \$98.44    |
| Invoice          | 6459                                    | 6/25/2016                        |       |              |            |
| Cash Payment     | E 101-45100-250 Merchandise Resale (GE  |                                  |       |              | \$43.55    |
| Invoice          | VENDOR SALES                            | 6/30/2016                        |       |              |            |
| Transaction Date | 7/7/2016                                | MAIN CHECKING G                  | 10100 | <b>Total</b> | \$579.49   |
| Refer            | 67853                                   | <u>JOHNSON S FOODS</u>           |       |              |            |
| Cash Payment     | E 613-45125-211 Operating Supplies      |                                  |       |              | \$9.60     |
| Invoice          | 1848                                    | 6/15/2016                        |       |              |            |
| Cash Payment     | E 613-45125-211 Operating Supplies      |                                  |       |              | \$23.26    |
| Invoice          | 1848                                    | 6/15/2016                        |       |              |            |
| Cash Payment     | E 613-45125-255 Food For Resale         |                                  |       |              | \$9.46     |
| Invoice          | 1848                                    | 6/15/2016                        |       |              |            |
| Cash Payment     | E 609-49750-210 Operating Supplies (GE  |                                  |       |              | \$8.93     |
| Invoice          | 1848                                    | 6/15/2016                        |       |              |            |
| Transaction Date | 7/7/2016                                | MAIN CHECKING G                  | 10100 | <b>Total</b> | \$51.25    |
| Refer            | 67854                                   | <u>DENNY S LAWN AND GARDEN</u>   |       |              |            |
| Cash Payment     | E 101-45100-220 Repair/Maint Supply (GE |                                  |       |              | \$99.81    |
| Invoice          | 223464                                  | 6/16/2016                        |       |              |            |
| Cash Payment     | E 101-45100-220 Repair/Maint Supply (GE |                                  |       |              | \$227.35   |
| Invoice          | 224894                                  | 7/1/2016                         |       |              |            |
| Transaction Date | 7/7/2016                                | MAIN CHECKING G                  | 10100 | <b>Total</b> | \$327.16   |
| Refer            | 67855                                   | <u>BUCKS ELECTRONICS</u>         |       |              |            |
| Cash Payment     | E 101-45100-200 Office Supplies (GENER  |                                  |       |              | \$45.29    |
| Invoice          | 1712                                    | 7/1/2016                         |       |              |            |
| Transaction Date | 7/7/2016                                | MAIN CHECKING G                  | 10100 | <b>Total</b> | \$45.29    |
| Refer            | 67856                                   | <u>SAWTOOTH LUMBER</u>           |       |              |            |
| Cash Payment     | E 101-45100-220 Repair/Maint Supply (GE |                                  |       |              | \$118.56   |
| Invoice          | 3280                                    | 6/30/2016                        |       |              |            |
| Transaction Date | 7/7/2016                                | MAIN CHECKING G                  | 10100 | <b>Total</b> | \$118.56   |
| Refer            | 67857                                   | <u>G&amp;G SEPTIC</u>            |       |              |            |
| Cash Payment     | E 101-45100-418 Portable Toilet Rentals |                                  |       |              | \$274.22   |
| Invoice          | 11725                                   | 6/30/2016                        |       |              |            |



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| Cash Payment           | E 101-45189-418 Portable Toilet Rentals |                 |          | \$1,371.10               |
| Invoice 11725          | 6/30/2016                               |                 |          |                          |
| Cash Payment           | E 101-45184-418 Portable Toilet Rentals |                 |          | \$137.11                 |
| Invoice 11725          | 6/30/2016                               |                 |          |                          |
| Transaction Date       | 7/7/2016                                | MAIN CHECKING G | 10100    | <b>Total</b> \$1,782.43  |
| Refer                  | 67858 EDWIN E. THORESON, INC.           |                 |          |                          |
| Cash Payment           | E 101-45189-225 Landscaping Materials   |                 |          | \$630.00                 |
| Invoice 23730          | 6/30/2016                               |                 |          |                          |
| Transaction Date       | 7/7/2016                                | MAIN CHECKING G | 10100    | <b>Total</b> \$630.00    |
| Refer                  | 67859 COOK COUNTY HOME CENTER           |                 |          |                          |
| Cash Payment           | E 101-45100-220 Repair/Maint Supply (GE |                 |          | \$371.08                 |
| Invoice 1712           | 6/30/2016                               |                 |          |                          |
| Transaction Date       | 7/7/2016                                | MAIN CHECKING G | 10100    | <b>Total</b> \$371.08    |
| Refer                  | 67863 HAND DONE T SHIRTS INC.           |                 |          |                          |
| Cash Payment           | E 609-49750-430 Miscellaneous (GENERA   |                 |          | \$129.50                 |
| Invoice S05339         | 6/20/2016                               |                 |          |                          |
| Transaction Date       | 7/8/2016                                | MAIN CHECKING G | 10100    | <b>Total</b> \$129.50    |
| Refer                  | 67864 COOK COUNTY LAW ENFORCEME         |                 |          |                          |
| Cash Payment           | E 101-42100-317 Contracted Services     |                 |          | \$11,666.67              |
| Invoice 231            | 7/8/2016                                |                 |          |                          |
| Transaction Date       | 7/8/2016                                | MAIN CHECKING G | 10100    | <b>Total</b> \$11,666.67 |
| Refer                  | 67865 MN DEPT OF REVENUE-EFTPS          | Ck# 003443E     | 7/8/2016 |                          |
| Cash Payment           | G 101-20800 Taxes Due (State MN)        |                 |          | \$8,293.00               |
| Invoice June Sales Tax | 6/30/2016                               |                 |          |                          |
| Cash Payment           | G 609-20800 Taxes Due (State MN)        |                 |          | \$22,651.00              |
| Invoice June Sales Tax | 6/30/2016                               |                 |          |                          |
| Cash Payment           | G 613-20800 Taxes Due (State MN)        |                 |          | \$1,292.00               |
| Invoice June Sales Tax | 6/30/2016                               |                 |          |                          |
| Cash Payment           | G 211-20800 Taxes Due (State MN)        |                 |          | \$39.00                  |
| Invoice June Sales Tax | 6/30/2016                               |                 |          |                          |
| Transaction Date       | 7/8/2016                                | MAIN CHECKING G | 10100    | <b>Total</b> \$32,275.00 |
| Refer                  | 67866 COOK COUNTY RECORDER              |                 |          |                          |
| Cash Payment           | E 101-41400-300 Professional Svcs (GEN  |                 |          | \$138.00                 |
| Invoice 700            | 7/6/2016                                |                 |          |                          |
| Transaction Date       | 7/8/2016                                | MAIN CHECKING G | 10100    | <b>Total</b> \$138.00    |
| Refer                  | 67867 VOYAGEUR BREWING COMPANY          |                 |          |                          |
| Cash Payment           | E 609-49750-252 Beer For Resale         |                 |          | \$300.00                 |
| Invoice 16/27-03       | 7/8/2016                                |                 |          |                          |
| Transaction Date       | 7/8/2016                                | MAIN CHECKING G | 10100    | <b>Total</b> \$300.00    |
| Refer                  | 67868 COOK COUNTY AUDITOR-TREASU        |                 |          |                          |
| Cash Payment           | E 101-41942-313 Assessing               |                 |          | \$8,619.72               |
| Invoice 15091          | 6/29/2016                               |                 |          |                          |
| Transaction Date       | 7/8/2016                                | MAIN CHECKING G | 10100    | <b>Total</b> \$8,619.72  |
| Refer                  | 67869 ARTISAN BEER COMPANY              |                 |          |                          |
| Cash Payment           | E 609-49750-252 Beer For Resale         |                 |          | \$328.90                 |
| Invoice 3111605        | 7/7/2016                                |                 |          |                          |



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| Transaction Date | 7/8/2016                            | MAIN CHECKING G 10100 | <b>Total</b> | \$328.90   |
| Refer            | 67870 PHILLIPS WINE & SPIRITS       | -                     |              |            |
| Cash Payment     | E 609-49750-251 Liquor For Resale   |                       |              | \$2,546.87 |
| Invoice          | 2005522 7/7/2016                    |                       |              |            |
| Cash Payment     | E 609-49750-333 Freight and Express |                       |              | \$72.79    |
| Invoice          | 2005522 7/7/2016                    |                       |              |            |
| Transaction Date | 7/8/2016                            | MAIN CHECKING G 10100 | <b>Total</b> | \$2,619.66 |
| Refer            | 67871 JOHNSON BROTHER LIQUOR        | -                     |              |            |
| Cash Payment     | E 609-49750-251 Liquor For Resale   |                       |              | \$4,723.14 |
| Invoice          | 5484883 7/7/2016                    |                       |              |            |
| Cash Payment     | E 609-49750-333 Freight and Express |                       |              | \$110.44   |
| Invoice          | 5484883 7/7/2016                    |                       |              |            |
| Transaction Date | 7/8/2016                            | MAIN CHECKING G 10100 | <b>Total</b> | \$4,833.58 |

**Fund Summary**

|                             |                          |              |
|-----------------------------|--------------------------|--------------|
|                             | 10100 MAIN CHECKING GMSB |              |
| 101 GENERAL FUND            |                          | \$65,567.24  |
| 211 LIBRARY                 |                          | \$984.87     |
| 215 LIBRARY RESTRICTED FUND |                          | \$438.24     |
| 301 DEBT SERVICE FUND       |                          | \$69,130.00  |
| 609 MUNICIPAL LIQUOR FUND   |                          | \$31,112.60  |
| 613 GOLF COURSE             |                          | \$4,941.77   |
|                             |                          | <hr/>        |
|                             |                          | \$172,174.72 |

|  |                     |
|--|---------------------|
| Pre-Written Checks                     | \$47,962.76         |
| Checks to be Generated by the Computer | \$124,211.96        |
| <b>Total</b>                           | <b>\$172,174.72</b> |

APPLICATION FOR USE OF STREET AND SIDEWALKS

CHECK ONE:

Benches \_\_\_\_\_ Flowers \_\_\_\_\_ Community Event X

Miscellaneous \_\_\_\_\_ Describe: \_\_\_\_\_

Name and address of applicant or organization, charitable, veterans, community or non-profit group:

Grand Marais Lions Club

Contact Person: Bob Spry Phone Number: \_\_\_\_\_

Description of request or event: Fishermans Picnic

Date of Event: Aug 4 - Aug 7, 2016 Length of Event: 4 days plus 1 set-up day

Time of Event: 7:00 AM to midnight

Location of Event: Hwy 61 + Wisconsin St to Wisconsin + Broadway and bet of 2d Aves South of 61

Assistance requested of the City or PUC: Road blocks on Weds @ 6:00 AM for some areas and other road blocks Weds at 4:00 PM

Signature: [Signature] Date: 6/28/16

Approve: \_\_\_\_\_ Not Approved: \_\_\_\_\_

Fee: Paid \_\_\_\_\_ Waived \_\_\_\_\_

Insurance (\$500,000): Proof naming City as additional insured \_\_\_\_\_  
Waived in whole \_\_\_\_\_ Waived in part \_\_\_\_\_

Additional anticipated costs or expenses to City or PUC \_\_\_\_\_

Additional Council restrictions \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/29/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

|  |  |                                      |
|--|--|--------------------------------------|
| <b>PRODUCER</b><br><br>DSP Insurance<br>1900 E. Golf Road, Suite 650<br>Schaumburg, IL 60173 | <b>CONTACT NAME:</b> John Adams<br><b>PHONE (A/C, No, Ext):</b> 1-800-316-6705<br><b>E-MAIL ADDRESS:</b> lionsclubs@dspins.com | <b>FAX (A/C, No):</b> 1-888-467-2378 |
|  | <b>INSURER(S) AFFORDING COVERAGE</b>   |                                      |
| <b>INSURED</b><br><br>Grand Marais Lions Club<br>PO Box 745 Grand Marais, MN 55604 Minnesota | <b>INSURER A:</b> ACE American Insurance Company   |                                      |
|  | <b>INSURER B:</b>  |                                      |
|  | <b>INSURER C:</b>  |                                      |
|  | <b>INSURER D:</b>  |                                      |
|  | <b>INSURER E:</b>  |                                      |
|  | <b>INSURER F:</b>  |                                      |

**COVERAGES**                      **CERTIFICATE NUMBER:**                      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE   | ADDL INSR | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS  |
|----------|---|-----------|----------|---------------|-------------------------|-------------------------|---|
| A        | GENERAL LIABILITY<br><input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY<br><input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR<br><input checked="" type="checkbox"/> Agg. Per Named Insured is \$2,000,000<br>GENL AGGREGATE LIMIT APPLIES PER<br><input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC |           |          | HDOG27396392  | 09/01/2015              | 09/01/2016              | EACH OCCURRENCE \$ 1,000,000<br>DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000<br>MED EXP (Any one person) \$ 5,000<br>PERSONAL & ADV INJURY \$ 1,000,000<br>GENERAL AGGREGATE \$ 10,000,000<br>PRODUCTS - COMP/OP AGG \$ 2,000,000<br>\$ |
| A        | AUTOMOBILE LIABILITY<br><input type="checkbox"/> ANY AUTO<br><input type="checkbox"/> ALL OWNED AUTOS<br><input checked="" type="checkbox"/> HIRED AUTOS<br><input type="checkbox"/> SCHEDULED AUTOS<br><input checked="" type="checkbox"/> NON-OWNED AUTOS   |           |          | ISAH08858354  | 09/01/2015              | 09/01/2016              | COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000<br>BODILY INJURY (Per person) \$<br>BODILY INJURY (Per accident) \$<br>PROPERTY DAMAGE (Per accident) \$<br>\$   |
|          | UMBRELLA LIAB<br>EXCESS LIAB<br>DED RETENTIONS  |           |          |               |                         |                         | OCCUR<br>CLAIMS-MADE<br>\$<br>\$<br>\$  |
|          | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY<br>ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)<br>If yes, describe under DESCRIPTION OF OPERATIONS below  |           |          |               |                         |                         | WC STATU-TORY LIMITS<br>OTH-ER<br>E.L. EACH ACCIDENT \$<br>E.L. DISEASE - EA EMPLOYEE \$<br>E.L. DISEASE - POLICY LIMIT \$  |

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)**

Provisions of the policy apply to the named insureds participation in the following activity during the policy period shown above: Fishermans Picnic Aug 3 - 7, 2016

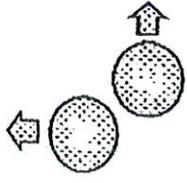
City Of Grand Marais, PO Box 820, Grand Marais, MN is included as an Additional Insured(s), but only with respect to General Liability arising out of the issuance of permit(s) to the Insured shown above and not out of the sole negligence of said additional insured.  
 PROVISIONS OF THE POLICY DO NOT APPLY TO THE SALE OR SERVING OF ALCOHOLIC BEVERAGES

|   |   |
|---|---|
| <b>CERTIFICATE HOLDER</b><br><br>Grand Marais Lions Club<br>Box 745<br>Grand Marais Minnesota 55604 | <b>CANCELLATION</b><br><br>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.<br><br>AUTHORIZED REPRESENTATIVE<br> |
|---|---|

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# Grand Marais Visitor's Map

Courtesy of the Grand Marais Area Tourism Association & Visitor Information Center



2016

CCFCM

Log Rolling

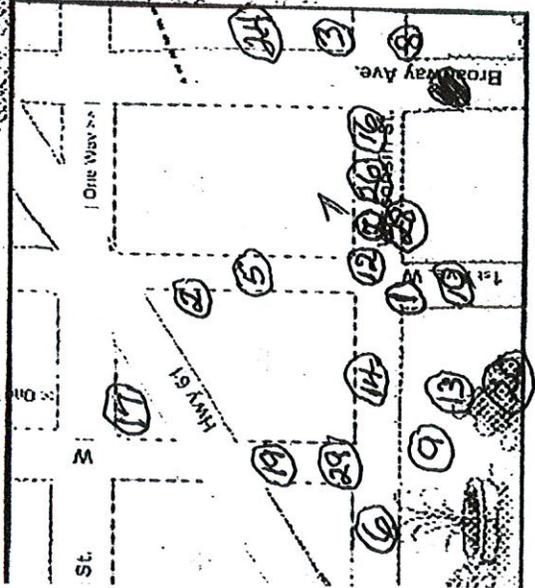
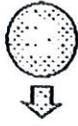
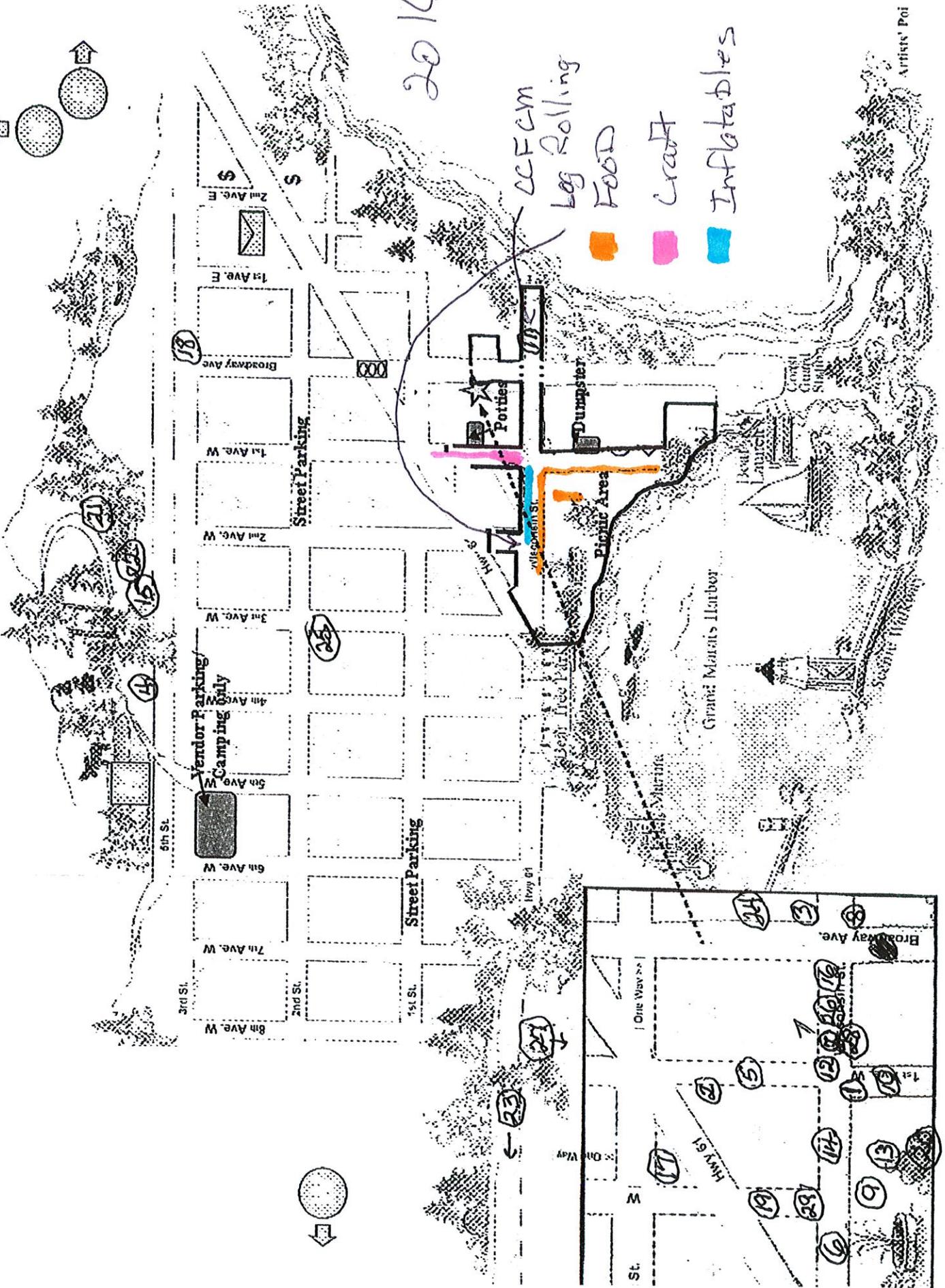
FOOD

CRAFT

Inflatables



Artist's Poi



# City of Grand Marais

## MEMO

TO: Mayor Arrowsmith-DeCoux  
City Council  
FROM: Michael J Roth, City Administrator  
DATE: July 8, 2016  
SUBJECT: Bergeron Conditional Use Request

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**Request:** Keith Bergeron is requesting a conditional use permit to operate a four unit residential and lodging facility in the Fenstad Motel building on 5<sup>th</sup> Avenue W. Mr. Bergeron will live in one unit and rent the other three out as apartments or vacation length stays.

**Location of Property:** Lots 23-25 and the northerly 22' of Lot 22, Block 19, Central Addition. 215 W 5<sup>th</sup> St.

**Condition of Property:** This 128'x112' property is zoned RCN Resort commercial Neighborhood. There is an existing vacant motel on the premises. Neighboring uses include single-family homes, multi-unit residential, lodging, a laundromat, and the Courthouse.

**Items To Be Considered:** In the City of Grand Marais a conditional use permit can be granted only if all of the following apply:

1. The use conforms to the land use or comprehensive plan of the City.
2. The use is compatible with the existing neighborhood.
3. The use will not impede the normal and orderly development and improvement in the surrounding area of uses permitted by right in the zone district.
4. The location and character of the proposed use is considered to be consistent with a desirable pattern of development for the area.

### Public Hearing

A public hearing was held July 6, 2016, to consider the proposal. Commissioners, Garry, Kennedy, and Miller were present. Bergeron presented the proposal. Kathy Johnson, neighbor, asked about construction plans. Bergeron intends to remodel the units and is working with local contractors. David Eckel, neighbor, stated that his grandmother used to own the property. One letter of support was sent to City Hall. No other comments were received.

**Commission Discussion and Findings:**

The Commission discussed the proposal. They wanted customers to be required to park off-street. They considered what hours of operation were reasonable. They adopted the following findings:

1. The use conforms to the land use or comprehensive plan of the City.  
Multi-unit residential and lodging are allowed conditional uses.
2. The use is compatible with the existing neighborhood.  
The property has been operated as both lodging and apartments in the past in compatibility with the neighborhood.
3. The use will not impede the normal and orderly development and improvement in the surrounding area of uses permitted by right in the zone district.  
The property is already developed.
4. The location and character of the proposed use is considered to be consistent with a desirable pattern of development for the area.  
The zone is designed to allow small scale lodging.

The commission recommends approving the conditional use permit by a 3-0 vote.

Relevant Zoning Purpose Statement:

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19.13 RCN RESORT/COMMERCIAL NEIGHBORHOOD

Subdivision 1. Purpose

The RCN District is intended to provide for a mix of residential, low intensity commercial, and governmental uses. It is further specifically intended that the internal development be of a residential scale and appearance comparable with the surrounding residential area. The purpose and intent of the resort/commercial neighborhood district is to permit the designation of suitable locations for small scale low intensity resort/commercial facilities within or adjacent to areas or neighborhoods which are essentially residential in nature.

Relevant Comprehensive Plan Section:

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GOALS AND POLICIES

Goal

To create a framework for public and private decision making affecting the City of Grand Marais that:

1. Protects and enhances the natural resources of Grand Marais.
2. Provide economic opportunity for residents.
3. Respect the needs and desires of residents.
4. Provide for a full mix of land uses without adverse impact.
5. Recognizes the recreational and aesthetic value of the area to residents and visitors.
6. Ensures consistency of actions.

RESIDENTIAL AREAS

Goals

1. To provide a healthy, safe and attractive residential environment.
2. To protect property values and the natural environment through the harmonious relationship of land use, highways and natural features.
3. To provide a mix of residential options both seasonal and year round, and for all income levels.

Policies

1. Develop low income housing.

3. Develop affordable housing to draw young families to the area.
5. Develop affordable housing for summer help (possibly a complex).
10. Low intensity residential and recreational uses are preferred.
14. Infill of existing residential areas should be encouraged before expansion of new residential areas.

## COMMERCIAL AREAS

### Goals

1. To provide commercial facilities which meet needs of residents and visitors.

### Policies

5. Commercial development should be compatible with surrounding uses, natural topography, vegetation and shoreland environment.
6. Full utilization of developed commercial areas should be encouraged before expansion into undeveloped areas is allowed.

CITY OF GRAND MARAIS, MINNESOTA  
CITY COUNCIL RESOLUTION 2016-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GRAND MARAIS,  
MINNESOTA APPROVING THE KEITH BERGERON REQUEST FOR A CONDITIONAL  
USE PERMIT TO OPERATE A 4 UNIT RESIDENTIAL AND LODGING FACILITY

WHEREAS, the applicant, Keith Bergeron, is requesting a conditional use permit to operate a four unit residential and lodging facility on his property zoned RCN Resort Commercial Neighborhood legally described on the attached Exhibit A; and,

WHEREAS, the Planning Commission conducted a public hearing on July 6, 2016, and received public testimony regarding the proposed Conditional Use Permit; and

WHEREAS, all required notices regarding the public hearing were properly made; and

WHEREAS, the Planning Commission has reviewed the request and recommended approval of the Conditional Use Permit; and

WHEREAS, the City Council reviewed the requested Conditional Use Permit and Planning Commission recommendation and conditions for the requested Conditional Use Permit at its meeting of July 13, 2016.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRAND MARAIS, MINNESOTA, that it adopts the following findings of fact related to the requested Conditional Use Permit:

**Criteria #1 The use conforms to the land use or comprehensive plan of the City.**

Finding #1 Multi-unit residential and lodging are allowed conditional uses.

**Criteria #2 The use is compatible with the existing neighborhood.**

Finding #2 The property has been operated as both lodging and apartments in the past in compatibility with the neighborhood.

**Criteria #3 The use will not impede the normal and orderly development and improvement in the surrounding area of uses permitted by right in the zone district.**

Finding #3 The property is already developed.

**Criteria #4 The location and character of the proposed use is considered to be consistent with a desirable pattern of development for the area.**

Finding #4 The zone is designed to allow small scale lodging.

BE IT FURTHER RESOLVED that the Conditional Use Permit to allow Keith Bergeron to operate a four unit residential and lodging facility on his property zoned RCN Resort Commercial Neighborhood is hereby approved.

Passed by the City Council of the City of Grand Marais, Minnesota this 13<sup>th</sup> day of July, 2016.

(SEAL)

\_\_\_\_\_  
Mayor Jay Arrowsmith Decoux

ATTEST:

\_\_\_\_\_  
Michael J. Roth  
City Administrator

**EXHIBIT A**

**Legal Description**

Lots 23-25 and the northerly 22' of Lot 22, Block 19, Central Addition

Pd.  
200<sup>00</sup>



City of Grand Marais

### City of Grand Marais

#### Application for Conditional Use Permit

|                    |  |
|--------------------|--|
| Name of Applicant: | KEITH BERGERON, BUYER  |
| Mailing Address:   | GRAND MARAIS   |
| Property Address:  | 215 W. 5th Ave   |
| Legal Description: | N. 22' of lot 22, All lots 23-24-25, Blk. 19, central addition |

Applicant is:       Owner       Buyer       Agent       Other (explain)

|  |  |
|--|--|
| Current use of property:                                   | Vacant   |
| Intended use of property:                                  | Short term rental<br>long term rental<br>permanent residence |
| Use and Character of surrounding property:                 | Mixed use (commercial, resort and residential)               |
| Brief summary of why a conditional use permit is required: | property has been vacant over one year                       |

A conditional use permit may be granted only upon findings of all of the following criteria. Summarize the facts as to your property in regards to each of the factors, using additional sheets as necessary.

1. Facts showing the use conforms to the land use or comprehensive plan of the City:

- Respects needs and desires of citizens by providing economic opportunity and much needed rentals
- Shows consistency of actions restoring a rental to a rental.

2. Facts showing the use is compatible with the existing neighborhood:

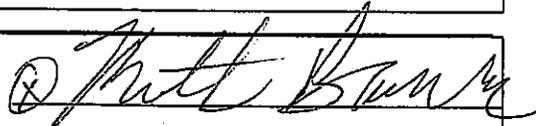
- Part of th RCN zone
- 3 other short term rentals (Russels Cottages, MacArthur House Cabins and Feathernest Inn) on the Avenue within zone

3. Facts showing the use will not impede the normal and orderly development and improvement in the surrounding area of uses permitted by right in the zone district:

- Increase surrounding property values by restoring vacant property in a highly visible location.
- Use of an existing <sup>structure</sup> RCN corridor instead of new construction expanding into undeveloped areas.
- Intended use matches RCN zone

4. Facts showing the location and character of the proposed use is considered to be consistent with a desirable pattern of development for the area:

- Will provide a mix of residential options for residents and visitors of Grand Marais in the RCN zone

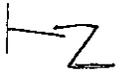
|                   |   |
|-------------------|---|
| Dated:<br>5/23/16 | Applicant(s) signature(s):<br>  |
|                   | <input checked="" type="checkbox"/> Owner (if other than applicant)<br><br>Owner (if other than applicant)<br><b>GUNTINT GALS LLC</b> |

*This application will be processed only if it is fully completed and is accompanied by a site sketch and the proper fees.*

(Do Not Write Below This Line)

This foregoing conditional use permit application, accompanied by a fee of \$ \_\_\_\_\_, was received and determined to be complete this \_\_\_\_\_ day of \_\_\_\_\_.

On Behalf of the City of Grand Marais



LONG-TERM  
CENTRAL  
CUNIT

1 BATH  
1 BDRM

PERMANENT  
RESIDENCE

2 BATH  
1 BDRM

SHORT-TERM  
CENTRAL

1 BATHROOM  
STUDIO

SHORT-TERM  
CENTRAL

1 BATHROOM  
STUDIO

STAIRS

STAIRS

215 W. 5 TH AVE.  
"FENSTAD'S MOTEL"

PARKING DRIVEWAY



June 26, 2016

City of Grand Marais  
PO BOX 600  
Grand Marais MN 55604

City Council Members and City Planning Commission Members:

This is a letter of support concerning Keith Bergeron's request for a conditional use permit to operate an apartment and lodging facility on a property zoned RCN Resort Commercial Neighborhood located at 215 West Fifth Avenue in Grand Marais.

I can see this property from my living room and it seems like there has been no activity there for many years. This is a unique property in Grand Marais and re-establishing it as a rental property:

1. honors its history,
2. addresses a housing shortage problem,
3. creates a new small business, and
4. adds to the charm of our fair city.

In the past, a good friend of mine rented a unit at this property for five years. It served as a nice home for her. She especially liked the location since she was able to walk everywhere in town.

I am also in full support of the owner or a business manager living on site at this property. I think this arrangement is good for the owner and the renters. Having the owner on site creates a quiet stability and any problems that arise can be addressed immediately.

Short term rentals at this property can support important organizations in our community, including the Grand Marais Art Colony and North House Folk School. Long term rentals can address a serious housing shortage in the city.

I think it is great that Keith Bergeron would like to invest in this unique property and I am in full support of the city granting his request for a conditional use permit.

Respectfully submitted,



Jean Marie Modl

303 4<sup>th</sup> Ave West, PO BOX 913, Grand Marais MN 55604

(347) 920-7826

| Grand Marais Public Library     |                          | Proposed Operating Budget 2017 |                     |                      |                     |                | 2017 Budget         |  | Comments for 2017 Proposal        |  |
|---------------------------------|--------------------------|--------------------------------|---------------------|----------------------|---------------------|----------------|---------------------|--|-----------------------------------|--|
| Fund 211 - Operating            | Year End 2012            | Year End 2013                  | Year End 2014       | Year End 2015        | 2016 Budget         | YTD 2016 (May) | 2017 Budget         |  |                                   |  |
| Salary Full Time                | \$84,861.80              | \$83,179.25                    | \$70,424.71         | \$72,840.29          | \$59,141.00         | \$31,053.35    | \$90,313.60         |  | union contract                    |  |
| Salary Part Time                | \$68,611.05              | \$67,906.93                    | \$62,259.20         | \$78,044.87          | \$115,000.00        | \$42,514.99    | \$116,485.72        |  | union contract                    |  |
| Overtime                        | \$206.55                 | \$782.73                       | \$180.48            | \$377.67             | \$0.00              | \$3.04         | \$0.00              |  | extra hours claimed as comp time  |  |
| Salary Maintenance              | \$293.20                 | \$166.18                       | \$99.25             | \$134.45             | \$500.00            | \$671.61       | \$500.00            |  | city crew working on library jobs |  |
| Salary Cleaning                 | \$1,939.98               | \$3,608.60                     | \$3,006.25          | \$3,287.92           | \$5,235.00          | \$1,314.40     | \$5,058.30          |  | union contract                    |  |
| PERA                            | \$10,783.57              | \$11,289.63                    | \$10,252.15         | \$11,360.22          | \$13,491.00         | \$5,666.87     | \$15,926.82         |  | estimated by city                 |  |
| FICA                            | \$9,196.03               | \$9,507.55                     | \$8,580.06          | \$9,210.37           | \$11,152.00         | \$4,612.11     | \$13,166.17         |  | estimated by city                 |  |
| Medicare                        | \$2,150.72               | \$2,223.38                     | \$2,006.69          | \$2,153.99           | \$2,608.00          | \$1,078.54     | \$3,110.19          |  |                                   |  |
| Health Insurance                | \$11,138.27              | \$11,245.96                    | \$17,227.39         | \$8,824.84           | \$11,635.00         | \$3,505.10     | \$27,627.08         |  | estimated by city (10% increase)  |  |
| Life Insurance                  | \$553.00                 | \$349.31                       | \$346.32            | \$437.06             | \$450.00            | \$210.93       | \$540.00            |  |                                   |  |
| Worker's Compensation           | \$637.00                 | \$875.23                       | \$774.64            | \$724.94             | \$1,000.00          | \$-17.94       | \$900.00            |  | estimated by city                 |  |
| Office Supplies                 | \$3,637.91               | \$3,009.92                     | \$3,341.76          | \$3,835.42           | \$3,000.00          | \$1,851.11     | \$0.00              |  | includes book processing supplies |  |
| Heating Fuel                    | \$1,815.02               | \$3,149.12                     | \$4,116.05          | \$1,060.02           | \$2,800.00          | \$539.15       | \$2,800.00          |  |                                   |  |
| Repair & Maint Supplies         | \$1,447.50               | \$1,820.68                     | \$2,291.21          | \$506.03             | \$1,000.00          | \$160.00       | \$0.00              |  |                                   |  |
| Building Maintenance            | \$920.13                 | \$52.91                        | \$2,472.37          | \$1,458.26           | \$1,000.00          | \$93.83        | \$0.00              |  |                                   |  |
| Service Agreements              | \$1,861.33               | \$2,775.63                     | \$3,870.03          | \$2,443.30           | \$2,000.00          | \$744.03       | \$2,500.00          |  | rugs, copier, alarm system        |  |
| Telephone                       | \$2,591.63               | \$2,922.63                     | \$3,156.61          | \$2,851.39           | \$3,000.00          | \$1,275.00     | \$2,500.00          |  |                                   |  |
| Postage                         | \$527.62                 | \$612.45                       | \$627.77            | \$616.39             | \$600.00            | \$127.86       | \$600.00            |  |                                   |  |
| Travel/School                   | \$702.88                 | \$794.80                       | \$99.66             | \$1,033.45           | \$1,000.00          | \$29.24        | \$500.00            |  | travel, MLA conference            |  |
| Advertising                     | \$431.00                 | \$263.78                       | \$1,182.45          | \$195.00             | \$300.00            | \$112.00       | \$300.00            |  | newspaper ads as needed           |  |
| Insurance - building            | \$1,288.53               | \$4,772.95                     | \$5,008.60          | \$3,336.98           | \$6,000.00          | \$0.00         | \$6,500.00          |  | estimated by city                 |  |
| Utilities                       | \$8,965.33               | \$7,970.72                     | \$7,007.19          | \$6,928.13           | \$7,000.00          | \$2,698.33     | \$7,000.00          |  |                                   |  |
| Miscellaneous                   |                          |                                |                     | \$324.70             | \$300.00            | \$95.00        | \$300.00            |  | Library Board Planning Event      |  |
| Books, periodicals, AV          | \$22,491.07              | \$26,996.70                    | \$28,449.29         | \$24,558.34          | \$20,000.00         | \$10,833.99    | \$0.00              |  |                                   |  |
| Membership Dues                 | \$75.00                  | \$0.00                         | \$375.00            | \$199.00             | \$125.00            | \$49.00        | \$250.00            |  | MLA dues                          |  |
| Audio/Visual/DVD                |                          |                                |                     | \$668.69             | \$4,000.00          | \$967.18       | \$0.00              |  | Formerly part of Book Funds       |  |
| Elect Books/Journals            |                          |                                |                     | \$2,750.00           | \$2,000.00          | \$0.00         | \$0.00              |  | Formerly part of Book Funds       |  |
| Automation                      | \$3,265.58               | \$4,018.96                     | \$288.20            | \$3,200.00           | \$1,000.00          | \$588.41       | \$523.12            |  | tech needs                        |  |
| ALS Membership                  | \$22,686.00              | \$28,780.00                    | \$28,780.00         | \$28,780.00          | \$28,780.00         | \$0.00         | \$28,780.00         |  | County pays to ALS directly       |  |
| Totals                          | \$262,607.70             | \$279,076.00                   | \$266,223.33        | \$272,151.72         | \$304,117.00        | \$110,777.13   | \$326,181.00        |  |                                   |  |
| <b>Budget Totals</b>            |                          |                                |                     | <b>Year End 2015</b> | <b>2016 Budget</b>  |                | <b>2017 Budget</b>  |  |                                   |  |
| Operating Expenses              | \$262,607.70             | \$279,076.00                   | \$274,620.71        | \$282,064.00         | \$304,117.00        | \$126,558.50   | \$326,181.00        |  |                                   |  |
| Building Sinking Fund           | \$2,000.00               | \$2,000.00                     | \$2,000.00          | \$2,000.00           | \$2,000.00          | \$2,000.00     | \$2,000.00          |  |                                   |  |
| Rev. firm fines, copies, etc.   | \$15,411.12              | \$17,634.13                    | \$15,000.00         | \$15,000.00          | \$15,000.00         | \$15,000.00    | \$15,000.00         |  |                                   |  |
| <b>Total Operating Request</b>  | <b>\$250,030.00</b>      | <b>\$261,122.39</b>            | <b>\$261,620.71</b> | <b>\$269,064.00</b>  | <b>\$291,117.00</b> |                | <b>\$313,181.00</b> |  |                                   |  |
| <b>Budgeted differences +/-</b> |                          |                                |                     |                      |                     |                |                     |  |                                   |  |
| 1/2 of Budget Request           | \$125,015.00             | \$130,561.00                   | \$130,810.35        | \$134,532.00         | \$145,558.50        | \$145,558.50   | \$156,590.50        |  |                                   |  |
| Total Dollar Difference         | \$14,241. less than 2011 | \$11,092.39                    | \$498.32            | \$7,443.29           | \$22,053.00         | \$22,053.00    | \$22,064.00         |  |                                   |  |
| Increase for City or County     | \$7120.50 less than 2011 | \$5,546.20                     | \$249.16            | \$3,721.64           | \$11,026.50         | \$11,032.00    | \$11,032.00         |  |                                   |  |
| Percent of Increase             | decrease of 11.26%       | 4.44%                          | 0.19%               | 2.85%                | 8.20%               |                | 7.58%               |  |                                   |  |
| <b>Designated Fund Impact</b>   |                          |                                |                     |                      |                     |                |                     |  |                                   |  |
| Supplies                        |                          |                                |                     |                      |                     |                | \$3,000.00          |  |                                   |  |
| Repair & Maint Supplies         |                          |                                |                     |                      |                     |                | \$1,000.00          |  |                                   |  |
| Building Maintenance            |                          |                                |                     |                      |                     |                | \$1,500.00          |  |                                   |  |
| Books                           |                          |                                |                     |                      |                     |                | \$25,000.00         |  |                                   |  |
| Memberships                     |                          |                                |                     |                      |                     |                | \$0.00              |  |                                   |  |
| Audio/Visual                    |                          |                                |                     |                      |                     |                | \$4,000.00          |  |                                   |  |
| Ebooks & Journals               |                          |                                |                     |                      |                     |                | \$2,750.00          |  |                                   |  |
| Automation                      |                          |                                |                     |                      |                     |                | \$476.88            |  |                                   |  |
|                                 |                          |                                |                     |                      |                     |                | <b>\$37,726.88</b>  |  |                                   |  |

GRAND MARAIS PUBLIC LIBRARY Budget outcome A

| Fund 211 - Operating            | 2017 Budget         | 2018 Budget (pro) Same as 2017 with 3% wage inc. 11% ins. | 2019 Budget (pro) Same as 2018 with 3% wage inc. 11% ins. | 2020 Budget (pro) Same as 2019 with 3% wage inc. 11% ins. | 2021 Budget (pro) Same as 2020 with 3% wage inc. 11% ins. |
|---------------------------------|---------------------|---|---|---|---|
| Salary Full Time                | \$90,315.60         | \$93,023.01   | \$95,813.70   | \$98,668.11   | \$101,648.75  |
| Salary Part Time                | \$116,485.72        | \$119,980.29  | \$123,579.70  | \$127,287.09  | \$131,105.70  |
| Overtime                        | \$0.00              | \$0.00  | \$0.00  | \$0.00  | \$0.00  |
| Salary Maintenance              | \$500.00            | \$500.00  | \$500.00  | \$500.00  | \$500.00  |
| Salary Cleaning                 | \$5,058.30          | \$5,210.05  | \$5,366.35  | \$5,527.34  | \$5,693.16  |
| PERA                            | \$15,926.82         | \$16,404.62   | \$16,896.76   | \$17,403.67   | \$17,925.78   |
| FICA                            | \$13,166.17         | \$13,561.16   | \$13,967.99   | \$14,387.03   | \$14,818.64   |
| Medicare                        | \$3,110.19          | \$3,200.00  | \$3,290.00  | \$3,380.00  | \$3,470.00  |
| Health Insurance                | \$27,627.08         | \$30,666.06   | \$34,039.33   | \$37,783.65   | \$41,939.85   |
| Life Insurance                  | \$540.00            | \$540.00  | \$540.00  | \$540.00  | \$540.00  |
| Worker's Compensation           | \$900.00            | \$1,000.00  | \$1,000.00  | \$1,000.00  | \$1,000.00  |
| Office Supplies                 | \$0.00              | \$3,000.00  | \$3,000.00  | \$3,000.00  | \$3,000.00  |
| Heating Fuel                    | \$2,800.00          | \$2,800.00  | \$2,800.00  | \$2,800.00  | \$2,800.00  |
| Repair & Maint/Supplies         | \$0.00              | \$0.00  | \$0.00  | \$0.00  | \$0.00  |
| Building Maintenance            | \$0.00              | \$0.00  | \$0.00  | \$0.00  | \$0.00  |
| Service Agreements              | \$2,500.00          | \$2,600.00  | \$2,700.00  | \$2,800.00  | \$2,900.00  |
| Telephone                       | \$2,500.00          | \$2,500.00  | \$2,500.00  | \$3,000.00  | \$3,000.00  |
| Postage                         | \$600.00            | \$750.00  | \$750.00  | \$750.00  | \$750.00  |
| Travel/School                   | \$500.00            | \$1,000.00  | \$1,000.00  | \$1,000.00  | \$1,000.00  |
| Advertising                     | \$300.00            | \$300.00  | \$300.00  | \$300.00  | \$300.00  |
| Insurance - building            | \$6,500.00          | \$6,500.00  | \$6,500.00  | \$6,500.00  | \$6,500.00  |
| Utilities                       | \$7,000.00          | \$7,000.00  | \$7,000.00  | \$7,000.00  | \$7,000.00  |
| Miscellaneous                   | \$300.00            | \$300.00  | \$300.00  | \$300.00  | \$300.00  |
| Books, periodicals, AV          | \$0.00              | \$2,000.00  | \$6,000.00  | \$7,500.00  | \$12,800.00   |
| Membership Dues                 | \$250.00            | \$250.00  | \$250.00  | \$250.00  | \$250.00  |
| Audio/Visual/DVD                | \$0.00              | \$0.00  | \$500.00  | \$1,250.00  | \$4,000.00  |
| Elect Books/Journals            | \$0.00              | \$0.00  | \$1,000.00  | \$1,250.00  | \$2,750.00  |
| Automation                      | \$523.12            | \$0.00  | \$0.00  | \$0.00  | \$0.00  |
| ALS Membership                  | \$28,780.00         | \$28,780.00   | \$28,780.00   | \$28,780.00   | \$28,780.00   |
| Totals                          | \$326,181.00        | \$341,865.19  | \$358,283.83  | \$375,546.89  | \$393,651.89  |
| <b>Budget Totals</b>            | <b>2017 Budget</b>  | <b>2018 Budget</b>  | <b>2019 Budget</b>  | <b>2020 Budget</b>  | <b>2021 Budget</b>  |
| Operating Expenses              | \$326,181.00        | \$341,865.19  | \$358,283.83  | \$375,546.89  | \$393,651.89  |
| Building Sinking Fund           | \$2,000.00          | \$2,000.00  | \$2,000.00  | \$2,000.00  | \$2,000.00  |
| Rev firm fines, copies, etc     | \$15,000.00         | \$15,000.00   | \$15,000.00   | \$15,000.00   | \$15,000.00   |
| <b>Total Operating Request</b>  | <b>\$313,181.00</b> | <b>\$328,865.19</b>                                       | <b>\$345,283.83</b>                                       | <b>\$362,546.89</b>                                       | <b>\$380,651.89</b>                                       |
| <b>Budgeted differences +/-</b> |                     |   |   |   |   |
| 1/2 of Budget Request           | \$156,590.50        | \$164,432.59  | \$172,641.91  | \$181,273.44  | \$190,325.94  |
| Total Dollar Difference         | \$22,064.00         | \$15,684.19   | \$16,418.64   | \$17,263.06   | \$18,105.00   |
| Increase for City or County     | \$11,032.00         | \$7,842.09  | \$8,209.32  | \$8,631.53  | \$9,052.50  |
| Percent of Increase             | 7.58%               | 5.01%   | 4.99%   | 5.00%   | 4.99%   |
| <b>Designated Fund</b>          |                     |   |   |   |   |
| Supplies                        | \$3,000.00          | \$1,000.00  | \$1,000.00  | \$1,000.00  | \$1,000.00  |
| Repair & Maint Supplies         | \$1,000.00          | \$1,000.00  | \$1,000.00  | \$1,000.00  | \$1,000.00  |
| Building Maintenance            | \$15,000.00         | \$15,000.00   | \$15,000.00   | \$15,000.00   | \$15,000.00   |
| Books                           | \$25,000.00         | \$23,000.00   | \$19,000.00   | \$17,500.00   | \$12,150.00   |
| Memberships                     | \$0.00              | \$0.00  | \$0.00  | \$0.00  | \$0.00  |
| Audio/Visual                    | \$4,000.00          | \$4,000.00  | \$3,500.00  | \$0.00  | \$0.00  |
| Ebooks & Journals               | \$2,750.00          | \$2,750.00  | \$1,750.00  | \$1,500.00  | \$0.00  |
| Automation                      | \$478.88            | \$1,000.00  | \$1,000.00  | \$1,000.00  | \$1,000.00  |
| <b>Designated Fund Impact</b>   | <b>\$37,726.88</b>  | <b>\$34,250.00</b>  | <b>\$28,750.00</b>  | <b>\$23,500.00</b>  | <b>\$16,650.00</b>  |

This outcome presumes small changes other than staff salary and benefits cost increases, which are factored at 3% and 11% annually. Likely retirements are not factored in. Health insurance presumes one staff member needs family coverage.

There is an impact on library designated funds, however, not likely as great as portrayed here because we do anticipate retirements over the next couple years.

This outcome presumes small changes other than staff salary and benefits cost increases, which are factored at 3% and 11% annually. Likely retirements are factored in. Health insurance presumes neither FT staff member needs family coverage.

| Fund 211 - Operating               | Alternate outcome 2017 Budget | 2018 Budget (ALT) Same as 2017 with 3% wage inc. 11% ins | 2019 Budget (ALT) Same as 2018 with 3% wage inc. 11% ins | 2020 Budget (ALT) Same as 2019 with 3% wage inc. 11% ins | 2021 Budget (ALT) Same as 2020 with 3% wage inc. 11% ins |
|------------------------------------|-------------------------------|--|--|--|--|
| Salary Full Time                   | \$90,313.50                   | \$93,023.01  | \$95,813.70  | \$98,688.11  | \$101,648.75   |
| Salary Part Time                   | \$111,841.00                  | \$115,196.23   | \$118,000.00   | \$120,840.00   | \$123,720.00   |
| Overtime                           | \$0.00                        | \$0.00   | \$0.00   | \$0.00   | \$0.00   |
| Salary Maintenance                 | \$500.00                      | \$500.00   | \$500.00   | \$500.00   | \$500.00   |
| Salary Cleaning                    | \$5,058.30                    | \$5,210.05   | \$5,366.35   | \$5,527.34   | \$5,693.16   |
| PERA                               | \$15,926.82                   | \$16,044.62  | \$16,166.76  | \$16,295.75  | \$16,431.84  |
| ICA                                | \$13,166.17                   | \$13,361.16  | \$13,561.98  | \$13,769.00  | \$13,982.60  |
| Medicare                           | \$3,110.19                    | \$3,200.00   | \$3,290.00   | \$3,380.00   | \$3,470.00   |
| Health Insurance                   | \$15,905.00                   | \$17,854.55  | \$19,996.55  | \$22,341.17  | \$24,900.00  |
| Life Insurance                     | \$540.00                      | \$540.00   | \$540.00   | \$540.00   | \$540.00   |
| Worker's Compensation              | \$900.00                      | \$900.00   | \$900.00   | \$900.00   | \$900.00   |
| Office Supplies                    | \$3,000.00                    | \$3,000.00   | \$3,000.00   | \$3,000.00   | \$3,000.00   |
| Heating Fuel                       | \$2,800.00                    | \$2,800.00   | \$2,800.00   | \$2,800.00   | \$2,800.00   |
| Repair & Maint. Supplies           | \$0.00                        | \$0.00   | \$1,000.00   | \$1,000.00   | \$0.00   |
| Building Maintenance               | \$0.00                        | \$0.00   | \$1,500.00   | \$1,500.00   | \$0.00   |
| Service Agreements                 | \$2,500.00                    | \$2,500.00   | \$2,500.00   | \$2,500.00   | \$2,500.00   |
| Telephone                          | \$600.00                      | \$750.00   | \$750.00   | \$750.00   | \$750.00   |
| Postage                            | \$500.00                      | \$1,000.00   | \$1,000.00   | \$1,000.00   | \$1,000.00   |
| Travel/School                      | \$300.00                      | \$300.00   | \$300.00   | \$300.00   | \$300.00   |
| Advertising                        | \$6,500.00                    | \$6,500.00   | \$6,500.00   | \$6,500.00   | \$6,500.00   |
| Insurance - building               | \$7,000.00                    | \$7,000.00   | \$7,000.00   | \$7,000.00   | \$7,000.00   |
| Utilities                          | \$300.00                      | \$300.00   | \$300.00   | \$300.00   | \$300.00   |
| Miscellaneous                      | \$13,366.80                   | \$19,795.57  | \$22,000.00  | \$25,000.00  | \$28,000.00  |
| Books, periodicals, AV             | \$250.00                      | \$250.00   | \$250.00   | \$250.00   | \$250.00   |
| Membership Dues                    | \$0.00                        | \$0.00   | \$4,000.00   | \$4,000.00   | \$4,000.00   |
| Audio/Visual/DVD                   | \$0.00                        | \$0.00   | \$2,750.00   | \$2,750.00   | \$2,750.00   |
| Elect Books/Journals               | \$523.12                      | \$0.00   | \$1,000.00   | \$1,000.00   | \$1,000.00   |
| Automation                         | \$28,780.00                   | \$28,780.00  | \$28,780.00  | \$28,780.00  | \$28,780.00  |
| ALS Membership                     | \$326,181.00                  | \$341,865.19   | \$358,283.82   | \$371,618.32   | \$379,997.94   |
| <b>Budget Totals</b>               | <b>2017 Budget (ALT)</b>      | <b>2018 Budget (ALT)</b>                                 | <b>2019 Budget (ALT)</b>                                 | <b>2020 Budget (ALT)</b>                                 | <b>2021 Budget (ALT)</b>                                 |
| Operating Expenses                 | \$326,181.00                  | \$341,865.19   | \$358,283.82   | \$371,618.32   | \$379,997.94   |
| Building Sinking Fund              | \$2,000.00                    | \$2,000.00   | \$2,000.00   | \$2,000.00   | \$2,000.00   |
| Rev. firm lines, copies, etc       | \$15,000.00                   | \$15,000.00  | \$15,000.00  | \$15,000.00  | \$15,000.00  |
| <b>Total Operating Request</b>     | <b>\$343,181.00</b>           | <b>\$358,865.19</b>                                      | <b>\$375,283.82</b>                                      | <b>\$388,618.32</b>                                      | <b>\$396,997.94</b>                                      |
| <b>Budgeted differences +/-</b>    | <b>\$156,590.50</b>           | <b>\$164,432.59</b>                                      | <b>\$172,641.91</b>                                      | <b>\$179,309.16</b>                                      | <b>\$183,488.97</b>                                      |
| <b>Total Dollar Difference</b>     | <b>\$22,064.00</b>            | <b>\$15,684.19</b>                                       | <b>\$16,418.64</b>                                       | <b>\$13,334.49</b>                                       | <b>\$8,379.62</b>  |
| <b>Increase for City or County</b> | <b>\$11,026.94</b>            | <b>\$7,842.09</b>  | <b>\$8,209.32</b>  | <b>\$6,667.25</b>  | <b>\$4,189.81</b>  |
| <b>Percent of Increase</b>         | <b>7.58%</b>                  | <b>5.01%</b>   | <b>4.99%</b>   | <b>3.86%</b>   | <b>2.34%</b>   |
| <b>Designated Fund</b>             | <b>\$0.00</b>                 | <b>\$0.00</b>  | <b>\$0.00</b>  | <b>\$0.00</b>  | <b>\$0.00</b>  |
| Repair & Maint. Supplies           | \$1,000.00                    | \$1,000.00   | \$0.00   | \$0.00   | \$0.00   |
| Building Maintenance               | \$1,500.00                    | \$1,500.00   | \$2,500.00   | \$0.00   | \$0.00   |
| Books                              | \$11,640.00                   | \$5,000.00   | \$0.00   | \$0.00   | \$0.00   |
| Memberships                        | \$0.00                        | \$0.00   | \$0.00   | \$0.00   | \$0.00   |
| Audio/Visual                       | \$4,000.00                    | \$4,000.00   | \$0.00   | \$0.00   | \$0.00   |
| Ebooks & Journals                  | \$2,750.00                    | \$2,750.00   | \$0.00   | \$0.00   | \$0.00   |
| Automation                         | \$487.00                      | \$1,000.00   | \$0.00   | \$0.00   | \$0.00   |
| <b>Designated Fund Impact</b>      | <b>\$21,377.00</b>            | <b>\$15,250.00</b>                                       | <b>\$2,500.00</b>  | <b>\$0.00</b>  | <b>\$0.00</b>  |

There is an impact on library designated funds that resolves within a couple years, depending upon retirements and other factors.

# Memo

**To:** City Council Members  
**From:** Dave Tersteeg, Parks Manager  
**CC:** Mike Roth, City Administrator  
**Date:** 7/7/2016  
**Re:** Request for paving in the rec park

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At the June Park Board meeting a motion was passed to support up to \$20k for paving/road improvements in the rec park. The most needy areas of asphalt were identified around the park office building and the road to the marina.

Edwin E. Thoreson, Inc. has provided a quote in the amount of \$19,317.00 to overlay 14,411 square feet of roadway.

Please authorize this capital improvements expenditure.

Encl: quote for paving from Edwin E. Thoreson, Inc.

# Edwin E. Thoreson, Inc.

Phone 218-387-1644  
Fax 218-387-2871

PO Box 579  
31 Thoreson Drive  
Grand Marais MN 55604

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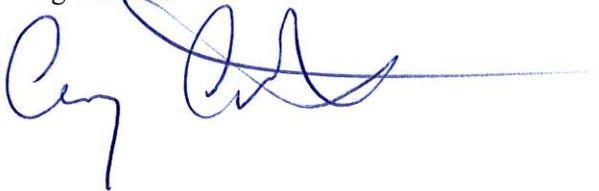
Date: June 9, 2016  
To: Dave Tersteeg  
From: Greg Gastecki  
Re: Bituminous Overlay on Park Roads

The following bid would be to place a 1½" compacted, bituminous overlay over all roads and parkway areas show on plan.

The total area, 14,411 Square Feet, requires 205.5 tons of Asphalt @ \$94/ tons = \$19,317.00

Please contact me at 218-387-1644 (office) or 218-370-0489 (cell) or email [eedinc@boreal.org](mailto:eedinc@boreal.org) with any questions.

Thank you,  
Greg Gastecki



# City of Grand Marais

## MEMO

TO: Mayor Arrowsmith-DeCoux  
City Council  
FROM: Michael J Roth, City Administrator  
DATE: July 8, 2016  
SUBJECT: Community Visioning and Comprehensive Plan Update

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### Service Contract

CDG Weber is requesting a modification to the approved service contract that would change the required insurance to \$2 million per occurrence/\$2 million aggregate from \$1.5/\$3. Given the nature of the proposed work I recommend approving the modification.

### Project Update

Staff will be discussing project startup next week prior to the Council meeting. I will update you at the meeting.

# City of Grand Marais

## MEMO

TO: Mayor Arrowsmith-DeCoux  
City Council  
FROM: Michael J Roth, City Administrator  
DATE: July 8, 2016  
SUBJECT: Temporary Family Health Care Dwellings

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Please review the attached memo from the League of MN Cities regarding new legislation that affects our zoning authority for a specific purpose. Many cities are choosing to opt out of this legislation as it is an unnecessary usurpation of local control.



## Temporary Family Health Care Dwellings of 2016 Allowing Temporary Structures – What it means for Cities

### Introduction:

On May 12, 2016, Governor Dayton signed, into law, a bill creating a new process for landowners to place mobile residential dwellings on their property to serve as a temporary family health care dwelling.<sup>1</sup> Community desire to provide transitional housing for those with mental or physical impairments and the increased need for short term care for aging family members served as the catalysts behind the legislature taking on this initiative. The resulting legislation sets forth a short term care alternative for a “mentally or physically impaired person”, by allowing them to stay in a “temporary dwelling” on a relative’s or caregiver’s property.<sup>2</sup>

### Where can I read the new law?

Until the state statutes are revised to include bills passed this session, cities can find this new bill at [2016 Laws, Chapter 111](#).

### Does the law require cities to follow and implement the new temporary family health care dwelling law?

Yes, unless a city opts out of the new law or currently allows temporary family health care dwellings as a permitted use.

### Considerations for cities regarding the opt-out?

These new temporary dwellings address an emerging community need to provide more convenient temporary care. Cities may want to consider the below when analyzing whether or not to opt out:

- The new law alters a city’s level of zoning authority for these types of structures.
- While the city’s zoning ordinances for accessories or recreational vehicles do not apply, these structures still must comply with setback requirements.
- A city’s zoning and other ordinances, other than its accessory use or recreational vehicle ordinances, still apply to these structures. Because conflicts may arise between the statute and a city’s local ordinances, cities should confer with their city attorneys to analyze their current ordinances in light of the new law.
- Although not necessarily a legal issue for the city, it seems worth mentioning that the permit process does not have the individual with the physical or mental impairment or that

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<sup>1</sup> [2016 Laws, Chapter 111](#).

<sup>2</sup> Some cities asked if other states have adopted this type of law. The only states that have a somewhat similar statute at the time of publication of this FAQ are North Carolina and Virginia. It is worth noting that some states have adopted Accessory Dwelling Unit (ADU) statutes to allow granny flats, however, these ADU statutes differ from Minnesota’s Temporary Health Care Dwelling law.

individual's power of attorney sign the permit application or a consent to release his or her data.

- The application's data requirements may result in the city possessing and maintaining nonpublic data governed by the Minnesota Government Data Practices Act.
- The new law sets forth a permitting system for both cities and counties<sup>3</sup>. Cities should consider whether there is an interplay between these two statutes.

### **Do cities need to do anything to have the new law apply in their city?**

No, the law goes into effect September 1, 2016 and automatically applies to all cities that do not opt out or don't already allow temporary family health care dwellings as a permitted use under their local ordinances. By September 1, 2016, however, cities will need to be prepared to accept applications, must have determined a permit fee amount<sup>4</sup> (if the city wants to have an amount different than the law's default amount), and must be ready to process the permits in accordance with the short timeline required by the law.

### **What if a city already allows a temporary family health care dwelling as a permitted use?**

If the city already has designated temporary family health care dwellings as a permitted use, then the law does not apply and the city follows its own ordinance. The city should consult its city attorney for any uncertainty about whether structures currently permitted under existing ordinances qualify as temporary family health care dwellings.

### **What process should the city follow if it chooses to opt out of this statute?**

Cities that wish to opt out of this law must pass an ordinance to do so. The statute does not provide clear guidance on how to treat this opt-out ordinance. However, since the new law adds section 462.3593 to the land use planning act (Minn. Stat. ch. 462), arguably, it may represent the adoption or an amendment of a zoning ordinance, triggering the requirements of Minn. Stat. § 462.357, subd. 2-4, including a public hearing with 10-day published notice. Therefore, cities may want to err on the side of caution and treat the opt-out ordinance as a zoning provision.<sup>5</sup>

### **Does the League have a model ordinance for opting out of this program?**

Yes. Link to opt out ordinance here: [Temporary Family Health Care Dwellings Ordinance](#)

### **Can cities partially opt out of the temporary family health care dwelling law?**

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<sup>3</sup> See Minn. Stat. §394.307

<sup>4</sup> Cities do have flexibility as to amounts of the permit fee. The law sets, as a default, a fee of \$100 for the initial permit with a \$50 renewal fee, but authorizes a city to provide otherwise by ordinance.

<sup>5</sup> For smaller communities without zoning at all, those cities still need to adopt an opt-out ordinance. In those instances, it seems less likely that the opt-out ordinance would equate to zoning. Because of the ambiguity of the statute, cities should consult their city attorneys on how best to approach adoption of the opt-out ordinance for their communities.

**Not likely.** The opt-out language of the statute allows a city, by ordinance, to opt out of the requirements of the law but makes no reference to opting out of parts of the law. If a city wanted a program different from the one specified in statute, the most conservative approach would be to opt out of the statute, then adopt an ordinance structured in the manner best suited to the city. Since the law does not explicitly provide for a partial opt out, cities wanting to just partially opt out from the statute should consult their city attorney.

### **Can a city adopt pieces of this program or change the requirements listed in the statute?**

Similar to the answer about partially opting out, the law does not specifically authorize a city to alter the statutory requirements or adopt only just pieces of the statute. Several cities have asked if they could add additional criteria, like regulating placement on driveways, specific lot size limits, or anchoring requirements. As mentioned above, if a city wants a program different from the one specified in the statute, the most conservative approach would involve opting out of the statute in its entirety and then adopting an ordinance structured in the manner best suited to the city. Again, a city should consult its city attorney when considering adopting an altered version of the state law.

### **What is required in an application for a temporary family health care dwelling permit?**

The mandatory application requests very specific information including, but not limited to:<sup>6</sup>

- Name, address, and telephone number of the property owner, the resident of the property (if different than the owner), and the primary care giver;
- Name of the mentally or physically impaired person;
- Proof of care from a provider network, including respite care, primary care or remote monitoring;
- Written certification signed by a Minnesota licensed physician, physician assistant or advanced practice registered nurse that the individual with the mental or physical impairment needs assistance performing two or more “instrumental activities of daily life;”<sup>7</sup>
- An executed contract for septic sewer management or other proof of adequate septic sewer management;
- An affidavit that the applicant provided notice to adjacent property owners and residents;
- A general site map showing the location of the temporary dwelling and the other structures on the lot; and
- Compliance with setbacks and maximum floor area requirements of primary structure.

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<sup>6</sup> New Minn. Stat. § 462.3593, subd. 3 sets forth all the application criteria.

<sup>7</sup> This is a term defined in law at Minn. Stat. § 256B.0659, subd. 1(i) as “activities to include meal planning and preparation; basic assistance with paying bills; shopping for food, clothing, and other essential items; performing household tasks integral to the personal care assistance services; communication by telephone and other media; and traveling, including to medical appointments and to participate in the community.”

The law requires all of the following to sign the application: the primary caregiver, the owner of the property (on which the temporary dwelling will be located) and the resident of the property (if not the same as the property owner). However, neither the physically disabled or mentally impaired individual nor his or her power of attorney signs the application.

### **Who can host a temporary family health care dwelling?**

Placement of a temporary family health care dwelling can only be on the property where a “caregiver” or “relative” resides. The statute defines caregiver as “an individual, 18 years of age or older, who: (1) provides care for a mentally or physically impaired person; and (2) is a relative, legal guardian, or health care agent of the mentally or physically impaired person for whom the individual is caring.” The definition of “relative” includes “a spouse, parent, grandparent, child, grandchild, sibling, uncle, aunt, nephew or niece of the mentally or physically impaired person. Relative also includes half, step and in-law relationships.”

### **Is this program just for the elderly?**

No. The legislature did not include an age requirement for the mentally or physically impaired dweller.<sup>8</sup>

### **Who can live in a temporary family health care dwelling and for how long?**

The permit for a temporary health care dwelling must name the person eligible to reside in the unit. The law requires the person residing in the dwelling to qualify as “mentally or physically impaired,” defined as “a person who is a resident of this state and who requires assistance with two or more instrumental activities of daily living as certified by a physician, a physician assistant, or an advanced practice registered nurse, licenses to practice in this state.” The law specifically limits the time frame for these temporary dwellings permits to 6 months, with a one-time 6 month renewal option. Further, there can be only one dwelling per lot and only one dweller who resides within the temporary dwelling

### **What structures qualify as temporary family health care dwellings under the new law?**

The specific structural requirements set forth in the law preclude using pop up campers on the driveway or the “granny flat” with its own foundation as a temporary structure. Qualifying temporary structures must:

- Primarily be pre-assembled;
- Cannot exceed 300 gross square feet;
- Cannot attach to a permanent foundation;
- Must be universally designed and meet state accessibility standards;

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<sup>8</sup> The law expressly exempts a temporary family health care dwelling from being considered “housing with services establishment”, which, in turn, results in the 55 or older age restriction set forth for “housing with services establishment” not applying.

- Must provide access to water and electrical utilities (by connecting to principal dwelling or by other comparable means<sup>9</sup>);
- Must have compatible standard residential construction exterior materials;
- Must have minimum insulation of R-15;
- Must be portable (as defined by statute);
- Must comply with Minnesota Rules chapter 1360 (prefabricated buildings) or 1361 (industrialized/modular buildings), “and contain an Industrialized Buildings Commission seal and data plate or to American National Standards Institute Code 119.2”<sup>10</sup>; and
- Must contain a backflow check valve.<sup>11</sup>

### **Does the State Building Code apply to the construction of a temporary family health care dwelling?**

**Mostly, no.** These structures must meet accessibility standards (which are in the State Building Code). The primary types of dwellings proposed fall within the classification of recreational vehicles, to which the State Building Code does not apply. Two other options exist, however, for these types of dwellings. If these structures represent a pre-fabricated home, the federal building code requirements for manufactured homes apply (as stated in Minnesota Rules, Chapter 1360). If these structures are modular homes, on the other hand, they must be constructed consistent with the State Building Code (as stated in Minnesota Rules, Chapter 1361).

### **What health, safety and welfare requirements does this new law include?**

Aside from the construction requirements of the unit, the temporary family health care dwelling must be located in an area on the property where “septic services and emergency vehicles can gain access to the temporary family health care dwelling in a safe and timely manner.”

### **What local ordinances and zoning apply to a temporary health care dwelling?**

The new law states that ordinances related to accessory uses and recreational vehicle storage and parking do not apply to these temporary family health care dwellings. However, unless otherwise provided, setbacks and other local ordinances, charter provisions, and applicable state laws still apply. Because conflicts may arise between the statute and one or more of the city’s other local ordinances, cities should confer with their city attorneys to analyze their current ordinances in light of the new law.

### **What permit process should cities follow for these permits?**

The law creates a new type of expedited permit process. The permit approval process found in Minn. Stat. § 15.99 generally applies; however, the new law shortens the time frame for which the local governmental unit has to make a decision on granting the permit. Due to the time sensitive

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<sup>9</sup> The Legislature did not provide guidance on what represents “other comparable means”.

<sup>10</sup> ANSI Code 119.2 has been superseded by NFPA 1192. For more information, the American National Standards Institute website is located at <https://www.ansi.org/>.

<sup>11</sup> New Minn. Stat. § 462.3593, subd. 2 sets forth all the structure criteria.

nature of issuing a temporary dwelling permit, the city has only 15 days (rather than 60 days) (no extension is allowed) to either issue or deny a permit. The new law waives the public hearing requirement and allows the clock to restart if a city deems an application incomplete. If a city deems an application incomplete, the city must provide the applicant written notice, within five business days of receipt of the application, telling the requester what information is missing. For those councils that regularly meet only once a month, the law provides for a 30-day decision.

### **Can cities collect fees for these permits?**

Cities have flexibility as to amounts of the permit fee. The law sets the fee at \$100 for the initial permit with a \$50 renewal fee, unless a city provides otherwise by ordinance

### **Can cities inspect, enforce and ultimately revoke these permits?**

**Yes**, but only if the permit holder violates the requirements of the law. The statute allows for the city to require the permit holder to provide evidence of compliance and also authorizes the city to inspect the temporary dwelling at times convenient to the caregiver to determine compliance. The permit holder then has sixty (60) days from the date of revocation to remove the temporary family health care dwelling. The law does not address appeals of a revocation.

### **How should cities handle data it acquires from these permits?**

The application data may result in the city possessing and maintaining nonpublic data governed by the Minnesota Government Data Practices Act. To minimize collection of protected health data or other nonpublic data, the city could, for example, request that the required certification of need simply state “that the person who will reside in the temporary family health care dwelling needs assistance with two or more instrumental activities of daily living”, without including in that certification data or information about the specific reasons for the assistance, the types of assistance, the medical conditions or the treatment plans of the person with the mental illness or physical disability. Because of the complexities surrounding nonpublic data, cities should consult their city attorneys when drafting a permit application.

### **Should the city consult its city attorney?**

**Yes**. As with any new law, to determine the potential impact on cities, the League recommends consulting with your city attorney.

### **Where can cities get additional information or ask other questions.**

For more information, contact Staff Attorney Pamela Whitmore at [pwhitmore@lmc.org](mailto:pwhitmore@lmc.org) or LMC General Counsel Tom Grundhoefer at [tgrundho@lmc.org](mailto:tgrundho@lmc.org). If you prefer calling, you can reach Pamela at 651.281.1224 or Tom at 651.281.1266.

**ORDINANCE NO.** \_\_\_\_\_

**CITY OF** \_\_\_\_\_

**AN ORDINANCE OPTING-OUT OF  
THE REQUIREMENTS OF  
MINNESOTA STATUTES, SECTION 462.3593**

**WHEREAS**, on May 12, 2016, Governor Dayton signed into law the creation and regulation of temporary family health care dwellings, codified at Minn. Stat. § 462.3593, which permit and regulate temporary family health care dwellings;

**WHEREAS**, subdivision 9 of Minn. Stat. §462.3593 allows cities to “opt out” of those regulations;

**THE CITY COUNCIL OF THE CITY OF** \_\_\_\_\_, **ORDAINS as follows:**

**Section** \_\_\_\_\_. **City Code, Section** \_\_\_\_\_ **is amended as follows:**

**OPT-OUT OF MINNESOTA STATUTES, SECTION 462.3593:**

**SECTION** \_\_\_\_\_. Pursuant to authority granted by Minnesota Statutes, Section 462.3593, subdivision 9, the City of \_\_\_\_\_ opts-out of the requirements of Minn. Stat. §462.3593, which defines and regulates Temporary Family Health Care Dwellings.

**SECTION** \_\_\_\_\_. This Ordinance shall be effective immediately upon its passage and publication.

**ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2016, by the City Council of the City of \_\_\_\_\_.

**CITY OF** \_\_\_\_\_

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

ATTEST:

\_\_\_\_\_

## Good Measure Media!

|   |              |
|---|--------------|
| Live Streaming Day Rate<br>• Pay Per View (\$1 per ticket + 2.5% of ticket sales)                                 | \$300.00     |
| Filming Day Rate  | \$360.00     |
| Editing Hourly  | \$45         |
| Basic Video Hosting (unlimited videos)  | Free         |
| Advanced Video Hosting (unlimited videos)<br>• Integrated email collector<br>• Pay per view<br>• Integrated links | \$120 annual |

## Upcoming Meeting Schedule

Updated July 8, 2016

### JULY

| Date/Time                     | Meeting               | Location         |
|-------------------------------|-----------------------|------------------|
| Wednesday, July 13, 6:30 p.m. | City Council Meeting  | Council Chambers |
| Tuesday, July 26, 1:00 p.m.   | Joint City/County/EDA | Courthouse       |
| Wednesday, July 27, 6:30 p.m. | City Council Meeting  | Council Chambers |

### AUGUST

| Date/Time                       | Meeting              | Location         |
|---------------------------------|----------------------|------------------|
| Wednesday, August 10, 6:30 p.m. | City Council Meeting | Council Chambers |
| Wednesday, August 31, 6:30 p.m. | City Council Meeting | Council Chambers |