

AGENDA
CITY COUNCIL MEETING
November 30, 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
- E. 6:40 Cook County Soil and Water
- F. 7:00 Parks Department Report
- G. 7:20 Finance Report—Accounting Recommendations
- H. 7:30 Planning Commission Report
-Ordinance 2016-03 Opting Out of MN 462.3593, 2nd Reading
- I. 7:35 Other items as necessary
- J. 7:45 Council & Staff Reports
- K. Attached correspondence:
 - 1. Other Meeting Minutes
 - 2. Upcoming Meeting Schedule
- L. 8:00 Adjourn

*CITY OF GRAND MARAIS
MINUTES
November 9, 2016*

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

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

Members absent: None

Staff present: Mike Roth, Kim Dunsmoor and Chris Hood

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

Motion by Mills, seconded by Benson to approve the Agenda; addition of Oh Ole Night Parade Permit; October 26, Minutes; and Payment of Bills. Approved unanimously.

Pat Campanaro, Jeff Cadwell, Richard Olson, Tom Christiansen and Jan Sivertson updated the council regarding Leveraging Creativity – Cook County Cultural Plan. This plan recognizes the critical role that arts and culture play in the development of Cook County as drivers of the local culture, the economic life, and tourism. The committee expects that the city will participate in the Working Together section of the strategic framework through community visioning, supporting collaboration and economic development.

Howard Hedstrom and Mary Somnis, EDA Director, discussed the commitment to provide \$175,000 in subsidies for the EDA One Roof Housing Match toward the construction of 7 single family homes. Anticipated borrower amounts are between \$140,000 and \$220,100. One Roof has received funding for 4 homes anticipating additional funding for the remaining 3 homes next year to complete all 7 homes in 2017. Council discussed several thoughts on sharing this cost with the county based on population or levy amount. There is also a question whether the city can leverage property tax dollars on this project because the EDA holds the housing development authority. One Roof Housing will close on the land next Tuesday.

Motion by Moody, seconded by Mills to provide \$75,000 toward the 2017 Grand Marais Workforce Housing Project contingent upon Cook County and Economic Development Authority providing \$100,000 toward the project in fulfillment of the letter of commitment. Approved unanimously.

The Planning Commission held a public hearing on November 3, 2016, to consider Ordinance 2016-03, Opting Out of MN Statute 462.3593. No comments were received. The commission recommends 5-0 to adopt the proposed ordinance.

Motion by Kennedy, seconded by Moody to approve the First Reading of Ordinance 2016-03, An Ordinance of the City of Grand Marais, Minnesota, Opting-Out of the Requirements of Minnesota Statutes, Section 462.3593. Approved unanimously.

The city interviewed two companies for construction manager of the public works facility project on October 25, 2016. McGough and Krause Anderson both have offices in Duluth and are large

companies that are capable of building the public works facility. Both companies are good choices. After reviewing the RFP's, Mike Fisher of LHB, compared and contrasted the RFP's to provide a more apples to apples comparison. After this comparison, Krause Anderson would be approximately \$400,000 and McGough approximately \$450,000. Council discussed their preferences and felt that McGough's interview was more professional, had better communication and a better awareness of the issues. Krause Anderson may have a better working relationship with local contractors and know their abilities.

Motion by Benson, seconded by Kennedy to work with McGough contingent upon confirming a 2.5% management fee. Approved unanimously.

The Local Board of Equalization and Appeal was tabled waiting for more information from the County Assessor.

Motion by Kennedy, seconded by Mills to approve Amendment No. 1 to BDPI-15-0009-O-FY16 extending the expiration date for the DEED Contract for the Hospital Project to September 30, 2017. Approved unanimously.

Motion by Arrowsmith-DeCoux, seconded by Mills to approve the engagement letter with Walker, Giroux and Hahne, LLC for audit services for the years ending December 31, 2016 and 2017. Approved unanimously.

Councilor Mills' Report:

- 1) The park increased rates approximately 1.3%.

Councilor Moody's Report:

- 1) The structure of the ARDC staff will be changing to a cooperative management style.

Councilor Kennedy's Report:

- 1) The Planning Commission discussed non-conforming uses and will be refining the language to make it more understandable and administratively lay out the ordinance.
- 2) The PUC discussed utility rates. Although the utilities are in good shape, we recognize costs are increasing. The commission will vote on utility rates at their next meeting.

Mayor Arrowsmith-DeCoux's Report:

- 1) Attended Creative Community Meetings that resulted in the brochure Leveraging Creativity – Cook County Cultural Plan. There will be some revisions to the flyer.
- 2) Art Space regarding living and working is in early stages.
- 3) North House Folk School is expanding their programs and adding another full-time staff member and intern.
- 4) REEP of CCLEP ran out of money this year. This was a very successful program. CCLEP will take money from its' general fund to continue the REEP Program. The group wants to help the city work on energy efficiencies for the public works facility. They want to help teach kids. CCLEP will hold a builder's workshop again this year.

City Administrator Roth's Report:

- 1) The Community Visioning Steering Committee will review activities and post a summary on the website.

There being no further business, the meeting adjourned at 8:28 p.m.



CITY OF GRAND MARAIS

11/14/16 12:36 PM

Page 1

Payments

City of Grand Marais

Current Period: November 2016

Batch Name 11102016cpap
Payment

Computer Dollar Amt \$0.00 Posted

Refer	68929	CENTURYLINK	Ck# 075243	11/14/2016	
Cash Payment	E 101-42200-321	Telephone			\$33.43
Invoice	2183879092	11/1/2016			
Cash Payment	E 101-43100-321	Telephone			\$81.37
Invoice	2183873125	11/1/2016			
Transaction Date	11/9/2016	Due 0	MAIN CHECKING G	10100	Total \$114.80
Refer	68938	MII LIFE-FLEX	Ck# 003606E	11/10/2016	
Cash Payment	G 101-21713	Flex Plan Spending			\$33.59
Invoice	38300606	11/8/2016			
Transaction Date	11/10/2016	Due 0	MAIN CHECKING G	10100	Total \$33.59
Refer	68939	MII LIFE-HRA	Ck# 003607E	11/10/2016	
Cash Payment	E 101-41400-131	Employer Paid Health			\$21.32
Invoice	38300606	11/8/2016			
Transaction Date	11/10/2016	Due 0	MAIN CHECKING G	10100	Total \$21.32
Refer	68940	PERA	Ck# 003608E	11/10/2016	
Cash Payment	G 101-21704	PERA			\$4,580.97
Invoice	23 CPYR 16	11/10/2016			
Transaction Date	11/10/2016	Due 0	MAIN CHECKING G	10100	Total \$4,580.97
Refer	68941	MN CHILD SUPPORT PAYMENTCE	Ck# 003609E	11/10/2016	
Cash Payment	G 101-21718	Garnishment			\$95.06
Invoice	1109160498	11/10/2016			
Transaction Date	11/10/2016	Due 0	MAIN CHECKING G	10100	Total \$95.06
Refer	68942	EMPOWER	Ck# 003610E	11/10/2016	
Cash Payment	G 101-21720	MN State Retirement DeferC			\$445.00
Invoice	643625127	11/10/2016			
Transaction Date	11/10/2016	Due 0	MAIN CHECKING G	10100	Total \$445.00
Refer	68943	DEPT OT THE TREASURY IRS	Ck# 003611E	11/10/2016	
Cash Payment	G 101-21703	FICA Tax Withholding			\$4,814.06
Invoice	23 CPYR 16	11/10/2016			
Cash Payment	G 101-21717	Medicare			\$1,131.26
Invoice	23 CPYR 16	11/10/2016			
Cash Payment	G 101-21701	Federal Withholding			\$2,924.52
Invoice	23 CPYR 16	11/10/2016			
Transaction Date	11/10/2016	Due 0	MAIN CHECKING G	10100	Total \$8,869.84
Refer	68944	MN DEPT OF REVENUE-EFTPS	Ck# 003612E	11/10/2016	
Cash Payment	G 101-21702	State Withholding			\$1,377.99
Invoice	23 CPYR 16	11/10/2016			
Transaction Date	11/10/2016	Due 0	MAIN CHECKING G	10100	Total \$1,377.99
Refer	68945	ROHLFING INC.	Ck# 075246	11/14/2016	
Cash Payment	E 609-49750-252	Beer For Resale			\$2,712.50
Invoice	434464	11/9/2016			
Transaction Date	11/14/2016	Due 0	MAIN CHECKING G	10100	Total \$2,712.50



CITY OF GRAND MARAIS

11/14/16 12:36 PM

Page 2

Payments

City of Grand Marais

Current Period: November 2016

Refer	68946	VOYAGEUR BREWING COMPANY	Ck# 075251	11/14/2016		
Cash Payment	E 609-49750-252	Beer For Resale				\$300.00
Invoice	16-45-03	11/8/2016				
Transaction Date	11/14/2016	Due 0	MAIN CHECKING G	10100	Total	\$300.00
Refer	68947	BREAKTHRU BEVERAGE	Ck# 075241	11/14/2016		
Cash Payment	E 609-49750-251	Liquor For Resale				\$4,103.66
Invoice	1080551644	11/8/2016				
Cash Payment	E 609-49750-333	Freight and Express				\$74.31
Invoice	1080551644	11/8/2016				
Transaction Date	11/14/2016	Due 0	MAIN CHECKING G	10100	Total	\$4,177.97
Refer	68948	SUPERIOR BEVERAGES LLP	Ck# 075248	11/14/2016		
Cash Payment	E 609-49750-252	Beer For Resale				\$2,701.50
Invoice	770066	1/9/2016				
Transaction Date	11/14/2016	Due 0	MAIN CHECKING G	10100	Total	\$2,701.50
Refer	68949	SOUTHERN GLAZER S OF MN	Ck# 075247	11/14/2016		
Cash Payment	E 609-49750-251	Liquor For Resale				\$2,041.79
Invoice	1473477	11/9/2016				
Cash Payment	E 609-49750-333	Freight and Express				\$63.55
Invoice	1473477	11/9/2016				
Transaction Date	11/14/2016	Due 0	MAIN CHECKING G	10100	Total	\$2,105.34
Refer	68950	VINOCOPIA	Ck# 075249	11/14/2016		
Cash Payment	E 609-49750-252	Beer For Resale				\$1,220.00
Invoice	0165923-IN	11/9/2016				
Cash Payment	E 609-49750-333	Freight and Express				\$36.00
Invoice	0165923-IN	11/9/2016				
Transaction Date	11/14/2016	Due 0	MAIN CHECKING G	10100	Total	\$1,256.00
Refer	68951	PHILLIPS WINE & SPIRITS	Ck# 075245	11/14/2016		
Cash Payment	E 609-49750-251	Liquor For Resale				\$1,687.66
Invoice	2071675	11/9/2016				
Cash Payment	E 609-49750-333	Freight and Express				\$55.22
Invoice	2071675	11/9/2016				
Transaction Date	11/14/2016	Due 0	MAIN CHECKING G	10100	Total	\$1,742.88
Refer	68952	JOHNSON BROTHER LIQUOR	Ck# 075244	11/14/2016		
Cash Payment	E 609-49750-251	Liquor For Resale				\$1,911.44
Invoice	5583239	11/9/2016				
Cash Payment	E 609-49750-333	Freight and Express				\$57.73
Invoice	5583239	11/9/2016				
Cash Payment	E 609-49750-251	Liquor For Resale				\$722.70
Invoice	5583238	11/9/2016				
Cash Payment	E 609-49750-333	Freight and Express				\$25.10
Invoice	5583238	11/9/2016				
Transaction Date	11/14/2016	Due 0	MAIN CHECKING G	10100	Total	\$2,716.97
Refer	68953	BERNICKS	Ck# 075240	11/14/2016		
Cash Payment	E 609-49750-260	Soft Drinks/Mix For Resa				\$15.50
Invoice	536646	11/10/2016				
Cash Payment	E 609-49750-252	Beer For Resale				\$2,822.70
Invoice	536647	11/10/2016				



CITY OF GRAND MARAIS
Payments

City of Grand Marais

Current Period: November 2016

Transaction Date	11/14/2016	Due 0	MAIN CHECKING G	10100	Total	\$2,838.20
Refer	68954 CANNON RIVER WINERY				Ck# 075242 11/14/2016	
Cash Payment	E 609-49750-251 Liquor For Resale					\$444.00
Invoice	2242 11/9/2016					
Transaction Date	11/14/2016	Due 0	MAIN CHECKING G	10100	Total	\$444.00
Refer	68955 VISA				Ck# 075250 11/14/2016	
Cash Payment	E 215-45500-330 Transportation/School					\$366.21
Invoice	3814 11/2/2016					
Cash Payment	E 211-45500-200 Office Supplies (GENER					\$116.43
Invoice	3814 11/2/2016					
Cash Payment	E 211-45500-435 Books, Periodicals					\$271.86
Invoice	3814 11/2/2016					
Cash Payment	E 211-45500-437 Audio Visual / DVD					\$302.16
Invoice	3814 11/2/2016					
Transaction Date	11/14/2016	Due 0	MAIN CHECKING G	10100	Total	\$1,056.66

Fund Summary

	10100 MAIN CHECKING GMSB	
609 MUNICIPAL LIQUOR FUND		\$20,995.36
215 LIBRARY RESTRICTED FUND		\$366.21
211 LIBRARY		\$690.45
101 GENERAL FUND		\$15,538.57
		<u>\$37,590.59</u>

Pre-Written Checks	\$37,590.59
Checks to be Generated by the Computer	\$0.00
Total	<u>\$37,590.59</u>



CITY OF GRAND MARAIS

11/23/16 10:04 AM

Page 1

Payments

City of Grand Marais

Current Period: November 2016

Batch Name 112316 CPAP
 Payment Computer Dollar Amt \$35,385.83 Posted

Refer	68998 PERA	Ck# 003622E 11/22/2016	
Cash Payment	G 101-21704 PERA		\$4,452.49
Invoice	SOMPER000396 11/23/2016		
Transaction Date	11/21/2016	Due 0 MAIN CHECKING G 10100	Total \$4,452.49
Refer	68999 EMPOWER	Ck# 003623E 11/22/2016	
Cash Payment	G 101-21720 MN State Retirement DeferC		\$445.00
Invoice	644817014 11/23/2016		
Transaction Date	11/21/2016	Due 0 MAIN CHECKING G 10100	Total \$445.00
Refer	69000 DEPT OF THE TREASURY IRS	Ck# 003624E 11/23/2016	
Cash Payment	G 101-21703 FICA Tax Withholding		\$3,860.12
Invoice	21485551 11/23/2016		
Cash Payment	G 101-21717 Medicare		\$908.08
Invoice	21485551 11/23/2016		
Cash Payment	G 101-21701 Federal Withholding		\$2,818.73
Invoice	21485551 11/23/2016		
Transaction Date	11/21/2016	Due 0 MAIN CHECKING G 10100	Total \$7,586.93
Refer	69001 MN DEPT OF REVENUE-EFTPS	Ck# 003625E 11/21/2016	
Cash Payment	G 101-21702 State Withholding		\$1,316.00
Invoice	0-020-132-160 11/23/2016		
Transaction Date	11/21/2016	Due 0 MAIN CHECKING G 10100	Total \$1,316.00
Refer	69002 MII LIFE - VEBA	Ck# 075256 11/23/2016	
Cash Payment	G 101-21706 Health Insurance		\$533.36
Invoice	NOV 2016 11/23/2016		
Transaction Date	11/21/2016	Due 0 MAIN CHECKING G 10100	Total \$533.36
Refer	69003 AFSCME	Ck# 075252 11/23/2016	
Cash Payment	G 101-21712 AFSCME Union Dues		\$835.56
Invoice	Nov 2016 11/23/2016		
Cash Payment	G 101-21711 AFSCME PEOPLE Dues		\$20.00
Invoice	Nov 2016 11/23/2016		
Transaction Date	11/21/2016	Due 0 MAIN CHECKING G 10100	Total \$855.56
Refer	69004 MII LIFE- HRA	Ck# 003626E 11/25/2016	
Cash Payment	E 101-41400-131 Employer Paid Health		\$192.04
Invoice	38307062 11/22/2016		
Transaction Date	11/22/2016	Due 0 MAIN CHECKING G 10100	Total \$192.04
Refer	69006 PHILLIPS WINE & SPIRITS	Ck# 075257 11/23/2016	
Cash Payment	E 609-49750-251 Liquor For Resale		\$2,328.16
Invoice	2075539 11/16/2016		
Cash Payment	E 609-49750-333 Freight and Express		\$50.19
Invoice	2075539 11/16/2016		
Cash Payment	E 609-49750-251 Liquor For Resale		-\$92.25
Invoice	249595 10/28/2016		
Cash Payment	E 609-49750-333 Freight and Express		-\$2.51
Invoice	249595 10/28/2016		



City of Grand Marais

CITY OF GRAND MARAIS

Payments

11/23/16 10:04 AM

Page 2

Current Period: November 2016

Transaction Date	11/22/2016	Due 0	MAIN CHECKING G	10100	Total	\$2,283.59
Refer	69007	<i>JOHNSON BROTHER LIQUOR</i>		<u>Ck# 075255 11/23/2016</u>		
Cash Payment	E 609-49750-251	Liquor For Resale				\$773.00
Invoice	5588891	11/16/2016				
Cash Payment	E 609-49750-333	Freight and Express				\$45.17
Invoice	5588891	11/16/2016				
Cash Payment	E 609-49750-251	Liquor For Resale				\$6,183.96
Invoice	5588890	11/16/2016				
Cash Payment	E 609-49750-333	Freight and Express				\$179.44
Invoice	5588890	11/16/2016				
Cash Payment	E 609-49750-251	Liquor For Resale				-\$16.08
Invoice	599609	11/4/2016				
Cash Payment	E 609-49750-251	Liquor For Resale				-\$41.60
Invoice	599610	11/4/2016				
Cash Payment	E 609-49750-251	Liquor For Resale				-\$52.60
Invoice	598436	10/28/2016				
Cash Payment	E 609-49750-251	Liquor For Resale				-\$56.00
Invoice	598435	10/28/2016				
Cash Payment	E 609-49750-333	Freight and Express				-\$2.51
Invoice	598435	10/28/2016				
Transaction Date	11/22/2016	Due 0	MAIN CHECKING G	10100	Total	\$7,012.78
Refer	69008	<i>WINE MERCHANTS</i>		<u>Ck# 075263 11/23/2016</u>		
Cash Payment	E 609-49750-251	Liquor For Resale				\$267.81
Invoice	7108131	11/16/2016				
Cash Payment	E 609-49750-333	Freight and Express				\$10.04
Invoice	7108131	11/16/2016				
Cash Payment	E 609-49750-251	Liquor For Resale				-\$72.00
Invoice	710670	11/4/2016				
Transaction Date	11/22/2016	Due 0	MAIN CHECKING G	10100	Total	\$205.85
Refer	69009	<i>BELLBOY CORPORATION - LIQUO</i>		<u>Ck# 075253 11/23/2016</u>		
Cash Payment	E 609-49750-252	Beer For Resale				\$20.95
Invoice	EMAIL	11/15/2016				
Transaction Date	11/22/2016	Due 0	MAIN CHECKING G	10100	Total	\$20.95
Refer	69010	<i>VOYAGEUR BREWING COMPANY</i>		<u>Ck# 075262 11/23/2016</u>		
Cash Payment	E 609-49750-252	Beer For Resale				\$300.00
Invoice	16-46-03	11/16/2016				
Transaction Date	11/22/2016	Due 0	MAIN CHECKING G	10100	Total	\$300.00
Refer	69011	<i>SOUTHERN GLAZER S OF MN</i>		<u>Ck# 075259 11/23/2016</u>		
Cash Payment	E 609-49750-251	Liquor For Resale				\$1,356.33
Invoice	1476068	11/16/2016				
Cash Payment	E 609-49750-333	Freight and Express				\$38.95
Invoice	1476068	11/16/2016				
Transaction Date	11/22/2016	Due 0	MAIN CHECKING G	10100	Total	\$1,395.28
Refer	69012	<i>ROHLFING INC.</i>		<u>Ck# 075258 11/23/2016</u>		
Cash Payment	E 609-49750-252	Beer For Resale				\$4,186.45
Invoice	434762	11/16/2016				
Transaction Date	11/22/2016	Due 0	MAIN CHECKING G	10100	Total	\$4,186.45



CITY OF GRAND MARAIS

11/23/16 10:04 AM

Page 3

Payments



Current Period: November 2016

Refer	69013	THE WINE COMPANY	Ck# 075261	11/23/2016		
Cash Payment	E 609-49750-251	Liquor For Resale				\$632.00
Invoice	20237	11/15/2016				
Cash Payment	E 609-49750-333	Freight and Express				\$45.00
Invoice	20237	11/15/2016				
Transaction Date	11/22/2016	Due 0	MAIN CHECKING G	10100	Total	\$677.00
Refer	69014	BERNICKS	Ck# 075254	11/23/2016		
Cash Payment	E 609-49750-260	Soft Drinks/Mix For Resa				\$42.00
Invoice	537689	11/17/2016				
Cash Payment	E 609-49750-252	Beer For Resale				\$3,022.70
Invoice	537690	11/17/2016				
Transaction Date	11/22/2016	Due 0	MAIN CHECKING G	10100	Total	\$3,064.70
Refer	69015	SUPERIOR BEVERAGES LLP	Ck# 075260	11/23/2016		
Cash Payment	E 609-49750-252	Beer For Resale				\$857.85
Invoice	770491	11/16/2016				
Transaction Date	11/22/2016	Due 0	MAIN CHECKING G	10100	Total	\$857.85

Fund Summary

	10100 MAIN CHECKING GMSB	
609 MUNICIPAL LIQUOR FUND		\$20,004.45
101 GENERAL FUND		\$15,381.38
		<u>\$35,385.83</u>

Pre-Written Checks	\$35,385.83
Checks to be Generated by the Computer	\$0.00
Total	<u>\$35,385.83</u>



CITY OF GRAND MARAIS

11/23/16 2:13 PM

Page 1

Payments

City of Grand Marais

Current Period: December 2016

Batch Name	12012016AP	User Dollar Amt	\$104,565.58
	Payments	Computer Dollar Amt	\$104,565.58

\$0.00 In Balance

Refer	69016	COOK COUNTY NEWS HERALD	-		
Cash Payment	E 101-41400-350	Publishing		\$39.38	
Invoice	6633	10/22/2016			
Cash Payment	E 101-41400-350	Publishing		\$39.38	
Invoice	6634	10/22/2016			
Cash Payment	E 101-45100-250	Merchandise Resale (GE		\$9.75	
Invoice	OCTOBER 2016	10/31/2016			
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$88.51
Refer	69017	TOSHIBA BUSINESS SOLUTIONS	-		
Cash Payment	E 101-41400-200	Office Supplies (GENER		\$32.07	
Invoice	13209716	11/4/2016			
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$32.07
Refer	69018	HANSON, CHRISTINE	-		
Cash Payment	E 101-41400-210	Operating Supplies (GE		\$49.83	
Invoice	COFFEE,S&C	11/10/2016			
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$49.83
Refer	69019	BAKER & TAYLOR	-		
Cash Payment	E 211-45500-435	Books, Periodicals		\$769.99	
Invoice	2032420504	11/2/2016			
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$769.99
Refer	69020	CLOQUET PUBLIC LIBRARY	-		
Cash Payment	E 211-45500-435	Books, Periodicals		\$20.00	
Invoice	STAR THROWE	11/7/2016			
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$20.00
Refer	69021	ARROWHEAD COOPERATIVE	-		
Cash Payment	E 211-45500-321	Telephone		\$161.71	
Invoice	2199	11/1/2016			
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$161.71
Refer	69022	AMERIPRIDE LINEN AND APPARE	-		
Cash Payment	E 211-45500-310	Service Agreements		\$50.91	
Invoice	3500986037	11/7/2016			
Cash Payment	E 101-41940-210	Operating Supplies (GE		\$133.41	
Invoice	3500982778	10/31/2016			
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$184.32
Refer	69023	SUPERIOR CARPET AND STEAM C	-		
Cash Payment	E 211-45500-310	Service Agreements		\$1,277.65	
Invoice	5251	11/12/2016			
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$1,277.65
Refer	69024	DEMCO,INC	-		
Cash Payment	E 211-45500-200	Office Supplies (GENER		\$176.77	
Invoice	6004857	11/9/2016			



CITY OF GRAND MARAIS

11/23/16 2:13 PM

Page 2

Payments

City of Grand Marais

Current Period: December 2016

Cash Payment	E 211-45500-200 Office Supplies (GENER				\$597.26
Invoice	5998379	11/1/2016			
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$774.03
Refer	69025	<i>BUCK S HARDWARE HANK</i>			
Cash Payment	E 211-45500-200 Office Supplies (GENER				\$0.13
Invoice	1140	10/31/2010			
Cash Payment	E 609-49750-430 Miscellaneous (GENERA				\$2.69
Invoice	1630	10/31/2010			
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE				\$207.43
Invoice	1712	10/31/2010			
Cash Payment	E 613-45125-211 Operating Supplies				\$135.63
Invoice	9988	10/31/2010			
Cash Payment	E 101-41940-210 Operating Supplies (GE				\$7.78
Invoice	1848	10/31/2010			
Cash Payment	E 101-43100-220 Repair/Maint Supply (GE				\$5.38
Invoice	3125	10/31/2010			
Cash Payment	E 101-42200-220 Repair/Maint Supply (GE				\$5.39
Invoice	9088	10/31/2010			
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$364.43
Refer	69026	<i>ARROWHEAD LIBRARY SYSTEM</i>			
Cash Payment	E 211-45500-200 Office Supplies (GENER				\$62.37
Invoice	00013968	10/31/2016			
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$62.37
Refer	69027	<i>COMO OIL & PROPANE</i>			
Cash Payment	E 101-41940-217 Heating Fuel				\$507.27
Invoice	23278	11/14/2016			
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$507.27
Refer	69028	<i>PRODUCT DEVELOPMENT MACHI</i>			
Cash Payment	E 609-49750-259 Other For Resale				\$407.00
Invoice	1691	10/24/2016			
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$407.00
Refer	69029	<i>EMERGENCY APPARATUS MAIN,</i>			
Cash Payment	E 101-42200-220 Repair/Maint Supply (GE				\$877.69
Invoice	89333	10/8/2016			
Cash Payment	E 101-42200-220 Repair/Maint Supply (GE				\$742.14
Invoice	89334	10/8/2016			
Cash Payment	E 101-42200-220 Repair/Maint Supply (GE				\$1,979.80
Invoice	89335	10/8/2016			
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$3,599.63
Refer	69030	<i>THOMPSON PERFORMANCE</i>			
Cash Payment	E 101-43100-220 Repair/Maint Supply (GE				\$33.39
Invoice	22453	11/17/2016			
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$33.39
Refer	69031	<i>ALCOHOL AND GAMBLING ENFOR</i>			
Cash Payment	E 609-49750-439 Licenses				\$20.00
Invoice	6538	11/22/2016			



City of Grand Marais

CITY OF GRAND MARAIS

Payments

11/23/16 2:13 PM

Page 3

Current Period: December 2016

Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$20.00
Refer	69032	<i>MISSION MANAGEMENT INFO SYS</i>			
Cash Payment	E 101-45100-210 Operating Supplies (GE				\$5.00
Invoice	58800				11/20/2016
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$5.00
Refer	69033	<i>NORTH SHORE TIMBER PRODUCT</i>			
Cash Payment	E 101-45100-250 Merchandise Resale (GE				\$822.25
Invoice	371				11/10/2016
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$822.25
Refer	69034	<i>ER PERRY SIGNS & ENGRAVING</i>			
Cash Payment	E 101-45189-219 Memorial Plaques				\$104.95
Invoice	21058				10/7/2016
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$104.95
Refer	69035	<i>BOREAL COMMUNITY MEDIA</i>			
Cash Payment	E 101-45100-210 Operating Supplies (GE				\$86.70
Invoice	2016-04219				11/15/2016
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$86.70
Refer	69036	<i>NORDIC ELECTRIC</i>			
Cash Payment	E 101-45189-220 Repair/Maint Supply (GE				\$270.00
Invoice	15189				11/1/2016
Cash Payment	E 101-45100-220 Repair/Maint Supply (GE				\$105.61
Invoice	15187				11/1/2016
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$375.61
Refer	69037	<i>ARROWHEAD COOPERATIVE</i>			
Cash Payment	E 613-45125-321 Telephone				\$119.16
Invoice	1234				11/1/2016
Cash Payment	E 101-45100-321 Telephone				\$315.84
Invoice	2131				11/1/2016
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$435.00
Refer	69038	<i>ISAK HANSEN INC.</i>			
Cash Payment	E 613-45125-211 Operating Supplies				\$491.91
Invoice	1533				10/28/2016
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$491.91
Refer	69039	<i>ARROWHEAD COOPERATIVE</i>			
Cash Payment	E 613-45125-380 Utility Services (GENER				\$65.00
Invoice	908127				10/31/2016
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$65.00
Refer	69040	<i>STEVE S SPORTS AND AUTO</i>			
Cash Payment	E 613-45125-211 Operating Supplies				\$44.30
Invoice	261247				10/24/2016
Cash Payment	E 613-45125-211 Operating Supplies				\$65.36
Invoice	261139				10/19/2016
Cash Payment	E 613-45125-211 Operating Supplies				\$124.87
Invoice	260990				10/13/2016
Cash Payment	E 613-45125-211 Operating Supplies				\$37.83
Invoice	261112				10/18/2016



CITY OF GRAND MARAIS

11/23/16 2:13 PM

Page 4

Payments

City of Grand Marais

Current Period: December 2016

Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$272.36
Refer	69041	<u>W LABOR LLC</u>			
Cash Payment	E 101-43100-592 Capital Outlay (StreetRe				\$3,210.00
Invoice	1436				11/10/2016
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$3,210.00
Refer	69042	<u>G&G SEPTIC</u>			
Cash Payment	E 101-43100-418 Portable Toilet Rentals				\$48.25
Invoice	12660				10/30/2016
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$48.25
Refer	69043	<u>LOCATORS & SUPPLIES, INC</u>			
Cash Payment	E 101-43100-430 Miscellaneous (GENERA				\$216.13
Invoice	0250842-IN				11/1/2016
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$216.13
Refer	69044	<u>COOK COUNTY HOME CENTER</u>			
Cash Payment	E 101-43100-220 Repair/Maint Supply (GE				\$144.11
Invoice	3125				10/31/2016
Cash Payment	E 101-41940-220 Repair/Maint Supply (GE				\$25.48
Invoice	1848				10/31/2016
Cash Payment	E 215-45500-200 Office Supplies (GENER				\$21.89
Invoice	1140				10/31/2016
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$191.48
Refer	69045	<u>TURFWERKS</u>			
Cash Payment	E 613-45125-221 Equipment Parts/Building				\$170.04
Invoice	0140992				10/13/2016
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$170.04
Refer	69046	<u>NORTH SHORE HEALTH</u>			
Cash Payment	E 101-41400-200 Office Supplies (GENER				\$124.99
Invoice	110416				11/4/2016
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$124.99
Refer	69047	<u>KUNSHIER, MICHAEL</u>			
Cash Payment	E 613-45125-330 Transportation/School				\$135.42
Invoice	PESTICIDE TRIP				11/3/2016
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$135.42
Refer	69048	<u>RITEWAY</u>			
Cash Payment	E 101-41400-200 Office Supplies (GENER				\$182.00
Invoice	16-85375				11/4/2016
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$182.00
Refer	69049	<u>COOK COUNTY LAW ENFORCEME</u>			
Cash Payment	E 101-42100-317 Contracted Services				\$11,666.67
Invoice	231				11/22/2016
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$11,666.67
Refer	69050	<u>COOK COUNTY RIDGE RIDERS</u>			
Cash Payment	E 609-49750-340 Advertising				\$125.00
Invoice	MAP AD				11/22/2016
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total	\$125.00



CITY OF GRAND MARAIS

11/23/16 2:13 PM

Page 5

Payments

City of Grand Marais

Current Period: December 2016

Refer 69051 COOK COUNTY VISITORS BUREAU				
Cash Payment	G 101-20802 Cook County Lodging Tax			\$51,250.96
Invoice	SEPT. 2016	11/17/2016		
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total \$51,250.96
Refer 69052 QUILL CORPORATION				
Cash Payment	E 101-41400-200 Office Supplies (GENER			\$103.55
Invoice	1863796	11/14/2016		
Cash Payment	E 101-41400-200 Office Supplies (GENER			\$21.36
Invoice	1849447	11/14/2016		
Cash Payment	E 101-42200-200 Office Supplies (GENER			\$114.67
Invoice	1863796	11/14/2016		
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total \$239.58
Refer 69053 NORTHERN WILDS				
Cash Payment	E 101-45100-340 Advertising			\$229.50
Invoice	HOTELDIRTAD	11/22/2016		
Cash Payment	E 609-49750-340 Advertising			\$229.50
Invoice	HOTELDIRTAD	11/22/2016		
Transaction Date	11/22/2016	MAIN CHECKING G	10100	Total \$459.00
Refer 69054 MN STATE FIRE CHIEFS ASSOC.				
Cash Payment	E 101-42200-330 Transportation/School			\$225.00
Invoice	200001433	11/9/2016		
Transaction Date	11/23/2016	MAIN CHECKING G	10100	Total \$225.00
Refer 69055 MCI MEGA PREFERRED				
Cash Payment	E 101-42200-321 Telephone			\$59.30
Invoice	08678993875	11/13/2016		
Transaction Date	11/23/2016	MAIN CHECKING G	10100	Total \$59.30
Refer 69056 COOK COUNTY RECORDER				
Cash Payment	E 101-41400-210 Operating Supplies (GE			\$20.00
Invoice	NOTARTY STAM	11/23/2016		
Transaction Date	11/23/2016	MAIN CHECKING G	10100	Total \$20.00
Refer 69057 AUNE FERNANDEZ LANDSCAPE A				
Cash Payment	E 101-41900-457 Highway 61 Corridor Imp			\$3,410.00
Invoice	46-4104255	11/18/2016		
Transaction Date	11/23/2016	MAIN CHECKING G	10100	Total \$3,410.00
Refer 69058 FLAHERTY & HOOD, P.A.				
Cash Payment	E 101-41610-304 Attorney(Civil)			\$496.94
Invoice	9460	11/1/2016		
Transaction Date	11/23/2016	MAIN CHECKING G	10100	Total \$496.94
Refer 69059 ROTH, MIKE				
Cash Payment	E 101-41400-330 Transportation/School			\$130.48
Invoice	MNDOT/DULUT	11/22/2016		
Transaction Date	11/23/2016	MAIN CHECKING G	10100	Total \$130.48
Refer 69060 NORTH HOUSE FOLK SCHOOL				
Cash Payment	E 609-49750-340 Advertising			\$1,500.00
Invoice	2017 BUS.PART.	11/23/2016		



City of Grand Marais

CITY OF GRAND MARAIS

Payments

11/23/16 2:13 PM

Page 6

Current Period: December 2016

Transaction Date	11/23/2016	MAIN CHECKING G	10100	Total	\$1,500.00
Refer	69061	<i>THE AMERICAN BOTTLING COMP</i>			
Cash Payment	E 609-49750-260	Soft Drinks/Mix For Resa			\$106.35
Invoice	7379465017	11/21/2016			
Transaction Date	11/23/2016	MAIN CHECKING G	10100	Total	\$106.35
Refer	69062	<i>BREAKTHRU BEVERAGE</i>			
Cash Payment	E 609-49750-252	Beer For Resale			\$61.60
Invoice	1080557879	11/21/2016			
Cash Payment	E 609-49750-251	Liquor For Resale			\$2,347.81
Invoice	1080557878	11/21/2016			
Cash Payment	E 609-49750-333	Freight and Express			\$51.80
Invoice	1080557878	11/21/2016			
Transaction Date	11/23/2016	MAIN CHECKING G	10100	Total	\$2,461.21
Refer	69063	<i>SUPERIOR BEVERAGES LLP</i>			
Cash Payment	E 609-49750-252	Beer For Resale			\$4,449.00
Invoice	770914	11/22/2016			
Transaction Date	11/23/2016	MAIN CHECKING G	10100	Total	\$4,449.00
Refer	69064	<i>COCA-COLA REFRESHMENTS</i>			
Cash Payment	E 609-49750-260	Soft Drinks/Mix For Resa			\$129.59
Invoice	1833686	11/22/2016			
Transaction Date	11/23/2016	MAIN CHECKING G	10100	Total	\$129.59
Refer	69065	<i>ROHLFING INC.</i>			
Cash Payment	E 609-49750-252	Beer For Resale			\$1,916.15
Invoice	435024	11/22/2016			
Transaction Date	11/23/2016	MAIN CHECKING G	10100	Total	\$1,916.15
Refer	69066	<i>PHILLIPS WINE & SPIRITS</i>			
Cash Payment	E 609-49750-251	Liquor For Resale			\$872.02
Invoice	2078215	11/21/2016			
Cash Payment	E 609-49750-333	Freight and Express			\$22.59
Invoice	2078215	11/21/2016			
Transaction Date	11/23/2016	MAIN CHECKING G	10100	Total	\$894.61
Refer	69067	<i>WINE MERCHANTS</i>			
Cash Payment	E 609-49750-251	Liquor For Resale			\$384.00
Invoice	7109008	11/21/2016			
Cash Payment	E 609-49750-333	Freight and Express			\$7.53
Invoice	7109008	11/21/2016			
Transaction Date	11/23/2016	MAIN CHECKING G	10100	Total	\$391.53
Refer	69068	<i>JOHNSON BROTHER LIQUOR</i>			
Cash Payment	E 609-49750-251	Liquor For Resale			\$2,912.04
Invoice	5592854	11/21/2016			
Cash Payment	E 609-49750-333	Freight and Express			\$81.15
Invoice	5592854	11/21/2016			
Cash Payment	E 609-49750-251	Liquor For Resale			\$767.20
Invoice	5592855	11/21/2016			
Cash Payment	E 609-49750-333	Freight and Express			\$32.63
Invoice	5592855	11/21/2016			



City of Grand Marais

CITY OF GRAND MARAIS

11/23/16 2:13 PM

Page 7

Payments

Current Period: December 2016

Transaction Date	11/23/2016	MAIN CHECKING G	10100	Total	\$3,793.02
Refer	69069	<i>BERNICKS</i>			
Cash Payment	E 609-49750-252 Beer For Resale				\$22.50
Invoice	538595		11/23/2016		
Cash Payment	E 609-49750-252 Beer For Resale				\$2,280.15
Invoice	538596		11/23/2016		
Transaction Date	11/23/2016	MAIN CHECKING G	10100	Total	\$2,302.65
Refer	69070	<i>BOURGET IMPORTS, LLC</i>			
Cash Payment	E 609-49750-251 Liquor For Resale				\$1,334.70
Invoice	137810		11/21/2016		
Cash Payment	E 609-49750-333 Freight and Express				\$39.00
Invoice	137810		11/21/2016		
Transaction Date	11/23/2016	MAIN CHECKING G	10100	Total	\$1,373.70
Refer	69071	<i>BELLBOY CORPORATION - LIQUO</i>			
Cash Payment	E 609-49750-430 Miscellaneous (GENERA				\$113.84
Invoice	94948400		11/21/2016		
Cash Payment	E 609-49750-251 Liquor For Resale				\$104.00
Invoice	56383800		11/21/2016		
Cash Payment	E 609-49750-333 Freight and Express				\$4.90
Invoice	56383800		11/21/2016		
Transaction Date	11/23/2016	MAIN CHECKING G	10100	Total	\$222.74
Refer	69072	<i>SOUTHERN GLAZER S OF MN</i>			
Cash Payment	E 609-49750-251 Liquor For Resale				\$1,425.96
Invoice	1478590		11/22/2010		
Cash Payment	E 609-49750-333 Freight and Express				\$34.85
Invoice	1478590		11/22/2010		
Transaction Date	11/23/2016	MAIN CHECKING G	10100	Total	\$1,460.81
Refer	69073	<i>VOYAGEUR BREWING COMPANY</i>			
Cash Payment	E 609-49750-252 Beer For Resale				\$192.00
Invoice	16-47-03		11/22/2016		
Transaction Date	11/23/2016	MAIN CHECKING G	10100	Total	\$192.00

Fund Summary

	10100 MAIN CHECKING GMSB
101 GENERAL FUND	\$78,059.83
211 LIBRARY	\$3,116.79
215 LIBRARY RESTRICTED FUND	\$21.89
609 MUNICIPAL LIQUOR FUND	\$21,977.55
613 GOLF COURSE	\$1,389.52
	<hr/>
	\$104,565.58

Pre-Written Checks	\$435.00
Checks to be Generated by the Computer	\$104,130.58
Total	<hr/>
	\$104,565.58

COOK SOIL & WATER CONSERVATION DISTRICT

- protecting and restoring soil and water resources -



November 21, 2016

Attention: City of Grand Marais

From: Ilena Berg, District Manager, Cook Soil and Water Conservation District

Subject: City of Grand Marais Stormwater Management & Lake Superior Monitoring

Over the past three summers, Cook SWCD has been working with volunteers monitoring 5 locations along the near shore of Lake Superior. All locations but one, are near stormwater outlets. The project aids in telling some of the story of the stormwater management in Grand Marais. I will share more information about this project, what is the data and the future of the project.

Efforts to manage the stormwater of the City of Grand Marais has a long history. Projects have been implemented, modeling completed, and in 2001, ICECOR developed a stormwater management plan for the City of Grand Marais. The City has taken many steps to complete projects since 2001. Several lists for stormwater management projects have been developed and prioritized. Attached is the list from 2001 that was updated in 2007. Citizens have become more engaged, understanding the value of stormwater management. There have been many changes since 2001 when the last model and plan were completed. There has been new development and precipitation changes over the past 15 years that are impacting the stormwater issues in Grand Marais that could be incorporated into a new management plan.

At the meeting, November 30, 2016, I would like to discuss briefly what has been accomplished for the City of Grand Marais regarding stormwater. I will not go into great detail, but highlight a few accomplishments. I would like to then discuss what is going on now, what are people seeing? Then follow up with possibilities and needs for moving forward.

Storm Water Management Plan for Grand Marais Area - Project Recommendations 9/12/2007

Priority By Water Quality Benefit	SWMP Plan Section	Projects Recommended	\$ Cost Estimate	City	County	Grant Source*	Match Possibilities	Progress
# 1	4.1	Computer Modeling of Projected Development for Storm Water Run Off	5,000	X	X	Lake Superior Coastal Program with SeaGrant (NEMO)	MN Planning GIS Work, staff time	Diane Desotelle NEMO Power Point, completed & presented 4/11/2002
# 2	4.2.1	Ordinances/Practices	5,000	X	X	P&Z Revision Process, Coastal Resource Mgmt	County, City, Soil & Water, and BWSR staff time	New Ordinance Draft completed and up for public review in fall of 2005. NPDES Phase II Storm Water Rules enforced by MPCA for disturbances over one acre.
# 3	4.9.3	Creechville Road - Install Ditches and Culverts	47,000	X		Great Lakes Restoration	JPB Engineer, Flood Damage Reduction, City staff & equipment	completed spring 2005
As Advantageous	4.4	Table 4: Culvert Replacement ← stormwater ponds		X	X	ongoing with road work		scheduled for 2007
# 4	4.9.4	City Parking Lot Pond - Regrade/Excavate/Repair/Televise/Drain tile	32,000	X		Great Lakes Restoration	JPB Engineer, Flood Damage Reduction, City staff & equipment	completed spring 2005
# 5	4.9.5	West Campground (woods sites) Repair/Create Proper Drainage	6,500	X		Great Lakes Restoration	JPB Engineer, Flood Damage Reduction, City staff & equipment	
# 6	4.13	Continue Gaging Streams and Measuring Rainfall Dugout 1550?	2,000	x	X	Great Lakes Restoration, 319EPA	staff time	continued with coastal grant completed 2005, ongoing monitoring needed
# 7	4.12	Continue Sampling Storm Water Runoff	10,000	x	X	319EPA	staff time	continued with coastal grant completed 2005, ongoing monitoring needed
# 8	4.9.5	Excavate/Clean Sediment from Swimming Pool Pond	DONE					cleaned in 2004, ongoing

Storm Water Management Plan for Grand Marais Area - Project Recommendations

9/12/2007

Priority By Water Quality Benefit	SWMP Plan Section	Projects Recommended	\$ Cost Estimate	City	County	Grant Source*	Match Possibilities	Progress
# 9	4.9.2.2	<u>Village Ditch</u> - Excavate/Berm Bedrock in High Area	9,000	X		Great Lakes Restoration	JPB Engineer, Flood Damage Reduction, staff, equipment, new surveying, staff to improve maintenance agreement	completed spring 2005
# 10	4.9.5	East Campground - Ditching Along Northern Side	5,000	X		Great Lakes Restoration	JPB Engineer, Flood Damage Reduction, City staff & equipment	Need to reevaluate with Hwy 61 improvements by MNDOT
# 11	4.9.3	<u>Creechville</u> : Fix Ditch along 2nd Ave W. up to Gunflint Tr. including Ponds	225,000		X	Great Lakes Restoration	JPB Engineer, Flood Damage Reduction, staff, plants, equipment, landowner volunteer time, SWCD Technical Staff, STS	completed spring 2005
# 12	4.9.5	West Campground - Excavate Main Channel from Pond	7,500	X		Great Lakes Restoration	JPB Engineer, Flood Damage Reduction, City staff & equipment	Need to reevaluate with Hwy 61 improvements by MNDOT
# 13	4.1	Pave Side Streets off 8th Avenue West		X				
# 14	4.9.2.3	<u>Village Ditch</u> - Fix Erosion East of 7th Avenue East	36,000	X		Great Lakes Restoration	JPB Engineer, Flood Damage Reduction, staff & equipment	scheduled for 2007
# 15	4.9.2.4	<u>Village Ditch</u> - Up-size Culvert Beneath Co. Rd 7	Hwy Dept Schedule 2006	X	X			scheduled for 2007
# 16	4.9.2.5	<u>Village Ditch</u> - Repair Erosion to S. Side at Hwy 61 crossing City Parking Lot Flooding - Reroute Runoff along Hwy 61 to West and East, diverting from Lot	65,000	X				easement not available
# 17	4.9.4			X		cost prohibitive unless done in conjunction with a MNDOT upgrade		HGA \$8000 hydrology evaluation concluded not feasible

Storm Water Management Plan for Grand Marais Area - Project Recommendations 9/12/2007

Priority By Water Quality Benefit	SWMP Plan Section	Projects Recommended	\$ Cost Estimate	City	County	Grant Source*	Match Possibilities	Progress
#18	4.11.1	Repair Stream Bank Erosion (General Areas)		X	X	SWCD State Cost Share and Coastal Program	JPB engineer and city staff	completed spring 2005
#19	4.9.2.1	Village Ditch - Gunflint/Creechville Road Culvert Replacement at start of ditch	Hwy Dept	X	X			completed by Hwy Dept 2006
#20	4.9.1	BDA Ponds	100,000	X	X	new development-not Coastal funding		completed 2007 by BDA
#21	4.2.4	Maintain Stream Channels, Storm Sewers, and Ditches		X	X			ongoing, some street replacement completed
#22	4.14	Verify SWMM Model Calibration with New Data	3,000	X	X	ongoing with monitoring,		completed 2002, ongoing, updates to existing model expensive
#23	4.9.4	Install High Capacity Pump in City Hall Pond	100,000	X		studied, not feasible		2005 parking lot improved with new drainage to existing holding pond

Memo

To: City Council Members
From: Dave Tersteeg, Parks Manager
cc: Mike Roth, City Administrator
Date: 11/21/16
Re: Rec Park Revenue & Occupancy Review

In the past ten years, we've seen a \$463,695 (70%) increase in annual revenue (Figure 1). This has been realized through increased occupancy and strategic rate adjustments.

- Occupancy has grown 10% on the 6-month composite (from 40% to 50%); gains in May, June, September and October have led this trend (Figure 2 & Figure 3).
- Rates have increased roughly 20% across the board in the last ten years. However, ***rates on prime, lakeside sites have risen 50% in the past 10 years and are scheduled to go up another 10% for 2017.*** On our best 15 sites, "lakeside electric, water & sewer(EWS)", average annual revenue increased \$1,798 (43%) per site in the past 5 years. (Figure 4)

In 2016 we re-structured monthly rates and created "lakeside, prime and standard" monthly pricing. This had a positive impact on revenue, boosting annual monthly revenue 6% vs. 2015.

- 3 lakeside EWS sites reverted from monthly to nightly; nearly doubling the annual yield per site.
- 4 remaining lakeside EWS monthly sites paid \$4.6k annually, instead of \$3.6k
- Newly priced, "prime monthly" sites increased average annual revenue \$796 (26%) per site vs. 2015 on 23 sites. (Figure 4)

Other notable factors over the past 10 years:

- The recession of 2008-09 had no negative impact on operations. Revenue grew 19% over the 3 years that followed 2008.
- Fuel price variations have had no negative impact on operations. 2008 was the summer of \$4/gallon, and the price hovered in the mid \$3/gallon throughout 2011-2015.

Top reasons for increased revenue and occupancy (Figure 5)

- Strategic rate adjustments, esp. to high value sites – “lakeside and prime” classifications
- Excellent product – 4 star reviews, very satisfied guests, “favorite” campground status
- Focused marketing on where we have had capacity – tents, shoulder seasons, marina
- Our web presence – homepage, BYS, VisitCookCounty, NorthShoreVisitor, ExploreMN
- Awards and accolades – 2015 *Coolest Small Town* and *Best of the Lake* for the park itself

Figure 1: 10 years of Recreation Revenue

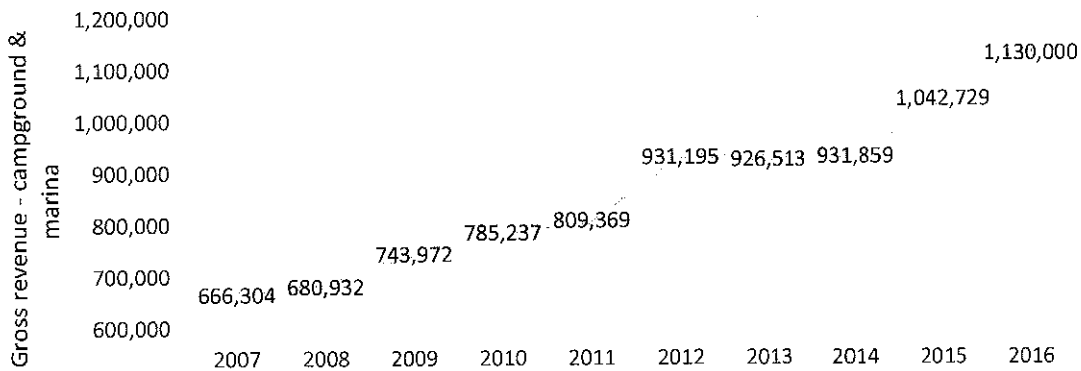


Figure 2: 10 years of Average Annual Occupancy

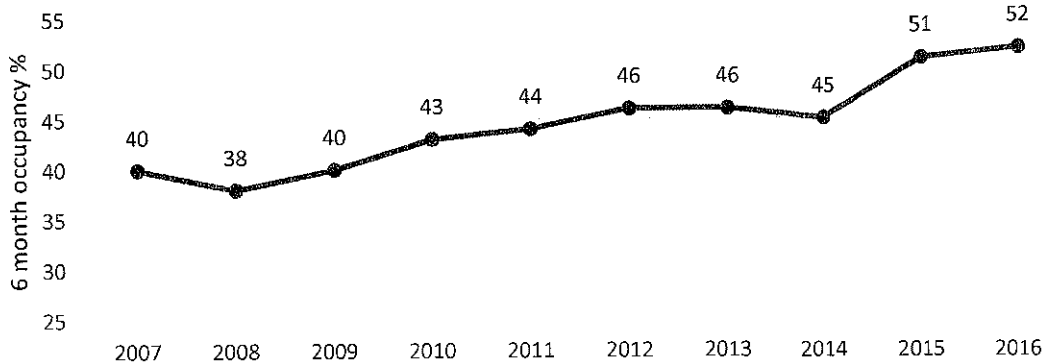
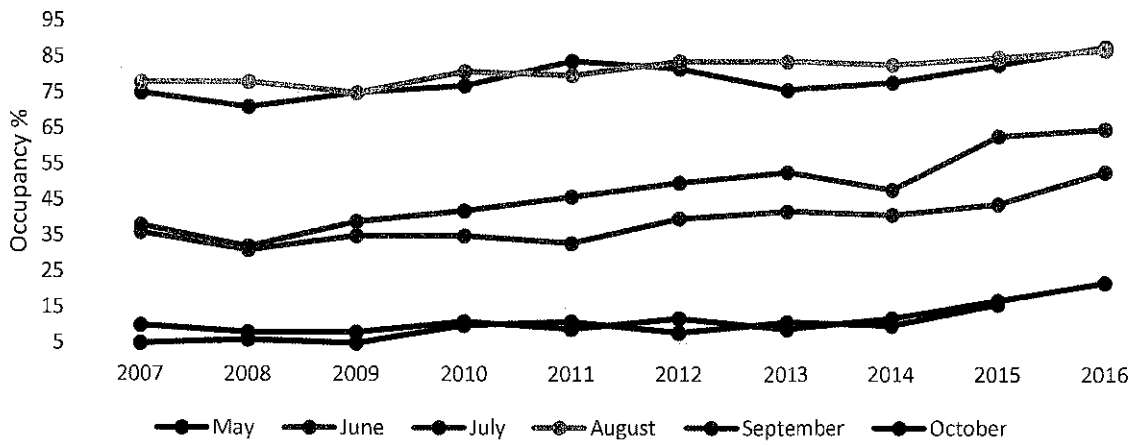


Figure 3: Monthly Occupancy Averages



- Gains in average annual occupancy correlate closely to gains in the shoulder season

Figure 4: Average Annual Yield by Site Type

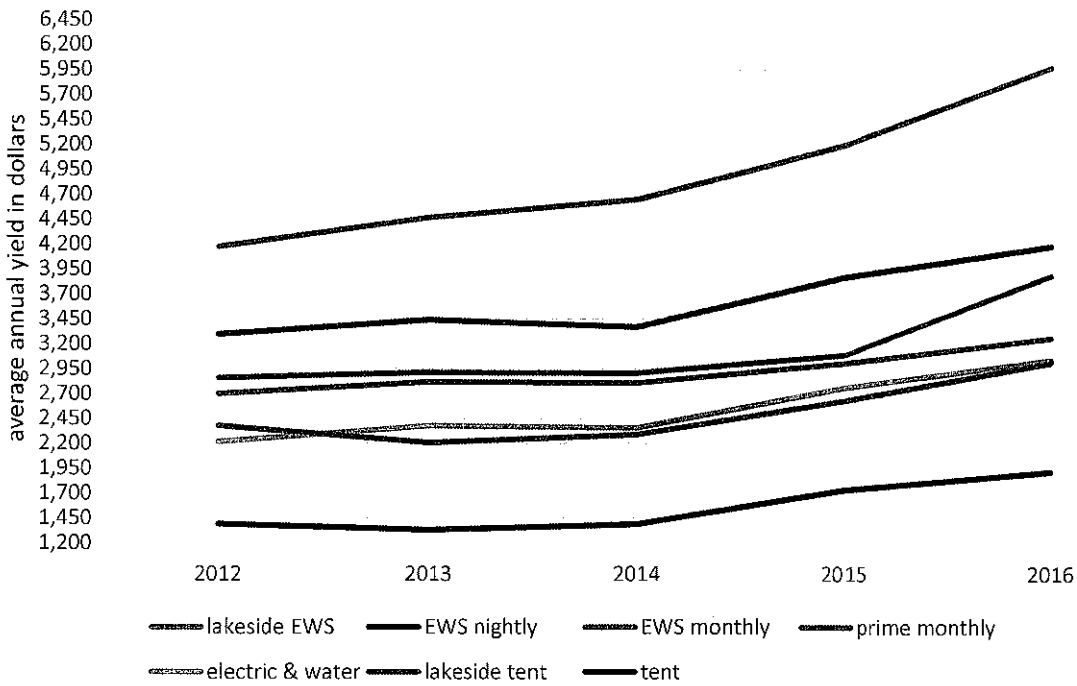
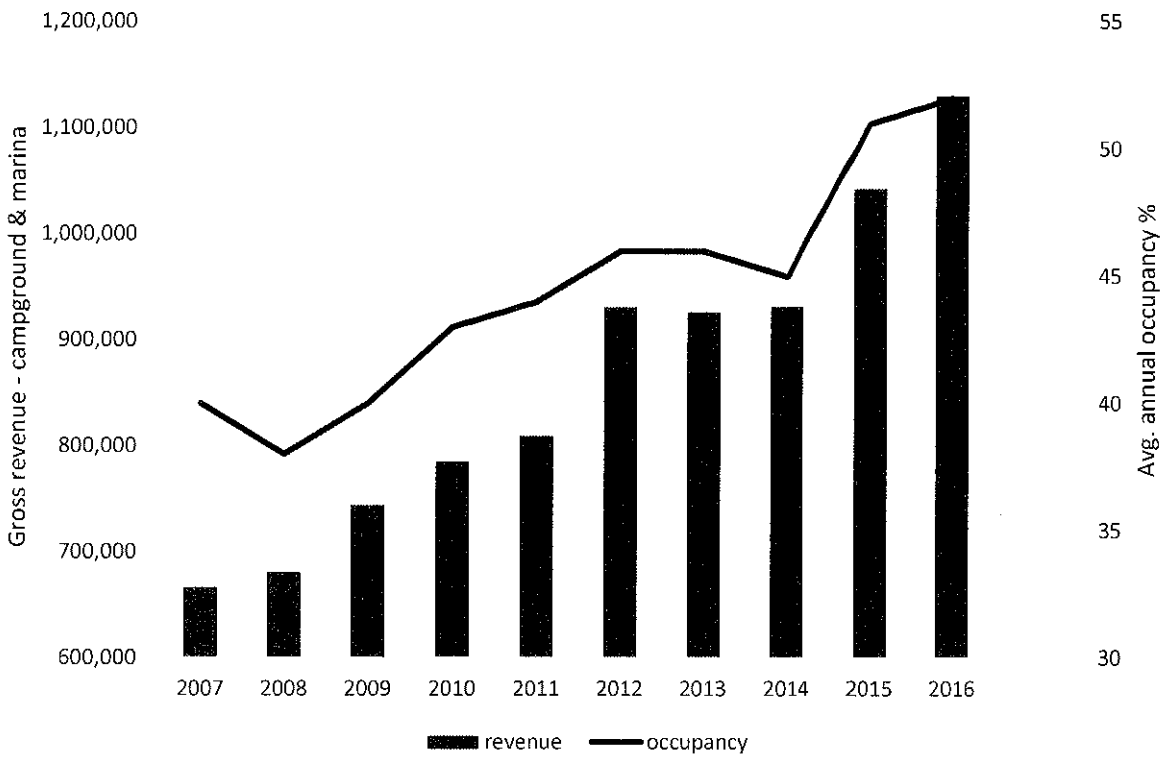


Figure 5: Revenue vs. Occupancy



MEMO

Date: November 23, 2016
To: Mayor and Council
From: Kim Dunsmoor, Finance Director
Re: Accounting Recommendations

The MN Office of the State Auditor's Statement of Position for Enterprise Fund Accounting states that enterprise funds may be used to report any activity for which a fee is charged to external users for goods or services. Generally, fees and service charges should cover the cost of an enterprise activity unless the community as a whole derives some benefit from the service program.

The recreation departments were enterprise funds in 2000. In 2001, the council moved the park, pool and marina into the general fund. As we discussed in August, the golf course has lost money for the past 12 years. It is my recommendation to move the golf course accounting to the general fund where the rest of the recreation activities are located.

In addition, I recommend creating a recreation assigned fund line item that will contain the capital contributions budgeted and spent in the recreation departments. This is similar to existing fund balance assignments for street reconstruction and fire department, etc. I recommend the starting balance in 2016 to be \$484,000 which is roughly equal to 50% of the operating expenses.

It is important that the Park Board see the revenues and expenditures generated by all recreation activities. The closing of the pool did not relieve the city of pool type expenditures. The city's payment to Cook County for the operating losses and capital savings for the YMCA will also be represented in the recreation area of the general fund. The Park Board has expressed concerns about how excess recreation park revenues are spent. The council should determine how much of the recreation revenues should be used to lower property taxes or for other purposes each year. This is the same way we handle Liquor revenues. The general fund receives \$200,000 from the Liquor Enterprise Fund to lower property taxes. In addition, we charge the Liquor Store rent in the amount of \$39,000 per year.

Please make a motion to make the golf course a department of the General Fund.

Please make a motion to create an assigned fund balance for the recreation department starting with \$484,000 or another appropriate balance.

The Library Fund has two restricted funds that are funded by endowments. The endowment language for both funds is the same. It is my recommendation to combine 215 Library Restricted Fund with 216 Hazel Mathews Memorial Library Fund. The 211 Library Fund is for operating expenses. Funds 215 and 216 are for other than normal operating expenses.

Please make a motion to combine 215 Library Restricted Fund and 216 Hazel Mathews Memorial Library Fund together as 215 Library Restricted Fund.

ORDINANCE NO. 2016-03

**AN ORDINANCE OF THE CITY OF GRAND MARAIS, MINNESOTA, 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 GRAND MARAIS DOES ORDAIN:

Section 1. Pursuant to authority granted by Minn. Stat. §462.3593, subdivision 9, the City of Grand Marais opts-out of the requirements of Minn. Stat. §462.3593 which defines and regulates Temporary Family Health Care Dwellings.

Section 2. This ordinance shall take effect upon its publication.

Passed by the City Council of the City of Grand Marais this 30th day of November, 2016.

Attest:

Jay Arrowsmith DeCoux, Mayor

Michael Roth

City Administrator

GRAND MARAIS PUBLIC LIBRARY BOARD MINUTES

Monday October 24th, 2016

Call to order

Chair Audrey Stattleman called the meeting of the Grand Marais Library Board to order at 5:34 PM at the Grand Marais Public Library.

Attendance

Members Present: Sally Berg, Hillary Freeman, Helen Muth, Jan Sivertson, Jay Arrowsmith-DeCoux, Brienne Moody and Director, Steve Harsin

Members Absent: Hillary Freeman

Visitors

The Library Friends were represented by Mary Beams

Consent Agenda

The Consent Agenda included: the Minutes from the September 26th meeting and the bills submitted to the city council for payment. A motion and a second were made by Muth and Berg to approve the consent agenda. The motion passed.

Director's Report

Moose Madness: Very well attended at the library. Children's story time was a draw and the library participated in Moose bucks.

Carpet Cleaning: Scheduled for later this month

Poetry Walk: Stamps have arrived. The poetry will probably not be installed until spring.

Hiring: New library position posting closes tomorrow. There was a discussion among board members as to whether or not board members should be present during the interview process. The Director recommend that board members do participate in the process. Helen Muth, Brienne Moody and Sally Berg agreed to help if needed.

Strategic Planning: The Director is in the process of working with Public Library Strategic Planning Consultant to get a bid for her services. The cost for her service is \$7000 What we'd be doing is more action planning and what we need to do is make sure that we're comfortable with our mission. The fee would be paid from the designated funds, which is what the fund is for. She'd be available for sure in May. The Director will pursue a written quote for the board to review.

Solar Installation: The Director has done some initial research about solar panels. It's a topic that we could consider for strategic planning in the spring.

Local History and Minutes Transfer to the Historical Society: A motion and a second were made to transfer the documents suggested by the Director to the Historical Society by Moody and Arrowsmith DeCoux. The motion passed.

Microfilm Reader Printer: The Director would like the board to replace the existing Microfilm Reader Printer since the library's existing reader no longer functions properly. A motion and a second were made by Muth and Stattleman with the caveat that we offer \$500 less than the quote.

Upcoming Events:

Oct. 25, and Tuesdays through Nov. 15 – 10:30 story time

Oct. 25 – Library Friends annual meeting, Peter James, speaker 7:00PM in the Library

Nov. 3 – Carol Miller, speaker, Community Read “American Indian Authors” 6PM, in the Library

Nov. 4 – Linda LeGarde Grover (Author), “The Story behind the road back to Sweetgrass” 6PM, Library

Nov. 5 – Felicia Schneiderhan, “Memoir workshop” 9:30AM at Johnson Heritage Post

Nov. 5 – Linda LeGarde Grover (Author), “Modern Anishnaabe women, links to tradition and history” 2:30PM Library

Nov. 5 – Marcie MacIntire, “Ojibway bead work in historical context, a personal story” 6PM Library

Nov. 19 – Jen Afinson, “Wire jewelry” 10:30PM, in the Library

Committee Reports

•Financial Committee: Steve, Jay, Hillary, & Audrey - Nothing to report. Need to schedule meeting to review GMPL financial position.

•Policy Committee: Steve, Audrey, Sally, & Brienne – Nothing to report.

•Legacy Art Project Committee: Steve, Jay, Sally, Helen– Poetry Walk: New date for poetry installation will be sometime during the spring of 2017. The new date for Strategic Planning Purposes will be June 2017.

•Personnel Committee: Audrey, Sally, & Jan - The Director and the Chair reviewed Steve's action plan this month.

•Film Night Committee: Hillary and Helen – The committee met and chose films and scheduled their showings.

•Art Committee: Sally, Brienne and Jan - Met today, October 24th. The committee reviewed art that had been offered to the library by an anonymous donor for temporary installation. The committee chose two pieces to display. The Director requested that Neil Shurman be hired to install the two pieces. It was mentioned that adding a signature piece to the 2017 Strategic Plan would be a good idea.

Library Friends Liaison Report: Mary Beams reported that the Library Friends had distributed this year's funds to the schools and to the library.

Communications:

Trustee Continuing Education: The board reviewed a Short Takes for Trustees film focused on Sucession Planning and new Board Member Orientation. Emphasis was placed on diversity in recruitment.

New Business:

- MLA Updates: This year two board members, plus the board chair and all of the library staff except one attended.
- Board Succession Planning: We need to recruit and try to find people

Adjournment: 8:00 pm

Next Meeting: November 21st, 2016 at 5:30 pm.

Upcoming Meeting Schedule

Updated November 23, 2016

NOVEMBER

Date/Time	Meeting	Location
Wednesday, November 30, 6:30 p.m.	City Council Meeting	Council Chambers

DECEMBER

Date/Time	Meeting	Location
Wednesday, December 14, 6:30 p.m.	City Council Meeting	Council Chambers
Wednesday, December 28, 6:30 p.m.	City Council Meeting	Council Chambers