

CITY OF GRAND RAPIDS
CHECKS THAT CAN BE ISSUED BY PRIOR APPROVAL

INTERGOVERNMENTAL:

All **REQUIRED** State of MN licenses and fees
MN Department of Administration-Ethernet & Collaboration Fees
State of Minnesota Loan Payments
MN Bureau of Criminal Apprehension – Background checks
Small Cities Develop. Program (SCDP)-Payments to Itasca Housing Redevel. Authority
Itasca County Attorney-Forfeiture Funds
Itasca County Recorders Office - document recording fees & mortgage taxes
TZD (Toward Zero Death) Pass through reimbursements to participating entities

EMPLOYEE REIMBURSEMENT and PAYROLL RELATED EXPENSES

Out-of-Pocket expenses for City business purchased by City employees
Registration and reimbursement for schools and conferences if included in training budget
Employees' monthly mileage reimbursements
Petty cash reimbursements
Election judges expense reimbursement
Payroll and payroll-related items: including MN qtrly unemployment claims & MN Paid Leave
Flex benefit quarterly payments
Drug Testing Fees

UTILITY PAYMENTS

Telephone/Internet/Cable monthly service	Electric, Water, Sewer & Utility Franchise Fees
Garbage refuse/recycling monthly service	Heat-Natural Gas/Propane/Fuel Oil

OTHER

All postage and shipping costs: including postage equipment rent & maintenance & updates	
All contracted equipment lease payments including usage & maintenance fees: ie-copier/plotter/vehicles	
Curb-Cut/ROW/SWU Reimbursements	Lodging Tax Pmts
Fiscal Agent Fees	Franchise Fees Pmts
Insurance Premiums and Deductibles Pmts	Vehicle Licensing & Titling
Investments	PD-Confidential Buy Fund
GR Fire Relief Pmts	Commercial Building Improvement Loan
Bank Transaction Fees	(CBIL) Program Payments

CREDIT CARD PMTS

Merchant/Motor Fuel Credit Card Pmts
Amazon Capital Services Pmts
Monthly Merchant service fees