



CITY COUNCIL MEETING AGENDA

Monday, July 13, 2026

5:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular meeting of the Grand Rapids City Council will be held on Monday, July 13, 2026 at 5:00 PM in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL:

POSITIVE HAPPENINGS IN THE CITY:

PUBLIC FORUM:

COUNCIL REPORTS:

APPROVAL OF MINUTES:

1. Approve Council minutes for Monday, June 22, 2026 Worksession and Regular meetings.

VERIFIED CLAIMS:

2. Approve the verified claims for the period June 16, 2026 to July 6, 2026 in the total amount of \$3,288,586.23.

CONSENT AGENDA:

3. Consider adopting a resolution accepting a bench donation in memory of Manuel and Judy Jasso.
4. Consider approving the School Resource Officer Agreement for the 2026-2027 school year with Independent School District #318
5. Consider adopting a resolution to accept \$454 donation for the Grand Rapids Police Reserve Unit, for volunteer services at 2026 U of M NCROC Visitors Day event.
6. Consider Voiding Lost Accounts Payable Check and Issue Replacement Check.
7. Authorization to Enter into an Agreement with GovWell for Building Permit Software
8. Consider approval of a Janitorial Services Agreement with Willow Leaf Commercial Cleaning.
9. Consider allowing the Grand Rapids Fire department to obtain quotes for the purchase of a RDC, chainsaws, a skid unit for our side x side and miscellaneous firefighting equipment.

SET REGULAR AGENDA:

ENGINEERING PUBLIC WORKS:

- [10.](#) Consider approving the purchase of a front-end loader for public works

FINANCE:

- [11.](#) Consider approval of reimbursement resolution Water Treatment Renovation Project; and request the City Council issue G.O. bonds to finance related costs.

PUBLIC HEARINGS: (scheduled to begin no earlier than 5:00 PM)

- [12.](#) Conduct a Public Hearing to consider the adoption of an Ordinance amending and updating sections of Municipal Code Chapter 30 - Land Development Regulations (30-421 Definitions and 30-512 Table 2A District Development Regulations).

COMMUNITY DEVELOPMENT:

- [13.](#) Consider the recommendation of the Planning Commission regarding the adoption of an Ordinance amending and updating sections of Municipal Code Chapter 30 - Land Development Regulations (30-421 Definitions and 30-512 Table 2A District Development Regulations).

PUBLIC HEARINGS: (scheduled to begin no earlier than 5:00 PM)

- [14.](#) Conduct a Public Hearing to consider the rezoning of land from R-3 (Multi-family medium density) and GB (General Business) to R-4 (Multi-family high density).

COMMUNITY DEVELOPMENT:

- [15.](#) Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map, by rezoning land from R-3 (Multi-family medium density) and GB (General Business) to R-4 (Multi-family high density).

PUBLIC HEARINGS: (scheduled to begin no earlier than 5:00 PM)

- [16.](#) Conduct a Public Hearing to consider the rezoning of land from LB (Limited Business) to GB (General Business).

COMMUNITY DEVELOPMENT:

- [17.](#) Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map, by rezoning land from LB (Limited Business) to GB (General Business).

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR JULY 27, 2026, AT 5:00 PM

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

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

ATTEST: Kimberly Gibeau, City Clerk



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

CITY COUNCIL WORKSESSION MINUTES

Monday, June 22, 2026

4:00 PM

PRESENT: Mayor Tasha Connelly, Councilor Molly MacGregor, Councilor Tom Sutherland, Councilor Rick Blake, Councilor Dan Mertes

STAFF: Tom Pagel, Kimberly Gibeau, Chad Sterle, Dale Anderson

DEPARTMENT HEAD REPORT:

1. Parks & Recreation Department Head Report-Dale Anderson

Dale Anderson provided overview of annual activities including:

- ~ Hockey season and GRAHA Enrollment
- ~ Summer Programming
- ~ Status of grant request
- ~ Maintenance and replacement needs in parks and facilities
- ~ New pavilion project at McGowan Park
- ~ Sports complex activities
- ~ Legion Park Plan update.

A full report is available upon request.

REVIEW OF REGULAR AGENDA:

Upon review, no changes or additions are noted.

There being no further business, the meeting adjourned at 4:14 PM.

Respectfully submitted:

Kimberly Gibeau, City Clerk



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

CITY COUNCIL MEETING MINUTES

Monday, June 22, 2026

5:00 PM

Mayor Connelly called the meeting to order at 5:00 PM.

PRESENT: Mayor Tasha Connelly, Councilor Molly MacGregor, Councilor Tom Sutherland, Councilor Rick Blake, Councilor Dan Mertes

STAFF: Tom Pagel, Kimberly Gibeau, Chad Sterle, Chery Pierzina, Carl Babich, Sam Grigsby

VISITORS: Renee Ducharme, Megan Buffington

POSITIVE HAPPENINGS IN THE CITY:

Mayor Connelly acknowledged years of service for City employees.

Councilor MacGregor provided update on fundraiser for the Grand Rapids Library.

PUBLIC FORUM:

Sam Grigsby, 120 SW 4th Street, addressing Council regarding his campaign for office.

Richard Jensen, 1850 SE 2nd Avenue, Colony Square Apartments, addresses the Council regarding Silviculture. Published opinion is presented to the Council.

Erik Wright, not a resident, developer who is present in support of housing project.

COUNCIL REPORTS:

Mayor Connelly discussed wildlife within the city limits and advised residents of the fireworks display planned for July 4th at 10:00 PM. Shuttle service will be provided.

APPROVAL OF MINUTES:

1. Approve minutes for Monday, June 8, 2026 Worksession and Regular meetings.

Motion made by Councilor Mertes, Seconded by Councilor Sutherland to approve Council minutes as presented. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake, Councilor Mertes

VERIFIED CLAIMS:

2. Approve the verified claims for the period June 2, 2026 to June 15, 2026 in the total amount of \$245,262.13.

Motion made by Councilor MacGregor, Seconded by Councilor Blake to approve the verified claims as presented. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake, Councilor Mertes

CONSENT AGENDA:

3. Consider approving agreements with Brothers Burn Mountain Band, Arena and The Dweebs for musical performances at 2026 Tall Timber Days event
4. Consider adopting a resolution governing write-in vote counting.

Adopted Resolution 26-41

5. Consider adopting a resolution supporting the use of tax increment financing for a rental housing development project

Adopted Resolution 26-42

6. Consider updates to seasonal employment at Pokegama Golf Course.
7. Consider adopting resolution approving LG230 Application for Off-Site Gambling for Loyal Order of Moose Lodge 2023

Adopted Resolution 26-43

8. Consider entering into an updated memorandum of understanding for the outdoor activities complex at the Itasca County Family YMCA
9. Consider entering into an agreement with SEH for the Taxiway A (North) Reconstruction – Phase 2 Project for Construction Administration services.
10. Consider adopting a resolution accepting a \$18,250 donation from The Fraternal Order of Eagles – Grand Rapids Aerie 2469 to the Grand Rapids Fire Department Relief Association General Fund.

Adopted Resolution 26-44

11. Motion to authorize staff to solicit quotes for janitorial services for City Hall, Old Central School, and the Grand Rapids Area Library for the period of August 1, 2026, through December 31, 2028, and return to the City Council with a recommended service agreement for consideration
12. Consider adopting a resolution awarding a contract at the Grand Rapids / Itasca County Airport for AP 2026-1 Taxiway A (North) Reconstruction Project-Phase 2 to Hawkinson Construction.

Adopted Resolution 26-45

13. Consider adopting a resolution awarding a contract at the Grand Rapids / Itasca County Airport for the Snow Removal Equipment project to McCoy Construction & Forestry of Grand Rapids, MN.

Adopted Resolution 26-46

14. Consider adopting a resolution awarding a contract at the Grand Rapids / Itasca County Airport for AP 2027-2 Taxilane Extension to Hawkinson Construction Co.

Adopted Resolution 26-47

15. Consider adopting a resolution supporting a proposal by the Itasca County HRA for the Waters Edge Housing Project.

Adopted Resolution 26-48

Motion made by Councilor Blake, Seconded by Councilor MacGregor to approve the Consent agenda as presented. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake, Councilor Mertes

SET REGULAR AGENDA:

Motion made by Councilor MacGregor, Seconded by Councilor Mertes to approve the Regular agenda as presented. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake, Councilor Mertes

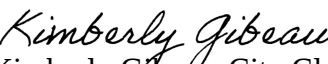
ADMINISTRATION:

16. Consider retirement of Sherrie Lundquist effective August 5, 2026.

Motion made by Councilor Mertes, Seconded by Councilor Sutherland to accept notice of retirement from Sherrie Lundquist. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake, Councilor Mertes

There being no further business, the meeting adjourned at 5:10 PM.

Respectfully submitted:


Kimberly Gibeau, City Clerk

Summary Report

Item 2.

VENDOR NAME/INVOICE #	AMOUNT
ACHESON TIRE INC	\$ 1,385.00
ALLSTATE PETERBILT GROUP	\$ 925.83
APG MEDIA OF MINNESOTA, LLC	\$ 218.52
ARENA WAREHOUSE, LLC	\$ 2,301.00
BLOOMERS GARDEN CENTER	\$ 12,637.59
BOLTON & MENK, INC	\$ 4,200.00
BURGGRAF'S ACE HARDWARE	\$ 804.86
CARQUEST AUTO PARTS	\$ 153.95
CENTRAL LANDSCAPE SUPPLY INC	\$ 336.25
CENTURY FENCE COMPANY	\$ 56,813.08
CHAD B STERLE LAW OFFICE P.C.	\$ 195.00
CLAREY'S SAFETY EQUIPMENT INC	\$ 8,462.70
CLIFTONLARSONALLEN LLP	\$ 16,800.00
COLE HARDWARE INC	\$ 175.64
CSMN PAINTING, LLC	\$ 2,200.00
DAKOTA FLUID POWER, INC	\$ 73.69
DTM FLEET SERVICE LLC	\$ 923.43
EARL F ANDERSEN	\$ 33.95
EARLYBIRD BRANDING CO	\$ 221.86
EMERGENCY APPARATUS	\$ 189.28
FASTENAL COMPANY	\$ 638.24
FINNLY TECH INC	\$ 3,733.00
GARTNER REFRIGERATION CO	\$ 2,810.62
GRAND RAPIDS HERALD REVIEW	\$ 212.75
HAWKINSON SAND & GRAVEL	\$ 4,957.76
HERC-U-LIFT INC	\$ 226.34
HIRSHFIELDS PAINT MANUFACTURING INC	\$ 2,709.75
INDUSTRIAL LUBRICANT COMPANY	\$ 499.50
ISD #318	\$ 121.21
ITASCA COUNTY FAMILY YMCA INC	\$ 620.05
JOY'S GREEN HOUSE	\$ 10,130.00
L&M SUPPLY	\$ 332.97
LEASE LANDSCAPING INC	\$ 689.00
MARTIN'S SNOWPLOW & EQUIP	\$ 212.16
MATCO TOOLS	\$ 93.50
MCFOA TREASURER	\$ 50.00
MICHAEL BLUE PRODUCTIONS, LLC	\$ 5,600.00
MICHELS LAW	\$ 8,750.00
MN STATE RETIREMENT SYSTEM-GR	\$ 2,199.20

CITY OF GRAND RAPIDS BILL LIST - July 13, 2026

Item 2.

Summary Report

MOMENTUM ADVOCACY LLP	\$	2,200.00
NOR-TRAN INC.	\$	500.00
NORTHERN LIGHTS TRUCK	\$	100.00
NORTHLAND LAWN & SPORT LLC	\$	88.20
NORTHLAND PORTABLES	\$	2,049.00
NUCH'S IN THE CORNER	\$	25.00
OERTEL ARCHITECTS	\$	2,250.00
ORACLE AMERICA INC	\$	2,100.00
OTIS ELEVATOR COMPANY	\$	5,524.35
POMP'S TIRE SERVICE INC	\$	2,870.50
PUBLIC SAFETY SOFTWARE GROUP	\$	1,298.00
PUBLIC UTILITIES COMMISSION	\$	2,200.00
QUADIENT, INC	\$	648.00
RAPIDS PLUMBING & HEATING INC	\$	286.25
RAY'S SPORT & CYCLE	\$	60.34
RTVISION INC	\$	4,173.47
SANDSTROM'S INC	\$	856.51
SHERWIN-WILLIAMS	\$	119.90
SHI INTERNATIONAL CORP	\$	3,651.16
STOKES PRINTING & OFFICE SUPPLY INC.	\$	44.52
VESTIS GROUP, INC	\$	203.16
WESTERN MESABI MINE PLANNING	\$	900.00
WW THOMPSON CONCRETE PRODUCTS	\$	76.90

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$ 185,862.94

CHECKS ISSUED/PRIOR APPROVAL:

AMAZON CAPITAL SERVICES	1TLW-3TCJ-634X	\$	1,240.75
AMAZON CAPITAL SERVICES	1GY6-G664-J9XF	\$	14.88
AMAZON CAPITAL SERVICES	16NN-R4RQ-TLTD	\$	15.78
AMAZON CAPITAL SERVICES	1F3F-PHWV-VJ3M	\$	44.97
AMAZON CAPITAL SERVICES	17XL-Y1CQ-PXRH	\$	814.82
AT&T MOBILITY	27590971	\$	2,514.63
AT&T MOBILITY	27590970	\$	2,132.44
BAILY LAMOUNTAIN	061526-L	\$	50.00
BAILY LAMOUNTAIN	060826-L	\$	50.00
BAILY LAMOUNTAIN	062226-L	\$	50.00
BAILY LAMOUNTAIN	062926-L	\$	50.00
BARR ENGINEERING COMPANY	SWP26-008/REFUND	\$	1,000.00
BARR ENGINEERING COMPANY	SWP26-004/REFUND	\$	2,000.00
CAITLYN COONS	060826-L	\$	50.00

CITY OF GRAND RAPIDS BILL LIST - July 13, 2026

Item 2.

Summary Report

CAITLYN COONS	062226-L	\$	50.00
CAITLYN COONS	062926-L	\$	50.00
CANON FINANCIAL SERVICES, INC	43357844-G	\$	45.48
CENTURYLINK QC	333508017/Jun26-C	\$	54.80
CHAD HAATVEDT	SWP25-003/Refund	\$	500.00
CHAD KEECH	051626	\$	34.45
CONSTELLATION NEWENERGY-GAS DIV	4622222	\$	745.88
DIANA R MAGNER	062426-L	\$	125.00
EVAN L WIMMER	050826	\$	129.01
EVAN L WIMMER	051326	\$	55.37
FIDELITY SECURITY LIFE	3330645	\$	102.09
GRAND RAPIDS PAYROLL	3/6/2026	\$	408,296.43
GRAND RAPIDS PAYROLL	3/20/2026	\$	396,290.44
GRAND RAPIDS PAYROLL	4/3/2026	\$	398,135.75
GRAND RAPIDS PAYROLL	4/17/2026	\$	391,646.13
GRAND RAPIDS PAYROLL	5/1/2026	\$	390,080.91
GRAND RAPIDS PAYROLL	5/15/2026	\$	400,151.60
GRAND RAPIDS PAYROLL	5/29/2026	\$	333,641.24
GRAND RAPIDS VETERINARY CLINIC	438889	\$	23.90
GRAND RAPIDS VETERINARY CLINIC	439261	\$	1,008.68
GRAND RAPIDS VETERINARY CLINIC	439054	\$	45.58
HAZARD CLASS LLC	061626	\$	750.00
HOLIDAY STATIONSTORES LLC	027901072600	\$	297.00
HOME DEPOT CREDIT SERVICES	1091/6143050	\$	52.59
HUNTINGTON NATIONAL BANK, THE	2763297-G	\$	5,725.99
ISAAC MEYER	ROW26-034/REFUND	\$	500.00
ITASCA COUNTY ATTORNEY OFFICE	ICR26-0860	\$	349.00
ITASCA COUNTY RECORDER	253319/A000797118	\$	46.00
ITASCA COUNTY RECORDER	253319/A000797119	\$	46.00
ITASCA COUNTY RECORDER	253598	\$	46.00
ITASCA COUNTY RECORDER	254015	\$	46.00
LAKE COUNTRY POWER	8705029400/May26	\$	55.08
LOFFLER COMPANIES INC	5392937	\$	159.09
MARCO TECHNOLOGIES, LLC	INV15424690-G	\$	39.07
MARCO TECHNOLOGIES, LLC	INV15421629	\$	97.85
MARCO TECHNOLOGIES, LLC	INV15424689	\$	11.74
METROPOLITAN LIFE INSURANCE CO	TS05396331 - JULY 26	\$	2,564.47
MICHELLE JOHNSON	060326-L	\$	100.45
MIDLAND TITLE	MT26-190402-C	\$	153,585.77
MINNESOTA ENERGY RESOURCES	0507783569-01/May26-L	\$	58.43
MINNESOTA ENERGY RESOURCES	0502903931-02/May26	\$	48.77
MINNESOTA ENERGY RESOURCES	0506528413-02/Jun26	\$	19.51

CITY OF GRAND RAPIDS BILL LIST - July 13, 2026

Item 2.

Summary Report

MINNESOTA ENERGY RESOURCES	0502552454-01/Jun26-A	\$	51.61
MINNESOTA ENERGY RESOURCES	0615241258-01/Jun26-A	\$	19.51
MINNESOTA ENERGY RESOURCES	0508787492-09/Jun26	\$	18.00
MINNESOTA ENERGY RESOURCES	0503250588-01/Jun26	\$	115.25
MINNESOTA ENERGY RESOURCES	0502809781-03/Jun26	\$	18.00
MINNESOTA ENERGY RESOURCES	0502380460-01/May26	\$	352.90
MINNESOTA ENERGY RESOURCES	0506372672-01/May26-C	\$	536.69
MINNESOTA ENERGY RESOURCES	0508787492-07/Jun26	\$	65.88
MINNESOTA MN IT SERVICES	DV26050435	\$	467.35
MUTUAL OF OMAHA	002125166901	\$	651.71
NORTHERN STAR COOPERATIVE	160060/JUN26	\$	8,945.53
OPERATING ENGINEERS LOCAL #49	AUG26 HEALTH/HRA	\$	144,751.00
PAUL BUNYAN COMMUNICATIONS	4205000/Jul26-C	\$	77.66
PAUL BUNYAN COMMUNICATIONS	8293800/Jul26-G	\$	157.88
PAUL BUNYAN COMMUNICATIONS	6464100/Jul26	\$	1,185.05
PAUL BUNYAN COMMUNICATIONS	8798300/Jul26	\$	70.00
PAUL BUNYAN COMMUNICATIONS	4026700/Jul26-L	\$	249.12
PUBLIC UTILITIES COMMISSION	Lib/May26-L	\$	2,180.29
PUBLIC UTILITIES COMMISSION	PW/May26	\$	8,628.36
PUBLIC UTILITIES COMMISSION	City Hall/May26	\$	2,353.75
PUBLIC UTILITIES COMMISSION	Yanmar/May26	\$	5,731.60
PUBLIC UTILITIES COMMISSION	Fire Hall/May26	\$	1,153.14
PUBLIC UTILITIES COMMISSION	Golf/May26-G	\$	3,866.68
PUBLIC UTILITIES COMMISSION	EDA/May26-E	\$	489.05
PUBLIC UTILITIES COMMISSION	Airport/May26-A	\$	953.75
PUBLIC UTILITIES COMMISSION	DACF/May26	\$	437.39
PUBLIC UTILITIES COMMISSION	EV Chg/May26	\$	79.42
PUBLIC UTILITIES COMMISSION	ST/LIGHTS/EFT/MAY26	\$	7,428.07
PUBLIC UTILITIES COMMISSION	91-410-5610/Kalstad/Payoff	\$	11,830.00
RICK BLAKE	052826	\$	79.75
THOMAS J PAGEL	070626	\$	1,907.00
VISA	9403/May26	\$	2,032.08

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$ 3,102,723.29

TOTAL ALL DEPARTMENTS: \$ 3,288,586.23



REQUEST FOR COUNCIL ACTION

AGENDA DATE: July 13, 2026

AGENDA ITEM: Consider adopting a resolution accepting a bench donation in memory of Manuel and Judy Jasso.

PREPARED BY: Matt Wegwerth

BACKGROUND:

As part of the Dedicate a Bench Program the family of Manuel and Judy Jasso would like to donate a bench to be placed at Little Crystal Lake Park in honor of their memory.

REQUESTED COUNCIL ACTION:

Make a motion to adopt a resolution accepting a bench donation in memory of Manuel and Judy Jasso.

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

RESOLUTION NO. 26-

A RESOLUTION ACCEPTING A \$2,872.13 DONATION FOR THE INSCRIPTION
AND COST OF ONE PARK BENCH

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

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

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donation and terms of the donor as follows:

- A donation in the amount of \$2872.13 for the cost of the inscription and park bench to be placed at Little Crystal Lake Park.

Adopted this 13th day of July, 2026.

Tasha Connelly, Mayor

Attest:

Kim Johnson-Gibeau, City Clerk



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

GRAND RAPIDS POLICE DEPARTMENT

420 NORTH POKEGAMA AVENUE, GRAND RAPIDS, MINNESOTA 55744-2662

Item 4.

ISD 318

Superintendent Matt Grose

Dear Matt,

Enclosed is the 2026/2027 School Resource Officer proposed contract that details Grand Rapids Police Department providing a single full time licensed School Resource Officers.

As you likely recall, 2024 legislation further defined the role of licensed police officers working as SROs, established state-wide mandated SRO policies and identified language necessary for contracts between school districts and local law enforcement. This proposed contract language will look very near to last year's contract.

Please see the attached set of documents

- MN State Statute 626.8482
- GRPD SRO Policy 470
- 2026 /2027 Proposed SRO Contract

Grand Rapids Police Union has settled on a contract, establishing wages through 2028. The City of Grand Rapids would certainly entertain a multiple-year SRO contract if ISD #318 wishes to explore such.

The Grand Rapids Police Department is certainly committed continuing the partnership with ISD 318 by enhancing school safety.

Respectfully,

Andy Morgan
Grand Rapids Police Chief

**SCHOOL RESOURCE OFFICER
AGREEMENT
For the School Year 2025 - 2026**

This AGREEMENT is made pursuant to Minnesota Statutes section 471.59, by and between the City of Grand Rapids (“City”) and Independent School District 318 (“School District”).

1. PURPOSE

The City and School District wish to participate in a School Resource Officer Program. The purpose of this agreement is to set forth the terms and conditions to create, fund and implement the position of Police School Resource Officer.

2. SERVICES

The City shall provide the services of one full-time Minnesota P.O.S.T Board licensed peace officers, and related support services and supplies, to assist the School District in establishing and maintaining a School Resource Officer Program for the School District. The officer will have primary responsibility in serving as a resource to faculty, classroom members and school administrators in the prevention and diversion of juvenile problem behavior. The City agrees to provide an emergency vehicle, fuel, maintenance and other equipment deemed necessary by the Chief of Police. The School District agrees to provide adequate office space that will allow for cellular connectivity to the countywide law enforcement records system and a telephone at the site of majority assignment.

While present at schools/facilities outside their law enforcement jurisdiction, i.e. Outside Grand Rapids, and not responding to a mutual aid request from another law enforcement agency, if confronted with a criminal or delinquency matter, School Resource Officer will take necessary steps, in accordance with State law and department policy, to contain the situation and turn the matter over to the law enforcement agency having jurisdiction.

Primary responsibility for the resolution of any incident shall remain with the law enforcement agency having jurisdiction unless otherwise requested by that agency. In accordance with the Itasca County Mutual Aid Agreement, School Resource Officer may assist other law enforcement agencies having jurisdiction at any time they are requested to do so. School Resource Officer will not conduct routine patrol outside their jurisdiction in relation to the School Resource Officer program without a request from the law enforcement agency having jurisdiction.

3. TERM

This Agreement shall commence on the first day of the teacher workshop on August 25, 2026 and shall end on the last staff day on June 4, 2027. This Agreement may be renewed on an annual basis, as agreed by both parties.

Either party may terminate this agreement for cause on 90 days written notice to the other party. If this agreement is terminated by the School District, the City shall receive from the School District the funds allocated for the program based on services provided through the date of termination.

If School is conducted through distance learning at any point during the 2026/2027 school year, due to COVID-19, ISD 318 payment shall be reduced by fifty percent (50%) during the distance-learning period.

4. PAYMENT

The School District shall pay to the City \$102,080 pursuant to Minnesota Statutes Section 126C.44 to partially reimburse the City for the costs incurred by the City for salary, benefits and transportation costs of the Police School Resource Officer in the School District's senior high, middle and secondary schools.

One-half of the sum owing under this contract shall be payable upon the execution of this Agreement. The remaining half of the sum owing under this contract should be payable on the last staff day on June 4, 2027.

5. GENERAL PROVISIONS

The Police School Resource Officer are City employees and shall not be considered employees of the School District for any purpose, including but not limited to salaries, wages, other compensations or fringe benefits, worker's compensation, unemployment compensation, P.E.R.A, Social Security, liability insurance, keeping of personnel records, termination of employment or other contract rights. The officer will report to and be directed by the Chief of Police. Resolution of unforeseen problems arising in this program shall be negotiated by representatives of the School District and the Chief of Police.

The School Resource Officer is an appointed position by the Chief of Police. The City will consult with the School District prior to finalizing any appointment to the School Resource Officer.

With a goal of fostering a positive school climate, facilitating the establishment of positive relationships with students, and promoting open communication, it is agreed upon that the School Resource Officer shall be authorized to wear a modified uniform. This modified uniform

will be consistent with City policies and will always include firearm and badge. This does not exclude the School Resource Officer from wearing a regular police uniform when preferred.

DUTIES

Pursuant to MN State Statute 626.8482, the School Resource Officer shall have the following duties, under this contract:

- (1) fostering a positive school climate through relationship building and open communication;
- (2) protecting students, staff, and visitors to the school grounds from criminal activity;
- (3) serving as a liaison from law enforcement to school officials;
- (4) providing advice on safety drills;
- (5) identifying vulnerabilities in school facilities and safety protocols;
- (6) educating and advising students and staff on law enforcement topics; and
- (7) enforcement of criminal laws.

A school resource officer must not use force or the authority of their office solely to enforce school rules or policies or participate in the enforcement of discipline for violations of school rules.

The SRO will be informed of school district resources available to school staff to assist with de-escalation of conflicts in school, e.g. specialized crisis teams, mediation opportunities, etc.

A public notification process shall be established to notify that an SRO will be present in the schools.

Nothing in this subdivision limits any other duty or responsibility imposed on peace officers; limits the expectation that peace officers will exercise professional judgment and discretion to protect the health, safety, and general welfare of the public when carrying out their duties; or creates a duty for school resource officers to protect students, staff, or others on school grounds that is different from the duty to protect the public as a whole.

6. SCHEDULING

The Chief of Police shall determine the duty hours of the School Resource Officer on school days with input by the School District. The duty hours of the School Resource Officer on school days are flexible and will be primarily coordinated with the school day, and/or activities, but will be consistent with the City's labor contract with the Police Union. During non-school periods, the Chief of Police will determine the officer's duties and schedule.

7. HOLD HARMLESS AND INDEMNIFICATION

The City of Grand Rapids agrees to and shall defend, indemnify and hold harmless the School District, its officials, officers, agents and employees from and against any and all claims, losses, damages, judgements or liabilities of whatever nature, including any portion thereof, arising from or related to the indemnifying party's acts, omissions or performance under this agreement. It is the intent of the parties that each party be responsible for its own actions occurring under this agreement.

Dated: _____

GRAND RAPIDS SCHOOL DISTRICT #318

ISD 318 Board Chair

Dated: _____

CITY OF GRAND RAPIDS

Mayor

City Administrator



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: July 13, 2026

AGENDA ITEM: Consider approving the School Resource Officer Agreement for the 2026-2027 school year with Independent School District #318

PREPARED BY: Chief Andy Morgan

BACKGROUND:

Since 1999, the City of Grand Rapids and School District #318 have had an annual agreement for a School Resource Officer (SRO) at the Grand Rapids Senior High School. In 2006, the District requested an additional SRO for Robert J. Elkington Middle School. Although stationed at the above schools, SRO personnel are responsible for providing police services to all ISD #318 school facilities within the City of Grand Rapids.

At this time Officer Troy Scott will continue as School Resource Officers satisfying the 2026-2027 agreement. The total fees for the 2026-2027 school year is \$102,080.00 for the one SRO position. Attached for your review is the 2026-2027 SRO agreement.

Such contract has been reviewed and approved by City Attorney.

GRPD is extremely pleased with the opportunity to continue to assist ISD #318 in creating a safe environment for our children to learn, grow and excel.

REQUESTED COUNCIL ACTION:

Make a motion authorizing the Mayor and City Administrator to sign the School Resource Officer Agreement with ISD #318 for the 2026-2027 school year.



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: July 13, 2026

AGENDA ITEM: Consider adopting a resolution to accept \$454 donation for the Grand Rapids Police Reserve Unit, for volunteer services at 2026 U of M NCROC Visitors Day event.

PREPARED BY: Chief Andy Morgan

BACKGROUND:

Grand Rapids Police Reserve Unit is comprised of fifteen (15) civilian volunteers that provide several hundred hours of department uniformed presence per year at events such as Tall Timber Days, Car Show, National Night Out, High School Games, 4th July fireworks and the Itasca County Fair. The Grand Rapids Police Reserve Unit is a truly valued aspect of GRPD that seldom receives the credit they deserve.

NCROC Visitors Day event was held on June 27, 2026. It was a great community event and was well attended. Grand Rapids Police Department Reserves partnered with coordinators, provided a police presence, assisted with organized parking, ran the hot dog booth, and ensured a safe environment for visitors to enjoy the afternoon.

Recognizing the value of the service, NCROC wishes to donate proceeds from the hot dog booth to the Grand Rapids Police Reserve Unit. NCROC wishes to support GRPD Reserve Unit by donating the \$454.00.

REQUESTED COUNCIL ACTION:

Make a motion to adopt a resolution to accept \$454 donation for the Grand Rapids Police Reserve Unit, for volunteer services at 2026 U of M NCROC Visitors Day event.

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

RESOLUTION NO. 26-

A RESOLUTION ACCEPTING A \$454 DONATION FOR GRAND RAPIDS POLICE RESERVE UNIT, FOR VOLUNTEER SERVICES AT THE 2026 NCROC VISITORS' DAY EVENT. DONATION WILL SUPPORT THE POLICE DEPARTMENT RESERVE PROGRAM FOR EXPENDITURES

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

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

NOW THEREFORE, BE IT RESOLVED, the City Council of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donation and terms of the donors as follows:

- NCROC has donated \$454.00 to the Grand Rapids Police Department for Police Reserve Expenditures

Adopted this 13th day of July 2026

Tasha Connelly, Mayor

Attest:

Kimberly Johnson-Gibeau, City Clerk

Councilmember seconded the foregoing resolution and the following voted in favor thereof: ; and the following voted against same: None, whereby the resolution was declared duly passed and adopted.



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: July 13, 2026

AGENDA ITEM: Consider Voiding Lost Accounts Payable Check and Issue Replacement Check.

PREPARED BY: Laura Pfeifer

BACKGROUND:

Accounts payable check #157374 issued to Isabella Pratto on July 22, 2024 for \$50.00 is lost. Payee has completed the required Affidavit of Lost Check.

REQUESTED COUNCIL ACTION:

Make a motion to void lost accounts payable check #157374, issue new check and waive bond requirements for the check to Isabella Pratto in the amount of \$50.00.

AFFIDAVIT

STATE OF) Minnesota

) SS

COUNTY OF) Itasca

Isabella A Pratto, being first duly sworn on oath, states that he/she resides at **2004 Oak Street, Grand Rapids, MN, 55744** and that he/she is the payee named in a check number **157374**, issued to **Isabella A Pratto**, drawn by **City of Grand Rapids** dated **July 22, 2024**, for the sum of **\$50.00**; that to my knowledge this check was never endorsed by me, that I did not authorize anyone to endorse it for me, and that the circumstances of the loss or destruction of the check are as follows:

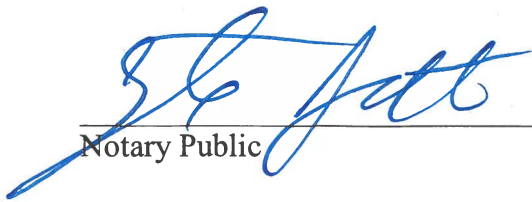
Accounts Payable lost check

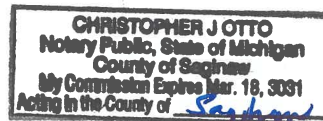
I am making this Affidavit in conjunction with my request that the **City of Grand Rapids** issue a duplicate check. I understand that I make this Affidavit under oath and that I may be subject to criminal penalty if my statements in this Affidavit are false.

SIGNED



Subscribed and sworn to before me

This 30th day of June, 2026


Notary Public




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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: July 13, 2026

AGENDA ITEM: Authorization to Enter into an Agreement with GovWell for Building Permit Software

PREPARED BY: Jon Peterson

BACKGROUND:

The Building Safety Division manages building permits, plan reviews, inspections, zoning, stormwater, right-of-way, and rental licensing. Staff evaluated three permitting software solutions to identify the system that best meets the City's operational needs while improving service to contractors, residents, and City staff.

Financial Impact

The following vendors were reviewed along with their costs:

Vendor	Implementation	Annual Subscription	Total Initial Cost
Cloudpermit	\$18,000	\$25,500	\$43,500
GovWell	\$11,000	\$36,000	\$47,000
OpenGov	\$65,000	\$66,198	\$131,198

GovWell guarantees its annual subscription rate for the initial three-year agreement.

Recommendation

Although Cloudpermit submitted the lowest initial cost, staff recommends GovWell based on its overall value, functionality, and ease of use. GovWell provides a user-friendly online portal that allows applicants to submit permits, upload documents, track permit status, receive notifications, and pay fees online. The system will improve communication between City departments through shared access to permit information and can be managed by City staff without routine assistance

from Information Technology for system updates or changes. Staff believes GovWell will provide improved customer service, increased efficiency, and the best long-term value for the City.

The costs and revenue sources to utilize GovWell are as follows:

Expenses			
Item	2026	2027	2028
Deployment Service Fees	7000	0	0
Data Migration Fees	4000	0	0
Annual Subscription	12000	36000	36000
Total	23000	36000	36000
Revenues			
Storm Water	2990	0	0
MSAS	3680	0	0
PIR	15000	0	0
City Works Budget Shift	0	36000	36000
CD/Fire Budget	1330	0	0
Total Revenues	23000	36000	36000
Revenue/Expenditures	0	0	0

REQUESTED COUNCIL ACTION:

Make a motion to authorizing the Mayor to execute an agreement with GovWell for the purchase and implementation of building permit software utilizing the revenue sources in the table above.

GovWell Technologies Inc.
25 W 36 Street Floor 10
New York, NY 10018

GovWell 
The Operating System for
Modern Government

GOVWELL ORDER FORM

This Order Form, dated as of the Effective Date, is entered into by and between GovWell Technologies Inc. ("GovWell") and the customer identified below ("Customer"), and is subject to the Terms of Service (as defined below), which are incorporated by reference herein.

Customer: City of Grand Rapids, MN	Effective Date: 6/25/2026 <i>Date of signature, no later than June 26, 2026.</i>
Customer Contact: Jon Peterson	Contact Email: jpeterson@grandrapidsmn.gov
Contact Phone: (218) 326-7600	Billing Contact:
Billing Email:	Billing Phone:

1. SOFTWARE MODULES AND SERVICES

The table below outlines the GovWell software modules and services included in Customer's purchase:

Software Module	Description	Annual Subscription Fee	Deployment Services Fees	Data Migration Services	Data Migration Fees
Building Permits & Inspections	Manage building permits, inspections, electronic plan review, and certificates of occupancy for vertical construction.	\$10,000	\$3,000	Data + Files	\$2,500
Planning & Zoning	Manage discretionary land use applications requiring staff review or public hearings. Does not include engineering permits.	\$10,000	\$3,000	Data + Files	\$2,500
Code Enforcement	Manage code enforcement cases for property maintenance, nuisance, and zoning violations. Does not include parking tickets.	\$6,000	\$1,000	Data Only	\$1,000
Rental Licenses	Manage rental property registrations and renewals.	\$6,000	\$1,000	Data Only	\$1,000
Public Works permits	Manage right-of-way permits for work in public streets, including street cuts, utility excavation, driveway approaches, and temporary street closures. Does not include engineering site development or land disturbance permits. Includes cemetery permits.	\$3,000	\$1,750	None	None
Stormwater Permits	Manage stormwater permits required prior to construction. Does not include recurring inspections, drainage maintenance, or post-construction stormwater compliance.	\$1,000	\$250	Included	Included
Contractor Licensing	Manage contractor registrations/licenses and renewals for contractors seeking to pull building permits.	Included	Included	Included	Included
AI Community Assistant - Premium (1 year trial)	Provide 24/7 support to your community in 80+ languages.	\$5,000 \$0	None	None	None
CEO Discounts	GovWell's CEO approves a \$6,000 discount on Grand Rapids's setup		(\$3,000)		(\$3,000)

	fees, contingent upon signature by June 26, 2026.				
TOTALS		\$36,000	\$10,000		\$7,000
			\$7,000		\$4,000

2. SCOPE OF WORK

By signing this Order Form, the Customer agrees to the Scope of Work ("SOW") attached as Exhibit A. The SCW outlines the specific services GovWell will provide, as well as the responsibilities of the Customer with respect to Deployment Services, Data Migration Services, Continuous Deployment Services, and Product Support. The Customer acknowledges that GovWell's obligations are limited to the hours and scope defined in the table below. Any services requested beyond these limits may incur additional fees, as described in the SOW.

Item	Quantity / Scope
Deployment Services	75 hours, conducted via Zoom.
Data Migration Services	30 hours
Staff Training	Eight (8) 60-minute sessions conducted via Zoom
Continuous Deployment Services	20 hours / year
Product Support	Included for free.

3. INITIAL TERM

For AI Community Assistant: One (1) year, beginning on Effective Date.

For all other modules: Three (3) years, beginning on the Effective Date.

4. SUMMARY OF FEES AND TERMS

Item	Description
Deployment & Data Migration Services Fees (one-time)	\$17,000 \$11,000, contingent on signature by June 26, 2026.
Annual Subscription Fees	\$36,000
Total Year 1 Cost	\$52,000 \$47,000, contingent on signature by June 26, 2026.
Annual Uplift	5% (not applicable during initial term)
Initial Term Invoice Schedule	Annual, invoiced on signing. Invoice schedule: • \$11,000, invoiced on July 8, 2026 • \$36,000, invoiced on September 16, 2026 • \$36,000, invoiced on January 1, 2028 • \$36,000 invoiced on January 1, 2029
Renewal Procedure	Automatic 1 year renewal term, unless 30 days notice provided prior to renewal date

5. NON-APPROPRIATION CLAUSE.

Payment obligations are contingent on Grand Rapids MN appropriating funds at its July 7, 2026 City Council Meeting. If funds are not approved at the Council Meeting, the City may terminate this Agreement without penalty by providing written notice to GovWell on or before July 8, 2026.

6. TERMS OF SERVICE

The parties expressly acknowledge and agree that this Order Form, any appendices attached, and any amendments hereto signed by the parties, is subject to and conditioned upon Customer's agreement to the Terms of Service located at <https://www.govwell.com/terms> (as amended from time to time, the "**Terms of Service**"). By signing below, Customer expressly acknowledges and agrees that it has reviewed the Terms of Service and agrees to be bound thereby. In the event of any inconsistency or conflict between the terms of this Order Form and the Terms of Service, the terms of this Order Form shall take precedence and govern solely with respect to the specific services, fees, and terms outlined herein, unless otherwise stated in the Terms of Service. All other provisions of the Terms of Service shall remain in full force and effect. Customer further acknowledges and agrees that by signing below, the person signing this Order Form has the authority to execute this Order Form on behalf of Customer. This Order Form may not be amended or modified, except in a writing signed by both Customer and GovWell.

AGREED AND ACCEPTED on behalf of the parties by their duly authorized representatives as of the Order Form Effective Date.

CUSTOMER:

By (Signature):



Name (Printed):

Tom Pagel

Title: CITY ADMINISTRATOR

Date signed:

6/25/2024

GOVWELL TECHNOLOGIES INC.:

By (Signature):


Signed by:
Troy LeCaire
4F1757411E014B3...

Name (Printed):

Troy LeCaire

Title:

Chief Executive Officer

Date signed:

6/25/2026

Exhibit A: Scope of Work

Deployment Services, Data Migration Services, & Ongoing Support

This Scope of Work ("SOW") outlines the services to be provided by GovWell in connection with the implementation of its software platform for the Customer, as well as the ongoing support and maintenance services that follow. It also defines the responsibilities of both the Customer and GovWell to ensure a smooth and effective onboarding experience and continued successful use of the platform. This SOW is incorporated into and governed by the terms of the applicable Order Form.

1. Deployment Services

GovWell and the Customer will collaborate to deploy the GovWell software platform for the Customer's use. A dedicated GovWell Deployment Strategist will be assigned to the Customer to coordinate the deployment process and manage the activities necessary to ensure successful go-live of the platform (the "Deployment Services").

1.1 Scope

The following outlines the services and responsibilities included within the scope of this engagement. These items define the core activities that GovWell and the Customer will undertake to successfully deploy the GovWell platform.

- **Regular meetings with GovWell Deployment Strategist.** Mutual consultations between Customer and the GovWell Deployment Strategist will be conducted via Zoom to define and document Customer's goals, timelines, and workflows; demonstrate deployment progress; and gather and incorporate Customer feedback throughout the deployment process.
- **System configuration.** GovWell will configure the software to reasonably align with the Customer's expressed needs, including setup of the online portal, relevant modules, workflows, forms, document templates, fee structures, inspection settings, user roles and permissions, and other applicable system components. While every effort will be made to reflect the Customer's requirements, configurations will be based on a commercially reasonable interpretation of those needs within the capabilities of the platform.
- **Staff training.** GovWell to conduct virtual training sessions for Customer staff via Zoom. Training sessions are limited to the quantity and duration specified in the Order Form. GovWell will also provide a library of digital training materials and guides, including video demonstrations of key functionality.
- **Integration with Geographic Information System (GIS).** GovWell will configure a one-way, read-only integration that pulls GIS data from the Customer's GIS system into GovWell. No data will be written back to the Customer's GIS system. GovWell will coordinate directly with the Customer's designated GIS contact to initiate the integration. The Customer is responsible for providing accurate contact information, facilitating introductions, and ensuring their GIS team provides all necessary data and access in a timely manner. GovWell's ability to complete the integration is dependent on the completeness and responsiveness of the Customer's GIS team.
- **Configuration of online payment processing through GovWell.** The Customer is responsible for completing all onboarding forms required by GovWell's integrated payment processor, Finix. GovWell does not support the use of alternative payment processors.

1.2 Timeline

GovWell is committed to bringing the Customer live as quickly as possible and will make commercially reasonable efforts to do so. While the deployment timeline will be discussed and generally targeted during the deployment kickoff meeting, the inherently variable nature of deployment processes means that no specific timeline is guaranteed. GovWell is not responsible for delays resulting from incomplete or inaccurate inputs, delayed responses, or changes in the availability of key Customer personnel, including due to vacations, leave, or other time off.

1.3 Customer Responsibilities

Customer acknowledges that active, timely participation from Customer is necessary to achieve a smooth and effective deployment. Customer responsibilities include, but are not limited to:

- Assign a primary point of contact for each software module to coordinate deployment activities.
- Participate in scheduled virtual meetings with the GovWell Deployment Strategist.
- Submit all requested information and materials in the required formats and within specified timeframes.
- Review and test configurations, provide feedback and approvals to GovWell promptly.
- Complete all onboarding forms required by GovWell's integrated payment processor, Finix (GovWell does not support alternative payment processors).
- Facilitate an introduction to a point of contact responsible for GIS.

1.4 Exclusions & Terms

- Deployment Services do not include custom application development or third-party integrations (other than the ones specified in Section 1.1 (Scope).
- Additional Deployment Services beyond the initial scope may be subject to additional fees specified in section 4 of this SOW.

2. Data Migration Services

GovWell and the Customer will collaborate to migrate the Customer's data into the GovWell software platform for the modules specified in the Order Form. A dedicated GovWell Data Expert will be assigned to coordinate the data migration process and manage the activities necessary to prepare the Customer's data for use within the platform (the "Data Migration Services").

2.1 Scope

The following outlines the services and responsibilities included within the scope of this engagement. These items define the core activities that GovWell and the Customer will undertake to successfully migrate data into GovWell.

- Review and consultation with a GovWell Data Expert to determine project goals, which legacy data is relevant for migration, and appropriate mappings from into GovWell database model.

- Preparation of a written data migration plan for Customer approval.
- One-time import of structured tabular data into GovWell.

2.2 Customer Responsibilities

Customer acknowledges that active, timely participation from Customer is required to achieve a smooth and effective data migration. Customer responsibilities include, but are not limited to:

- **Primary point of contact.** Assign a primary point of contact to coordinate data migration activities in collaboration with GovWell representatives.
- **Data extraction and transfer.** Customer will extract or export source data from legacy systems and transfer to GovWell in structured file formats (e.g., CSV, Excel). GovWell requires two main exports: one export for analysis and planning, and a final export immediately prior to migration. If files are included in the Order Form, Customer will extract and transfer files and attachments to GovWell via SSH File Transfer Protocol or Secure File Transfer Protocol (SFTP). If Customer cannot export source data independently, Customer will be solely responsible for coordinating with their current software vendor to obtain the necessary data.
- **Meeting participation.** Participate in scheduled virtual meetings with a GovWell Data Expert to consult on project goals, answer questions, and facilitate the mapping of source data to the GovWell data model.
- **Migration Plan Approval.** The Customer is responsible for carefully reviewing the written data migration plan and must digitally approve it prior to execution. By approving the plan, the Customer acknowledges that the accuracy, completeness, and alignment of the migration with their expectations are their sole responsibility. GovWell is not liable for any errors, omissions, or outcomes resulting from decisions made or information provided by the Customer. In the event of adverse consequences arising from the approved plan, GovWell will make commercially reasonable efforts to remediate the issue; however, additional costs may apply.
- **Complete migration tasks.** GovWell will make reasonable efforts to place migrated records in the appropriate steps within workflows and minimize the work required by Customer. However, limitations in the source data—such as missing or incompatible information—may prevent certain records from being automatically mapped into the current workflows. In these cases, Customers may be responsible for manually moving records to the correct workflow steps, validating data accuracy, and relocating attachments as needed.

2.3 Exclusions & Terms

In connection with GovWell's standard data migration services, the following are not in scope:

- Verification of source data accuracy, completeness, or quality.
- Data cleaning or validation of source data (e.g., spelling corrections, field splitting, schema mismatch resolution).
- Digitization of physical documents.
- Transforming scanned or handwritten documents into structured data.

- Imports of data that lack sufficient detail to generate a complete and usable entity in GovWell, such as a permit without a permit number or an inspection without a date of completion.
- Training sessions for Customer residents or the public.
- Additional Deployment Services beyond the scope may be subject to additional fees specified in section 4 of this SOW.

2.4 Timelines

GovWell is committed to making the data migration process as smooth and efficient as possible and will make commercially reasonable efforts to support Customer throughout. While timelines will be established and generally targeted during the deployment kickoff meeting, the complexity and variability of data migration means that no specific timeline or outcome can be guaranteed. GovWell is not responsible for delays or limitations resulting from incomplete, inconsistent, or improperly formatted source data, lack of access to required systems, or delays in Customer responses or availability—including due to vacations, leave, or other time off taken by key Customer personnel. This also includes situations where third-party vendors fail to provide data in a timely manner or where the Customer provides critical data, such as large files or datasets, at the last minute (e.g., under 5 days before the scheduled migration). Such circumstances can impact the migration timeline and overall project success, and any resulting delays or additional costs will not be the responsibility of GovWell.

To maintain the integrity and accuracy of the data migration, all configuration changes must be completed prior to the migration process. Because many configuration changes commonly occur after go-live as the platform is fine-tuned to meet the Customer's needs (e.g. modifying the process for a Solar Panel permit or adding required inspections for an Electrical permit), GovWell schedules data migration to take place only after the platform has gone live with the finalized configuration. Performing data migration before finalizing these changes risks data inconsistencies and errors, which can lead to significant additional work and may result in additional fees. This approach helps ensure a clean, reliable migration and a stable platform for ongoing use.

There will be a minimum of five (5) business days between GovWell's receipt of final data and the point at which that data will be accessible and usable within the GovWell system.

Longer timeframes may result from:

- Incomplete or incorrect file formatting.
- Customer-requested changes to migration plan or platform configuration.
- Transfer issues or SFTP protocol delays.

2.5 Limitations

Customer acknowledges that GovWell is not responsible for the quality, completeness, or accuracy of the source data provided for migration. The quality of the source data can directly impact the quality of the data as it appears and functions within the GovWell platform. Data migrations are inherently imperfect, and not all data or structures from legacy systems can be mapped precisely to the new environment. While GovWell will make commercially reasonable efforts to ensure a successful and functional migration, some migrated records may not process as expected. This may include data appearing differently than in the original system, missing or partially mapped fields, or workflows and automations not functioning as intended.

2.6 Post-Migration Support and Customer Responsibilities

Customer is responsible for carefully reviewing the migration plan to ensure it aligns with their expectations and digitally signing prior to execution. Any data not listed in the migration plan will not be migrated by GovWell. Following the completion of the data migration, GovWell is committed to supporting Customer in addressing issues that may arise, including assisting with reasonable data adjustments if certain records did not migrate as intended. GovWell will make good faith efforts to resolve issues resulting from errors or discrepancies within the scope of the approved plan. Any post-migration adjustments must be scheduled in advance and are subject to GovWell's availability. Significant or time-intensive requests may incur additional charges, as outlined in section 4 of the SOW.

2.7 Service Hours

Data migration service hours are limited to the number of hours specified in the applicable Order Form. These hours cover all activities related to the data migration process, including planning, execution, validation, issue resolution, and consultations. Any services requested beyond the allotted hours may be subject to additional fees, as outlined in section 4 of this SOW.

2.8 Data Security

- If data that Customer intends to migrate contains Sensitive Personally Identifiable Information (SPII), Customer must notify GovWell in advance of sharing the data. SPII includes, but is not limited to, Social Security Numbers, Federal Tax Identification Numbers, Employer Identification Numbers, and other sensitive personal or organizational identifiers,
- All SPII must be transferred via GovWell's secure SFTP channel.
- GovWell is not responsible for data exposure resulting from insecure transmission methods (e.g., email).

3. Continuous Deployment & Product Support Services

GovWell will collaborate with the Customer to provide ongoing support and ensure the GovWell software platform continues to meet Customer's needs following deployment. A new GovWell Deployment Strategist will be assigned after go-live to coordinate support activities and manage the services necessary to ensure the continued successful use and optimization of the platform. In addition to this service, GovWell also offers regular product support channels to address general inquiries, technical issues, and troubleshooting needs.

3.1 Overview

Following the initial deployment, GovWell will provide ongoing support to help the Customer maintain effective use of the platform. This includes two types of services: (1) Continuous Deployment Services: for configuration changes, training, and strategic guidance, and (2) Product Support: for general inquiries, technical support and issue resolution. GovWell may adjust the nature and frequency of these support activities over time based on the Customer's usage of the platform and evolving needs.

3.2 Scope

Requests involving configuration changes, consultations, or training sessions may count against the Customer's allotted Continuous Deployment Services hours as outlined in the Order Form. Technical support inquiries—such as those related to login issues, bug reports, or basic troubleshooting—are not counted against service hours and are addressed through GovWell's regular support channels.

All major service requests submitted through any channel—regardless of whether routed through Deployment Strategists or general support—will be assessed for inclusion in Deployment Services hours. Any services requested beyond the allotted hours may be subject to additional fees, as outlined in Section 4 of this SOW. GovWell will notify Customer in advance of reaching their service hour limit.

The following activities are included in Continuous Deployment Services:

- Configuration changes: Any updates to settings, record types, workflows, fields, templates, etc.
- Consultations: Strategic guidance, best practices, and process mapping.
- Training sessions: Live or recorded training for new staff, refresher sessions, or training on specific modules or features.
- Other service-related tasks: Any request that requires a GovWell team member to perform work beyond a basic fix or answer—for example, correcting misentered data, adjusting a process flow, or preparing a custom report.

The following are not included in Continuous Deployment Services, and are covered by Product Support:

- Bug reports and resolution.
- Login/access issues.
- Basic troubleshooting and how-to questions (e.g., "How do I export a report?").

4. Out-of-Scope Services & Hourly Rates

GovWell is committed to delivering successful Deployment, Data Migration, Continuous Deployment, and Product Support services within the scope and hours outlined in the Order Form. GovWell understands that needs may evolve and additional work may sometimes be necessary to ensure a smooth experience. If the required effort exceeds the included hours or scope, GovWell will communicate with the Customer before proceeding. Any work beyond the agreed scope will only move forward with mutual consent and may be billed at GovWell's standard rates as a last resort.

- Deployment Services: \$150 per hour
- Data Migration Services: \$200 per hour
- Continuous Deployment Services: \$150 per hour



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: 07/13/2026

AGENDA ITEM: Consider approval of a Janitorial Services Agreement with Willow Leaf Commercial Cleaning.

PREPARED BY: Jon Peterson

BACKGROUND:

The City solicited quotes for janitorial services for City Hall, Central School, and the Library following the upcoming retirement of the City's current janitor. Two quotes were received from qualified cleaning contractors.

Contractor	Annual Quote
Northland Cleaning Company	\$58,500.00
Willow Leaf Commercial Cleaning	\$50,640.00

Staff reviewed both proposals and determined that Willow Leaf Commercial Cleaning Company submitted the lowest quote.

Funding for the janitorial services is included in the operating budgets for City Hall, Central School, and the Library. Contracting these services is expected to reduce the City's overall operating costs compared to hiring a replacement full-time employee.

REQUESTED COUNCIL ACTION:

Make a motion to approve a janitorial services agreement with Willow Leaf Cleaning Company for cleaning services at City Hall, Central School, and the Library, and authorize the Mayor to execute the agreement in a form approved by the City Attorney.

EXHIBIT A

COMPENSATION SCHEDULE

Contract Term

August 1, 2026 – December 31, 2028

Facility Compensation

August 1, 2026 – December 31, 2026

Facility	Frequency	Monthly Compensation	Total Contract Cost
City Hall	5 Days per Week	\$1840.00_____	\$9200.00_____
Old Central School	5 Days per Week	\$1300.00_____	\$6500.00_____
Grand Rapids Area Library	3 Days per Week	\$1080.00_____	\$5400.00_____
Total		\$4,220.00_____	\$21,100.00_____

January 1, 2027 – December 31, 2027

Facility	Frequency	Monthly Compensation	Annual Cost
City Hall	5 Days per Week	\$1840.00_____	\$22080.00_____
Old Central School	5 Days per Week	\$1300.00_____	\$15600.00_____
Grand Rapids Area Library	3 Days per Week	\$1080.00_____	\$12960.00_____
Total		\$4,220.00_____	\$50,640.00_____

January 1, 2028 – December 31, 2028

Facility	Frequency	Monthly Compensation	Annual Cost
City Hall	5 Days per Week	\$1840.00_____	\$22080.00_____
Old Central School	5 Days per Week	\$1300.00_____	\$15600.00_____
Grand Rapids Area Library	3 Days per Week	\$1080.00_____	\$12960.00_____
Total		\$4,220.00_____	\$50,640.00_____

Optional Additional Library Cleaning Service

The Grand Rapids Area Library is currently scheduled for cleaning services three (3) days per week. The City anticipates that library operating hours may expand during the term of this Agreement and may require an additional regularly scheduled cleaning day.

The Contractor shall provide pricing for one (1) additional scheduled cleaning day per week at the Library as follows:

Service	Additional Monthly Cost
One (1) Additional Library Cleaning Day Per Week	\$360.00_____

The City may elect to add or remove the additional cleaning day by providing thirty (30) days written notice to the Contractor. If implemented, the additional monthly cost identified above shall be added to the monthly compensation for the Library and shall not require amendment of this Agreement.

Additional Services

Services requested by the City that are outside the normal scope of work described in this Agreement shall be billed at the following rates and must be approved in advance by the City Administrator or their designee:

Service	Rate
Additional Cleaning Labor	\$40.00 per hour
Carpet Cleaning	\$50.00 per hour
Floor Maintenance	\$50.00 per hour
Emergency Cleaning	\$55.00 per hour

CITY OF GRAND RAPIDS

JANITORIAL SERVICES AGREEMENT

Between the City of Grand Rapids and Willow Leaf Cleaning Company

This Janitorial Services Agreement ("Agreement") is entered into this ____ day of _____, 2026, by and between the **City of Grand Rapids, Minnesota**, ("City"), and Willow Leaf Company ("Contractor").

1. PURPOSE

The City desires to retain Contractor to provide janitorial services for designated City facilities. Contractor agrees to furnish all labor, supervision, equipment, and cleaning supplies necessary to perform such services in accordance with the terms of this Agreement.

2. TERM

The term of this Agreement shall commence on **August 1, 2026**, and shall remain in effect through **December 31, 2028**, unless terminated earlier as provided herein.

The contract term shall consist of:

- Initial Term: August 1, 2026 through December 31, 2026
- First Renewal Term: January 1, 2027 through December 31, 2027
- Second Renewal Term: January 1, 2028 through December 31, 2028

Compensation for each calendar year shall be established in Exhibit A.

3. FACILITIES COVERED

Contractor shall provide janitorial services for the following facilities:

- City Hall
- Old Central School
- Grand Rapids Area Library

The City may add or remove facilities by written amendment approved by both parties.

4. SCOPE OF SERVICES

City Hall and Old Central School

Cleaning services shall be performed **five (5) days per week**, Monday through Friday, excluding City-recognized holidays unless otherwise authorized.

Grand Rapids Area Library

Cleaning services shall be performed **three (3) days per week** on a schedule approved by the City and Library Director.

Services to Include

Contractor shall provide the following services as required:

Restrooms

- Clean and sanitize toilets, urinals, sinks, and fixtures.
- Clean mirrors and partitions.
- Refill soap, paper towels, and toilet tissue supplied by the City.
- Sweep and mop floors.

Offices and Common Areas

- Empty trash and recycling containers.
- Replace liners as necessary.
- Dust accessible surfaces.
- Vacuum carpeted areas.
- Sweep and mop hard-surface floors.
- Clean interior glass in entry doors and common areas as needed.

Break Rooms and Kitchens

- Clean sinks and countertops.
- Wipe exterior surfaces of appliances.
- Sweep and mop floors.

Entryways

- Vacuum or sweep entry mats.
- Remove debris and maintain clean entrances.

Periodic Cleaning

- High dusting.
- Interior window cleaning as requested.
- Additional cleaning tasks mutually agreed upon by the parties.

5. COMPENSATION

The City shall compensate Contractor according to the rates established in Exhibit A.

Contractor shall submit monthly invoices to the City.

Invoices shall be payable within thirty (30) days following approval by the City.

Additional services outside the scope of this Agreement must be approved in advance by the City Administrator or their designee.

6. INDEPENDENT CONTRACTOR

Contractor shall act as an independent contractor and not as an employee of the City. Contractor shall be responsible for all wages, payroll taxes, insurance, and employee benefits.

7. INSURANCE

Contractor shall maintain the following minimum insurance coverage throughout the term of this Agreement:

Commercial General Liability

- \$1,000,000 per occurrence
- \$2,000,000 aggregate

Workers' Compensation

As required by Minnesota law.

Automobile Liability

If vehicles are used in connection with services:

- \$1,000,000 combined single limit

Proof of insurance shall be provided prior to commencement of services.

8. ACCESS TO CITY FACILITIES

The City may provide keys, access cards, alarm codes, or other security credentials.

Contractor shall:

- Maintain all security credentials in a secure manner.
- Not duplicate keys without written authorization.
- Immediately report lost or stolen keys.
- Return all City property upon termination of the Agreement.

9. PERFORMANCE STANDARDS

Contractor shall perform services in a professional and workmanlike manner consistent with industry standards.

The City reserves the right to inspect the quality of services performed and notify Contractor of deficiencies requiring correction.

Contractor shall remedy identified deficiencies within a reasonable time after notification.

10. COMPLIANCE WITH LAWS

Contractor shall comply with all applicable federal, state, and local laws, regulations, and ordinances.

11. INDEMNIFICATION

Contractor shall defend, indemnify, and hold harmless the City, its elected officials, officers, employees, and agents from claims, damages, losses, and expenses arising from Contractor's performance under this Agreement, except to the extent caused by the City's negligence.

12. TERMINATION

Termination for Convenience

Either party may terminate this Agreement upon thirty (30) days' written notice to the other party.

Termination for Cause

The City may immediately terminate this Agreement for:

- Failure to perform required services;

- Material breach of contract;
- Failure to maintain required insurance;
- Security violations;
- Violation of applicable laws.

13. GOVERNMENT DATA PRACTICES

Contractor agrees to comply with the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as applicable.

14. EQUAL EMPLOYMENT OPPORTUNITY

Contractor agrees not to discriminate against any employee or applicant because of race, color, creed, religion, national origin, sex, disability, age, marital status, sexual orientation, or status with regard to public assistance, and shall comply with all applicable state and federal laws regarding equal employment opportunity.

15. GOVERNING LAW

This Agreement shall be governed by the laws of the State of Minnesota.

Venue for any legal action arising under this Agreement shall be in Itasca County, Minnesota.

16. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties and may only be amended by a written instrument approved by the City Council and signed by both parties.

CITY OF GRAND RAPIDS

Approved by the Grand Rapids City Council on _____, 2026.

CITY OF GRAND RAPIDS

By: _____

Tasha Connelly, Mayor

Date: _____

Kimberly Gibeau, City Clerk

Date: _____

Approved as to Form:

City Attorney, Chad B. Sterle

Date: _____

Willow Leaf Commercial Cleaning Company

By: _____

Name: _____

Title: _____

Date: _____



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: 7/13/2026

AGENDA ITEM: Consider allowing the Grand Rapids Fire department to obtain quotes for the purchase of a RDC, chainsaws, a skid unit for our side x side and miscellaneous firefighting equipment.

PREPARED BY: Travis Cole-Fire Chief

BACKGROUND:

Members of the Grand Rapids Fire Department took leave from their regular employment or time away from their families to assist with fire suppression and emergency response during two significant incidents in northern Minnesota. The first incident was the Stewart Wildland Fire in Two Harbors, MN which occurred in May 2026. The second was the Flanders Wildland Fire in Crosslake, MN, which also occurred in May 2026.

Through established mutual aid and assistance agreements, jurisdictions are able to request personnel and resources when available. These deployments are reimbursable, and in many cases, the reimbursements exceed the actual expenses incurred by the responding department.

For the Stewart Fire and Flanders Fire, the City of Grand Rapids received reimbursement from the Minnesota Department of Natural Resources in the amount of \$30,828.75. The two wildland fire responses resulted in expenses totaling \$8,530.48. These two events generated a combined surplus of \$22,298.27.

The fire department recently responded to a grass fire where access to the fire required the use of our RDC (Rapid Deployment Craft). This is an inflatable rescue craft used for ice water and swift water rescues. Upon inflating the craft, several tears were found which required us to use duct tape to temporarily patch the hole to use the craft. We tried patching holes when we returned but found numerous more and it is just not repairable. We have had the RDC for over 20+ years and its needs to be replace.

We also have found several of our chainsaws that we have used throughout the years and on these past wildland responses calls are now needed to be replaced. Our maintenance staff has tried services them and they just don't start or stay running.

We have also found a need to add a wildland Skid unit to our existing side x side to further our availability to fight wildland grass fires. This unit will also allow us to take to future incidents like the Stewart and Flanders fires to help with wildland suppression which we will also be able to get reimbursed for this piece of equipment when used.

Similar to last year when crews assisted with wildland fires and Bemidji storm damage, the surplus funds were deposited into the Fire Department's depreciation fund to help with the replacement and upgrade of essential firefighting equipment.

These purchases will non-budgeted and will be fully funded using surplus reimbursements from the Stewart and Flanders fire response. Utilizing this funding source will result in zero impact to the City of Grand Rapids general fund.

REQUESTED COUNCIL ACTION:

Allow the Grand Rapids Fire Department to solicit quotes for and RDC, chainsaws, skid unit and miscellaneous firefighting equipment for a total amount not to exceed \$22,298.27 plus applicable shipping costs, using surplus reimbursement funds from the Stewart and Flanders Fires.



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: July 13th, 2026

AGENDA ITEM: Consider approving the purchase of a front-end loader for public works

PREPARED BY: Matt Wegwerth

BACKGROUND:

Public works is requesting the approval to purchase a new Volvo L90H wheel loader from Nuss Truck and Equipment for \$322,520.00. It will replace vehicle #275, 2011 John Deere 624K, which is needing considerable maintenance expenditures to keep it operating. PW uses this piece of equipment for roadway maintenance, alley repairs, stormwater projects and many other maintenance activities and an integral part of our work. Pricing is from the State Pricing Consortium and is a budgeted item.

Equipment Specs:

Volvo L90H w/ bucket and forks

Snowplow blade

Extended warranty (5 years / 5,000 hours)

We purchased the same machine in 2019 and have been extremely happy with the performance.

Some of the main benefits compared to other brands:

- Increased ground speed (32 mph vs. 24 mph)
- Lifetime frame, boom and center joint warranty
- Quiet cab with cab suspension
- Higher quality filters and venting
- Adjustable wheel pull to avoid losing traction

Equipment will be purchased with a combination of MSA Maintenance, PIR and SWU.

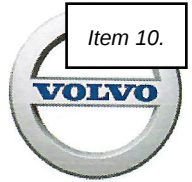
MSA - \$97,520; PIR - \$200,000; SWU - \$25,000

REQUESTED COUNCIL ACTION:

Make a motion approving the purchase of a new Volvo L90H wheel loader from Nuss Truck and Equipment for \$322,520.00 and authorize payment



**TRUCK &
EQUIPMENT**



9403 Westgate Boulevard Duluth, MN 55810
218 221 4785 Email – [scuster@nuss.grp](mailto:scuster@nussgrp)

Kevin Koetz
City Of Grand Rapids
500 SE 4th Street
Grand Rapids, MN 55744

5/13/2026

Thank you for the opportunity to quote this Volvo L90H wheel loader.

Volvo L90H wheel loader

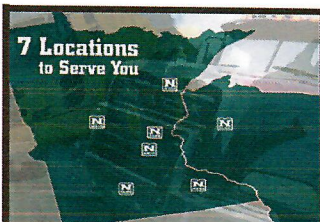
- Operating weight 33,840lbs
- Volvo D6J T4F engine 184HP
- Fuel fill strainer
- Delayed engine shutdown
- Engine block heater 120V
- Reversible cooling fan
- Rimpull
- Seat, air suspension, headrest & heated
- Air conditioning w/ automatic climate control
- Co-pilot w/ radio, Bluetooth, camera, & operator coaching
- Steering knob
- Sliding window in door
- Secondary steering, electric
- Lunch box holder
- Back up alarm
- Locking mechanism for coupler
- Max boom height
- Oil sampling ports
- Footsteps, front frame
- Footsteps, right side
- Boom suspension system
- Lifetime frame warranty
- Caretrack (telematics)

Total price of above standard options: \$205,428.00

Total price of requested options below: \$117,092.00

Total price of all options, plow & warranty \$322,520.00

Sincerely,
Shane Custer
218-221-4785
scuster@nussgrp.com



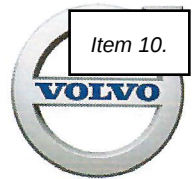
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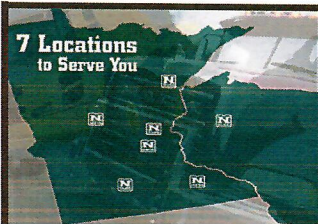
**TRUCK &
EQUIPMENT**



9403 Westgate Boulevard Duluth, MN 55810
218 221 4785 Email – scuster@nuss.grp

Requested options:

• 20.5R25 Michelin Snoplus tires	\$17,437.00
• Full coverage fenders for rear	\$663.00
• Limited slip rear axle	\$3,832.00
• Optishift transmission with lock up convertor & RBB	\$2,386.00
• Left hand arm rest	\$181.00
• Single lever control with 3 rd function hydraulics	\$3,658.00
• Rearview mirrors electronically adjustable & heated	\$320.00
• LED power package Headlights, taillights (work lights, 2 rear grill, 4 front cab, 4 rear, 2 above headlights, 2 on each side of cab)	\$4,432.00
• LED beacon	\$615.00
• Jump start connector	\$539.00
• Tow Hitch	\$328.00
• HD taillight guards	\$736.00
• Delivery charge	\$501.00
• JRB 3.5yd 108" bucket	\$10,930.00
• JRB 416 hydraulic coupler	\$6,045.00
• JRB fork set 60" back frame 60" tines	\$5,650.00



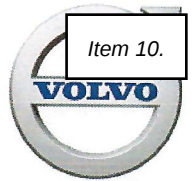
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**TRUCK &
EQUIPMENT**



9403 Westgate Boulevard Duluth, MN 55810
218 221 4785 Email – scuster@nuss.grp

4in1 Metel Pless plow

Metal Pless Maxxpro
12' blade/box 4' wings
Live edge - carbide
5,200lbs
Hoses and install switch
PRO1245820LE

Price: \$49,450.00

Extended warranty

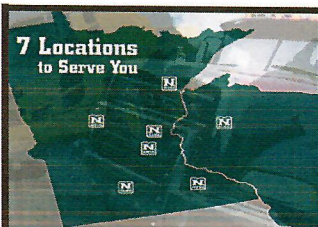
NO DEDUCTABLE

5years 5,000hrs Powertrain + Hydraulic + Component \$5,816.00
Travel time \$3,573.00

**** Snow plow below is not in the total price on the first page****

AMI 4 in 1 Reactor Snow Blade
Fluid edge – carbide
3,875lbs
Hoses and install switch
SB5231218FE

Price \$38,325.00



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REQUEST FOR COUNCIL ACTION

AGENDA DATE: July 13, 2026

AGENDA ITEM: Consider approval of reimbursement resolution XX-XX-XX Water Treatment Renovation Project; and request the City Council issue G.O. bonds to finance related costs.

PREPARED BY: Carl Babich, Finance Director

BACKGROUND:

In 2023, the Grand Rapids Public Utilities Commission (GRPUC) began planning for significant improvements to the Water Treatment Plant and was awarded a \$2,500,000 grant through the 2023 Minnesota legislative session to partially fund the project. At that time, the total estimated project cost was approximately \$5 million. The remaining project costs were anticipated to be funded through a combination of GRPUC capital reserves and future bond financing.

Since the original project estimate was developed, the anticipated cost of the Water Treatment Plant Renovation Project has increased substantially due to several significant factors. The original estimate was prepared during the early planning stages of the project, prior to completion of design development and final evaluation of treatment requirements. Since that time, the project has been further refined, resulting in a more comprehensive understanding of the improvements necessary to ensure the long-term reliability, safety, and regulatory compliance of the City's water treatment system.

In addition, the project has been impacted by significant inflationary pressures and unprecedented increases in construction material, equipment, and labor costs experienced throughout the construction industry following the COVID-19 pandemic. These market conditions have substantially increased the cost of water infrastructure projects nationwide.

Project costs have also increased due to expanded treatment requirements. Following further evaluation of the water system and discussions with the Minnesota Department of Health, GRPU determined that the project must incorporate chlorination facilities and related improvements to address and mitigate Legionella concerns within the distribution system. These additional treatment components were not contemplated in the original project estimate but are now considered essential to meeting current operational and public health objectives.

As a result of these combined factors including project refinement, construction cost escalation,

and expanded treatment requirements the anticipated project cost has increased significantly from the original planning estimate.

GRPUC approved a reimbursement resolution 07-12-23-06 on July 12, 2023. The City has not yet adopted a similar resolution indicating the intent to finance the water treatment plant with bond proceeds. General practice for this type of financial request for City Council action is during a similar time period as the same financial request is presented to the GRPU Commission. This financial request to the City Council did not occur due to staff transition in the finance department and the reimbursement resolution was not brought forward for City Council consideration.

The City is now being asked to approve a reimbursement resolution to establish its intent to reimburse eligible project expenditures from future bond proceeds. Reimbursement resolutions are commonly adopted during the planning stages of capital projects and preserve the ability to reimburse qualifying expenditures incurred prior to the issuance of bonds. The reimbursement amount is intentionally established above the current estimated project cost to provide flexibility for unforeseen expenses during project completion.

REQUESTED COUNCIL ACTION:

Consider adopting a resolution declaring the official intent of the City of Grand Rapids to reimburse certain expenditures from the proceeds of bonds to be issued by the City.

CITY OF GRAND RAPIDS, MINNESOTA**RESOLUTION NO. _____****DECLARING THE OFFICIAL INTENT OF THE CITY OF GRAND RAPIDS TO REIMBURSE
CERTAIN EXPENDITURES FROM THE PROCEEDS
OF BONDS TO BE ISSUED BY THE CITY**

WHEREAS, the Internal Revenue Service has issued Treas. Reg. § 1.150-2 (the “Reimbursement Regulations”) providing that proceeds of tax-exempt bonds used to reimburse prior expenditures will not be deemed spent unless certain requirements are met; and

WHEREAS, the Grand Rapids Public Utility (the “GRPU”) is planning to make improvements to the water treatment plant; and

WHEREAS, the GRPU with the City of Grand Rapids, Minnesota (the “City”) expects to incur certain expenditures that may be financed temporarily from sources other than bonds, and reimbursed from the proceeds of a tax-exempt bond;

WHEREAS, the City has determined to make this declaration of official intent (the “Declaration”) to reimburse certain costs from proceeds of bonds in accordance with the Reimbursement Regulations.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRAND RAPIDS, MINNESOTA AS FOLLOWS:

1. The GRPU with the City proposes to undertake the Water Treatment Renovation Project (the “Project”).

2. The GRPU and City reasonably expect to reimburse the expenditures made for certain costs of the Project from the proceeds of bonds in an estimated maximum principal amount of \$11,000,000. All reimbursed expenditures will be capital expenditures, costs of issuance of the bonds, or other expenditures eligible for reimbursement under Section 1.150-2(d)(3) of the Reimbursement Regulations.

3. This Declaration has been made not later than 60 days after payment of any original expenditure to be subject to a reimbursement allocation with respect to the proceeds of bonds, except for the following expenditures: (a) costs of issuance of bonds; (b) costs in an amount not in excess of \$100,000 or 5 percent of the proceeds of an issue; or (c) “preliminary expenditures” up to an amount not in excess of 20 percent of the aggregate issue price of the issue or issues that finance or are reasonably expected by the GRPU and City to finance the project for which the preliminary expenditures were incurred. The term “preliminary expenditures” includes architectural, engineering, surveying, bond issuance, and similar costs that are incurred prior to commencement of acquisition, construction or rehabilitation of a project, other than land acquisition, site preparation, and similar costs incident to commencement of construction.

4. This Declaration is an expression of the reasonable expectations of the GRPU and City based on the facts and circumstances known to the GRPU and City as of the date hereof. The anticipated original expenditures for the Project and the principal amount of the bonds described in paragraph 2 are consistent with the GRPU and City’s budgetary and financial circumstances. No sources other than proceeds of bonds to be issued by the City are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside pursuant to the GRPU and City’s budget or financial policies to pay such Project expenditures.

5. This Declaration is intended to constitute a declaration of official intent for purposes of the Reimbursement Regulations.

Approved by the City Council of the City of Grand Rapids, Minnesota this 26th day of May, 2026.

Tasha Connelly, Mayor

Attest:

Kimberly Gibeau, City Clerk



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: July 13, 2026

AGENDA ITEM: Conduct a Public Hearing to consider the adoption of an Ordinance amending and updating sections of Municipal Code Chapter 30 - Land Development Regulations (30-421 Definitions and 30-512 Table 2A District Development Regulations).

PREPARED BY: Will Richter, Zoning Administrator

BACKGROUND:

Staff will present the attached PowerPoint presentation as background for this item.

REQUESTED COUNCIL ACTION:

Conduct a Public Hearing to consider amending and updating sections of Municipal Code Chapter 30 - Land Development Regulations.



Planning Commission Staff Report

Text Amendment	Community Development Department	Date: 6/4/26
Statement of Issue:	Amend the Municipal Code to include an alternate multifamily unit calculation using a flexible bedroom allowance for projects in GB, LB, and R-4 zones.	
Background:	Rationale There is considerable demand – currently and into the foreseeable future - for multifamily housing units in Grand Rapids. The number of suitable building sites near existing sewer and water utility service is limited. The current method of determining unit count for a multifamily project tends to underutilize the potential of available building sites - creating a dynamic where demand is strong and the economics of creating multifamily housing are made especially challenging with limited unit count. How unit count is calculated in the Municipal Code Table 2A District Development Regulations list Area S/F Unit in column 2 – this is a key factor in establishing density. R-4 Area S/F Unit is 2,500 and GB/LB is 3,000. Example calculation for a 6-acre site: Project A (R-4) 1. Determine Gross Area by multiplying the number of acres by square feet per acre. $(6 * 42,560) = 255,360$ Sq. Ft. 2. Divide Gross Area by Area S/F Unit. $(255,360 / 2,500) = 102.144$ Project B GB/LB 1. Determine Gross Area by multiplying the number of acres by square feet per acre. $(6 * 42,560) = 255,360$ Sq. Ft. 2. Divide Gross Area by S/F Unit. $(255,360 / 3,000) = 85.12$ The Municipal Code considers BOTH a three-bedroom apartment and a one-bedroom apartment as one unit. Project A and B could potentially have 306 and 255 bedrooms if all units were three-bedroom. However, multifamily developments typically have a mix of unit types. Example calculation for Project A using a mix of bedrooms: 102 units * 3 bedrooms per unit = 306 bedrooms 102 units * 1 bedroom per unit = 102 bedrooms	

Mixed project

6 - 4 bedrooms
 10 - 3 bedrooms
 42 – 2 bedrooms
 26 – 1 bedroom
 18 – studio (count as 1 bedroom)

Total units = 102

Total bedrooms = 182

Potential bedrooms if all were three-bedroom = 306

Flexible Bedroom Allowance for Multifamily Unit Calculations

Is there a way to consider bedroom count in calculating number of allowed multifamily units to offer flexibility for developers to create and market economically viable projects?

Using a flexible bedroom allowance for multifamily unit calculations using an average – i.e. $4+3+2+1 = 10$

$$10 / 4 = 2.5$$

Example calculation for Project A:

Project A (R-4)

1. Determine Gross Area by multiplying the number of acres by square feet per acre. $(6 \times 42,560) = 255,360$ Sq. Ft.
2. Divide Gross Area by Area S/F Unit. $(255,360 / 2,500) = 102.144$
3. $102.144 \times 2.5 = 255.36$ bedrooms distributed across a flexible number of units.

This is 51 bedrooms less than if all R-4 units were three-bedroom and the same number of bedrooms were less dense GB and LB district unit counts maxed out with all three-bedroom units.

Staff recommendation

30-421 Definitions

Dwelling, multi-family, alternate unit calculation / flexible bedroom allowance means a formula for calculating a maximum number of bedrooms in a multi-family building that can be allocated to a flexible unit count instead of using the fixed Gross Area / Area Sq. Ft. Unit calculation.

Example calculation for 1 acre in R-4: $(43,560 / 2500) \times 2.5 = 43.56$ bedrooms.

Flexible Bedroom Allowance subject to meeting all other site development standards for the district.

	30-512 Table 2A District Development Regulations Add footnote (6) to LB, GB, R-3, and R-4 under column heading Area S/F Unit (6) Formula for Dwelling, multiple-family, alternate unit calculation / flexible bedroom allowance is: (Gross Area / Area Sq. Ft. per Unit) x 2.5 Example calculation for 1 acre in R-4: (43,560/2500) x 2.5 = 43.56 bedrooms. Flexible Bedroom Allowance subject to meeting all other site development standards for the district.
Considerations:	The Planning Commission should make specific findings of fact regarding the proposed amendments to the ordinance: 1. Will the change affect the character of the neighborhood? 2. Will the change foster economic growth in the community? 3. Would the proposed change be in keeping with the spirit and intent of the Zoning Ordinance? 4. Would the change be in the best interest of the general public? 5. Would the change be consistent with the Comprehensive Plan?
Recommendation:	Based on the above findings the Commission should consider a recommendation to the City Council regarding these draft changes.
Required Action:	Pass a motion, based on the findings of fact, to forward either a favorable recommendation, either with or without changes to the draft amendments, to the City Council, or pass a motion, based on the findings of fact, forwarding an unfavorable recommendation to the City Council regarding and amendment to Chapter 30 of the Zoning Ordinance. <u>Example Motion:</u> Motion by _____, second by _____ that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward a (favorable)(unfavorable) recommendation to the City Council regarding a draft amendment to 30-421 and 30-512 Table 2A: 30-421 Definitions <i>Dwelling, multi-family, alternate unit calculation / flexible bedroom allowance</i> means a formula for calculating a maximum number of bedrooms in a multi-family building that can be allocated to a flexible unit count instead of using the fixed Gross Area / Area Sq. Ft. Unit calculation. Example calculation for 1 acre in R-4: (43,560/2500) x 2.5 = 43.56 bedrooms. Flexible Bedroom Allowance subject to meeting all other site development standards for the district.

	30-512 Table 2A District Development Regulations Add footnote (6) to LB, GB, and R-4 under column heading Area S/F Unit (6) Formula for Dwelling, multiple-family, alternate unit calculation / flexible bedroom allowance is: (Gross Area / Area Sq. Ft. per Unit) x 2.5 Example calculation for 1 acre in R-4: $(43,560/2500) \times 2.5 = 43.56$ bedrooms. Flexible Bedroom Allowance subject to meeting all other site development standards for the district.
Attachments:	• Staff presentation • Housing Study (Grand Rapids submarket dashboard) • Text Amendment Considerations



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

Text Amendment

Alternate Unit Calculation / Flexible Bedroom Allowance

Recommendation to City Council

July 13, 2026

Text Amendment

Key Points from the Staff Report:

- **Recommendation to Council for text amendment originates with the Planning Commission**
- **Suitable Multifamily sites near utilities are limited**
- **Amendment is narrow – does not reduced unit size or increase total number of bedrooms allowed**
- **Balances market realities and site development requirements**



Text Amendment

Rationale

There is considerable demand – currently and into the foreseeable future - for multifamily housing units in Grand Rapids. The number of suitable building sites near existing sewer and water utility service is limited. The current method of determining unit count for a multifamily project tends to underutilize the potential of available building sites - creating a dynamic where demand is strong and the economics of creating multifamily housing are made especially challenging with limited unit count.





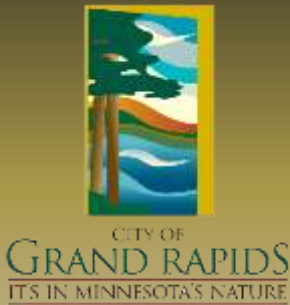
CITY OF
GRAND RAPIDS
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Text Amendment

How Unit Count is Calculated in the Municipal Code

Table 2A District Development Regulations list Area S/F Unit in column 2 – this is a key factor in establishing density. R-4 Area S/F Unit is 2,500 and GB/LB is 3,000.





Text Amendment

How Unit Count is Calculated in the Municipal Code

Example Calculations for a 6-Acre Site:

Project A (R-4)

1. Determine Gross Area by multiplying the number of acres by square feet per acre. $(6 * 42,560) = 255,360$ Sq. Ft.
2. Divide Gross Area by Area S/F Unit. $(255,360 / 2,500) = 102.144$

Project B GB/LB

1. Determine Gross Area by multiplying the number of acres by square feet per acre. $(6 * 42,560) = 255,360$ Sq. Ft.
2. Divide Gross Area by S/F Unit. $(255,360 / 3,000) = 85.12$

Text Amendment

Issue

The Municipal Code considers BOTH a three-bedroom apartment and a one-bedroom apartment as one unit. Project A and B could potentially have 306 and 255 bedrooms if all units were three-bedroom. However, multifamily developments typically have a mix of unit types.



Text Amendment

Example

Mixed project

6 - 4 bedrooms

10 - 3 bedrooms

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26 - 1 bedroom

18 - studio (count as 1 bedroom)

Total units = 102

Total bedrooms = 182

Potential bedrooms if all were three-bedroom = 306





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Item 12.

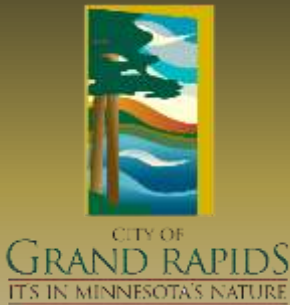
Text Amendment

A Reasonable Alternative

Using a flexible bedroom allowance for multifamily unit calculations using an average – i.e.
 $4+3+2+1 = 10$

$$10 / 4 = 2.5$$





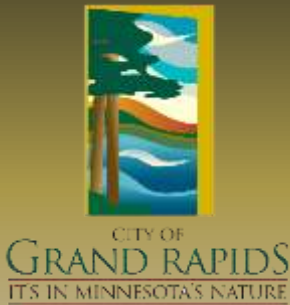
Text Amendment

Example Calculation

Project A (R-4)

1. **Determine Gross Area by multiplying the number of acres by square feet per acre. ($6 * 42,560$) = 255,360 Sq. Ft.**
2. **Divide Gross Area by Area S/F Unit. ($255,360 / 2,500$) = 102.144**
3. **$102.144 * 2.5 = 255.36$ bedrooms distributed across a flexible number of units.**

This is 51 bedrooms less than if all R-4 units were three-bedroom and the same number of bedrooms were less dense GB and LB district unit counts maxed out with all three-bedroom units.



Text Amendment

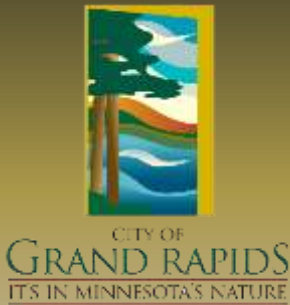
Text Amendment Recommendations

30-421 Definitions

Dwelling, multi-family, alternate unit calculation / flexible bedroom allowance means a formula for calculating a maximum number of bedrooms in a multi-family building that can be allocated to a flexible unit count instead of using the fixed Gross Area / Area Sq. Ft. Unit calculation.

Example calculation for 1 acre in R-4: $(43,560/2500) \times 2.5 = 43.56$ bedrooms.

Flexible Bedroom Allowance subject to meeting all other site development standards for the district.



Text Amendment

Text Amendment Recommendations

30-512 Table 2A District Development Regulations

Add footnote (6) to LB, GB, R-3, and R-4 under column heading Area S/F Unit

(6) Formula for Dwelling, multiple-family, alternate unit calculation / flexible bedroom allowance is: (Gross Area / Area Sq. Ft. per Unit) x 2.5

Example calculation for 1 acre in R-4: $(43,560/2500) \times 2.5 = 43.56$ bedrooms.

Flexible Bedroom Allowance subject to meeting all other site development standards for the district.

Text Amendment

PLANNING COMMISSION

Considerations

ZONING ORDINANCE AMENDMENT

1. Will the change affect the character of neighborhoods?

Why/Why not?

2. Would the change foster economic growth in the community?

Why/Why not?

3. Would the proposed change be in keeping with the spirit and intent of the ordinance?

Why/Why not?

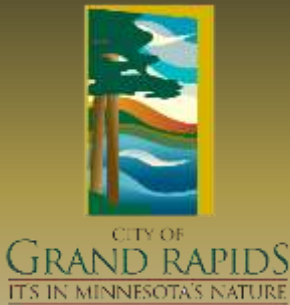
4. Would the change be in the best interest of the general public?

Why/Why not?

5. Would the change be consistent with the Comprehensive Plan?

Why/Why not?

Planning Commission Considerations:



Text Amendment

Planning Commission Findings:

Text amendment would not negatively affect neighborhoods because site development standards remain in place.

Text amendment would foster economic growth by offering developers flexibility.

Text amendment is in keeping with the spirit and intent of the ordinance because it builds on the existing ordinance.

Text amendment is in the best interests of the general public because it encourages needed development.

Text amendment is consistent with the Comp Plan by promoting development near commercial districts and public amenities.



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Item 12.

Questions?



CITY OF
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REQUEST FOR COUNCIL ACTION

AGENDA DATE: July 13, 2026

AGENDA ITEM: Consider the recommendation of the Planning Commission regarding the adoption of an Ordinance amending and updating sections of Municipal Code Chapter 30 - Land Development Regulations (30-421 Definitions and 30-512 Table 2A District Development Regulations).

PREPARED BY: Will Richter, Zoning Administrator

BACKGROUND:

After the public hearing on this matter, the City Council reviews the Planning Commission recommendation and considers the public testimony received.

The Council can accept the recommendation of the Planning Commission and adopt the ordinance as prepared or make its own findings to support approving or denying the text amendment.

REQUESTED COUNCIL ACTION:

Make a motion to adopt an ordinance, amending and updating Municipal Code Chapter 30 - Land Development Regulations establishing a definition for *Dwelling, multi-family, alternate unit calculation / flexible bedroom allowance* and adding a footnote to Table 2A District Development Regulations - and publishing the changes in summary form.

ORDINANCE NO. 26-__

AN ORDINANCE AMENDING AND UPDATING SECTIONS OF CHAPTER 30 LAND DEVELOPMENT REGULATIONS

WHEREAS, from time to time, the City of Grand Rapids deems it important to review, and update, if necessary, its Zoning Ordinance (Land Development Regulations); and

WHEREAS, at their meeting on June 4, 2026, the Grand Rapids Planning Commission initiated the process to update and amend one section of the Zoning Ordinance (Land Development Regulations) identified by city staff; and

WHEREAS, the Planning Commission on June 4, 2026, took up consideration of draft amendments to Chapters 30, as prepared by staff, and found that the amendments were consistent with the Comprehensive Plan and would be in the best interest of public health, safety, and general welfare, and recommended that the City Council adopt the draft amendment to said portions of 30-421 Definitions and 30-512 Table 2A District Development Regulations; Principal Structures - of the City Code; and

WHEREAS, the City Council conducted a public hearing on Monday, July 13, 2026, at 5:00 p.m., to consider the amendments to Chapter 30; and

WHEREAS, the City Clerk presented the affidavit of publication of the notice of the public hearing; and

WHEREAS, the City Council has heard all persons who wished to be heard regarding the proposed text amendments.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRAND RAPIDS, MINNESOTA, that it adopts the Planning Commission's following findings of fact relative to the amendment to Chapter 30 Land Development Regulations of the City Code:

Text amendment would not negatively affect neighborhoods because site development standards remain in place.

Text amendment would foster economic growth by offering developers flexibility.

Text amendment is in keeping with the spirit and intent of the ordinance because it enhances the existing ordinance.

Text amendment is in the best interests of the general public because it encourages needed development.

Text amendment is consistent with the Comprehensive Plan by promoting development near commercial districts and public amenities.

NOW, THEREFORE, BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF GRAND RAPIDS, MINNESOTA, that the amendments to the City Code are in the best interest of the public's health, safety, and general welfare, and hereby ordains that the Grand Rapids City Code be amended as follows:

30-421 Definitions

Dwelling, multi-family, alternate unit calculation / flexible bedroom allowance means a formula for calculating a maximum number of bedrooms in a multi-family building that can be allocated to a flexible unit count instead of using the fixed Gross Area / Area Sq. Ft. Unit calculation.

30-512 Table 2A District Development Regulations

Add footnote (6) to LB, GB, R-3, and R-4 under column heading **Area S/F Unit**

(6) Formula for Dwelling, multiple-family, alternate unit calculation / flexible bedroom allowance is: (Gross Area / Area Sq. Ft. per Unit) x 2.5

Example calculation for 1 acre in R-4: $(43,560/2500) \times 2.5 = 43.56$ bedrooms.

Flexible Bedroom Allowance subject to meeting all other site development standards for the district.

This Ordinance shall become effective after its passage and publication.

ADOPTED AND PASSED BY THE City Council of the City of Grand Rapids on the 13th day of July 2026.

Tasha Connelly, Mayor

Attest:

Kim Gibeau, City Clerk

Councilmember _____ seconded the foregoing ordinance and the following voted in favor thereof: _____. Opposed: _____, whereby the ordinance was declared duly passed and adopted.



REQUEST FOR COUNCIL ACTION

AGENDA DATE: July 13, 2026

AGENDA ITEM: Conduct a Public Hearing to consider the rezoning of land from R-3 (Multi-family medium density) and GB (General Business) to R-4 (Multi-family high density).

PREPARED BY: Will Richter, Zoning Administrator

BACKGROUND:

Staff will present the attached PowerPoint presentation as background for this item.

REQUESTED COUNCIL ACTION:

Conduct a Public Hearing to consider the rezoning of land from R-3 (Multi-family medium density) and GB (General Business) to R-4 (Multi-family high density).



Petition for Text Amendment to the Zoning Ordinance

Community Development Department
 420 North Pokegama Ave.
 Grand Rapids, MN 55744
 Tel. (218) 326-7601 Fax (218) 326-7621
 Web Site: www.cityofgrandrapidsmn.com

The undersigned do hereby respectfully request the following be granted by support of the following facts herein shown:

<u>Troy D Schultz</u>			Tax Parcel #*1
<u>Name of Applicant</u>			
<u>1101 Sockeye Drive</u>			
<u>Address</u>			91-560-0120
<u>Duluth</u>	<u>MN</u>	<u>55811</u>	91-560-0130
<u>City</u>	<u>State</u>	<u>Zip</u>	91-560-0220
<u>218-393-4644</u>	<u>tds@tdsmn.com</u>		91-560-0230
<u>Business Telephone/E-Mail Address</u>			

**1 City Code Section 30-454(a) requires a request to amend the text of the City Zoning Ordinance be made by a person, firm or corporation owning real estate in the city. Please provide the tax parcel number of property in your ownership as verification.*

I(we) certify that, to the best of my(our) knowledge, information, and belief, all of the information presented in this application is accurate and complete and includes all required information and submittals.

Troy D Schultz
 Signature(s) of Applicant(s)

05/14/2026
 Date

Office Use Only

Date Received _____ Certified Complete _____ Fee Paid _____

Planning Commission Recommendation: Approved _____ Denied _____ Meeting Date _____

City Council Action: Approved _____ Denied _____ Meeting Date _____

Required Submittals:

☐ Application Fee - \$505.00 *2

*2The application fees charged are used for postage to mail the required notices to adjacent properties, publication of the public hearing notice in the Grand Rapids Herald Review, and for a small portion of staff time for case review and preparation of documents. It is the policy of the City of Grand Rapids to require applicants for land use approvals to reimburse the City for costs incurred by the City in reviewing and acting upon applications, so that these costs are not borne by the taxpayers of the City.

Explanation of Request:

- A.** Please List the Section(s) of Article VI, Chapter 30 of the City Code (Zoning Ordinance) for which amendment is requested:

Section 2 (Permitted uses currently) **R-2/SR-2 R-3/SR-3**

C	C
U	U
P	P

Changed to: **R-3/SR-3 R-4/SR-4 LB/SLB GB/SGB CBD MU/SMU**

P	P	P	P	R	P
----------	----------	----------	----------	----------	----------

- B.** Please provide a written statement that explains the request:

By approving the above request, the four listed parcels would be re-zoned as multi-family. Currently these properties are part of a permitted trailer park. The owner of these properties wished to develop said properties to accommodate apartment complex style multi-family housing.

- C.** Any additional information that the Petitioner would like to supply:

Please see attached aerial photo of listed properties.

Justification of Proposed Text Amendment: Please answer all of the following questions (attach additional pages if needed). The Planning Commission will consider these questions and responses, and other issues (see attached list) in making their findings of fact and recommendation on the proposed rezoning.

A. How does the proposed Text Amendment conform to the City's Comprehensive Plan?

Multi-family apartments will benefit the community by providing needed additional housing located close to the Grand Rapids Middle School, East Grade School and Community College.

B. How does the proposed Text Amendment(s) preserve the spirit and intent of the Zoning Ordinance

It will allow for the development of multi-family housing in an area that would benefit by allowing parents to get children to school conveniently, reducing risk and cost of transportation as well as exposure to weather. It will also provide families convenient access to the nearby Grand Rapids Sports Complex. Aesthetically, a new apartment complex would be an improvement as the property is currently a mobile home park with mobile homes which are quite dated. Additionally, a new apartment complex would generate jobs, and increased tax revenue for the City of Grand Rapids, and Itasca county.

C. What effect will the proposed Text Amendments have on the growth and development of existing neighborhoods, other lands in the proposed district, commercial and industrial neighborhoods?

Currently several multi-family apartment complexes are very nearby as well as single family residential housing. It will provide substantial quality housing which will be beneficial to nearby schools, the Sports Complex, Community College, arena and other community resources and businesses. This property development would provide a safe and convenient location for families to live. It is near Hwy 169, which would allow for convenient transportation across town or to the Iron Range. It would improve the land and provide resources that will benefit the community of Grand Rapids.

Additional Instructions:

Prior to submitting your Petition, you will need to arrange for one or more preliminary meetings with the Director of Community Development. This meeting is intended to ensure that the proposed application is complete, to answer any questions the applicant may have, discuss meeting schedules and, if applicable, the scope of the required submittals.

Findings for Approval:

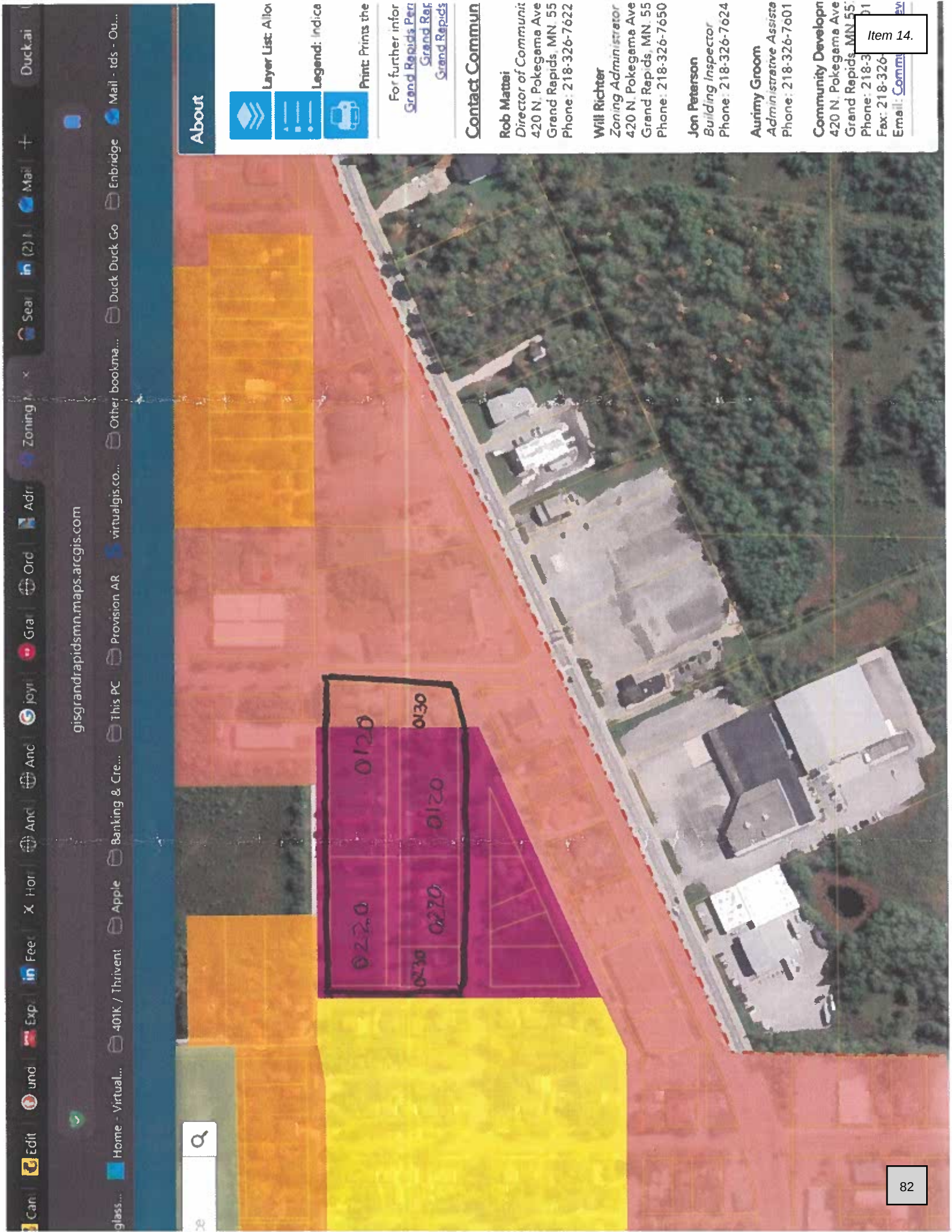
The Planning Commission, in formulating its recommendation, and the City Council, in support of its action will make findings of fact based on their responses to the following list of considerations:

- Will the change affect the character of the neighborhoods?
- Would the change foster economic growth in the community?
- Would the proposed change be in keeping with the spirit and intent of the ordinance?
- Would the change be in the best interest of the general public?
- Would the change be consistent with the Comprehensive Plan?

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

More information may be requested by the City of Grand Rapids Planning Commission or City Council, if deemed necessary to properly evaluate your request. The lack of information requested may be in itself sufficient cause to deny an application. Completed applications required to be submitted to the Grand Rapids Community Development Department by the 15th of the month.





Item 14.



Planning Commission Staff Report

Agenda Item	Community Development Department	Date: 6/4/26															
Statement of Issue:	Consider a recommendation to the City Council regarding the rezoning of 6.06 acres of land from R-3 (Multi-Family medium density) and GB (General Business) to R-4 (Multi-Family high density).																
Background:	Troy D. Schultz filed an application for a Zoning Map Amendment with the City on May 20, 2026. The application requests the City's consideration of the rezoning of the following described property from its current R-3 (Multi-Family medium density) and GB (General Business) to R-4 (Multi-Family high density). Blocks 1 and 2 and vacated Twelfth Avenue lying between Blocks 1 and 2, HUHNS' ADDITION to GRAND RAPIDS. <i>PARCELS:</i> 91-560-0120 91-560-0130 91-560-0220 91-560-0230 91-560-0110 91-560-0210 The Zoning Map Amendment, if approved, would facilitate development of a potential future apartment building. The following table shows a comparison of the yard and bulk requirements R-3 and R-4 zoning and illustrates several differences between the two zoning districts: specifically, maximum height and building coverage. <table border="1"> <thead> <tr> <th></th><th>R-3 (existing zoning)</th><th>R-4 (requested zoning)</th></tr> </thead> <tbody> <tr> <td>Min. Lot Size</td><td><u>gross area-15,000 s.f.,</u> area (unit)- 5,000, width- 100 ft.</td><td><u>gross area-15,000 s.f.</u> area (unit)-2,500 s.f., <u>width- 100 ft.</u></td></tr> <tr> <td>Min. Yard Setbacks</td><td>front-35 ft., int. side- 10 ft., street side-15 ft., rear- 35 ft.</td><td>front-35 ft., int. side- 20 ft., street side-30 ft., rear- 35 ft.</td></tr> <tr> <td>Max. Lot Coverage</td><td>building- 30%</td><td>building-35%</td></tr> <tr> <td>Building Size</td><td><u>max. height- 30 ft.,</u> min. dimension- 24 ft.</td><td><u>max. height- 60 ft.,</u> min. dimension- 24 ft.</td></tr> </tbody> </table>			R-3 (existing zoning)	R-4 (requested zoning)	Min. Lot Size	<u>gross area-15,000 s.f.,</u> area (unit)- 5,000, width- 100 ft.	<u>gross area-15,000 s.f.</u> area (unit)-2,500 s.f., <u>width- 100 ft.</u>	Min. Yard Setbacks	front-35 ft., int. side- 10 ft., street side-15 ft., rear- 35 ft.	front-35 ft., int. side- 20 ft., street side-30 ft., rear- 35 ft.	Max. Lot Coverage	building- 30%	building-35%	Building Size	<u>max. height- 30 ft.,</u> min. dimension- 24 ft.	<u>max. height- 60 ft.,</u> min. dimension- 24 ft.
	R-3 (existing zoning)	R-4 (requested zoning)															
Min. Lot Size	<u>gross area-15,000 s.f.,</u> area (unit)- 5,000, width- 100 ft.	<u>gross area-15,000 s.f.</u> area (unit)-2,500 s.f., <u>width- 100 ft.</u>															
Min. Yard Setbacks	front-35 ft., int. side- 10 ft., street side-15 ft., rear- 35 ft.	front-35 ft., int. side- 20 ft., street side-30 ft., rear- 35 ft.															
Max. Lot Coverage	building- 30%	building-35%															
Building Size	<u>max. height- 30 ft.,</u> min. dimension- 24 ft.	<u>max. height- 60 ft.,</u> min. dimension- 24 ft.															

	The 2040 Comprehensive Plan shows this piece of land as residential zoning.
Considerations:	When reviewing a request for a Zoning Map Amendment, the Planning Commission must make findings based on the attached list of considerations.
Recommendation:	Staff recommends that the Planning Commissioners visit the site and look at the situation, and surrounding uses in the area. Prior to making a motion to recommend to the City Council approval or denial of the request, the Planning Commission should make specific findings to support its recommendation and reference those specific findings in their motion to either approve or deny the Zoning Map Amendment.
Required Action:	Pass a motion forwarding a recommendation to the City Council for approval or denial of the requested Zoning Map Amendment. Motion by _____, second by _____ that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward to the City Council a recommendation to (approve)(deny) the Zoning Map Amendment, as petitioned by Troy D. Schultz, described within the Staff Report and as shown in the maps presented here today, from the current R-3 (Multi-Family medium density) and GB (General Business) to R-4 (Multi-Family high density). <u>Contingent on the following stipulation(s):</u>
Attachments:	• Staff presentation with maps. • Copy of the rezoning petition and associated documentation. • List of the Planning Commissions Rezoning Considerations.



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Zoning Map Amendment Request

Troy D. Schultz

**R-3 (Multi-Family medium density) and GB
(General Business)
to
R-4 (Multi-Family high density)**

July 13, 2026



Zoning Map Amendment

Summary

Petitioner: Troy D. Schultz (owner)

Requested Zoning Map Amendment: R-3 (Multi-Family medium density) and GB (General Business) to R-4 (Multi-Family high density)

Legal Description: Blocks 1 and 2 and vacated Twelfth Avenue lying between Blocks 1 and 2, HUHNS' ADDITION to GRAND RAPIDS.

Subject Property: 6+ acres – with frontage on NE 13th Ave

Present Use: Trailer park

Intended Use: Multifamily housing (high density)

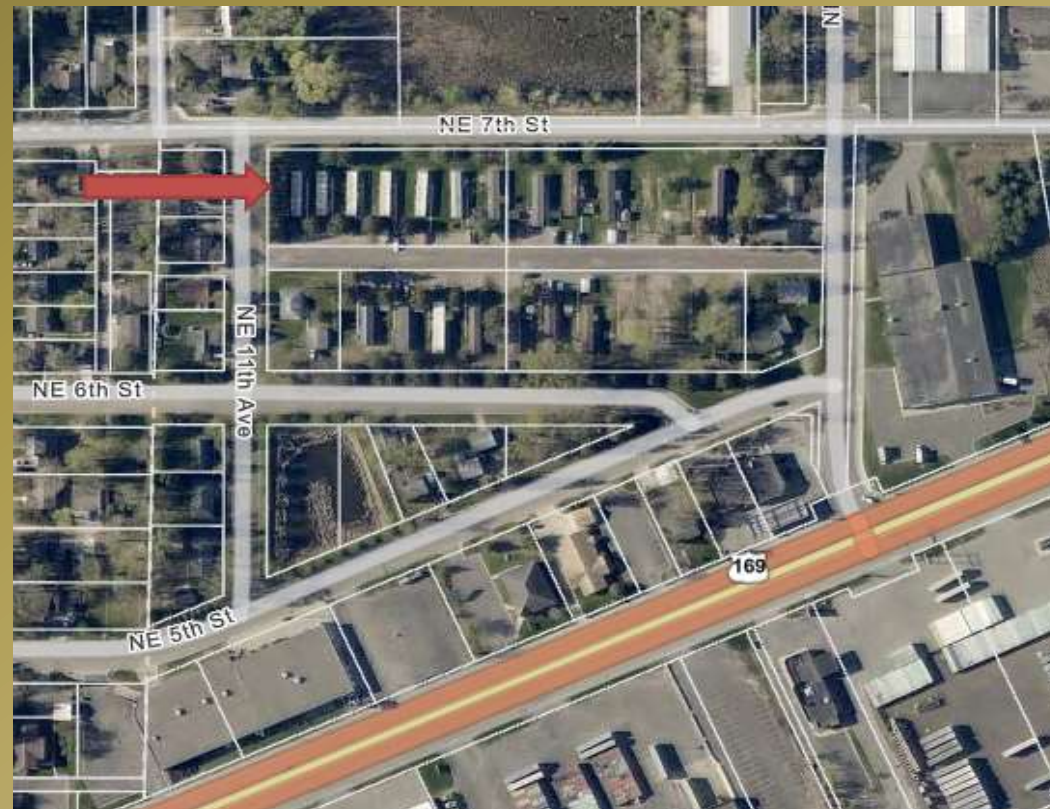


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Zoning Map Amendment

Item 14.

Location:





Item 14.

[illegible]



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Zoning Map Amendment

Item 14.

Surrounding Zoning





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Zoning Map Amendment

Section 30-512 Table-1 Permitted Uses

Table 1 Permitted Uses

RR/ SRR	R-1/ R-1a SR-1/ SR-1a	R-2/ SR-2	R-3/ SR-3	R-4/ SR-4	LB/ SLB	GB/ SGB	CBD	MU/ SMU	M/ SM	RC/ SRC	BP/ SBP	I-1/ SI-1	I-2/ SI-2	CD	PU/ SPU	AG	AP	LISTING OF USES IN ZONING DISTRICTS
RESIDENTIAL																		
P	P	P	P	P	P											P		single-family detached
		P	P	P	P											P		twin home attached
		P	P	P	P			P										two-family attached
																R		manufactured home < 24' wide
					P	P	R									P		accessory apartments
P	P	P																rooming house 6 or fewer roomers
			P	P	P													rooming house 7 or more roomers
		R	R	R	P	P	P									P		bed and breakfast accommodations
			P	P	P	P	R	P										multifamily
		CUP	CUP	CUP	CUP			CUP										manufactured home park
			P		P		P	P	P									congregate housing
	R	R	R	R	R	R	R	R							R	R		emergency housing facility



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Zoning Map Amendment

Section 30-512 Table 2A *Development Regulations*

Table 2A District Development Regulations: Principal Structures

Zone	MINIMUM LOT SIZE			MINIMUM YARD SETBACKS				MAXIMUM LOT COVERAGES			BUILDING SIZES	
	Gross Area	Area S/F Unit	Width	Front	Interior Side	Street Side	Rear	Building (percentage)	Total Surface (percentage)	GUOS Unit	Maximum Height (feet)	Minimum Dimension (feet) ⁵
RR	1.25 acre	1.25 AC	150	30	15	30	30	20	N/A		35	24
R-1	8,400	8,400	70	30	6-g ¹	15	30	30	N/A		30	24
R-1a	6,000	6,000	44	30	6	15	30	40	N/A		30	24
R-2	7,000 ⁴	5,000	50 ⁴	30	6-g ^{1, 4}	15	30	30	N/A		30	24
R-3	15,000 ⁴	5,000	100 ⁴	35	10 ⁴	15	35	30	75	400	30	24
R-4	15,000 ⁴	2,500	100 ⁴	35	20 ⁴	30	35	35	75	400	60	24
LB	14,000 ⁴	3,000	100 ⁴	30	10 ⁴	15	15	35	85	500	35	24
GB	10,500	3,000	75	30	10	15	10	40	90	500	50	24
CBD	7,000	N/A	50	N/A	N/A	N/A	N/A	100	100	N/A	60	24
MU	40,000	2,500	100	35	20	30	35	40	75	N/A	45	24
M ³	20,000	3,000	100	30	10	15	15	35	85	500	35	24
RC	1.5 acre	1.5 acre	200	50	25	25	25	25	50	N/A	35	N/A
BP	30,000	N/A	150	50	15	25	15	40	85	N/A	35	24
I-1	1 acre	N/A	150	50	25	25	25	50	90	N/A	40	24
I-2	1 acre	N/A	150	50 ²	25	25 ²	25	60	90	N/A	110	N/A
PU	1 acre	N/A	50	30	10	15	30	N/A			60	N/A
CD	N/A		50	50	50	50	50	N/A			N/A	
AG	2.5 acres	2.5 acres	50	50	50	50	50	N/A			N/A	
AP	N/A		50	50	50	50	50	N/A			N/A	



CITY OF
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Zoning Map Amendment

Comprehensive Plan

Chapter 4 – Land Use

Goal 1: Facilitate the development of a vibrant, varied, and interconnected housing stock. Grand Rapids has diversity in its housing stock, with a variety of single-family homes, urban to rural neighborhoods, and multi-family housing from market-rate apartments to affordable senior facilities. Residential neighborhoods should be cohesive yet avoid visual monotony. The City's population is growing more diverse, so the need for a wide variety of housing will continue into the future. It is important to design and preserve neighborhoods which foster a sense of community and build social capital. An interconnected housing stock supports multiple housing types and helps strengthen connections between the places we live, work, and play.

- f. **Explore opportunities to create amenity-rich nodes that provide local services for the neighborhood. While standard mixed-use development is not achievable everywhere, opportunities to introduce mixed uses at appropriate locations in existing neighborhoods and new development should be considered.** The Future Land Use Map categories include mixed use categories (neighborhood mixed use, downtown mixed use) in which higher density residential uses are combined with commercial uses in either the same building (vertical mixed use) or in the same development (horizontal mixed use). Recognition that different commercial uses serve distinct markets and have distinct risks relative to housing will allow the City to capture synergy between residential and commercial uses.



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Zoning Map Amendment

Planning Commission Considerations

PLANNING COMMISSION

Considerations

ZONING MAP AMENDMENT

1. Will the change affect the character of neighborhoods?

Why/Why not?

2. Would the change foster economic growth in the community?

Why/Why not?

3. Would the proposed change be in keeping with the spirit and intent of the ordinance?

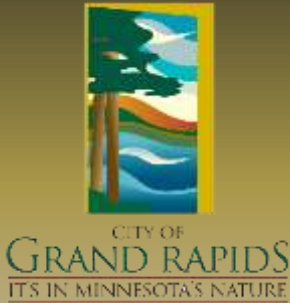
Why/Why not?

4. Would the change be in the best interest of the general public?

Why/Why not?

5. Would the change be consistent with the Comprehensive Plan?

Why/Why not?



Zoning Map Amendment

Planning Commission Findings:

Map amendment will positively affect existing neighborhoods by facilitating the removal of an aged trailer park.

Map amendment will foster economic development by expanding contiguous R-4 zoning appropriate to the site size and location.

Map amendment is in keeping with the spirit and intent of the zoning ordinance by expanding an existing zoning.

Map amendment is in the best interests of the general public because it supports development of new housing.

Map amendment is consistent with the Comp Plan by expanding an existing zoning to promote development of much needed housing.



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

Item 14.

Questions?



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: July 13, 2026

AGENDA ITEM: Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map, by rezoning land from R-3 (Multi-family medium density) and GB (General Business) to R-4 (Multi-family high density).

PREPARED BY: Will Richter, Zoning Administrator

BACKGROUND:

After holding a public hearing, the City Council considers the public testimony received and reviews the Planning Commission recommendation.

The Council can accept the recommendation of the Planning Commission and adopt the staff prepared ordinance included in the Agenda Packet or make its own findings to support approving or denying the Zoning Map amendment.

REQUESTED COUNCIL ACTION:

Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map by rezoning the land legally described in the resolution from R-3 (Multi-family medium density) and GB (General Business) to R-4 (Multi-family high density) and authorize its publication in summary form.

Council member _____ introduced the following Ordinance and moved for its adoption:

ORDINANCE NO. 26-_____

**AN ORDINANCE OF THE CITY OF GRAND RAPIDS, MINNESOTA, APPROVING
THE REZONING
OF LAND FROM R-3 (MULTI-FAMILY MEDIUM DENSITY) AND GB (GENERAL
BUSINESS) TO R-4 (MULTI-FAMILY HIGH DENSITY)**

WHEREAS, on June 4, 2026, the Planning Commission approved a motion forwarding a favorable recommendation to the City Council regarding the rezoning of property legally described as:

Blocks 1 and 2 and vacated Twelfth Avenue lying between Blocks 1 and 2, HUHNS ADDITION to GRAND RAPIDS, Itasca County, Minnesota.

from its current zoning designation of Multi-family medium density (R3) and General Business (GB) to Multi-family high density (R-4).

WHEREAS, the City Council conducted a public hearing on that request at their regular meeting on July 13, 2026, and all were heard, and

WHEREAS, the City Council did concur with the recommendations of the Planning Commission and determined that the Zoning Map Amendment would be in the best interest of the community.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRAND RAPIDS, MINNESOTA:

That the property legally described above is rezoned from its current designation of R-3 (Multi-family medium density) and GB (General Business) to R-4 (Multi-family high density) based on the following findings of fact;

Map amendment will positively affect existing neighborhoods by facilitating the removal of an aged trailer park.

Map amendment will foster economic development by expanding contiguous R-4 zoning appropriate to the site size and location.

Map amendment is in keeping with the spirit and intent of the zoning ordinance by expanding an existing zoning.

Map amendment is in the best interests of the general public because it supports development of new housing.

Map amendment is consistent with the Comp Plan by expanding an existing zoning to promote development of much needed housing.

This Ordinance shall become effective after its passage and publication.

Adopted by the City Council this 13th day of July 2026.

Tasha Connelly, Mayor

Attest:

Kim Gibeau, City Clerk

Councilmember _____ seconded the foregoing ordinance and the following voted in favor thereof: _____. Opposed: _____, whereby the ordinance was declared duly passed and adopted.



REQUEST FOR COUNCIL ACTION

AGENDA DATE: July 13, 2026

AGENDA ITEM: Conduct a Public Hearing to consider the rezoning of land from LB (Limited Business) to GB (General Business).

PREPARED BY: Will Richter, Zoning Administrator

BACKGROUND:

Staff will present the attached PowerPoint presentation as background for this item.

REQUESTED COUNCIL ACTION:

Conduct a Public Hearing to consider the rezoning of 5.3 acres of land from LB (Limited Business) to GB (General Business).



Petition for Rezoning (Zoning Map Amendment)

Community Development Department
420 North Pokegama Ave.
Grand Rapids, MN 55744
Tel. (218) 326-7601 Fax (218) 326-7621
Web Site: www.cityofgrandrapidsmn.com

The undersigned do hereby respectfully request the following be granted by support of the following facts herein shown:

Unique Opportunities LLC

Name of Applicant

3155 Pioneer Rd SE

Address

Alexandria MN 56308

City

State

Zip

612-599-3453

Business Telephone/e-mail

Name of Owner (If other than applicant)

Address

City

State

Zip

Business Telephone/e-mail

Parcel Information:

Tax Parcel # 91-653-0210

Property Size: 5.3 Acres

Existing Zoning: Limited Business

Requested Zoning: General Business

Existing Use: Vacant Property

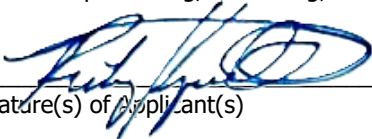
Proposed Use: Multi-Family

Property Address/Location: Between SE 11th St and SE 13th St, and Between SE 2nd Ave and SE 4th Ave

LegalDescription: LOT 1 BLK 2, LESS THAT PT WHICH LIES ELY OF THE SLY EXT OF THE W LINE OF THE E 1/2 OF VAC 3RD AVE SE AND NLY OF A LINE DRAWN PARALLEL AND SLY 60' FROM THE N LINE OF SAID LOT 1

(attach additional sheet if necessary)

I(we) certify that, to the best of my(our) knowledge, information, and belief, all of the information presented in this application is accurate and complete and includes all required information and submittals, and that I consent to entry upon the subject property by public officers, employees, and agents of the City of Grand Rapids wishing to view the site for purposes of processing, evaluating, and deciding upon this application.



Riley Kephart
Owner Representative

05/11/26

Date

Signature(s) of Applicant(s)

Signature(s) of Owner(s)-(If other than applicant)

Date

Office Use Only

Date Received _____ Certified Complete _____ Fee Paid _____

Planning Commission Recommendation Approved _____ Denied _____ Meeting Date _____

City Council Action Approved _____ Denied _____ Meeting Date _____

Summary of Special Conditions of Approval: _____

Required Submittals (5 copies of each & electronic versions of all pertinent information):

Item 16.

- ☐ Application Fee - \$505.00 *¹ ☐ Location Map ☐ Map Showing Surrounding Zoning
- ☐ Proof of Ownership – (a copy of a property tax statement or deed will suffice)

**¹ The application fees charged are used for postage to mail the required notices to adjacent properties, publication of the public hearing notice in the Grand Rapids Herald Review, and for a small portion of staff time for case review and preparation of documents. It is the policy of the City of Grand Rapids to require applicants for land use approvals to reimburse the City for costs incurred by the City in reviewing and acting upon applications, so that these costs are not borne by the taxpayers of the City.*

Justification of Proposed Rezoning: Please answer all of the following questions (attach additional pages if needed). The Planning Commission will consider these questions and responses, and other issues (see attached list) in making their findings of fact and recommendation on the proposed rezoning.

- A.** What are the Surrounding land uses? Describe the existing uses and zoning classifications in the area surrounding the subject property.

Surrounding land uses include General Business, Business Park, One and Two Family Residence, One-Family Residence, and Limited Business

- B.** Would the uses permitted by the proposed zoning map change be appropriate for the surrounding area?

With the property bordered by one- and two-family residential uses to the south, and given its close proximity to local retail, essential services, and restaurants, we believe changing the zoning to General Business, which would allow for a multi-family apartment development would integrate well with the surrounding area. The proposed development would provide a beneficial addition to the community while offering residents safe and convenient access to nearby amenities.

- C.** Is the property adequately served by public infrastructure (streets, sidewalks, utilities, etc)?

The property is bordered by public sidewalks along the west and south sides, providing pedestrian connectivity and accessibility. In addition, stormwater, wastewater, and water services have already been stubbed to the site, supporting efficient utility connections for future development. The surrounding low-speed roadways will also help provide safe and convenient access for residents.

- D.** Demonstrate the need for additional property in the proposed zoning district.

No additional property is required for the proposed zoning district, as the existing parcel provides sufficient area to accommodate the proposed development and associated site improvements.

E. What effect will the proposed rezoning have on the growth and development of existing neighborhoods, other lands in the proposed district, commercial and industrial neighborhoods? _____

The proposed rezoning is expected to have a positive impact on the growth and development of the surrounding area by providing additional housing opportunities within close proximity to existing commercial services, restaurants, shopping, and other community amenities. The development is located adjacent to existing residential properties and is intended to serve as a compatible transition between nearby residential and commercial uses.

F. Demonstrate that the proposed rezoning is the minimum change needed to allow a reasonable use of the property. _____

The proposed rezoning from Limited Business to General Business is the minimum change necessary to allow reasonable use of the property. The site is well suited for multi-family development due to its proximity to existing homes, businesses, restaurants, and available infrastructure.

G. How does the proposed rezoning conform to the City's Comprehensive Plan? _____

The proposed rezoning is consistent with the City of Grand Rapids comprehensive plan by supporting additional housing in an area well suited for Multi-family residential. The development is compatible with surrounding residential and commercial uses.

H. Is the timing proper for the proposed rezoning? _____

Yes, the timing for the proposed rezoning is appropriate as development will help support the City's current and future housing needs in an area well suited for Multi-Family residential uses.

- I. Any additional information that the Petitioner would like to supply. _____
- _____
- _____
- _____
- _____
- _____

Additional Instructions:

Prior to submitting your Petition to Rezone, you will need to arrange for one or more preliminary meetings with the Director of Community Development. This meeting is intended to ensure that the proposed application is complete, to answer any questions the applicant may have, discuss meeting schedules and, if applicable, the scope of the required submittals. Completed applications required to be submitted to the Grand Rapids Community Development Department by the 15th of the month.

Findings for Approval:

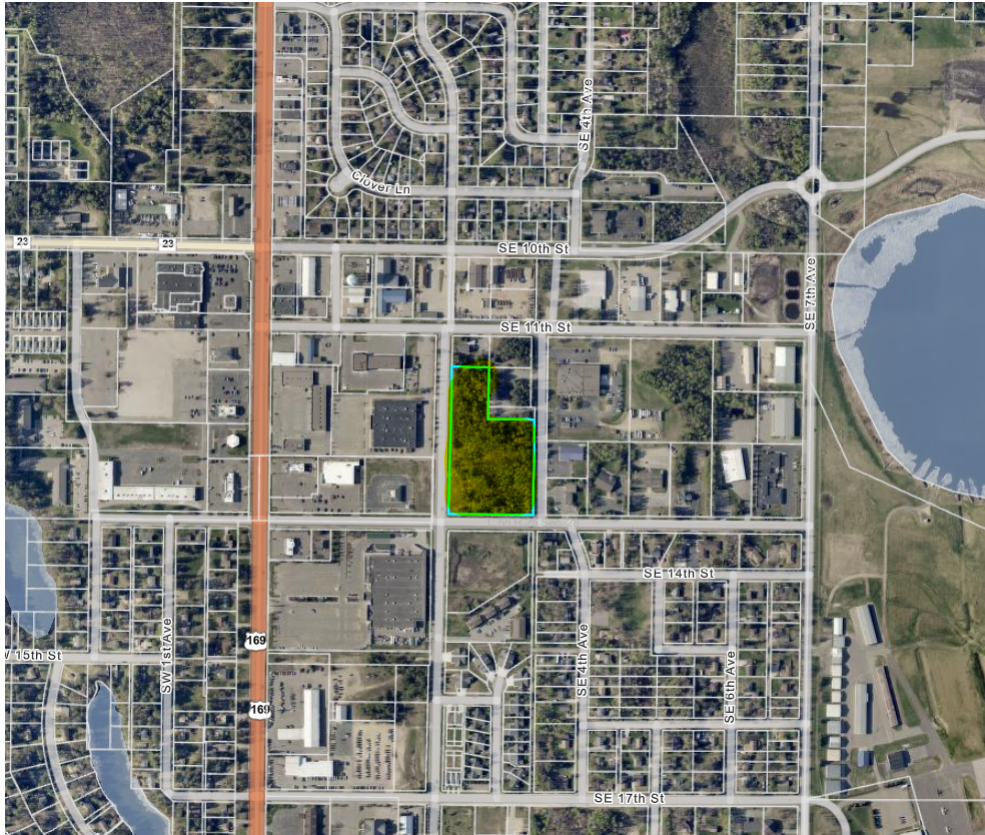
The Planning Commission, in formulating its recommendation, and the City Council, in support of its action will make findings of fact based on their responses to the following list of considerations:

- Will the change affect the character of the neighborhoods?
- Would the change foster economic growth in the community?
- Would the proposed change be in keeping with the spirit and intent of the ordinance?
- Would the change be in the best interest of the general public?
- Would the change be consistent with the Comprehensive Plan?

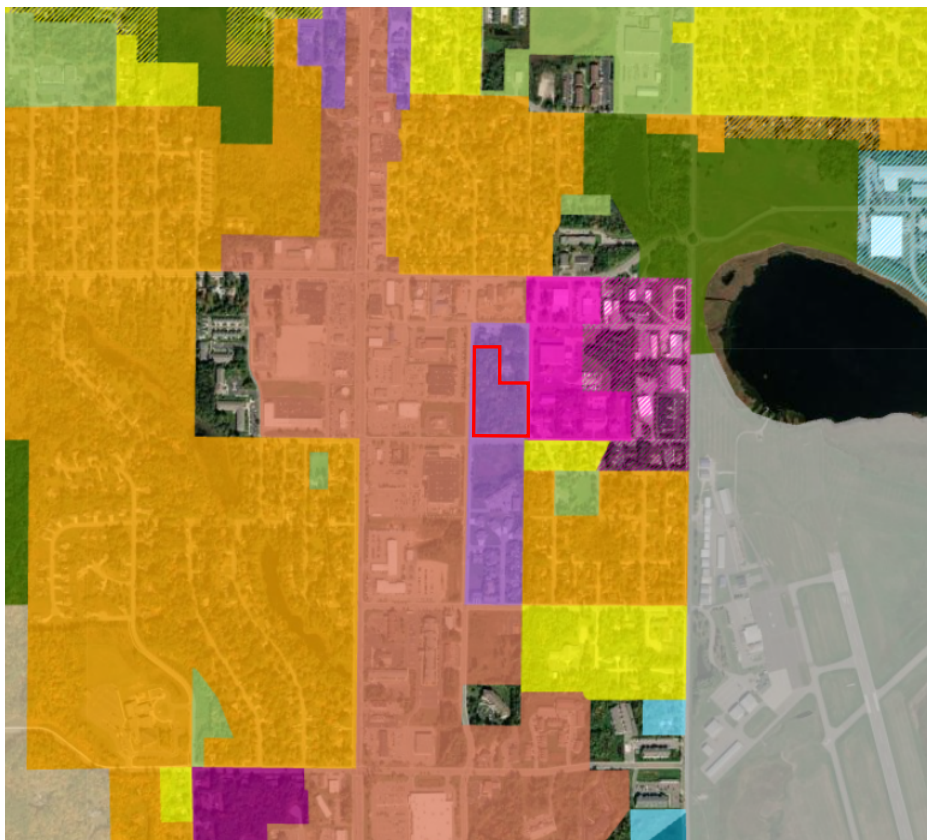
INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

More information may be requested by the City of Grand Rapids Planning Commission or City Council, if deemed necessary to properly evaluate your request. The lack of information requested may be in itself sufficient cause to deny an application.

LOCATION MAP



SURROUNDING ZONING MAP





Planning Commission Staff Report

Agenda Item	Community Development Department	Date: 6/4/26															
Statement of Issue:	Consider a recommendation to the City Council regarding the rezoning of 5.3 acres of land from LB (Limited Business) to GB (General Business).																
Background:	Unique Opportunities LLC filed an application for a Zoning Map Amendment with the City on May 11, 2026. The application requests the City's consideration of the rezoning of the following described property from its current LB (Limited Business) to GB (General Business). <i>LOT 1 BLK 2, LESS THAT PT WHICH LIES ELY OF THE SLY EXT OF THE W LINE OF THE E 1/2 OF VAC 3RD AVE SE AND NLY OF A LINE DRAWN PARALLEL AND SLY 60' FROM THE N LINE OF SAID LOT 1, PLAT OF ONE SIXTY-NINE BUSINESS CENTER, GRAND RAPIDS, ITASCA COUNTY, MINNESOTA.</i> <i>PID: 91-653-0210</i> The Zoning Map Amendment, if approved, would facilitate the completion of the purchase of the subject property by Unique Opportunities LLC, and ultimately the development of an apartment building. The following table shows a comparison of the yard and bulk requirements LB and GB zoning and illustrates several differences between the two zoning districts: specifically, maximum height and building coverage. <table border="1"> <thead> <tr> <th></th><th>LB (existing zoning)</th><th>GB (requested zoning)</th></tr> </thead> <tbody> <tr> <td>Min. Lot Size</td><td><u>gross area-14,000 s.f.,</u> area (unit)- 3,000, width- 100 ft.</td><td><u>gross area-10,500 s.f.</u> area (unit)-3,000 s.f., <u>width- 75 ft.</u></td></tr> <tr> <td>Min. Yard Setbacks</td><td>front-30 ft., int. side-10 ft., street side-15 ft., rear- 15 ft.</td><td>front-30 ft., int. side-10 ft., street side-30 ft., rear- 10 ft.</td></tr> <tr> <td>Max. Lot Coverage</td><td>building- 35%</td><td>building-40%</td></tr> <tr> <td>Building Size</td><td><u>max. height- 35 ft.,</u> min. dimension- 24 ft.</td><td><u>max. height- 50 ft.,</u> min. dimension- 24 ft.</td></tr> </tbody> </table> The 2040 Comprehensive Plan shows this piece of land remaining commercial zoning.			LB (existing zoning)	GB (requested zoning)	Min. Lot Size	<u>gross area-14,000 s.f.,</u> area (unit)- 3,000, width- 100 ft.	<u>gross area-10,500 s.f.</u> area (unit)-3,000 s.f., <u>width- 75 ft.</u>	Min. Yard Setbacks	front-30 ft., int. side-10 ft., street side-15 ft., rear- 15 ft.	front-30 ft., int. side-10 ft., street side-30 ft., rear- 10 ft.	Max. Lot Coverage	building- 35%	building-40%	Building Size	<u>max. height- 35 ft.,</u> min. dimension- 24 ft.	<u>max. height- 50 ft.,</u> min. dimension- 24 ft.
	LB (existing zoning)	GB (requested zoning)															
Min. Lot Size	<u>gross area-14,000 s.f.,</u> area (unit)- 3,000, width- 100 ft.	<u>gross area-10,500 s.f.</u> area (unit)-3,000 s.f., <u>width- 75 ft.</u>															
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Max. Lot Coverage	building- 35%	building-40%															
Building Size	<u>max. height- 35 ft.,</u> min. dimension- 24 ft.	<u>max. height- 50 ft.,</u> min. dimension- 24 ft.															

Considerations:	When reviewing a request for a Zoning Map Amendment, the Planning Commission must make findings based on the attached list of considerations.
Recommendation:	Staff recommends that the Planning Commissioners visit the site and look at the situation, and surrounding uses in the area. Prior to making a motion to recommend to the City Council approval or denial of the request, the Planning Commission should make specific findings to support its recommendation and reference those specific findings in their motion to either approve or deny the Zoning Map Amendment.
Required Action:	Pass a motion forwarding a recommendation to the City Council for approval or denial of the requested Zoning Map Amendment. Motion by _____, second by _____ that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commission does hereby forward to the City Council a recommendation to (approve)(deny) the Zoning Map Amendment, as petitioned by Unique Opportunities LLC, described within the Staff Report and as shown in the maps presented here today, from the current LB (Limited Business) zoning designation to that of GB (General Business); <u>Contingent on the following stipulation(s):</u>
Attachments:	• Staff presentation with maps. • Copy of the rezoning petition and associated documentation. • List of the Planning Commissions Rezoning Considerations.



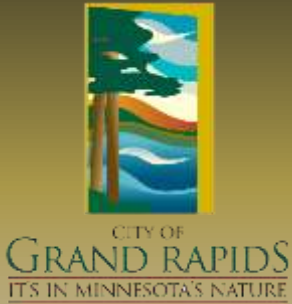
CITY OF
GRAND RAPIDS
IT'S IN MINNESOTA'S NATURE

Zoning Map Amendment Request

Unique Opportunities LLC

LB (Limited Business)
to
GB (General Business)

July 13, 2026



Zoning Map Amendment

Summary

Petitioner: Unique Opportunities LLC (purchase agreement with owner)

Requested Zoning Map Amendment: rezoning from current LB (Limited Business) to GB (General Business (GB))

Subject Property: 5.3 acres – with frontage on SE 2nd Ave

Present Use: Vacant land

Intended Use: Multifamily housing



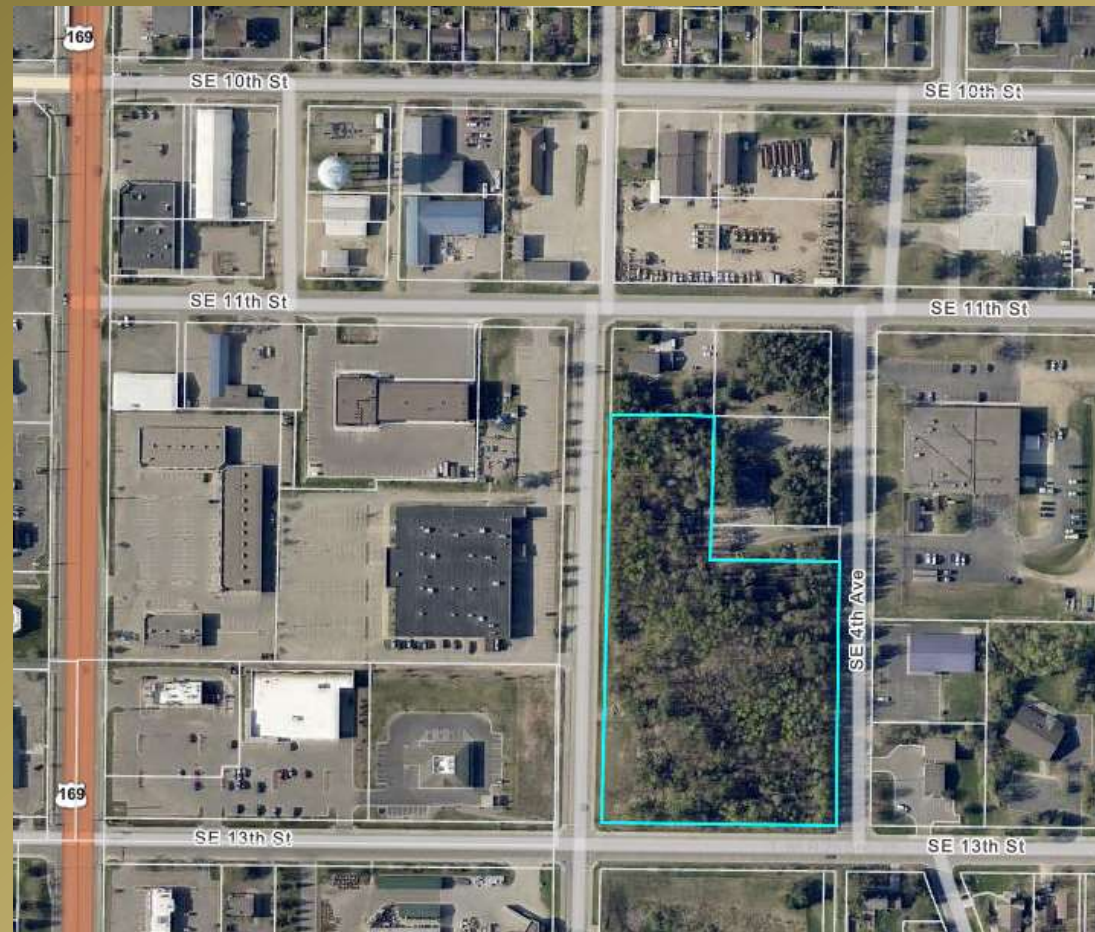
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ITS IN MINNESOTA'S NATURE

Zoning Map Amendment

Item 16.

Parcel Location

91-653-0210





CITY OF
GRAND RAPIDS
ITS IN MINNESOTA'S NATURE

Zoning Map Amendment

Item 16.

Surrounding Zoning

GB and BP





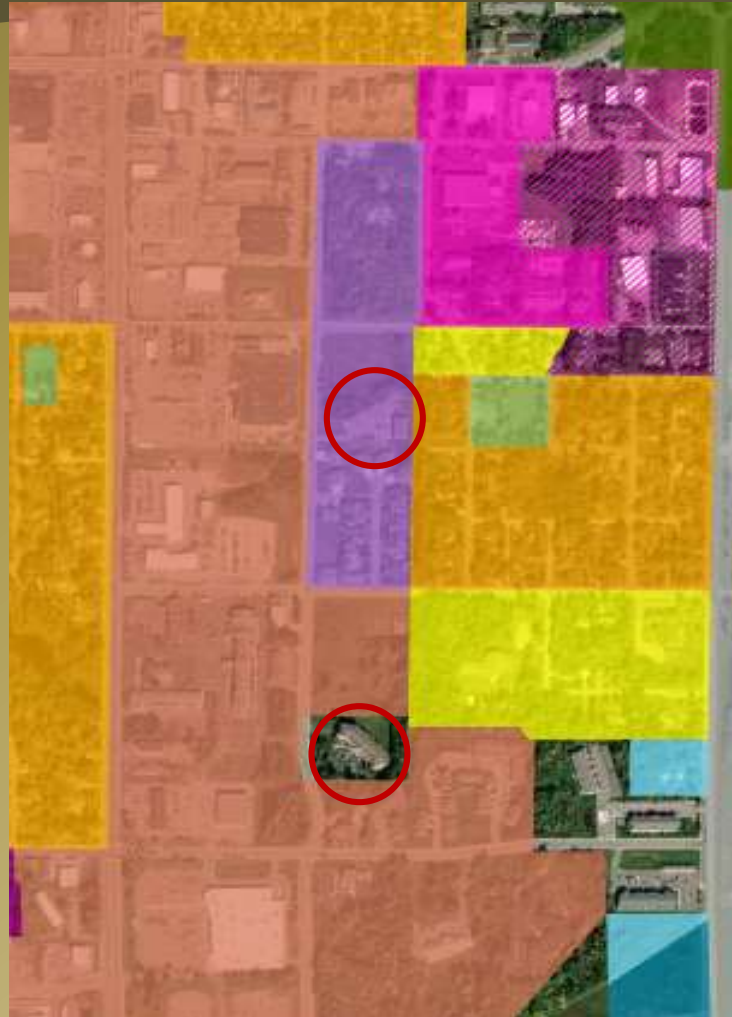
CITY OF
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Zoning Map Amendment

Item 16.

Surrounding Zoning

Nearby Multifamily Uses





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Zoning Map Amendment

Section 30-512 Table-1 Permitted Uses

Table 1 Permitted Uses

RR/ SRR	R-1/ R-1a SR-1/ SR-1a	R-2/ SR-2	R-3/ SR-3	R-4/ SR-4	LB/ SLB	GB/ SGB	CBD	MU/ SMU	M/ SM	RC/ SRC	BP/ SBP	I-1/ SI-1	I-2/ SI-2	CD	PU/ SPU	AG	AP	LISTING OF USES IN ZONING DISTRICTS
RESIDENTIAL																		
P	P	P	P	P	P											P		single-family detached
		P	P	P	P											P		twin home attached
		P	P	P	P			P										two-family attached
																R		manufactured home < 24' wide
					P	P	R									P		accessory apartments
P	P	P																rooming house 6 or fewer roomers
			P	P	P													rooming house 7 or more roomers
		R	R	R	P	P	P									P		bed and breakfast accommodations
			P	P	P	P	R	P										multifamily
		CUP	CUP	CUP	CUP			CUP										manufactured home park
			P		P		P	P	P									congregate housing
	R	R	R	R	R	R	R	R							R	R		emergency housing facility



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Zoning Map Amendment

Section 30-512 Table 2A *Development Regulations*

Table 2A District Development Regulations: Principal Structures

Zone	MINIMUM LOT SIZE			MINIMUM YARD SETBACKS				MAXIMUM LOT COVERAGES			BUILDING SIZES	
	Gross Area	Area S/F Unit	Width	Front	Interior Side	Street Side	Rear	Building (percentage)	Total Surface (percentage)	GUOS Unit	Maximum Height (feet)	Minimum Dimension (feet) ⁵
RR	1.25 acre	1.25 AC	150	30	15	30	30	20	N/A		35	24
R-1	8,400	8,400	70	30	6-g ¹	15	30	30	N/A		30	24
R-1a	6,000	6,000	44	30	6	15	30	40	N/A		30	24
R-2	7,000 ⁴	5,000	50 ⁴	30	6-g ^{1, 4}	15	30	30	N/A		30	24
R-3	15,000 ⁴	5,000	100 ⁴	35	10 ⁴	15	35	30	75	400	30	24
R-4	15,000 ⁴	2,500	100 ⁴	35	20 ⁴	30	35	35	75	400	60	24
LB	14,000 ⁴	3,000	100 ⁴	30	10 ⁴	15	15	35	85	500	35	24
GB	10,500	3,000	75	30	10	15	10	40	90	500	50	24
CBD	7,000	N/A	50	N/A	N/A	N/A	N/A	100	100	N/A	60	24
MU	40,000	2,500	100	35	20	30	35	40	75	N/A	45	24
M ³	20,000	3,000	100	30	10	15	15	35	85	500	35	24
RC	1.5 acre	1.5 acre	200	50	25	25	25	25	50	N/A	35	N/A
BP	30,000	N/A	150	50	15	25	15	40	85	N/A	35	24
I-1	1 acre	N/A	150	50	25	25	25	50	90	N/A	40	24
I-2	1 acre	N/A	150	50 ²	25	25 ²	25	60	90	N/A	110	N/A
PU	1 acre	N/A	50	30	10	15	30	N/A			60	N/A
CD	N/A		50	50	50	50	50	N/A			N/A	
AG	2.5 acres	2.5 acres	50	50	50	50	50	N/A			N/A	
AP	N/A		50	50	50	50	50	N/A			N/A	



CITY OF
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Zoning Map Amendment

Comprehensive Plan

Chapter 4 – Land Use

Goal 1: Facilitate the development of a vibrant, varied, and interconnected housing stock. Grand Rapids has diversity in its housing stock, with a variety of single-family homes, urban to rural neighborhoods, and multi-family housing from market-rate apartments to affordable senior facilities. Residential neighborhoods should be cohesive yet avoid visual monotony. The City's population is growing more diverse, so the need for a wide variety of housing will continue into the future. It is important to design and preserve neighborhoods which foster a sense of community and build social capital. An interconnected housing stock supports multiple housing types and helps strengthen connections between the places we live, work, and play.

- f. **Explore opportunities to create amenity-rich nodes that provide local services for the neighborhood. While standard mixed-use development is not achievable everywhere, opportunities to introduce mixed uses at appropriate locations in existing neighborhoods and new development should be considered.** The Future Land Use Map categories include mixed use categories (neighborhood mixed use, downtown mixed use) in which higher density residential uses are combined with commercial uses in either the same building (vertical mixed use) or in the same development (horizontal mixed use). Recognition that different commercial uses serve distinct markets and have distinct risks relative to housing will allow the City to capture synergy between residential and commercial uses.



CITY OF
GRAND RAPIDS
ITS IN MINNESOTA'S NATURE

Zoning Map Amendment

Planning Commission Considerations

PLANNING COMMISSION

Considerations

ZONING MAP AMENDMENT

1. Will the change affect the character of neighborhoods?

Why/Why not?

2. Would the change foster economic growth in the community?

Why/Why not?

3. Would the proposed change be in keeping with the spirit and intent of the ordinance?

Why/Why not?

4. Would the change be in the best interest of the general public?

Why/Why not?

5. Would the change be consistent with the Comprehensive Plan?

Why/Why not?



Zoning Map Amendment

Planning Commission Findings:

Map amendment will positively affect existing neighborhoods by facilitating the development of a compatible use.

Map amendment will foster economic development by expanding contiguous GB zoning appropriate to the site size and location.

Map amendment is in keeping with the spirit and intent of the zoning ordinance by expanding an existing zoning.

Map amendment is in the best interests of the general public because it supports development of new housing.

Map amendment is consistent with the Comp Plan by expanding an existing zoning to promote development of much needed housing.



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

Item 16.

Questions?



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: July 13, 2026

AGENDA ITEM: Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map, by rezoning land from LB (Limited Business) to GB (General Business).

PREPARED BY: Will Richter, Zoning Administrator

BACKGROUND:

After holding a public hearing, the City Council considers the public testimony received and reviews the Planning Commission recommendation.

The Council can accept the recommendation of the Planning Commission and adopt the staff prepared ordinance included in the Agenda Packet or make its own findings to support approving or denying the Zoning Map amendment.

REQUESTED COUNCIL ACTION:

Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map by rezoning 5.3 acres of land from LB (Limited Business) to GB (General Business) and authorize its publication in summary form.

Council member _____ introduced the following Ordinance and moved for its adoption:

ORDINANCE NO. 26-_____

**AN ORDINANCE OF THE CITY OF GRAND RAPIDS, MINNESOTA, APPROVING
THE REZONING
OF LAND FROM LIMITED BUSINESS (LB) TO GENERAL BUSINESS (GB)**

WHEREAS, on June 4, 2026, the Planning Commission approved a motion forwarding a favorable recommendation to the City Council regarding the rezoning of property legally described as:

**LOT 1 BLK 2, LESS THAT PT WHICH LIES ELY OF THE SLY EXT OF THE W
LINE OF THE E 1/2 OF VAC 3RD AVE SE AND NLY OF A LINE DRAWN
PARALLEL AND SLY 60' FROM THE N LINE OF SAID LOT 1, PLAT OF ONE-
SIXTY-NINE BUSINESS CENTER, GRAND RAPIDS, ITASCA COUNTY,
MINNESOTA**

PID: 91-653-0210

from its current zoning designation of Limited Business (LB) to General Business (GB) and

WHEREAS, the City Council conducted a public hearing on that request at their regular meeting on July 13, 2026, and all were heard, and

WHEREAS, the City Council did concur with the recommendations of the Planning Commission and determined that the Zoning Map Amendment would be in the best interest of the community.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRAND RAPIDS, MINNESOTA:

That the property legally described above is rezoned from its current designation of LB (Limited Business) to GB (General Business) based on the following findings of fact;

Map amendment will positively affect existing neighborhoods by facilitating the development of a compatible use.

Map amendment will foster economic development by expanding contiguous GB zoning appropriate to the site size and location.

Map amendment is in keeping with the spirit and intent of the zoning ordinance by expanding an existing zoning.

Map amendment is in the best interests of the general public because it supports development of new housing.

Map amendment is consistent with the Comp Plan by expanding an existing zoning to promote development of much needed housing.

This Ordinance shall become effective after its passage and publication.

Adopted by the City Council this 13th day of July 2026.

Tasha Connelly, Mayor

Attest:

Kim Gibeau, City Clerk

Councilmember _____ seconded the foregoing ordinance and the following voted in favor thereof: _____. Opposed: _____, whereby the ordinance was declared duly passed and adopted.