



CITY COUNCIL MEETING AGENDA

Monday, November 24, 2025

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, November 24, 2025 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 minutes for Monday, November 10, 2025 Council meeting.

VERIFIED CLAIMS:

2. Approve the verified claims for the period November 4, 2025 to November 17, 2025 in the total amount of \$164,983.65.

CONSENT AGENDA:

3. Consider accepting the resignation of Pat Goggin from the Planning Commission, effective December 31, 2025
4. Consider accepting sealed bids and authorize sale of surplus golf maintenance equipment.
5. Consider adopting a resolution renewing a Limited Use Permit between the City of Grand Rapids and the Commissioner of Transportation, State of Minnesota for the Municipal Entrance Signs.
6. Consider approving Maintenance – Winter (Public Works) new hires for the 2025-2026 Winter season.
7. Consider approving the Statement of Work (SOW) Agreement with CliftonLarsonAllen, LLP (CLA) for audit year ending December 31, 2025.
8. Consider job description for Golf Course Superintendent and authorize Human Resources to post internally, interview and hire for the open position of Golf Course Superintendent.

- [9.](#) Consider approving 10-year Axon Contract
- [10.](#) Consider hiring part-time employees for Yanmar Arena and the Parks & Recreation Departments.
- [11.](#) Consider approving an agreement with Momentum Advocacy for lobbying services in 2026
- [12.](#) Consider approving the purchase of snowplow equipment for two public works trucks
- [13.](#) Consider authorizing the Fire Department to apply for a DNR Grant.

SET REGULAR AGENDA:

COMMUNITY DEVELOPMENT:

- [14.](#) Consider approval of the Preliminary Plat for Crystal Lake Estates Second Addition.

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

- [15.](#) Conduct a Public Hearing to consider the rezoning of land from PU (Public Use) to R-2 (One and Two-Family Residential).

COMMUNITY DEVELOPMENT:

- [16.](#) Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map, by rezoning land from PU (Public Use) to R-2 (One and Two-Family Residential).

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR DECEMBER 1, 2025 AT 5:00 PM

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

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

ATTEST: Kimberly Gibeau, City Clerk



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

CITY COUNCIL MEETING MINUTES

Monday, November 10, 2025

5:00 PM

Mayor Pro-Tem Blake called the meeting to order at 5:00 PM.

CALL OF ROLL:

PRESENT: Councilor Molly MacGregor, Councilor Tom Sutherland, Councilor Rick Blake

ABSENT: Mayor Tasha Connelly, Councilor Dan Mertes

STAFF: Kimberly Gibeau, Andy Morgan, Chery Pierzina, Amy Dettmer

POSITIVE HAPPENINGS IN THE CITY:

Mayor Pro-tem Blake acknowledged efforts by community groups to assist families in need during the government shutdown, acknowledged sports team accomplishment, and stated that the CGMC Conference will take place at Timberlake this week.

PUBLIC FORUM:

No one from the public wished to speak.

COUNCIL REPORTS:

Councilor MacGregor provided update on the Human Rights Commission.

Councilor Sutherland acknowledged Veterans Day, thanking all those that served.

APPROVAL OF MINUTES:

1. Approve Council minutes for Monday, October 27, 2025 Worksession and Regular meetings.

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

VERIFIED CLAIMS:

2. Approve the verified claims for the period October 21, 2025 to November 3, 2025 in the total amount of \$1,994,331.85.

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

CONSENT AGENDA:

3. Consider approving airport land lease with Civil Air Patrol
4. Consider approving the final pay request for CP 2025-1, 7th Avenue SE Mill & Overlay in the amount of \$25,874.87 and balancing change order 3.
5. Consider a MOU with Library Union
6. Consider entering into a Fireworks Display Agreement with J&M Displays for a Fireworks Show to take place on July 4, 2026.
7. Consider approving a Supplemental Letter Agreement with SEH to provide services for our MN DNR Regional Grant application.
8. Consider approving Airport Emergency Plan
9. Consider authorizing the Joint Powers Agreement and Court Services Amendment with State of Minnesota Department of Public Safety to allow Micheles Law continued access to the criminal justice data communications network.

Adopted Resolution 25-72

10. Consider adopting a resolution authorizing and accepting a Minnesota Chiefs of Police Foundation Community Partnerships Grant.

Adopted Resolution 25-73

11. Consider waiving the 3% retainage on total Franchise Fee for cable television
12. Consider appointing four applicants to the position of Firefighter Trainee with the Grand Rapids Fire Department and approve creating an eligibility roster for Firefighter Trainee.
13. Consider adopting the Paid Family Medical Leave (PFML) Policy.

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

SET REGULAR AGENDA:

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

POLICE:

14. Consider approving donation from Itasca County K-9 Fundraiser

Motion made by Councilor MacGregor, Seconded by Councilor Sutherland to **adopted Resolution 25-74** accepting K-9 Program donation as presented. Voting Yea: Councilor MacGregor, Councilor Sutherland, Councilor Blake

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

Respectfully submitted:

Kimberly Gibeau
Kimberly Gibeau, City Clerk

CITY OF GRAND RAPIDS COUNCIL BILL LIST - November 24, 2025
Summary Report

Item 2.

Vendor Name	Amount
218 ELECTRIC LLC	600.00
AXON ENTERPRISE INC	18,299.45
Burggraf's Ace Hardware	422.03
Carquest Auto Parts	1,383.25
COLE HARDWARE INC	32.93
DAKOTA FLUID POWER, INC	88.47
DAVIS OIL INC	633.53
DUTCH ROOM INC	471.76
EARL F ANDERSEN	4,929.15
EPOKE NORTH AMERICA INC	2,337.78
Fastenal Company	608.52
GARTNER REFRIGERATION CO	160.00
GOVCONNECTION INC	1,929.31
Grace House of Itasca County	284.37
GRAND RAPIDS HERALD REVIEW	69.00
GUARDIAN PEST SOLUTIONS, INC	70.00
HAWKINSON CONSTRUCTION CO INC	9,344.59
HAWKINSON SAND & GRAVEL	1,417.60
INDUSTRIAL LUBRICANT COMPANY	179.44
IRON OAKES FENCE, LLC	4,400.00
ITASCA COUNTY TREASURER	1,976.71
L&M SUPPLY	37.99
MCCOY CONSTRUCTION & FORESTRY	884.76
MES SERVICE COMPANY, LLC	39.50
MONROE TOWMASTER LLC	313.29
MORTON SALT	8,136.31
NORTHLAND PORTABLES	2,027.75
ORACLE AMERICA INC	41,292.12
POKEGAMA ELECTRIC INC	1,935.15
PUBLIC UTILITIES COMMISSION	3,704.96
SANDSTROM'S INC	782.74
SCOTT'S AUTO ELECTRIC INC	120.00
SEH - Grand Rapids	19,741.00
STREICHER'S INC	627.90
TNT CONSTRUCTION GROUP, LLC	17,957.32
TROUT ENTERPRISES INC	1,928.00
VESTIS GROUP, INC	240.63
VIKING ELECTRIC SUPPLY INC	41.56
WAL-MART STORE #01-1609	5,000.00
ZIX CORP SYSTEMS INC	53.95

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: 154,502.82

CHECKS ISSUED/PRIOR APPROVAL:

V04487 AFLAC	Bill #103125	33.34
V04406 CITY OF COHASSET	Bill #10065102/Oct25-G	138.86
V01095 COMPUTERSHARE TRUST CO, NA	Bill #2494635	400.00
V00810 FIDELITY SECURITY LIFE	Bill #3267128	90.69
V03967 LOFFLER COMPANIES INC	Bill #5175314	121.38
V04114 MARCO TECHNOLOGIES, LLC	Bill #INV14508228	86.23
V04114 MARCO TECHNOLOGIES, LLC	Bill #INV14507675	97.85
V04114 MARCO TECHNOLOGIES, LLC	Bill #INV14508229-G	9.57
V03795 MCFOA REGION II	Bill #112125/Gibeau	20.00
V04167 MN STATE RETIREMENT SYSTEM-G	Bill #Dec25/Clerical HCSP	1,863.00
V02038 MUTUAL OF OMAHA	Bill #001973407759	588.43
V03836 NORTHERN STAR COOPERATIVE	Bill #103125	3,884.90
V04378 PAUL BUNYAN COMMUNICATIONS	Bill #8293800/Nov25-G	157.84
V04378 PAUL BUNYAN COMMUNICATIONS	Bill #4205000/Nov25-C	77.62
V04378 PAUL BUNYAN COMMUNICATIONS	Bill #4026700/Nov25-L	249.04
V04378 PAUL BUNYAN COMMUNICATIONS	Bill #6464100/Nov25	1,188.62
V04378 PAUL BUNYAN COMMUNICATIONS	Bill #8798300/Nov25	70.00
V03439 SUPERIOR USA BENEFITS CORP	Bill #0142248-IN	195.00
V02218 UNITED PARCEL SERVICE	Bill #0000568125435	58.46

CITY OF GRAND RAPIDS COUNCIL BILL LIST - November 24, 2025
Summary Report

Item 2.

V04249 US BANK	Bill #7936879	550.00
V04249 US BANK	Bill #7936967	600.00
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		10,480.83
TOTAL:		\$ 164,983.65



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: November 24, 2025

AGENDA ITEM: Consider accepting the resignation of Pat Goggin from the Planning Commission, effective December 31, 2025

PREPARED BY: Kimberly Gibeau

BACKGROUND:

Mr. Goggin has served on the Grand Rapids Planning Commission since March 1, 2019. This resignation will leave an unexpired term through March 1, 2027.

REQUESTED COUNCIL ACTION:

Make a motion to accept the resignation of Pat Goggin from the Planning Commission and authorize staff to begin the process of filling the vacancy.



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: November 24, 2025

AGENDA ITEM: Consider accepting sealed bids and authorize sale of surplus golf maintenance equipment.

PREPARED BY: Kimberly Gibeau

BACKGROUND:

On October 27, 2025, the City Council authorized the sealed bid process for the sale of older equipment, asking for minimum bids for all equipment. A bid opening was conducted on Wednesday, November 12, 2025 at 1:00 PM in City Hall Council Chambers, attended by City Administrator Tom Pagel and City Clerk Kimberly Gibeau.

The following bids were received:

Lot #1: Two Toro Reelmaster 3550-D, Model 03910

Bid Amount: \$30,000.00
 Submitted by: Sugar Lake Lodge

Lot #2: One 2016 Toro Groundsmaster 4000D, Model 30448N, Rotary Mower

Bid Amount: \$2,001.00
 Submitted by: Scott Hanson

Staff recommends accepting both bids as submitted.

REQUESTED COUNCIL ACTION:

Make a motion to accept bids as submitted and authorize the sale of surplus golf equipment as follows: Lot #1 to Sugar Lake Lodge for the total amount of \$30,000 and Lot #1 to Scott Hanson for the total amount of \$2,001.



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: November 24, 2025

AGENDA ITEM: Consider adopting a resolution renewing a Limited Use Permit between the City of Grand Rapids and the Commissioner of Transportation, State of Minnesota for the Municipal Entrance Signs.

PREPARED BY: Matt Wegwerth

BACKGROUND:

A limited use permit (LUP) for the “Welcome to Grand Rapids” signs located in the right-of-way of TH 169 and TH 2 was originally approved in 2016. The term of this LUP is expiring in 2026 and requires an amendment to extend the permit. The attached Amendment #1 authorizes this extension

REQUESTED COUNCIL ACTION:

Make a motion adopting a resolution renewing a Limited Use Permit between the City of Grand Rapids and the Commissioner of Transportation, State of Minnesota for the Municipal Identification Signs, LUP# 3103-0021 and authorize the Mayor and City Clerk to sign Amendment #1.

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

RESOLUTION 25 -__

RESOLUTION AUTHORIZING THE RENEWAL OF A LIMITED USE PERMIT
BETWEEN THE CITY OF GRAND RAPIDS AND THE COMMISSIONER OF
TRANSPORTATION, STATE OF MINNESOTA

WHEREAS, the City of Grand Rapids is the owner of a Municipal Identification Entrance Signs located with the right of way of Trunk Highway No. 169 and 2; and

WHEREAS, the original limited use permit, LUP# 3103-0021, authorizing the placement of these signs, will terminate at 11:59pm on 11/09/2026;

WHEREAS, the City intends to extend the term of this LUP for another 10 years;

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

That the City of Grand Rapids, as the sign owner, authorizes execution of Amendment #1 for the renewal of the Limited Use Permit between the City of Grand Rapids and the Commissioner of Transportation, State of Minnesota.

Adopted by the council this 24th day of November 2025.

Tasha Connelly, Mayor

Kim Johnson-Gibeau, City Clerk

Council member _____seconded the foregoing resolution and the following voted in favor thereof:

; and the following voted against same:

**STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION
AMENDMENT OF LIMITED USE PERMIT
1**

C.S. 3116 (T.H. 169)
C.S. 3103 (T.H. 2)
County of Itasca
LUP # 3103-0021
Permittee: City Of Grand Rapids
Expiration Date: 11/09/2026

The State of Minnesota, Department of Transportation ("MnDOT") and City Of Grand Rapids ("Permittee") entered into Limited Use Permit No. LUP # 3103-0021 ("LUP") involving the construction, maintenance and operation of a Facility as further described in the LUP.

The parties desire to **extend the term** of the LUP and the parties deem certain amendments and additional terms and conditions mutually beneficial for effective continuation of said LUP.

NOW THEREFORE

MnDOT and Permittee agree to amend the LUP with the substitution of the following terms and conditions which shall become part of the LUP.

1. Effective on 11/09/2026, the LUP is renewed for a period of ten (10) years commencing on 11/09/2026 and continuing through 11/09/2036 with the right of termination in MnDOT as set forth in the LUP.
2. Effective on 11/09/2026, Exhibit B is deleted, and the attached certified copy of the Resolution is substituted therefor.
3. MnDOT and Permittee agree that the electronic signature of a party to this LUP will be as valid as an original signature of such party and will be effective to bind such party to this LUP. The parties further agree that any document (including this LUP and any attachments or exhibits to this LUP) containing, or to which there is affixed, an electronic signature will be deemed (i) to be "written" or "in writing," (ii) to have been signed and (iii) to constitute a record established and maintained in the ordinary course of business and an original written record when printed from electronic files. For purposes hereof, "electronic signature" also means a manually signed original signature that is then transmitted by any electronic means, including without limitation a faxed version of an original signature or an electronically scanned and transmitted version (e.g., vis PDF) of an original signature. Any party's failure to produce the original signature of any electronically transmitted signature will not affect the enforceability of this LUP.

4. Except as specifically provided herein, the terms and conditions of the LUP are confirmed and continued in full force and effect. By this Amendment the terms and conditions herein incorporated into the LUP.

MINNESOTA DEPARTMENT

CITY OF GRAND RAPIDS

OF TRANSPORTATION

RECOMMENDED FOR APPROVAL

By: _____
District Engineer

By: _____
Mayor

Date: _____

Date: _____

APPROVED BY:

And: _____
City Clerk

COMMISSIONER OF TRANSPORTATION

Date: _____

By: _____
Director, Office of Land Management

Date: _____

The Commissioner of Transportation
by the execution of this permit
certifies that this permit is
necessary in the public interest
and that the use intended is for
public purposes.

**STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION
LIMITED USE PERMIT**

C.S. 3116 (T.H. 169)
C.S. 3103 (T.H. 2)
County of Itasca
LUP # 3103-0021
Permittee: City Of Grand Rapids
Terminates: 11/09/2026

In accordance with Minnesota Statutes Section 161.434, the State of Minnesota, through its Commissioner of Transportation, ("MnDOT"), hereby grants a Limited Use Permit (the "LUP") to City Of Grand Rapids, ("Permittee"), to use the area within the right of way of Trunk Highway No. 169, 2 as shown in red on Exhibit "A", (the "Area") attached hereto and incorporated herein by reference. This Limited Use Permit is executed by the Permittee pursuant to resolution, a certified copy of which is attached hereto as Exhibit B.

Municipal ID Entrance Sign

The Permittee's use of the Area is limited to only the constructing and maintaining a Municipal Identification Entrance Sign ("Facility") and the use thereof may be further limited by Minnesota Statutes Section 173.02 Subdivision 6(a) and Section 173.025. The Permittee will be allowed access from said trunk highway for the purpose of constructing and maintaining the sign. When working on the Area, the Permittee will conduct its operations in accordance with the requirements of the "Minnesota Field manual on Temporary Traffic Control Zone Layouts". No advertising of any nature is permitted on the Sign except that the Permittee may incorporate a short promotional slogan which has historically been used in the identification of the Permittee.

In addition, the following special provisions shall apply:

SPECIAL PROVISIONS

1. **TERM.** This LUP terminates at 11:59PM on 11/09/2026 ("Expiration Date") subject to the right of cancellation by MnDOT, with or without cause, by giving the Permittee ninety (90) days written notice of such cancellation. This LUP will not be renewed except as provided below.

Provided this LUP has not expired or terminated, MnDOT may renew this LUP for a period of up to ten (10) years, provided Permittee delivers to MnDOT, not later than ninety (90) days prior to

the Expiration Date, a written request to extend the term. Any extension of the LUP term will be under the same terms and conditions in this LUP, provided:

- (a) At the time of renewal, MnDOT will review the Facility and Area to ensure the Facility and Area are compatible with the safe and efficient operation of the highway and the Facility and Area are in good condition and repair. If, in MnDOT's sole determination, modifications and repairs to the Facility and Area are needed, Permittee will perform such work as outlined in writing in an amendment of this LUP; and
- (b) Permittee will provide to MnDOT a certified copy of the resolution from the applicable governmental body authorizing the Permittee's use of the Facility and Area for the additional term.

If Permittee's written request to extend the term is not timely given, the LUP will expire on the Expiration Date.

2. **REMOVAL.** Upon the Expiration Date or earlier termination, at the Permittee's sole cost and expense Permittee will:

- (a) Remove the Facility and restore the Area to a condition satisfactory to the MnDOT District Engineer; and
- (b) Surrender possession of the Area to MnDOT.

If, without MnDOT's written consent, Permittee continues to occupy the Area after the Expiration Date or earlier termination, Permittee will remain subject to all conditions, provisions, and obligations of this LUP, and further, Permittee will pay all costs and expenses, including attorney's fees, in any action brought by MnDOT to remove the Facility and the Permittee from the Area.

3. **CONSTRUCTION.** The construction, maintenance, and supervision of the Facility shall be at no cost or expense to MnDOT.

Before construction of any kind, the plans for such construction shall be approved in writing by the MnDOT's District Engineer. Approval in writing from MnDOT District Engineer shall be required for any changes from the approved plan.

The Permittee will construct the Facility at the location shown in the attached Exhibit "A", and in accordance with MnDOT-approved plans and specifications. Further, Permittee will construct the Facility using construction procedures compatible with the safe and efficient operation of the highway.

Upon completion of the construction of the Facility, the Permittee shall restore all disturbed slopes and ditches in such manner that drainage, erosion control and aesthetics are perpetuated.

The Permittee shall preserve and protect all utilities located on the lands covered by this LUP at no expense to MnDOT and it shall be the responsibility of the Permittee to call the Gopher State One Call System at 1-800-252-1166 at least 48 hours prior to performing any excavation.

Any crossings of the Facility over the trunk highway shall be perpendicular to the centerline of the highway and shall provide and ensure reasonable and adequate stopping sight distance.

4. **MAINTENANCE.** Any and all maintenance of the Facility shall be provided by the Permittee at its sole cost and expense, including, but not limited to, plowing and removal of snow and installation and removal of regulatory signs. No signs shall be placed on any MnDOT or other governmental agency sign post within the Area. MnDOT will not mark obstacles for users on trunk highway right of way.
5. **USE.** Other than as identified and approved by MnDOT, no permanent structures or no advertising devices in any manner, form or size shall be allowed on the Area. No commercial activities shall be allowed to operate upon the Area.

Any use permitted by this LUP shall remain subordinate to the right of MnDOT to use the property for highway and transportation purposes. This LUP does not grant any interest whatsoever in land, nor does it establish a permanent park, recreation area or wildlife or waterfowl refuge Facility that would become subject to Section 4 (f) of the Federal-Aid Highway Act of 1968, nor does this permit establish a Bikeway or Pedestrian way which would require replacement pursuant to Minnesota Statutes Section 160.264. No rights to relocation benefits are established by this LUP.

This LUP is non-exclusive and is granted subject to the rights of others, including, but not limited to public utilities which may occupy the Area.

6. **APPLICABLE LAWS.** This LUP does not release the Permittee from any liability or obligation imposed by federal law, Minnesota Statutes, local ordinances, or other agency regulations relating thereto and any necessary permits relating thereto shall be applied for and obtained by the Permittee.
7. **CIVIL RIGHTS.** The Permittee, for itself, its successors, and assigns, agrees to abide by the provisions of Title VI Appendix C of the Civil Rights Act of 1964, which provides in part that no person in the United States, shall on the grounds of race, color, or national origin, be excluded from, or denied use of any Facility.
8. **SAFETY.** MnDOT shall retain the right to limit and/or restrict any activity, including the parking of vehicles and assemblage of Facility users, on the highway right of way over which this LUP is granted, so as to maintain the safety of both the motoring public and Facility users.
9. **ASSIGNMENT.** No assignment of this LUP is allowed.

10. **IN WRITING.** Except for those which are set forth in this LUP, no representations, warranties, or agreements have been made by MnDOT or Permittee to one another with respect to this LUP.
11. **ENVIRONMENTAL.** The Permittee shall not dispose of any materials regulated by any governmental or regulatory agency onto the ground, or into any body of water, or into any container on the State's right of way. In the event of spillage of regulated materials, the Permittee shall notify in writing MnDOT's District Engineer and shall provide for cleanup of the spilled material and of materials contaminated by the spillage in accordance with all applicable federal, state and local laws and regulations, at the sole expense of the Permittee.
12. **MECHANIC'S LIENS.** The Permittee (for itself, its contractors, subcontractors, its materialmen, and all other persons acting for, through or under it or any of them), covenants that no laborers', mechanics', or materialmen's liens or other liens or claims of any kind whatsoever shall be filed or maintained by it or by any subcontractor, materialmen or other person or persons acting for, through or under it or any of them against the work and/or against said lands, for or on account of any work done or materials furnished by it or any of them under any agreement or any amendment or supplement thereto.
13. **NOTICES.** All notices which may be given, by either party to the other, will be deemed to have been fully given when served personally on MnDOT or Permittee or when made in writing addressed as follows: to Permittee at:

420 N Pokegama Ave
Grand Rapids, MN 55744

and to MnDOT at:

State of Minnesota
Department of Transportation
District 1 Right of Way
1123 Mesaba Avenue
Duluth, MN 55811

The address to which notices are mailed may be changed by written notice given by either party to the other.

14. **INDEMNITY.** Permittee shall defend, indemnify, hold harmless and release the State of Minnesota, its Commissioner of Transportation and employees and its successors and assigns, from and against:
 - (a) all claims, demands, and causes of action for injury to or death of persons or loss of or damage to property (including Permittee's property) occurring on the Facility or connected with Permittee's use and occupancy of the Area, regardless of whether such injury, death, loss or damage is caused in part by the negligence of State of Minnesota or is deemed to be the

MINNESOTA
DEPARTMENT

OF TRANSPORTATION

RECOMMENDED FOR APPROVAL

By: *[Signature]*

for — District
Engineer

Date 11-14-16

APPROVED BY:

COMMISSIONER OF TRANSPORTATION

By: *[Signature]*
Acting Director, Office of Land Management

Date 3/7/14

The Commissioner of Transportation
by the execution of this permit
certifies that this permit is
necessary in the public interest
and that the use intended is for
public purposes.

CITY OF GRAND RAPIDS

By: *[Signature]*
Mayor

Date 11-21-16

And *[Signature]*
City Clerk

Date 11-21-16

Councilor Zabinski introduced the following resolution and moved for its adoption:

EXHIBIT B

RESOLUTION NO. 16-66

**A RESOLUTION IN RECOGNITION OF
AN EXISTING CITY OF GRAND RAPIDS
CITY LIMITS SIGN ON THE OUTER EDGE
OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION'S
RIGHT-OF-WAY ON HIGHWAY 2 WEST**

WHEREAS, the Existing City Limits Sign is currently located on the outer edge of the Minnesota Department of Transportation's Right-Of-Way on Highway 2 West.

WHEREAS, the authorization of this resolution will be forwarded to the proper parties of the State of Minnesota Department of Transportation, for their review and approval of the existing City Limits Sign.

WHEREAS, the City of Grand Rapids is responsible for the maintenance of the Existing City Limits Sign.

BE IT RESOLVED BY THE CITY OF GRAND RAPIDS:

That all previously written and unwritten documents are hereby superseded and that this resolution shall become effective on the day it is adopted.

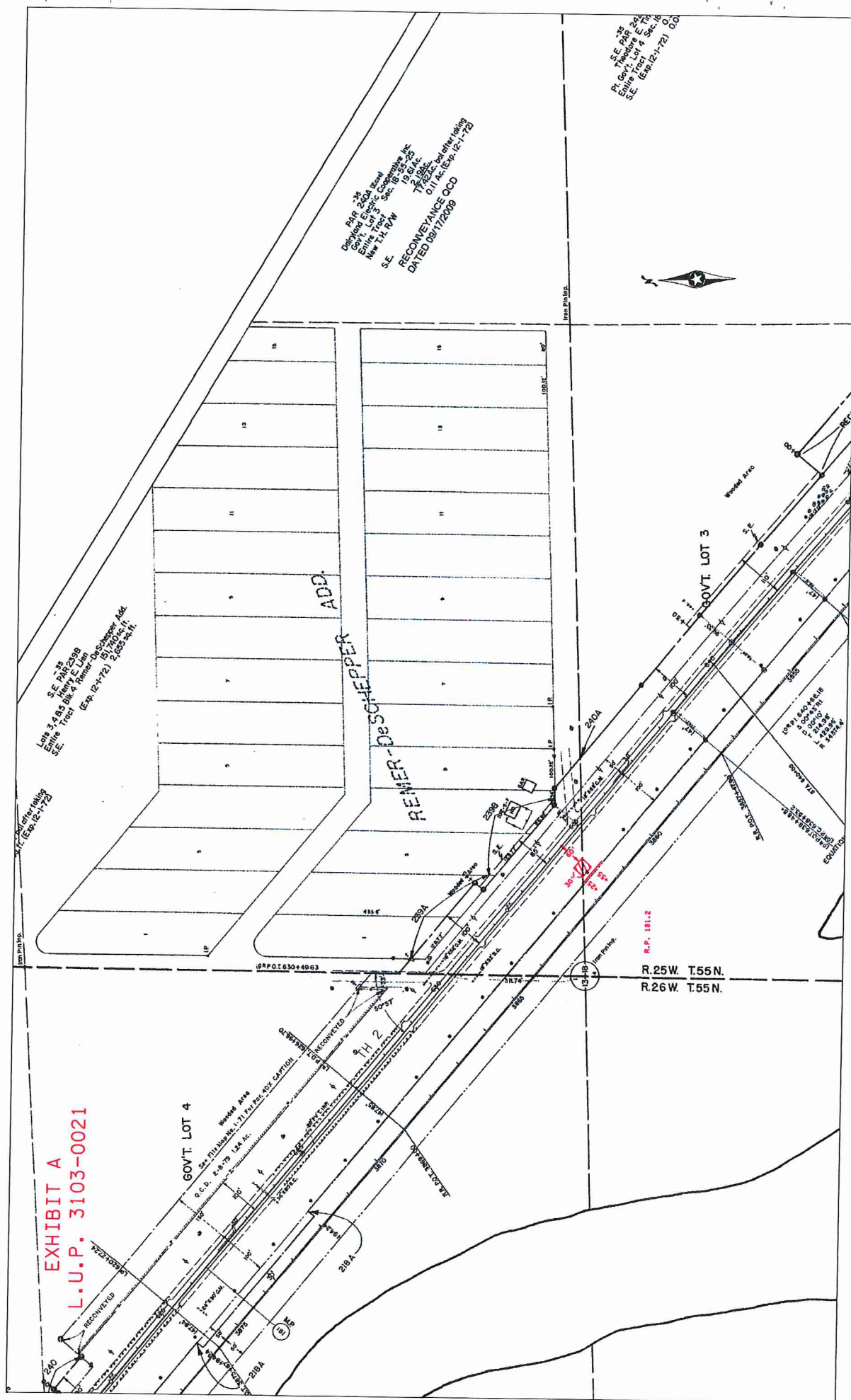
Adopted this 22nd day of August, 2016.


Dale Adams, Mayor

Attest:


Kimberly Gibeau, City Clerk

Councilor Blake seconded the foregoing resolution and the following voted in favor thereof: Christy, Zeige, Zabinski, Blake, Adams; and the following voted against same: None; whereby the resolution was declared duly passed and adopted.





Councilor Zabinski introduced the following resolution and moved for its adoption:

EXHIBIT B

RESOLUTION NO. 16-67

**A RESOLUTION AUTHORIZING THE CITY OF GRAND RAPIDS
PUBLIC WORKS DEPARTMENT TO ERECT A NEW CITY LIMITS SIGN
ON THE OUTER EDGE OF
THE MINNESOTA DEPARTMENT OF TRANSPORTATION'S RIGHT-OF-WAY
ON HIGHWAY 169 EAST**

WHEREAS, the City of Grand Rapids will be requesting to place a new City Limits Sign on the outer edge of the Minnesota Department of Transportation's Right-of-Way on Highway 169 East, as per this Resolution's adoption.

WHEREAS, the authorization of this Resolution will be forwarded to the proper parties of the State of Minnesota Department of Transportation for their review and approval of the new City Limits Sign.

WHEREAS, the installation of the new City Limits Sign will comply with Minnesota Department of Transportation's requirements and specifications.

WHEREAS, the City of Grand Rapids will be responsible for the maintenance of the new City Limits Sign located on the outer edge of the Minnesota Department of Transportation's Right-of-Way on the north side of Highway 169 East.

WHEREAS, the Public Works Director has reviewed and recommended authorizing the new City Limits Sign.

BE IT RESOLVED BY THE CITY OF GRAND RAPIDS:

That all previously written and unwritten documents are hereby superseded and that this resolution shall become effective on the day it is adopted.

Adopted this 22nd day of August, 2016.


Dale Adams, Mayor

Attest:


Kimberly Gibeau, City Clerk

Councilor Blake seconded the foregoing resolution and the following voted in favor thereof: Zeige, Christy, Blake, Zabinski, Adams; and the following voted against same: None; whereby the resolution was declared duly passed and adopted.

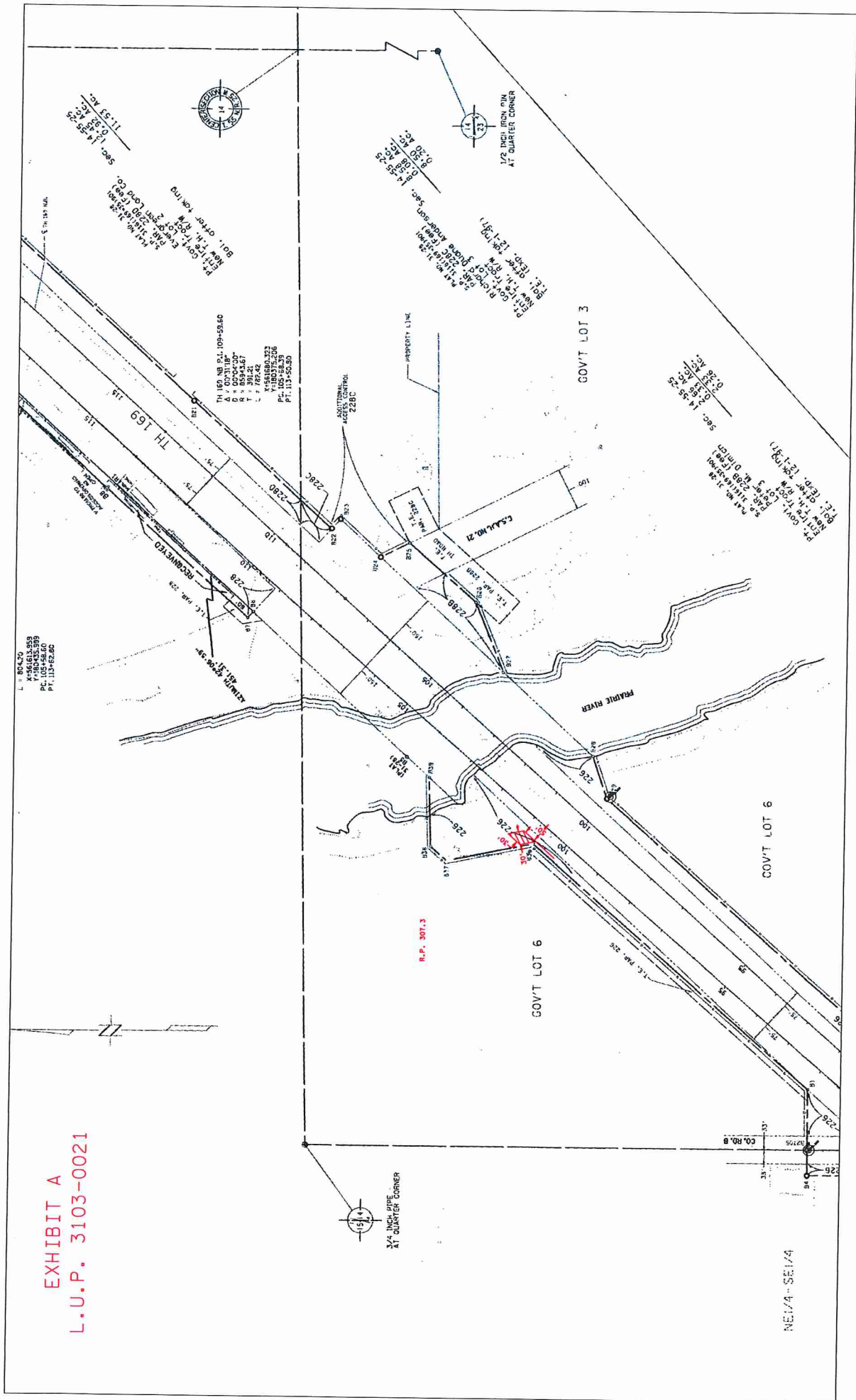
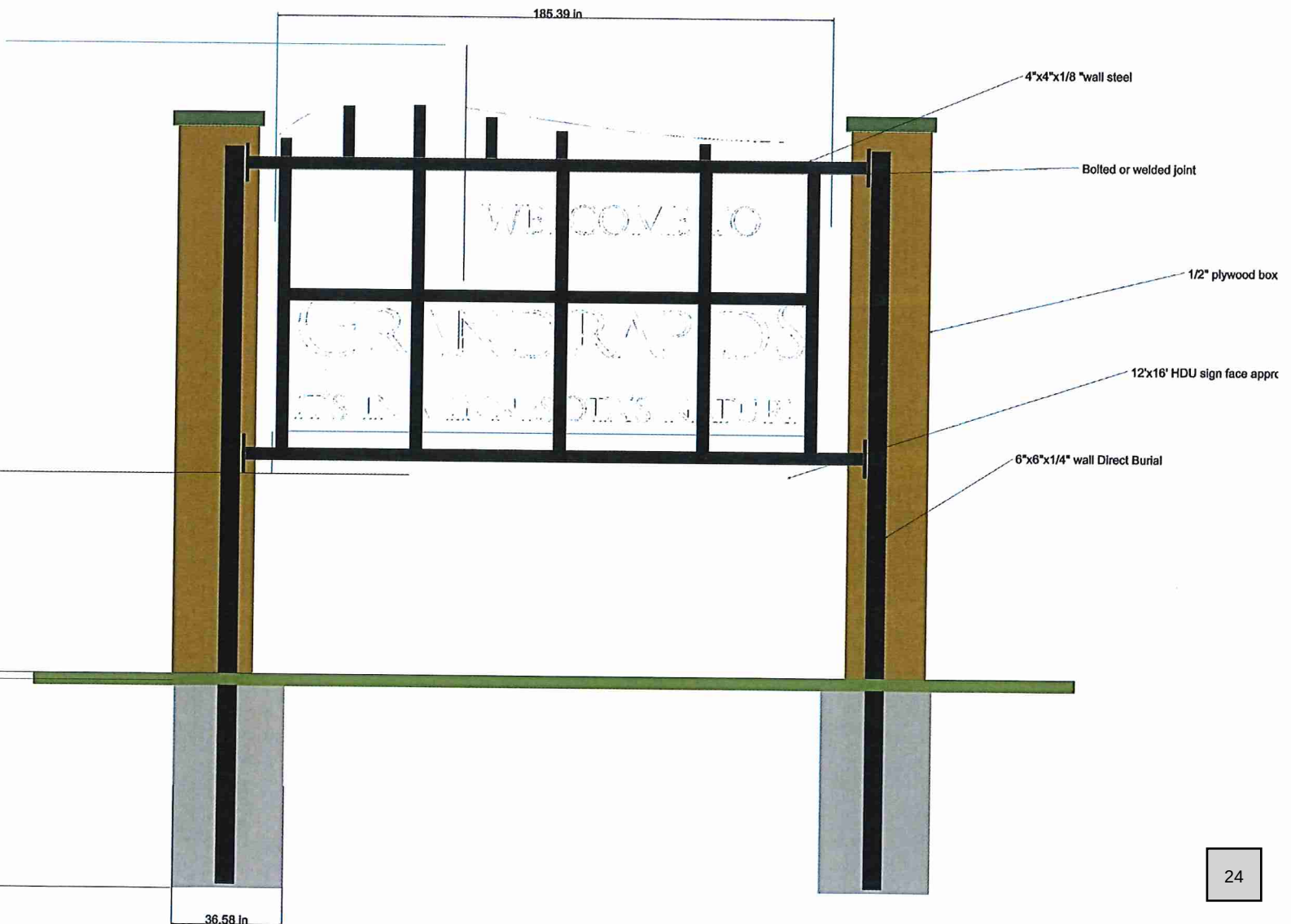


EXHIBIT A
L.U.P. 3103-0021





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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: November 24, 2025

AGENDA ITEM: Consider approving Maintenance – Winter (Public Works) new hires for the 2025-2026 Winter season.

PREPARED BY: Chery Pierzina, Human Resources Officer

BACKGROUND:

The Public Works Department utilizes intermittent employees to facilitate snow removal during the winter snow plowing season. We are recommending hiring the following employees for the 2025-2026 winter season.

These employees will work on an “as needed” basis from November 25, 2025, through May 16, 2026, in the position of Maintenance – Winter (Public Works), with a rate of pay of \$22.50 per hour:

Ricky Kraskey
 Timothy Ehret
 John Kallaus

All costs associated with their employment have been included in the 2025 and 2026 budget.

REQUESTED COUNCIL ACTION:

Make a motion to approve hiring the employees mentioned above, for the 2025-2026 winter season, working on an “as needed” basis from November 25, 2025, through May 16, 2026, in the position of Maintenance – Winter (Public Works), with a rate of pay of \$22.50 per hour.



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: November 24, 2025

AGENDA ITEM: Consider approving the Statement of Work (SOW) Agreement with CliftonLarsonAllen, LLP (CLA) for audit year ending December 31, 2025.

PREPARED BY: Laura Pfeifer

BACKGROUND:

The City entered a professional services contract with CLA on November 13, 2023. The auditing contract is for fiscal years 2024-2028.

The master service agreement (MSA) documents the terms, objectives, and the nature and limitations of service CLA will provide for the City of Grand Rapids. Each year's subsequent statement of work (SOW) will continue as stated in the MSA unless a change made via written communication that the city and CLA both sign or is terminated as permitted. The letter is attached for your review.

REQUESTED COUNCIL ACTION:

Make a motion approving the Statement of Work (SOW) Agreement with CliftonLarsonAllen, LLP (CLA), submitted November 13, 2025, for audit year ending December 31, 2025, and authorize the necessary signatures.



CliftonLarsonAllen LLP
<https://www.claconnect.com>

July 23, 2025

Statement of Work - Audit Services

This agreement constitutes a statement of work ("SOW") under the master service agreement ("MSA") dated October 25, 2024, or superseding MSA, made by and between CliftonLarsonAllen LLP ("CLA," "we," "us," and "our") and City of Grand Rapids ("you," "your," or "the entity"). We are pleased to confirm our understanding of the terms and objectives of our engagement and the nature and limitations of the services CLA will provide for the entity as of and for the year ended December 31, 2025.

Mary L Reedy is responsible for the performance of the audit engagement.

Scope of audit services

We will audit the financial statements of the governmental activities, the business-type activities, the discretely presented component unit, each major fund, and the aggregate remaining fund information, which collectively comprise the basic financial statements of City of Grand Rapids, and the related notes to the financial statements as of and for the year ended December 31, 2025.

The Governmental Accounting Standards Board (GASB) provides for certain required supplementary information (RSI) to accompany the entity's basic financial statements.

The RSI will be subjected to certain limited procedures, but will not be audited.

We will also evaluate and report on the presentation of the supplementary information other than RSI accompanying the financial statements in relation to the financial statements as a whole.

Nonaudit services

We will also provide the following nonaudit services:

- Preparation of your financial statements and the related notes.
- Preparation of the required supplementary information (RSI).
- Preparation of the supplementary information.
- Preparation of GASB 87/96 Tool, if necessary

Audit objectives

The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the

financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America (U.S. GAAP). Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (U.S. GAAS) will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

We will also perform procedures to enable us to express an opinion on whether the supplementary information (as identified above) accompanying the financial statements is fairly stated, in all material respects, in relation to the financial statements as a whole.

We will apply certain limited procedures to the RSI in accordance with U.S. GAAS. However, we will not express an opinion or provide any assurance on the RSI because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. We will also perform procedures to enable us to express an opinion on whether the supplementary information (as identified above) other than RSI accompanying the financial statements is fairly stated, in all material respects, in relation to the financial statements as a whole.

The objectives of our audit also include:

- Reporting on internal control over financial reporting and on compliance with the provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from the engagement. If our opinions on the financial statements or compliance are other than unmodified, we will discuss the reasons with you in advance. If circumstances occur related to the condition of your records, the availability of sufficient, appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements or material noncompliance caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements or an opinion on compliance, we retain the right to take any course of action permitted by professional standards, including declining to express opinions or issue reports, or withdrawing from the engagement.

As part of our audit, we will also perform the procedures and provide the report required by the Minnesota Legal Compliance Audit Guide for Political Subdivisions.

It is our understanding that our auditors' report will be included in your annual report which is comprised of the financial statements and that your annual report will be issued June 30, 2026. Our responsibility for other information included in your annual report does not extend beyond the financial information

identified in our opinion on the financial statements. We have no responsibility for determining whether such other information is properly stated and do not have an obligation to perform any procedures to corroborate other information contained in your annual report. We are required by professional standards to read the other information and consider whether a material inconsistency exists between the other information and the financial statements because the credibility of the financial statements and our auditors' report thereon may be undermined by material inconsistencies between the audited financial statements and other information. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Auditor responsibilities, procedures, and limitations

Those standards require that we exercise professional judgment and maintain professional skepticism throughout the planning and performance of the audit. As part of our audit, we will:

- Identify and assess the risks of material misstatement of the financial statements and material noncompliance, whether due to fraud or error, design and perform audit procedures responsive to those risks, and evaluate whether audit evidence obtained is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement or a material noncompliance resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of the entity and its environment, including the system of internal control, relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. However, we will communicate to you in writing any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the amounts and disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on our evaluation of audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for a reasonable period of time.

Although our audit planning has not been concluded and modifications may be made, we have identified the following significant risk(s) of material misstatement as part of our audit planning:

- Management override of internal controls
- Improper revenue recognition

Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting fraud or errors that are material to the financial statements and to preventing and

detecting misstatements resulting from noncompliance with provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the entity's compliance with the provisions of laws, regulations, contracts, and grant agreements that have a material effect on the financial statements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

We will include in our report on internal control over financial reporting and on compliance relevant information about any identified or suspected instances of fraud and any identified or suspected noncompliance with provisions of laws, regulations, contracts, or grant agreements that may have occurred that are required to be communicated under *Government Auditing Standards*.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Management responsibilities

Our audit will be conducted on the basis that you (management and, when appropriate, those charged with governance) acknowledge and understand that you have certain responsibilities that are fundamental to the conduct of an audit.

You are responsible for the preparation and fair presentation of the financial statements, RSI, and the schedule of expenditures of federal awards in accordance with U.S. GAAP. Management is also responsible for identifying all federal awards received, understanding and complying with the compliance requirements, and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in accordance with the requirements of the Uniform Guidance.

Management's responsibilities include the selection and application of accounting principles; recording and reflecting all transactions in the financial statements; determining the reasonableness of significant accounting estimates included in the financial statements; adjusting the financial statements to correct material misstatements; and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the entity's ability to continue as a going concern for 12 months beyond the financial statement date.

You are responsible for the design, implementation, and maintenance of effective internal control, including internal control over compliance, relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including evaluating and monitoring ongoing activities and safeguarding assets to help ensure that appropriate goals and

objectives are met; and that there is reasonable assurance that government programs are administered in compliance with compliance requirements.

You agree to inform us of events occurring or facts discovered subsequent to the date of the financial statements that may affect the financial statements.

Management is responsible for the preparation and fair presentation of other supplementary information in accordance with U.S. GAAP. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. You agree to provide us written representations related to the presentation of the supplementary information.

Management is responsible for the preparation of other information included in your annual report. You agree to provide the final version of such information to us in a timely manner, and if possible, prior to the date of our auditors' report. If the other information included in your annual report will not be available until after the date of our auditors' report on the financial statements, you agree to provide written representations indicating that (1) the information is consistent with the financial statements, (2) the other information does not contain material misstatements, and (3) the final version of the documents will be provided to us when available, and prior to issuance of the annual report by the entity, so that we can complete the procedures required by professional standards. Management agrees to correct material inconsistencies that we may identify. You agree to include our auditors' report in any document containing financial statements that indicates that such financial statements have been audited by us.

Management is responsible for providing us with a written confirmation concerning representations made by you and your staff to us in connection with the audit and the presentation of the basic financial statements and RSI. During our engagement, we will request information and explanations from you regarding, among other matters, the entity's activities, internal control, future plans, specific transactions, and accounting systems and procedures. The procedures we will perform during our engagement and the conclusions we reach as a basis for our report will be heavily influenced by the representations that we receive in the representation letter and otherwise from you. Accordingly, inaccurate, incomplete, or false representations could cause us to expend unnecessary effort or could cause a material fraud or error to go undetected by our procedures. In view of the foregoing, you agree that we shall not be responsible for any misstatements in the entity's financial statements that we may fail to detect as a result of misrepresentations made to us by you.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies to us of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the "Audit objectives" section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other engagements or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations,

as well as your planned corrective actions for the report, and for the timing and format for providing that information.

Responsibilities and limitations related to nonaudit services

For all nonaudit services we may provide to you, management agrees to assume all management responsibilities; oversee the services by designating an individual, preferably within senior management, who possesses suitable skill, knowledge, and/or experience to understand and oversee the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Management is also responsible for ensuring that your data and records are complete and that you have received sufficient information to oversee the services.

Use of financial statements

Should you decide to include or incorporate by reference these financial statements and our auditors' report(s) thereon in a future private placement or other offering of equity or debt securities, you agree that we are under no obligation to re-issue our report or provide consent for the use of our report in such a registration or offering document. We will determine, at our sole discretion, whether we will re-issue our report or provide consent for the use of our report only after we have performed the procedures we consider necessary in the circumstances. If we decide to re-issue our report or consent to the use of our report, we will be required to perform certain procedures including, but not limited to, (a) reading other information incorporated by reference in the registration statement or other offering document and (b) subsequent event procedures. These procedures will be considered an engagement separate and distinct from our audit engagement, and we will bill you separately. If we decide to re-issue our report or consent to the use of our report, you agree that we will be included on each distribution of draft offering materials and we will receive a complete set of final documents. If we decide not to re-issue our report or decide to withhold our consent to the use of our report, you may be required to engage another firm to audit periods covered by our audit reports, and that firm will likely bill you for its services. While the successor auditor may request access to our workpapers for those periods, we are under no obligation to permit such access.

If the parties (i.e., you and CLA) agree that CLA will not be involved with your official statements related to municipal securities filings or other offering documents, we will require that any official statements or other offering documents issued by you with which we are not involved clearly indicate that CLA is not involved with the contents of such documents. Such disclosure should read as follows:

CliftonLarsonAllen LLP, our independent auditor, has not been engaged to perform and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. CliftonLarsonAllen LLP also has not performed any procedures relating to this offering document.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website or submitted on a regulator website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information in the electronic site with the original document.

We may issue preliminary draft financial statements to you for your review. Any preliminary draft financial

statements should not be relied on or distributed.

Engagement administration and other matters

We understand that your employees will prepare all confirmations, account analyses, and audit schedules we request and will locate any documents or invoices selected by us for testing. A list of information we expect to need for our audit and the dates required will be provided in a separate communication.

At the conclusion of the engagement, we will complete the auditor sections of the electronic Data Collection Form SF-SAC and perform the steps to certify the Form SF-SAC and single audit reporting package. It is management's responsibility to complete the auditee sections of the Data Collection Form. We will create the single audit reporting package PDF file for submission; however, it is management's responsibility to review for completeness and accuracy and electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse and, if appropriate, to pass-through entities. The Data Collection Form and the reporting package must be electronically submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the entity; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing confidential or sensitive information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of CLA and constitutes confidential information. However, we may be requested to make certain audit documentation available to regulatory bodies pursuant to authority given to it by law or regulation. If requested, access to such audit documentation will be provided under the supervision of CLA's personnel. Furthermore, upon request, we may provide copies of selected audit documentation to those regulators. The regulators may intend, or decide, to distribute the copies of information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested by a regulator. If we are aware that a federal or state awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Professional standards require us to be independent with respect to you in the performance of these services. Any discussion that you have with our personnel regarding potential employment with you could impair our independence with respect to this engagement. Therefore, we request that you inform us prior to any such discussions so that we can implement appropriate safeguards to maintain our independence and objectivity. Further, any employment offers to any staff members working on this engagement without our prior knowledge may require substantial additional procedures to ensure our independence. You will be responsible for any additional costs incurred to perform these procedures.

Our audit engagement ends on delivery of our signed report. Any additional services that might be

requested will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific SOW for that service.

Government Auditing Standards require that we make our most recent external peer review report publicly available. The report is posted on our website at www.CLAconnect.com/Aboutus/.

Fees

Our professional fee is \$62,000.00. We will also bill for expenses (including travel, report production, word processing, postage, internal and administrative charges, etc.) plus a technology and client support fee of five percent (5%) of all professional fees billed. This estimate is based on anticipated cooperation from your personnel and their assistance with locating requested documents and preparing requested schedules. If the requested items are not available on the dates required or are not accurate, the fees and expenses will likely be higher. Our invoices, including applicable state and local taxes, will be rendered as work progresses and are payable on presentation.

Unexpected circumstances

We will advise you if unexpected circumstances require significant additional procedures resulting in a substantial increase in the fee estimate.

Changes in accounting and audit standards

Standard setters and regulators continue to evaluate and modify standards. Such changes may result in new or revised financial reporting and disclosure requirements or expand the nature, timing, and scope of the activities we are required to perform. To the extent that the amount of time required to provide the services described in the SOW increases due to such changes, our fee may need to be adjusted. We will discuss such circumstances with you prior to performing the additional work.

Agreement

We appreciate the opportunity to provide the services described in this SOW related to the MSA. All terms and provisions of the MSA shall apply to these services. If you agree with the terms of this SOW, please sign below to indicate your acknowledgement and understanding of, and agreement with, this SOW.

Sincerely,

CliftonLarsonAllen LLP

Response:

This letter correctly sets forth the understanding of City of Grand Rapids.

CLA

CLA

SIGN: Mary Reedy
Mary Reedy, Principal

DATE: November 13, 2025

Client

City of Grand Rapids

SIGN: _____
City Administrator

DATE: _____

City of Grand Rapids

SIGN: _____
Council Member

DATE: _____



REQUEST FOR COUNCIL ACTION

AGENDA DATE: November 24, 2025

AGENDA ITEM: Consider job description for Golf Course Superintendent and authorize Human Resources to post internally, interview and hire for the open position of Golf Course Superintendent.

PREPARED BY: Chery Pierzina, Human Resources Officer

BACKGROUND:

This fall marked the retirement of Steve Ross, whose connection to Pokegama Golf Course began during his time at Sugar Lake Golf Course. After supporting both courses, Steve transitioned in 2016 to an independent contractor role with Pokegama Golf Course, where he spent the next nine years leading course maintenance and operations.

Throughout his years of service, Steve played an instrumental role in the care and maintenance of Pokegama Golf Course, its grounds, and its equipment. He consistently upheld high standards of quality, managed staff and budgets, and provided steady leadership across all aspects of course operations. Steve's commitment and expertise has made a lasting impact, and he will be greatly missed. We wish him all the best in his well-deserved retirement.

The Golf Course Superintendent position is currently vacant. We are requesting authorization for Human Resources to begin the process of posting internally, interviewing, and hiring for this role. The position will be a full-time exempt position, classified at Grade 6, with a 2026 salary range of \$48,139 to \$64,336, reflecting a 5% increase from the 2025 salary range.

All costs associated with this position are included in the 2026 budget.

REQUESTED BOARD ACTION:

Make a motion to approve the job description for Golf Course Superintendent, and authorize Human Resources to post internally, interview and hire for the open position of Golf Course Superintendent, with the classification and salary as mentioned above.

City of Grand Rapids Job Description

Job Title: Golf Course Superintendent
Department: Pokegama Golf Course
Supervised by: Director of Golf
FLSA Status: Full Time - Exempt
Approved By: City Council
Approved Date:

Position Summary

Responsible for all activities related to the care and maintenance of the golf course, grounds, and equipment. Plan and implement budgets. Hire, train and supervise staff. Apply relevant landscaping, horticultural principles to assure that quality standards are consistently achieved and/or exceeded.

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

The following list is not intended to be all-inclusive, as duties will vary depending upon the direction of the Director of Golf.

Essential Duties and Responsibilities

- Develop the annual maintenance budget and operating plan. Implement the plan according to City operating policies and procedures to ensure cost containment.
- Plan and implement staffing schedules to ensure quality standards are achieved at minimum employee cost.
- Maintain the golf course in proper playing condition.
- Develop and maintain drainage, irrigation, pumping and water reservoir systems.
- Supervise all planting, fertilizing and care of turf, plants, shrubs, and trees on the golf course and grounds. Develop and implement a fertilizer, aeration and Integrated Pest Management program for proper turf grass and plant care.
- Supervise course construction projects.
- Supervise equipment maintenance and repair operations. Establish and implement a cleaning and preventative maintenance program for appropriate equipment, tools, vehicles, etc.
- Ensure maintenance of all appropriate quality and cleanliness standards including, but not limited to, employee hygiene and uniforms, equipment repair areas, equipment storage areas, chemical and fertilizer storage areas, receiving areas, washing areas, lunchroom areas, restrooms, etc.
- Implement and monitor the purchase ordering and receiving program to maintain proper inventories of supplies and ensure proper quantity and price on all purchases.
- Ensure compliance with all applicable state and federal laws, OSHA rules and regulations, relating to chemical and fertilizer storage and disposal, employee safety, public safety, etc.

- Manage employment activities for applicable staff members, including but not limited to, personnel recruitment and selection, performance evaluations, training, compensation, discipline and termination, etc.
- Maintain knowledge of current and projected industry developments through continuous attention to industry periodicals and participation in relevant trade associations and organizations.
- Maintain accurate records for pertaining to department activities including, but not limited to, labor schedules, course maintenance, construction activities, equipment repair, safety meetings and activities, fertilizer and chemical applications and pest control practices.
- Assure the efficient and timely submission of all required operational, financial, budgetary and related reports.
- Perform other duties as appropriate.

Education/Qualifications/Certifications

- High school diploma or GED required; college degree preferred.
- 5 years applicable functional, supervisory and/or management experience, preferably in the golf industry.
- Minnesota driver's license with no suspensions or revocations within the past five (5) years or have the ability to obtain upon hire.
- MN Class B Commercial Driver's License (CDL), or the ability to obtain within one year.
- CPR/First Aid Certification required within one year.
- Demonstrated experience and capability in the areas of budget development, fiscal management, strategic planning, staff management.
- Demonstrated quality written, verbal, and interpersonal communication skills.
- Ability to analyze and solve problems; efficiently handle multiple duties under pressure with minimal supervision; work flexible hours as required including nights/weekends.
- Positive attitude, professional manner and appearance in all situations.
- Safety sensitive position subject to random drug, alcohol, and cannabis testing.

Position Physical Requirements

Must have the ability to:

- Read and write (English).
- Communicate verbally with staff members and/or customers with or without the use of two-way radios.
- Give and/or follow verbal and written instructions.
- Supervise subordinates.
- Visually inspect all work areas, golf course and grounds.
- See players on the golf course, and to follow the flight of golf balls.
- Operate vehicles and equipment for several hours at a time.
- Perform mathematical calculations involving fractions, decimals, and percentages.
- Retrieve, read and interpret information from technical sources.
- Stand, walk, push, pull, lift, grasp, bend and kneel for up to 5 hours at a time.

- The employee must frequently lift/move (above shoulder height) up to 55 pounds.

Supervises

Assistant Superintendent; Maintenance Foreman; Pesticides Application Specialist; Irrigation Specialist; Equipment Operators; Equipment Technician; Laborers.

Working Conditions

Work hours may include days and evenings on weekdays and weekends. Subject to inside and outside environmental conditions. May be exposed to inclement weather, potentially dangerous chemicals, solvents, pesticides, herbicides, and fertilizers, misdirected golf balls, sharp and rapid equipment movement on a daily basis. Injury may result as a result of exposure to the above if safety policies and practices are not properly followed.

Machine/Equipment/Tools Used

General office machines such as typewriters, personal computers, printers, copiers, fax machines, calculators, telephones, etc. VDT glare screen and wrist rest. Golf carts, trucks, spray equipment, mowers, heavy machinery.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and the employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Position Description Acknowledgement

I have read and understand all of the above. I have reviewed the essential functions and responsibilities for which I am responsible, as well as the working conditions and physical requirements. I understand this document does not create an employment contract, and that I am employed by the City on an "At Will" basis. I further understand that this position description supersedes any and all prior descriptions issued.

Staff Member _____ Date _____

Supervisor _____ Date _____

e



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: November 24, 2025

AGENDA ITEM: Consider approving 10-year Axon Contract

PREPARED BY: Captain Jeremy Nelson

BACKGROUND:

In 2021, the City of Grand Rapids entered a 5-year contract with Axon for 15 body worn cameras (BWC's), 15 Tasers, 14 in squad cameras, and Axon's digital evidence management system (evidence.com) for the Grand Rapids Police Department.

The benefit of all GRPD officers having BWC's, the same model of tasers, in-squad cameras, and several additional software programs that have improved our management of digital evidence and accountability, we have approached council several times to approve additional purchases. Currently we have 22 BWC's, 22 Tasers', 16 in squad cameras. This allows every officer, and the community assistance officer to have a BWC and Taser, and all GRPD patrol squads to have an in-squad camera.

Since 2021 all GRPD's digital evidence, including BWC/in-squad camera footage, photographs, and audio recordings is stored on Axon's evidence.com. The Itasca County Sheriff's Office, MN State Patrol, all other police agencies in Itasca County, the Itasca County Attorney's Office, and the Grand Rapids City Attorney utilize Axon for digital evidence. This makes sharing digital evidence with other agencies and prosecuting attorneys a uniform and efficient process.

The original contract with Axon expires in 2026. Axon approached GRPD with options to combine the 10 contracts we currently have with Axon into a single contract and offered a 10-year contract with locked in pricing. This contract provides GRPD with new BWC's, Taser's, and in-squad cameras at the start of the contract and provides new BWC's every 2.5 years, new Tasers in-squad camera refreshes at year 5 and year 10.

This contract it will lock the City into a consistent price to be able to have predictable budgeting for the Axon line item for the next 10 years, at the price of \$78,872.33 for 2026, which is included in the 2026 preliminary budget, and \$106,276.82 per year for the remaining 9 years.

REQUESTED COUNCIL ACTION:

Make a motion accepting 10-year contract with Axon for body worn cameras, tasers, squad cameras, and associated licenses.



Axon Enterprise, Inc.
17800 N 85th St
Scottsdale, Arizona 85255
United States
VAT: 86-0741227
Domestic:(800) 978-2737
International: +1.800.978.2737

Q-751570-4 Item 9.

Issued: 11/23/2025

Quote Expiration: 11/25/2025

Estimated Contract Start Date: 01/01/2026

Account Number: 193090

Payment Terms: N30

Mode of Delivery: UPS-GND

Credit/Debit Amount: \$0.00

SHIP TO	BILL TO
Grand Rapids Police Dept. - MN 420 N Pokegama Ave Grand Rapids, MN 55744-2658 USA	Grand Rapids Police Dept. - MN 420 N Pokegama Ave Grand Rapids MN 55744-2658 USA Email:

SALES REPRESENTATIVE	PRIMARY CONTACT
Kevin Pirehpour Phone: Email: kpirehpour@axon.com Fax:	Jeremy Nelson Phone: 218-910-8427 Email: jnelson@grandrapidsmn.gov Fax:

Quote Summary

Program Length	120 Months
TOTAL COST	\$1,035,363.71
ESTIMATED TOTAL W/ TAX	\$1,035,363.71

Discount Summary

Average Savings Per Year	\$43,287.77
TOTAL SAVINGS	\$432,877.66

Payment Summary

Date	Subtotal	Tax	Total
Jan 2026	\$78,872.33	\$0.00	\$78,872.33
Jan 2027	\$106,276.82	\$0.00	\$106,276.82
Jan 2028	\$106,276.82	\$0.00	\$106,276.82
Jan 2029	\$106,276.82	\$0.00	\$106,276.82
Jan 2030	\$106,276.82	\$0.00	\$106,276.82
Jan 2031	\$106,276.82	\$0.00	\$106,276.82
Jan 2032	\$106,276.82	\$0.00	\$106,276.82
Jan 2033	\$106,276.82	\$0.00	\$106,276.82
Jan 2034	\$106,276.82	\$0.00	\$106,276.82
Jan 2035	\$106,276.82	\$0.00	\$106,276.82
Total	\$1,035,363.71	\$0.00	\$1,035,363.71

Quote Unbundled Price:

Quote List Price:

Quote Subtotal:

\$1,468, Item 9.

\$1,232,834.98

\$1,035,363.71

Pricing

All deliverables are detailed in Delivery Schedules section lower in proposal

Item	Description	Qty	Term	Unbundled	List Price	Net Price	Subtotal	Tax	Total
Program									
100553	TRANSFER BALANCE - SOFTWARE AND SERVICES	1			\$1.00	(\$3,803.18)	(\$3,803.18)	\$0.00	(\$3,803.18)
100552	TRANSFER BALANCE - GOODS	1			\$1.00	\$7,353.13	\$7,353.13	\$0.00	\$7,353.13
BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	22	120	\$137.90	\$110.46	\$110.46	\$291,614.58	\$0.00	\$291,614.58
C00025	BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	22	120	\$125.93	\$96.05	\$96.05	\$253,572.00	\$0.00	\$253,572.00
Fleet3A10Yr	Fleet 3 Advanced 10 Year	16	120	\$292.32	\$248.53	\$212.06	\$407,155.20	\$0.00	\$407,155.20
A la Carte Hardware									
100769	AXON SIGNAL - SIDEARM LITERATURE AND SCREWDRIVER PACK	22			\$2.99	\$2.99	\$65.78	\$0.00	\$65.78
101889	AXON SIGNAL - BATTERY - CR2032	22			\$5.00	\$5.00	\$110.00	\$0.00	\$110.00
100681	AXON SIGNAL - SIDEARM SENSOR ONLY	22			\$269.00	\$269.00	\$5,918.00	\$0.00	\$5,918.00
H00002	AB4 Multi Bay Dock Bundle	2			\$1,638.90	\$0.00	\$0.00	\$0.00	\$0.00
H00003	AB4 1-Bay Dock Bundle	1			\$229.00	\$229.00	\$229.00	\$0.00	\$229.00
H00001	AB4 Camera Bundle	22			\$899.00	\$0.00	\$0.00	\$0.00	\$0.00
A la Carte Software									
73618	AXON COMMUNITY REQUEST	22	120		\$12.12	\$0.00	\$0.00	\$0.00	\$0.00
73682	AXON EVIDENCE - AUTO TAGGING LICENSE	22	120		\$12.12	\$0.00	\$0.00	\$0.00	\$0.00
73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	22	120		\$12.12	\$0.00	\$0.00	\$0.00	\$0.00
73449	AXON BODY - LICENSE - DEVICE CONNECTIVITY	22	120		\$6.06	\$1.89	\$4,998.40	\$0.00	\$4,998.40
73447	AXON FUSUS - LICENSE - PLUS USER	22	120		\$16.96	\$16.67	\$44,000.00	\$0.00	\$44,000.00
ProLicense	Pro License Bundle	3	120		\$54.52	\$54.03	\$19,450.80	\$0.00	\$19,450.80
A la Carte Services									
101186	AXON VR - PSO - VIRTUAL	1			\$2,000.00	\$2,000.00	\$2,000.00	\$0.00	\$2,000.00
101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1			\$2,700.00	\$2,700.00	\$2,700.00	\$0.00	\$2,700.00
Total							\$1,035,363.71	\$0.00	\$1,035,363.71

Delivery Schedule

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
AB4 1-Bay Dock Bundle	100201	AXON BODY 4 - DOCK - SINGLE BAY	1	1	12/01/2025
AB4 1-Bay Dock Bundle	71104	AXON - DOCK/DATAPORT POWERCORD - NORTH AMERICA	1	1	12/01/2025
AB4 Camera Bundle	100147	AXON BODY 4 - CAMERA - NA US FIRST RESPONDER BLK RAPIDLOCK	22	1	12/01/2025
AB4 Camera Bundle	100466	AXON BODY 4 - CABLE - USB-C TO USB-C	25	1	12/01/2025
AB4 Camera Bundle	100775	AXON BODY 4 - MAGNETIC DISCONNECT CABLE	25	1	12/01/2025

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
AB4 Camera Bundle	74028	AXON BODY - MOUNT - WING CLIP RAPIDLOCK	25	1	12/01/2025
AB4 Multi Bay Dock Bundle	100206	AXON BODY 4 - 8 BAY DOCK	2	1	12/01/2025
AB4 Multi Bay Dock Bundle	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	2	1	12/01/2025
AB4 Multi Bay Dock Bundle	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	2	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100126	AXON VR - TACTICAL BAG	1	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100390	AXON TASER 10 - HANDLE - YELLOW CLASS 3R	22	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100394	AXON TASER 10 - MAGAZINE - HALT TRAINING BLUE	4	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100396	AXON TASER 10 - MAGAZINE - INERT RED	1	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100399	AXON TASER 10 - CARTRIDGE - LIVE	330	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100400	AXON TASER 10 - CARTRIDGE - HALT	160	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100401	AXON TASER 10 - CARTRIDGE - INERT	10	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100591	AXON TASER - CLEANING KIT	1	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100611	AXON TASER 10 - SAFARILAND HOLSTER - RH	22	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100623	ENHANCED HOOK-AND-LOOP TRAINING (HALT) SUIT (V2)	1	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100748	AXON VR - CONTROLLER - TASER 10	1	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	101122	AXON VR - HOLSTER - T10 SAFARILAND GRAY - RH	1	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	101455	AXON TASER 10 - REPLACEMENT TOOL KIT - INTERPOSER BUCKET	1	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	101456	AXON TASER 10 - REPLACEMENT INTERPOSER BUCKET	1	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	101751	AXON VR - HEADSET - HTC FOCUS VISION	1	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	101755	AXON TASER 10 - MAGAZINE - LIVE DUTY BLACK V2	22	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	101757	AXON TASER 10 - MAGAZINE - LIVE TRAINING PURPLE V2	3	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	20018	AXON TASER - BATTERY PACK - TACTICAL	5	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	20018	AXON TASER - BATTERY PACK - TACTICAL	22	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	70033	AXON - DOCK WALL MOUNT - BRACKET ASSY	1	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	71019	AXON BODY - DOCK POWERCORD - NORTH AMERICA	1	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	74200	AXON TASER - DOCK - SIX BAY PLUS CORE	1	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	80087	AXON TASER - TARGET - CONDUCTIVE PROFESSIONAL RUGGEDIZED	1	1	12/01/2025
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	80090	AXON TASER - TARGET FRAME - PROFESSIONAL 27.5 IN X 75 IN	1	1	12/01/2025
Fleet 3 Advanced 10 Year	101675	AXON FLEET - ERICSSON CRADLEPOINT R980-5GD-A+5YR NETCLOUD	16	1	12/01/2025
Fleet 3 Advanced 10 Year	101924	AXON FLEET - TAOGLAS ANT - 7-IN-1 4CELL 2WIFI 1GNSS INT	16	1	12/01/2025
Fleet 3 Advanced 10 Year	70112	AXON SIGNAL - VEHICLE	16	1	12/01/2025
Fleet 3 Advanced 10 Year	72036	AXON FLEET 3 - STANDARD 2 CAMERA KIT	16	1	12/01/2025
A la Carte	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	22	1	01/01/2026
A la Carte	100769	AXON SIGNAL - SIDEARM LITERATURE AND SCREWDRIVER PACK	22	1	01/01/2026
A la Carte	101889	AXON SIGNAL - BATTERY - CR2032	22	1	01/01/2026
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100400	AXON TASER 10 - CARTRIDGE - HALT	110	1	12/01/2026
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100400	AXON TASER 10 - CARTRIDGE - HALT	110	1	12/01/2027
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	101012	AXON VR - TAP REFRESH 1 - CONTROLLER	1	1	06/01/2028
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	20373	AXON VR - TAP REFRESH 1 - HEADSET	1	1	06/01/2028
BWC Unlimited with TAP 10YR	73309	AXON BODY - TAP REFRESH 1 - CAMERA	22	1	06/01/2028
BWC Unlimited with TAP 10YR	73313	AXON BODY - TAP REFRESH 1 - DOCK SINGLE BAY	1	1	06/01/2028
BWC Unlimited with TAP 10YR	73689	AXON BODY - TAP REFRESH 1 - DOCK MULTI BAY	2	1	06/01/2028
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100400	AXON TASER 10 - CARTRIDGE - HALT	110	1	12/01/2028
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	100400	AXON TASER 10 - CARTRIDGE - HALT	110	1	12/01/2029
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	101013	AXON VR - TAP REFRESH 2 - CONTROLLER	1	1	12/01/2030
BUNDLE - TASER 10 CERTFICATION STANDARD 10YR	20374	AXON VR - TAP REFRESH 2 - HEADSET	1	1	12/01/2030
BWC Unlimited with TAP 10YR	73310	AXON BODY - TAP REFRESH 2 - CAMERA	22	1	12/01/2030
BWC Unlimited with TAP 10YR	73314	AXON BODY - TAP REFRESH 2 - DOCK SINGLE BAY	1	1	12/01/2030

Hardware

Bundle	Item	Description	QTY	Shipping Location	Estimated Delivery Date
BWC Unlimited with TAP 10YR	73688	AXON BODY - TAP REFRESH 2 - DOCK MULTI BAY	2	1	12/01/2030
Fleet 3 Advanced 10 Year	72040	AXON FLEET - TAP REFRESH 1 - 2 CAMERA KIT	16	1	12/01/2030
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	20242	AXON TASER - CERTIFICATION PROGRAM YEAR 6-10 HARDWARE	22	1	06/01/2031
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	101014	AXON VR - TAP REFRESH 3 - CONTROLLER	1	1	06/01/2033
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	20375	AXON VR - TAP REFRESH 3 - HEADSET	1	1	06/01/2033
BWC Unlimited with TAP 10YR	73317	AXON BODY - TAP REFRESH 3 - DOCK SINGLE BAY	1	1	06/01/2033
BWC Unlimited with TAP 10YR	73345	AXON BODY - TAP REFRESH 3 - CAMERA	22	1	06/01/2033
BWC Unlimited with TAP 10YR	73347	AXON BODY - TAP REFRESH 3 - DOCK MULTI BAY	2	1	06/01/2033
BWC Unlimited with TAP 10YR	73318	AXON BODY - TAP REFRESH 4 - DOCK SINGLE BAY	1	1	12/01/2035
BWC Unlimited with TAP 10YR	73346	AXON BODY - TAP REFRESH 4 - CAMERA	22	1	12/01/2035
BWC Unlimited with TAP 10YR	73348	AXON BODY - TAP REFRESH 4 - DOCK MULTI BAY	2	1	12/01/2035
Fleet 3 Advanced 10 Year	100092	AXON FLEET - TAP REFRESH 2 - 2 CAMERA KIT	16	1	12/01/2035

Software

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	101180	AXON TASER - DATA SCIENCE PROGRAM	22	01/01/2026	12/31/2035
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	101703	AXON VR - USER ACCESS - TASER SKILLS	22	01/01/2026	12/31/2035
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	20248	AXON TASER - EVIDENCE.COM LICENSE	22	01/01/2026	12/31/2035
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	20248	AXON TASER - EVIDENCE.COM LICENSE	1	01/01/2026	12/31/2035
BWC Unlimited with TAP 10YR	73686	AXON EVIDENCE - STORAGE - UNLIMITED (AXON DEVICE)	22	01/01/2026	12/31/2035
BWC Unlimited with TAP 10YR	73746	AXON EVIDENCE - ECOM LICENSE - PRO	22	01/01/2026	12/31/2035
Fleet 3 Advanced 10 Year	80400	AXON EVIDENCE - FLEET VEHICLE LICENSE	16	01/01/2026	12/31/2035
Fleet 3 Advanced 10 Year	80401	AXON FLEET 3 - ALPR LICENSE - 1 CAMERA	16	01/01/2026	12/31/2035
Fleet 3 Advanced 10 Year	80402	AXON FLEET - LICENSE - REAL-TIME LOCATION, ALERTS, & LIVESTREAM	16	01/01/2026	12/31/2035
Fleet 3 Advanced 10 Year	80410	AXON EVIDENCE - STORAGE - FLEET 1 CAMERA UNLIMITED	32	01/01/2026	12/31/2035
Pro License Bundle	73683	AXON EVIDENCE - STORAGE - 10GB A LA CARTE	9	01/01/2026	12/31/2035
Pro License Bundle	73746	AXON EVIDENCE - ECOM LICENSE - PRO	3	01/01/2026	12/31/2035
A la Carte	73447	AXON FUSUS - LICENSE - PLUS USER	22	01/01/2026	12/31/2035
A la Carte	73449	AXON BODY - LICENSE - DEVICE CONNECTIVITY	22	01/01/2026	12/31/2035
A la Carte	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	22	01/01/2026	12/31/2035
A la Carte	73618	AXON COMMUNITY REQUEST	22	01/01/2026	12/31/2035
A la Carte	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	22	01/01/2026	12/31/2035

Services

Bundle	Item	Description	QTY
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	100751	AXON TASER 10 - REPLACEMENT ACCESS PROGRAM - DUTY CARTRIDGE	22
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	101193	AXON TASER - ON DEMAND CERTIFICATION	22
Fleet 3 Advanced 10 Year	100738	AXON FLEET 3 - SIM INSERTION - VZW 4FF	16
Fleet 3 Advanced 10 Year	73391	AXON FLEET 3 - DEPLOYMENT PER VEHICLE - NOT OVERSIZED	16
Fleet 3 Advanced 10 Year	73392	AXON FLEET 3 - INSTALLATION - UPGRADE (PER VEHICLE)	16
A la Carte	101186	AXON VR - PSO - VIRTUAL	1
A la Carte	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	100197	AXON VR - EXT WARRANTY - HEADSET	1	12/01/2026	12/31/2035
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	100704	AXON TASER 10 - EXT WARRANTY - HANDLE	22	12/01/2026	12/31/2035

Warranties

Bundle	Item	Description	QTY	Estimated Start Date	Estimated End Date
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	101007	AXON VR - EXT WARRANTY - CONTROLLER	1	12/01/2026	12/31/2035
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	5	12/01/2026	12/31/2035
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	80374	AXON TASER - EXT WARRANTY - BATTERY PACK T7/T10	22	12/01/2026	12/31/2035
BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	80396	AXON TASER - EXT WARRANTY - DOCK SIX BAY T7/T10	1	12/01/2026	12/31/2035
BWC Unlimited with TAP 10YR	80464	AXON BODY - TAP WARRANTY - CAMERA	22	12/01/2026	12/31/2035
BWC Unlimited with TAP 10YR	80465	AXON BODY - TAP WARRANTY - MULTI BAY DOCK	2	12/01/2026	12/31/2035
BWC Unlimited with TAP 10YR	80466	AXON BODY - TAP WARRANTY - SINGLE BAY DOCK	1	12/01/2026	12/31/2035
Fleet 3 Advanced 10 Year	80379	AXON SIGNAL - EXT WARRANTY - SIGNAL UNIT	16	12/01/2026	12/31/2035
Fleet 3 Advanced 10 Year	80495	AXON FLEET 3 - EXT WARRANTY - 2 CAMERA KIT	16	12/01/2026	12/31/2035

Shipping Locations

Item 9.

Location Number	Street	City	State	Zip	Country
1	420 N Pokegama Ave	Grand Rapids	MN	55744-2658	USA
1	420 N Pokegama Ave	Grand Rapids	MN	55744-2658	USA

Payment Details

Jan 2026

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Transfer Value	100552	TRANSFER BALANCE - GOODS	1	\$7,353.13	\$0.00	\$7,353.13
Transfer Value	100553	TRANSFER BALANCE - SOFTWARE AND SERVICES	1	(\$3,803.18)	\$0.00	(\$3,803.18)
Year 1	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	22	\$432.01	\$0.00	\$432.01
Year 1	100769	AXON SIGNAL - SIDEARM LITERATURE AND SCREWDRIVER PACK	22	\$4.80	\$0.00	\$4.80
Year 1	101186	AXON VR - PSO - VIRTUAL	1	\$146.00	\$0.00	\$146.00
Year 1	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$197.10	\$0.00	\$197.10
Year 1	101889	AXON SIGNAL - BATTERY - CR2032	22	\$8.03	\$0.00	\$8.03
Year 1	73447	AXON FUSUS - LICENSE - PLUS USER	22	\$3,212.00	\$0.00	\$3,212.00
Year 1	73449	AXON BODY - LICENSE - DEVICE CONNECTIVITY	22	\$364.88	\$0.00	\$364.88
Year 1	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	22	\$0.00	\$0.00	\$0.00
Year 1	73618	AXON COMMUNITY REQUEST	22	\$0.00	\$0.00	\$0.00
Year 1	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	22	\$0.00	\$0.00	\$0.00
Year 1	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	22	\$21,287.86	\$0.00	\$21,287.86
Year 1	C00025	BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	22	\$18,510.75	\$0.00	\$18,510.75
Year 1	Fleet3A10Yr	Fleet 3 Advanced 10 Year	16	\$29,722.32	\$0.00	\$29,722.32
Year 1	H00001	AB4 Camera Bundle	22	\$0.00	\$0.00	\$0.00
Year 1	H00002	AB4 Multi Bay Dock Bundle	2	\$0.00	\$0.00	\$0.00
Year 1	H00003	AB4 1-Bay Dock Bundle	1	\$16.72	\$0.00	\$16.72
Year 1	ProLicense	Pro License Bundle	3	\$1,419.91	\$0.00	\$1,419.91
Total				\$78,872.33	\$0.00	\$78,872.33

Jan 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	22	\$609.55	\$0.00	\$609.55
Year 2	100769	AXON SIGNAL - SIDEARM LITERATURE AND SCREWDRIVER PACK	22	\$6.78	\$0.00	\$6.78
Year 2	101186	AXON VR - PSO - VIRTUAL	1	\$206.00	\$0.00	\$206.00
Year 2	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$278.10	\$0.00	\$278.10
Year 2	101889	AXON SIGNAL - BATTERY - CR2032	22	\$11.33	\$0.00	\$11.33
Year 2	73447	AXON FUSUS - LICENSE - PLUS USER	22	\$4,532.00	\$0.00	\$4,532.00
Year 2	73449	AXON BODY - LICENSE - DEVICE CONNECTIVITY	22	\$514.84	\$0.00	\$514.84
Year 2	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	22	\$0.00	\$0.00	\$0.00
Year 2	73618	AXON COMMUNITY REQUEST	22	\$0.00	\$0.00	\$0.00
Year 2	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	22	\$0.00	\$0.00	\$0.00
Year 2	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	22	\$30,036.29	\$0.00	\$30,036.29
Year 2	C00025	BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	22	\$26,117.92	\$0.00	\$26,117.92
Year 2	Fleet3A10Yr	Fleet 3 Advanced 10 Year	16	\$41,936.99	\$0.00	\$41,936.99
Year 2	H00001	AB4 Camera Bundle	22	\$0.00	\$0.00	\$0.00
Year 2	H00002	AB4 Multi Bay Dock Bundle	2	\$0.00	\$0.00	\$0.00

Jan 2027

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 2	H00003	AB4 1-Bay Dock Bundle	1	\$23.59	\$0.00	\$23.59
Year 2	ProLicense	Pro License Bundle	3	\$2,003.43	\$0.00	\$2,003.43
Total				\$106,276.82	\$0.00	\$106,276.82

Jan 2028

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 3	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	22	\$609.55	\$0.00	\$609.55
Year 3	100769	AXON SIGNAL - SIDEARM LITERATURE AND SCREWDRIVER PACK	22	\$6.78	\$0.00	\$6.78
Year 3	101186	AXON VR - PSO - VIRTUAL	1	\$206.00	\$0.00	\$206.00
Year 3	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$278.10	\$0.00	\$278.10
Year 3	101889	AXON SIGNAL - BATTERY - CR2032	22	\$11.33	\$0.00	\$11.33
Year 3	73447	AXON FUSUS - LICENSE - PLUS USER	22	\$4,532.00	\$0.00	\$4,532.00
Year 3	73449	AXON BODY - LICENSE - DEVICE CONNECTIVITY	22	\$514.84	\$0.00	\$514.84
Year 3	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	22	\$0.00	\$0.00	\$0.00
Year 3	73618	AXON COMMUNITY REQUEST	22	\$0.00	\$0.00	\$0.00
Year 3	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	22	\$0.00	\$0.00	\$0.00
Year 3	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	22	\$30,036.29	\$0.00	\$30,036.29
Year 3	C00025	BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	22	\$26,117.92	\$0.00	\$26,117.92
Year 3	Fleet3A10Yr	Fleet 3 Advanced 10 Year	16	\$41,936.99	\$0.00	\$41,936.99
Year 3	H00001	AB4 Camera Bundle	22	\$0.00	\$0.00	\$0.00
Year 3	H00002	AB4 Multi Bay Dock Bundle	2	\$0.00	\$0.00	\$0.00
Year 3	H00003	AB4 1-Bay Dock Bundle	1	\$23.59	\$0.00	\$23.59
Year 3	ProLicense	Pro License Bundle	3	\$2,003.43	\$0.00	\$2,003.43
Total				\$106,276.82	\$0.00	\$106,276.82

Jan 2029

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 4	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	22	\$609.55	\$0.00	\$609.55
Year 4	100769	AXON SIGNAL - SIDEARM LITERATURE AND SCREWDRIVER PACK	22	\$6.78	\$0.00	\$6.78
Year 4	101186	AXON VR - PSO - VIRTUAL	1	\$206.00	\$0.00	\$206.00
Year 4	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$278.10	\$0.00	\$278.10
Year 4	101889	AXON SIGNAL - BATTERY - CR2032	22	\$11.33	\$0.00	\$11.33
Year 4	73447	AXON FUSUS - LICENSE - PLUS USER	22	\$4,532.00	\$0.00	\$4,532.00
Year 4	73449	AXON BODY - LICENSE - DEVICE CONNECTIVITY	22	\$514.84	\$0.00	\$514.84
Year 4	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	22	\$0.00	\$0.00	\$0.00
Year 4	73618	AXON COMMUNITY REQUEST	22	\$0.00	\$0.00	\$0.00
Year 4	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	22	\$0.00	\$0.00	\$0.00
Year 4	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	22	\$30,036.29	\$0.00	\$30,036.29
Year 4	C00025	BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	22	\$26,117.92	\$0.00	\$26,117.92
Year 4	Fleet3A10Yr	Fleet 3 Advanced 10 Year	16	\$41,936.99	\$0.00	\$41,936.99
Year 4	H00001	AB4 Camera Bundle	22	\$0.00	\$0.00	\$0.00
Year 4	H00002	AB4 Multi Bay Dock Bundle	2	\$0.00	\$0.00	\$0.00
Year 4	H00003	AB4 1-Bay Dock Bundle	1	\$23.59	\$0.00	\$23.59
Year 4	ProLicense	Pro License Bundle	3	\$2,003.43	\$0.00	\$2,003.43
Total				\$106,276.82	\$0.00	\$106,276.82

Jan 2030

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	22	\$609.55	\$0.00	\$609.55
Year 5	100769	AXON SIGNAL - SIDEARM LITERATURE AND SCREWDRIVER PACK	22	\$6.78	\$0.00	\$6.78

Jan 2030

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 5	101186	AXON VR - PSO - VIRTUAL	1	\$206.00	\$0.00	\$206.00
Year 5	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$278.10	\$0.00	\$278.10
Year 5	101889	AXON SIGNAL - BATTERY - CR2032	22	\$11.33	\$0.00	\$11.33
Year 5	73447	AXON FUSUS - LICENSE - PLUS USER	22	\$4,532.00	\$0.00	\$4,532.00
Year 5	73449	AXON BODY - LICENSE - DEVICE CONNECTIVITY	22	\$514.84	\$0.00	\$514.84
Year 5	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	22	\$0.00	\$0.00	\$0.00
Year 5	73618	AXON COMMUNITY REQUEST	22	\$0.00	\$0.00	\$0.00
Year 5	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	22	\$0.00	\$0.00	\$0.00
Year 5	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	22	\$30,036.29	\$0.00	\$30,036.29
Year 5	C00025	BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	22	\$26,117.92	\$0.00	\$26,117.92
Year 5	Fleet3A10Yr	Fleet 3 Advanced 10 Year	16	\$41,936.99	\$0.00	\$41,936.99
Year 5	H00001	AB4 Camera Bundle	22	\$0.00	\$0.00	\$0.00
Year 5	H00002	AB4 Multi Bay Dock Bundle	2	\$0.00	\$0.00	\$0.00
Year 5	H00003	AB4 1-Bay Dock Bundle	1	\$23.59	\$0.00	\$23.59
Year 5	ProLicense	Pro License Bundle	3	\$2,003.43	\$0.00	\$2,003.43
Total				\$106,276.82	\$0.00	\$106,276.82

Jan 2031

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 6	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	22	\$609.55	\$0.00	\$609.55
Year 6	100769	AXON SIGNAL - SIDEARM LITERATURE AND SCREWDRIVER PACK	22	\$6.78	\$0.00	\$6.78
Year 6	101186	AXON VR - PSO - VIRTUAL	1	\$206.00	\$0.00	\$206.00
Year 6	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$278.10	\$0.00	\$278.10
Year 6	101889	AXON SIGNAL - BATTERY - CR2032	22	\$11.33	\$0.00	\$11.33
Year 6	73447	AXON FUSUS - LICENSE - PLUS USER	22	\$4,532.00	\$0.00	\$4,532.00
Year 6	73449	AXON BODY - LICENSE - DEVICE CONNECTIVITY	22	\$514.84	\$0.00	\$514.84
Year 6	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	22	\$0.00	\$0.00	\$0.00
Year 6	73618	AXON COMMUNITY REQUEST	22	\$0.00	\$0.00	\$0.00
Year 6	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	22	\$0.00	\$0.00	\$0.00
Year 6	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	22	\$30,036.29	\$0.00	\$30,036.29
Year 6	C00025	BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	22	\$26,117.92	\$0.00	\$26,117.92
Year 6	Fleet3A10Yr	Fleet 3 Advanced 10 Year	16	\$41,936.99	\$0.00	\$41,936.99
Year 6	H00001	AB4 Camera Bundle	22	\$0.00	\$0.00	\$0.00
Year 6	H00002	AB4 Multi Bay Dock Bundle	2	\$0.00	\$0.00	\$0.00
Year 6	H00003	AB4 1-Bay Dock Bundle	1	\$23.59	\$0.00	\$23.59
Year 6	ProLicense	Pro License Bundle	3	\$2,003.43	\$0.00	\$2,003.43
Total				\$106,276.82	\$0.00	\$106,276.82

Jan 2032

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 7	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	22	\$609.55	\$0.00	\$609.55
Year 7	100769	AXON SIGNAL - SIDEARM LITERATURE AND SCREWDRIVER PACK	22	\$6.78	\$0.00	\$6.78
Year 7	101186	AXON VR - PSO - VIRTUAL	1	\$206.00	\$0.00	\$206.00
Year 7	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$278.10	\$0.00	\$278.10
Year 7	101889	AXON SIGNAL - BATTERY - CR2032	22	\$11.33	\$0.00	\$11.33
Year 7	73447	AXON FUSUS - LICENSE - PLUS USER	22	\$4,532.00	\$0.00	\$4,532.00
Year 7	73449	AXON BODY - LICENSE - DEVICE CONNECTIVITY	22	\$514.84	\$0.00	\$514.84
Year 7	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	22	\$0.00	\$0.00	\$0.00
Year 7	73618	AXON COMMUNITY REQUEST	22	\$0.00	\$0.00	\$0.00
Year 7	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	22	\$0.00	\$0.00	\$0.00
Year 7	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	22	\$30,036.29	\$0.00	\$30,036.29

Jan 2032

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 7	C00025	BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	22	\$26,117.92	\$0.00	\$26,117.92
Year 7	Fleet3A10Yr	Fleet 3 Advanced 10 Year	16	\$41,936.99	\$0.00	\$41,936.99
Year 7	H00001	AB4 Camera Bundle	22	\$0.00	\$0.00	\$0.00
Year 7	H00002	AB4 Multi Bay Dock Bundle	2	\$0.00	\$0.00	\$0.00
Year 7	H00003	AB4 1-Bay Dock Bundle	1	\$23.59	\$0.00	\$23.59
Year 7	ProLicense	Pro License Bundle	3	\$2,003.43	\$0.00	\$2,003.43
Total				\$106,276.82	\$0.00	\$106,276.82

Jan 2033

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 8	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	22	\$609.55	\$0.00	\$609.55
Year 8	100769	AXON SIGNAL - SIDEARM LITERATURE AND SCREWDRIVER PACK	22	\$6.78	\$0.00	\$6.78
Year 8	101186	AXON VR - PSO - VIRTUAL	1	\$206.00	\$0.00	\$206.00
Year 8	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$278.10	\$0.00	\$278.10
Year 8	101889	AXON SIGNAL - BATTERY - CR2032	22	\$11.33	\$0.00	\$11.33
Year 8	73447	AXON FUSUS - LICENSE - PLUS USER	22	\$4,532.00	\$0.00	\$4,532.00
Year 8	73449	AXON BODY - LICENSE - DEVICE CONNECTIVITY	22	\$514.84	\$0.00	\$514.84
Year 8	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	22	\$0.00	\$0.00	\$0.00
Year 8	73618	AXON COMMUNITY REQUEST	22	\$0.00	\$0.00	\$0.00
Year 8	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	22	\$0.00	\$0.00	\$0.00
Year 8	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	22	\$30,036.29	\$0.00	\$30,036.29
Year 8	C00025	BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	22	\$26,117.92	\$0.00	\$26,117.92
Year 8	Fleet3A10Yr	Fleet 3 Advanced 10 Year	16	\$41,936.99	\$0.00	\$41,936.99
Year 8	H00001	AB4 Camera Bundle	22	\$0.00	\$0.00	\$0.00
Year 8	H00002	AB4 Multi Bay Dock Bundle	2	\$0.00	\$0.00	\$0.00
Year 8	H00003	AB4 1-Bay Dock Bundle	1	\$23.59	\$0.00	\$23.59
Year 8	ProLicense	Pro License Bundle	3	\$2,003.43	\$0.00	\$2,003.43
Total				\$106,276.82	\$0.00	\$106,276.82

Jan 2034

Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 9	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	22	\$609.55	\$0.00	\$609.55
Year 9	100769	AXON SIGNAL - SIDEARM LITERATURE AND SCREWDRIVER PACK	22	\$6.78	\$0.00	\$6.78
Year 9	101186	AXON VR - PSO - VIRTUAL	1	\$206.00	\$0.00	\$206.00
Year 9	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$278.10	\$0.00	\$278.10
Year 9	101889	AXON SIGNAL - BATTERY - CR2032	22	\$11.33	\$0.00	\$11.33
Year 9	73447	AXON FUSUS - LICENSE - PLUS USER	22	\$4,532.00	\$0.00	\$4,532.00
Year 9	73449	AXON BODY - LICENSE - DEVICE CONNECTIVITY	22	\$514.84	\$0.00	\$514.84
Year 9	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	22	\$0.00	\$0.00	\$0.00
Year 9	73618	AXON COMMUNITY REQUEST	22	\$0.00	\$0.00	\$0.00
Year 9	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	22	\$0.00	\$0.00	\$0.00
Year 9	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	22	\$30,036.29	\$0.00	\$30,036.29
Year 9	C00025	BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	22	\$26,117.92	\$0.00	\$26,117.92
Year 9	Fleet3A10Yr	Fleet 3 Advanced 10 Year	16	\$41,936.99	\$0.00	\$41,936.99
Year 9	H00001	AB4 Camera Bundle	22	\$0.00	\$0.00	\$0.00
Year 9	H00002	AB4 Multi Bay Dock Bundle	2	\$0.00	\$0.00	\$0.00
Year 9	H00003	AB4 1-Bay Dock Bundle	1	\$23.59	\$0.00	\$23.59
Year 9	ProLicense	Pro License Bundle	3	\$2,003.43	\$0.00	\$2,003.43
Total				\$106,276.82	\$0.00	\$106,276.82

Jan 2035						
Invoice Plan	Item	Description	Qty	Subtotal	Tax	Total
Year 10	100681	AXON SIGNAL - SIDEARM SENSOR ONLY	22	\$609.55	\$0.00	\$609.55
Year 10	100769	AXON SIGNAL - SIDEARM LITERATURE AND SCREWDRIVER PACK	22	\$6.78	\$0.00	\$6.78
Year 10	101186	AXON VR - PSO - VIRTUAL	1	\$206.00	\$0.00	\$206.00
Year 10	101208	AXON TASER 10 - 2 DAY INSTRUCTOR COURSE - INSIDE SALES	1	\$278.10	\$0.00	\$278.10
Year 10	101889	AXON SIGNAL - BATTERY - CR2032	22	\$11.33	\$0.00	\$11.33
Year 10	73447	AXON FUSUS - LICENSE - PLUS USER	22	\$4,532.00	\$0.00	\$4,532.00
Year 10	73449	AXON BODY - LICENSE - DEVICE CONNECTIVITY	22	\$514.84	\$0.00	\$514.84
Year 10	73478	AXON EVIDENCE - REDACTION ASSISTANT USER LICENSE	22	\$0.00	\$0.00	\$0.00
Year 10	73618	AXON COMMUNITY REQUEST	22	\$0.00	\$0.00	\$0.00
Year 10	73682	AXON EVIDENCE - AUTO TAGGING LICENSE	22	\$0.00	\$0.00	\$0.00
Year 10	BWCUwTAP10Yr	BWC Unlimited with TAP 10YR	22	\$30,036.29	\$0.00	\$30,036.29
Year 10	C00025	BUNDLE - TASER 10 CERTIFICATION STANDARD 10YR	22	\$26,117.92	\$0.00	\$26,117.92
Year 10	Fleet3A10Yr	Fleet 3 Advanced 10 Year	16	\$41,936.99	\$0.00	\$41,936.99
Year 10	H00001	AB4 Camera Bundle	22	\$0.00	\$0.00	\$0.00
Year 10	H00002	AB4 Multi Bay Dock Bundle	2	\$0.00	\$0.00	\$0.00
Year 10	H00003	AB4 1-Bay Dock Bundle	1	\$23.59	\$0.00	\$23.59
Year 10	ProLicense	Pro License Bundle	3	\$2,003.43	\$0.00	\$2,003.43
Total				\$106,276.82	\$0.00	\$106,276.82

Tax is estimated based on rates applicable at date of quote and subject to change at time of invoicing. If a tax exemption certificate should be applied, please submit prior to invoicing.

Standard Terms and Conditions

Axon Enterprise Inc. Sales Terms and Conditions

Axon Master Services and Purchasing Agreement:

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at <https://www.axon.com/sales-terms-and-conditions>), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. In the event you and Axon have entered into a prior agreement to govern all future purchases, that agreement shall govern to the extent it includes the products and services being purchased and does not conflict with the Axon Customer Experience Improvement Program Appendix as described below.

ACEIP:

The Axon Customer Experience Improvement Program Appendix, which includes the sharing of de-identified segments of Agency Content with Axon to develop new products and improve your product experience (posted at www.axon.com/legal/sales-terms-and-conditions), is incorporated herein by reference. By signing below, you agree to the terms of the Axon Customer Experience Improvement Program.

Acceptance of Terms:

Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Exceptions to Standard Terms and Conditions

Agency has existing contract(s) originated via Quote(s):

Q-334219, Q-339192, Q-342508, Q-381780, Q-416506, Q-431344, Q-475336, Q-502382, Q-517518, Q-529179, Q-564626, Q-584728, Q-608112, Q-628151, Q-629975, Q-713987

Agency is terminating those contracts effective 1/1/2026. Any changes in this date will result in modification of the program value which may result in additional fees or credits due to or from Axon.

The parties agree that Axon is applying a Transfer Balance of \$3,549.95

100% discounted body-worn camera and docking station hardware contained in this quote reflects a TAP replacement for hardware purchased under existing quotes aforementioned above. All TAP obligations from this contract will be considered fulfilled upon execution of this quote.

Any credits contained in this quote are contingent upon payment in full of the following amounts:

Pending Billing - Q-342508 - 11/15/2025 - \$0.00

Pending Billing - Q-475336 - 11/15/2025 - \$9,849.98

Pending Billing - Q-584728 - 11/15/2025 - \$5,977.02

Outstanding Invoice - INUS366673 - 8/1/2025 - \$2,472.45

Signature

Date Signed

11/23/2025





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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: June 10, 2024

AGENDA ITEM: Consider hiring part-time employees for Yanmar Arena and the Parks & Recreation Departments.

PREPARED BY: Dale Anderson, Director of Parks & Recreation

BACKGROUND:

I am proposing the hiring of:

- Aidric Adams, Arena Attendant II, regular part-time beginning Nov. 25, 2025, \$18.00/hr.
- Marcus Thiel, Warming House Attendant, seasonal part-time, Nov. 25, 2025 – March 30, 2026, \$15.00/hr.
- Lukas Miller, Warming House Attendant, seasonal part-time, Nov. 25, 2025 – March 30, 2026, \$15.00/hr.

These wages are budgeted in the Arena and Parks & Recreation budgets.

REQUESTED COUNCIL ACTION:

Make a motion to hire part-time employees for Yanmar Arena and the Parks & Recreation Departments.



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: November 24, 2025

AGENDA ITEM: Consider approving an agreement with Momentum Advocacy for lobbying services in 2026

PREPARED BY: Tom Pagel, City Administrator

BACKGROUND:

Momentum Advocacy provided lobbying services for the City during calendar year 2025. City staff and council who have work with them have been impressed with their services. I am recommending that the City continue with their services this coming year in accordance with the attached agreement.

REQUESTED COUNCIL ACTION:

Make a motion to approve the attached proposal/agreement with Momentum Advocacy.



Tom Pagel, City Administrator
City of Grand Rapids

November 6, 2025

This letter serves as an agreement for government relations services on behalf of the City of Grand Rapids (“the City”) to be performed by Momentum Advocacy, LLP (“Momentum”) from December 1, 2025 until November 30, 2026.

SERVICES TO BE PROVIDED

Will Waggoner and Mike Franklin will undertake primary responsibility for the City’s representation. As such, they will be your day-to-day contact persons. However, in the event additional team members become necessary, Momentum will draw upon its many collaborative legislative and community relationships to assure that there are no gaps in coverage so as to maximize the City’s prospects for success.

Scope of Services

1. Strategic Partnership Collaboration & Advice

The diverse and unique experience of the Momentum team will provide the City with carefully planned strategies and tactics for its pursuit and advancement of its legislative agenda in 2026.

2. Finalize 2026 Legislative Agenda and Advocacy Plan

Momentum will work with the City to develop and finalize a legislative engagement plan for the 2026 session, and beyond. Momentum will utilize its extensive legislative experience to position the City’s legislative priorities for success.

3. Draft Legislation

Momentum Advocacy will assist the City with drafting legislation or amendments, as well as secure chief authors and co-authors for bill introduction, as needed.

4. Organize Legislative Meetings

Momentum will set up and attend all meetings with legislators, legislative staff, and the Governor’s office, as directed by the City. Momentum will work with the City on identifying the most strategic members to attend legislative meetings, and provide a briefing beforehand.

5. Committee Hearings



Momentum will work closely with our bill authors to influence the committee to which a bill is referred. Momentum will then work to obtain hearings, contact essential committee members, and prepare the authors for hearings and floor presentations.

6. Testimony Preparation

Momentum will strategize with the City on opportunities to offer public comments and testimony throughout the legislative process. Momentum will help identify and cultivate effective storytellers as well as draft and prepare testimony and testifiers.

7. Monitor Relevant Press Events, Hearings, Floor Sessions, and Bill Introductions

Momentum will track and monitor all bills of interest, attend press conferences, committee hearings, and floor sessions and will provide detailed notes and reports to the City.

8. Communication & Weekly meetings

Momentum will coordinate and lead weekly meetings with the City. Momentum can also provide legislative reports, a legislative preview, and legislative session wrap up. Momentum can provide more frequent reports via phone, Zoom, or email as needed.

Proposed Timeline of Activities

- *December 1 through February 16-* Continue meetings with stakeholders, explore other grant opportunities that could fit Old Central School.
- *First week of December-* Minnesota Management and Budget releases November Budget Forecast, including the State's debt capacity, which will frame budget and capital investment expectations for the 2025 Session.
- *Early February, 2026:* Momentum will host four events with each Caucus exclusively for clients. Each Caucus will have their leader and several chairs in attendance.
- *End of February, 2026:* Minnesota Management and Budget releases February Budget Forecast, shaping the legislature's work on crafting the state budget for the rest of session.
- *February 17 to May 19, 2026 -* Monitor relevant legislation, legislator meetings, and continue stakeholder engagement.

Existing City Clients

- City of Minneapolis
- City of St. Louis Park
- City of Wyoming



- City of Jordan
- City of Brooklyn Park

Proposed Fees

A monthly retainer of \$2,200 per month (December 1, 2025 - November 30, 2026)

Proposed Total- \$26,400 for a twelve month period.

In addition, costs including copies, travel, and similar items will be billed as incurred.

Momentum will seek prior approval for any cost item exceeding \$100. Momentum can discuss variations on the scope of work outlined in this proposal the commensurate monthly fee.

Thank you for the opportunity to respond to the RFP, we are happy to provide any additional information to assist you in your review and selection process.

Sincerely,

A handwritten signature in black ink, appearing to read 'Amy Koch', is written over a horizontal line.

Amy Koch

Principal
Momentum Advocacy
akoch@momentum-advocacy.com | 763.300.8492

Tom Pagel, City Administrator
City of Grand Rapids



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: November 24th, 2025

AGENDA ITEM: Consider approving the purchase of snowplow equipment for two public works trucks

PREPARED BY: Matt Wegwerth

BACKGROUND:

The City ordered two replacement pickups from Enterprise Fleet and will receive these in early 2026. These vehicles are used for winter maintenance and require snow removal and safety equipment. The following equipment is needed:

Martin Snowplow – Plows and mounting brackets: \$15,395.70

The western plows match the current brand of the fleet, which allows for the ability to interchange if necessary. Additionally, these are listed on the State Bid for municipalities which allows for direct purchase.

EATI – Light Bars: \$1,202.78

Carquest – Running boards and back racks: \$1,998.19

Total amount of equipment: \$18,596.67

This is a 2026 budgeted purchase.

REQUESTED COUNCIL ACTION:

Make a motion approving the purchase and payment for snowplow equipment from Martins Snowplow, EATI and Carquest in the amount of \$18,596.67.

CARQUEST AUTO PARTS
420 NE 4TH STREET
GRAND RAPIDS, MN 55744
(218) 326-3451

NATIONWIDE WARRANTY CARQUEST OR ADVANCE
YOUR LOCALLY OWNED AUTO PARTS STORE!

CARQUEST™

LOCALLY OWNED AND COMMUNITY-DRIVEN

PAGE
REF#

1

Item 12.

1680382



QUOTE

*Bring to Q
check the city*

20202511050508100000000940001680382378
ANY PRODUCT RETURNED FOR CREDIT MUST BE ACCOMPANIED BY THIS RECEIPT.

GRAND RAPIDS CITY DEPARTMENTS #
420 POKEGAMA AVE N
GRAND RAPIDS, MN 55744

SEE CARQUEST STORE FOR DETAILS OF THE COAST TO COAST GUARANTEE

GRAND RAPIDS CITY DEPARTMENTS
500 4TH ST SE
GRAND RAPIDS, MN 55744

INVOICE NO.	CUSTOMER NO.	DATE	CUST. P.O. NO.		SALES ID	TEAMMATE ID	FORM OF PYMT.		
5081-QUOTE	0094	11/5/2025				DEREK	QUOTE		
MFG. PART NUMBER			ORDERED	SHIPPED	LIST PRICE	NET	NET CORE	EXT. AMOUNT	TAX
1	KEY BK15020 BACK RACK	2	2			224.99	0.00	449.98	N/N
2	KEY BK30124 BACKRACK MOUNTING KIT	2	2			139.99	0.00	279.98	N/N
3	KEY 415054-401446 RUNNING BOARD & MOUNT KIT 26 RE	1	1			517.51	0.00	517.51	N/N
4	KEY 415088-401445 RUNNING BOARD & MOUNT KIT 26 CR	1	1			750.72	0.00	750.72	N/N
WARRANTY DISCLAIMER: The manufacturer's warranty, if any, constitutes the only warranty with respect to the sale of all goods. SELLER HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EITHER EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. Seller does not authorize any person to grant any warranty or assume any liability by Seller.									
SHIP VIA	DELV. TIME	DELV. ID	FREIGHT	TAXABLE AMT.	SALES TAX	TOTAL CORE	PREV. DEPOSIT		
04:09 PM	RECEIVED BY X			0.00	0.00				
QUOTE ONLY! THIS IS NOT AN INVOICE!						PAY THIS AMOUNT	1998.19		

EATI**EMERGENCY AUTOMOTIVE
TECHNOLOGIES, INC.**2755 Geneva Avenue North
Oakdale, MN 55128
651-765-2657
orders@eatimn.com**Quote**

Date	Quote #
11/11/2025	TC111125-10

Name / Address
CITY OF GRAND RAPIDS ATTN: ACCTS PAYABLE 420 N POKEGAMA AVE GRAND RAPIDS, MN 55744

Ship To
GRAND RAPIDS, CITY OF 500 4TH STREET SE GRAND RAPIDS, MN 55744

P.O. No.	Account #	Terms	Rep	Quote Valid Until	FOB
		Net 30	TLC	12/11/2025	ORIGIN

Qty	Item	Description	Price	Total
2	VEHICLE	2026 CHEVY SILVERADO 2500 HD UNIT #: VIN #: MILEAGE:	0.00	0.00
2	MC16SA	WHELEN MINI-CENTURY LIGHTBAR - AMBER LED - AMBER DOME - STUD MOUNT	299.86	599.72
2	15020	BACKRACK 1500 SERIES CAB PROTECTOR - SPECIFY HARDWARE KIT SEPARATELY	165.47	330.94
2	30124	BACKRACK STANDARD NO-DRILL HARDWARE KIT FOR 2019+ CHEVY/GMC SILVERADO/SIERRA HD ONLY	96.53	193.06
2	91002REC	BACKRACK UTILITY LIGHT BRACKET 16' X 7' RECTANGULAR, CENTER MOUNT	39.53	79.06
1	SHIPPING AND HANDLING	SHIPPING AND HANDLING CHARGES FOR ABOVE TO BE ADDED AT TIME OF SHIPPING, FOB ORIGIN	0.00	0.00

All EATI production sales orders will have parts and labor invoiced separately. You will receive an invoice for your parts once they are received and ready for the build. If you would like to turn this quote into an order, please notify your sales rep ASAP.

Total	\$1,202.78
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E S T I M A T E

Item 12.

PAGE: 1

**MARTIN'S SNOWPLOW
AND EQUIPMENT**
105 East US 2
Cohasset, MN 55721
Phone #: (218)999-0770
Fax #: (218)999-5704

PHONE #: (218)360-0607
CELL #: (218)360-0607
ALT. #:
P.O.#:
TERMS: **Net 10th EOM**
SALES TYPE: **Estimate**
TAG #:

DATE: **11/7/2025**
ORDER #: **21678**
CUSTOMER #: **101906**
CP: **Marty**
LOCATION: **1**
STATUS: **Pending**
TECH: **Marty**

BILL TO 101906

CITY OF GRAND RAPIDS PUBLIC WORKS
500 SE 4TH STREET
GRAND RAPIDS, MN 55744 US

SHIP TO

CITY OF GRAND RAPIDS PUBLIC WORKS
500 SE 4TH STREET
GRAND RAPIDS, MN 55744 US

YEAR	MFR	MODEL NUMBER	DESCRIPTION	VIN/SERIAL #	MILEAGE/METER
------	-----	--------------	-------------	--------------	---------------

1: Job 1 Tech: Marty []

MFR	PRODUCT NUMBER	DESCRIPTION	QTY	PRICE	NET	TOTAL
WP	JMMVP396LED	9'6" MVP 3 STEEL W/LED SNOWPLOW PACKAGE	1	\$9,621.17	\$9,621.17	\$9,621.17
WP	74495	BLADE ASSY - 9-1/2' MVP 3 MS	1		\$0.00	\$0.00
WP	74300-4	BIG BOX ASSY MVP3	1		\$0.00	\$0.00
WP	72525	LIGHT KIT, LED, COMPLETE	1		\$0.00	\$0.00
WP	29070-1	MODULE 3 PORT - DRL/NON-DRL	1		\$0.00	\$0.00
WP	35500	CONTROL, PLOW, HANDHELD WP WESTERN	1		\$0.00	\$0.00
WP	31700	GM K2500/3500 SILVERADO/SIERRA 2020 - 20__	1	\$865.75	\$865.75	\$865.75
WP	87199	PLUG-IN HARNESS 12 PIN KIT	1	\$374.74	\$374.74	\$374.74
WP	41811-1	RUBBER DEFLECTOR KIT - 18"	1	\$681.76	\$681.76	\$681.76
WP	43088	SHOE KIT	1	\$344.27	\$344.27	\$344.27
****	DISC	DISCOUNT	1	\$0.00	-\$810.00	(\$810.00)

Parts Job 1: \$11,077.69

LABOR	DESCRIPTION	HRS	RATE	AMOUNT	TOTAL
IN-02	QUOTE LABOR DD LED INSTALL	9	\$110.00		\$990.00
IN-12	DEFLECTOR INSTALL-V / NON-BOSS	1	\$110.00		\$110.00

Hours Job 1: 10 Labor Job 1: \$1,100.00

EXTRAS	DESCRIPTION	QTY	PRICE	AMOUNT	TOTAL
SS	SHOP SUPPLIES				
ENV	ENVIRONMENTAL FEE			\$2.50	\$2.50
SHP	WORK ORDER SHIP CHARGE				

Extras Job 1: \$2.50

Subtotal Job 1: \$12,180.19

Prices reflected on this quote are valid for 30 days and while current supplies last. However, prices are subject to change if the program or promotion the prices were quoted under is no longer in effect.

TOTAL PARTS: \$11,077.69
TOTAL LABOR: \$1,100.00
TOTAL EXTRAS: \$2.50
SUBTOTAL: \$12,180.19
TAX: \$0.00
ORDER TOTAL: \$12,180.19

E S T I M A T E

Item 12.

PAGE: 1

MARTIN'S SNOWPLOW
AND EQUIPMENT
105 East US 2
Cohasset, MN 55721
Phone #: (218)999-0770
Fax #: (218)999-5704

PHONE #: (218)360-0607
CELL #: (218)360-0607
ALT. #:
P.O. #:
TERMS: Net 10th EOM
SALES TYPE: Estimate
TAG #:

DATE: 11/18/2025
ORDER #: 21758
CUSTOMER #: 101906
CP: DanM
LOCATION: 1
STATUS: Active
TECH: DanT

BILL TO 101906

CITY OF GRAND RAPIDS PUBLIC WORKS
500 SE 4TH STREET
GRAND RAPIDS, MN 55744 US

SHIP TO

CITY OF GRAND RAPIDS PUBLIC WORKS
500 SE 4TH STREET
GRAND RAPIDS, MN 55744 US

YEAR	MFR	MODEL NUMBER	DESCRIPTION	VIN/SERIAL #	MILEAGE/METER
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1: Job 1 Tech: DanT []

MFR	PRODUCT NUMBER	DESCRIPTION	QTY	PRICE	NET	TOTAL
MISC	DDFFLED	WESTERN/FISHER LED WIRING AND MOUNT KIT	1	\$0.00	\$0.00	\$0.00
FIS	11766	Truck-side Electrical Kit	1	\$332.95	\$332.95	\$332.95
WP	31700	GM K2500/3500 SILVERADO/SIERRA 2020 - 20__	1	\$865.75	\$865.75	\$865.75
WP	87199	PLUG-IN HARNESS 12 PIN KIT	1	\$374.74	\$374.74	\$374.74
FIS	29070-1	MODULE 3 PORT - DRL/NON-DRL	1	\$203.18	\$203.18	\$203.18
FIS	72558	Electrical Kit, TruckSide, LED	1	\$758.95	\$758.95	\$758.95
****	DISC	MUNICIPAL DISCOUNT	1	\$0.00	-\$202.56	(\$202.56)
Parts Job 1:						\$2,333.01

LABOR	DESCRIPTION	HRS	RATE	AMOUNT	TOTAL
IN-04	INSTALL SNOWPLOW MOUNT	2.5	\$110.00		\$275.00
IN-05	INSTALL TRUCK SIDE PLOW WIRING-LED	4.5	\$110.00		\$495.00
GEN-01	TEST AND ADJUST	1	\$110.00		\$110.00
Hours Job 1:		8		Labor Job 1:	\$880.00

EXTRAS	DESCRIPTION	QTY	PRICE	AMOUNT	TOTAL
SS	SHOP SUPPLIES				
ENV	ENVIRONMENTAL FEE			\$2.50	\$2.50
SHP	WORK ORDER SHIP CHARGE				
Extras Job 1:					\$2.50
Subtotal Job 1:					\$3,215.51

Prices reflected on this quote are valid for 30 days and while current supplies last. However, prices are subject to change if the program or promotion the prices were quoted under is no longer in effect.

TOTAL PARTS:	\$2,333.01
TOTAL LABOR:	\$880.00
TOTAL EXTRAS:	\$2.50
SUBTOTAL:	\$3,215.51
TAX:	\$0.00
ORDER TOTAL:	\$3,215.51

Authorized By: _____



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: 11-24-2025

AGENDA ITEM: Consider authorizing the Fire Department to apply for a DNR Grant.

PREPARED BY: Travis Cole-Fire Chief

BACKGROUND:

The Minnesota DNR is offering a 50/50 matching grant in the amount of up to \$5000 for fire departments to use for fire fighting equipment. The Rural Fire Department Volunteer Fire Assistance Matching Grant Project is the same matching grant the Fire Department has been awarded over the past several years. The matching grant dollars are to be used for equipment that will help support the efforts of wildland fire suppression, PPE, and water movement apparatus such as hoses and nozzles.

The Grand Rapids Fire Department has determined this grant would help offset the cost to purchase PPE, wildland fire suppression gear and equipment with this grant money. If successful, the city's contribution of the \$5,000 towards the matching grant would come from the Fire Department's operating budget.

REQUESTED COUNCIL ACTION:

Make a motion to allow the Grand Rapids Fire Department to apply for a \$5,000 matching grant from the MN DNR for personal protective equipment for both wildland, structural and water movement apparatus.

Request for Proposals (RFP): Volunteer Fire Assistance (VFA) Grant Program

Announcement Date: 9/1/2025

Proposal Deadline: 12/1/2025

Funding Agency: Minnesota Department of Natural Resources

Program Authority: U.S. Forest Service, Cooperative Forestry Assistance Act of 1978

The Minnesota Rural Fire Program is pleased to announce the availability of grant funding through the Volunteer Fire Assistance (VFA) Grant Program. The VFA program is designed to support local fire departments that serve communities with a population of 10,000 or fewer. Funding may be used to enhance wildland and rural firefighting capacity through the purchase of equipment, personal protective gear, training, and other eligible improvements.

Eligible Applicants:

- Local fire departments serving rural communities or rural areas with populations under
- 10,000. Departments must have wildland fire protection responsibilities and be legally organized entities.

Eligible Activities:

- Wildland and structural personal protective equipment
- Communication equipment
- Wildland fire equipment and tools
- Conversion or upgrade of excess federal property
- Training in wildland fire management and suppression

Funding Information:

- This is a 50/50 cost-share grant. Recipients must provide matching non-federal funds.
- Awards typically range from \$500.00 to \$5,000.00.
- All expenditures must directly support wildland fire protection efforts.

Application Process:

Interested applicants must submit a complete application packet **by December 1, 2025**. Application materials, detailed program guidelines, and submission instructions are available at: [VFA Grant Application Form](#)

Evaluation Criteria:

Proposals will be evaluated based on:

- Community risk and need
- Department's wildland fire responsibilities
- Project impact and alignment with program goals
- Past performance
- Priority may be given to departments that have not received VFA funding in the past two years.

Questions & Technical Assistance:

For more information or technical assistance, please contact:

Shelly Greniger

218-322-2692

VFAGrants.dnr@state.mn.us

Don't miss this opportunity to strengthen your department's wildland fire response capability. Submit your application by December 1, 2025!

Complete application and email to: VFAGrants.dnr@state.mn.us **December 1 Deadline**

Governing representative	Fire Chief
Name:	Name:
Email:	Email:
Phone:	Phone:
Governing representative official address:	Fire Department:
	FD Address:
	FD Phone:
	FD Email:

Federal Unique Entity Identification number (UEI)

Application will not be processed without UEI

1. Population directly benefiting from the project: _____
2. Fire Department's protection area (square miles): _____
3. Number of fire incidents for the previous year: wildland _____ structural _____ other _____
4. Fill in the estimated total cost of the project(s) and the Grand total the dollar amount requested.

\$	Wildland Personal Protective Equipment	\$	Structural Turnout Gear
\$	Excess Property Equipment Conversion	\$	Radios/Pagers
\$	Wildland Equipment	\$	Breathing Apparatus
\$	Water Movement Items	\$	Safety Equipment
\$	Other Miscellaneous Projects (Describe)	\$	Water Storage System

Grand Total Dollars Requested \$ 0

Fire Department Chief's Signature: _____ Date: _____

Office use only:

Grant approved up to \$	Priority is for
Approval/Date	Contract Number
Modified project	Approval date



Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion Lower Tier Covered Transactions

The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. § 552a, as amended). This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, and 2 CFR §§ 180.300, 180.335, Participants' responsibilities. The regulations were amended and published on August 31, 2005, in 70 Fed. Reg. 51865-51880. Copies of the regulations may be obtained by contacting the Department of Agriculture agency offering the proposed covered transaction.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0505-0027. The time required to complete this information collection is estimated to average 15 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The provisions of appropriate criminal or civil fraud, privacy, and other statutes may be applicable to the information provided.

(Read instructions on page two before completing certification.)

- A. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency;
- B. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

ORGANIZATION NAME

PR/AWARD NUMBER OR PROJECT NAME

NAME(S) AND TITLE(S) OF AUTHORIZED REPRESENTATIVE(S)

SIGNATURE

DATE

In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotope, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: program.intake@usda.gov.

USDA is an equal opportunity provider, employer, and lender.

Instructions for Certification

- (1) By signing and submitting this form, the prospective lower tier participant is providing the certification set out on page 1 in accordance with these instructions.
- (2) The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the Department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.
- (3) The prospective lower tier participant must provide immediate written notice to the person(s) to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
- (4) The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of the rules implementing Executive Order 12549, at 2 CFR Parts 180 and 417. You may contact the Department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
- (5) The prospective lower tier participant agrees by submitting this form that, should the proposed covered transaction be entered into, it may not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the Department or agency with which this transaction originated.
- (6) The prospective lower tier participant further agrees by submitting this form that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
- (7) A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the General Services Administration's System for Award Management Exclusions database.
- (8) Nothing contained in the foregoing shall be construed to require establishment of a system of records to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
- (9) Except for transactions authorized under paragraph (5) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the Department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.



EXHIBIT D: CERTIFICATION: NOT SUSPENDED OR DEBARRED BY THE STATE OF MINNESOTA OR THE FEDERAL GOVERNMENT

Grant applicant must certify to this condition required under this Grant Request for Proposal

INSTRUCTIONS: Sign below to finalize response and submit this document as part of the response to the RFP.

Office of Grants Management (OGM) Policy 08-04: *Grant Contract Agreements and Grant Award Notifications* requires that agencies must not award a grant to a vendor or grantee that has been suspended or debarred from doing business with the State of Minnesota or with the federal government.

By signing here, I warrant that my organization has not been suspended or debarred from doing business with the State of Minnesota or with the federal government.

I certify that this information is true, correct, and reliable.

The submission of inaccurate or misleading information may be grounds for disqualification from the grant contract agreement award and may subject me and my organization to suspension or debarment proceedings, as well as other remedies available to the State, by law.

Print Name

Signature

Title

Date



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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: November 24, 2025

AGENDA ITEM: Consider approval of the Preliminary Plat for Crystal Lake Estates Second Addition.

PREPARED BY: Will Richter, Zoning Administrator

BACKGROUND:

A proposed preliminary plat entitled Crystal Lake Estates Second Addition was submitted by the Grand Rapids Economic Development Authority on October 6, 2025.

The legal description is:

Block 29 in Kearney's First Addition, Grand Rapids, according to the plat thereof on file in the office of the Register of Deeds for Itasca County, Minnesota, EXCEPT the South One Hundred Forty Feet (S. 140.0') of Block Twenty-nine (29), KEARNEY'S FIRST ADDITION TO GRAND RAPIDS

The site is commonly known as the former ISD 318 Administration Building with a mailing address of 820 NW 1st Ave. The property within the preliminary plat includes 1.45 acres divided into 8 similar lots with approximate dimensions of 70' x 150'. The land is currently Zoned PU (Public Use) and rezoning to R-2 (One and Two-Family Residential) will be considered separately.

The following steps have been taken before bringing the preliminary plat for City Council approval:

The preliminary plat has been reviewed by Community Development staff and found in compliance with the subdivision ordinance.

The Subdivision Review Committee has examined the preliminary plat and found no technical issues.

At the November 6 Regular Meeting, the Planning Commission took up consideration of the preliminary plat of Crystal Lake Estates Second Addition, conducted a public hearing, and made a recommendation to the City Council for its approval.

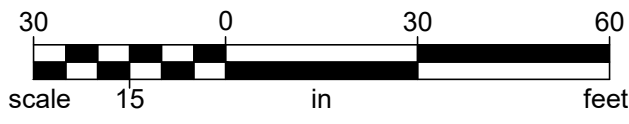
Staff will present the attached PowerPoint presentation as background for this item.

REQUESTED COUNCIL ACTION:

Make a motion approving the Preliminary Plat of Crystal Lake Estates as recommended by the Planning Commission (with any additional changes the City Council deems appropriate and necessary).

PRELIMINARY PLAT OF

CRYSTAL LAKE ESTATES SECOND ADDITION



ORIENTATION OF THIS BEARING SYSTEM IS
BASED ON THE ITASCA COUNTY SOUTH
COORDINATE SYSTEM, NAD83 (2011 ADJ)

LEGAL DESCRIPTION OF RECORD: (Document No. xxxx)

Block 29 in Kearney's First Addition, Grand Rapids, according to the plat thereof on
file in the office of the Register of Deeds for Itasca County, Minnesota, EXCEPT the
South One Hundred Forty Feet (S. 140.0') of Block Twenty-nine (29), KEARNEY'S
FIRST ADDITION TO GRAND RAPIDS

SURVEY NOTES:

- The property described hereon is the same as the property described in the title commitment prepared by Stewart Title Guaranty Company, Policy No. O-9010-000230727, Policy Dated: October 25, 2025.
- SEH has made no investigation or independent search for easements of record, encumbrances, restrictive covenants, ownership title evidence, or any other facts that an accurate and current title search may disclose.
- The field work for this survey was conducted on or before September 30, 2025.
- The exact location of underground utilities such as gas, telephone, fiber optic, electric, cable tv, and pipe lines are unknown. The contractor shall contact Gopher State One Call before commencing excavation. Gopher State One Call System.....1-800-252-1166
- The location of subsurface utilities were requested using the Gopher State One Call system and are shown to the accuracy of the markings. Short Elliott Hendrickson, Inc. is not responsible for unmarked or miss-marked utilities. Gopher State One Call ticket number 252650601.

DEVELOPER: CITY OF GRAND RAPIDS
420 N. POKEGAMA AVE
GRAND RAPIDS, MN 55744

SURVEYOR: SHORT ELLIOTT HENDRICKSON, INC.
DANIEL J. BEMBOOM
MN REG. NO. 46562
1200 SE 4TH AVE STE.200
GRAND RAPIDS, MN 55744

PROJECT AREA: 63,337 SQ FT (1.45 ACRES)
DATE OF SURVEY: SEPTEMBER 20 2025

WARNING
LOCATION OF UNDERGROUND UTILITIES
TO BE VERIFIED BY
GOPHER STATE ONE CALL
CALL BEFORE DIGGING,
1-800-252-1166
REQUIRED BY LAW

THE LOCATIONS OF EXISTING UNDERGROUND UTILITIES ARE
SHOWN IN AN APPROXIMATE WAY ONLY AND MAY NOT HAVE
BEEN INDEPENDENTLY VERIFIED BY THE OWNER OR ITS
REPRESENTATIVE.

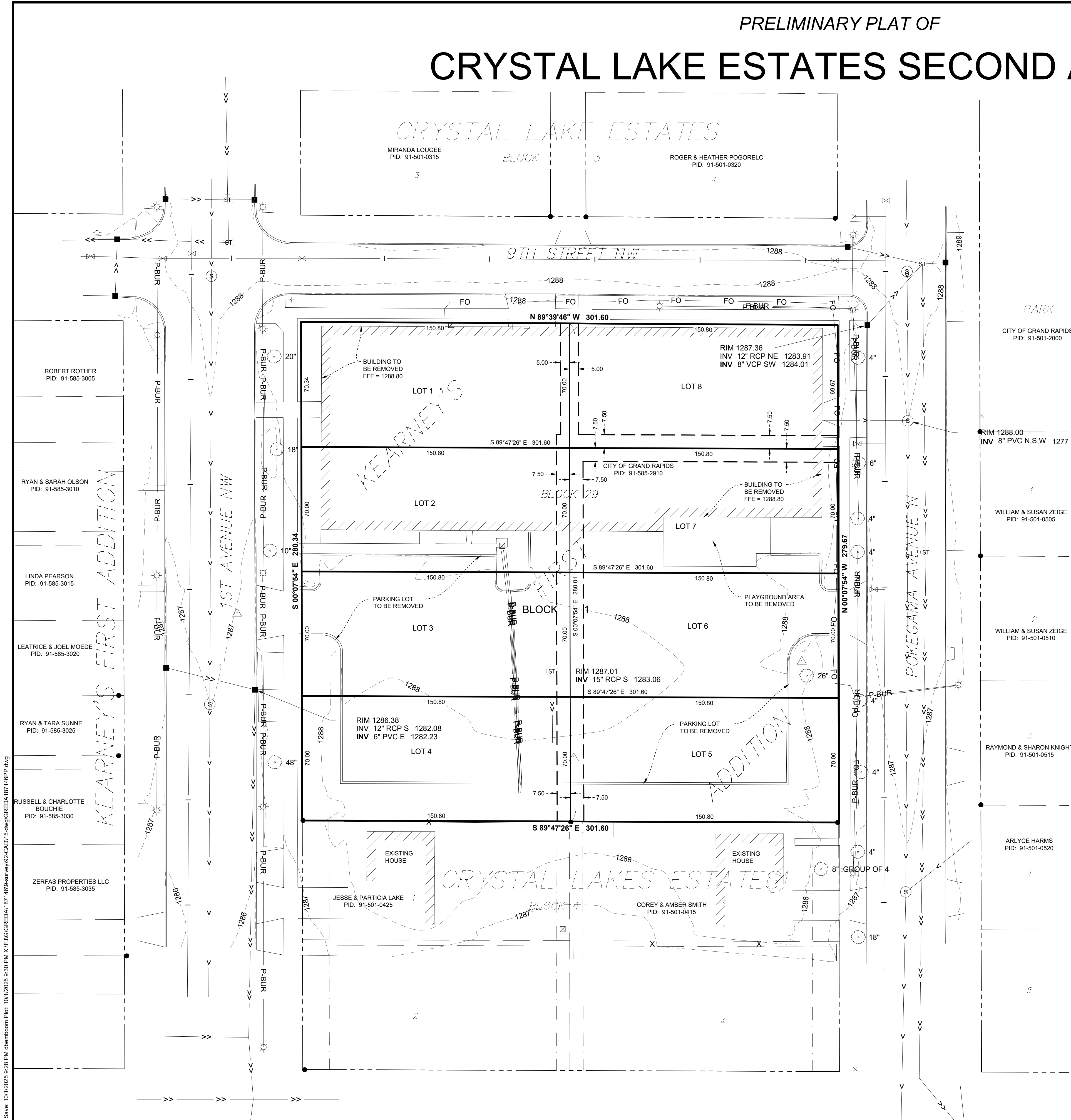
LEGEND

●	FOUND IRON MONUMENT
×	BENCHMARK
⊙	SANITARY MANHOLE
—>—>	SANITARY GRAVITY MAINLINE
⊙ ST	STORM MANHOLE AND CATCH BASIN
—>—>	STORM SEWER GRAVITY MAINLINE
-----	CULVERT
⊙ W	WATER MANHOLE, GATE VALVE, HYDRANT, CURB STOP AND METER
—	WATER MAIN LINE
⊙ P-BUR	POWER POLE, ANCHOR, LIGHT POLE AND ELECTRIC METER BURIED ELECTRIC CABLE
⊙ P-OH	ELECTRIC PEDESTAL, MANHOLE, SIGN AND VAULT OVERHEAD POWER
⊙ T-BUR	TELEPHONE PEDESTAL, SIGN, MANHOLE AND VAULT BURIED TELEPHONE CABLE
⊙ TV-BUR	CABLE TV PEDESTAL, MANHOLE, SIGN AND VAULT BURIED CABLE TV CABLE
⊙ FO	FIBER OPTIC PEDESTAL AND SIGN BURIED FIBER OPTIC CABLE
⊙ G	GAS SIGN, METER, VALVE, RISER AND VAULT
⊙ G	BURIED GAS LINE
⊙ +	ROAD SIGN, STREET NAME SIGN, SIGNAL BOX
⊙ XX	DECIDUOUS TREE, CONIFEROUS TREE, STUMP AND BUSH
---	BOUNDARY LINE
---	ADJACENT DEED OR PLAT LINE
---	ROAD RIGHT OF WAY LINE
---	RAILROAD RIGHT OF WAY LINE
---	SECTION LINE
---	QUARTER SECTION LINE
---	QUARTER-QUARTER SECTION LINE
---	PERMANENT EASEMENT LINE
---	UTILITY EASEMENT LINE
---	MAJOR CONTOUR LINE AND LABEL
---	MINOR CONTOUR LINE AND LABEL

PROJECT AREA
1.45 ACRES

BLOCK 1 63,337 SF
LOT 1 10,582 SF
LOT 2 10,556 SF
LOT 3 10,556 SF
LOT 4 10,556 SF
LOT 5 10,556 SF
LOT 6 10,556 SF
LOT 7 10,556 SF
LOT 8 10,531 SF

Save: 10/1/2025 9:28 PM dlbemboom Plot: 10/1/2025 9:30 PM X:\F\G\GRED\187148\G-survey\02-CAD\15-dwg\GRED\187148PP.dwg





CITY OF
GRAND RAPIDS
ITS IN MINNESOTA'S NATURE

Item 14.

City Council Meeting Approval of Preliminary Plat

Crystal Lake Estates Second Addition

November 6, 2025

Subdivision



Summary

Preliminary Plat: *Crystal Lake Estates Second Addition*

Petitioner: Grand Rapids Economic Development Authority (property owner)

Past Use: ISD 318 Administration Building (currently vacant – anticipating grant for demo)

Proposed Subdivision: (Re)Plat of 1.45 acres into (8) 70'x150' residential lots



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

Subdivision

Item 14.

Crystal Lake Estates Second Addition

1.45 acre site currently zoned PU

Vacant former ISD 318 Administration Building (820 NW 1st Ave.)

***Surrounding zoning is R-2**



Subdivision

Item 14.



Comprehensive Plan:

General vision from the Comp Plan for this neighborhood is residential

Planning Commission will consider making recommendations on zoning to the City Council

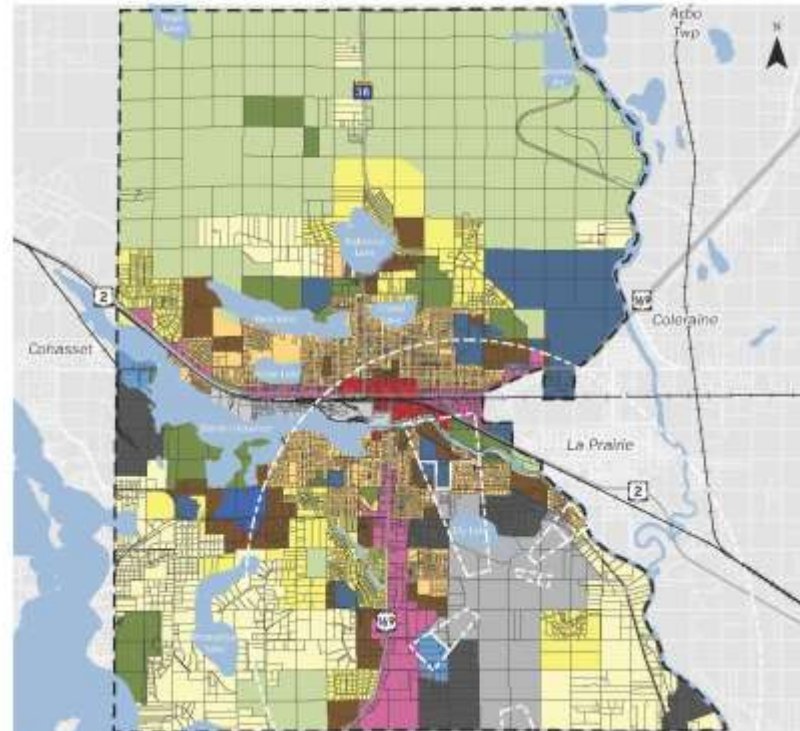
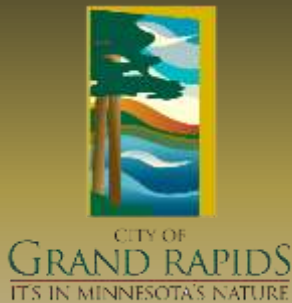


Figure 4.6 - Future Land Use - City Wide



Source: City of Grand Rapids, MnDOT, MnDNR



Subdivision

Item 14.



Comprehensive Plan

The ISD 318 Administration Building site is a similar redevelopment opportunity to the Forest Lake School site

Consistent with Chapter 5 (Goal 1D):
Support opportunities for owner-occupied single family home development not being met in the market.



Subdivision

Item 14.



Planning Commission Considerations

PLANNING COMMISSION

CONSIDERATIONS

SUBDIVISIONS

1. Has there been a change in the development policies of the community?
2. Was there a mistake in the original zoning ordinance?
3. Is the Zoning Ordinance up to date?
4. Is the proposed subdivision compatible with adjacent land uses?
5. Will the proposed subdivision cause undue traffic congestion?
6. Will the proposed subdivision affect public utilities?
7. Will the proposed subdivision be detrimental to public health, morals, or general welfare?
8. Will the proposed subdivision impede orderly development of other property in the area?
9. Will the proposed subdivision cause a decrease in value of adjacent property?
10. Will the proposed subdivision increase tax revenues?
11. Will the proposed subdivision impose an excessive burden on parks and other public facilities?
12. Is the proposed subdivision consistent with the Comprehensive Plan?



Subdivision

Planning Commission Findings

Preliminary plat is consistent with development polices of Grand Rapids

Zoning ordinance is accurate and up to date

Subdivision compatible with adjacent uses

Subdivision will not cause undue traffic congestion

Subdivision will not impact public utilities

Subdivision is not detrimental to public health, morals, or general welfare

Subdivision will not impede orderly development of other properties or decrease property values

Subdivision will increase tax revenues

Subdivision will not put an excessive burden on parks or other public facilities

Subdivision is consistent with the Comprehensive Plan



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Item 14.

Questions?



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REQUEST FOR COUNCIL ACTION

AGENDA DATE: November 24, 2025

AGENDA ITEM: Conduct a Public Hearing to consider the rezoning of land from PU (Public Use) to R-2 (One and Two-Family Residential).

PREPARED BY: Will Richter, Zoning Administrator

BACKGROUND:

Together with the application for preliminary plat approval of the proposed Crystal Lake Estates Second Addition, the Grand Rapids Economic Development Authority seeks approval of a Zoning Map Amendment for that same property. The Grand Rapids Economic Development Authority requests the City's consideration of the rezoning of the property from its current PU (Public Use) designation to that of R-2 (One and Two-Family Residential).

The Planning Commission has forwarded a favorable recommendation on the proposed rezoning based on findings of fact. The next step is for the City Council to conduct a Public Hearing.

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

REQUESTED COUNCIL ACTION:

Conduct a Public Hearing to consider the rezoning of 1.45 acres of land from PU (Public Use) to R-2 (One and Two-Family Residential).



Planning Commission Staff Report

Agenda Item	Community Development Department	Date: 11/6/25
Statement of Issue:	Consider a recommendation to the City Council regarding the rezoning of a 1.45-acre parcel of land, the site of the preliminary plat of Crystal Lake Estates Second Addition, from PU (Public Use) to R-2 (One and Two-Family Residential).	
Background:	Together with the application for preliminary plat approval of the proposed Crystal Lake Estates Second Addition, the Grand Rapids Economic Development Authority seeks approval of a Zoning Map Amendment for that same property. The Grand Rapids Economic Development Authority requests the City's consideration of the rezoning of the property from its current PU (Public Use) designation to that of R-2 (One and Two Family Residential): Staff will present the attached PowerPoint presentation as background for this item.	
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 requested by the Grand Rapids Economic Development Authority, described within the Staff Report and as shown in the maps presented here today, from PU (Public Use) to R-2 (One and Two-Family Residential). <u>Contingent on the following stipulation(s):</u> _____	
Attachments:	• Site Maps • List of the Planning Commissions Rezoning Considerations.	



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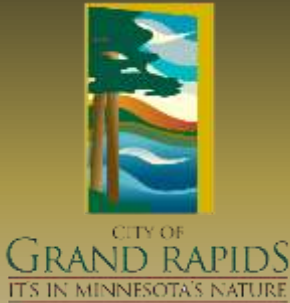
PUBLIC HEARING:

Zoning Map Amendment Request

Crystal Lake Estates Second Addition Subdivision

PU (Public Use)
to
R-2 (One and Two-Family)

November 6, 2025



Zoning Map Amendment

Summary

Petitioner: Grand Rapids Economic Development Authority (property owner)

Requested Zoning Map Amendment: rezoning from current PU (Public Use) to R-2 (One and Two-Family Residential)

Subject Property: site of the former ISD 318 Administration Building, being re-platted (subdivided) as Crystal Lake Estates Second Addition. (820 NW 1st Ave.)

Present Use: Vacant Building

Intended Use: The property is being subdivided to create 8 single family home sites.



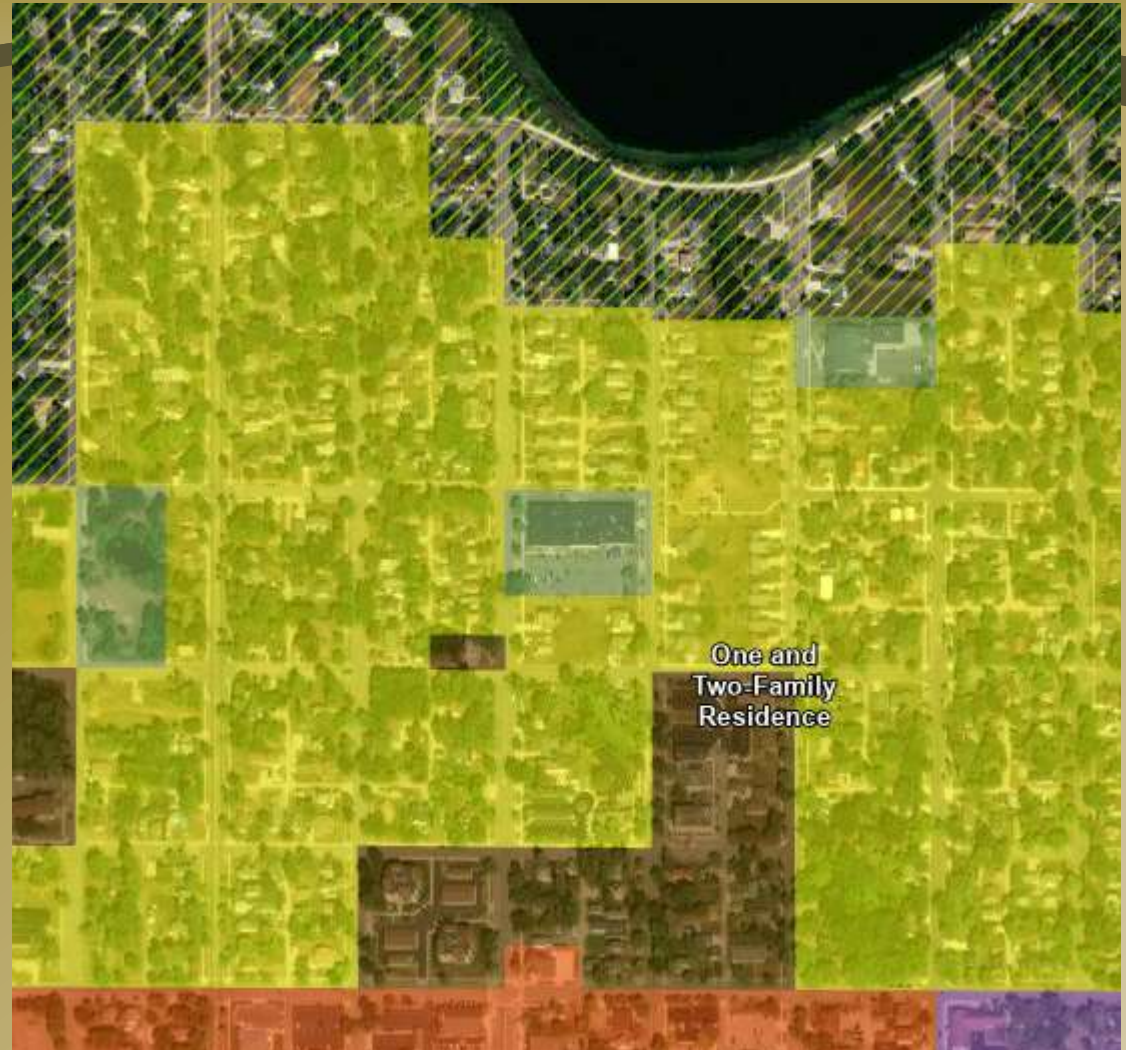
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Zoning Map Amendment

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Surrounding Zoning

**R-2 (One and Two Family
Residential)**





Zoning Map Amendment

Section 30-512 Table-1 Permitted Uses

Listed uses permitted by right in the requested R-2 zoning district are:

- **Single family detached**, twin homes, two family attached, rooming houses for 6 or fewer roomers, daycare/nurseries- 14 or fewer persons, accessory buildings, neighborhood parks, and public athletic facilities.

Other uses permitted in R-2 with additional restrictions includes:

- **Bed and breakfast accommodations, emergency housing facilities, group and foster homes for 6 or fewer residents, senior housing with services, churches, daycare/nurseries - 15 or more persons and elementary and secondary schools.**



Zoning Map Amendment

Section 30-512 Table 2A *Development Regulations*

Yard and Bulk Requirement comparison between requested zoning and existing:

	R-2 (requested)	PU (existing)
Min. Lot Size	gross area-7,000 s.f. area (unit)-5,000 s.f., width- 50 ft.	gross area- 1 acre width- 50 ft.
Min. Yard Setbacks	front-30 ft., int. side-6- 9 ft., street side-15 ft., rear- 30 ft.	front-30 ft., int. side-10 ft., street side-15 ft., rear- 30 ft.
Max. Lot Coverage	building-30%	building-N/A, total surface-N/A, GUOS- N/A
Building Size	max. height- 30 ft., min. dimension- 24 ft.	max. height- 60 ft., min. dimension- N/A.



Zoning Map Amendment

Comprehensive Plan

Chapter 4 – Land Use

Goal 4: Protect and enhance the character, amenities, variation, and livability of residential areas. A range of residential land uses allows for lifecycle housing choices and options within a variety of housing markets. Grand Rapids' housing options stretch across the entire residential land use transect, from rural to dense multi-family.

a. Integrate a range of housing types while retaining the character of distinct neighborhoods. Introducing new housing types to the area can provide opportunities to increase housing options and can improve livability; however, potential impacts to existing neighborhood character must be considered. Allowing for some variety of housing within neighborhoods will promote inclusive and economically integrated neighborhoods. A variety of housing options can be achieved while enhancing neighborhood character.

Implementation Strategy	On-Going Action	Short Term Action	Long Term Action	Responsible Parties
Development and Land Use Regulation: Zoning	Continue to evaluate rezoning proposals for compatibility with surrounding existing and planned uses and connections to infrastructure systems.	Pursue zoning amendments for use and development standards as warranted. Examples include updates to building height requirements.	Continue to utilize evaluation criteria through the rezoning process. Update the criteria as needed.	Primary: Community Development, Engineering Secondary: Planning Commission



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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

The zoning change will positively impact neighborhood character by mirroring existing zoning.

The zoning change will foster economic development by supporting new housing.

The zoning change is in keeping with the spirit and intent of the ordinance by expanding existing zoning.

The zoning change is in the interest of the general public by helping to create housing and expanded tax base.

The zoning change is consistent with the Comp Plan by aligning with existing zoning in the neighborhood.



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Questions?



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REQUEST FOR COUNCIL ACTION

AGENDA DATE: November 24, 2025

AGENDA ITEM: Consider the recommendation of the Planning Commission regarding adoption of an ordinance, amending the Official Zoning Map, by rezoning land from PU (Public Use) to R-2 (One and Two-Family Residential).

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 1.45 acres of land from PU (Public Use) to R-2 (One and Two-Family Residential) and authorize its publication in summary form.

Subject Property Address: 820 NW 1st Ave.

Current Zoning PU (Public Use)

Proposed New Zoning R-2 (One and Two-Family Residential)

Surrounding Zoning R-2 (One and Two-Family Residential as shown in yellow)



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

ORDINANCE NO. 25-_____

AN ORDINANCE OF THE CITY OF GRAND RAPIDS, MINNESOTA, APPROVING THE REZONING OF LAND FROM PU (PUBLIC USE) TO R-2 (ONE AND TWO FAMILY RESIDENTIAL)

WHEREAS, on November 6, 2025, the Planning Commission approved a motion forwarding a favorable recommendation to the City Council regarding the rezoning of property legally described as,

Block 29 in Kearney's First Addition, Grand Rapids, according to the plat thereof on file in the office of the Register of Deeds for Itasca County, Minnesota, EXCEPT the South One Hundred Forty Feet (S. 140.0') of Block Twenty-nine (29), KEARNEY'S FIRST ADDITION TO GRAND RAPIDS

from its current zoning designation of PU (Public Use) to R-2 (One and Two-Family Residential), and

WHEREAS, the City Council conducted a public hearing on that request at their regular meeting on November 24, 2025, 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 and as shown on the attached "Exhibit A", is rezoned from its current designation of PU (Public Use) to R-2 (One and Two Family Residential) based on the following findings of fact;

- The proposed rezoning would not have an adverse effect the character of neighboring area as it mirrors the zoning of the surrounding neighborhood.
- The change would foster economic growth by supporting the development of new housing.
- The change would be in keeping with the spirit and intent of the Zoning Ordinance by expanding zoning found in the surrounding neighborhood.
- The change would be in the best interest of the general public by supporting the development of new housing and expanding City tax base.
- That the change would be consistent with the Comprehensive Plan by aligning with existing zoning in the neighborhood.

This Ordinance shall become effective after its passage and publication.

Adopted by the City Council this 24th day of November 2025.

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.