



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

## **CITY COUNCIL MEETING AGENDA**

**Monday, April 28, 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, April 28, 2025 at 5:00 PM in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

**CALL OF ROLL:**

**PROCLAMATIONS/PRESENTATIONS:**

1. National Walk, Bike & Roll to School Day Proclamation

**POSITIVE HAPPENINGS IN THE CITY:**

**PUBLIC FORUM:**

**COUNCIL REPORTS:**

**APPROVAL OF MINUTES:**

2. Approve Council minutes for Monday, April 14, 2025 Worksession and Regular meetings.

**VERIFIED CLAIMS:**

3. Approve the verified claims for the period April 8, 2025 to April 21, 2025 in the total amount of \$668,032.90.

**ACKNOWLEDGE MINUTES FOR BOARDS AND COMMISSIONS:**

4. ~ November 21, 2024 PCA Board  
~ February 6, 2025 Planning Commission  
~ March 4, 2025 Arts & Culture Commission  
~ March 11, 2025 Golf Board  
~ March 12, 2025 Library Board  
~ March 13 & 27, 2025 GREDA

**CONSENT AGENDA:**

5. Consider adopting a resolution approving a stormwater agreement with KTJ 435, LLC
6. Consider authorizing staff to solicit quotes for the TH 169 South, Phase 3 Lighting Project

- [7.](#) Consider rehiring and hiring seasonal staff for Public Works for the 2025 Spring/Summer Maintenance Season, and Employee Transfer.
- [8.](#) Consider request to appoint a Summer Business Intern at City Hall.
- [9.](#) Consider adopting a resolution approving a cooperative construction agreement with the State of Minnesota for SP 3104-61
- [10.](#) Consider approving on-sale liquor license renewal for Grand Rapids Speedway.
- [11.](#) Consider approving OPG-3 Scope of Work for workflows with Oracle NetSuite for Government.
- [12.](#) Consider approving seasonal golf contractors
- [13.](#) Consider approval of hazard stakes for golf course
- [14.](#) Consider approval of agreement with Noteefy for 2025
- [15.](#) Consider approval of tree trimming and removal work for 2025
- [16.](#) Consider approval of two-way radio purchase for the golf course

SET REGULAR AGENDA:

ADMINISTRATION:

- [17.](#) Consider retirement of Cindy Phillips, Payroll Clerk/HR Technician.

COMMUNITY DEVELOPMENT:

- [18.](#) Consider adopting a resolution approving an amendment to the tax abatement agreement between the City and Yanmar Compact Equipment North America.

GOLF:

- [19.](#) Consider signing lease agreement for golf course equipment

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR MAY 12, 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

# PROCLAMATION

Item 1.

## NATIONAL WALK, BIKE AND ROLL TO SCHOOL DAY

WHEREAS: Children are safer when communities prioritize pedestrian and bicycle safety; and

WHEREAS: A lack of physical activity can play a role in health problems among children, and being able to walk or bike to school offers an opportunity to build physical activity into daily routines; and

WHEREAS: Increasing the number of children safely walking and biking to school can reduce traffic congestion, improve air quality, and reduce asthma attacks; and

WHEREAS: Safe Routes to School interventions have been shown to reduce the rate of pedestrian injury by 44 percent; and

WHEREAS: Not every parent or caregiver can drive their student to school, and busing shortages have schools reimagining their transportation plans; and

WHEREAS: Safe Routes to School programs may help encourage more parents and children consider walking or biking to school instead of using a bus or a car; and

WHEREAS: Active kids learn better, and Safe Routes to School programs help students better focus in the classroom; and

WHEREAS: Studies have shown that after 20 minutes of physical activity, students tested better in reading, spelling, and math, and were more likely to read above their grade level; and

WHEREAS: More than 500 schools across Minnesota have been awarded funding through MnDOT planning, infrastructure, or non-infrastructure grants to implement Safe Routes to School programs; and

WHEREAS: Walk and Bike to School Days are special events to make walking and biking more visible, fun, and rewarding for children; encourage parents and students to make walking and biking to school a habit; and allow decision-makers to witness the value of walkable and bikeable communities.

NOW, THEREFORE, I, Tasha Connelly, Mayor of the City of Grand Rapids do hereby proclaim Wednesday, May 7, 2025, as **NATIONAL WALK, BIKE AND ROLL TO SCHOOL DAY** in the City of Grand Rapids.

IN WITNESS WHEREOF, I have hereto  
subscribed my name and the seal of  
the City of Grand Rapids, Minnesota,  
this 14<sup>th</sup> Day of April, Two Thousand  
twenty-five.

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Tasha Connelly, Mayor  
City of Grand Rapids



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## **CITY COUNCIL WORKSESSION MINUTES**

**Monday, April 14, 2025**

**4:00 PM**

Mayor Connelly called the meeting to order at 4:02 PM.

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

STAFF: Kimberly Gibeau, Chad Sterle, Rob Mattei, Dan Swenson

### **BUSINESS:**

#### **1. IEDC Presentation - Tamara Lowney**

Tamara Lowney, president for IEDC, along with other IEDC staff members, presented areas of focus including business, community engagement and outreach, site identification and development, sparking change, diversifying regional economy, etc. Presentation covering the Forge facility, and consulting services.

#### **2. Human Rights Commission - Work Plan Update**

Angie Erickson, Chair of Human Rights Commission, provided overview of annual activities and projects planned for 2025.

### **REVIEW OF REGULAR AGENDA:**

Upon review, appointment of new member to the Pokegama Golf Board is added as 28a. No other changes or additions are noted.

There being no further business, the meeting adjourned at 4:48 PM.

Respectfully submitted:

*Kimberly Gibeau*  
 Kimberly Gibeau, City Clerk



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## **CITY COUNCIL MEETING MINUTES**

**Monday, April 14, 2025**

**5:00 PM**

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

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

**STAFF:** Kimberly Gibeau, Chad Sterle, Chery Pierzina, Laura Pfeifer, Rob Mattei, Andy Morgan

### **PROCLAMATIONS/PRESENTATIONS:**

#### **1. MPCA Certificate of Commendation for Public Utilities Commission**

Mayor Connelly presents MPCA Certificate of Commendation to the Grand Rapids Public Utilities Commission Steve Mattson, Water/Wastewater Manager in recognition of exemplary service to the community. Mr. Mattson thanks the Council and acknowledges all the staff at PUC.

### **POSITIVE HAPPENINGS IN THE CITY:**

Councilor MacGregor shared information regarding Free Range Food Co-op event at Central School.

Mayor Connelly noted that the Pokegama Golf Course is preparing for its 100 year celebration.

### **PUBLIC FORUM:**

Sue Bigwood, 223 NE 8th Street, raised concerns regarding noise level of local concerts in downtown area.

### **COUNCIL REPORTS:**

Councilor Blake attended MN Community Action Day on the Hill, RAMS Lobby Day and provided overview of topics addressed. Met with members of Calumet minerals and attended MN Public Hearing in Cohasset regarding MP proposed sales.

Mayor Connelly advised that the Department of Agriculture cancelled plans for addressing spongy moss insect issue. Range Mayors meeting cancelled, City/County meeting discussed Library funding issues and plans for a special meeting to continue work on funding to maintain the library. Special primary election is Tuesday, April 15, 2025, followed by Special general on April 29, 2025. With changes in the senate, Senator Farnsworth will carry the Central School bill through the legislative session.

### **APPROVAL OF MINUTES:**

2. Approve Council minutes for Monday, March 24, 2025 Worksession and Regular meetings.

Motion made by Councilor Mertes, Second by Councilor MacGregor to approve Council minutes for March 24, 2025 as presented. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Blake, Councilor Mertes

#### VERIFIED CLAIMS:

3. Approve the verified claims for the period March 18, 2025 to April 7, 2025 in the total amount of \$829,599.81.

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

#### CONSENT AGENDA:

4. Consider Approving U.S. Bank Trust Company, NA Agreement Relating to Paying and Registrar Agency for GO Bonds Series 2025A.
5. Consider approving lease agreement with TNT Construction Group at the GPZ Airport
6. Consider adopting a resolution to authorize closing Capital Projects Fund-2023 Infrastructure Fund.

#### **Adopted Resolution 25-25**

7. Consider rescinding appointment of a new hire and authorize Human Resources to post, interview and hire for an open position of Police Officer.
8. Consider request to appoint a student intern at City Hall.
9. Consider rehiring seasonal golf employees and appointing new hires at Pokegama Golf Course.
10. Consider revisions to Pay Range for PT, Seasonal, and Temporary Employees.
11. Consider hiring staff for Public Works for the 2025 Spring/Summer Maintenance Season.
12. Consider approval of Artificial Intelligence (AI) Training for City Leadership.
13. Consider approval of Service Agreement with Heroes Rise Coffee Company for employee training.
14. Adopt a resolution approving LG 214 Premises Permit for Grand Rapids Amateur Hockey Association.

#### **Adopted Resolution 25-26**

15. Consider various agreements related to Rockfest and Riverfest.
16. Consider approving quote/agreement from Axon for new City Prosecutor account.

17. Consider approving an agreement with SEH for the Taxiway A (North) Reconstruction – Phase 2 Design Project
18. Consider adopting a resolution appointing election judges for 2025 elections.

#### **Adopted Resolution 25-27**

19. Consider approving liquor licenses for new establishments The Tied LLC and Ledger & Ladle LLC
20. Consider authorizing the retirement and sale of surplus assets from the Itasca Calvary Cemetery at auction.
21. Consider authorizing advertisement for bid for GPZ projects
22. Consider approving entering into a 3 year contract with FireCatt for hose testing with the Grand Rapids Fire Department
23. Consider allowing the Grand Rapids Fire Department to enter into a contract with Hazard Class LLC Training and Consulting for hazmat tech classes.
24. Consider approving seasonal golf Starter Ranger contractors
25. Consider approving quote from TimeClock Plus, LLC and authorize necessary signature.
26. Consider approving on-sale liquor license for The Pines Restaurant.

Motion made by Councilor Blake, Seconded by Councilor Mertes.

Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Blake, Councilor Mertes

#### **SET REGULAR AGENDA:**

Addition of 28a - Golf Board Appointment

#### **ADMINISTRATION:**

27. Consider GMP Consultants Director of Finance Recruitment Proposal.

Motion made by Councilor MacGregor, Seconded by Councilor Mertes.

Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Blake, Councilor Mertes

#### **COMMUNITY DEVELOPMENT:**

28. Consider adopting a resolution approving a partial termination of the Airport South Industrial Park Phase 1 Development Agreement

Motion made by Councilor Blake, Second by Councilor Mertes to **adopt Resolution 25-28**, approving partial termination of Airport South Industrial Park Phase 1 Development Agreement. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Blake, Councilor Mertes

28a. Consider appointment to the Pokegama Golf Board.

Motion made by Councilor Mertes, Second by Councilor Blake to appoint Gabriella Jerulle to the Pokegama Golf Board, term to expire March 1, 2028. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Blake, Councilor Mertes

There being no further business, the meeting adjourned at 5:35 PM.

Respectfully submitted:

*Kimberly Gibeau*  
Kimberly Gibeau, City Clerk

DATE: 04/24/2025  
 TIME: 10:57:07  
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 04/28/2025

VENDOR #	NAME	AMOUNT DUE
-----		
GENERAL FUND		
CITY WIDE		
0715808	GOVCONNECTION INC	3,551.39
TOTAL CITY WIDE		3,551.39
ADMINISTRATION		
1301020	MADDEN GALANTER HANSEN, LLP	652.50
1309090	SUPERONE FOODS NORTH	115.90
1401232	NPELRA	180.00
TOTAL ADMINISTRATION		948.40
BUILDING SAFETY DIVISION		
0118100	VESTIS GROUP INC	73.29
0315455	COLE HARDWARE INC	24.99
0401804	DAVIS OIL INC	58.89
0701650	GARTNER REFRIGERATION CO	2,064.35
0920060	ITASCA COUNTY TREASURER	81.00
TOTAL BUILDING SAFETY DIVISION		2,302.52
COMMUNITY DEVELOPMENT		
0401804	DAVIS OIL INC	136.37
0718060	GRAND RAPIDS HERALD REVIEW	155.25
TOTAL COMMUNITY DEVELOPMENT		291.62
FIRE		
0118100	VESTIS GROUP INC	61.52
0401804	DAVIS OIL INC	346.50
0920060	ITASCA COUNTY TREASURER	81.00
1200500	L&M SUPPLY	4.74
1321526	MES SERVICE COMPANY, LLC	692.69
TOTAL FIRE		1,186.45
PUBLIC WORKS		
0201353	BAILEY'S NURSERY INC	5,687.30
0221650	BURGGRAF'S ACE HARDWARE	192.33
0301685	CARQUEST AUTO PARTS	123.00
0315455	COLE HARDWARE INC	50.56
0401804	DAVIS OIL INC	334.92

DATE: 04/24/2025  
 TIME: 10:57:07  
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 2

INVOICES DUE ON/BEFORE 04/28/2025

VENDOR #	NAME	AMOUNT DUE
GENERAL FUND		
PUBLIC WORKS		
0405230	DEER RIVER LUMBER	3,817.36
0601690	FASTENAL COMPANY	1,082.21
0920060	ITASCA COUNTY TREASURER	162.00
1200500	L&M SUPPLY	197.70
1201730	LATVALA LUMBER COMPANY INC.	99.99
1415545	NORTHLAND LAWN & SPORT, LLC	1,454.29
1615505	POMP'S TIRE SERVICE INC	242.34
1621125	PUBLIC UTILITIES COMMISSION	26,524.71
1911545	SKOGLUND ELECTRIC LLC	15,290.00
2015825	MONROE TOWMASTER LLC	381.43
2018560	TROUT ENTERPRISES INC	350.00
2305453	WESCO RECEIVABLES CORP	6,859.50
TOTAL PUBLIC WORKS		62,849.64
FLEET MAINTENANCE		
0121721	AUTO VALUE - GRAND RAPIDS	591.96
0301685	CARQUEST AUTO PARTS	-183.14
0315455	COLE HARDWARE INC	11.97
0601690	FASTENAL COMPANY	193.49
TOTAL FLEET MAINTENANCE		614.28
POLICE		
0221650	BURGGRAF'S ACE HARDWARE	38.97
0301685	CARQUEST AUTO PARTS	67.97
0715808	GOVCONNECTION INC	157.62
1309090	SUPERONE FOODS NORTH	34.86
1920233	STREICHER'S INC	2,143.86
1920555	STOKES PRINTING & OFFICE	25.17
2018225	TREASURE BAY PRINTING	299.00
TOTAL POLICE		2,767.45
RECREATION		
1421155	NUCH'S IN THE CORNER	18.75
1801613	RAPIDS PRINTING	1,370.00
TOTAL RECREATION		1,388.75
CENTRAL SCHOOL		

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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 3

INVOICES DUE ON/BEFORE 04/28/2025

VENDOR #	NAME	AMOUNT DUE
CENTRAL SCHOOL		
0401425	DAKOTA SUPPLY GROUP	377.91
0920060	ITASCA COUNTY TREASURER	81.00
TOTAL		458.91
AIRPORT		
0301685	CARQUEST AUTO PARTS	9.25
0315455	COLE HARDWARE INC	5.49
0401804	DAVIS OIL INC	60.00
0918550	IRON OAKES FENCE, LLC	400.00
0920060	ITASCA COUNTY TREASURER	324.00
1405530	NEO ELECTRICAL SOLUTIONS LLC	52.07
TOTAL		850.81
YANMAR ARENA		
GENERAL ADMINISTRATION		
0118100	VESTIS GROUP INC	55.26
0221650	BURGGRAF'S ACE HARDWARE	506.64
0920060	ITASCA COUNTY TREASURER	81.00
1415482	NORTHERN FIRE SUPPRESSION INC	750.00
2209421	VIKING ELECTRIC SUPPLY INC	78.28
TOTAL GENERAL ADMINISTRATION		1,471.18
STATE HAZ-MAT RESPONSE TEAM		
0601690	FASTENAL COMPANY	172.32
TOTAL		172.32
CEMETERY		
0103325	ACHESON TIRE INC	80.00
0205725	BETZ EXTINGUISHER COMPANY	140.00
1200500	L&M SUPPLY	54.06
1301213	MARTIN'S SNOWPLOW & EQUIP	336.26
TOTAL		610.32

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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 4

INVOICES DUE ON/BEFORE 04/28/2025

VENDOR #	NAME	AMOUNT DUE
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DOMESTIC ANIMAL CONTROL FAC		
0920060	ITASCA COUNTY TREASURER	81.00
	TOTAL	81.00
MUNICIPAL ST AID MAINTENANCE		
	7TH AVE SE OVERLAY	
1900225	SEH	1,333.78
	TOTAL 7TH AVE SE OVERLAY	1,333.78
CAPITAL EQPT REPLACEMENT FUND		
	CAPITAL OUTLAY-POLICE	
0218118	STEVEN ELDOR BREITBARTH	160.00
	TOTAL CAPITAL OUTLAY-POLICE	160.00
STORM WATER UTILITY		
0301685	CARQUEST AUTO PARTS	154.71
0315455	COLE HARDWARE INC	12.04
0514798	ENVIRONMENTAL EQUIPMENT AND	1,027.34
0920060	ITASCA COUNTY TREASURER	2.00
1303039	MCCOY CONSTRUCTION & FORESTRY	183.38
1309495	MINUTEMAN PRESS	605.68
1621125	PUBLIC UTILITIES COMMISSION	2,200.00
2018560	TROUT ENTERPRISES INC	420.00
	TOTAL	4,605.15
	TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	\$85,643.97
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T MOBILITY	4,139.59
0113105	AMAZON CAPITAL SERVICES	382.82
0205640	LEAGUE OF MN CITIES INS TRUST	1,687.19
0301530	CANON FINANCIAL SERVICES, INC	62.01
0305530	CENTURYLINK QC	259.00
0315515	COMPUTERSHARE TRUST CO, NA	1,050.00
0315543	CONSTELLATION NEWENERGY -GAS	2,858.59
0514730	ENTERPRISE FM TRUST	49,085.13
0718015	GRAND RAPIDS CITY PAYROLL	304,926.01
0718070	GRAND RAPIDS STATE BANK	65.00
0805670	HEROES RISE COFFEE COMPANY	2,230.00

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CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 5

INVOICES DUE ON/BEFORE 04/28/2025

VENDOR #	NAME	AMOUNT DUE
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
1201402	LAKE COUNTRY POWER	53.01
1215250	LOFFLER COMPANIES INC	447.80
1301146	MARCO TECHNOLOGIES, LLC	100.65
1309098	MINNESOTA MN IT SERVICES	460.71
1309162	MN BCA/TRAINING & EDUCATION	150.00
1309332	MN STATE RETIREMENT SYSTEM	2,070.00
1309335	MINNESOTA REVENUE	4,360.00
1309375	MINNESOTA UI FUND	5,072.44
1415479	NORTHERN DRUG SCREENING INC	95.00
1516220	OPERATING ENGINEERS LOCAL #49	136,146.00
1618600	BRYCE PRUDHOMME	19.84
1621130	P.U.C.	40,188.70
1721095	QUADIENT INC	1,000.00
1809158	WILLIAM RICHTER	26.75
1901820	WILLIAM SAW	299.40
2209665	VISA	9,349.27
2209705	VISIT GRAND RAPIDS INC	15,721.79
2305300	MATTHEW WEGWERTH	26.75
T001111	CINDY ECKERT	5.08
T001207	VICKI LORENZ	28.00
T001438	PAMEY CASIO	7.70
T001527	SCOTTY PUGLISI	7.70
T001550	LINDA HARRINGER	7.00

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$582,388.93

TOTAL ALL DEPARTMENTS \$668,032.90



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**POLICE COMMUNITY ADVISORY  
 BOARD MEETING MINUTES**  
**Thursday, November 21, 2024**  
**4:00 PM**

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The Purpose of the Grand Rapids Police Community Advisory Board (The Board) shall be to establish and enhance communication between Grand Rapids residents, Police Department and City Council. Together, the Advisory Board and Police Department will identify and focus on public safety issues and collaborate with community leaders, community organizations and stakeholders in developing solutions to multi-faceted community concerns. The Board provides recommendations to the Chief of Police and City Council as to how issues should be addressed.

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**SPECIAL MEETING:**

**CALL TO ORDER:** Pursuant to due notice and call thereof, the Police Community Advisory Board will hold a regular meeting on Thursday November 21, 2024 at 4:00 PM in City Hall Council Chambers at 420 North Pokegama Avenue, Grand Rapids.

Meeting called to order at 4:04 PM

**ROLL CALL:**

**PRESENT**

Board Member Dan Butterfield  
 Board Chair Stephen Connolly  
 Board Member Tom Neustrom  
 Board Member Wendy Uzelac  
 Board Member Nikki Roberts  
 Board Member Jessica Malmquist

**ABSENT**

Board Member Cassey Casteel

**PUBLIC INPUT** (if anyone wishes to address the Board): This is your opportunity to approach the Police Community Advisory Board and publicly comment and/or share a concern about your specific issue. We ask that you approach the podium and provide your name and address for the record. A timer will be set for 5 minutes of comment. We ask that members of the public not applaud, engage in conversation, or engage in other behavior through words or action that may disrupt the following proceedings of the board. This is not a dialog, debate, or back and forth with the board but if there is something that needs to be followed up on after the meeting, we and/or City staff will do so and report back to the Police Community Advisory Board if necessary.

Larrisa Lawson of Grand Rapids, MN. 55744

Spoke of interest on being on the Police Advisory Board.

#### SETTING THE AGENDA:

Motion by Board Member Neustrom second by Board Member Butterfield to approve the agenda as presented. All were in favor.

#### CORRESPONDENCE:

None

#### APPROVE MINUTES:

Motion by Board Member Butterfield, second by Board Member Neustrom to approve the minutes for September 19th, 2024. The following voted in favor thereof: Yea: Butterfield, Neustrom, Connelly, Roberts, Uzelac, Malmquist. Opposed: None.

1. Approval of the Minutes of September 19, 2024.

Motion made by Board Member Butterfield, Seconded by Board Member Neustrom to approve the minutes for September 19, 2024. Voting Yea: Board Member Butterfield, Board Chair Connelly, Board Member Neustrom, Board Member Casteel, Board Member Roberts, Board Member Uzelac, and Board Member Malmquist.

#### BUSINESS:

2. Explanation of PCAB Secretary Roles/Duties

Board Member Castell joined the meeting at 5:00PM.

Duties include that in the absences of the Chair and the Vice Chair the duties of the chair shall be performed by the secretary. All other duties will be completed by Police Department Staff.

3. Juvenile Justice

Discussion regarding the process of handling juvenile case files regarding possible placement whether that be criminal or environment.

4. Homeless Population and City Policies and Procedures pertaining to this.

Discussion regarding housing for homeless individuals in the area. Grace House currently is under construction (working towards additional bed space). Offers area hotels for housing currently.

5. Policy on being notified of community events

By contacting the Grand Rapids Police Department when your event will be taking place. We can then provide officers to assist with traffic or help in other areas of your event.

6. Upcoming Event:

-Shop With a Hero

Shop with a Hero December 15, 2024 on Sunday at Walmart starting at 9:00 AM in the garden center.

UPDATES:

Brooks Bachmann new hire as Grand Rapids Police Officer and Sean Smallen returned a an Officer.

TZD truck that GRPD received is out and working on the road. A huge thank you to Captain Ott for his time and efforts to making this happen.

ANNOUNCEMENTS:

Lights in the Pines 2<sup>nd</sup> year of making the Holidays brighter starts December 6<sup>th</sup> an 7<sup>th</sup> and continues every weekend until Christmas. Cost to drive through this year is \$10.00 a car.

Next meeting will be election of officers.

Setting of Dates for the year

SET AGENDA FOR NEXT MEETING:

Next regular meeting is scheduled for January 16th 2025.

ADJOURN:

There being no further business the meeting adjourned at 5:30PM.

ATTEST:

**MEETINGS AND ATTENDANCE**

The Board shall meet at minimum, four times each year as determined by the chair. A regular meeting may be cancelled by the chair or a majority of the Board. Every Board member shall be required to attend at least 75% of all meetings each calendar year. Board members who are unable to meet the attendance requirements may be removed by a majority vote of the Board. Prior to a vote considering the potential removal of a member, the member shall be afforded an opportunity to explain his or her reason for non-attendance.

**BOARD MEMBERS AND TERM EXPIRATION**

	Dan Butterfield	12/31/2026	Wendy Uzelac	12/31/2025
	Stephen Connolly	12/31/2026	Cassey Casteel	12/31/2024
	Tom Neustrom	12/31/2025	Nicolette	
Roberts	12/31/2024		Jessica Malmquist	12/31/2024



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## PLANNING COMMISSION MEETING MINUTES

**Thursday, February 06, 2025**

**4:00 PM**

**CALL TO ORDER:** Pursuant to due notice and call thereof a Regular Meeting of the Grand Rapids Planning Commission will be held on Thursday, February 6, 2025 at 4:00 PM in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

### CALL OF ROLL:

#### PRESENT

Commissioner Paul Bignall  
 Commissioner Amanda Lamppa  
 Commissioner David Marquardt  
 Commissioner David Kreitzer

#### ABSENT

Commissioner Betsy Johnson  
 Commissioner Patrick Goggin

### APPROVAL OF MINUTES:

1. Consider approval of the December 5, 2024 regular meeting minutes.

Motion by Commissioner Lamppa, second by Commissioner Kreitzer to approve the minutes from the December 5, 2024 regular meeting. The following voted in favor thereof: Lamppa, Kreitzer, Bignall. Opposed: None, Marquardt abstained, motion passed.

### GENERAL BUSINESS:

2. Consider a recommendation to the City Council regarding a vacation of a platted utility easement (Airport South Industrial Park – Phase 1)

Community Development staff is asking the Planning Commission to consider a recommendation to the City Council regarding a vacation of a platted utility easement in the Airport South Industrial Park-Phase 1. Assistant Community Development Director Swenson provided background.

The Commissioners reviewed the considerations for the record:

1. Is the right-of-way needed for traffic purposes?  
 Why/Why not? No, it is in a field it is not needed for traffic purposes.

2. Is the right-of-way needed for pedestrian purposes?

Why/Why not? No, due to it's location there is no need for pedestrian purposes.

3. Is the right-of-way needed for utility purposes?

Why/Why not? No, due to the combination of the parcels it is no longer needed.

4. Would vacating the right-of-way place additional land on the tax rolls?

Why/Why not? Yes, a very small portion.

5. Would vacating the right-of-way facilitate economic development in the

City? Why/Why not? Yes, it will allow for future development.

Motion by Commissioner Marquardt, second by Commissioner Kreitzer to approve initiating the vacation request of the platted utility easement described as:

*A thirty-foot-wide utility easement centered on the north, east, and south lines of Lot 5, Block 2 of Airport South Industrial Park - Phase 1, Grand Rapids, Itasca County, Minnesota.*

The following voted in favor thereof: Kreitzer, Marquardt, Lamppa, Bignall. Opposed: None, motion passed unanimously.

3. Consider initiating the process to review and amend Division 30-VI-12 (Floodplain Restrictions) of the Land Use Regulations Ordinance

Staff would like the Planning Commission to consider initiating the review and consideration of an amendment to Division 30-VI-12 (Floodplain Restrictions) of the Ordinance. The Ordinance is being amended to incorporate the updated Flood Insurance Rate Map panels and Flood Insurance Study for Itasca County, to maintain participation in the Nation Flood Insurance Program.

Motion by Commissioner Kreitzer, second by Commissioner Lamppa to initiate the review of Division 30-VI-12 entitled (Floodplain Restrictions) to meet current State and Federal standards. The following voted in favor thereof: Bignall, Lamppa, Marquardt, Kreitzer. Opposed: None, motion passed unanimously.

4. Consider a recommendation to the City Council regarding an amendment to Division 30-VI-12 (Floodplain Restrictions) of the Land Use Regulations Ordinance

Assistant Community Development Director Swenson provided background information. The ordinance is being amended to incorporate the updated Flood Insurance Rate Map panels and Flood Insurance Study for Itasca County, to maintain participation in the National Flood Insurance Program.

The Commissioners read their considerations for the record:

1. Will the change affect the character of neighborhoods?

Why/Why not? No, there is no change to the neighborhoods.

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

Why/Why not? Yes, it will allow for the purchase of flood insurance for those who need it.

3. Would the proposed change be in keeping with the spirit and intent of the ordinance? Why/Why not? Yes, it is maintaining FEMA and DNR standards.

4. Would the change be in the best interest of the general public? Why/Why not? Yes, it will allow for the purchase of flood insurance.

5. Would the change be consistent with the Comprehensive Plan? Why/Why not? Yes, it allows the opportunity for growth.

Motion by Commissioner Lamppa, second by Commissioner Kreitzer that, based on the findings of fact presented here today, and in the public's best interest, the Planning Commissioner does hereby forward a favorable recommendation to the City Council regarding a draft amendment to replace the existing floodplain restrictions ordinance language with ordinance language consistent with state floodplain management rules and the floodplain management standards of the Federal Emergency Management Agency of Division 30-VI-12 of the land use regulation ordinance. The following voted in favor thereof: Kreitzer, Marquardt, Lamppa, Bignall. Opposed: None, motion passed unanimously.

#### PUBLIC INPUT:

*Individuals may address the Planning Commission about any non-public hearing item or any item not included on the Regular Meeting Agenda. Speakers are requested to come to the podium, state their name and address for the record and limit their remarks to three (3) minutes.*

None

#### MISCELLANEOUS:

None

#### REPORTS/ANNOUNCEMENTS/UPDATES:

None

#### ADJOURNMENT:

There being no further business the meeting adjourned at 4:19 p.m.

NEXT REGULAR MEETING IS SCHEDULED FOR MARCH 6, 2025 AT 4:00 PM.

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

#### ATTEST:

Aurimy Groom, Administrative Assistant



CITY OF  
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## **ARTS & CULTURE COMMISSION WORKSESSION MINUTES**

**Tuesday, March 04, 2025  
4:00 PM**

**CALL TO ORDER:** Pursuant to due notice and call thereof, the Arts & Culture Commission will hold a regular meeting on Tuesday, March 4, 2025, at 4:00pm in City Hall Council Chambers at 420 North Pokegama Avenue, Grand Rapids, Minnesota.

The meeting was called to order by Commission Chair Hedlund at 4:05pm.

### **ROLL CALL:**

#### **PRESENT**

Commissioner Jennifer Gorman  
Commissioner Kari Hedlund  
Commissioner Myrna Peterson  
Commissioner Aaron Squadroni  
Commissioner Amanda Lamppa  
Commissioner Sara Slaubaugh  
City Administrator Tom Pagel  
MacRostie Liaison, Art Shop Manager Caleb Christiansen

#### **ABSENT**

Commissioner Angie Miskovich  
Commissioner Derek Fox

### **SETTING THE AGENDA:**

#### **1. Review Grand Rapids Implementation Plan**

The worksession centered around creating a new shorter reference document from the 98-page document called the Grand Rapids Implementation Plan (GRIP) that can be found on the City's website under the Arts & Culture Commission.

This new reference document would not replace the original document (GRIP) but would be an updated guide for not only this Commission but new commission members as well. The Commission reviewed their mission statement found on the City's website and also looked at their responsibilities as stated on the City's Ordinance.

Also discussed was adding outlines for some of the processes the Commission follows such as the Public Art Projects to the reference document.

ADJOURN:

Commission Chair Hedlund adjourned the meeting at 5:08pm. Respectfully submitted by Cynthia Lyman



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## **POKEGAMA GOLF COURSE BOARD REGULAR MEETING MINUTES**

**Tuesday, March 11, 2025  
 7:30 AM**

The meeting was called to order by Chair McDonald at 7:30 am.

**PRESENT:** Chair Rick McDonald, Member John Ryan, Member Tom Lagergren, Member Deb Godfrey, Member Derek Rolle

**STAFF:** Tom Beaudry, Steve Ross, Cody Alleman, Kimberly Gibeau

### **PUBLIC INPUT:**

Mike Christianson, 2701 Town View Drive, St. Anthony, MN addressed the board regarding junior golf program, including concerns about cost increases and limited accessibility.

The board is advised that members of the public may provide input during this time, but any formal discussion and considerations must be conducted during a meeting in which the intent to discuss/consider policy, procedure, etc. has been noticed to allow for the public to attend if they so choose.

### **APPROVE MINUTES:**

1. Approve minutes for Tuesday, January 14, 2025 Special meeting and Tuesday, February 18, 2025 Regular meeting.

Motion made by Member Ryan, Second by Member Lagergren to approve the Golf Board minutes for January 14, 2025 and February 18, 2025 as presented. Voting Yea: Chair McDonald, Member Ryan, Member Lagergren, Member Godfrey, Member Rolle

### **CLAIMS AND FINANCIAL STATEMENTS:**

2. Approve verified claims.

Motion made by Member Godfrey, Second by Chair McDonald to approve the verified claims as presented. Voting Yea: Chair McDonald, Member Ryan, Member Lagergren, Member Godfrey, Member Rolle

### **VISITORS:**

3. Pokegama Youth Open event & Junior Golf - Emma Petermeier

Emma Petermeier presented information regarding proposed Youth Golf Open. Initial plan to host this event in 2025, but due to logistical concerns, this will be planned for 2026. Ms. Petermeier addressed concerns relative to junior golf, specifically changes in rates, course availability; noting that many of these changes present limitations to youth golfers. A review of junior golf at the course is requested for the next regular meeting in April.

## REPORTS:

### Maintenance Report:

Cody Alleman provided updated quotes regarding the leasing of needed mower and continued discussion on the benefits of leasing over purchase. The recommendation is to lease the needed mower for 2025 and consider shift to leasing all large equipment beginning in 2026. Lease recommendations will be brought to the April 15, 2025 meeting for consideration.

### Management Report:

Director Beaudry reported on:

- > New Assistant Golf Pro Madison Janecke
- > Status of New Website
- > Working on plans for course opening and will provide a projected opening date as soon as possible

## BUSINESS:

No specific items were presented for consideration.

## CORRESPONDENCE AND OPEN DISCUSSION:

Welcome to new Board Member Derek Rolle.

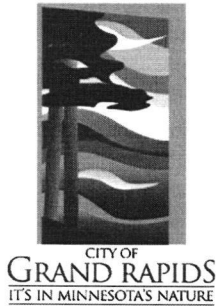
Items for the next agenda:

- > Equipment Leasing
- > Junior Golf Review

There being no further business, a motion was made by Member Lagergren, Second by Member Godfrey to adjourn the meeting at 8:38 AM. Voting Yea: Chair McDonald, Member Ryan, Member Lagergren, Member Godfrey, Member Rolle

Respectfully submitted:

*Kimberly Gibeau*  
Kimberly Gibeau, City Clerk



## GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, March 12, 2025

5:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular meeting of the Grand Rapids Area Library Board will be held on Wednesday, March 12, 2025 at 5:00 PM in City Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

Chair Martin called the meeting to order at 5:00 PM

### CALL OF ROLL:

Present: Barr, Casteel, King, Litchke, Martin, Richards, Squadroni, Teigland

Absent: Dobbs

Staff: Will Richter, Library Director

### APPROVAL OF AGENDA:

Motion to approve agenda.

Mover: Richards

Seconder: Casteel

Result: Passed unanimously

### PUBLIC COMMENT (if anyone wishes to address the Board):

None

### APPROVAL OF MINUTES:

1. Consider approval of Library Board Meeting Minutes from the 02-12-2025 meeting.

Motion to approve Minutes from the February meeting.

Mover: Teigland

Seconder: Squadroni

Result: Passed unanimously

## COMMUNICATIONS:

Thank you cards from a recent school visit were passed around.

## FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Review financial reports and consider a motion to authorize payment of the Library Bill List.

Motion to approve payment of the Library Bill.

Mover: Richards

Seconder: Teigland

Result: Passed 8-0 via roll-call

## CONSENT AGENDA (Roll Call Vote Required):

3. Consider adopting a resolution accepting donations.

Motion to approve Consent Agenda.

Mover: Barr

Seconder: Litchke

Result: Passed 8-0 via roll-call

## REGULAR AGENDA:

4. Consider submittal of Minnesota Public Library Annual Report and authorize the Board Chair and Library Director to sign the Approval Form.

Motion to approve Annual Report and authorize Board Chair and Library Director to sign the authorization form.

Mover: Richards

Seconder: Casteel

Result: Passed unanimously

5. Update on Minnesota Digital Library Phase 21 Application

Informational.

## UPDATES:

Friends

By Teigland: Spring sale 4/14; Summer sale 7/11&12; annual meeting 6/4

Foundation

By Barr: met 2/20 to learn about 2025 projects

STAFF REPORTS:

6. Review library reports and statistics.

Library Director Richter reviewed library activities for the month of February.

ADJOURNMENT:

Meeting adjourned at 5:41 by Chair Martin.

NEXT REGULAR MEETING IS SCHEDULED FOR APRIL 9, 2025, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services

DATE: 03/05/2025  
 TIME: 13:05:54  
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS  
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 03/12/2025

VENDOR #	NAME	AMOUNT DUE
-----		
PUBLIC LIBRARY		
0114200	ANDERSON GLASS	3,564.14
0118100	VESTIS GROUP INC	138.71
0118660	ARROWHEAD LIBRARY SYSTEM	33.97
0201428	BAKER & TAYLOR LLC	1,687.33
0212124	BLACKSTONE PUBLISHING	329.00
0221650	BURGGRAF'S ACE HARDWARE	50.96
0305485	CENGAGE LEARNING INC	27.19
0718010	CITY OF GRAND RAPIDS	3,493.34
0718060	GRAND RAPIDS HERALD REVIEW	1,281.00
0914540	INNOVATIVE OFFICE SOLUTIONS LL	7,578.13
1309055	MIDWEST TAPE LLC	238.40
1309525	UNIVERSITY OF MN (MINITEX)	150.00
1605665	PERSONNEL DYNAMICS LLC	1,318.20
1901535	SANDSTROM'S INC	100.93
2018680	TRU NORTH ELECTRIC LLC	1,327.65
2114356	UNIQUE MANAGEMENT SERVICES	186.40
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$21,505.35
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T MOBILITY	54.63
0113105	AMAZON CAPITAL SERVICES	240.21
0205640	LEAGUE OF MN CITIES INS TRUST	2,542.41
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	54,548.63
1209520	EMILY LINDNER	150.00
1301146	MARCO TECHNOLOGIES, LLC	124.21
1305725	METROPOLITAN LIFE INSURANCE CO	80.64
1309199	MINNESOTA ENERGY RESOURCES	1,347.52
1309335	MINNESOTA REVENUE	46.18
1516220	OPERATING ENGINEERS LOCAL #49	10,632.00
1518725	HALLEY ORTENBLAD	100.00
1601750	PAUL BUNYAN COMMUNICATIONS	324.96
1618120	MADELYN R PRATTO	50.00
2209665	VISA	2,090.00
2301700	WM CORPORATE SERVICES, INC	145.86
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$72,484.15
TOTAL ALL DEPARTMENTS		\$93,989.50

RESOLUTION NO. 2025-03  
A RESOLUTION ACCEPTING DONATIONS

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

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

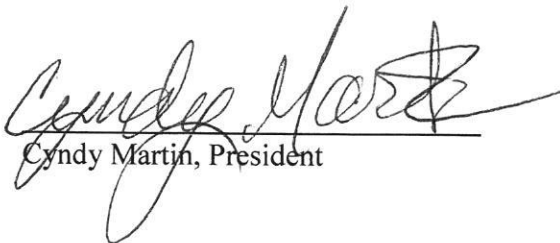
NOW THEREFORE, BE IT RESOLVED, that the Library Board of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donations and terms of the donors as follows:


**Aletta Frisby - \$240.00 in Jimmy John's gift cards for staff lunches**

**Grand Rapids Area Library Foundation - \$1,953.85**

**Grand Rapids Area Library Friends - \$7,265.01**

Adopted this 12th day of March 2025

  
Cyndy Martin, President

  
Jennifer Barr, Secretary



## 2024 Minnesota Public Library Annual Report Approval Form

Minnesota Statutes 134.13 requires the board of a public library to submit an annual report to the Minnesota Department of Education no later than April 1 each year.

Please print the name of the library submitting this form below.

Grand Rapids Area Library

Name of Library

I certify that I have read the library's annual report and approve its submission to the Minnesota Department of Education, State Library Services.

Cindy Martin 03/12/25 County

Signature and Date of Library Board President/City or County Representative

Cindy Martin 03/12/25 County

Printed Name of Library Board President/City or County Representative

Will Richter 3/12/25

Signature and Date of Library Director

Will Richter

Printed Name of Library Director

Please return this signed form by mail, email, or fax to:

State Library Services  
Minnesota Department of Education  
400 NE Stinson Blvd  
Minneapolis, MN 55413

Email: [verena.getahun@state.mn.us](mailto:verena.getahun@state.mn.us)  
Fax: 651-582-8752



Minnesota's public library annual report is made possible, in part, by funding from the Minnesota Department of Education through a Library Services and Technology Act (LSTA) grant from the Institute of Museum and Library Services.



# GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY MEETING MINUTES

**Thursday, March 13, 2025  
4:00 PM**

NOTICE IS HEREBY GIVEN, that a regular meeting of the Grand Rapids Economic Development Authority will be held in the City Council Chambers in the Grand Rapids City Hall, 420 North Pokegama Avenue, in Grand Rapids, Minnesota on Thursday, March 13, 2025 at 4:00 PM.

## CALL TO ORDER

## CALL OF ROLL

## PRESENT

President Sholom Blake  
Commissioner Wayne Bruns  
Commissioner Bill Martinetto  
Council Representative Rick Blake  
Council Representative Dan Mertes

## ABSENT

Commissioner Al Hodnik  
Commissioner Malissa Bahr

**SETTING OF THE REGULAR AGENDA** - *This is an opportunity to approve the regular agenda as presented, or to add/delete an agenda item by a majority vote of the Commissioners present .*

Approved with addition:

Consider the termination of a lease with Megan Brekke, Suite 102 Central School.

## APPROVE MINUTES

1. Consider approval of the February 13, 2025 regular meeting minutes.

Motion by Commissioner Bruns, second by Commissioner Mertes to approve the minutes from the February 13, 2025 regular meeting. The following voted in favor thereof: R. Blake, Martinetto, S. Blake, Mertes, Bruns. Opposed: None, motion passed unanimously.

## APPROVE CLAIMS

2. Consider approval of claims in the amount of \$70,240.84.

Motion by Commissioner R. Blake, second by Commissioner Martinetto to approve claims in the amount of \$70,240.84. The following voted in favor thereof: Bruns, Mertes, S. Blake, Martinetto, R. Blake. Opposed: None, motion passed unanimously.

3. UMN Natural Resources Research Institute (NRRI) Update - Rolf Weberg, Executive Director

Rolf Weberg of UMN Natural Resources Research Institute provided a power point on Green Steel.

4. Consider approval of a Commercial Building Improvement Loan with Alexander L'Amie for improvements to 611 NW 4th St.

Mr. Alexander L'Amie has applied for a \$17,798.00 loan for his building located at 611 NW 4th Street. The project consists of exterior painting, new flooring and exterior signage. Commissioner Bruns and Mertes met with Community Development Director Mattei and reviewed the application. The Commissioners are recommending approval.

Motion by Commissioner Martinetto, second by Commissioner Mertes to approve a Commercial Building Improvement Loan with Alexander L'Amie for improvements to 611 NW 4th Street. The following voted in favor thereof: R. Blake, Martinetto, S. Blake, Mertes, Bruns. Opposed: None, motion passed unanimously.

5. Consider adoption of a resolution approving conveyance of certain lots owned by the Economic Development Authority and Purchase and Development Agreement including an option to purchase certain property with Premier Custom Homes, Inc.

Premier Custom Homes of Elk River, MN has provided a LOI to purchase and develop single family homes on lots owned by GREDA in the plat of Great River Acres. They would like to initially purchase and develop a spec single-family home on Lot 2, Block 2. They would also like to have an option six other lots within the Great River Acres plat. A discussion ensued as to whether GREDA wanted to encumber those lots for that period of time.

Motion by Commissioner R. Blake, second by Commissioner Martinetto to adopt a resolution approving conveyance of certain lots owned by the Economic Development Authority and Purchase and Development Agreement including an option to purchase certain property with Premier Custom Homes, Inc. The following voted in favor thereof: Bruns, Mertes, S. Blake, Martinetto, R. Blake. Opposed: None, motion passed unanimously.

6. Consider the adoption of a resolution approving a Right of Entry Agreement with Ryan Companies US, Inc.

In order avoid potential impacts to the Northern Long Eared Bat, a species protected under the Endangered Species Act, the clearing of trees on the lot Ryan Companies intends to develop must be conducted during the winter months. Therefore, the Developer has requested access to the GREDA property to conduct tree clearing prior to closing on the property.

Motion by Commissioner Martinetto, second by Commissioner Bruns to adopt a resolution approving a Right of Entry Agreement with Ryan Companies US, Inc. The following voted in favor thereof: R. Blake, Martinetto, S. Blake, Mertes, Bruns. Opposed: None, motion passed unanimously.

7. Consider approval of disbursement agreements and escrow agreements for the previously approved Commercial Building Improvement Loan and the Downtown Mandated Building

Improvement Loan for renovation of commercial buildings at 16 NE 3rd St. and 210 N. Pokegama Ave.

The recipient of the loans has formed an new entity called 323 NE, LLC and would like the loan proceeds advanced to Midland Title for disbursement.

Motion by Commissioner Bruns, second by Commissioner Mertes to approve disbursement agreements and escrow agreements for the previously approved Commercial Building Improvement Loan and Downtown Mandated Building Improvement Loan for renovation of commercial buildings at 16 NE 3rd St. and 210 N. Pokegama Ave. The following voted in favor thereof: R. Blake, Mertes, Bruns. Opposed: None, S. Blake and Martinetto abstained.

Consider the termination of a lease with Megan Brekke for Suite 102, Central School.

Motion by Commissioner Mertes, second by Commissioner Bruns to terminate the lease with Megan Brekke for Suite 102, Central School. The following voted in favor thereof: Bruns, Mertes, S. Blake, Martinetto, R. Blake. Opposed: None, motion passed unanimously.

## UPDATES

The former ISD 318 Admin Building- Staff has been working on development costs for 8 residential lots and will be applying for an IRRRB Demolition Grant in July of this year.

## ADJOURN

There being no further business the meeting adjourned at 5:16 p.m.

## MEMBERS & TERMS

Dan Mertes - 12/31/2025 Council Representative

Rick Blake - 12/31/2025 Council Representative

Wayne Bruns - 3/1/31

Sholom Blake - 3/1/31

Al Hodnik - 3/1/27

Bill Martinetto - 3/1/29

Malissa Bahr - 3/1/30



# GRAND RAPIDS ECONOMIC DEVELOPMENT AUTHORITY MEETING MINUTES

**Thursday, March 27, 2025  
4:00 PM**

NOTICE IS HEREBY GIVEN, that a regular meeting of the Grand Rapids Economic Development Authority will be held in the City Council Chambers in the Grand Rapids City Hall, 420 North Pokegama Avenue, in Grand Rapids, Minnesota on Thursday, March 27, 2025 at 4:00 PM.

## CALL OF ROLL

SETTING OF THE REGULAR AGENDA - *This is an opportunity to approve the regular agenda as presented, or to add/delete an agenda item by a majority vote of the Commissioners present .*

## APPROVE MINUTES

1. Consider approval of minutes from the March13, 2025 regular meeting.

Motion by Commissioner Martinetto, second by Commissioner Bruns to approve the minutes from the March 13, 2025 regular meeting. The following voted in favor thereof: R. Blake, Martinetto, S. Blake, Bruns, Hodnik. Opposed: None, motion passed unanimously.

## APPROVE CLAIMS

2. Consider approval of claims in the amount of \$14,011.08.

Motion by Commissioner Hodnik, second by Commissioner Martinetto to approve claims in the amount of \$14,011.08. The following voted in favor thereof: Hodnik, Bruns, S. Blake, Martinetto, R. Blake. Opposed: None, motion passed unanimously.

## BUSINESS

3. Hwy 2 West Land Use and Development Study Update - Bolton & Menk

The consultants from Bolton & Menk provided a power point presentation showing potential redevelopment scenarios for the Highway 2 West Land Use and Development Study.

4. Consider the adoption of a resolution approving a Preliminary Development Agreement between GREDA and the Itasca County HRA.

The Itasca County HRA will be applying to the MHFA for assistance with the development of 8 single-family homes on the former ISD #318 Administration Building site. To show the MHFA that an interest for the site has been secured the HRA would like to enter into a Preliminary Development Agreement.

Motion by Commissioner Bruns, second by Commissioner R. Blake to adopt a resolution approving a Preliminary Development Agreement between GREDA and the Itasca County

HRA. The following voted in favor thereof: Hodnik, Bruns, S. Blake, Martinetto, R. Blake. Opposed: None, motion passed unanimously.

5. Consider approval of a lease with Itasca Pride for Suite 1 of Central School

Motion by Commissioner R. Blake, second by Commissioner Martinetto to approve a lease with Itasca Pride for Suite 1 of Central School. The following voted in favor thereof: R. Blake, Martinetto, S. Blake, Bruns, Hodnik. Opposed: None, motion passed unanimously.

6. Consider approval of a short-term lease with Free Range Food Co-op for Suite 209 of Central School

Motion by Commissioner Bruns, second by Commissioner Hodnik to approve a short term lease with Free Range Food Co-op for Suite 209 of Central School. The following voted in favor thereof: S. Blake, Bruns, Hodnik. Opposed: None, R. Blake, Martinetto, abstained, motion passed.

## UPDATES

## ADJOURN

There being no further business the meeting adjourned at 4:55 p.m.

## MEMBERS & TERMS

Dan Mertes - 12/31/2025 Council Representative

Rick Blake - 12/31/2025 Council Representative

Wayne Bruns - 3/1/31

Sholom Blake - 3/1/31

Al Hodnik - 3/1/27

Bill Martinetto - 3/1/29

Malissa Bahr - 3/1/30



CITY OF  
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## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** April 28, 2025

**AGENDA ITEM:** Consider adopting a resolution approving a stormwater agreement with KTJ 435, LLC

**PREPARED BY:** Matt Wegwerth

---

### BACKGROUND:

KTJ 435, LLC (Oppidan Development Group) is planning to construct a multi-family housing facility on parcel 91-536-0110 located at 2199 8<sup>th</sup> Street SW, Grand Rapids, MN.

The City currently owns and manages stormwater infrastructure on the property for the management of public stormwater. The developer plans to construct a housing facility and is required to construct certain stormwater improvements. The developer has requested the expansion of the city owned infrastructure to meet the private needs.

The attached stormwater facilities construction and maintenance agreement outlines the requirements.

### REQUESTED COUNCIL ACTION:

Make a motion to adopt a resolution approving a stormwater facilities construction and maintenance agreement with KTJ 435, LLC for the multi-family housing project at 2199 8<sup>th</sup> Street SW, Grand Rapids MN, 55744 and authorize the mayor and city clerk to execute.

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

RESOLUTION NO. 25-\_\_

**A RESOLUTION APPROVING A STORMWATER  
FACILITIES CONSTRUCTION AND MAINTENANCE AGREEMENT**

WHEREAS, KTJ 435, LLC (Developer) is planning to construct a multi-family housing facility on parcel 91-536-0110 located at 2199 8<sup>th</sup> Street SW, Grand Rapids, MN, 55744;

WHEREAS, The City currently owns and manages stormwater infrastructure on the property for the management of public stormwater;

WHEREAS, The Developer plans to construct a housing facility and is required to construct certain stormwater improvements;

WHEREAS, The Developer has requested the expansion of the city owned infrastructure to meet the private needs;

WHEREAS, a stormwater facilities construction and maintenance agreement has been drafted to cover the public and private responsibilities, and;

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

The Mayor and City Clerk are hereby authorized and directed to enter into a stormwater facilities construction and maintenance agreement with KTJ 435, LLC for the multi-family housing project on parcel 91-536-0110.

Adopted by the Council this 28<sup>th</sup> day of April 2025.

\_\_\_\_\_  
Tasha Connelly, Mayor

ATTEST:

\_\_\_\_\_  
Kim Johnson-Gibeau, City Clerk

Councilmember \_\_\_\_\_ seconded the foregoing resolution and the following voted in favor thereof: \_\_\_\_\_; and the following voted against same: \_\_\_\_\_; whereby the resolution was declared duly passed and adopted.



CITY OF  
**GRAND RAPIDS**  
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## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** April 28, 2025

**AGENDA ITEM:** Consider authorizing staff to solicit quotes for the TH 169 South, Phase 3 Lighting Project

**PREPARED BY:** Matt Wegwerth

---

### BACKGROUND:

The City recently completed plans for the TH 169 South, Phase 3 lighting project. The project includes installing lights along TH 169 South, from 21<sup>st</sup> Street South to 25<sup>th</sup> Street South.

Quotes will be brought back to council for award

### REQUESTED COUNCIL ACTION:

Make a motion authorizing staff to solicit quotes for the TH 169 South, Phase 3 Lighting Project



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

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** April 28, 2025

**AGENDA ITEM:** Consider rehiring and hiring seasonal staff for Public Works for the 2025 Spring/Summer Maintenance Season, and Employee Transfer.

**PREPARED BY:** Chery Pierzina, Human Resources Officer

---

### BACKGROUND:

The following have expressed interest in working seasonally in Public Works for the 2025 Spring/Summer Maintenance Season:

#### REHIRES

<u>Name</u>	<u>Position</u>	<u>2025 Hourly Wage</u>	<u>Start Date</u>
Lindsey Tulla	Summer Maintenance I	\$16.50 per hour	05/19/2025

#### NEW HIRES:

<u>Name</u>	<u>Position</u>	<u>2025 Hourly Wage</u>	<u>Start Date</u>
Allie LeClaire	Summer Maintenance I	\$16.00 per hour	05/19/2025
James Nelson	Summer Maintenance I	\$16.00 per hour	05/30/2025
Tate Sweeney	Summer Maintenance I	\$16.00 per hour	04/29/2025

These rehires and new hires will begin working no sooner than the date listed above, and all employees mentioned above will end their seasonal employment no later than October 11, 2025.

Also, in March, City Council rehired Cassidy Alleman to the position of general maintenance at the Pokegama Golf Course. To avoid nepotism, we are requesting to transfer Cassidy from the Pokegama Golf Course to a Public Works Summer Maintenance I position, beginning May 19, 2025, through October 11, 2025, with an hourly rate of pay of \$16.50 per hour.

These salaries are supported in the 2025 Public Works operating budget.

**REQUESTED COUNCIL ACTION:**

Make a motion to approve seasonal rehires and new hires for Public Works, with the position, starting date, and hourly wage as listed above, and an end date for all employees listed above no later than October 11, 2025; and approve transferring Cassidy Alleman from the Pokegama Golf Course to a Public Works Summer Maintenance I position, beginning May 19, 2025, through October 11, 2025, with an hourly rate of pay of \$16.50 per hour.



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

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** April 28, 2025

**AGENDA ITEM:** Consider request to appoint a Summer Business Intern at City Hall.

**PREPARED BY:** Chery Pierzina, Human Resources Officer

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### BACKGROUND:

In March, City Council authorized Human Resources to post, interview, and hire a paid Summer Business Intern.

The City received six outstanding applications. Two of the candidates were selected for an interview. We are requesting Natalee Bushman be appointed to the position of Summer Business Intern beginning on or around June 2, 2025, and ending no later than August 31, 2025, working up to 40 hours per week, with a rate of pay of \$18.00 per hour.

The 2025 budget does support this position.

### REQUESTED COUNCIL ACTION:

Make a motion to appoint Natalee Bushman to the position of Summer Business Intern beginning June 2, 2025, and ending no later than August 31, 2025, working up to 40 hours per week, with a rate of pay of \$18.00 per hour.



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

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** April 28, 2025

**AGENDA ITEM:** Consider adopting a resolution approving a cooperative construction agreement with the State of Minnesota for SP 3104-61

**PREPARED BY:** Matt Wegwerth

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### BACKGROUND:

The State of Minnesota plans to complete work on Trunk Highway 2 from Trunk Highway 169 east through LaPrairie. The project includes mill/overlay, sidewalk and drainage improvements.

For the project to be completed, a cooperative construction agreement needs to be executed.

The city will not be providing any financial assistance for the project.

### REQUESTED COUNCIL ACTION:

Make a motion to adopt a resolution approving a cooperative construction agreement with the State of Minnesota for SP 3104-61

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

RESOLUTION NO. 25-\_\_

**A RESOLUTION APPROVING A COOPERATIVE  
CONSTRUCTION AGREEMENT FOR SP 3104-61**

WHEREAS, The State plans to complete project SP 3104-61 within the City of Grand Rapids on State Highway 2;

WHEREAS, Agreement 1057485 will address maintenance responsibilities after completion of construction;

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

The City of Grand Rapids agrees to enter into MnDOT Agreement 1057485 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for routine maintenance by the City upon, along, and adjacent to Trunk Highway 2, the limits of which are defined in said Agreement.

IT IS FURTHER RESOLVED that the Mayor and City Clerk are authorized to execute the Agreement and any amendments to the Agreement.

Adopted by the Council this 28<sup>th</sup> day of April 2025.

\_\_\_\_\_  
Tasha Connelly, Mayor

ATTEST:

\_\_\_\_\_  
Kim Johnson-Gibeau, City Clerk

Councilmember \_\_\_\_\_ seconded the foregoing resolution and the following voted in favor thereof: \_\_\_\_\_; and the following voted against same: \_\_\_\_\_; whereby the resolution was declared duly passed and adopted.

**STATE OF MINNESOTA  
DEPARTMENT OF TRANSPORTATION  
AND  
CITY OF GRAND RAPIDS  
COOPERATIVE CONSTRUCTION  
AGREEMENT**

<b>State Project Number:</b>	<u>3104-61</u>
<b>Trunk Highway Number:</b>	<u>2=008</u>
<b>State Project Number:</b>	<u>031-596-004</u>
<b>Federal Project Number:</b>	<u>NHPP-STBG 002(352)</u>
<b>Signal System ID:</b>	<u>1734942</u>

This Agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State") and the City of Grand Rapids, acting through its City Council ("City").

**Recitals**

1. The State will perform grading, bituminous mill and surfacing, ADA improvements, lighting, revise signal system, and pedestrian crosswalk flasher system construction and other associated construction upon, along, and adjacent to Trunk Highway (TH) 2 from TH 169 to 0.25 miles east of Gunn Road/Jess Harry Road according to State-prepared plans, specifications, and special provisions designated by the State as State Project 3104-61 (TH 2=008) ("Project"); and
2. The State has included in its contract storm sewer, sidewalk, and signal revision construction and the City is willing to maintain the storm sewer, sidewalk, and signal construction within the City limits after completion of the construction; and
3. Agreement 1057486 between the State and the City of Coleraine and Agreement 1057484 between the State, the City of LaPrairie, and Itasca County will address maintenance responsibilities in addition to those covered under this Agreement; and
4. Minnesota Statutes § 161.20, subdivision 2 authorizes the Commissioner of Transportation to make arrangements with and cooperate with any governmental authority for the purposes of constructing, maintaining, and improving the trunk highway system.

**Agreement**

**1. Term of Agreement; Survival of Terms; Plans; Incorporation of Exhibits**

- 1.1. **Effective Date.** This Agreement will be effective on the date the State obtains all signatures required by Minnesota Statutes § 16C.05, subdivision 2.
- 1.2. **Expiration Date.** This Agreement will expire when all obligations have been satisfactorily fulfilled.
- 1.3. **Survival of Terms.** All clauses which impose obligations continuing in their nature and which must survive in order to give effect to their meaning will survive the expiration or termination of this Agreement, including, without limitation, the following clauses: 3. Maintenance by the City; 7. Liability; Worker Compensation Claims; Insurance; 10. State Audits; 11. Government Data Practices; 12. Governing Law; Jurisdiction; Venue; and 14. Force Majeure. The terms and conditions set forth in Article 4. Signal System Operation and Maintenance will survive the expiration of this Agreement, but may be terminated by another Agreement between the parties.

- 1.4. Plans, Specifications, and Special Provisions.** Plans, specifications, and special provisions designated by the State as State Project 3104-61 (TH 2=008) are on file in the office of the Commissioner of Transportation at Saint Paul, Minnesota, and incorporated into this Agreement by reference ("Project Plans").

## **2. Construction by the State**

- 2.1. Contract Award.** The State will advertise for bids and award a construction contract to the lowest responsible bidder according to the Project Plans.
- 2.2. Direction, Supervision, and Inspection of Construction.**
- A. Supervision and Inspection by the State.** The State will direct and supervise all construction activities performed under the construction contract, and perform all construction engineering and inspection functions in connection with the contract construction. All contract construction will be performed according to the Project Plans.
  - B. Inspection by the City.** The construction covered under this Agreement will be open to inspection by the City. If the City believes the construction covered under this Agreement has not been properly performed or that the construction is defective, the City will inform the State District Engineer's authorized representative in writing of those defects. Any recommendations made by the City are not binding on the State. The State will have the exclusive right to determine whether the State's contractor has satisfactorily performed the construction covered under this Agreement.
- 2.3. Plan Changes, Additional Construction, Etc.**
- A.** The State will make changes in the Project Plans and contract construction and will enter into any necessary addenda and change orders with the State's contractor that are necessary to cause the contract construction to be performed and completed in a satisfactory manner.
  - B.** The City may request additional work or changes to the work in the plans as part of the construction contract. Such request will be made by an exchange of letter(s) with the State. If the State determines that the requested additional work or plan changes are necessary or desirable and can be accommodated without undue disruption to the project, the State will cause the additional work or plan changes to be made. The State reserves the right to invoice the City for the cost of any construction contract addenda and any additional City requested work and plan changes, including associated construction engineering, before the completion of the contract construction.
- 2.4. Satisfactory Completion of Contract.** The State will perform all other acts and functions necessary to cause the construction contract to be completed in a satisfactory manner. Acceptance by the State of the completed contract construction will be final, binding, and conclusive upon the City as to the satisfactory completion of the contract construction.

## **3. Maintenance by the City**

Upon completion of the project, the City will provide the following without cost or expense to the State:

- 3.1. Storm Sewers.** Routine maintenance of any storm sewer facilities construction within the City limits. Routine maintenance includes, but is not limited to, removal of sediment, debris, vegetation and ice from grates and catch basins, and any other maintenance activities necessary to preserve the facilities and to prevent conditions such as flooding, erosion, or sedimentation, this also includes informing the District Maintenance Engineer of any needed repairs.

- 3.2. Sidewalks.** Maintenance of any sidewalk construction within the City limits, including stamped and colored concrete sidewalk (if any) and pedestrian ramps. Maintenance includes, but is not limited to, snow, ice, and debris removal, patching, crack repair, panel replacement, cross street pedestrian crosswalk markings, mowing grass boulevards (if any), and any other maintenance activities necessary to perpetuate the sidewalks in a safe, useable, and aesthetically acceptable condition.
- 3.3. Additional Drainage.** No party to this Agreement will drain any additional drainage volume into the storm sewer facilities constructed under the construction contract that was not included in the drainage for which the storm sewer facilities were designed, without first obtaining written permission to do so from the other party.

#### **4. Signal System Operation and Maintenance**

Operation and maintenance responsibilities will be as follows for the Signal System on TH 2 at 7th Avenue SE (Airport Road)/8th Avenue NE, and for the Interconnect on TH 2 from the east junction of TH 2 and TH 169 to 7th Avenue SE (Airport Road)/8th Avenue NE.

##### **4.1. City Responsibilities.**

- A. Power.** The City will be responsible for the hook-up cost and application to secure an adequate power supply to the service pad or pole and will pay all monthly electrical service expenses necessary to operate the Signal System and Interconnect.
- B. Minor Signal System Maintenance.** The City will provide for the following, without cost to the State.
- i. Maintain the signal pole mounted Light-emitting Diode (LED) luminaires, including replacing the luminaires when necessary. The LED luminaire must be replaced when it fails or when light levels drop below recommended American Association of State Highway and Transportation Officials (AASHTO) levels for the installation.
  - ii. Replace the Signal System LED indications. Replacing LED indications consists of replacing each LED indication when it reaches end of life per the MnDOT Traffic Engineering Manual or fails or no longer meets Institute of Traffic Engineers (ITE) standards for light output.
  - iii. Clean the Signal System controller cabinet and service cabinet exteriors.
  - iv. Clean and paint the Signal System and luminaire mast arm extensions. Painting will be in accordance with MnDOT Standard Specification 2565.3U, unless approved by the State's District Traffic Engineer.
  - v. Paint and maintain the pedestrian crosswalk markings.

##### **4.2. State Responsibilities.**

- A. Interconnect; Timing; Other Maintenance.** The State will maintain the Interconnect and signing, and perform all other Signal System, Accessible Pedestrian Signals (APS), and signal pole luminaire circuit maintenance without cost to the City. All Signal System timing will be determined by the State, and no changes will be made without the State's approval.
- B. Battery Backup and Replacement Batteries.** Perform all tasks associated with battery replacement for the battery backup system, which includes battery purchase, installation, and disposal, and maintain the remainder of the battery backup system without cost or expense to the City.

- 4.3. Right-of-Way Access.** Each party authorizes the other party to enter upon their respective public right-of-way to perform the maintenance activities described in this Agreement.

**4.4. Related Agreements.** This Agreement will supersede and terminate the operation and maintenance terms of Agreement 79061R, dated July 23, 1999, between the parties, for the intersection of TH 2 and 7th Avenue SE/8th Avenue NE.

## **5. Authorized Representatives**

Each party's Authorized Representative is responsible for administering this Agreement and is authorized to give and receive any notice or demand required or permitted by this Agreement.

### **5.1. The State's Authorized Representative will be:**

Name, Title: Malaki Ruranika, Cooperative Agreements Engineer (or successor)  
Address: 395 John Ireland Boulevard, Mailstop 682, Saint Paul, MN 55155  
Telephone: (651) 366-4634  
Email: malaki.ruranika@state.mn.us

### **5.2. The City's Authorized Representative will be:**

Name, Title: Matt Wegwerth, Public Works Director/City Engineer (or successor)  
Address: 420 North Pokegama Avenue, Grand Rapids, MN 55744  
Telephone: (218) 326-7625  
Email: mwegwerth@grandrapidsmn.gov

## **6. Assignment; Amendments; Waiver; Contract Complete**

**6.1. Assignment.** No party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other party and a written assignment agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office. The foregoing does not prohibit the City from contracting with a third party to perform City maintenance responsibilities covered under this Agreement.

**6.2. Amendments.** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.

**6.3. Waiver.** If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce it.

**6.4. Contract Complete.** This Agreement contains all prior negotiations and agreements between the State and the City. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

## **7. Liability; Worker Compensation Claims; Insurance**

Each party is responsible for its own acts, omissions, and the results thereof to the extent authorized by law and will not be responsible for the acts, omissions of others, and the results thereof. Minnesota Statutes § 3.736 and other applicable law govern liability of the State. Minnesota Statutes Chapter 466 and other applicable law govern liability of the City. Each party is responsible for its own employees for any claims arising under the Workers Compensation Act.

## **8. Nondiscrimination**

Provisions of Minnesota Statutes § 181.59 and of any applicable law relating to civil rights and discrimination are considered part of this Agreement.

## 9. Title VI/Non-discrimination Assurances

The City agrees to comply with all applicable US DOT Standard Title VI/Non-Discrimination Assurances contained in DOT Order No. 1050.2A, and in particular Appendices A and E, which can be found at: [https://edocs-public.dot.state.mn.us/edocs\\_public/DMResultSet/download?docId=11149035](https://edocs-public.dot.state.mn.us/edocs_public/DMResultSet/download?docId=11149035). If federal funds are included in this Agreement, the City will ensure the appendices and solicitation language within the assurances are inserted into contracts as required. The State may conduct a review of the City's compliance with this provision. The City must cooperate with the State throughout the review process by supplying all requested information and documentation to the State, making City staff and officials available for meetings as requested, and correcting any areas of non-compliance as determined by the State.

## 10. State Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the City's books, records, documents, accounting procedures, and practices relevant to this Agreement are subject to examination by the State and the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

## 11. Government Data Practices

The City and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the City under this Agreement. The civil remedies of Minnesota Statutes §13.08 apply to the release of the data referred to in this clause by either the City or the State.

## 12. Governing Law; Jurisdiction; Venue

Minnesota law governs the validity, interpretation, and enforcement of this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

## 13. Termination; Suspension

**13.1. By Mutual Agreement.** This Agreement may be terminated by mutual agreement of the parties or by the State for insufficient funding as described below.

**13.2. Termination for Insufficient Funding.** The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the performance of contract construction under the Project. Termination must be by written or fax notice to the City.

**13.3. Suspension.** In the event of a total or partial government shutdown, the State may suspend this Agreement and all work, activities and performance of work authorized through this Agreement.

## 14. Force Majeure

No party will be responsible to the other for a failure to perform under this Agreement (or a delay in performance) if such failure or delay is due to a force majeure event. A force majeure event is an event beyond a party's reasonable control, including but not limited to, unusually severe weather, fire, floods, other acts of God, labor disputes, acts of war or terrorism, or public health emergencies.

**CITY OF GRAND RAPIDS**

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions, or ordinances.

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

Title: \_\_\_\_\_

Date: \_\_\_\_\_

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

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**DEPARTMENT OF TRANSPORTATION**

Approved:

By: \_\_\_\_\_  
(District Engineer)

Date: \_\_\_\_\_

**COMMISSIONER OF ADMINISTRATION**By: \_\_\_\_\_  
(With Delegated Authority)

Date: \_\_\_\_\_

**INCLUDE COPY OF RESOLUTION APPROVING THE AGREEMENT AND AUTHORIZING ITS EXECUTION.**

## CITY OF GRAND RAPIDS

### RESOLUTION

IT IS RESOLVED that the City of Grand Rapids enter into MnDOT Agreement 1057485 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for routine maintenance by the City upon, along, and adjacent to Trunk Highway 2, the limits of which are defined in said Agreement.

IT IS FURTHER RESOLVED that the Mayor and the \_\_\_\_\_  
(Title)  
are authorized to execute the Agreement and any amendments to the Agreement.

### CERTIFICATION

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Council of the City of Grand Rapids at an authorized meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2025, as shown by the minutes of the meeting in my possession.

Subscribed and sworn to me this  
\_\_\_\_\_ day of \_\_\_\_\_, 2025

Notary Public \_\_\_\_\_

My Commission Expires \_\_\_\_\_

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Type or Print Name)

\_\_\_\_\_  
(Title)



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

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** April 28, 2025

**AGENDA ITEM:** Consider approving on-sale liquor license renewal for Grand Rapids Speedway.

**PREPARED BY:** Kimberly Gibeau

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### BACKGROUND:

The Grand Rapids Speedway operates seasonally from May to October each year. They are requesting 2025 renewal for the on-sale liquor license, pending receipt of required documentation and fees.

### REQUESTED COUNCIL ACTION:

Make a motion to approve on-sale liquor license for Grand Rapids Speedway, 2025 season beginning May through October, contingent upon receipt of all required documentation and fees.



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

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** April 28, 2025

**AGENDA ITEM:** Consider approving OPG-3 Scope of Work for workflows with Oracle NetSuite for Government.

**PREPARED BY:** Laura Pfeifer

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**BACKGROUND:**

The City currently uses Laserfiche, provided by OPG-3, to store all accounts payable and payroll documents. We need OPG-3 to write a workflow so documents from Oracle Netsuites for Government, City-wide Enterprise Resource Planning (ERP) software, can be stored in Laserfiche.

The cost for OPG-3 to write a workflow from Oracle NetSuite for Government to Laserfiche is a fixed bid \$3,075.00.

**RECOMMENDATION:**

Make a motion to approve OPG-3 scope of work with a cost of \$3,075.00 to be paid from the capital equipment replacement fund.

## OPG-3 Streamlined SOW

**Project Description:** The City of Grand Rapids would like OPG-3 to assist with an integration with Oracle they are building. Oracle will be storing the documents into Laserfiche directly. The documents will be Checks and Payroll documents. They currently have AP Checks and a template to match, OPG-3 will simply be writing the workflow to file these documents once they're stored into Laserfiche with the appropriate metadata.

In order to minimize the overhead required for this type of engagement, OPG-3 has developed a streamlined approach for projects of less than 25 hours.

Minimizing overhead requires a reciprocal partnership between the City of Grand Rapids and OPG-3 to complete the project in a time and cost-effective manner. This includes:

- ☐ Allocating a subject matter expert on the “business” side that attends the alignment call and demos and can make timely decisions related to requirements and design
- ☐ Making a technical resource available that can remove technical impediments in a timely matter
  - Providing remote access to the City of Grand Rapids Laserfiche environment
  - Configuring ODBC connections to data sources
- ☐ Allocating and scheduling resources to test the solution in a timely matter

Once we receive email approval to proceed based on the description and activities below, the project will be added to the backlog, and eligible for onboarding during backlog grooming/resource allocation (Thursday morning). Once your project has been onboarded, our ScrumMaster or the assigned engineer will reach out to you to schedule an initial alignment call.

During the alignment call, it's critical to plan out the activities for the project – especially demos and any User Acceptance Testing that will be completed by your organization. It's also important that we receive advance notice if someone is not going to be able to make a scheduled appointment because we allocate resources weekly. If a meeting, working session or demo is cancelled (or attendees simply don't show up) without 24 hours' notice, OPG-3 will bill 2 hours to the project for time lost.

<b>Customer Name:</b>	City of Grand Rapids
<b>Stakeholder:</b>	Candy Carsella-Kee
<b>Project Name:</b>	Oracle Integration
<b>Prerequisites:</b>	<input type="checkbox"/> Confirm Remote Access (VPN Preferred) <input type="checkbox"/> Payroll Template created and Oracle LF API integration complete
<b>Activities:</b>	<input type="checkbox"/> Initial alignment call to review scope and discuss design <input type="checkbox"/> System development <input type="checkbox"/> Solution demo and remediation as needed <input type="checkbox"/> User Acceptance Testing and remediation as needed <input type="checkbox"/> Project closeout
<b>Hours Estimate:</b>	Fixed bid project quoted at \$3,075.00
<b>Payment Method:</b>	100% of project will be invoiced upon acceptance and due upon receipt. This SOW is valid for 90 days and will expire on 7/18/2025.

## Discovery Summary – City of Grand Rapids

<b>Customer Process</b>	City of Grand Rapids	
	Oracle Integration	
<b>Users/Roles</b>	<b><i>User/Role</i></b>	<b><i>Description</i></b>
	1. Candy Carsella-Kee	1. Stakeholder
<b>Systems/Applications</b>	<b><i>System/Application</i></b>	<b><i>Description</i></b>
	1. Laserfiche	1. LF System

### Summary

The City of Grand Rapids would like OPG-3 to assist with an integration with Oracle they are building. Oracle will be storing the documents into Laserfiche directly. The documents will be Checks and Payroll documents. They currently have AP Checks and a template to match, OPG-3 will simply be writing the workflow to file these documents once they're stored into Laserfiche with the appropriate metadata.

We will also be doing the same for their payroll documents. These payroll docs just have a document type and a pay period. We will need to create a template in LF along with these two fields for Oracle to properly store it in Laserfiche. Then OPG-3 will file these documents in their existing folder structure.

As a possible addition to this project, the City of Grand Rapids would also like an estimate on refiling their existing AP Checks documents in order to remove the Vendor # from the folder name (Currently its (Vendor #) (Vendor Name)). They have about 17 years of back scanned check documents filed by year that would need to be refiled to exclude the Vendor # from the path name.



## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** April 28, 2025

**AGENDA ITEM:** Consider approving seasonal golf contractors

**PREPARED BY:** Tom Beaudry

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**BACKGROUND: SEE ATTACHED.**

The golf course is now open. Below are the list of 2025 seasonal contractors for Pokegama Golf Course.

**REQUESTED COUNCIL ACTION:**

Make a motion to approve the list below of 2025 seasonal contractors at Pokegama Golf Course.

Todd Godfrey  
Jim Heroldson

## AGREEMENT FOR SERVICES

TIDS CONTRACT is made and entered into by and between the **City of Grand Rapids**, a Minnesota municipal corporation (hereinafter "City"), and Jim HAROLDSON whose address is 315 NE 7th ST (hereinafter "Contractor"), for purposes of providing Starter Ranger services to the Pokegama Golf Course in Grand Rapids.

1. **Scope of Services.** The services to be performed by Contractor on behalf of the City are set forth on the attached Exhibit "A," which is attached hereto and incorporated herein by reference.
2. **Term.** The term of this Agreement shall run from April 1, 2025 through October 15, 2025 or as directed by the Director of Golf for the Pokegama Golf Course.
3. **Compensation.** Monetary compensation shall be in the form of a one-time payment of \$200 payable on or before November 15, 2025. In addition to monetary compensation, Contractor shall be allowed to play unlimited golf and use the driving range at no charge during the term of employment under this Agreement, as well as having the use of a golf cart at no charge (additional riders other than Contractor shall pay the normal cart fee). The spouse of Contractor shall be allowed to purchase season passes at the price difference between the individual season pass rates and the family season pass rates.
4. **Termination.** Neither party may cancel this Agreement except for cause. Whether appropriate cause exists for termination shall be determined by arbitration as set forth in Section 6 of this Agreement.
5. **Independent Contractor.** Contractor shall perform the services under this Agreement as an independent contractor and shall not be considered an employee, agent or representative of City. No portion of the work under this Agreement shall be sublet, sold, transferred, assigned or otherwise disposed of except with the prior written consent of the City. Nothing in this Agreement shall be interpreted as authorizing Contractor to act as an agent or representative for or on behalf of the City, or to incur any obligation of any kind on behalf of the City. Contractor agrees that no health/hospitalization benefits, workers' compensation benefits or similar benefits will inure to the benefit of Contractor as a result of this Agreement.

6. **Indemnification.** Contractor shall indemnify, defend and hold harmless the City, the Pokegama Golf Course, and their officers, agents, employees, successors and assigns from any and all claims, lawsuits, losses and liability arising out of Contractor's failure to perform his/her duties and obligations under this Agreement or in connection with the negligent performance of Contractor's duties or obligations, including but not limited to any claims, lawsuits, losses or liability arising out of Contractor's services under this Agreement.

7. **Arbitration.** Any differences, claims, or matters in dispute arising between or among the parties out of or in connection with this Agreement shall be determined under Minnesota law and shall be submitted to arbitration by a single Arbitrator mutually selected by the parties. If an Arbitrator cannot be agreed upon, the dispute shall be submitted by the parties to arbitration by Cooperative Solutions, Inc. or its successor. The determination of the Arbitrator shall be final and absolute. The Arbitrator shall be governed by the subject matter of this Agreement and the pertinent provisions of the laws of the State of Minnesota relating to arbitration. The decision of the Arbitrator may be entered as a judgment in any court in the State of Minnesota or elsewhere. Except as otherwise determined by the Arbitrator for the convenience of the Arbitrator, all arbitration proceedings shall be held in Itasca County, Minnesota.

8. **Entire Agreement.** It is understood and agreed that the entire agreement of the parties is contained herein and this agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous contracts in effect between the city and Contractor relating to the subject matter hereof.

9. **City Contact.** City's designated contact with regard to this Agreement is \_\_\_\_\_

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

**CITY OF GRAND RAPIDS**

**CONTRACTOR**

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

Tasha Connelly, Mayor

\_\_\_\_\_

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

Tom Pagel, City Administrator

## AGREEMENT FOR SERVICES

TIDS CONTRACT is made and entered into by and between the **City of Grand Rapids**, a Minnesota municipal corporation (hereinafter "City"), and Todd Good Hay whose address is 223 NW 10th St Grand Rapids 55744 (hereinafter "Contractor"), for purposes of providing Starter Ranger services to the Pokegama Golf Course in Grand Rapids.

1. **Scope of Services.** The services to be performed by Contractor on behalf of the City are set forth on the attached Exhibit "A," which is attached hereto and incorporated herein by reference.
2. **Term.** The term of this Agreement shall run from April 1, 20\_\_ through October 15, 20\_\_ or as directed by the Director of Golf for the Pokegama Golf Course.
3. **Compensation.** Monetary compensation shall be in the form of a one-time payment of \$200 payable on or before November 15, 20\_\_\_\_. In addition to monetary compensation, Contractor shall be allowed to play unlimited golf and use the driving range at no charge during the term of employment under this Agreement, as well as having the use of a golf cart at no charge (additional riders other than Contractor shall pay the normal cart fee). The spouse of Contractor shall be allowed to purchase season passes at the price difference between the individual season pass rates and the family season pass rates.
4. **Termination.** Neither party may cancel this Agreement except for cause. Whether appropriate cause exists for termination shall be determined by arbitration as set forth in Section 6 of this Agreement.
5. **Independent Contractor.** Contractor shall perform the services under this Agreement as an independent contractor and shall not be considered an employee, agent or representative of City. No portion of the work under this Agreement shall be sublet, sold, transferred, assigned or otherwise disposed of except with the prior written consent of the City. Nothing in this Agreement shall be interpreted as authorizing Contractor to act as an agent or representative for or on behalf of the City, or to incur any obligation of any kind on behalf of the City. Contractor agrees that no health/hospitalization benefits, workers' compensation benefits or similar benefits will inure to the benefit of Contractor as a result of this Agreement.

6. **Indemnification.** Contractor shall indemnify, defend and hold harmless the City, the Pokegama Golf Course, and their officers, agents, employees, successors and assigns from any and all claims, lawsuits, losses and liability arising out of Contractor's failure to perform his/her duties and obligations under this Agreement or in connection with the negligent performance of Contractor's duties or obligations, including but not limited to any claims, lawsuits, losses or liability arising out of Contractor's services under this Agreement.

7. **Arbitration.** Any differences, claims, or matters in dispute arising between or among the parties out of or in connection with this Agreement shall be determined under Minnesota law and shall be submitted to arbitration by a single Arbitrator mutually selected by the parties. If an Arbitrator cannot be agreed upon, the dispute shall be submitted by the parties to arbitration by Cooperative Solutions, Inc. or its successor. The determination of the Arbitrator shall be final and absolute. The Arbitrator shall be governed by the subject matter of this Agreement and the pertinent provisions of the laws of the State of Minnesota relating to arbitration. The decision of the Arbitrator may be entered as a judgment in any court in the State of Minnesota or elsewhere. Except as otherwise determined by the Arbitrator for the convenience of the Arbitrator, all arbitration proceedings shall be held in Itasca County, Minnesota.

8. **Entire Agreement.** It is understood and agreed that the entire agreement of the parties is contained herein and this agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous contracts in effect between the city and Contractor relating to the subject matter hereof.

9. **City Contact.** City's designated contact with regard to this Agreement is \_\_\_\_\_

Dated: \_\_\_\_\_

**CITY OF GRAND RAPIDS**

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

Tasha Connelly, Mayor

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

Tom Pagel, City Administrator

Dated: \_\_\_\_\_

**CONTRACTOR**





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

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** April 28<sup>th</sup> 2025

**AGENDA ITEM:** Consider approval of hazard stakes for golf course

**PREPARED BY:** Tom Beaudry

---

### BACKGROUND:

The golf course has not had uniformed stakes for the golf course. In an effort to upgrade the look and playability of the golf course the golf course committee is recommending the purchase of stakes. Two quotes were received for them, one from Wittek and one from The Golf Group. Wittek bid is the lower of the two quotes at \$11,387.19.

### REQUESTED COUNCIL ACTION:

Make a motion to approve purchase of Wittek hazzard stakes.

REQUISITION NO.

11-25-24

SHIP TO

Pokegama Golf Course  
3910 Golf Course Road  
Grand Rapids, MN 55744

SHIP BY.

SHIP VIA

**F.O.B. POINT**

## TERMS

As Needed

1. Please send \_\_\_\_\_ copies of your invoice.
2. Order is to be entered in accordance with prices, delivery and specifications shown above.
3. Notify us immediately if you are unable to ship as specified.

61



Wittek Golf Supply  
300 Bond St.  
Elk Grove Village IL 60007  
United States  
Phone (800) 869-1800  
Fax (847) 412-9591

Page 1 of 2

Item 13.

## Invoice

#INV144740

4/1/2025

Order **24/7** on [www.wittekgolf.com](http://www.wittekgolf.com)

**NEW:** [View invoices and statements](#)

### BILL TO

Pokegama GC  
THOMAS H BEAUDRY  
2512 HORSESHOE LAKE RD  
GRAND RAPIDS MN 55744  
United States  
(218) 326-3444

### SHIP TO

Pokegama GC  
THOMAS H BEAUDRY  
3910 GOLF COURSE RD  
GRAND RAPIDS MN 55744-9680  
United States  
(218) 326-3444

Terms	Due Date	Account #	Sales Rep	SO	Shipping Method	PO #
Net 30	5/1/2025	214775	29 Werre & Betzen Sales Inc	Sales Order #SO183307	LTL (Freight)	TOM

Item	Description	Qty	UoM	Price	Amount
405642-3	Red 24" Beveled Hazard Stake	200	EA.	\$17.99	\$3,598.00
405637-3	Yellow 24" Beveled Hazard Stake	200	EA.	\$17.99	\$3,598.00
405647-3	White 24" Beveled Hazard Stake	200	EA.	\$17.99	\$3,598.00
FRT NOTES	**FREIGHT PRICE NOT INCLUDED ** freight cost will be added to your invoice  SHIP 4/1/2025				
10% OFF - Discount				-10%	\$(1,079.40)

With millions of items in stock across our three U.S. locations, we ensure some of the industry's fastest production and shipping times.

All our **decorating services**—including embroidery, screen printing, DTF, and dye sublimation—are performed in-house for your convenience.

Need custom flags? Just give us a call!

We are proud to be the exclusive distributor of **VinylGuard**, offering unmatched protection and style for your supplies and equipment.

And for a game-changing upgrade to your bunker maintenance, check out the **B-Rake**. Featuring shark tooth-like tines and an innovative trailing polymer brush, the B-Rake addresses common issues such as sand displacement and claw marks, delivering a smooth, professional finish to your bunkers.

<b>Subtotal</b>	\$9,714.60
<b>Discount</b>	<b>\$(1,079.40)</b>
<b>Tax Amount</b>	<b>\$879.98</b>
<b>Shipping Cost</b>	<b>\$792.61</b>

**Make checks payable to P&W Golf Supply, LLC.**

### Disclaimer

Damage and shortage claims should be made to the Transportation Company. No merchandise on this invoice is returnable unless claim is made within thirty days only then with our written consent. No private branded goods may be returned at any time!

The General Terms and Conditions of Sales as posted on our website are an integral part of this transaction. A service charge of 18% per year may be imposed on delinquent balances.



Wittek Golf Supply  
 300 Bond St.  
 Elk Grove Village IL 60007  
 United States  
 Phone (800) 869-1800  
 Fax (847) 412-9591

## Invoice

#INV144740

4/1/2025

	<b>Total</b>	<b>\$11,387.19</b>
Thank you for choosing Wittek — Your leading golf supplier since 1946.	<b>Amount Due</b>	<b>\$11,387.19</b>

### Make checks payable to P&W Golf Supply, LLC.

#### Disclaimer

Damage and shortage claims should be made to the Transportation Company. No merchandise on this invoice is returnable unless claim is made within thirty days only then with our written consent. No private branded goods may be returned at any time!

The General Terms and Conditions of Sales as posted on our website are an integral part of this transaction. A service charge of 18% per year may be imposed on delinquent balances.



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

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** April 28<sup>th</sup>, 2025

**AGENDA ITEM:** Consider approval of agreement with Noteefy for 2025

**PREPARED BY:** Tom Beaudry

---

### BACKGROUND:

Noteefy is an online reservation company that works seamlessly to update our waiting list of when the tee sheet becomes available. This would be a new program for Pokegama Golf Course, and we will need to sell 64 rounds of golf to pay for it, which I am confident we will. We also benefit from capturing the customer data as they need to sign in to participate. This is the only company that is currently offering this program.

### REQUESTED COUNCIL ACTION:

Make a motion to approve the one-year agreement with Noteefy for \$5,000. This would come from part of the marketing budget we have for 2025.



**Date:** March 13, 2025  
**Valid Through:** April 29, 2026  
**Proposed By:** Scott Low  
**Email:** scott@noteefy.app

**Noteefy, Inc.**  
 22543 Ventura Blvd  
 Ste 220 PMB1136  
 Woodland Hills, CA  
 91364

**Pokegama Golf Course**  
 3910 Golf Course Road  
 Grand Rapids, MN 55744  
 United States

Subscription Start Date: April 30, 2025  
 Subscription End Date: April 29, 2026  
 Billing Frequency: Annual  
 Payment Method: CC  
 Payment Terms: Due Upon Receipt

Billing Contact:  
 Tom Beaudry  
 tbeaudry@grandrapidsmn.gov

Software Subscriptions Year One	Start Date	End Date	Qty.	Subscription Price
<b>Noteefy License:</b> <ul style="list-style-type: none"> <li>Full access to Noteefy platform</li> <li>Ongoing chat, phone, email support, product updates, upgrades, and maintenance</li> <li>Full deployment, onboarding, and dedicated customer success resource</li> </ul>	04/30/2025	04/29/2026	1	USD \$5,000.00 / 1  <b>USD \$5,000.00</b>

**NET TOTAL AMOUNT YEAR 1: \$5,000 USD**

Pricing does not include applicable taxes

This agreement ("Agreement") is entered into as (the "Effective Date") between Noteefy, Inc. ("Noteefy"), and the customer listed above ("Customer"). This Agreement includes and incorporates (i) the below Order Form, (ii) any Order Forms previously or subsequently entered by the parties, and (iii) Noteefy's standard Enterprise Terms, which are set forth at <https://noteefy.app/msla> and all of which are in each case hereby incorporated by reference. This Agreement contains, among other things, warranty disclaimers, liability limitations and use limitations.

**Noteefy Inc:**

Signature: \_\_\_\_\_

Name (Print): \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Pokegama Golf Course:**

Signature: \_\_\_\_\_

Name (Print): \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



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

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** April 28<sup>th</sup> 2025

**AGENDA ITEM:** Consider approval of tree trimming and removal work for 2025

**PREPARED BY:** Tom Beaudry

---

### BACKGROUND:

As the course continues to age playability lessens with overgrown tree limbs and course conditions weakened by shade from trees. In The golf committee recommended moving forward with limbing and removal in 2024. Two bids were received. One was from 218 Tree Service and the other from Plackner Tree Removal. 218 came in at \$21,500 and Plackner is for \$13,000.00.

### REQUESTED COUNCIL ACTION:

Make a motion to hire Plackner for tree removal and trimming.



Item 15.

# ESTIMATE

218 Tree Service

218-259-0037

2037 Knollwood Dr Grand Rapids, MN 55744

www.218treeservice.com

## FOR:

**Pokegama Golf Course**

218-259-3666

Calleman@grandrapidsmn.gov

Pokegama Golf Course.

Grand Rapids, MN 55744

**Number:**

EST0200

**Date:**

Mar 17, 2025

Description	Quantity	Unit price	Amount
18 trees that you showed us driving around. (Not included cottonwood) includes using bucket truck to take down all trees cutting up and hauling out and stump grinding.	1	\$16,000.00	\$16,000.00
Cottonwood tree removal and cleanup including stump grinding	1	\$5,500.00	\$5,500.00

**SUBTOTAL:** \$21,500.00

**TOTAL:** \$21,500.00

**PAID:** \$0.00

## Payment instructions

Cash or Check Made out to 218 Tree Service.

A 4% service fee will be added to total for those who wish to pay via Credit/Debit card.

**BALANCE DUE** **\$21,500.00**

## Comments

This bid includes us being able to drive bucket truck and equipment anywhere on the property except on the greens. Not responsible for any damage to the turf.

## Terms and conditions

Estimate valid for 15 days. By accepting this estimate you are signing a legal contract with 218 Tree Service. A cancellation of this contract will result in a service charge of \$100 or 10% of the total estimate (whichever is greater).



Item 15.

# ESTIMATE

218 Tree Service

218-259-0037

2037 Knollwood Dr Grand Rapids, MN 55744

www.218treeservice.com

## FOR:

**Pokegama Golf Course**

218-259-3666

Calleman@grandrapidsmn.gov

Pokegama Golf Course.

Grand Rapids,MN 55744

**Number:**

EST0200

**Date:**

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Cottonwood tree removal and cleanup including stump grinding	1	\$5,500.00	\$5,500.00

**SUBTOTAL:** \$21,500.00

**TOTAL:** \$21,500.00

**PAID:** \$0.00

## Payment instructions

Cash or Check Made out to 218 Tree Service.

A 4% service fee will be added to total for those who wish to pay via Credit/Debit card.

**BALANCE DUE \$21,500.00**

## Comments

This bid includes us being able to drive bucket truck and equipment anywhere on the property except on the greens. Not responsible for any damage to the turf.

## Terms and conditions

Estimate valid for 15 days. By accepting this estimate you are signing a legal contract with 218 Tree Service. A cancellation of this contract will result in a service charge of \$100 or 10% of the total estimate (whichever is greater).



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

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** April 28<sup>th</sup>, 2025

**AGENDA ITEM:** Consider approval of two-way radio purchase for the golf course

**PREPARED BY:** Tom Beaudry

---

**BACKGROUND:**

The golf course has been operating without two-way radios. Acquiring radios will allow the staff to help address issues on the golf course in real time and help us to provide a better guest experience. It will also assist in case of an emergency.

**REQUESTED COUNCIL ACTION:**

Make a motion to approve the lower of the two quotes from Rogers radios. Rogers radios quote came in at \$9,416.05 and DSC's quote is \$11,172.00. This is not in the operating budget for 2025.

**Roger's Two Way Radio**

Phone: (218) 751-3077

Fax: (218) 751-0508

102 Lincoln Avenue SE

Bemidji, MN 56601



Item 16.

No.: **13511**Date: **3/3/2025**

Prepared for:  
Tom Beaudry (218) 326-3444  
City of Grand Rapids  
Bemidji, MN USA

Prepared by: Terrance Laborde  
Account No.: 11445

Quantity	Part Number	Description	UOM	Discount	Sell	Total
15		TP3300 136-174M Package No charger	EA	\$0.00	\$425.75	\$6,386.25
15		Front Cover, TP3000, 4-Key, Blk	EA	\$0.00	\$46.00	\$690.00
3		Charger, TP3000, Single & Plugpack	EA	\$0.00	\$49.84	\$149.52
2		TP3000 Charger 6-bank	EA	\$0.00	\$277.00	\$554.00
15.00		Program radio level 1	EA	\$0.00	\$65.00	\$975.00

<b>Your Price:</b>	<b>\$8,754.77</b>
Sales Tax	\$661.28
<b>SubTotal:</b>	<b>\$9,416.05</b>
<b>Total:</b>	<b>\$9,416.05</b>

Prices are firm until 5/2/2025

Terms: Net 30

**Prepared by:** Terrance Laborde, tlaborde@rogerstwoway.com**Date:** 3/3/2025**Accepted by:** \_\_\_\_\_ **Date:** \_\_\_\_\_**Disclaimer**

This quote is the property of Roger's Two Way Radio and is provided for the sole purpose of purchasing products and services from Roger's Two Way Radio. This document may not be used as a bid specification in any way and should remain confidential. Freight charges are an estimate and the actual charges will be billed. If you have a freight account for shipping collect, please let us know.



Please review the following quote

**Motorola Portables**

Quote # SV007378  
Version 1

Prepared for:

**Pokegama Golf Course**

Tom Beaudry  
tbeaudry@grandrapidsmn.gov



## Portable XPR3000e

\* Contains Optional Items

Description	Price	Qty	Ext. Price
Portable XPR3300e UHF 403-512Mhz 4 Watts 16 Channels Digital	\$923.00	14	\$12,922.00
Antenna Portable XPR UHF 440-490Mhz Stubby	\$0.00	14	\$0.00
Battery XPR 2100Mah IMPRES Li-Ion	\$100.00	7*	\$700.00
ACCESSORY,ACCESSORY,CHARGER,IMPRES MUC W/DISPLAY - US/NA PLUG	\$632.00	1*	\$632.00
Bulk Packaging	\$0.00	1	\$0.00
DSC Promo Valid Until June 30th 2025	(\$1,750.00)	1	(\$1,750.00)

\* Optional Subtotal: **\$1,332.00**

Subtotal: **\$11,172.00**

## Services

Description	Price	Qty	Ext. Price
Code Plug Creation, Programming Digital/TRBO	\$135.00	1	\$135.00
Cloning of Each Additional Portable	\$10.00	13	\$130.00

Subtotal: **\$265.00**

## Motorola Portables



### Prepared by:

#### 1 - Superior

Scott Visger  
(715) 392-2911  
Fax 715-392-2995  
svisger@dsccommunications.com

### Prepared for:

#### Pokegama Golf Course

3910 Golf Course Rd  
Grand Rapids, MN  
Tom Beaudry  
2183263444  
tbeaudry@grandrapidsmn.gov

### Quote Information:

#### Quote #: SV007378

Version: 1  
Delivery Date: 03/26/2025  
Expiration Date: 04/23/2025

## Quote Summary

Description	Amount
Portable XPR3000e	\$11,172.00
Services	\$265.00

Subtotal: **\$11,437.00**

Shipping: **\$90.00**

Total: **\$11,527.00**

## \*Optional Expenses

Description	One-Time
Portable XPR3000e	\$1,332.00

Optional Subtotal: **\$1,332.00**

Taxes, shipping, handling and other fees may apply. 3% Processing Fee will be accessed on all credit card transactions. We reserve the right to cancel orders arising from pricing or other errors.

### Clarifications & Exclusions - Quotes

#### General Work Terms:

1. All work will be performed during normal business hours - *Monday through Friday, 8:00am to 5:00pm* - unless otherwise agreed upon by both parties.
2. Customer will maintain a clean, safe, and efficient work environment.
3. Permits and associated fees are not included in DSC Communications' proposal pricing.
4. Customer will provide a secured area to store/stage project-related materials.
5. Customer acknowledges that supply-chain and shipping difficulties may result in unavoidable delays/cost increases. Customer agrees to provide DSC with reasonable extensions of time and DSC agrees to make efforts to avoid or minimize delays. Customer further acknowledges that these difficulties may result in increases to DSC's quoted pricing. Customer agrees to pay any increases.
6. Changes to scope of work, or departures from initial planning that arise during or after deployment, may be assessed by DSC as a change-order and invoiced appropriately.
7. Returns may be subject to a restocking fee.

#### Customer Responsibilities:

1. Customer will provide current blueprints/floor plans for identification of cabling routes.
2. Where installations use customer-premise wiring or the wiring/cabling is installed by others, all wiring shall be properly installed, free from defects, and capable of supporting the new equipment. Time and materials used to troubleshoot and repair wiring issues may be considered beyond scope and subject to invoicing.
3. Project Manager(s): Customer shall assign project manager(s) to make decisions for equipment installation and placement.
4. Network/Technology Manager: Due to the complexity of network integration practices and security policies, someone empowered to make customer-premise network decisions and verifications must be assigned, and available to the technicians on-site.

#### Exclusions (unless otherwise specifically stated in proposal):

- Electrical work to panels, breakers, or electrical outlets.
- Installation conduit or cable raceway.
- Rental/provision of aerial lifts or scaffolding.
- Interconnections to other devices (such as burglar alarm or fire annunciator panels).
- Vertical or horizontal core drilling holes exceeding 3/4" in diameter or 12" in depth.
- Removal of old wiring or devices.
- Application Programming Interface (API) integration to other network devices.
- Customer-premise network reconfigurations to routers, switches, firewalls, etc.
- Replacement of ceiling tiles, millwork, paint, or other finishing/fine detail that may be disturbed during the normal course of work.

## 1 - Superior

## Pokegama Golf Course

Signature: \_\_\_\_\_

Name: Scott Visger

Title: Client Strategy Specialist

Date: 03/26/2025

Signature: \_\_\_\_\_

Name: Tom Beaudry

Date: \_\_\_\_\_

# MOTOTRBO™ XPR™ 3000e SERIES

YOU'RE MORE PRODUCTIVE, CONNECTED.

With this dynamic evolution of MOTOTRBO digital two-way radios, you're better connected, safer and more efficient. The XPR 3000e Series is designed for the everyday worker who needs effective communications. With systems support and loud, clear audio, these next-generation radios deliver cost-effective connectivity to your organization.

## CONNECTED

The MOTOTRBO XPR 3000e Series is a family of DMR-standard digital radios that delivers operations-critical voice communications. Bluetooth® audio lets you talk without wires and integrated Wi-Fi® enables remote software updates, giving you complete control of your radio fleet. With support for basic trunking as well as legacy analog technology, you can keep your organization connected as it grows.

## SAFE

The XPR 3000e Series is designed to enhanced safety in your organization, with the rapid response capability of instant push-to-talk communications. Even if a worker is unresponsive, you can remotely activate the radio to check status ensuring your worker is safe. Privacy options are available to protect your communications, and radios can be remotely disabled if they are misplaced. New HazLoc models are available for use in areas where flammable or explosive materials are present.

## EFFICIENT

With new noise cancellation technology and improved clarity, the XPR 3000e Series delivers excellent audio quality to make your workplace communications clearly intelligible. The latest energy technology delivers up to 28.5 hours of battery life for 3-shift working, and the optional IMPRES Over-the-Air Battery Management tool helps you maximize battery lifetime. An improved receiver boosts range by up to 8%, allowing you to reach further than ever.



## NEXT GENERATION FEATURES

- Integrated Wi-Fi®
- Over-the-air software updates
- Bluetooth® 4.0
- Enhanced audio quality
- Improved expandability
- Better battery life (up to 28.5 hours)
- Better range (up to 8%)
- Better waterproofing (IP67)
- HazLoc models available





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

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** April 28, 2025

**AGENDA ITEM:** Consider retirement of Cindy Phillips, Payroll Clerk/HR Technician.

**PREPARED BY:** Chery Pierzina, Human Resources Officer

---

### BACKGROUND:

On April 23<sup>rd</sup>, Cindy Phillips gave notice she is retiring from her position as Payroll Clerk/HR Technician with the City of Grand Rapids. Cindy's last day working full-time will be May 7, 2025. Cindy has generously offered to work Tuesday and Wednesday of payroll weeks through June 2025. She plans to use her accumulated FTO on the days she is not working on payroll.

Cindy has worked for the City's Finance Department for over 11 ½ years. She has demonstrated exceptional professionalism, dedication, and integrity. Her thorough understanding of payroll, benefits, and all related processes as it relates to the City of Grand Rapids and our employees, is unmatched. Throughout her tenure, Cindy has ensured that payroll operations ran smoothly and that employee concerns were addressed with care. She is a trusted employee. She has been invaluable to the City, and we are grateful for the 11 ½ years of service. She will be greatly missed by all, and we truly wish her the best in her retirement.

In the coming days, Human Resources will be working with the Finance Department reviewing the Payroll Clerk/HR Technician job description and making updates, if any are needed. Changes or updates will be brought to City Council at a later date.

### REQUESTED COUNCIL ACTION:

Make a motion to accept the retirement of Cindy Philips, from the position of Payroll Clerk/HR Technician, and authorize the City Administrator to approve final date of employment, when determined based on usage of FTO, and no later than July 12, 2025.

**From:** [Cindy Phillips](#)  
**To:** [Chery Pierzina](#)  
**Cc:** [Laura L. Pfeifer](#)  
**Subject:** Retirement resignation  
**Date:** Friday, April 25, 2025 9:07:35 AM

---

Chery,

This letter serves as formal notification that I will be retiring from my position as Payroll Clerk/HR Tech. I will be vacationing out and I have offered to work Tuesdays and Wednesdays of payroll weeks to help Finance for a while. I informed Laura on Wednesday, April 23<sup>rd</sup> so my last fulltime day in the office will be Wednesday, May 7<sup>th</sup>, then working the two days of the payroll weeks. With that schedule in mind, I should be able to help through June for sure. That being said, I will still have some FTO to be paid out in July and can give you a more definite date as we get closer.

Please let me know if you need anything else from me.

Thank you,

**Cindy Phillips | Payroll Clerk/Human Resources Technician**

---

**City of Grand Rapids**  
cphillips@grandrapidsmn.gov  
[cityofgrandrapidsmn.com](http://cityofgrandrapidsmn.com)  
Office: 218-326-7617 • Fax: 218-326-7608

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420 North Pokegama Avenue • Grand Rapids • MN • 55744-2662



## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** April 28, 2025

**AGENDA ITEM:** Consider adopting a resolution approving an amendment to the tax abatement agreement between the City and Yanmar Compact Equipment North America.

**PREPARED BY:** Rob Mattei, Director of Community Development

---

### BACKGROUND:

On February 14, 2023, the City and Itasca County entered into a Tax Abatement Agreement with Yanmar Compact Equipment North America “Yanmar” to support the expansion of their existing facility in Grand Rapids.

Prior to that, on October 12, 2022, the Grand Rapids Economic Development Authority entered a Minnesota Investment Fund Loan (MIF) Agreement with Yanmar. Pursuant to that agreement, Yanmar agreed to create a set number of jobs that met an average hourly wage, exclusive of benefits, of \$20.55/hour.

The job and wage requirements of the MIF Agreement and the Tax Abatement Agreement, which came afterwards, were intended to be the same. It was discovered during a recent filing of a report, however, that the wage requirement figure in the Tax Abatement Agreement was an error.

The approval of the First Amendment to Tax Abatement Agreement corrects the wage rate to match the MIF Agreement. This amendment will also require Itasca County Board approval.

### REQUESTED COUNCIL ACTION:

Make a motion to approve the adoption of a resolution approving an amendment to the tax abatement agreement between the City and Yanmar Compact Equipment North America.

**CITY OF GRAND RAPIDS, ITASCA COUNTY, MINNESOTA**

**RESOLUTION NO. \_\_\_\_**

**RESOLUTION APPROVING AN AMENDMENT TO TAX  
ABATEMENT AGREEMENT BY AND BETWEEN THE CITY OF  
GRAND RAPIDS, MINNESOTA AND YANMAR COMPACT  
EQUIPMENT NORTH AMERICA, INC.**

BE IT RESOLVED by the City Council (the “Council”) of the City of Grand Rapids, Itasca County, Minnesota (the “City”), as follows:

Section 1.      Background.

1.01.   The City entered into a Tax Abatement Agreement with Itasca County, Minnesota (the “County”), and Yanmar Compact Equipment North America, Inc. (the “Developer”) dated as of February 14, 2023 (the “Abatement Agreement”), whereby the City agreed to provide the Developer with tax abatement assistance in connection with an expansion of Developer’s existing manufacturing facility located within the City (the “Project”).

1.02.   The Grand Rapids Economic Development Authority (the “Authority”) entered into a Loan Agreement Minnesota Investment Fund with the Developer, dated as of October 12, 2022 (the “MIF Loan Agreement”) regarding the Project. Pursuant to the MIF Loan Agreement, the Developer agreed to create a set number of jobs that meet an average hourly wage requirement. As a result of a scrivener’s error, the Abatement Agreement includes an incorrect hourly wage requirement.

1.03.   The City and the Developer wish to enter into a First Amendment to Tax Abatement Agreement (the “First Amendment to Abatement Agreement”) which will correct the average hourly wage requirement so that the Abatement Agreement is in accordance with the average hourly wage set forth in the MIF Loan Agreement.

1.04.   The Council has reviewed the First Amendment to the Abatement Agreement and finds that the approval and execution thereof and performance of the City’s obligations thereunder are in the best interest of the City and its residents.

Section 2.      Approval of First Amendment to Abatement Agreement.

2.01.   The Council approves the First Amendment to Abatement Agreement and authorizes and directs the Mayor and City Administrator to execute the First Amendment to Abatement Agreement in substantially the form on file, subject to modifications that do not alter the substance of the transaction and are approved by the Mayor and City Administrator, provided that execution of the First Amendment to Abatement Agreement by such officials will be conclusive evidence of their approval.

2.02.   City staff are authorized and directed to take all other actions necessary to carry out the intent of this resolution.

Approved by the City Council of the City of Grand Rapids, Minnesota this [\_\_\_\_], 2025.

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Tasha Connelly  
Mayor

Attest:

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Kimberly Gibeau  
City Clerk

## FIRST AMENDMENT TO TAX ABATEMENT AGREEMENT

THIS FIRST AMENDMENT TO TAX ABATEMENT AGREEMENT (this “First Amendment”), dated [\_\_\_\_], 2025, by and between the CITY OF GRAND RAPIDS, MINNESOTA, a municipal corporation and political subdivision of the State of Minnesota (the “City”), ITASCA COUNTY, MINNESOTA, a body corporate and politic and political subdivision of the State of Minnesota (the “County”) and YANMAR COMPACT EQUIPMENT NORTH AMERICA, INC., a Delaware corporation (the “Developer”);

WITNESSETH:

WHEREAS, the City, County, and Developer previously entered into a Tax Abatement Agreement, dated October 12, 2022 (the “Agreement”), pursuant to which the City agreed to provide the Developer with tax abatement assistance in connection with an expansion of Developer’s existing manufacturing facility located within the City (the “Project”); and

WHEREAS, the City, County, and Developer have determined that as a result of a scrivener’s error, Section 3.17(2) of the Abatement Agreement mistakenly provides for an average hourly wage requirement in the amount of \$37.18; and

WHEREAS, the Grand Rapids Economic Development Authority (the “Authority”) entered into a Loan Agreement Minnesota Investment Fund with the Developer, dated as of October 12, 2022 (the “MIF Loan Agreement”) regarding the Project. Pursuant to Section 8.1(b) of the MIF Loan Agreement, the Developer agreed to create a set number of jobs that meet an average hourly wage requirement of \$20.55; and

WHEREAS, the City, County, and Developer wish to amend the Agreement to reflect the originally intended average hourly wage requirement of \$20.55 as was provided in the MIF Loan Agreement.

NOW THEREFORE, in consideration of the foregoing and of the mutual covenants and obligations set forth herein, the Authority and the Developer hereby agree as follows:

1. Amendment to Section 3.17(2) of the Agreement. Section 8 of the Original Agreement is hereby deleted and replaced with the following:

(2) *Job and Wage Goals.* By the Compliance Date, which is the date two (2) years after the Benefit Date, the Developer shall (i) create at least 115 full-time equivalent jobs at the Project, and (ii) cause the average hourly wage of the 115 created jobs to be at least \$20.55 per hour, exclusive of benefits. Notwithstanding anything to the contrary herein, if the wage and job goals described in this paragraph are met by the Compliance Date, those goals are deemed satisfied as of the date such wage and job goals are met, despite the Developer’s continuing obligations under Sections 3.17(1)(f) and 3.17(4). The City and County may, after a public hearing, extend the Compliance Date by up to one year, provided that nothing in this section will be construed to limit the City’s or the County’s legislative discretion regarding this matter.

2. Effective Date. The amendments made to the Agreement, as set forth in this First Amendment, shall be effective as of the date and year first written above.

3. Counterparts. This First Amendment may be executed in any number of counterparts, each of which shall constitute one and the same instrument.



IN WITNESS WHEREOF, the City has caused this First Amendment to be duly executed in its name and behalf and its seal to be duly affixed hereto and the County and the Developer have caused this First Amendment to be duly executed as of the date and year first above written.

YANMAR COMPACT EQUIPMENT  
NORTH AMERICA, INC.

By \_\_\_\_\_  
Name: \_\_\_\_\_  
Its: \_\_\_\_\_

CITY OF GRAND RAPIDS, MINNESOTA

By \_\_\_\_\_  
Its Mayor

By \_\_\_\_\_  
Its City Administrator

ITASCA COUNTY, MINNESOTA

By \_\_\_\_\_  
Its Chair

By \_\_\_\_\_  
Its County Administrator



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

## REQUEST FOR COUNCIL ACTION

**AGENDA DATE:** April 28<sup>th</sup> 2025

**AGENDA ITEM:** Consider signing lease agreement for golf course equipment

**PREPARED BY:** Tom Beaudry

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### BACKGROUND:

A majority of the golf course equipment is past usable hours and is requiring over \$40,000 in repair and maintenance yearly. In an effort to remove that cost and improve course conditions the golf committee is recommending signing the attached lease with Toro for updated equipment.

### REQUESTED COUNCIL ACTION:

Make a motion to approve Toro equipment lease for 5 years with payments of \$5,725.99 per month.



MTI Distributing  
Equipment Quote  
March 24, 2025



Steve Ross  
Pokegama Golf Course

Quote Expiration Date: 4/23/2025

**MINNESOTA STATE CONTRACT PACKAGE\* PRICING - CONTRACT #243333**

Qty	Model Number	Description	Quote Price Each	Quote Price Extended
2	03910	Reelmaster 3550-D	\$40,827.54	\$81,655.08
10	03485	18 Inch 8-Bld (RR) Radial Reel Edgeseries	\$3,350.88	\$33,508.80
2	03916	Rear Roller Brush ONLY Kit (18 Inch)	\$4,271.28	\$8,542.56
2	CM535-03910	TPP 60 Months 3500 Hours Comprehensive	\$4,953.73	No Charge
20	SSF	Standard Set Up Fee @ \$135.00/hour	\$2,700.00	No Charge
1	30807	Groundsmaster 3500-D	\$44,985.72	\$44,985.72
1	CM535-30807	TPP 60 Months 3500 Hours Comprehensive	\$2,729.15	No Charge
4	SSF	Standard Set Up Fee @ \$135.00/hour	\$540.00	No Charge
1	04358	Greensmaster 3150-Q	\$32,476.08	\$32,476.08
3	04656	14 Blade Cutting Unit	\$3,162.12	\$9,486.36
3	04255	Narrow Wiehle Roller (One roller)	\$356.46	\$1,069.38
1	CM535-04358	TPP 60 Months 3500 Hours Comprehensive	\$1,970.20	No Charge
8	SSF	Standard Set Up Fee @ \$135.00/hour	\$1,080.00	No Charge
1	08743	Sand Pro 3040	\$20,482.80	\$20,482.80
1	08714	Manual Blade (40 Inch)	\$1,788.54	\$1,788.54
1	08751	QAS Tooth Rake	\$1,809.60	\$1,809.60
1	CM535-08743	TPP 60 Months 3500 Hours Comprehensive	\$1,242.62	No Charge
12	SSF	Standard Set Up Fee @ \$135.00/hour	\$1,620.00	No Charge
1	44552	Pro Force Debris Blower	\$10,447.32	\$10,447.32
1	CM535-44552	TPP 60 Months 3500 Hours Comprehensive	\$633.82	No Charge
3	SSF	Standard Set Up Fee @ \$135.00/hour	\$405.00	No Charge
1	30609	Groundsmaster 4000-D (T4)	\$87,269.52	\$87,269.52
1	30422	Leaf Mulching Kit	\$1,635.66	\$1,635.66
1	31522	4WD Flow Divider Kit	\$518.70	\$518.70
1	CM535-30609	TPP 60 Months 3500 Hours Comprehensive	\$3,706.00	No Charge
6	SSF	Standard Set Up Fee @ \$135.00/hour	\$810.00	No Charge

\*Package Toro Protection Plus free goods based on the purchase of all quoted equipment.

Equipment Total	\$335,676.12
6.875% Sales Tax	\$23,077.73
<b>Total</b>	<b>\$358,753.85</b>

CONTINUED ON PAGE 2

<b>Optional FMV Lease available through Huntington Bank Equipment Finance</b>		Item 19.
	<b>5-Year Term, 60 Monthly Payments:</b>	<b>99</b>
	<b>6-Year Term, 72 Monthly Payments:</b>	<b>\$5,488.20</b>

Rates are subject to credit approval, \$300.00 doc fee applies

Net 30 Terms with qualified credit  
New Toro commercial equipment comes with a two-year manufacturer warranty  
Equipment delivery and set-up at no additional charge  
All commercial products purchased by a credit card will be subject to a 2.5% service fee.

Thank you for the opportunity to submit this quote. If you have any questions, please do not hesitate in contacting us.

<b>Josh Kravik</b> <b>Outside Sales Representative</b> 763-670-2799	<b>Karen Wangenstein</b> <b>Inside Sales Representative</b> 763-592-5643
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MTI Distributing, Inc. • 4830 Azelia Avenue N. #100 • Brooklyn Center, MN 55429