



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

CITY COUNCIL WORKSESSION AGENDA

Monday, January 27, 2025

4:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Worksession meeting of the Grand Rapids City Council will be held on Monday, January 27, 2025 at 4:00 PM in the City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

ROLL CALL:

BUSINESS:

1. Legislative Update - Momentum Advocacy
2. Review Columbarium at Itasca Calvary Cemetery

DEPARTMENT HEAD REPORT:

3. Pokegama Golf Course Annual Report

REVIEW OF REGULAR AGENDA:

ADJOURN:

Attest: Kimberly Gibeau, City Clerk

ITEM # _____



WORKSESSION COVERSHEET

AGENDA DATE: January 27, 2025
TITLE: Review Columbarium at Itasca Calvary Cemetery
PREPARED BY: Matt Wegwerth

BACKGROUND:

Review Columbarium at the Itasca Calvary Cemetery

ATTACHMENTS:



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Feasibility Report

For:

Columbarium at Itasca Calvary Cemetery

January 27th, 2025

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EXECUTIVE SUMMARY

Columbarium’s have become a popular request at many cemeteries and churches due to the ever-increasing number of cremations. The Itasca Calvary Cemetery has not provided this service in the past and there are many options and variations that can be installed.

Two Minnesota based companies design, construct and install columbarium’s and have been reviewed for viability. Based on the information provided, it is recommended to purchase and install the 84-niche rectangular unit from Eickhof in Crookston, MN. The cost breakdown between the various units is shown below.

	Eickhof		Cold Spring	
Niches	64	84	32	60
# Urn Spaces	128	168	72	120
Shape	Octagon	Rectangular	Rectangular	Octagon
Cost	\$ 68,000	\$ 50,000	\$ 50,000	\$ 60,000
Foundation	\$ 10,000	\$ 10,000	\$ -	\$ -
Crane	\$ 1,000	\$ 2,000	\$ -	\$ -
Site Costs	\$ 10,000	\$ 10,000	\$ 10,000	\$ 10,000
Total Cost	\$ 89,000	\$ 72,000	\$ 60,000	\$ 70,000
Cost per space	\$ 695	\$ 429	\$ 833	\$ 583
Cost per niche	\$ 1,719	\$ 1,119	\$ 2,188	\$ 1,333

This project is feasible. It will provide a needed service at the cemetery and will be financially sustainable.

Regards,



Matt Wegwerth, PE
Public Works Director / City Engineer

cc: Tom Pagel, City Administrator
Laura Pfeifer, Interim Finance Director

PROJECT BACKGROUND AND SCOPE

Cremation rates are on the rise and now outpace traditional burial. Even as more people choose cremation, inurnment options remain limited, often leaving family and friends without a permanent memorial to pay their respects.

One option for creating a permanent memorial is the installation of a columbarium. The word “columbarium” comes from the Latin word “columbary”, which is a structure for the nesting of doves; the dove being the symbol of spirit and peace. The related word, columbarium, refers to an above-ground burial vault for the containment of urns holding cremated remains. These are typically made of granite and can come in various shapes and sizes. Below are two examples:



PROJECT DESCRIPTION

The project includes the installation of a columbarium and necessary sidewalk at the Itasca Calvary Cemetery. Two designs are the most common, and they include a rectangle shape with niches on both sides or an octagon design with niches all the way around. Each of these provide both single units and double units.

PROJECT LOCATION

The proposed site is located southwest of the existing Chapel building. This area is currently an open space with a scattered few larger trees. Location maps are shown below:







PROJECT COST AND PRICING STRUCTURE

Two Minnesota companies design, construct and install columbaria. Eickhof is in Crookston, MN and Cold Spring Granite is in Cold Spring, MN. Below are cost estimates for several sizes and styles.

	Eickhof		Cold Spring	
Niches	64	84	32	60
# Urn Spaces	128	168	72	120
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Pricing structures can vary and depend on number, type and style of units. Below are two examples.

Cold Spring		Eickhof	
Proposed Pricing Structure - 60 Niche Octagon		Proposed Pricing Structure - 84 Niche Rectangular	
			Price per Niche
	Price per Niche	Upper Tier 12x12	\$ 2,400
Upper Tier	\$ 2,600	Upper Tier 8x8	\$ 1,200
Middle Tier	\$ 2,200	Lower Tier 12x12	\$ 2,000
Lower Tier	\$ 1,600	Lower Tier 8x8	\$ 1,000

For reference, a typical burial, including a monument can range from \$4,000 to \$10,000.

PROJECT FINANCING

The project will be funded by an internal loan from the City to the Cemetery. Revenues generated by the sale of the niches will repay the loan.

PROJECT SCHEDULE

The project is tentatively scheduled to advance as follows:

Council Worksession	January 27, 2025
Council Consider Ordering Columbarium	February 10, 2025
Site Grading and Sit Preparation	Summer 2025
Columbarium Installation	Summer/Fall 2025
Final Site Work	Fall 2025
Columbarium Complete	Late Fall 2025

RECOMMENDATION

It is recommended to move forward with the Eickhof 84-niche rectangular unit. This is the most cost-effective unit that provides the necessary service to the community.

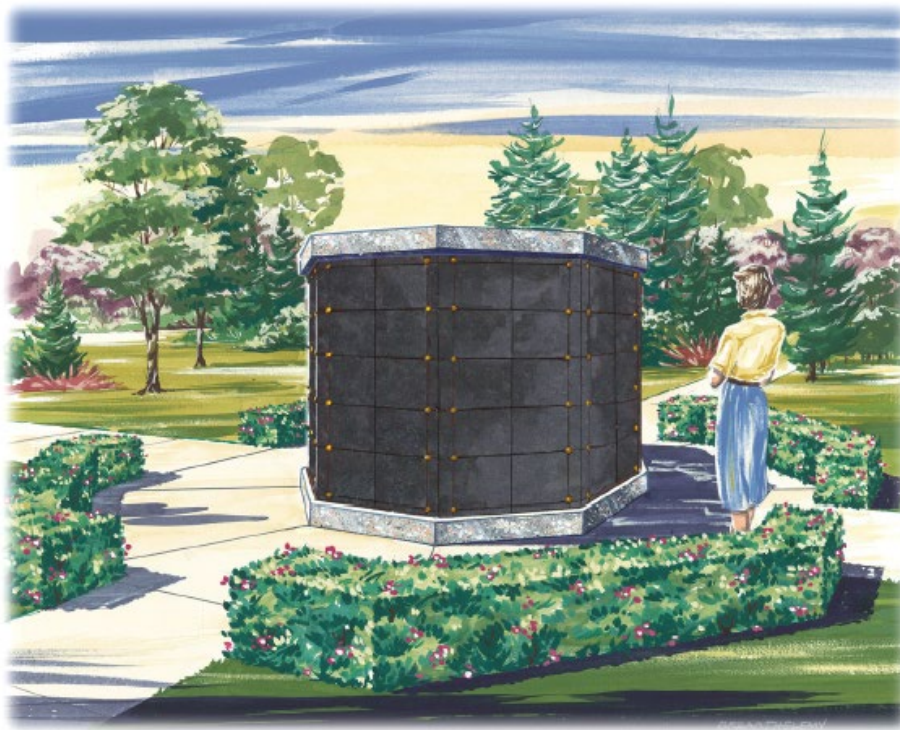
APPENDIX A -Eickhof 84-Niche Rectangular Unit



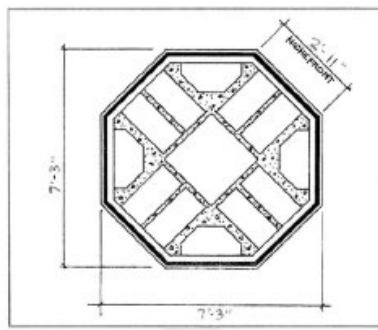
Two-Sided Rectangular Wall
168 Total Inurnment Spaces
84 Companion Niches

48 - 12" x 12" Companion Niches
36 - 8" x 8" Companion Niches

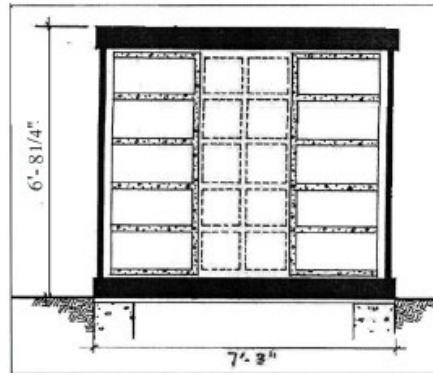
APPENDIX B – Cold Spring 60-Niche Octagon



5-HIGH OCTAGON PRE-ASSEMBLED COLUMBARIUM
FIVE (5) NICHES HIGH WITH FORTY (40) DOUBLE DEPTH SPACES &
TWENTY (20) COMPANION SIDE-BY-SIDE SPACES



PLAN



CROSS SECTION

GRANIT-BRONZ Mausoleum Division



Dwg5252-R98 Scale

1-800-328-5040

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2024
RECAP
WHAT A YEAR!





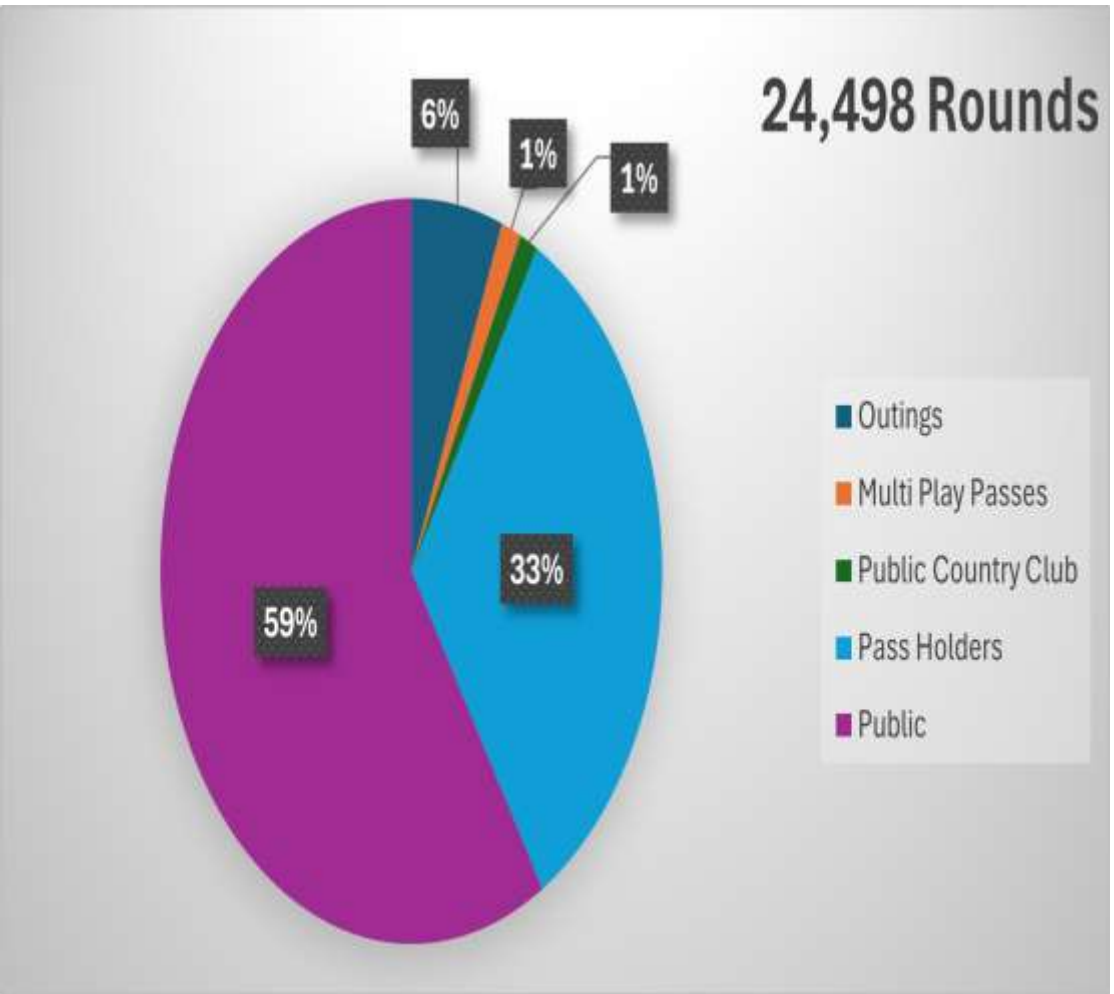
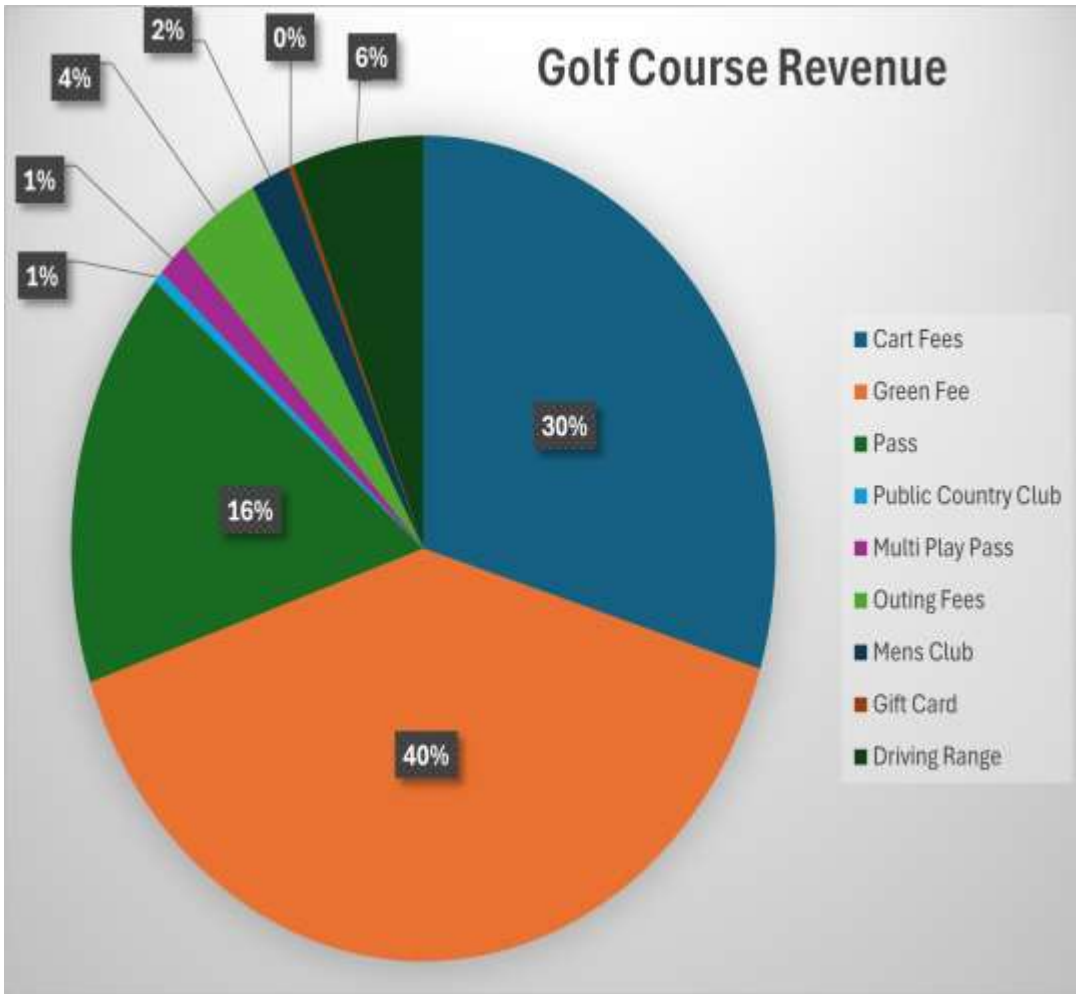
2024 WINS

- **Pokegama hosted 24,598 rounds of golf in 2024**

The National Golf Foundation(NGF) defines a “round” of golf as a start NGF reported rounds in MN up 4.3% over prior year

- **Total revenue 8% ahead of both prior year and budget**
- **Net operating income 79% ahead of prior year**
- **New driving range machine paid for itself in one year**
- **Secured \$5,000 towards the \$30,000 needed for a mobility cart to assist the handicapped play golf**
- **Secured funding for starting a PGA HOPE program in 2025**
- **Net Promoter Score 63 (NPS) from end of year survey sent out**

NPS is the key metric in determining how the guest experience and service execution of our brand resonate with our customers and according to Forbes, the average NPS for the hospitality industry is 53



JUNIOR GOLF

- Participation in the junior golf program up 15%
- 1,152 junior golf rounds played
- Both the junior high and Senior high golf teams are seeing record numbers of participation



2024 MISSES

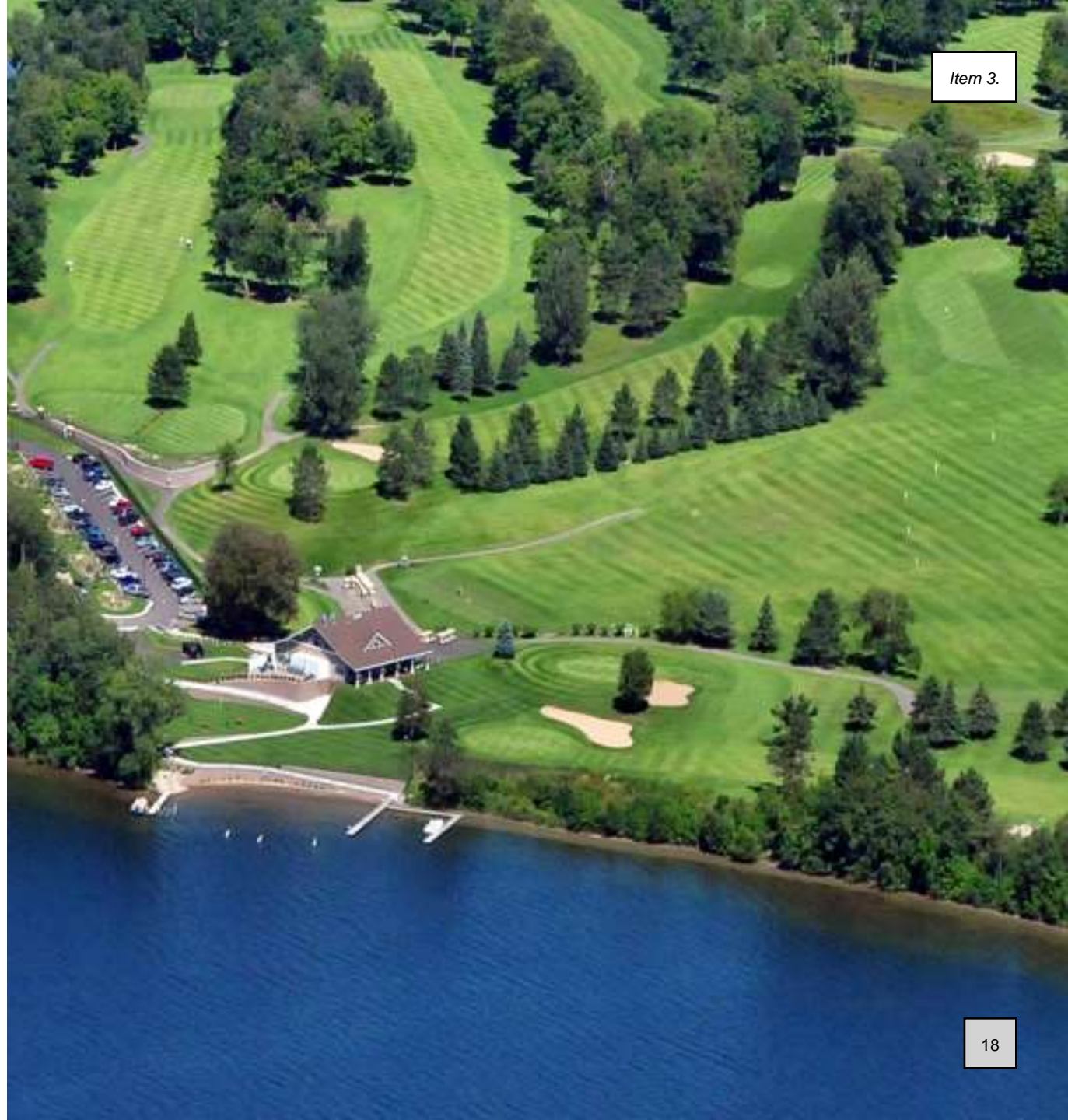
- Missed NOI budget by \$31k
unbudgeted depreciation of \$40k
- *Service standards not achieved in year 1*
- *Marketing goals not met*
- *Poa annua decline in fairways affected course conditions*
- *Simulator usage down*



2025 GOALS



1. Achieve 2025 budget
2. Enhance guest experience
3. Consistent course conditions
4. NPS of 70 or higher
5. Celebrate 100 years of golf at Pokegama
6. Increase average daily(ADR) rate by \$2
7. Succession plan to replace Steve Ross Golf Course Superintendent



Item 3.

MARKETING & STRATEGIC IMPERATIVES

Item 3.

The overall goal is to drive revenue in key business segments at the facility, which will be done by focusing on the following Strategic Imperatives – the business objectives with the highest priority in 2025.

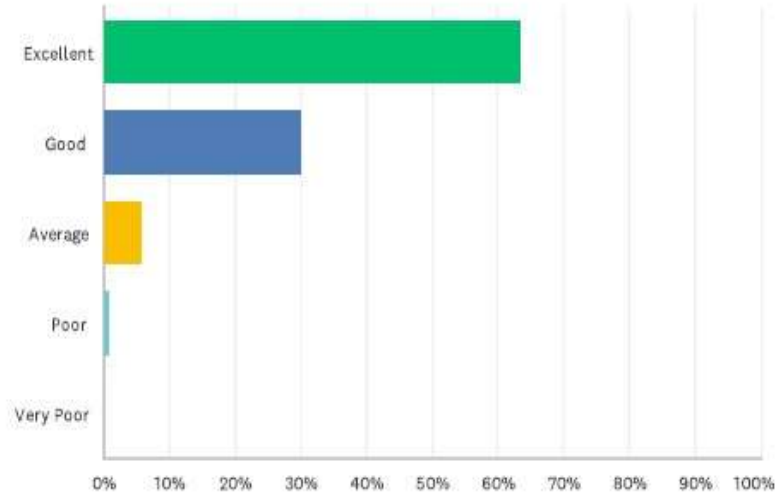
- **Drive Revenue in Key Business Segments** to Meet our Financials Goals – Greens Fee, Carts, Driving Range
 - a) Implement **Pricing Strategies** that Maintain Price Integrity and Maximize Revenue and ADR
 - b) Provide uniformed customer service training for all employees
 - c) Implement real time surveys
 - d) Update fertilizer schedule to avoid Poa Annua decline
 - e) Partner with local lodging facilities to create stay and play promotions
 - f) Maximize tee sheet utilization and optimize tee sheet management
 - g) Redesign website aligning marketing goals with updated technology and cohesion to point of sale system
 - h) Attend Minneapolis Golf Show to promote Pokegama and the Grand Rapids area
 - i) Work with HR to find Steve Ross Replacement



Survey results

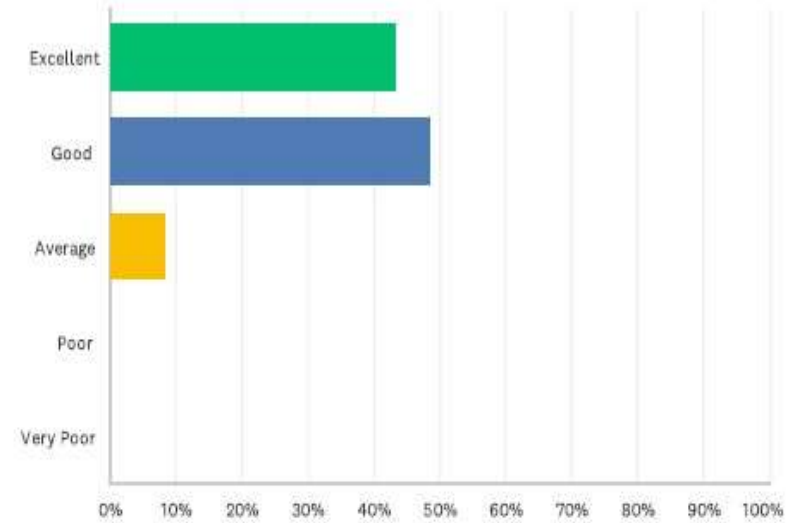
Q1 How would you rate the overall customer service at our golf course in 2024?

Answered: 120 Skipped: 1



Q2 How would you rate the condition of the golf course in 2024?

Answered: 120 Skipped: 1

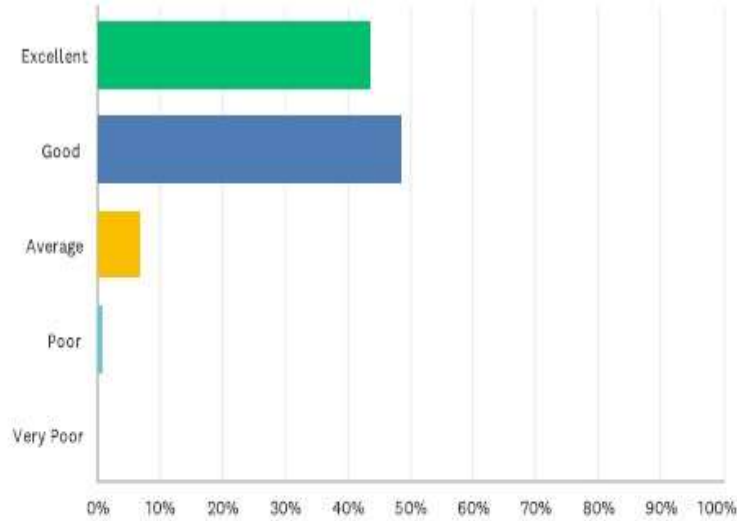


ANSWER CHOICES	RESPONSES	
Excellent	63,33%	76
Good	30,00%	36
Average	5,83%	7
Poor	0,83%	1
Very Poor	0,00%	0
TOTAL		120

ANSWER CHOICES	RESPONSES	
Excellent	43,33%	52
Good	48,33%	58
Average	8,33%	10
Poor	0,00%	0
Very Poor	0,00%	0
TOTAL		120

Q3 How would you rate the quality of the food at our grill in 2024?

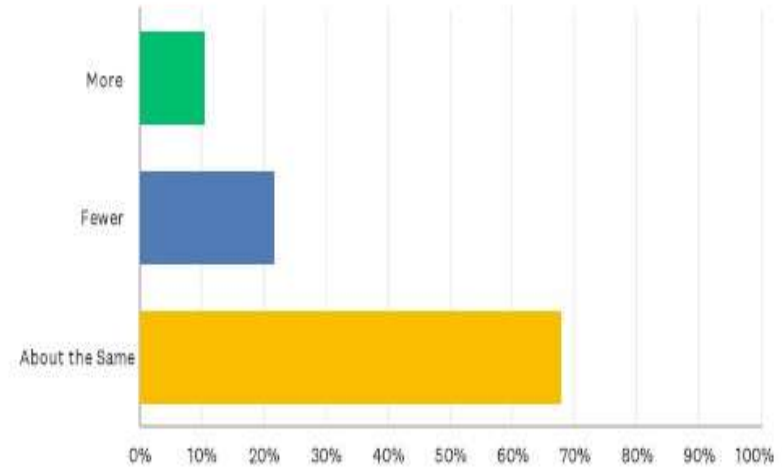
Answered: 117 Skipped: 4



ANSWER CHOICES	RESPONSES	
Excellent	43,59%	51
Good	48,72%	57
Average	6,84%	8
Poor	0,85%	1
Very Poor	0,00%	0
TOTAL		117

Q6 Would you like to see more or fewer golf tournaments that take up the golf course?

Answered: 115 Skipped: 6



ANSWER CHOICES	RESPONSES	
More	10,43%	12
Fewer	21,74%	25
About the Same	67,83%	78
TOTAL		115



Questions?

