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

CITY COUNCIL MEETING AGENDA

Monday, November 23, 2026
5:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular meeting of the Grand Rapids City Council will be held on Monday, November 23, 2026 at 5:00 PM in City Hall Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

CALL OF ROLL:

POSITIVE HAPPENINGS IN THE CITY:

PUBLIC FORUM:

COUNCIL REPORTS:

APPROVAL OF MINUTES:

1. Approve Council minutes for Monday, November 9, 2026 Worksession and Regular meetings.

VERIFIED CLAIMS:

2. Approve the verified claims for the period November 3, 2026 to November 16, 2026 in the total amount of $354,262.97.

CONSENT AGENDA:

3. Consider accepting the resignation of Stella Leone from the Human Rights Commission.

4. Consider entering into an Advertising Agreement with a business at Yanmar Arena.

5. Consider accepting a quote from Arena Warehouse for the purchase of a new battery for one of our Zambonis at Yanmar Arena.

6. Consider approving Civic Center/Parks & Recreation seasonal re-hires and new hires and a Public Works winter seasonal hire for the 2026-2027 season.

7. Consider authorizing the retirement and sale of surplus assets from the Public Works Department.

8. Consider approving the purchase of plow equipment from Martin's Snowplow and Equipment

9. Consider entering into an Agreement for Consulting Services for Governmental Accounting Standards Board (GASB) No. 75 Actuarial Valuation with USI Consulting Group, Inc.

SET REGULAR AGENDA:

CITY COUNCIL:

10. Consider approving letter of support for the appointment of Commissioner Ida Rukavina to lead the Department of Iron Range Resources and Rehabilitation and authorize the Mayor to sign.

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR DECEMBER 7, 2026 AT 5:00 PM

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

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

ATTEST: Kimberly Gibeau, City Clerk

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

CITY COUNCIL MEETING MINUTES

Monday, November 09, 2026
5:00 PM

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

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

STAFF: Tom Pagel, Kimberly Gibeau, Chad Sterle, Amy Dettmer, Carl Babich, Chery Pierzina, Rob Mattei.

ELECTION CANVASS:

1. Consider adopting a resolution canvassing and declaring the results of the November 3, 2026 City of Grand Rapids Elections.

   Motion made by Councilor MacGregor, Seconded by Councilor Blake to **adopt Resolution 26-83**, declaring the results of the November 3, 2026 City of Grand Rapids Elections. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake

POSITIVE HAPPENINGS IN THE CITY:

Mayor Connelly congratulates GRHS Football team for winning Section 7A championship and advanced to State quarterfinals. Also noted is that the U.S. Treasury approved adding two large census tracks in southern half of Grand Rapids to federal opportunity zone program.

PUBLIC FORUM:

No one from the public wished to speak.

COUNCIL REPORTS:

Councilor MacGregor provided an overview of the Cable Commission meeting, stating that Paul Bunyan plans to end cable service in September 2027, reducing a key funding source for ICTV, the local Public, Educational, and Government (PEG) television station. The Grand Rapids Area Cable Commission approved operating agreement changes that allocate revenues as follows: 3% to the Commission, 3% to the City, and 94% returned. The changes take effect in September 2027, with some timing requirements waived to accommodate the transition. The next Cable Commission meeting is expected to take place on February 12, 2027.

Councilor Blake shared that the Arrowhead Regional Development Commission's October 29 meeting addressed metropolitan planning, the Lewis Superior Urbanized Area, and levy funding. A key concern was proposed census changes that could jeopardize valuable data used for local planning. Thousands of

public comments had already been submitted in hopes of influencing the outcome. The Elected Leadership Circle at Fond du Lac brought together public officials for discussions on DEED data, local government aid, AI ethics, and working with tribal nations.

APPROVAL OF MINUTES:

2. Approve Council minutes for Monday, October 26, 2026 Worksession, Regular meeting and Closed meeting summary.

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

VERIFIED CLAIMS:

3. Approve the verified claims for the period October 20, 2026 to November 2, 2026 in the total amount of $217,298.91.

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

CONSENT AGENDA:

4. Consider adopting a resolution accepting $20,000 from the IRRR Culture and Tourism Grant Program for the Pokegama Golf Course Bunker Rehabilitation Project.

   Adopted Resolution 26-84

5. Consider adopting a resolution authorizing staff to make application to and accept funds from the Minnesota Department of IRRR Commercial Redevelopment Grant Program.

   Adopted Resolution 26-85

6. Consider approving 2027 liquor license renewals.

7. Consider entering into a Development Assistance Agreement with RS Legacy Properties LLC.

8. Consider Voiding Lost Accounts Payable Check and Issue Replacement Check.

9. Consider entering into an Advertising Agreement with a business at Yanmar Arena.

10. Consider entering into an agreement with SEH for the Blandin Beach Site Improvements Project

11. Consider approving amended agreements with CivicPlus for Agenda & Meeting Management and Website Central.

12. Consider approving an agreement with BS&A for software and services to replace Oracle Netsuite for Government. Authorize the Mayor to sign necessary agreements.

13. Consider adopting a resolution to authorize closing Capital Projects Fund-2021 Infrastructure Fund.

Adopted Resolution 26-86

13a. Consider approving Letter of Support for Grand Rapids PUC request for Federal Community Project Funding

Motion made by Councilor Blake, Seconded by Councilor Sutherland to approve the Consent agenda as amended with addition of item 13a. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake

SET REGULAR AGENDA:

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

ADMINISTRATION:

14. Consider resignation from Brittany Warren, Grand Rapids Area Library

Motion made by Councilor MacGregor, Seconded by Councilor Blake to accept the resignation of Brittany Warren and authorize staff to begin the process of filling the vacancy as requested. Voting Yea: Mayor Connelly, Councilor MacGregor, Councilor Sutherland, Councilor Blake

ADJOURNMENT:

There being no further business, the meeting adjourned at 5:14 PM.

Respectfully submitted:

Kimberly Gibeau

Kimberly Gibeau, City Clerk

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

CITY COUNCIL WORKSESSION MINUTES

Monday, November 09, 2026
4:00 PM

Mayor Connelly called the meeting to order at 4:00 PM.

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

STAFF: Tom Pagel, Kimberly Gibeau, Julie Kennedy, Chery Pierzina

VISITORS: Renee Ducharme, Linda Harringer

BUSINESS:

1. Estimated Market Value of Property within the City of Grand Rapids - William Hilback

   William Hilback, Itasca County Assessor, reviewed the processes used for setting property values within Itasca County.

DEPARTMENT HEAD REPORT:

2. Public Utilities Commission - Julie Kennedy

   Julie Kennedy discusses Water Treatment Plant renovation project.
   ~ Project Scope
   ~ Essential Clean reliable water
   ~ Cost of project & need for federal funding
   ~ Result without receiving federal support
   ~ Requested Letters of support as an addition to the Consent Agenda

REVIEW OF REGULAR AGENDA:

Council placed added Letter of Support for PUC Wastewater Plant upgrade project as 13a under consent. No other changes or additions are noted.

There being no further business, the meeting adjourned at 4:51 PM.

Respectfully submitted:

Kimberly Gibeau

Kimberly Gibeau, City Clerk

CITY OF GRAND RAPIDS BILL LIST - NOVEMBER 23, 2026

Summary Report

VENDOR NAME/INVOICE #	AMOUNT
ANDREW SKOOGMAN	$ 2,500.00
BOLTON & MENK, INC	$ 13,611.50
BURGGRAF'S ACE HARDWARE	$ 577.80
CARQUEST AUTO PARTS	$ 211.10
CIVICPLUS LLC	$ 5,300.00
CLAREY'S SAFETY EQUIPMENT INC	$ 968.94
DANIEL SKOGLUND	$ 2,522.64
DAVIS OIL INC	$ 1,244.18
FASTENAL COMPANY	$ 1,380.47
GARTNER REFRIGERATION CO	$ 7,822.60
GOVCONNECTION INC	$ 820.80
HAWKINSON SAND & GRAVEL	$ 886.04
INNOVATIVE OFFICE SOLUTIONS LLC	$ 50.82
J T SERVICES	$ 7,950.00
L&M SUPPLY	$ 40.81
LHB INC	$ 9,796.25
MAKI BODY & GLASS	$ 2,047.00
NORTHLAND HYDRAULIC SERVICE	$ 727.47
NOVUS GLASS OF MORA	$ 2,030.01
ORACLE AMERICA INC	$ 20,110.20
PAULS LOCKS AND KEYS LLC	$ 130.00
RICHARD F RYSAVY	$ 60.00
SANDSTROM'S INC	$ 1,186.76
SEH - GRAND RAPIDS	$ 44,545.00
STOKES PRINTING & OFFICE SUPPLY INC.	$ 741.04
STREICHER'S INC	$ 1,666.68
SUPERONE FOODS NORTH	$ 140.64
TROUT ENTERPRISES INC	$ 286.00
ULINE, INC	$ 339.64
VESTIS GROUP, INC	$ 209.81
VIKING AUTOMATIC SPRINKLER COMPANY	$ 678.00
VIKING ELECTRIC SUPPLY INC	$ 966.04
YANMAR COMPACT EQUIPMENT NORTH AMERICA	$ 1,790.07
YODER BUILDING SUPPLIES INC	$ 944.45
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:	**$ 134,282.76**

CITY OF GRAND RAPIDS BILL LIST - NOVEMBER 23, 2026

Summary Report

CHECKS ISSUED/PRIOR APPROVAL:

AMAZON CAPITAL SERVICES	1GTH-TH69-WQFX	$	59.99
AMAZON CAPITAL SERVICES	1H1C-H74T-74PM-L	$	288.26
AMAZON CAPITAL SERVICES	1PQH-17FV-GMVR	$	99.99
AMAZON CAPITAL SERVICES	1K67-F3R3-Q3VM	$	46.00
AMAZON CAPITAL SERVICES	1MC7-3JVP-64C1	$	128.25
BAILY LAMOUNTAIN	110426-L	$	50.00
BRIAN DANIELS	110226-G	$	200.00
BROOKS BACHMANN	101626	$	127.16
CAITLYN COONS	110426-L	$	50.00
CANON FINANCIAL SERVICES, INC	44012198-G	$	45.90
CARL S NELSON II	110226-G	$	200.00
CINDY ECKERT	2026/General Election/Mileage	$	7.45
CITY OF COHASSET	1.00651.002/Oct26-G	$	124.08
CODY ALLEMAN	102726-G	$	110.96
DARCY ROSE	2026/General Election/Mileage	$	9.12
DIANA R MAGNER	102826-L	$	125.00
ELLIOT SPAHN	2026/General Election/Mileage	$	4.10
EMMET STEMWEDEL	2026/General Election/Mileage	$	7.60
HOLIDAY STATIONSTORES LLC	027901112600	$	132.00
HUNTINGTON NATIONAL BANK, THE	3010721-G	$	5,725.99
ICTV - Grand Rapids	MC/3RDQTR26/FEES	$	8,178.18
ICTV - Grand Rapids	LaPrairie/3rdQtr26/Fees	$	924.06
JAIME TURNBULL	101426	$	33.94
JAMES T. MARTINETTO	2026/General Election/Mileage	$	37.24
KATHLEEN THEIS	2026/General Election/Mileage	$	3.80
KATHY KROOK	2026/General Election/Mileage	$	36.48
LEAGUE OF MN CITIES INS TRUST	10002479/2026 balance	$	22,559.00
LINDA HARRINGER	2026/General Election/Mileage	$	15.96
LOFFLER COMPANIES INC	5507777	$	88.42
MARCO TECHNOLOGIES, LLC	INV15907544	$	105.58
MARCO TECHNOLOGIES, LLC	INV15906721	$	50.15
MARCO TECHNOLOGIES, LLC	INV15906722-G	$	5.97
MARK STUPAR	110226-G	$	200.00
MARYN BERGSTRAND	2026/General Election/Mileage	$	6.35
MATTHEW WEGWERTH	083126	$	228.00
MATTHEW WEGWERTH	103126	$	228.00
MATTHEW WEGWERTH	093026	$	228.00
MICHAEL ECKERT	2026/General Election/Mileage	$	4.26
MINNESOTA ENERGY RESOURCES	0502552454-01/Oct26-A	$	85.59
MINNESOTA ENERGY RESOURCES	0503250588-01/Oct26	$	127.64

CITY OF GRAND RAPIDS BILL LIST - NOVEMBER 23, 2026

Summary Report

MINNESOTA ENERGY RESOURCES	0615241258-01/Oct26-A	$	34.99
MINNESOTA ENERGY RESOURCES	0508787492-09/Oct26	$	18.00
MINNESOTA ENERGY RESOURCES	0506528413-02/Oct26	$	19.51
MN STATE RETIREMENT SYSTEM-GR	DECEMBER 2026 CLERICAL HCSP	$	1,856.00
NORTHERN STAR COOPERATIVE	103126	$	8,200.88
NORTHERN STAR COOPERATIVE	103126-A	$	612.06
ODAY EQUIPMENT LLC	SRVCE0142704-A	$	535.40
OPERATING ENGINEERS LOCAL #49	DEC26 HEALTH/HRA	$	141,169.00
PAMEY CASIO	2026/General Election/Mileage	$	9.12
PAUL BUNYAN COMMUNICATIONS	6464100/Nov26	$	1,260.19
PAUL BUNYAN COMMUNICATIONS	8798300/Nov26	$	70.00
PAUL BUNYAN COMMUNICATIONS	4026700/Nov26-L	$	250.00
PAUL BUNYAN COMMUNICATIONS	8293800/Nov26-G	$	158.32
PAUL BUNYAN COMMUNICATIONS	4205000/Nov26-C	$	78.10
PUBLIC UTILITIES COMMISSION	Kent/Oct26-E	$	88.92
PUBLIC UTILITIES COMMISSION	300668/Sep26-L Correction	$	1,282.93
PUBLIC UTILITIES COMMISSION	300650/Sep26-C Correction	$	1,101.45
PUBLIC UTILITIES COMMISSION	300663/Sep26 Correction	$	942.81
PUBLIC UTILITIES COMMISSION	Yanmar/Sep26 Correction	$	5,989.42
RENEE DUCHARME	2025/SP PRIMARY/MLG	$	3.50
RENEE DUCHARME	2026/General Election/Mileage	$	3.80
ROBERT GIBBS	2026/General Election/Mileage	$	3.04
SCOTT SARKELA	110226-G	$	200.00
SCOTTY PUGLISI	2026/General Election/Mileage	$	3.04
STEVE FORNERIS	110226-G	$	200.00
SUPERIOR USA BENEFITS CORP	0145885-IN	$	191.00
THOMAS J PAGEL	110226	$	1,907.00
TNT CONSTRUCTION GROUP LLC	C-TBO-26-0008/Partial Refund	$	118.88
TODD GODFREY	110226-G	$	200.00
TRACY KAMPA	101626-L	$	101.20
US BANK	8382310	$	550.00
US BANK	8382408	$	600.00
VICKI LORENZ	2026/General Election/Mileage	$	36.48
WEX INC	115968812	$	1,373.88
WEX INC	115968812/GRPD	$	7,110.68
WEX INC	115968812/CD	$	122.18
WM CORPORATE SERVICES, INC	0138623-2808-8	$	2,889.96

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: $ 219,980.21

TOTAL ALL DEPARTMENTS: $ 354,262.97

CITY OF GRAND RAPIDS
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REQUEST FOR COUNCIL ACTION

AGENDA DATE: November 23, 2026

AGENDA ITEM: Consider accepting the resignation of Stella Leone from the Human Rights Commission.

PREPARED BY: Kimberly Gibeau

BACKGROUND:

Stella Leone has submitted her resignation from the Human Rights Commission effective immediately. This creates an unexpired term through March 1, 2029. Ms. Leone's resignation is attached.

REQUESTED COUNCIL ACTION:

Make a motion to accept the resignation of Stella Leone from the Human Rights Commission effective immediately and authorize staff to fill the vacancy.

Dear Human Rights Commissioners, 11/12/26

After deep contemplation, I have decided that it is best for me to step down from the Grand Rapids Human Rights Commission, effective immediately.

Unfortunately, I can no longer afford to take time away from work to attend Commission meetings. With the current shortage of school bus drivers, there is simply no one available to cover my route. While this has been a difficult decision, I must honor my work commitments and financial responsibilities.

On a positive note, I am grateful to share the success of two important events that I had the honor of helping bring to fruition.

Indigenous Peoples Day was a wonderful success! Minnesota North College generously funded the $200 stipends for each of our three presenters—Denise Estey Lindquist, Devery Fairbanks, and George J. Goggleye Jr.—and provided the Chucker Auditorium for the event. Commissioners MacGregor and Miller have been given the presenters' email addresses, and all three presenters have expressed interest in continuing to build relationships with the Commission.

Native American Heritage Month: Native Stories in Mixed Media was also a tremendous success! MacRostie Art Center and Giinawind Creative Space generously supported the event, providing the venue and $200 stipends for each presenter.

Both events demonstrated what is possible when community organizations, educators, artists, and the Human Rights Commission come together with a shared purpose. I sincerely hope these relationships and programs will continue to grow.

If possible, I would be deeply grateful for a **letter of reference or acknowledgment from the Commission or the City of Grand Rapids** recognizing my role in organizing and helping bring these two community events to fruition. Such a letter would mean a great deal to me as I move forward with future community projects and professional opportunities.

I am grateful for the opportunity to have served on the Commission and to have contributed to its mission of promoting dignity, understanding, inclusion, and human rights.

I wish the Commission continued success and sincerely hope you will understand and respect my need to step down at this time.

With gratitude and respect,

Stella Alpina Leone
Grand Rapids Human Rights Commissioner

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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: November 23, 2026

AGENDA ITEM: Consider entering into an Advertising Agreement with a business at Yanmar Arena.

PREPARED BY: Dale Anderson, Director of Parks & Recreation

BACKGROUND:

Advertising is a great source of revenue at the Arena. The following business wishes to have dasher board ads and/or a wall sign:

- Capsugel

REQUESTED COUNCIL ACTION:

Make a motion to enter into an Advertising Agreement with a business at Yanmar Arena.

AGREEMENT FOR RENTAL OF ADVERTISING SIGN

WHEREAS, the City of Grand Rapids, acting through Yanmar Arena, Lessor, owns a multi-purpose facility; and

WHEREAS it will be beneficial to certain business to acquire the privilege of using the advertising signs contained on the interior walls and/or dasherboard in Yanmar Arena for a certain period of years; and

WHEREAS the Lessor desires to lease the available advertising sign to certain Lessees.

NOW, THEREFORE, IT IS HEREBY AGREED by Yanmar Arena only, Lessor, and **Capsugel**, Lessee, that the Lessee shall lease for a period of 2 (two) years according to the terms set forth herein and upon the following terms and conditions:

1. Signs will be placed on the interior walls and/or dasherboard of Yanmar Arena only, and Lessor shall have the final decision as to exact location of each sign. The choice of each sign and location shall be on a "FIRST COME, FIRST SERVED" basis. Lessor reserves the right to take into consideration actual placement of signs to insure maximum utilization of all advertising areas on the interior walls and/or dasherboard of Yanmar Arena.

2. The Lessee shall pay to the Lessor in consideration of the sign and/or dasherboard, the sum of $600.00 in cash to the Lessor at the commencement of the rental term as set forth below.

3. The Lease term for the advertising space shall be as follows: July 1, 2026, to June 30, 2028. This contract will automatically be renewed by the Lessor and Lessee yearly unless the Lessee provides written notice to the Lessor of their intent not to renew said lease. This written notice must be provided no later than December 1of the year prior to the Lessee's cancellation. For example, if the lease has been automatically renewed for a third year, which would end June 30, 2028, the Lessee must notify the Lessor in writing no later than June 1, 2028, for cancellation effective June 30, 2028.

4. Lessee shall have the first right to rent the advertising signs to Lessee for successive years. Although the signed contract is due within 30 days, lessee will be invoiced and payment in full is due December 30, 2026. The Lessor reserves the right to sell sign space if the payment is not received by December 30, 2026.

5. The Advertising logo and design to be used on the signs shall be provided by the Lessee and subject to approval by the Lessor. The Lessor will not unreasonably withhold its approval of any design submitted by Lessee; however, Lessor reserves the right to set standards for the substance and appearance of any advertising to be placed in Yanmar Arena pursuant to this Agreement.

6. The expense of setup and artwork of the sign shall be borne by the Lessee.

7. This agreement shall not be changed unless done so in writing by the Lessee.

8. The Lessee's advertising space cannot be sublet or resold.

9. All signs and materials are the property of the Lessor.

10. All maintenance of the signs will be the responsibility of Yanmar Arena.

11. Lease rates and terms are $600.00 per year for 2026-27 and 2027-28 for one interior wall advertisement.

BY: Rick L Kortekaas
Lessee

DATE: 11/10/2026

CITY OF GRAND RAPIDS (Lessor)

BY: _____
Mayor

DATE: _____

_____
Tom Pagel, City Administrator

Dated this _____ day of _____, 20___.

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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: November 23, 2026

AGENDA ITEM: Consider accepting a quote from Arena Warehouse for the purchase of a new battery for one of our Zambonis at Yanmar Arena.

PREPARED BY: Dale Anderson, Director of Parks & Recreation

BACKGROUND:

Our Zambonis require new batteries approximately every 5 years. We replaced the batteries in one machine last year and now need to replace the other. I obtained two quotes, one from R&R Specialties for $14,728.90 and one from Arena Warehouse for $17,700.00. I am recommending that we accept the higher quote from Arena Warehouse as they now offer a lithium battery replacement option while R&R only offers the traditional lead-acid batteries. In my research, the new lithium batteries offer longer life, more resurfacings per charge, and the ability to opportunity-charge between floods without damaging the battery. This is included in the 'Building and Equipment Maintenance & Repair' line item of the Arena's budget and is covered by the fund balance.

REQUESTED COUNCIL ACTION:

Make a motion to accept a quote from Arena Warehouse for the purchase of a new battery for one of our Zambonis at Yanmar Arena.

Arena Warehouse, LLC
1661 Donway Court NE
Alexandria, MN 56308

320-815-2369
jeff@arenawarehouse.com
www.arenawarehouse.com

Estimate

Date	Estimate #
10/27/2026	491

Customer

City of Grand Rapids, MN
Attn: Dale Anderson
1401 NW 3rd. Ave.
Grand Rapids, MN
55744

Project

Description	Qty	Price	Total
Lithium LIFEPO4 Battery 600 amp hour 80 Volt System Approximate Weight = 900 lbs Complete with digital on board display for battery life and diagnostics display. New 460 volt 3 phase battery charger. Battery on off master switch at operator station. Complete on site installation included. 2 year full replacement warranty against factory defects.	1	17,700.00	17,700.00
4 - 6 week lead time			

We look forward to working with you.

Total $17,700.00

Signature _____

Quote

STZR Holdings LLC dba R&R Specialties
484 Cty Rd V V
Somerset, WI 54025
(715) 247-5090

Order Number: 0204443
Order Date: 10/22/2026

Salesperson: STUE
Customer Number: GRANDRA

Sold To:
City of Grand Rapids
ATTN: Finance
420 N Pokegama Ave
Grand Rapids, MN 55744-2658

Confirm To:
Dale Anderson

Ship To:
Yanmar Arena
1401 NW 3rd Ave
Grand Rapids, MN 55744-2416

Customer P.O.	Ship VIA	F.O.B.	Terms
			Net 30

Item Number	Unit	Ordered	Shipped	Back Order	Price	Amount
OUT-11A	SET	1.00	0.00	0.00	11,750.00	11,750.00
510 AH BATTERY SET, BBI **OEM*			**Whse:** 000			
OEM SPECS, COMPOUND SEAL, FLIP TOP CAPS & ELECTROLYTE LEVEL LIGHTS						
OUT-1381	EACH	2.00	0.00	0.00	0.00	0.00
PP180 Connector, Plastic Housi			**Whse:** 000			
OUT-1382	EACH	2.00	0.00	0.00	0.00	0.00
1/O contact, used in PP180 pla			**Whse:** 000			
5T-09000	EACH	1.00	0.00	0.00	630.00	630.00
WELDMENT, BATTERY TRAY, MODEL			**Whse:** 000			
IF NEEDED						
2L-55232	SET	1.00	0.00	0.00	438.00	438.00
BRUSH SET V.2 NETGAIN PUMP MOT			**Whse:** 000			
IF NEEDED						
2L-55231	SET	1.00	0.00	0.00	446.40	446.40
BRUSH SET,ELECTRIC TRAC MOTOR			**Whse:** 000			
IF NEEDED						
/REPAIR LABOR	HOUR	2.50	0.00	0.00	195.00	487.50
Machine Repair Labor						
R/R BATTERIES; CLEAN/INSPECT ELECTRIC MOTORS						
/TRAVEL	HOUR	6.00	0.00	0.00	145.00	870.00
Travel						
ROUND TRIP TRAVEL						
/FUEL SURCHARGE						87.00
10% Fuel Surcharge						
/MISC SHOP SUPP						20.00
Miscellaneous Shop Supplies						

Net Order:	14,728.90
Less Discount:	0.00
Freight:	0.00
Sales Tax:	0.00
Order Total:	14,728.90

CITY OF GRAND RAPIDS
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REQUEST FOR COUNCIL ACTION

AGENDA DATE: November 23, 2026

AGENDA ITEM: Consider approving Civic Center/Parks & Recreation seasonal re-hires and new hires and a Public Works winter seasonal hire for the 2026-2027 season.

PREPARED BY: Chery Pierzina, Human Resources Officer

BACKGROUND:

The City has seasonal staffing needs within both the Civic Center/Parks & Recreation and Public Works departments for the 2026–2027 winter season.

Civic Center/Parks & Recreation

Dale Anderson is requesting approval to rehire four returning seasonal employees and hire three additional employees to staff the Warming Houses.

Returning Seasonal Employees

Employee	Position	Hourly Rate
Caleb Gunderson	Warming House Attendant	$15.50
Klous Jones	Warming House Attendant	$16.00
Gage Meeks	Warming House Attendant	$15.50
Hudsen Helenius	Warming House Attendant	$15.50

New Seasonal Employees

Employee	Position	Hourly Rate
Nolan Harju	Warming House Attendant	$15.00
Kyson Jones	Warming House Attendant	$15.00
Dean Kortekaas	Warming House Attendant	$15.00

All seven employees will be employed on a seasonal basis beginning November 24, 2026, through no later than March 31, 2027.

Public Works

The Public Works Department is requesting approval to hire the following employee for the 2026–2027 winter season:

Employee	Position	Hourly Rate
Ronald Maki	Public Works Maintenance – Winter Seasonal	$23.50

Employment will begin November 24, 2026, and continue through no later than April 23, 2027.

All costs associated with these seasonal positions are included in the City's 2026 and 2027 budgets.

Requested Council Action

Approve the rehire of Caleb Gunderson, Klous Jones, Gage Meeks, and Husen Helenius, and the seasonal employment of Nolan Harja and Kyson Jones, and Dean Kortekaas as Warming House Attendants for the 2026–2027 winter season, at the hourly rates outlined above, for the period of November 24, 2026, through no later than March 31, 2027.

Additionally, approve the seasonal employment of Ronald Maki as a Public Works Maintenance – Winter Seasonal employee at $23.50 per hour, beginning November 24, 2026, through no later than April , 2027.

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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: November 23, 2026

AGENDA ITEM: Consider authorizing the retirement and sale of surplus assets from the Public Works Department.

PREPARED BY: Cynthia Lyman

BACKGROUND:

The Public Works Director/City Engineer Matt Wegwerth would like to retire and sell the following assets from the Public Works Department at auction:

JD 624K Loader W/Bkt	VIN# 1DW624KTKBD638335	ASSET ID# 101-70-1006
Henke V Plow	Serial # 9291	ASSET ID# 101-70-0274
Sterling L8500 Plow Truck	VIN# 2FZAAWAK03AK71544	ASSET ID# 101-70-4007
12’ Plow-Monroe	Serial# MP41R12-ISCT	ASSET ID# 101-70-0266
DUZ-MOR Dumpbox	Serial# DM120-86-48	ASSET ID# 101-70-0267
Underbody Scraper-Monroe	Serial# MF510	ASSET ID# 101-70-0268
Flusher Tank-United Trk	Serial# SC114390	ASSET ID# 101-70-0270

REQUESTED COUNCIL ACTION:

Make a motion to authorize the Public Works Department to proceed with the retirement and the sale of the above list of assets at auction.

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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: November 23rd, 2026

AGENDA ITEM: Consider approving the purchase of plow equipment from Martin's Snowplow and Equipment

PREPARED BY: Matt Wegwerth

BACKGROUND:
Public works is requesting the approval to purchase 3 plow kits from Martin's Snowplow and Equipment for the 3 planned 2027 Enterprise truck replacements. The attached quote covers the necessary equipment and labor to install/swap plows.

Equipment is budgeted for 2027 under the Enterprise account.

REQUESTED COUNCIL ACTION:

Make a motion approving the purchase of snowplow equipment from Martin's Snowplow and Equipment in the amount of $8,337.44

E S T I M A T E



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

PHONE #:	**(218)360-0607**	DATE:	**11/17/2026**
CELL #:	**(218)360-0607**	ORDER #:	**24499**
ALT. #:		CUSTOMER #:	**101906**
P.O.#:		CP:	**DanM**
TERMS:	**Net 10th EOM**	LOCATION:	**1**
SALES TYPE:	**Estimate**	STATUS:	**Active**
TAG #:		TECH:	**DanT**

BILL TO **101906**

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

SHIP TO

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

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

1: WESTERN LED TRUCKSIDE 2027 Tech: DanT [ ]

MFR	LOCATION	DESCRIPTION	QTY	PRICE	NET	TOTAL
WP		Truck-side Electrical Kit Fleet Flex	2	$383.86	$357.08	$714.16
WP		Electrical Kit, TruckSide, LED	2	$875.91	$814.80	$1,629.60
WP		MODULE 3 PORT - DRL/NON-DRL	2	$237.04	$237.04	$474.08
WP		GM K2500/3500 SILVERADO/SIERRA 2020 - 20__(CHECK PN BEFORE)	2	$1,007.97	$937.65	$1,875.30
WP		PLUG-IN HARNESS 12 PIN KIT (CHECK PART NUMBER BEFORE)	2	$404.09	$375.90	$751.80
****		MUNICIPAL DISCOUNT	1	$.00	-$425.00	($425.00)
					Parts Job 1:	**$5,019.94**

LABOR	DESCRIPTION	HRS	RATE	AMOUNT	TOTAL
GEN-01	LABOR-FULL INSTALL WITH LED TRUCK 1			$990.00	$990.00
GEN-01	LABOR-FULL INSTALL WITH LED TRUCK 2			$990.00	$990.00
GEN-01	LABOR-REMOVE MOUNT AND WIRING FROM 2024 AIRPORT			$330.00	$330.00
GEN-01	REINSTALL PARTS FROM 2024 AIRPORT TRUCK TO 2027 CHEV			$990.00	$990.00
	Hours Job 1:	**0**		**Labor Job 1:**	**$3,300.00**

EXTRAS	DESCRIPTION	QTY	PRICE	AMOUNT	TOTAL
SS	SHOP SUPPLIES			$10.00	$10.00
ENV	ENVIRONMENTAL FEE			$7.50	$7.50
SHP	WORK ORDER SHIP CHARGE				
				Extras Job 1:	**$17.50**
				Subtotal Job 1:	**$8,337.44**

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

TOTAL PARTS:	**$5,019.94**
TOTAL LABOR:	**$3,300.00**
TOTAL EXTRAS:	**$17.50**
SUBTOTAL:	**$8,337.44**
TAX:	**$0.00**
ORDER TOTAL:	**$8,337.44**

Authorized By: _____

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

REQUEST FOR COUNCIL ACTION

AGENDA DATE: November 23, 2026

AGENDA ITEM: Consider entering into an Agreement for Consulting Services for Governmental Accounting Standards Board (GASB) No. 75 Actuarial Valuation with USI Consulting Group, Inc.

PREPARED BY: Carl Babich

BACKGROUND:

In 2015, the Governmental Accounting Standards Board (GASB) released one new standard for public Other Post-Employment Benefit (OPEB), whether the OPEB is funded or not funded.

In 2024, the City Council approved an Agreement for Consulting Services for GASB No. 75 Actuarial Valuation with Hildi for the years 2025 and 2026.

REQUESTED COUNCIL ACTION:

Make a motion authorizing the Director of Finance to sign an Agreement for Consulting Services for Governmental Accounting Standards Board (GASB) No. 75 Actuarial Valuation with USI Consulting Group, Inc. for $3,550 for the base year 2027, and approximately $1,275 for the projection year, 2028.

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AGREEMENT FOR CONSULTING SERVICES

This Agreement for Consulting Services ("Agreement") is entered into and dated November 11, 2026 by and between USI Consulting Group, Inc. (USICG - earlier as **Hildi Inc.**) USICG with offices located at 8000 Norman Center Drive, Suite 400, Bloomington, MN 55437 with headquarters at 95 Glastonbury Blvd., Suite 102, Glastonbury, CT 06033 (hereinafter referred to as the "Consultant") and City of Grand Rapids with offices located at 420 North Pokegama Avenue, Grand Rapids, MN 55744 (hereinafter referred to as the "Company"). Company and Consultant are jointly referred to as the "parties".

IN CONSIDERATION OF THE MUTUAL PROMISES CONTAINED HEREIN, AND FOR OTHER GOOD AND VALUABLE CONSIDERATION, THE SUFFICIENCY OF WHICH IS HEREBY ACCEPTED, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. Description of Services. Consultant will perform certain services for Company upon terms and conditions specified herein and as such services are more particularly described in Exhibit(s), which are attached hereto and incorporated by this reference.

In Process

2. Prices and Payment. Company agrees to pay Consultant the fees set forth in the applicable Exhibit(s). Consultant anticipates invoicing the Company monthly for services provided. Payment will be due in full within fifteen (15) days of receipt of Consultant's invoice. Company agrees to pay interest on all overdue amounts at a rate of twelve percent (12%) per annum or the rate allowed by law, which ever is less, plus costs of collection, court costs, and reasonable attorney fees on all such amounts.

3. Travel Expenses. Company agrees to reimburse Consultant for its reasonable and necessary out-of-pocket lodging, transportation, and food incurred at the Company's request. Consultant agrees to provide reasonable expense documentation. Whenever possible, Consultant agrees to take advantage of travel discounts. All air travel by Consultant shall be on major national or regional airlines, and Consultant and its representatives may keep their frequent flier miles earned for their personal usage.

4. Ownership of Work Product. Ownership of, and all rights in, the work product which is the subject matter of this Agreement (the "Work"), including trademarks, patents and copyrights applicable to same, shall belong exclusively to Company. The parties expressly agree to consider as a "work made for hire" any Work ordered or commissioned by the Company which qualifies as such under the United States copyright laws. To the extent that the Work cannot be a "work made for hire" or where necessary for any other reason, Consultant will provide Company with all such assignments of rights, covenants and other assistance which may be required for Company, through trademark, patent or copyright applications or otherwise, to obtain the full benefit of the rights provided for

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herein. If the Work contains materials previously developed or copyrighted by Consultant or others, Consultant grants and agrees to grant to Company, or obtain for Company, an unrestricted, royalty-free license to use and copy such materials. Any license so granted or obtained shall include the right for Company to grant an unrestricted, royalty-free license to any affiliate of Company. Consultant is allowed to retain one copy of the Work for archival purposes. Consultant shall place a copyright notice on the Work at Company's request. The Work shall be considered "Information" under the Section entitled "Nondisclosure."

5. Nondisclosure. Any technical or business information, including, but not limited to, computer programs, files, specifications, drawings, sketches, models, samples, tools, cost data, customer information, financial data, business or marketing plans or other data, whether oral, written or otherwise ("Information"), furnished or disclosed to Consultant hereunder or in contemplation hereof, shall remain Company's property. No license, express or implied, under any trademark, patent or copyright is granted by Company to Consultant by virtue of such disclosure. All such information in written, graphic or other tangible form shall be returned to the Company immediately upon request and copies shall be returned to the Company or, at Company's option, certified by Consultant as having been located and destroyed. Consultant shall be allowed to retain one copy of the Information for archival purposes. Unless such Information was previously known to Consultant free of any obligation to keep it confidential, is lawfully obtained by Consultant from any source other than Company or has been or is subsequently made public by Company or a nonparty to this Agreement, is approved for release by written authorization of the Company, or is required by law to be disclosed in response to a valid order of a court of competent jurisdiction or authorized governmental agency, provided the Company receives adequate notice to allow it to request a protective order and the Consultant reasonably cooperates with the Company's efforts to receive a protective order, it shall be kept confidential by Consultant for the benefit of Company, shall be used only in performing under this Agreement and shall not be used for other purposes except upon such terms as may be agreed upon by Company in writing. Consultant shall take reasonable steps to protect such Information to a similar extent that Consultant protects its own Information.

6. Liability. Consultant shall indemnify Company and its affiliates against, and shall hold Company and its affiliates harmless from, any loss, damage, expense or liability that may in any way arise out of or result from the performance of Consultant hereunder and caused by or resulting from the gross negligence or intentional misconduct of Consultant, including but not limited to any knowing infringement, or claim of infringement, of any patent, trademark, copyright, trade secret or other proprietary right of a third party or of Consultant or anyone claiming through Consultant who may be eligible to terminate any assignment or transfer made hereunder pursuant to the terms of the copyright laws up to the amount paid by the Company to the Consultant under a given applicable Exhibit(s). Consultant shall defend or settle, at its own expense, any action or

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suit against Company or its affiliates for which it is responsible hereunder. Company shall notify Consultant of any such claim, action or suit and shall reasonably cooperate with the Consultant (at Consultant's expense) to facilitate the defense of any such claim.

7. Limitation. In no event shall company or consultant be liable, one to the other, for indirect, special, incidental, or consequential damages arising out of or in connection with the furnishing, performance or use of any products or services provided pursuant to this agreement.

8. Limited Warranties. Consultant warrants and represents that it has full authority to enter into this Agreement and to consummate the transactions contemplated hereby and that this Agreement is not in conflict with any other agreement to which Consultant is a party or by which it may be bound.

   Consultant warrants and represents that Consultant has the proper skill, training and background so as to be able to perform in a competent and professional manner and that all work will be performed in accordance with professional standards in the industry and/or field.

In Process

9. Headings. Section headings used in this Agreement are for convenience only, have no legal significance, and in no way change the construction or meaning of the terms hereof.

10. Insurance. Upon request by Company, Consultant shall provide to Company, copies of certificates of insurance evidencing the workers compensation, general liability and automobile insurance coverage that Consultant has in effect and Consultant shall maintain such insurance in effect through the duration of the Agreement.

11. Amendment and Waiver. No provision of this Agreement may be modified, waived, terminated or amended except by a written instrument executed by the parties. No waiver of a material breach of any provision of this Agreement shall constitute a waiver of any subsequent breach of the same or other provisions hereof.

12. Relationship. The Consultant shall be and act as an independent contractor hereunder, and neither Consultant nor any employee, agent, associate, representative or subcontractor shall be deemed to be employees of the Company for any purpose whatsoever.

13. Force Majeure. Neither party will be liable for any failure or delay in performance due to any cause beyond its reasonable control, including, but not limited to acts of nature, strikes, fire, flood, explosion, riots, or wars, provided that personnel changes, including unanticipated employee departures, shall not be considered to be an event or condition of force majeure.

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14. Notices. All notices and other communications required or permitted under this Agreement shall be in writing, and hand delivered or sent by registered or certified mail, return-receipt requested, postage prepaid, or by overnight delivery service and shall be effective upon receipt at the following addresses or as either party shall have notified the other party:

If to Company:
Ms. Laura Pfeifer
Assistant Finance Director
City of Grand Rapids
420 North Pokegama Avenue
Grand Rapids, MN 55744

If to Consultant:
USI Consulting Group, Inc. (USICG- earlier as **Hildi Inc.**)
8000 Norman Center Drive
Suite 400
Bloomington, MN 55437
Attn: Noel Johnson, FSA
Consulting Actuary

In Process

15. Assignment. Consultant shall not assign this Agreement or delegate the services to be performed hereunder, in whole or in part, or any of its rights, interest, or obligations hereunder without Company's express written consent.

16. Law Government. This Agreement shall be governed by the laws of the State of Minnesota, without regard to or application of conflicts of law rules or principles.

17. Taxes. Consultant shall assume full responsibility for the payment of all taxes imposed by any federal, state, local taxes or foreign taxing authority and all contributions imposed or required under unemployment insurance, social security and income tax laws, with respect to performance of services for Company hereunder.

18. Termination. Any Exhibit(s) to this Agreement may be terminated by either party upon thirty (30) days written notice to the other party. This Agreement may be terminated by either party upon ninety (90) days written notice to the other party. Company agrees to pay for all services provided by Consultant and related travel expenses incurred by Consultant through the date of termination of the Exhibit(s) and/or the Agreement as applicable.

19. Entire Agreement. This constitutes the entire agreement between the parties regarding the subject matter hereof. This Agreement shall be binding on the affiliates, administrators, executors, heirs, successors in interest, or assigns of Consultant.

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IN WITNESS WHEREOF, authorized representatives of the Company and the Consultant have executed this Agreement in duplicate.

Company: City of Grand Rapids	**Consultant: USICG (earlier as Hildi Inc.)**
By: _____ (Authorized Signature)	By: _____ (Authorized Signature)
Name: Carl Babich (Print or Type)	Name: Noel Johnson, FSA
Title: _____ (Print or Type)	Title: Consulting Actuary
Date: _____	Date: November 11, 2026

(Please Note: A signature is required on both page 5 and Exhibit 1. Thank you.)

In Process

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Exhibit 1 to
AGREEMENT FOR CONSULTING SERVICES
Consultant and Rate Schedule

Consultant Representative's Name	Title	Effective Start Date	Expected End Date
USICG (**Hildi Inc.**) Actuaries and Consultants	Consulting Actuaries	January 1, 2027	December 31, 2028

Base Fees

The approximate budget for USICG consulting services is as follows:

	2027 Fiscal Year	2028 Fiscal Year
GASB 75	$3,550	January 1, 2027 actuarial valuation to be used as the base results for this fiscal year. GASB 75 disclosures to be developed for the year ending December 31, 2028. Approximately $1,275
Optional: GASB 75/73/101 consulting review on the true-up benefit payment calculations. Each fiscal year it is possible for some additional fees to occur due to this request from the Company/Client on this important calculation.		

These Base Actuarial Fees include the following:

- An Actuarial Report including all information required by the GASB Statements. USICG (Hildi Inc.) will provide an electronic copy of the actuarial report. One to three hard copies of the report can be sent, too, if requested.
- A results meeting by conference call or video call to discuss the results.
- Teleconferencing with the actuaries on pending or anticipated issues which may affect the actuarial valuation/report. If any work is needed based on one of the outcomes of a teleconference, a fee will be agreed upon before any work is initiated.
- Periodic memos and telephone calls to provide updates on developments that may affect future actuarial reports.

All quotes assume the plan provisions and assumptions remain unchanged from the last actuarial valuation or year-end disclosure. Additional charges may occur if there is out of scope work due to an auditor request, OPEB Trust, changes in funding or investment policy for the OPEBs, changes in plan provisions or assumptions, or changes in the GASB disclosure requirements.

SERVICES OR REQUIREMENTS:

The Agreement for Consulting Services is dated November 11, 2026.

Company: City of Grand Rapids

_____
(Authorized Signature)

_____
(Date)

Consultant: USICG (earlier as Hildi Inc.)

Noel D. Johnson
(Authorized Signature)

November 11, 2026
(Date)

(Please Note: A signature is required on both page 5 and Exhibit 1. Thank you.)

Certificate Of Completion

Envelope Id: 7FFAEACC-C772-8935-8081-ABD3915539C2
Status: Delivered
Subject: Complete with Docusign: USICG Consulting Contract City of Grand Rapids 1.1.2027.pdf
Source Envelope:
Document Pages: 6
Signatures: 0
Envelope Originator:
Certificate Pages: 5
Initials: 0
Lori Goble
AutoNav: Enabled
100 Summit Lake Drive, Suite 400
EnvelopeId Stamping: Enabled
Valhalla, NY 10595
Time Zone: (UTC-06:00) Central Time (US & Canada)
lori.goble@usi.com
IP Address: 139.60.218.6

Record Tracking

Status: Original
11/11/2026 2:51:45 PM
Holder: Lori Goble
lori.goble@usi.com
Location: DocuSign

Signer Events	Signature	Timestamp
Carl Babich cbabich@grandrapidsmn.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 11/19/2026 11:16:04 AM ID: ede3d03b-6ee3-4737-b584-f17dbe5e2ec4		Sent: 11/12/2026 9:47:32 AM Viewed: 11/19/2026 11:16:04 AM

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In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Laura Pfeifer llpfeifer@grandrapidsmn.gov Assistant Finance Director Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 11/12/2026 8:08:01 AM ID: 1ffaa522-a057-4820-bb82-ecef74e3082d	COPIED	Sent: 11/11/2026 2:53:04 PM Resent: 11/12/2026 9:47:31 AM Viewed: 11/12/2026 10:34:45 AM

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	11/11/2026 2:53:04 PM
Envelope Updated	Security Checked	11/12/2026 9:47:31 AM
Envelope Updated	Security Checked	11/12/2026 9:47:31 AM
Envelope Updated	Security Checked	11/12/2026 9:47:31 AM
Certified Delivered	Security Checked	11/19/2026 11:16:04 AM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

In Process

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, USI Insurance Services, LLC (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a $0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact USI Insurance Services, LLC:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: michael.pomer@usi.com

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To advise USI Insurance Services, LLC of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at michael.pomer@usi.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from USI Insurance Services, LLC

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to michael.pomer@usi.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with USI Insurance Services, LLC

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to michael.pomer@usi.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify USI Insurance Services, LLC as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by USI Insurance Services, LLC during the course of your relationship with USI Insurance Services, LLC.

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

ADMINISTRATION DEPARTMENT

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

November 23, 2026

Governor-Elect Amy Klobuchar
Transition Office
Minnesota State Capitol
75 Rev Dr Martin Luther King Jr Boulevard.
St Paul, MN 55155

Re: Support for the Appointment of Commissioner Ida Rukavina to lead the Department of Iron Range Resources and Rehabilitation

Dear Governor-Elect Klobuchar:

The City of Grand Rapids, a community of approximately 11,268 residents in Itasca County, writes to express its strong support for the appointment of Commissioner Rukavina to serve as Commissioner of the Department of Iron Range Resources and Rehabilitation (IRRR).

Our city has worked with Commissioner Rukavina for many years and in a variety of roles. She has earned broad respect among the local officials, partners, and residents we serve. Commissioner Rukavina brings a deep understanding of our community including its opportunities and its challenges, and a clear grasp of the agency's mission and how its resources can be used effectively. We are confident she is ready to lead this organization into the future.

Commissioner Rukavina has been an excellent partner to the City of Grand Rapids. She has actively sought opportunities to support and encourage collaboration and business development in our community, and she understands how IRRR must adapt to meet modern challenges. The Commissioner was instrumental in securing Highway 35, a cannabis grow/manufacturing facility, located at the former Ainsworth OSB plant, now employing over 90 people and growing!

Commissioner Rukavina also understands the basic commitment public resources carry; that its funds, programs, and investments are intended for use within the Taconite Assistance Area.

On behalf of the City of Grand Rapids, we respectfully urge you to join us in supporting Commissioner Rukavina's appointment to lead IRRR. Thank you for your consideration. Please contact Mayor Tasha Connelly at tconnelly@grandrapidsmn.gov if we can provide additional information.

Sincerely,

Tasha Connelly, Mayor
City of Grand Rapids

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER